



WEST OXFORDSHIRE
DISTRICT COUNCIL

WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	Council: Wednesday 24 February 2021
Report Number	Agenda Item No. 9
Subject	Climate Action Biannual Report
Wards affected	All
Accountable member	Councillor David Harvey, Cabinet Member for Climate Change Email: david.harvey@westoxon.gov.uk
Accountable officer	Ness Scott, Climate Change Manager Tel: 07525 802994; Email: vanessa.scott@publicagroup.uk
Summary/Purpose	This paper presents to Full Council: <ul style="list-style-type: none">• A biannual report on the climate action taken by West Oxfordshire District Council in response to the climate and ecological emergency during the last six months: August 2020-January 2021.• The West Oxfordshire Climate Change Strategy for approval.• A Sustainability Standards Checklist in planning for approval.
Annexes	Annex 1 : Climate Change Strategy for West Oxfordshire. Annex 2 : Sustainability Standards Checklist.
Recommendations	(a) That the contents of the biannual report on climate action for West Oxfordshire be noted; (b) That the Climate Change Strategy for West Oxfordshire and Sustainability Standards Checklist for planning be approved; and (c) That the Council's priorities for the next six months be noted.
Corporate priorities	1. To protect the environment whilst supporting the local economy 2. Working with communities to meet the current and future needs and aspirations of residents 3. To provide efficient and value for money services, whilst delivering quality front line services
Key Decision	Yes
Exempt	No

<p>Consultees/ Consultation</p>	<p>The two documents presented to Full Council have been developed by the Council’s Climate Change Manager:</p> <p>1) The Climate Change Strategy has been developed following a climate action survey carried out by the Council in May 2020. The results from the public consultation have informed the development of a vision and strategic objectives within the Strategy. The cross-party Climate Action Working Group has seen both first and final drafts of the Strategy ahead of this being presented to Full Council and have been closely consulted on this piece of work. The Strategy has also been through an internal consultation with Council Officers.</p> <p>2) A Sustainability Standards Checklist has been developed by an internal working group including the Council’s Business Manager for Planning and Officers from Planning Policy and Development Management teams. It has been designed with input from the Council’s existing biodiversity, landscape, conservation heritage specialists and represents a collaborative output. A Checklist has also been presented to, and endorsed by, members of the cross-party Climate Action Working Group.</p>
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I. BACKGROUND

I.1. This paper presents to Full Council:

- A biannual report on the climate action taken by West Oxfordshire District Council in response to the climate and ecological emergency during the last six months: August 2020-January 2021.
- The West Oxfordshire Climate Change Strategy for approval ([Annex 1](#)).
- A Sustainability Standards Checklist in planning for approval ([Annex 2](#)).

2. BIENNIAL REPORT ON COUNCIL MOTIONS ASSOCIATED WITH CLIMATE ACTION.

Table 1: Biennial reporting on Council motions associated with climate action and pre-approved work programme.

Notice of Motion	Biennial Reporting Tracker
<p>2.1. Date of Full Council: 26th June 2019</p> <p>NOTICE OF MOTION – CLIMATE CHANGE</p>	<p>A first report setting out the framework for how the Council planned to deliver climate action in West Oxfordshire was agreed at Full Council on 22 January 2020. All projects and actions that are not specifically referenced within the January 2020 report, but have evolved as projects being taken forward by the Council in response to the climate and ecological emergency, are introduced outside of this reporting tracker and discussed separately within Section 3.0 to ensure a full and complete commentary of the Council’s work in progress.</p> <p>The first climate action biennial report was presented at Full Council on 29 July 2020. Actions implemented between August 2020 and January 2021 are summarised here.</p> <p>Members of the cross-party Climate Action Working Group have participated in three meetings held on: 11 Aug ‘20, 01 Oct ‘20 and 11 Feb ‘21.</p> <p>A. Carbon Action Plan</p> <p>The Council’s Carbon Action Plan was presented to, and approved by, Full Council on 28 October 2020 and published: https://www.westoxon.gov.uk/environment/climate-action/our-route-to-carbon-neutral/. This Plan sets out how the Council will become carbon neutral by 2030.</p> <p>The Carbon Action Plan is an output identified in the Council’s Local Recovery Plan (October 2020). A two-year fixed-term position has been funded as part of the recovery to facilitate the Council’s transition to carbon neutral. An Energy Projects Specialist is now being advertised as a new staff member within the climate team.</p> <p>Now the Carbon Action Plan has been published, the Council’s focus has moved to i) recruiting an Energy Projects Specialist and ii) implementing the individual actions, also referred to as work packages, set out within the Plan.</p> <p>Work package one: Following a full tender process, a consultant has now been appointed to assess the sustainability of Council offices. Energy performance will be modelled and waste, water</p>

Notice of Motion	Biannual Reporting Tracker
	<p>and cycle-storage facilities will be assessed and recommendations for retrofit put forward. This work is now in progress.</p> <p>B. Climate Change Strategy</p> <p>The Council has met its original commitment to delivering a Climate Change Strategy for West Oxfordshire and now presents this to Full Council, as Annex 1, for approval.</p> <p>C. Climate Action Network</p> <p>The Council has developed a public-facing, Climate Action Network which now has approximately 300 people registered. During these unprecedented times, virtual means of communication and engagement with residents have necessarily been prioritised over face-to-face meetings. With the climate action survey in May of 2020 confirming that people would like to hear more about the Council’s work to address climate change, quarterly/seasonal bulletins are now being produced to engage with stakeholders from across the District. The Network continually grows, facilitated by an invitation to join online via our climate action webpages: https://www.westoxon.gov.uk/environment/climate-action/</p>
<p>2.2. Date of Full Council: 22nd January 2020</p> <p>NOTICE OF MOTION – TREE PLANTING</p>	<p>The Council has met its commitment to delivering a Sustainability Standards Checklist for planning and now presents this to Full Council, as Annex 2, for approval.</p> <p>This Checklist was developed in 2020 in collaboration with Planning Policy and Development Management Officers and incorporates all elements of environmental sustainability for consideration in planning. Within this, there is an expectation on applicants to consider biodiversity and tree planting.</p> <p>Raising standards for sustainability within new development is also a priority identified within the Council’s Local Recovery Plan (October 2020). A one-year fixed-term position has been funded as part of the recovery to implement the Council’s commitment to increasing standards. A Sustainable Planning Specialist is now being advertised as a new staff member within the Development Management team and will focus on the implementation of a Checklist.</p>
<p>2.4. Date of Full Council: 22nd January 2020</p>	<p>The Climate Change Strategy for West Oxfordshire incorporates, as a leading theme, “<i>Protecting and restoring natural ecosystems.</i>”</p>

Notice of Motion	Biannual Reporting Tracker
<p>NOTICE OF MOTION – CLIMATE ACTION BIODIVERSITY PLAN</p>	<p>The Strategy defines a vision and strategic objectives for this theme and is the first step taken in response to a call for a Biodiversity Plan.</p> <p>With the Climate Change Strategy now developed and objectives clearly defined, the Council will go on to consider its short- to medium-term actions for biodiversity. It is proposed that this takes the shape of a succinct biodiversity work programme focusing on a list of projects that can be delivered by existing staff working for the Council.</p> <p>The development of Land Management Plans, for land within the Council’s stewardship, with ecological enhancement as a key consideration is a priority identified in the Council’s Local Recovery Plan (October 2020). Subsequently, a two-year fixed-term position has been funded to focus on this work. This month, Rachel Crookes joins the Council as the new Biodiversity & Countryside Land Management Officer.</p> <p>Rachel will provide staff resource within the climate team to focus on a biodiversity work programme and the development of enhanced land management plans for land within the Council’s stewardship. Draft, and enhanced land management plans are proposed for consultation later in the summer of 2021 to allow Rachel the opportunity to settle in to the role and assess sites, applying her own specialist knowledge and experience to the task in hand.</p> <p>A baseline set of Land Management Plans, representing the current status quo, will be produced by April 2021. This will form the basis from where enhanced land management plans will then be developed.</p>

3. CLIMATE ACTION UNDERWAY

3.1 In future biannual reports, all work reported on within Section 3.0 will fall under the heading “Climate Change Strategy” as they each represent District-wide initiatives that are underway and contribute towards the Council’s strategy themes (pending the approval of a Climate Change Strategy by Full Council).

Table 2: A summary of climate action underway as part of an evolving work programme.

3.2 Electric Vehicle (EV) Infrastructure & Strategy	
3.2.1 The Oxfordshire Park and Charge Project	<p>The Council is a partner in the Innovate-UK funded, Oxfordshire Park & Charge Electric Vehicle Charging Point (EVCP) project. During 2020, the Council has worked extensively with the Oxfordshire Park & Charge team to assess the viability of car parks within the Council’s stewardship for the installation of EVCP. Six car parks are now selected as part of Tranche One for EVCP being installed in West Oxfordshire during the spring and summer of 2021. Refer to the Cabinet report presented on 18th November 2020 for further details. Council car parks selected include:</p> <ul style="list-style-type: none"> • Hensington Road, Woodstock • Back Lane, Eynsham • Woodford Way, Witney • Woodgreen Offices, Witney • Black Bourton, Carterton • New Street, Chipping Norton <p>More recently, the Park & Charge legal agreements were the focus of a report to Cabinet on 17th February 2021.</p>
3.2.2 Oxfordshire EV Infrastructure Strategy (OEVIS) – emerging.	<p>An Oxfordshire-wide EV Infrastructure Strategy (OEVIS) is being developed to set a consistent design and technical standard for EV infrastructure across the county. This strategy is being co-ordinated by the iHub Innovation Team at OCC, with partnership involvement and representation from all District Councils. Councillor David Harvey is lead for WODC on the Members Group; the Group Manager – Commissioning and/or the Climate Change Manager represents WODC on the Project Board, and the Climate Change Manager/Planning Officers/Parking Strategy Manager have represented WODC on Working Group topics dependent on agenda items.</p>

	A draft OEVIS is now progressing through the consultation stage prior to a more formal adoption process.
3.3 Energy Retrofit	
3.3.1 Better Housing Better Health (BHBH) and Fuel Poverty Grants (FPGs), delivered by the National Energy Foundation (NEF).	<p>A Fuel Poverty Grant of £20,000 was agreed at Full Council on 29th July 2020. The FPG provides additional support towards energy-efficiency measures and housing retrofit for those in fuel poverty: https://www.westoxon.gov.uk/environment/climate-action/energy-efficiency-and-affordable-warmth/</p> <p>During the winter period, the National Energy Foundation (NEF) has been working on behalf of the Council as point of contact administering both ECO and FPG applications. For both grants, NEF utilises the ECO Flexible Eligibility criteria which have been accepted by all Councils across Buckinghamshire and Oxfordshire and is aimed at residents defined to either be living on a low income in a high-cost property or those who have a low income coupled with a particular vulnerability to the cold.</p> <p>At the time of writing this report, two Fuel Poverty Grants had been successfully processed, with further applications pending.</p>
3.4 Local Recovery Plan	
3.4.1. West Oxfordshire's Local Recovery Plan (October 2020)	<p>In June 2020, the Council prepared its Local Recovery Plan to complement the delivery of the Council Plan 2020-24 through the Covid-19 Recovery Themes of Economy, Community, Climate and Council, Service Delivery and Finance. These themes are closely aligned with the six Council Plan priorities so that actions prioritised as part of the recovery also contribute to the Council Plan.</p> <p>https://www.westoxon.gov.uk/about-the-council/plans-and-policies/council-plan-2020-to-2024/</p> <p>Projects focusing on climate within the Local Recovery Plan also cross-reference and interlink with the aims and objectives of the Council's Carbon Action Plan and Climate Change Strategy. These documents set out the Plans for now implementing targeted projects, contributing to the Council's delivery of a green recovery.</p>

4. FINANCIAL IMPLICATIONS

- 4.1. The Council's 2020/21 budget included a provision of £200,000 and a commitment to review the possibility of adding further funds to climate projects in the subsequent two financial years.
- 4.2. The Council's Local Recovery Fund (October 2020) has committed funding to the recruitment of new staff resource as part of a team able to dedicate their time to implementing the two documents being presented today for approval. This included funds for a new Biodiversity & Countryside Land Management Officer (two-year fixed term contract); an Energy Projects Specialist (two-year fixed term contract); a Sustainable Planning Specialist (one-year fixed term contract) and a Climate Change Manager (fixed-term for a further two years).

5. LEGAL IMPLICATIONS

- 5.1. There are no perceived legal implications associated with the proposals within this report. A Climate Change Strategy presents a vision and organises the Council's priorities so that effort can be both targeted and focused in these areas. The Sustainability Standards Checklist will form a part of an existing validation process in planning.

6. RISK ASSESSMENT

- 6.1. There are no immediate risks considered to be arising from the contents of this report.

7. EQUALITIES IMPACT

- 7.1. The design of all projects as a response to the climate and ecological emergency have an equal impact across Council functions, for all customers and staff.

8. CLIMATE CHANGE IMPLICATIONS

- 8.1. The proposals within this report will have a direct, positive impact on the Council's operations with regard to energy and resource efficiency, water efficiency, waste reduction and recycling and associated carbon reduction. In addition, multiple cross-benefits towards climate change mitigation and adaptation are planned district-wide through work across functions and with partner organisations.

9. ALTERNATIVE OPTIONS

- 9.1. One alternative option is to take no action at all.

10. BACKGROUND PAPERS

- 10.1. The following documents have been identified by the author of the report in accordance with section 100D.5(a) of the Local Government Act 1972 and are listed in accordance with section 100 D.1(a) for inspection by members of the public:
 - Meeting minutes and motion agreed at Full Council on 26th June 2019.
 - Meeting minutes and motions agreed at Full Council on 22nd January 2020.
 - Climate action biannual report at Full Council on 29th July 2020.
 - Carbon Action Plan and report at Full Council on 28th October 2020.
 - Local Recovery Plan and report at Full Council on 28th Council 2020.
- 10.2. These documents will be available for inspection at the Council Offices at Woodgreen during normal office hours for a period of up to 4 years from the date of the meeting. Please contact the author of the report.

Annex 1:

CLIMATE CHANGE STRATEGY FOR WEST OXFORDSHIRE 2021-2025

Climate Action as a District

Presented to Full Council: 24th February 2021



WEST OXFORDSHIRE
DISTRICT COUNCIL

CLIMATE ACTION

for West Oxfordshire

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1.0 Introduction

1.1 Why a Climate Change Strategy?

West Oxfordshire District Council is in the unique position of being able both to contribute strategically to climate action for Oxfordshire and the South East, whilst also being able to take local, grassroots action in the district. We can:

- listen and respond to the individual and collective views of residents and communities;
- influence and shape the development of strategy and policy for climate at county and regional level;
- communicate our local response to the climate and ecological emergency as good practice that can be shared beyond the boundaries of West Oxfordshire and
- make a positive difference towards the national effort to address climate change, channelling Government stimuli for a green industrial revolution to deliver local benefit.

In line with the commitments set out in the Council Plan (2020-2024), this Climate Change Strategy (“Strategy”) has been developed as the framework for how the Council’s priorities for climate action across the district, for 2021-2025, can be achieved.

In 2020, we saw change few could have imagined. In what is widely regarded as a fast-paced and quickly evolving landscape, the Council has designed this Strategy to ensure its scope can adapt effectively to, and encompass changes in, national and regional policy, green industry and green technology. The Strategy identifies five themes as the focus of local climate action:

- 1) Protecting & restoring natural ecosystems
- 2) Energy
- 3) Active travel & low-carbon transport
- 4) Standards in new development
- 5) Engage, support and educate

Each theme is accompanied by a set of strategic objectives that the Council pledges its support to delivering in meeting its vision. The Council will report annually on its progress against the objectives of the Strategy and, where appropriate, revise the document so it remains current.

1.2 Context

In December 2015, the Paris Agreement was adopted by 195 nations at the 21st Conference of the Parties to the United Nations Framework Convention on Climate Change (UNFCCC) and included the aim of strengthening the global response to the threat of climate change by *“holding the increase in the global average temperature to well below 2°C above pre-industrial levels and pursuing efforts to limit the temperature increase to 1.5°C above pre-industrial levels.”*

Shortly after the Paris Agreement, UNFCCC invited the Intergovernmental Panel on Climate Change (IPCC) – a world-leading body for assessing the science related to climate change – to produce: *Global Warming of 1.5°C, an IPCC special report on the impacts of global warming of 1.5°C above*

pre-industrial levels and related global greenhouse gas emission pathways, in the context of strengthening the global response to the threat of climate change, sustainable development, and efforts to eradicate poverty.

The IPCC special report highlighted how limiting global warming to 1.5°C would require “*rapid, far-reaching and unprecedented changes in all aspects of society.*” The research and findings of IPCC research informed the UK government’s next steps and in June 2019, the UK became the first country to legislate long-term climate targets by introducing a legally binding net-zero carbon emissions target to end the UK’s contribution to global warming entirely by 2050.

In recognition of the urgency and importance of local action in response to a global concern, on 26th June 2019, West Oxfordshire District Council declared its Motion to address the climate and ecological emergency.

In 2020, the UK’s response to Covid-19 as a global health crisis served to emphasise the importance of climate action. The cross benefits and interrelationships between public health and the natural environment were clear. Natural green spaces and access to nature provided many with a source of refuge and outdoor relaxation during periods of lockdown, while improvements in local air quality as a result of a reduction in transport emissions were welcomed not only for their immediate environmental benefit, but as an important factor in people’s longer-term health and wellbeing. For those able to work from home during lockdown, there was a national shift to home working with transport emissions dropping dramatically as a result. Some experts attributed the clearer skies in April during lockdown to a reduction in air pollution, which then saw UK solar energy breaking the all-time peak generation record. National fossil-fuel consumption also fell during these corresponding months in April and May of 2020 as a consequence of solar energy generation levels. Indeed, it was in 2020 that Great Britain generated a full calendar month of coal-free electricity for the first time since the Industrial Revolution.

Low- and zero-carbon (LZC) energy production has since been increasingly documented as an industry that is key to our green recovery and economic growth moving forward. The Council went on to develop its Local Recovery Plan with climate action at its heart, capturing the positive lessons learned through its response to the Covid pandemic and recognising the value communities in the district place on the natural environment.

The Prime Minister has also, this year, noted 2020 as a “defining year of climate action” for the planet in discussion ahead of the United Nations Climate Change Conference of the Parties (COP26), and recently published The Ten-Point Plan for a Green Industrial Revolution¹. The UK government will, in the coming months, develop strategies for how it intends to deliver The Ten-Point Plan.

1.3 Action as a Council

The Council has taken many positive steps for climate action during 2020. This work has been steered and driven forward by members of our cross-party Climate Action Working Group (see Figure 1).

¹
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936567/10_POIN_T_PLAN_BOOKLET.pdf
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Cllr David Harvey leads the Council’s response as Cabinet Member for Climate Change and Chair of the Working Group, and has said:

“We are all responsible for taking climate action so that we leave to our future generations an environment that we ourselves would wish to live in. The way in which we respond to the climate and ecological crisis today is our legacy. Action is needed and this Group is committed to leading the way by example.”

Figure 1: Members of the Cross-Party Climate Action Working Group.



This leadership is illustrated in The Council Plan 2020-2024² and Local Recovery Plan, October 2020³. Both include Climate Action as a key theme and commit to: *Leading the way in protecting and enhancing the environment by taking action locally on climate change and biodiversity.*

As part of delivering the Council’s strategic priorities, a Carbon Action Plan was also produced in October 2020⁴. It sets out the Council’s trajectory for how it will deliver its commitment to becoming carbon neutral by 2030.

This Strategy now represents the Council’s focus on climate action as a District and defines a framework for delivering its vision and priorities.

² <https://www.westoxon.gov.uk/about-the-council/plans-and-policies/council-plan-2020-to-2024/>

³ <https://www.westoxon.gov.uk/media/8d8b970bc2e9597/west-oxon-covid-recovery-plan.pdf>

⁴ <https://www.westoxon.gov.uk/environment/climate-action/our-route-to-carbon-neutral/>

2.0 Our Vision

The Council has defined its vision and now pledges its commitment to shaping a district where:

- the restoration of natural ecosystems and biodiversity are delivered widely and consistently.
- everyone feels they have access to wildlife-rich sites, to the benefit of their health and wellbeing.
- housing-energy retrofit is a continuous programme of activity and is helping to reduce energy consumption for households, addressing fuel poverty and improving health.
- clean and local energy is commonplace, providing local communities with energy independence and resilience.
- active forms of travel including cycling and walking are widely adopted and ultra-low-emission transport infrastructure is equipped to meet rising demand.
- growth and new development are designed to the highest standards of energy performance and environmental sustainability.
- partnership with national, regional, county, district and local partners and communities continues to progress clear and positive outcomes for climate action.
- everyone feels they can work collectively to make a difference, taking climate action at home, at work and as part of their local communities.

3.0 Strategy Themes

The Council’s vision and themes have been developed in response to:

1. The Data

Government data on CO₂ emissions for West Oxfordshire within the Local Authority’s Scope of Influence.

2. Your Views

The results of our public Climate Action Survey carried out in spring of 2020.



3.1 The Council’s Approach

Five themes are presented within the Strategy to encapsulate the Council’s vision and act as a focus for planning climate action as a district.

Whilst themes have been identified within the Strategy, the Council notes there are intrinsic links between each of the themes. One theme cannot be entirely separated from another. These linkages are sometimes referred to as co-benefits. A simple example is when improvements to natural ecosystems and wildlife go on to improve the soil and the habitat’s capacity for carbon sequestration, which in turn helps us to mitigate climate change. These same improvements to nature also help to improve local air quality and with it the general health and wellbeing of nearby communities.

Understanding the linkages between the themes is important in order to be able to plan projects that derive multiple benefits. One carefully planned and climate-conscious action has the potential to begin a sequence of positive environmental outcomes. For instance, an organisation’s policy to encourage staff to work from home will help to reduce transport emissions, improve local air quality and contribute to a cleaner atmosphere. People will then enjoy travelling on foot or by bicycle, and perhaps as a result feel more encouraged to take these more active and sustainable forms of travel in future. The Council will maximise opportunities to embed the principles of the Strategy so that the objectives for climate action are a consideration across all Council priorities and decision making.

In taking forward the Strategy, the Council also recognises the importance of planning projects that lead to multiple benefits for people living and working in West Oxfordshire. The Council will consider the benefits of designing mitigation and adaptation measures at a local level in order to address the issues of climate change.

Mitigation is the act of **reducing and preventing** the effects of climate change. For example:

- Generating heat from clean energy such as solar, wind or hydrothermal and **preventing** the need for the burning of fossil fuels - a process of combustion that releases greenhouse gas

emissions impacting on climate change - replaces an energy source so that climate change impact is mitigated.

- Changing land use, selecting crops, restoring and creating new ecosystems as a way of increasing carbon storage in soils and plants and developing long-term carbon sequestration is a way of **reducing** the effects of climate change.

Adaptation is the act of developing new approaches and strategies to reduce and **manage** the negative effects of climate change. For example: reducing the impacts of flood risk from sea level rise by constructing seawalls as flood defence.

Principles of a circular economy are also relevant across all five themes and will be considered by the Council in procurement decisions. These are principles based on an approach that designs out waste and pollution, keeps products and materials in use, and regenerates natural systems. It is one approach that offers a solution to improving quality of life whilst also tackling the issues of climate change. It has an increasing role to play in the future economy, from a global level down to a local level.

4.0 The Data

The most recent government data on CO₂ emissions indicates that West Oxfordshire currently accounts for 14% of total emissions in the County⁵, see Figure 2. Calculated as tonnes of CO₂ emitted per capita, the District was 5.1, which is the second-lowest total in the County after Oxford City (see Figure 3). These figures represent total CO₂ emissions by sector and include, in their entirety, major industrial and transport infrastructures such as railway lines and motorways, see Figure 4.

Figure 2. Total CO₂ Emissions in 2018 by Area in Oxfordshire.

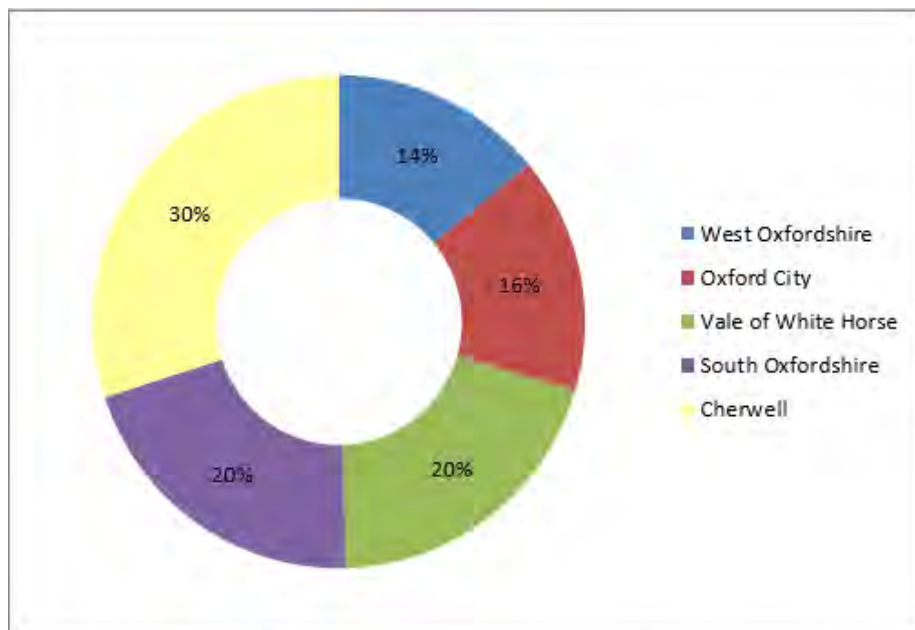


Figure 3. Total CO₂ Emissions in 2018 per Capita by Area.

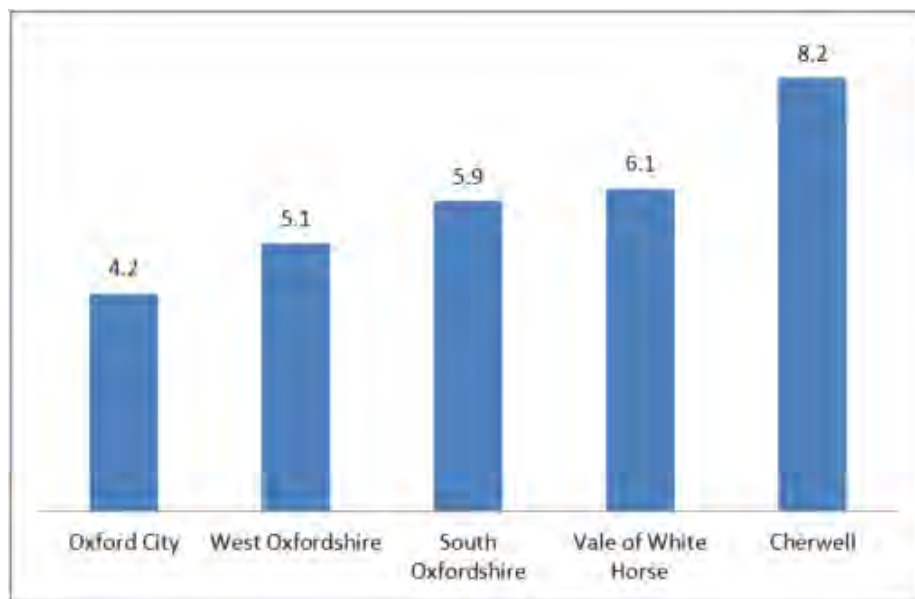
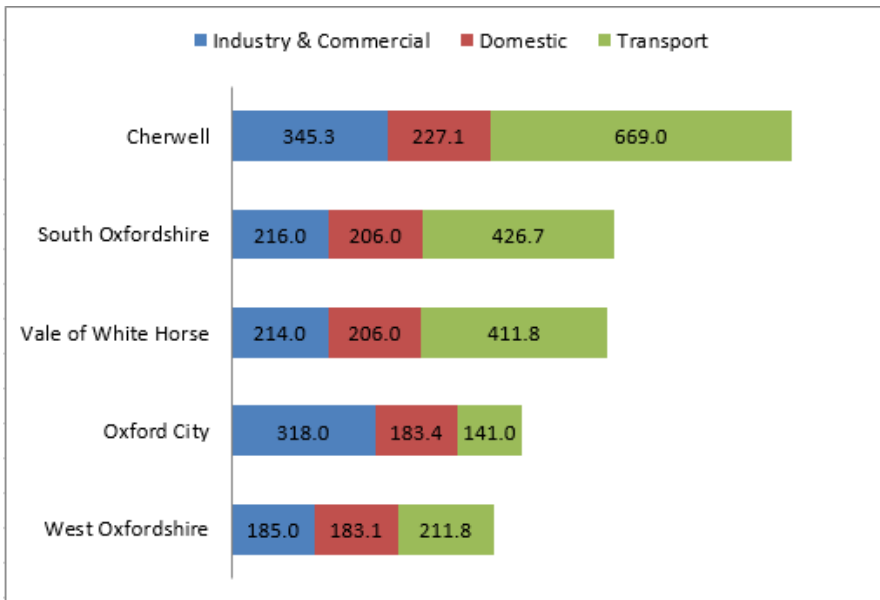


Figure 4. Total kilotonnes of CO₂ Emissions in 2018 by Area & Sector.

⁵ BEIS UK Greenhouse Gas Inventory 2005-2018, published June 2020



In the Council’s planning of climate action, it has been important to consider the total CO₂ in the Local Authority’s **Scope of Influence**. This is a subset which excludes industrial sites, railways, motorways and land use. The District Council has an ability to have either a direct or influencing impact on these CO₂ emissions.

The most recent government data shows CO₂ emissions for West Oxfordshire are fairly evenly distributed across industrial and commercial, domestic and transport sectors (see Figure 5).

Since 2005, there has been a steady decrease in CO₂ emissions across “industry & commercial” and “domestic” sectors. “Transport” emissions show less of a decline during the same period, indicating a continued reliance on internal combustion engine vehicles as a district, see Figure 6.

Figure 5. West Oxfordshire’s Total kilotonne CO₂ Emissions in 2018 by Sector.

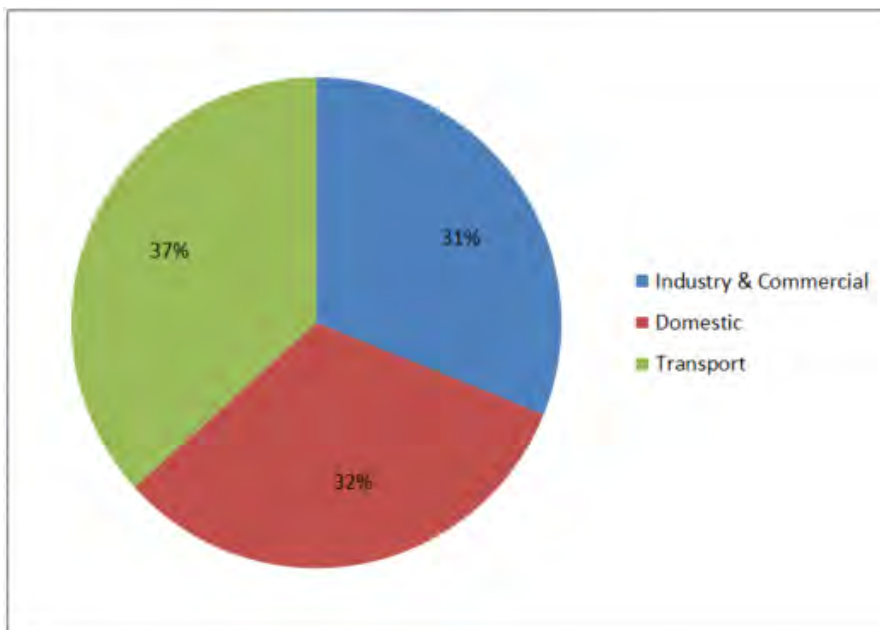
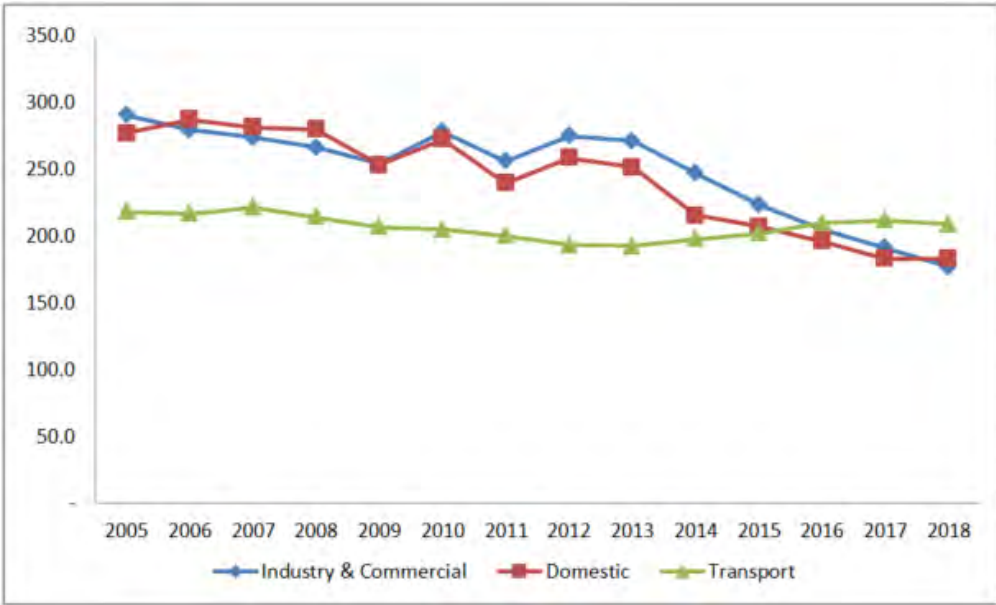


Figure 6. West Oxfordshire’s Total kilotonne CO₂ Emissions in 2018 within Local Authority Scope of Influence, by Sector.



5.0 Your Views

In the spring of 2020 the Council carried out its Climate Action Survey and young people's art competition to engage with people living and working in West Oxfordshire, inviting their views on climate action.

The Council collected both quantitative and qualitative data from its Survey to



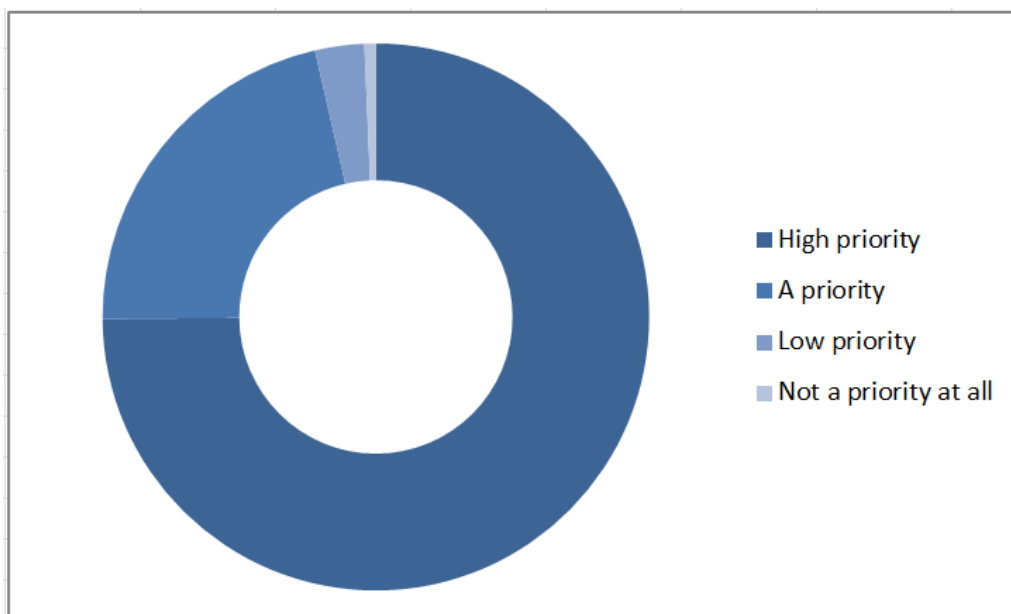
© Climate action competition, winning art by Millie Freer

which 446 responses were received, equivalent to one in every 250 residents in the district.

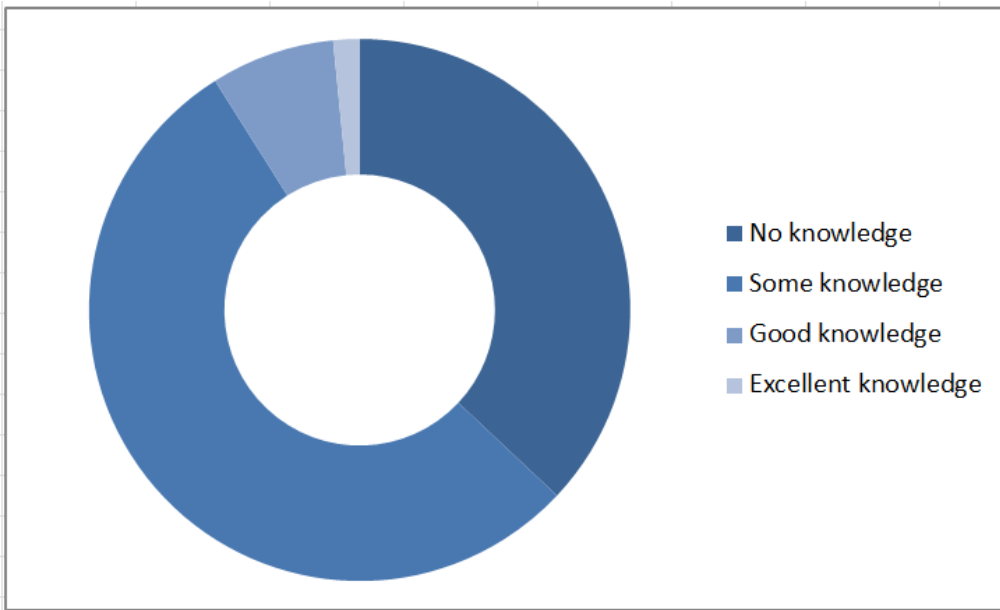
This data has provided the Council with a strong sense of what is important to those living and working in West Oxfordshire.

The Council received the following responses to their survey questions.

Q1. How much of a priority is the issue of climate change to you?

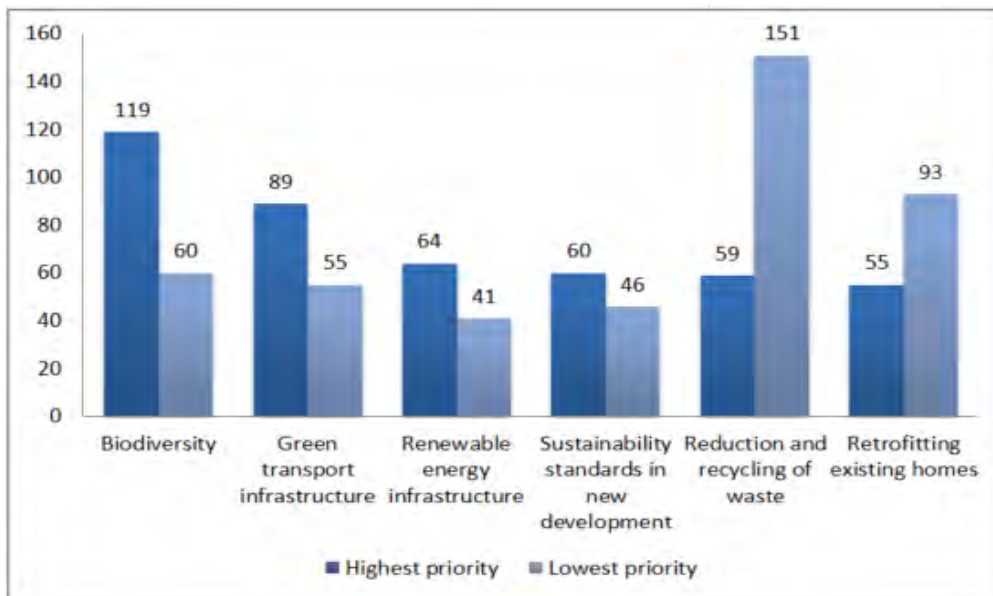


Q2. How much do you know about the Council's work on climate change?

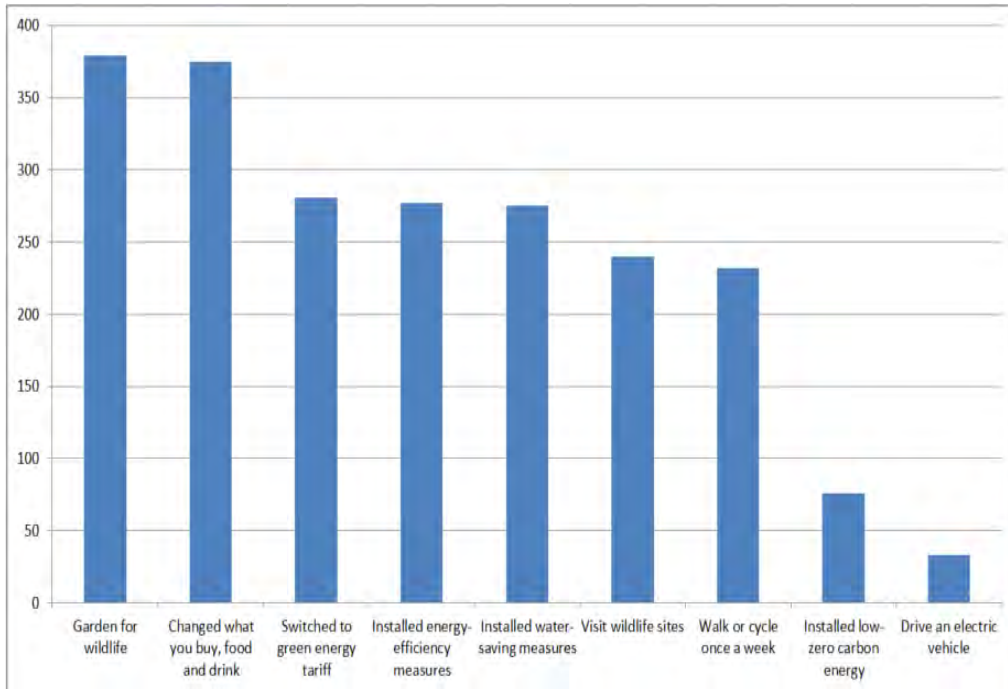


The cross-party Climate Action Working Group has now analysed the data, which includes all written feedback. The Working Group has taken the priorities and ideas of its residents fully into account in the prioritisation of the Strategy and in the development of its vision and objectives.

Q3. Rank by priority the areas you believe the Council should focus on.



Q4. What action have you already taken to tackle climate change?



6.0 Theme One: Protecting & Restoring Natural Ecosystems



Snake's head fritillary © Lynne Ebbs

6.1 Vision

The Council pledges its commitment to shaping a district where:

- the restoration of natural ecosystems and biodiversity are delivered widely and consistently.
- everyone feels they have access to wildlife-rich sites, to the benefit of their health and wellbeing.
- partnership with national, regional, county, district and local partners and communities continues to progress clear and positive outcomes for climate action.
- everyone feels they can work collectively to make a difference, taking climate action at home, at work and as part of their local communities.

6.2 Strategic objectives 2021-2025

The Council will deliver its vision by:

- protecting existing biodiversity value and creating new opportunities for the restoration of natural ecosystems at sites under the Council's stewardship. This will be carried out with a new, dedicated biodiversity and countryside land-management staff member. Land Management Plans will be developed.

- working with councils, regional and local partners to identify and deliver strategic opportunities for the restoration of natural ecosystems, improving habitat connectivity, wildlife corridors, and nature-based solutions in land-use management. For example, further developing a pilot initiative currently under way with Oxfordshire County Council and the Wychwood Project to assess a **Natural Capital approach** as a method for understanding the multiple benefits of nature, informing strategic opportunities for restoring natural ecosystems.
- partnering with councils in the development of Oxfordshire strategy and policy for biodiversity, nature conservation, climate-change adaptation and mitigation. This will be carried out by continuing to play an active role in the development of the Oxfordshire Plan 2050.
- leading a county-wide collaboration on a **Local Nature Partnership** (LNP) for Oxfordshire.
- collaborating with partners on habitat mapping and species surveys. This will focus on continually improving the quality of data on the condition of our natural ecosystems to inform decision-making in planning and Council strategy. More immediately, this will be done by continuing support given to the Thames Valley Environmental Records Centre (TVERC) and collaborating with Oxfordshire councils and partners on the Oxfordshire tree-mapping project and the emerging Nature Recovery Network.
- delivering targets for natural landscape, **biodiversity net-gain and nature-based solutions** as part of new development in West Oxfordshire by retaining, as a minimum, existing dedicated resource in planning policy and development management teams. Embed good-practice principles as an expectation within the West Oxfordshire Sustainability Standards Checklist and Local Plan review.
- working across Council departments to link the objectives of this Strategy and theme with Council Plan (2020-2024) priorities, implementing each objective for: healthy towns and villages; a vibrant district economy; strong local communities; meeting the housing needs of our changing population; modern Council services and sustainable finance.
- engaging, supporting and communicating good practice for biodiversity and nature recovery with the West Oxfordshire community.

6.3 Delivery Partners

Key delivery partners and existing networks that the Council currently coordinates with, and will continue to, include:

Oxfordshire County Council, Oxfordshire district councils, Publica councils, town and parish councils, Department for Environment, Food and Rural Affairs (DEFRA), Cotswold Conservation Board for the AONB, universities and colleges.

NGOs: Wychwood Project, Wild Oxfordshire, Trust for Oxfordshire's Environment (TOE), Thames Valley Environmental Records Centre (TVERC), Lower Windrush Valley Project (LWVP),

Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT), Catchment Partnerships, Witney Woodland Volunteers.

Landowners: Including Blenheim, RAF Brize Norton, National Farmers Union (NFU).

6.4 Strategic Frameworks

The following strategic frameworks have been identified by the Council as critical to protecting and restoring biodiversity in West Oxfordshire. They are frameworks the Council will continue to contribute towards, facilitating action at a local level.

- The UK's Ten-Point Plan (November 2020): Nature Strategy and England Tree Strategy (emerging)
- The Environment Bill: Biodiversity-Net Gain and Local Nature Recovery Network Strategies (emerging)
- Oxfordshire Plan 2050 (emerging)
- Oxfordshire Nature Recovery Network (emerging)
- Natural Capital Framework.

7.0 Theme Two: Energy



Southill Solar © WODC

7.1 Vision

The Council pledges its commitment to shaping a district where:

- housing-energy retrofit is a continuous programme of activity and is helping to reduce energy consumption for households, addressing fuel poverty and improving health.
- clean and local energy is commonplace, providing local communities with energy independence and resilience.
- partnership with national, regional, county, district and local partners and communities continues to progress clear and positive outcomes for climate action.
- everyone feels they can work collectively to make a difference, taking climate action at home, at work and as part of their local communities.

7.2 Strategic objectives 2021-2025

The Council will deliver its vision:

- leading by example through the implementation of its **Carbon Action Plan (2020)** and commitment to becoming a carbon-neutral Council by 2030.

- working with both existing and new partners to create opportunities for **energy-efficiency and low-/zero-carbon housing-energy retrofit**. This will be carried out through continued partnership with the Oxfordshire Affordable Warmth Network and financial support to housing-energy retrofit delivered through the Better Housing Better Health (BHBH) service run by the Council’s partner, the National Energy Foundation (NEF).
- contributing to projects developed as an Oxfordshire partnership, to Government’s **Green Homes Grant Local Authority Delivery (LAD)** Scheme, focused on new and targeted housing energy retrofit projects.
- promoting and signposting partnership projects that support housing energy retrofit in West Oxfordshire, such as the Oxfordshire Cosy Homes Initiative.
- developing opportunities for new partnerships as the route to achieving wide-scale domestic and non-domestic energy retrofit projects.
- working towards **net-zero housing and economic growth** in West Oxfordshire, supporting a transition to a zero-carbon economy and clean-energy supply. This will be carried out through, for example, the review of the West Oxfordshire Local Plan and by continuing to play an active role in the work of the Oxfordshire Growth Board, contributing to the development of county-wide strategy and policy for zero-carbon economic growth by 2050.
- supporting initiatives that offer opportunities for **local jobs in the low-/zero-carbon sectors**, promoting events and opportunities through the existing business network for West Oxfordshire.
- contributing to the planning of projects as a pathway to achieving net-zero for the West Oxfordshire community, developing plans for a clean- and local-energy transition. For example, continuing support for the development of a whole-system **Local Area Energy Plan (LAEP)** for Eynsham and a pilot initiative being led by the Low Carbon Hub (LCH) as models for other parts of West Oxfordshire.
- working across Council departments to link the objectives of this Strategy and theme with Council Plan (2020-2024) priorities, implementing each objective for: healthy towns and villages; a vibrant district economy; strong local communities; meeting the housing needs of our changing population; modern Council services and sustainable finance.

7.3 Delivery Partners

Key delivery partners and existing networks that the Council currently coordinates with, and will continue to, include:

Oxfordshire County Council, Oxfordshire district councils’ Energy Officers Group and Cross-County Climate Change Officers Group, town and parish Councils, Publica councils, Oxfordshire Local Enterprise Partnership (OxLEP), Oxfordshire Growth Board, Department for Business, Energy and Industrial Strategy (BEIS), Greater South East Energy Hub (GSEEH), Housing Associations and Registered Providers, including Cottsway Housing, universities and colleges.

NGOs: Low Carbon Hub (LCH) and Smart and Fair Futures Project, Cosy Homes Oxfordshire, Local Energy Oxfordshire (Project LEO). Oxfordshire Affordable Warmth Network and National Energy Foundation (NEF).

Landowners: Blenheim, RAF Brize Norton.

7.4 Strategic Frameworks

The following strategic frameworks, policies and plans have been identified by the Council as critical to delivering housing-energy retrofit and a local clean-energy transition in West Oxfordshire. They are frameworks the Council will continue to contribute towards, facilitating action at a local level.

- The UK's Ten-Point Plan (November 2020): Energy White Paper, Industrial Decarbonisation Strategy, Net-Zero Strategy, Heat & Buildings Strategy, Hydrogen Strategy (emerging)
- UK Net-Zero by 2050
- UK Industrial Strategy and Clean Growth Strategy
- Oxfordshire Industrial Strategy (2019)
- Oxfordshire Plan 2050 (emerging)
- Oxfordshire Low-Carbon Economy Report (updating)
- Oxfordshire Energy Strategy and target to: *“reduce County-wide emissions by 50% by 2030 (compared to 2008 levels) as a necessary pathway to achieving zero-carbon growth by 2050.”*
- Whole-system Local Area Energy Plan for Eynsham (emerging)

8.0 Theme Three: Active Travel & Low-Carbon Transport



© Richard Fairhurst

8.1 Vision

The Council pledges its commitment to shaping a district where:

- active forms of travel including cycling and walking are widely adopted and ultra-low-emission transport infrastructure is equipped to meet rising demand.
- growth and new development are designed to the highest standards of energy performance and environmental sustainability.
- partnership with national, regional, county, district and local partners and communities continues to progress clear and positive outcomes for climate action.
- everyone feels they can work collectively to make a difference, taking climate action at home, at work and as part of their local communities.

8.2 Strategic objectives 2021-2025

The Council will deliver its vision:

- leading by example through the implementation of its **Carbon Action Plan (2020)** and commitment to becoming a carbon-neutral Council by 2030. An agile working strategy currently encourages Council staff to home work. Whilst a review of cycle-storage facilities

at the Council offices will be done to ensure staff and Councillors feel there are facilities that enable them to cycle to work.

- working towards **net-zero-carbon growth by 2050** in partnership with Oxfordshire councils and county-wide partners, supporting the transition to **ultra-low-emission transport and active travel**. This will be done as part of a review of the West Oxfordshire Local Plan and by contributing to the development of the Oxfordshire Plan 2050 and Oxfordshire Local Transport & Connectivity Plan (emerging).
- identifying and exploring new opportunities for low-traffic neighbourhoods and cycle networks that are direct, safe, comfortable and attractive. This will be done to improve access to active forms of travel across the district, reducing demand for transport.
- delivering **EV infrastructure across the district**, at sites in Council ownership, meeting the policy ambitions and standards set out within the Oxfordshire EV Infrastructure Strategy (emerging) and target for 5% of local-authority-managed car-parking spaces providing EV charging by 2025. This is equivalent to 175 of the total 3,500 car parking spaces owned by the Council and includes public car parks, Council offices and commercial centres, depots, offices and industrial units to let. Consideration will also be given to the potential for electric-bike- and scooter-charging hubs.
- working as a partner in the Oxfordshire Park & Charge project to install EV-charging infrastructure in Council-owned car parks in 2021, contributing to a 5% target.
- implementing standards for EV-charging infrastructure and active travel in new development. This will be done by delivering the policy expectations and standards for EV set out for Salt Cross Garden Village within the Area Action Plan (AAP) and the Oxfordshire EV Infrastructure Strategy (emerging). Standards for EV charging and active travel are also included in the Council's Sustainability Standards Checklist in Planning and will be included as part of a review of the West Oxfordshire Local Plan.
- researching alternative, low-/zero-carbon fuel sources and opportunities to **pilot new technologies** that emerge to support the transition away from fossil fuels to modes of ultra-low-emission transport.
- working across Council departments to link the objectives of this Strategy and theme with Council Plan (2020-2024) priorities, implementing each objective for: healthy towns and villages; a vibrant district economy; strong local communities; meeting the housing needs of our changing population; modern Council services and sustainable finance.
- monitoring Air Quality Management Areas (AQMAs) at Bridge Street, Witney and Horsefair and High Street, Chipping Norton, where National Air Quality Standards are not met and are therefore the subject of Air Quality Action Plans; work with partners to seek reduction in traffic levels in these areas to improve air quality.

8.3 Delivery Partners

Key delivery partners and existing networks that the Council currently coordinates with, and will continue to, include:

Oxfordshire County Council, Oxfordshire Park and Charge, Oxfordshire district councils working with the Oxfordshire EV Infrastructure Strategy Project Board and Working Group, Energy Officers Group and Cross-County Climate Change Officers Group, town and parish Councils, Publica councils, Department for Transport (DfT), universities and colleges.

8.4 Strategic Frameworks

The following strategic frameworks, policies and local plans have been identified by the Council as critical to the delivery of low-carbon and active travel infrastructure in West Oxfordshire. They are frameworks the Council will continue to contribute towards, facilitating action at a local level.

- The UK's Ten-Point Plan (November 2020): Transportation Decarbonisation Plan (emerging) and commitment to end the sale of all new petrol and diesel cars and vans by 2030.
- UK Net-Zero by 2050
- UK Clean Air Strategy (2019)
- UK Air Quality Strategy (2007)
- Oxfordshire Infrastructure Strategy
- Oxfordshire Plan 2050 (emerging)
- Oxfordshire Local Transport & Connectivity Plan (emerging)
- Oxfordshire Sustainable Travel Programme (2020)
- The Oxfordshire EV Infrastructure Strategy (draft) and LA policy: *"Oxfordshire's local authorities will seek to achieve an aspirational target of converting 5% of local-authority-managed car park spaces to fast or rapid EV charging by 2025. These targets will apply across each Council's estate to allow for challenges in very small or isolated car parks."*
- West Oxfordshire Local Plan, 2040 (emerging)
- Local Air Quality Action Plans for Bridge Street, Witney and Horsefair and High Street, Chipping Norton

- implementing climate policies, including targets for biodiversity net gain and net-zero-carbon development, at **Salt Cross Garden Village** as a requirement of the Area Action Plan (AAP).
- increasing standards for new development, including major and minor, new and refurbishment applications. This will be done by requiring applicants to submit a Sustainability Statement demonstrating how they will meet the Council’s Sustainability Standards Checklist in planning and design for: **Water use and flood risk, Biodiversity, Green and Active Travel, Aligning with Net-Zero Carbon, Sustainable Construction, Materials and Waste** and **Voluntary Standards for Sustainability**. This will be carried out with a new, dedicated staff member. This will also be incorporated as part of a review of the West Oxfordshire Local Plan.
- creating **toolkits and best-practice guidance** to support new-build and retrofit projects designed to be low-/zero-carbon, both in their operation and in terms of whole-life embodied carbon.
- innovating new methods of **energy-data collection** to support a requirement for the post-construction monitoring of buildings in operation. This will be carried out in the interests of closing the performance gap between stages of design and construction, increasing transparency on how new developments are performing in operation.
- supporting the appropriate siting and development of strategic solar photovoltaics (PV) and renewables, for a local transition to clean energy.
- growing capacity and resource for collaboration on projects with Catchment Partnerships and the Environment Agency to ensure **flood-risk and water management** is appropriately considered as part of the decision-making process in development planning and as a feature of climate-change mitigation and adaptation.
- delivering targets for **natural landscape, biodiversity net gain and nature-based solutions** as part of new development in West Oxfordshire by retaining, as a minimum, existing dedicated resource in planning policy and development-management teams.
- working across Council departments to link the objectives of this Strategy and theme with Council Plan (2020-2024) priorities, implementing each objective for: healthy towns and villages; a vibrant district economy; strong local communities; meeting the housing needs of our changing population; modern Council services and sustainable finance.

9.3 Delivery Partners

Key delivery partners and existing networks that the Council currently coordinates with, and will continue to, include:

Oxfordshire County Council, Oxfordshire Innovation Hub, Oxfordshire Cross-County Climate Change Officers Group, town and parish Councils, Publica councils, Oxfordshire Growth Board, Ministry of Housing, Communities & Local Government, Homes England, universities and colleges.

NGOs/QUANGOs: Homes England, Low Carbon Hub (LCH) and Local Energy Oxfordshire (Project LEO), Trust for Oxfordshire's Environment (TOE), Thames Valley Environmental Records Centre (TVERC), Wildlife Trusts, Catchment Partnerships, Natural England, Environment Agency.

Developers and Landowners, Housing Associations and Registered Providers.

9.4 Strategic Frameworks

The following strategic frameworks, policies and local plans have been identified by the Council as critical to raising standards in development in West Oxfordshire. They are frameworks the Council will continue to contribute towards, facilitating action at a local level.

- The UK's Ten-Point Plan (November 2020): Energy White Paper, Industrial Decarbonisation Strategy, Net-Zero Strategy, Heat & Buildings Strategy, Hydrogen Strategy, Nature Strategy and England Tree Strategy (emerging)
- National Planning Policy Framework (NPPF)
- The Environment Bill: Biodiversity Net Gain and Local Nature Recovery Network Strategies (emerging)
- Oxfordshire Nature Recovery Network
- Natural Capital Framework.
- UK Net-Zero by 2050
- UK Industrial Strategy and Clean Growth Strategy
- Building Regulations
- Oxfordshire Plan 2050 (emerging)
- Oxfordshire Innovation Framework
- Oxfordshire Energy Strategy and target to: *“reduce county-wide emissions by 50% by 2030 (compared to 2008 levels) as a necessary pathway to achieving zero-carbon growth by 2050.”*
- West Oxfordshire Local Plan (2018) & West Oxfordshire Local Plan, 2040 (emerging)
- Salt Cross Area Action Plan (submission draft August 2020)
- West Oxfordshire Sustainability Standards Checklist

10.0 Theme Five: Engage, Support & Educate



10.1 Vision

The Council pledges its commitment to shaping a district where:

- partnership with national, regional, county, district and local partners and communities continues to progress clear and positive outcomes for climate action.
- everyone feels they can work collectively to make a difference, taking climate action at home, at work and as part of their local communities.

10.2 Strategic objectives 2021-2025

The Council will deliver its vision:

- maintaining the **Climate Action Network** for West Oxfordshire as a channel for the Council to publicly disseminate information on climate action, local projects and initiatives. A quarterly, seasonal bulletin will be produced as a way of sharing information on Council news and local events.
- developing local case studies and good practice on how action can be taken to address climate change. Whether this might be, for example, a nature-conservation project at a local school or a housing-retrofit project completed in a conservation area, the Council will encourage people in West Oxfordshire to use the Climate Action Network as a forum for sharing good practice and learning from each other's experiences.
- raising awareness about biodiversity, nature's recovery and natural capital through various mechanisms, including Council communications. Provide education on how people can reduce their impact on, and help to increase, biodiversity.

- facilitating local action in partnership with parish and town councils in West Oxfordshire through events and meetings held by the Council through its dedicated Town and Parish Council Forum.
- promoting events and opportunities through the existing business network for West Oxfordshire.
- developing press and communications on Council action taken to address climate change – via radio, video and in print. This will continue to be done using press releases, via social-media channels and via the Council’s dedicated webpages.

10.3 Channels

The following channels will be used by the Council to engage, support and educate:

Facebook, LinkedIn, Twitter, website, email, Town and Parish Council Forum, Competitions and Community Events.

11.0 Monitoring & Review

The Council will report annually on its progress against the objectives of the Strategy and, where appropriate, revise the document so it remains current.

Figures on CO₂-emissions reductions as a district will be included as part of the Council's Annual Monitoring Report (AMR) under climate. Both qualitative and quantitative measures will be included in the AMR as a method for reviewing and reporting on progress against the Strategy.

Annex 2:

Sustainability Standards Checklist for Planning

Why have we produced a checklist?

In 2018, the latest climate science from the Intergovernmental Panel on Climate Change (IPCC) showed the world that we had only 12 years to prevent irreversible catastrophic damage from a changing climate, and that any temperature increase above 1.5°C would involve far worse effects than previously thought, in terms of drought, flood, poverty for many people, and catastrophic biodiversity loss.

Recognising that local action is required in response to a global issue, WODC declared a climate and ecological emergency. In the wake of that emergency, as part of a suite of overall measures, the Council now expects developers and applicants to adopt the highest possible standards of energy and sustainable design to ensure new development in West Oxfordshire is designed as fit for the future. WODC has adopted a number of policies within the local plan to help protect and enhance our environment and reduce the impact from climate change. The Sustainability Standards Checklist for Planning now seeks to deliver targeted climate action locally in fulfilment of Local Plan objectives CO11, CO14, CO15, CO16, CO17, and CO18.

Planning at a local level is governed by the National Planning Policy Framework (NPPF), February 2019, which defines an expectation that development will contribute to the achievement of sustainable development with emphasis on the environment as one of its three overarching objectives: *'to contribute to protecting and enhancing our natural, built and historic environment; including making effective use of land, helping to improve biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy'*

From national to local planning policy, the co-benefits derived from designing an environmentally-sustainable development are well evidenced. The Council's commitment to taking positive action in response to the local climate and ecological emergency is further weight to the importance of planning for sustainability.

A national and local response to the Covid-19 global pandemic has further emphasised the cross benefits and interrelationships between public health and the natural environment. Natural green spaces and access to nature provided many with a source of refuge and outdoor relaxation during lockdown, while improvements in local air quality as a result of a reduction in transport emissions were welcomed not only for their immediate environmental benefit, but as an important factor in people's longer-term health and wellbeing. For those able to work from home, there was a national shift to home working with transport emissions dropping dramatically as a result. Some experts attributed the clearer skies during the country's first lockdown to a reduction in air

pollution, which then saw UK solar energy breaking the all-time peak generation record. National fossil-fuel consumption also fell during these corresponding months as a consequence of solar energy generation levels with news of Great Britain hitting coal-free electricity records making the headlines. The role of low- and zero-carbon energy has since been well documented as an industry key to our green recovery and economic growth moving forward.

The Council aims to capture the positive lessons learned; recognise the value our communities place on the natural environment and embed climate action as a foundation to our green recovery. To this end, achieving the highest environmental standards in all future development considerations has also been identified as a priority in the Council's Recovery Plan.

The Council will expect all applicants to take full consideration of these Corporate priorities and policy requirements and demonstrate, within their planning applications, how exemplary standards of sustainability outlined within this Checklist are being met in response to the following issues:

- Water use and flood risk.
- Biodiversity.
- Green and Active Travel.
- Aligning with Net-Zero Carbon.
- Sustainable Construction, Materials and Waste.
- Voluntary Standards for Sustainability.

The checklist aims to:

- Deliver local action through planning in response to the climate and ecological emergency in West Oxfordshire.
- Ensure all development in West Oxfordshire is built to the highest standards of sustainability.
- Provide good-practice guidance and case studies to developers and applicants.
- Create a live Checklist that can be responsive to changes in industry guidance.

This document does not supersede any national or local planning policy requirements. Applicants will still be required to fulfil any other relevant statutory requirements.

Who is the Checklist for?

The Sustainability Standards Checklist has been written for everyone submitting an application to West Oxfordshire District Council. There are three Checklists in total, each containing questions specific to three different application types. Follow the links provided below to view the relevant Checklist for each of the following:

- [Major planning applications](#)

This Checklist is for applications for residential, non-residential or mixed-use development that involves mineral extraction, waste development, the provision of > ten dwellings and/or a site area >0.5 ha or floor space of > 1,000sqm.

- [Householder and minor planning applications](#)

This Checklist is for applications that seek to alter or enlarge a single house, including works within the boundary/garden of a house. It should be used for projects such as extensions, conservatories, loft conversions, dormer windows, garages, carports and outbuildings that do not fall within permitted development rights.

- [Alterations, retrofit and conversion of heritage assets and traditional buildings](#)

This Checklist is for applications for development that have an impact on heritage assets including archaeology and traditional buildings.

What are you expected to do?

A completed Sustainability Standards Checklist and supporting documents will be required from the applicant to allow for an individual planning application to be validated. This will then be used by Development Management as a consideration in the determination of a planning application. You are expected to include, within your Sustainability Statement, a response to each of the questions included within this Checklist (e.g. A1, B1, C1, etc).

Major Planning Applications

Defined as any application that involved mineral extraction, waste development, the provision of > ten dwellings and/or a site area >0.5 ha or floor space of > 1,000sqm.

Applicants submitting a major planning application – whether residential, non-residential or mixed-use – will be expected to submit a Sustainability Statement with their application to set out the way in which sustainability standards within this checklist are being met.

Target standard	Assessment Method	Relevant Policy	Industry guidance, good practice and case studies <i>If any links fail to work/have expired please make this known to a planning officer at the earliest convenience.</i>
A. Water Use and Flood Risk			
1. Can you demonstrate that the water consumption of new dwellings will not exceed 110l per person per day?	Water-efficiency calculations carried out for a cross section of house typologies representative of the development. Detail within a Sustainability Statement.	LP OS3	
2. Do you include measures to conserve water through rainwater capture and/or water recycling?	Describe measures within a Sustainability Statement.	LP OS3	

<p>3. Has flood risk been appropriately assessed and will you be implementing sustainable flood risk management as adaptation and mitigation for extreme weather events?</p>	<p>Describe measures within a Sustainability Statement, cross-referencing a Flood Risk Assessment (FRA) and ecological reports where applicable.</p>	<p>LP OS3, OS4, EH7</p>	<p>Preparing a flood risk assessment, standing advice: https://www.gov.uk/guidance/flood-risk-assessment-standing-advice</p> <p>CIRIA SUDS Manual: https://www.ciria.org/ItemDetail?iProductCode=C753&Category=BOOK&WebsiteKey=3f18c87a-d62b-4eca-8ef4-9b09309c1c91</p> <p>RSPB: (https://www.rspb.org.uk/our-work/our-positions-and-casework/our-positions/water-and-wetlands/current-water-policy-issues/sustainable-flood-management)</p> <p>Living roofs: https://livingroofs.org</p> <p>Case studies:</p> <p>Open water and wetland creation: London Wetland Centre: (https://www.wwt.org.uk/wetland-centres/london/)</p> <p>Greenwich Peninsula Ecology Park: (https://thelandtrust.org.uk/space/greenwich-ecology-park/)</p>
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B. Biodiversity

<p>1. Have you evaluated the biodiversity value of the site and are you taking steps to protect, conserve and enhance its existing value?</p> <p>2. Have you applied the mitigation hierarchy and incorporated features for species within the development?</p> <p>3. How will you compensate for any residual impacts?</p>	<p>Summarise within the Sustainability Statement, cross-referencing ecological assessments, protected species and habitat surveys where appropriate.</p>	<p>LP EH3</p>	<p>Biodiversity information on the Council website: https://www.westoxon.gov.uk/planning-and-building/wildlife-and-biodiversity/</p> <p>Find out about the requirements for the natural environment in planning, including the mitigation hierarchy, at: https://www.gov.uk/guidance/natural-environment</p> <p>Biodiversity and Planning guidance for Oxfordshire: https://www2.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/environmentandplanning/countryside/naturalenvironment/Wholedocument.pdf</p> <p>Find an ecological consultant here: https://cieem.net/i-am/registered-practices/</p> <p>Data searches from TVERC: http://www.tverc.org/cms/content/data-searches</p> <p>CIEEM Ecological Impact Assessment report guidelines: https://cieem.net/resource/guidelines-for-ecological-impact-assessment-ecia/</p> <p>CIEEM Preliminary Ecological Appraisal best practice guidance: https://cieem.net/resource/guidance-on-preliminary-ecological-appraisal-gpea/</p>
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			<p>Great crested newt district licensing scheme details: https://www.westoxon.gov.uk/planning-and-building/wildlife-and-biodiversity/great-crested-newt-district-licensing-scheme/ and https://naturespaceuk.com/</p> <p>Ecological assessment of air quality impacts: https://cieem.net/wp-content/uploads/2020/12/Air-Quality-advice-note.pdf</p>
<p>4. Can you demonstrate that your development delivers a net gain in biodiversity on site and/or off-site?</p>	<p>A brief summary of the biodiversity net gain outcome in the Sustainability Statement only.</p> <p>A biodiversity net gain strategy or chapter within an Ecological Impact Assessment report will need to be submitted separately along with the metric (i.e. the excel spreadsheet), associated drawings and GIS layers as stipulated in the Council's guidance note and data standards document.</p>	<p>LP EH3</p>	<p>General biodiversity net gain guidance: https://www.gov.uk/guidance/natural-environment</p> <p>The Biodiversity Metric 2.0 Calculation Tool - Beta Test December 2019 Update Excel spreadsheet is available to download along with the User Guide and other accompanying information at: http://publications.naturalengland.org.uk/publication/5850908674228224</p> <p>Download the Council's guidance note and data standards requirements at: https://www.westoxon.gov.uk/planning-and-building/planning-permission/make-a-planning-application/planning-application-supporting-information/</p> <p>Download the CIEEM biodiversity net gain good practice guidelines at: https://cieem.net/resource/biodiversity-net-gain-good-practice-principles-for-development/</p>

<p>5. Are your proposals for biodiversity net gain ecologically meaningful and do they contribute towards Oxfordshire’s emerging Nature Recovery Network including Conservation Target Areas, the conservation, restoration and enhancement of priority habitats, ecological networks and the species protection and recovery of priority species?</p>	<p>The Ecological Impact Assessment and/or Biodiversity Net Gain Strategy, and a copy of the metric with all assumptions, justifications and deviations fully explained, will need to be submitted as part of the application.</p> <p>Describe the interrelationships with the requirements as a summary within the Sustainability Statement.</p>	<p>LP EH3</p> <p>NPPF paras 174 and 175</p>	<p>Emerging Oxfordshire Nature Recovery Network map: https://www.wildoxfordshire.org.uk/biodiversity/oxfordshires-nature-recovery-network/</p>
<p>6. Does your proposal ensure habitat connectivity and linkages to the wider landscape (“wildlife corridors”), and does it incorporate wildlife features as part of a high-quality green infrastructure network?</p> <p>For example, biodiverse school grounds, allotments, orchards, roadside verges, cycleways, amenity spaces, green roofs and attenuation basins.</p>	<p>Summarise within the Sustainability Statement, cross-referencing where appropriate to the:</p> <ul style="list-style-type: none"> ● Ecological Impact Assessment ● Green Infrastructure Strategy or equivalent ● Building with Nature assessment ● Surface water drainage strategy ● Associated drawings 	<p>LP EH3 and EH4</p>	<p>Building with Nature: https://www.buildingwithnature.org.uk/about</p> <p>CIRIA SUDS Manual: https://www.ciria.org/Memberships/The_SuDs_Manual_C753_Chapters.aspx</p> <p>Green Infrastructure: https://www.westoxon.gov.uk/media/dyduqtn/interim-green-infrastructure-study-june-2011.pdf</p>

<p>7. Do your proposals include the planting of trees, woodland, scrub or orchard?</p> <p>8. Have tree species been selected with consideration to climate change adaptation and mitigation?</p>	<p>Summarise the climate change implications of the landscape strategy for the site in the Sustainability Statement, cross-referencing ecological and landscape reports and site plans where appropriate.</p>		<p>The Oxfordshire Trees for the Future Project: https://www.oxtrees.uk/mapping</p>
<p>9. Have you considered how retained and newly created habitats will be managed in the long term and who will be responsible for this management?</p>	<p>Summarise the proposals for the long-term management and stewardship of habitats and green infrastructure assets.</p> <p>Note: habitats featured in the biodiversity net gain strategy must be managed for a minimum period of 30 years both on and off-site.</p>		
<p>C. Green and Active Travel</p>			
<p>1. How is your development designed to prioritise walking, cycling and public transport use?</p>	<p>Describe proposals for active and green travel within a Sustainability Statement.</p>	<p>LP T1, T3</p>	<p>OCC Walking Standards - https://www.oxfordshire.gov.uk/sites/default/files/file/roads-and-transport-policies-and-plans/walkingstandards.pdf</p>

<p>2. Do you provide adequate space for the sheltered, safe, secure and well-lit storage of bicycles within the development?</p> <p>Within the design of a non-domestic development, have you provided a sufficient number of spaces to cycle storage?</p>	<p>Describe within a Sustainability Statement.</p>	<p>LP T1, T3</p>	<p>OCC Cycling Standards - https://www.oxfordshire.gov.uk/sites/default/files/file/roads-and-transport-policies-and-plans/cyclingstandards.pdf</p>
<p>3. What provisions have been made to encourage home working?</p>	<p>Describe within a Sustainability Statement.</p>		
<p>4. What provisions have been made to encourage shared mobility options?</p>	<p>Describe within a Sustainability Statement.</p>		<p>Oxfordshire Innovation Framework (emerging)</p>
<p>5. How have provisions for modal interchange been considered in development design?</p>	<p>Describe within a Sustainability Statement. Cross reference a layout plan to represent where transport infrastructure has been co-located and hubs have been created.</p>		<p>Oxfordshire Innovation Framework (emerging)</p>

<p>6. Do you provide infrastructure for the charging of electric vehicles, scooters and/or bikes?</p>	<p>Confirm within a Sustainability Statement alignment with the requirements of the emerging Oxfordshire Infrastructure Electric Vehicle Strategy (OIEVS).</p>		<p>Oxfordshire Infrastructure Electric Vehicle Strategy (emerging).</p>
<p>D. Aligning with Net-Zero Carbon</p>			
<p>I. Have you designed the fabric of the development to standards of ultra-low energy demand?</p>	<p>To achieve ultra-low energy demand through design, energy budgets (EUI targets) using predicted energy modelling should demonstrate the following targets:</p> <ul style="list-style-type: none"> · Residential <35 kwh/m2.yr · Office <55 kwh/m2.yr · Research labs <55-240 kwh/m2.yr · Retail <80 kwh/m2.yr · Community space (e.g. health care) <100 kwh/m2.yr · Sports and Leisure <80 kwh/m2.yr · School <65 kwh/m2.yr <p>To ensure best practice, an accurate method of predictive energy modelling is expected by the</p>	<p>LP OS3</p>	<p>LETI Climate Emergency Design Guide: https://www.leti.london/cedg</p> <p>Levitt Bernstein, Easi Guide Passiv Haus Design Guide for Medium Density Housing: https://www.levittbernstein.co.uk/site/assets/files/3553/passivhaus-easi-guide_screen_portrait.pdf</p>

	Council (e.g. using Passive House Planning Package - PP or CIBSE TM45 or equivalent). This modelling should be carried out with the intention of meeting target EUIs.		
2. Has your development been designed to be fossil-fuel free?	Confirm within a Sustainability Statement.		
3. Has your development been designed to have a zero-operational carbon balance and deliver 100% of the energy consumption required by buildings on-site using renewables?	A Sustainability Statement should include the total kWh/yr of energy consumption of the buildings (accounting for both regulated and unregulated energy) on the site and the total kWh/yr of energy generation by renewables to show that the zero-carbon operational balance is met.	LP EH6	
4. Have you considered the embodied carbon emissions of your development and taken steps to minimise these?	Describe measures within a Sustainability Statement, cross-referencing lifecycle modelling carried out to assess embodied carbon and steps taken to minimise impact.		<p>LETI Embodied Carbon Primer: https://www.leti.london/ecp</p> <p>https://www.architecture.com/-/media/gathercontent/whole-life-carbon-assessment-for-architects/additional-documents/11241wholelifecarbonguidancev7pdf.pdf</p> <p>https://www.bregroup.com/greenguide/podpage.jsp?id=2126</p>

<p>5. Has thermal comfort and the risk of overheating been assessed and have passive design measures to mitigate for overheating risk been prioritised over the use of more energy-intensive alternatives such as mechanical cooling?</p>	<p>Compliance with CIBSE TM52 for non-domestic and CIBSE TM59 for domestic, completed for units considered at highest-risk, demonstrating that overheating risk is appropriately mitigated for. Summarise within a Sustainability Statement, cross referencing thermal modelling where appropriate.</p>		
<p>E. Sustainable Construction, Materials and Waste</p>			
<p>1. Are you registered with the Considerate Construction Scheme?</p>	<p>Confirm within a Sustainability Statement.</p>	<p>LP OS3</p>	<p>https://www.ccscheme.org.uk/</p>
<p>2. Will you be developing a Site Waste Management Plan (SWMP) as a way of reducing and managing construction waste?</p>	<p>Describe proposals for a SWMP within a Sustainability Statement.</p>	<p>LP OS3</p>	<p>http://www.wrap.org.uk/sites/files/wrap/how%20to%20A5%20brochure%20low-res1.pdf</p>
<p>3. What are your set targets for recycling construction waste / reducing waste going to landfill?</p>	<p>Confirm your target within a Sustainability Statement.</p>		

<p>4. Are you taking steps to source construction materials that are sustainably sourced, sourced from local areas, 'healthy' materials (not environmentally sensitive, e.g. non-toxic) and robust?</p> <p>Describe your construction methods and whether off-site construction has been considered.</p>	<p>Detail steps taken to source construction materials in an environmentally-sustainable way within a Sustainability Statement.</p> <p>If you are using the BRE Green Guide Specification in the selection of materials, cross-reference within a Sustainability Statement to explain how this has informed design decisions made.</p>	<p>LP OS3</p>	<p>https://www.london.gov.uk/sites/default/files/gla_migrate_files_destination/Sustainable%20Design%20%26%20Construction%20SPG.pdf</p> <p>BRE Green Guide: https://www.bregroup.com/greenguide/podpage.jsp?id=2126</p>
<p>5. Have you provided safe and convenient access, both within and outside of the development, for the recycling of waste?</p>	<p>Identify locations and areas allocated to waste recycling within a Sustainability Statement, cross-referencing site and floor plans where appropriate.</p>	<p>LP OS3</p>	<p>https://www.newham.gov.uk/downloads/file/632/wastemanagementguidelinesarchitectspropertydevelopers</p>
<p>6. How have you considered innovative or advanced waste collection systems as part of your waste strategy?</p>	<p>Outline within a Sustainability Statement, cross-referencing the waste strategy where applicable.</p>	<p>LP OS3</p>	<p>https://www.westoxon.gov.uk/media/y03fsvl4/underground-refuse-systems.pdf</p>

F. Voluntary Standards for Sustainability			
1. Are you pursuing a Building Research Establishment Environmental Assessment Method (BREEAM) certification for your non-domestic development?	Describe your target rating for BREEAM within a Sustainability Statement, cross-referencing BREEAM pre-assessment where applicable.		https://www.breeam.com/NC2018/content/resources/output/10_pdf/a4_pdf/print/nc_uk_a4_print_mono/nc_uk_a4_print_mono.pdf Case studies: https://www.breeam.com/case-studies/
2. Are you employing Building with Nature principles?	Describe within a Sustainability Statement.		https://www.buildingwithnature.org.uk/about
3. Are you signed up to One Planet Living principles developed by Bioregional?	Describe within a Sustainability Statement.		https://www.bioregional.com/one-planet-living
4. Are you employing a different standard, not referenced above, as a tool for measuring the sustainability of your development?	Describe within a Sustainability Statement.		

Minor or Householder Planning Applications

Defined as including proposals that seek to alter or enlarge a single house, including works within the boundary/garden of a house. It should be used for projects such as extensions, conservatories, loft conversions, dormer windows, garages, carports and outbuildings that do not fall within permitted development rights.

Applicants submitting a minor or householder planning application will be expected to submit a Sustainability Statement with their application to set out the way in which sustainability standards within this checklist are being met.

Target standard	Assessment Method	Relevant Policy	Industry guidance, good practice and case studies <i>If any links fail to work/have expired please make this known to a planning officer at the earliest convenience.</i>
A. Water Use and Flood Risk			
1. If your proposals include plans for a new dwelling, can you demonstrate that water consumption will not exceed 110l per person per day?	Include a water-efficiency calculation within a Sustainability Statement.	LP OS3	http://www.thewatercalculator.org.uk/
2. Do you include measures to conserve water through rainwater capture and/or water recycling?	Describe these measures within a Sustainability Statement.	LP OS3	

<p>3. Is your property in an area of flood risk? If it is, have you included measures to adapt to that risk as mitigation for extreme weather events?</p>	<p>Describe the adaptations you have made within a Sustainability Statement.</p>	<p>LP OS3, OS4 EH7</p>	<p>Future flood risk maps: https://flood-warning-information.service.gov.uk/long-term-flood-risk?_ga=2.37985379.1539273661.1597231849-1593929561.1586958755</p>
<p>B. Biodiversity</p>			
<p>1. Have you considered whether your project will impact on ecological features of the site, such as a protected species, a priority habitat, an important wildlife or landscape feature or a designated site?</p> <p>2. How have you mitigated all of the impacts?</p> <p>3. How will you compensate for any residual impacts?</p>	<p>Confirm within a Sustainability Statement, cross-referencing ecological assessments and species/habitat surveys where appropriate.</p> <p>Note: This may not be relevant to Householder Applications depending on the scale and nature of the proposal.</p>	<p>LP EH3</p>	<p>Finding an ecological consultant: https://events.cieem.net/RegisteredPracticeDirectory/Registered-Practice-Directory.aspx</p> <p>Householder's guide to engaging an ecologist: https://cieem.net/resource/a-householders-guide-to-engaging-an-ecologist/#:~:text=This%20document%20sets%20out%20broadly,for%20a%20small%2Dscale%20development.</p> <p>Wildlife Assessment Check (tool for householders and small to medium-scale developers to understand when a survey may be required): https://www.biodiversityinplanning.org/wildlife-assessment-check/</p> <p>Preliminary Ecological Appraisal best practice guidance: https://cieem.net/resource/guidance-on-preliminary-ecological-appraisal-gpea/</p>

		<p>Wildlife and Biodiversity information on the Council website: https://www.westoxon.gov.uk/planning-and-building/wildlife-and-biodiversity/</p> <p>Find out about the requirements for the natural environment in planning, including the mitigation hierarchy, at: https://www.gov.uk/guidance/natural-environment</p> <p>Biodiversity and Planning guidance for Oxfordshire: https://www2.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/environmentandplanning/countryside/naturalenvironment/Wholedocument.pdf</p> <p>Bat Conservation Trust, best practice guidance for bat surveys (Collins, 2016): https://cdn.bats.org.uk/pdf/Resources/Bat_Survey_Guidelines_2016_NON_PRINTABLE.pdf?mtime=20181115113931&focal=none</p> <p>Standing Advice for Protected Species and Ancient Woodland: https://www.gov.uk/guidance/protected-species-how-to-review-planning-applications</p> <p>DEFRA Hedgerow Survey Handbook: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/69285/pb11951-hedgerow-survey-handbook-070314.pdf</p>
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<p>4. Can you demonstrate that your development delivers a net gain in biodiversity on site and/or off-site?</p>	<p>This is not relevant to Householder Applications at this time.</p> <p><i>Not all Minor Applications will be required to submit a biodiversity net gain strategy at this time. However, this may be requested at the Council's discretion or you can seek advice from the Council's biodiversity team.</i></p> <p>A brief summary of the biodiversity net gain outcome in the Sustainability Statement only.</p> <p>A biodiversity net gain strategy or chapter within an Ecological Impact Assessment report will need to be submitted separately along with the metric (i.e. the excel spreadsheet), associated drawings and GIS layers as stipulated in the Council's guidance note and data standards document.</p>	<p>LP EH3</p>	<p>General biodiversity net gain guidance: https://www.gov.uk/guidance/natural-environment</p> <p>The Biodiversity Metric 2.0 Calculation Tool - Beta Test December 2019 Update Excel spreadsheet is available to download along with the User Guide and other accompanying information at: http://publications.naturalengland.org.uk/publication/5850908674228224</p> <p>Download the Council's guidance note and data standards requirements at: https://www.westoxon.gov.uk/planning-and-building/planning-permission/make-a-planning-application/planning-application-supporting-information/</p> <p>Download the CIEEM biodiversity net gain good practice guidelines at: https://cieem.net/resource/biodiversity-net-gain-good-practice-principles-for-development/</p>
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<p>5. Are your proposals for biodiversity net gain ecologically meaningful and do they contribute towards Oxfordshire’s emerging Nature Recovery Network including Conservation Target Areas, the conservation, restoration and enhancement of priority habitats, ecological networks and the species protection and recovery of priority species?</p>	<p>This is not relevant to Householder Applications at this time.</p> <p>The Ecological Impact Assessment and/or Biodiversity Net Gain Strategy, and a copy of the metric with all assumptions, justifications and deviations fully explained, will need to be submitted as part of the application.</p> <p>Describe the interrelationships with the requirements as a summary within the Sustainability Statement.</p>	<p>LP EH3</p> <p>NPPF paras 174 and 175</p>	<p>Emerging Oxfordshire Nature Recovery Network map: https://www.wildoxfordshire.org.uk/biodiversity/oxfordshires-nature-recovery-network/</p>
<p>6. Does your proposal ensure habitat connectivity and linkages to the wider landscape (“wildlife corridors”), and does it incorporate wildlife features as part of a high-quality green infrastructure network?</p> <p>For example, biodiverse school grounds, allotments, orchards, roadside verges, cycleways, amenity spaces, green roofs and attenuation basins.</p>	<p>This is not relevant to Householder Applications at this time.</p> <p>Summarise within the Sustainability Statement, cross-referencing where appropriate to the:</p> <ul style="list-style-type: none"> ● Ecological Impact Assessment ● Green Infrastructure Strategy or equivalent ● Building with Nature assessment 	<p>LP EH3 and EH4</p>	<p>Building with Nature: https://www.buildingwithnature.org.uk/about</p> <p>CIRIA SUDS Manual: https://www.ciria.org/Memberships/The_SuDs_Manual_C753_Chapters.aspx</p> <p>Green Infrastructure: https://www.westoxon.gov.uk/media/dyyduqtn/interim-green-infrastructure-study-june-2011.pdf</p>

	<ul style="list-style-type: none"> • Surface water drainage strategy • Associated drawings 		
<p>7. Do your proposals include the planting of trees, woodland, scrub or orchard?</p> <p>8. Have tree species been selected with consideration to climate change adaptation and mitigation?</p>	<p>This is not relevant to Householder Applications at this time.</p> <p>Summarise the climate change implications of the landscape strategy for the site in the Sustainability Statement, cross-referencing ecological and landscape reports and site plans where appropriate.</p>		<p>The Oxfordshire Trees for the Future Project: https://www.oxtrees.uk/mapping</p>
<p>9. Have you considered how retained and newly created habitats will be managed in the long term and who will be responsible for this management?</p>	<p>This is not relevant to Householder Applications at this time.</p> <p>Summarise the proposals for the long-term management and stewardship of habitats and green infrastructure assets.</p> <p>Note: habitats featured in the biodiversity net gain strategy must be managed for a minimum period of 30 years both on and off-site.</p>		

6. Are you including two or more wildlife enhancement features from the following list?

Wildlife boxes and other features:

- Built-in (preferred) or externally-mounted bat boxes
- Built-in or externally-mounted bird boxes
- Insect /bee bricks
- Artificial refugia (e.g. log piles, compost heaps)
- Hedgehog highways (150mm gaps under fences or holes through walls)

Habitat creation:

- Native broadleaved woodland
- Species-rich native hedgerow (at least 6 tree/shrub species)
- Wildlife pond (shallow margin, left to colonise)

Confirm the specific enhancement measures that you are providing in the Sustainability Statement and refer to any relevant ecological reports or site plans if applicable.

Where it is agreed in consultation with the Council that site constraints prevent this from being a viable option, an in-kind contribution to a wildlife conservation organisation working in the local area may be accepted as an alternative to wildlife features on-site.

Wildlife gardening - general advice

- <https://www.wildoxfordshire.org.uk/communities/resources/>
- <https://www.bbowl.org.uk/actions>
- <https://www.rhs.org.uk/science/conservation-biodiversity/wildlife/encourage-wildlife-to-your-garden>
- <https://www.wildlifetrusts.org/gardening>
- <https://www.rspb.org.uk/birds-and-wildlife/advice/gardening-for-wildlife/>
- <https://www.nationaltrust.org.uk/features/nine-ways-to-build-a-wildlife-friendly-garden>

Bird and bat boxes:

- <https://www.swift-conservation.org>
- <https://www.rspb.org.uk/birds-and-wildlife/advice/how-you-can-help-birds/nestboxes/nestboxes-for-small-birds/making-and-placing-a-bird-box/>
- <https://www.bats.org.uk/our-work/buildings-planning-and-development/bat-boxes>

Insect boxes and artificial refugia:

- <https://www.rspb.org.uk/birds-and-wildlife/advice/gardening-for-wildlife/insects-and-minibeasts/>
- <https://butterfly-conservation.org/how-you-can-help/get-involved/gardening>

<p>naturally for 2 years and no fish)</p> <ul style="list-style-type: none"> ● Orchard (local fruit tree varieties) ● Wildflower meadow ● Flowering lawn (seed mix containing species that respond well to regular cutting) ● Tussocky grassland ● Green roof (wildflower meadow or green hay preferred) ● Living wall ● Native tree and shrub planting ● Non-native tree/shrub/other planting with recognised wildlife benefits <p>Habitat enhancement:</p> <ul style="list-style-type: none"> ● Supplementary planting to fill gaps in hedgerows with native species or incorporate additional species, e.g. climbers such as honeysuckle or dog rose 		<ul style="list-style-type: none"> ● https://www.bumblebeeconservation.org/gardeningadvice/ <p>Hedgerow highways:</p> <ul style="list-style-type: none"> ● https://www.hedgehogstreet.org/help-hedgehogs/link-your-garden/ ● https://www.wildlifetrusts.org/actions/how-create-hedgehog-hole <p>Wildlife ponds:</p> <ul style="list-style-type: none"> ● https://freshwaterhabitats.org.uk/habitats/pond/ ● https://freshwaterhabitats.org.uk/projects/clean-water/ <p>Grassland restoration and creation:</p> <ul style="list-style-type: none"> ● http://www.magnificentmeadows.org.uk/advice-guidance/section/how-can-i-restore-or-recreate-a-meadow ● https://www.rspb.org.uk/get-involved/activities/give-nature-a-home-in-your-garden/garden-activities/startawildflowermeadow/ ● https://www.rhs.org.uk/advice/profile?pid=436 ● https://plantlife.love-wildflowers.org.uk/wildflower_garden <p>Hedgerow management:</p> <ul style="list-style-type: none"> ● https://www.wildlifetrusts.org/how-manage-hedgerow-wildlife
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<ul style="list-style-type: none"> • Replacement of conifers with native broadleaved species • Pond restoration (e.g. removal of non-native species, liner replacement or removal of fish) • Over-sowing grassland with native wildflower seed mix • Spring bulb planting • Wildflower plug planting 			<ul style="list-style-type: none"> • http://www.hedgelinek.org.uk/cms/cms_content/files/30_complete_good_hedge_management_guide_leaflet.pdf • https://ptes.org/hedgerow/managing-hedgerows-top-tips/ <p>Tree planting / woodland creation:</p> <ul style="list-style-type: none"> • https://www.woodlandtrust.org.uk/plant-trees/advice/ • https://www.rhs.org.uk/garden-inspiration/design/inspiring-woodland-gardens • https://www.gardeningknowhow.com/special/shade/woodland-garden.htm • https://www.wildlifetrusts.org/actions/how-make-woodland-edge-garden-wildlife • https://www.forestresearch.gov.uk/tools-and-resources/biomass-energy-resources/fuel/woodfuel-production-and-supply/woodfuel-production/forestry-for-woodfuel-and-timber/planting-woodland/
C. Green and Active Travel			
I. Do you provide adequate space for the sheltered, safe, secure and well-lit storage of bicycles?	Describe within a Sustainability Statement.	LP T1, T3	

<p>2. What provisions have been made to encourage home working?</p>	<p>Describe within a Sustainability Statement.</p>		
<p>3. Do you provide infrastructure for the charging of electric vehicles, scooters and/or bikes?</p>	<p>Confirm within a Sustainability Statement alignment with the requirements of the emerging Oxfordshire Infrastructure Electric Vehicle Strategy (OIEVS).</p>		<p>Oxfordshire Infrastructure Electric Vehicle Strategy (emerging).</p>

D. Aligning with Net-Zero Carbon

<p>I. Have you designed the fabric of the building to standards of ultra-low energy demand?</p>	<p>To achieve ultra-low energy demand through design, energy budgets (EUI targets) using predicted energy modelling should demonstrate the following targets:</p> <ul style="list-style-type: none"> · Residential <35 kwh/m2.yr · Office <55 kwh/m2.yr · Research labs <55-240 kwh/m2.yr · Retail <80 kwh/m2.yr · Community space (e.g. health care) <100 kwh/m2.yr · Sports and Leisure <80 kwh/m2.yr · School <65 kwh/m2.yr <p>To ensure best practice, an accurate method of predictive energy modelling is expected by the Council (e.g. using Passive House Planning Package - PHPP or CIBSE TM45 or equivalent).</p> <p>This modelling should be carried out with the intention of meeting target EUIs.</p>	<p>LP OS3</p>	<p>LETI Climate Emergency Design Guide: https://www.leti.london/cedg</p> <p>Levitt Bernstein, Easi Guide Passiv Haus Design Guide for Medium Density Housing: https://www.levittbernstein.co.uk/site/assets/files/3553/passivhaus-easi-guide_screen_portrait.pdf</p>
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<p>2. Has your project been designed to be fossil-fuel free?</p>	<p>Confirm within a Sustainability Statement.</p>		
<p>3. Has your project been designed to have a zero-operational carbon balance and deliver 100% of the energy consumption required by the building/s on-site using renewables?</p>	<p>A Sustainability Statement should include total kWh/yr of energy consumption (including both regulated energy and unregulated energy) of the building/s on the site and the total kWh/yr of energy generation by renewables to show that the zero-carbon operational balance is met.</p>	<p>LP EH6</p>	
<p>4. Have you considered the embodied carbon emissions of your project and taken steps to minimise these?</p>	<p>Describe measures within a Sustainability Statement, cross-referencing lifecycle modelling carried out to assess embodied carbon where appropriate and steps taken to minimise impact.</p>		<p>LETI Embodied Carbon Primer: https://www.leti.london/ecp https://www.architecture.com/-/media/gathercontent/whole-life-carbon-assessment-for-architects/additional-documents/11241wholelifecarbonguidancev7pdf.pdf https://www.bregroup.com/greenguide/podpage.jsp?id=2126</p>
<p>5. Has thermal comfort and the risk of overheating been considered and have passive-design measures to mitigate for overheating risk been incorporated within the design?</p>	<p>Summarise passive-design measures within a Sustainability Statement.</p>		

E. Sustainable Construction, Materials and Waste			
1. Are you registered with the Considerate Construction Scheme?	Confirm within a Sustainability Statement.	LP OS3	https://www.ccscheme.org.uk/
2. Will you be developing a Site Waste Management Plan (SWMP) as a way of reducing and managing construction waste?	Describe proposals for a SWMP within a Sustainability Statement.	LP OS3	http://www.wrap.org.uk/sites/files/wrap/how%20to%20A5%20brochure%20low-res%20l.pdf
3. What are your targets for recycling construction waste / reducing waste going to landfill?	Confirm your target within a Sustainability Statement.		
4. Are you taking steps to source construction materials that are sustainably sourced, sourced from local areas, 'healthy' materials (not environmentally sensitive, e.g. non-toxic) and robust?	<p>Detail steps taken to source construction materials in an environmentally-sustainable way within a Sustainability Statement.</p> <p>If you are using the BRE Green Guide Specification in the selection of materials, cross-reference within a Sustainability Statement to explain how this has informed design decisions made.</p>	LP OS3	<p>https://www.london.gov.uk/sites/default/files/gla_migrate_files_destination/Sustainable%20Design%20%26%20Construction%20SPG.pdf</p> <p>BRE Green Guide: https://www.bregroup.com/greenguide/podpage.jsp?id=2126</p>

5. Have you provided safe and convenient access, both within and outside of the development, for the recycling of waste?	Identify locations and areas allocated to waste recycling within a Sustainability Statement, cross-referencing site and floor plans where appropriate.	LP OS3	https://www.newham.gov.uk/downloads/file/632/wastemanagementguidelinesarchitectspropertydevelopers
F. Voluntary Standards for Sustainability			
1. Are you pursuing a Building Research Establishment Environmental Assessment Method (BREEAM) certification for your non-domestic development?	Describe your target rating for BREEAM within a Sustainability Statement, cross-referencing BREEAM pre-assessment where applicable.		https://www.breeam.com/NC2018/content/resources/output/10_pdf/a4_pdf/print/nc_uk_a4_print_mono/nc_uk_a4_print_mono.pdf Case studies: https://www.breeam.com/case-studies/
2. Are you employing Building with Nature principles?	Describe within a Sustainability Statement.		https://www.buildingwithnature.org.uk/about
3. Are you signed up to One Planet Living principles developed by Bioregional?	Describe within a Sustainability Statement.		https://www.bioregional.com/one-planet-living

4. Are you employing a different standard, not referenced above, as a tool for measuring the sustainability of your development?

Describe within a Sustainability Statement.

Planning Applications for Alterations, Retrofit and Conversion of Heritage Assets and Traditional Buildings

Applicants submitting a planning application for alterations, retrofit and / or conversion will be expected to submit a Sustainability Statement with their application to set out the way in which sustainability standards within this checklist are being met.

**Please note: some alterations / retrofit / conversion proposals may need planning / listed building consent - it is wise to seek advice from the LPA.*

Target standard	Assessment Method	Relevant Policy	Industry guidance, good practice and case studies <i>If any links fail to work/have expired please make this known to a planning officer at the earliest convenience.</i>
A. Alterations / Retrofit / Conversion of Heritage Assets or Traditional Buildings			
<p>I. Understanding your building can guide decision-making, so have you provided a heritage statement / assessment of the building's significance, fabric (internal and external), its original / current uses etc., and have you considered the impact of your proposal on the heritage asset*?</p>	<p>Refer to the Heritage Statement in the Sustainability Statement</p>	<p>LP OS3, OS4, EH9, EH10, EH11, EH12, EH13, EH14 EH15 and E16</p>	<p>Statements of Heritage Significance:</p>

<p><i>*this question is for owners of heritage assets.</i></p>			
<p>2. Have you considered a 'Whole Building Approach' as part of your scheme?</p>	<p>Include details within a Sustainability Statement.</p>		<p>Historic England: Energy Efficiency and Historic Buildings Design Guide I6 Greener Traditional Buildings</p>
<p>3. Have you considered whether your proposal adheres to Responsible Retrofit measures?</p>	<p>Include details within a Sustainability Statement.</p>		<p>Planning responsible retrofit of traditional buildings</p> <p>Application of Part L of the Building Regulations to Historic and Traditionally Constructed Buildings: Energy Efficiency and Historic Buildings</p> <p>BSI PAS 2035:2019 - Retrofitting Dwellings for Improved Energy Efficiency</p> <p>The Responsible Retrofit Guidance Wheel - Guidance Wheel STBA.</p>
<p>4. Have you undertaken a Building Services Survey? <i>(the survey is an opportunity to review how the building is currently performing and its energy efficiency. This can guide future decision-making).</i></p>	<p>Include details within a Sustainability Statement</p>		<p>Condition Surveys and Investigations</p>

5. Have you considered a future programme of maintenance and monitoring for your traditional building securing its long term performance and energy efficiency measures?	Include details within a Sustainability Statement		Maintenance Plans for Older Buildings Care of Buildings
B. Water Use and Flood Risk			
1. If your proposals include plans for new development, can you demonstrate that water consumption will not exceed 110l per person per day?	Include a water-efficiency calculation within a Sustainability Statement.	LP OS3	http://www.thewatercalculator.org.uk/
2. Do you include measures to conserve water through rainwater capture and/or water recycling?	Describe these measures within a Sustainability Statement.	LP OS3	
3. Is your property in an area of flood risk? If it is, have you included measures to adapt to that risk as mitigation for extreme weather events?	Describe the adaptations you have made within a Sustainability Statement.	LP OS3, OS4 EH7	Future flood risk maps: https://flood-warning-information.service.gov.uk/long-term-flood-risk?_ga=2.37985379.1539273661.1597231849-1593929561.1586958755

C. Biodiversity			
<p>1. Have you considered whether your project will impact on ecological features of the site, such as a protected species, an important natural habitat or designated site?</p> <p>2. How have you mitigated all of the impacts?</p> <p>3. How will you compensate for any residual impacts?</p>	<p>Confirm within a Sustainability Statement, cross-referencing ecological assessments and species survey where appropriate.</p>	<p>LP EH3</p>	<p>Find an ecological consultant: https://events.cieem.net/RegisteredPracticeDirectory/Registered-Practice-Directory.aspx</p> <p>Householder’s guide to engaging an ecologist: https://cieem.net/resource/a-householders-guide-to-engaging-an-ecologist/#:~:text=This%20document%20sets%20out%20broadly,for%20a%20small%2Dscale%20development.</p> <p>Wildlife Assessment Check (tool for householders and small to medium-scale developers): https://www.biodiversityinplanning.org/wildlife-assessment-check/</p> <p>Preliminary Ecological Appraisal best practice guidance: https://cieem.net/resource/guidance-on-preliminary-ecological-appraisal-gpea/</p> <p>Bat Conservation Trust, best practice guidance for bat surveys (Collins, 2016): https://cdn.bats.org.uk/pdf/Resources/Bat_Survey_Guidelines_2016_NON_PRINTABLE.pdf?mtime=20181115113931&focal=none</p>

			<p>Standing Advice for Protected Species and Ancient Woodland: https://www.gov.uk/guidance/protected-species-how-to-review-planning-applications</p> <p>DEFRA Hedgerow Survey Handbook: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/69285/pb11951-hedgerow-survey-handbook-070314.pdf</p>
<p>4. Are you including two or more of the following enhancement features from the following list? Please note that applicable features will depend on the type and scale of your development.</p> <p>Wildlife boxes and other features:</p> <ul style="list-style-type: none"> ● Built-in (preferred) or externally-mounted bat boxes ● Built-in or externally-mounted bird boxes ● Insect /bee bricks ● Artificial refugia (e.g. log piles, compost heaps) 	<p>Confirm the specific enhancement measures that you are providing in the Sustainability Statement and refer to any relevant ecological reports or site plans if applicable.</p> <p>Where it is agreed in consultation with the Council that site constraints prevent this from being a viable option, an in-kind contribution to a wildlife conservation organisation working in the local area may be accepted as an alternative to wildlife features on-site.</p>		<p>The type and number of enhancements features will depend upon the type and scale of your development. Please contact the Council if you require further advice on the relevant enhancement features applicable to your development.</p> <p>Advice is available from the following websites.</p> <p>Wildlife gardening - general advice:</p> <ul style="list-style-type: none"> ● https://www.wildoxfordshire.org.uk/communities/resources/ ● https://www.bbowt.org.uk/actions ● https://www.rhs.org.uk/science/conservation-biodiversity/wildlife/encourage-wildlife-to-your-garden ● https://www.wildlifetrusts.org/gardening ● https://www.rspb.org.uk/birds-and-wildlife/advice/gardening-for-wildlife/ ● https://www.nationaltrust.org.uk/features/nine-ways-to-build-a-wildlife-friendly-garden

- Hedgehog highways (150mm gaps under fences or holes through walls)

Habitat creation:

- Native broadleaved woodland
- Species-rich native hedgerow (at least 6 tree/shrub species)
- Wildlife pond (shallow margin, left to colonise naturally for 2 years and no fish)
- Orchard (local fruit tree varieties)
- Wildflower meadow
- Flowering lawn (seed mix containing species that respond well to regular cutting)
- Tussocky grassland
- Green roof (wildflower meadow or green hay preferred)
- Living wall
- Native tree and shrub planting

Bird and bat boxes:

- <https://www.swift-conservation.org>
- <https://www.rspb.org.uk/birds-and-wildlife/advice/how-you-can-help-birds/nestboxes/nestboxes-for-small-birds/making-and-placing-a-bird-box/>
- <https://www.bats.org.uk/our-work/buildings-planning-and-development/bat-boxes>

Insect boxes and artificial refugia:

- <https://www.rspb.org.uk/birds-and-wildlife/advice/gardening-for-wildlife/insects-and-minibeasts/>
- <https://butterfly-conservation.org/how-you-can-help/get-involved/gardening>
- <https://www.bumblebeeconservation.org/gardeningadvice/>

Hedgehog highways:

- <https://www.hedgehogstreet.org/help-hedgehogs/link-your-garden/>
- <https://www.wildlifetrusts.org/actions/how-create-hedgehog-hole>

Wildlife ponds:

- <https://freshwaterhabitats.org.uk/habitats/pond/>

- Non-native tree/shrub/other planting with recognised wildlife benefits

Habitat enhancement:

- Supplementary planting to fill gaps in hedgerows with native species or incorporate additional species, e.g. climbers such as honeysuckle or dog rose
- Replacement of conifers with native broadleaved species
- Pond restoration (e.g. removal of non-native species, liner replacement or removal of fish)
- Over-sowing grassland with native wildflower seed mix
- Spring bulb planting
- Wildflower plug planting

- <https://freshwaterhabitats.org.uk/projects/clean-water/>

Grassland restoration and creation:

- <http://www.magnificentmeadows.org.uk/advice-guidance/section/how-can-i-restore-or-recreate-a-meadow>
- <https://www.rspb.org.uk/get-involved/activities/give-nature-a-home-in-your-garden/garden-activities/startawildflowermeadow/>
- <https://www.rhs.org.uk/advice/profile?pid=436>
- https://plantlife.love-wildflowers.org.uk/wildflower_garden

Hedgerow management:

- <https://www.wildlifetrusts.org/how-manage-hedgerow-wildlife>
- http://www.hedgeline.org.uk/cms/cms_content/files/30_complete_good_hedge_management_guide_leaflet.pdf
- <https://ptes.org/hedgerow/managing-hedgerows-top-tips/>

Tree planting / woodland creation:

- <https://www.woodlandtrust.org.uk/plant-trees/advice/>
- <https://www.rhs.org.uk/garden-inspiration/design/inspiring-woodland-gardens>

			<ul style="list-style-type: none"> • https://www.gardeningknowhow.com/special/shade/woodland-garden.htm • https://www.wildlifetrusts.org/actions/how-make-woodland-edge-garden-wildlife • https://www.forestresearch.gov.uk/tools-and-resources/biomass-energy-resources/fuel/woodfuel-production-and-supply/woodfuel-production/forestry-for-woodfuel-and-timber/planting-woodland/
D. Green and Active Travel			
1. Do you provide adequate space for the safe, secure and well-lit storage of bicycles?	Describe within a Sustainability Statement.	LP T1, T3	
2. What provisions have been made to encourage home working?	Describe within a Sustainability Statement.		
3. Do you provide infrastructure for the charging of Electric Vehicles?	Confirm within a Sustainability Statement alignment with a requirement for 10% active EV charging and 20% passive EV charging points where applicable.		Draft Oxfordshire Electric Vehicle Strategy (in progress).

E. Energy and Renewables			
<p>1. Has your project been designed to be fossil-fuel free?</p>	<p>Confirm within a Sustainability Statement.</p>		<p>Carbon in the Built Historic Environment</p> <p>Design Guide 16 Greener Traditional Buildings</p> <p>The Alliance for Sustainable Building Products: The Alliance for Sustainable Building Products: Homepage</p> <p>Environmental Product Declaration: https://www.environdec.com</p>
<p>2. Does your project include renewable energy technologies?</p>	<p>A Sustainability Statement should estimate the total kWh/yr of renewable energy generation alongside the estimated total kWh/yr of energy demand of the buildings.</p>	<p>LP EH6</p>	<p>Carbon in the Built Historic Environment</p> <p>Renewable Energy</p> <p>Energy Efficiency and Historic Buildings</p> <p>12 Design Guide Sustainable Building Design - pdf</p> <p><i>*N.B. Listed Building Home Owners: 'Before opting to introduce green energy measures to your home such as (e.g. solar panels) which can have a harmful impact on the character of your home, have you considered switching to Green Energy Suppliers - their electricity is generated by natural, renewable sources such as wind, the sun or the power of the tides - as opposed to using fossil</i></p>

			fuels like coal or oil'. Green energy is environmentally friendly and competitively priced'.
3. Have you considered the embodied carbon emissions of your project and taken steps to minimise these?	Describe measures within a Sustainability Statement, cross-referencing lifecycle modelling carried out to assess embodied carbon where appropriate.		https://www.architecture.com/-/media/gathercontent/whole-life-carbon-assessment-for-architects/additional-documents/11241wholelifecarbonguidancev7pdf.pdf https://www.bregroup.com/greenguide/podpage.jsp?id=2126 Carbon in the Built Historic Environment Design Guide 16 Greener Traditional Buildings Renewable Energy Energy Efficiency and Historic Buildings 12 Design Guide Sustainable Building Design - pdf
F. Sustainable Construction, Materials and Waste			
1. Are you registered with the Considerate Construction Scheme?		LP OS3	https://www.ccscheme.org.uk/

<p>2. Will you be developing a Site Waste Management Plan (SWMP) as a way of reducing and managing construction waste?</p>	<p>Describe proposals for a SWMP within a Sustainability Statement.</p>	<p>LP OS3</p>	<p>http://www.wrap.org.uk/sites/files/wrap/how%20to%20A5%20brochure%20low-res%20.pdf</p>
<p>3. What are your targets for recycling construction waste / reducing waste going to landfill?</p>	<p>Confirm your target within a Sustainability Statement.</p>		
<p>4. Are you taking steps to source construction materials that are sustainably sourced, sourced from local areas, 'healthy' materials (not environmentally sensitive, e.g. non-toxic) and robust?</p>	<p>Detail steps taken to source construction materials in an environmentally-sustainable way within a Sustainability Statement.</p> <p>If you are using the BRE Green Guide Specification in the selection of materials, cross-reference within a Sustainability Statement to explain how this has informed design decisions made.</p> <p>If you are using the Alliance for Sustainable Buildings Products specification in the selection of materials, cross-reference within a Sustainability Statement to explain how</p>	<p>LP OS3</p>	<p>https://www.london.gov.uk/sites/default/files/gla_migrate_files_destination/Sustainable%20Design%20%26%20Construction%20SPG.pdf</p> <p>BRE Green Guide: https://www.bregroup.com/greenguide/podpage.jsp?id=2126</p> <p>The Alliance for Sustainable Building Products: https://asbp.org.uk/</p> <p>12 Design Guide Sustainable Building Design - pdf</p> <p>Design Guide 16 Greener Traditional Buildings</p>

	this has informed design decisions made.		
5. Have you provided safe and convenient access, both within and outside of the development, for the recycling of waste?	Identify locations and areas allocated to waste recycling within a Sustainability Statement, cross-referencing site and floor plans where appropriate.	LP OS3	https://www.newham.gov.uk/downloads/file/632/wastemanagementguidelinesarchitectspropertydevelopers
G. Voluntary Standards for Sustainability			
1. Are you pursuing a Building Research Establishment Environmental Assessment Method (BREEAM) certification for your non-domestic development?	Describe your target rating for BREEAM within a Sustainability Statement, cross-referencing BREEAM pre-assessment where applicable.		https://www.breeam.com/NC2018/content/resources/output/10_pdf/a4_pdf/print/nc_uk_a4_print_mono/nc_uk_a4_print_mono.pdf Case studies: https://www.breeam.com/case-studies/
2. Are you employing Building with Nature principles?	Describe within a Sustainability Statement.		https://www.buildingwithnature.org.uk/about
3. Are you signed up to One Planet Living principles developed by Bioregional?	Describe within a Sustainability Statement.		https://www.bioregional.com/one-planet-living

4. Are you employing a different standard, not referenced above, as a tool for measuring the sustainability of your development?

Describe within a Sustainability Statement.