

Watlington

Neighbourhood
Development Plan



Consultation Statement

'Our Community... Our Plan'

Document:

W NDP 3

Watlington Parish Council

1 October 2017



Watlington Town Hall

Contents

1.	Purpose, Structure and Communications Policy.....	4
1.1	Purpose	4
1.2	Structure	4
1.3	Communications Policy	5
1.4	How we established communication with our residents	7
1.5	Getting Started - Looking back	8
1.6	The issues we faced	8
1.7	Opposition to the emerging Plan	9
1.8	Consultation Timeline	10
2.	Consultation 1 (March 2014)	11
2.1	Aims and Approach	11
2.2	Events	11
2.3	Key Outputs	12
3.	Community Workshops (October 2014)	14
4.	Consultation 2 (December 2014 / January 2015)	15
4.1	Aims and Approach	15
4.2	Key Outputs	16
5.	Phase 2 (from September 2015)	18
5.1	WNDP Forum	18
5.2	Housing Survey (WNDP 6)	18
5.3	Car Park Survey	19
5.4	Meetings with developers	20
6.	Summer Roadshows (June 2016).....	21
6.1	Aims and Approach	21
6.2	Events	21
6.3	Key Outputs	22
6.4	Drafting WNDP Documents	24
7.	Consultation 3 (Pre-Submission Consultation – Regulation 14 - April – June 2017)	25
7.1	Communications	25
7.2	Consultation 3 Outcomes	28
7.3	Changes made as a result of the Consultation	30
7.4	Response to Consultation comments	30
7.5	Pyrton Parish Council	30
8.	List of Statutory and Non-Statutory Consultees	31
9.	Supporting Documents (www.watlingtonnp.org.uk).....	32

1. Purpose, Structure and Communications Policy

1.1 Purpose

This Consultation Statement supports the Watlington Neighbourhood Development Plan (WNDP) and has been prepared to fulfil the legal requirements defined in Part 5, paragraphs 14 and 15 (2) of The Neighbourhood Planning (General) Regulations 2012.

A Consultation Statement is defined in paragraph 15 (2) as a document which:

- contains details of the persons and bodies who were consulted about the proposed neighbourhood development plan
- explains how they were consulted
- summarises the main issues and concerns raised by the persons consulted
- describes how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan

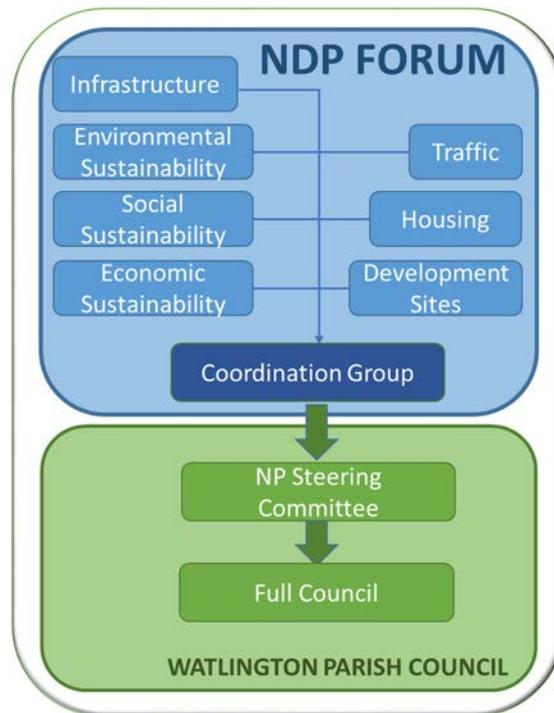
1.2 Structure

The progress of the WNDP has fallen into the two phases:

Phase 1 covers the work of the Core Committee (NPCC), from 2014 to April 2015

Phase 2 covers the work of the WNDP Forum (WNDPF), from September 2015 onwards

The structure adopted by the parish council to develop the WNDP comprised a Steering Committee of members of the parish council and a Neighbourhood Plan Core Committee of three members of the parish council and three members of the wider community. This structure continued to April 2015 when it came to an end. Parish Council elections were held in May 2015 and the newly elected council decided to change the structure for the WNDP in order to involve more members of the community in the process. The Parish Council as the qualifying body retained responsibility for oversight and governance and a Steering Committee of members of the parish council was established with its own terms of reference. Local residents were invited to join a working group to develop the WNDP. This group was called the Watlington Neighbourhood Development Plan Forum (not to be confused with Neighbourhood Planning fora set up in parishes without a parish council). Membership of the Forum was self-selecting and was open to anyone who lives or works in Watlington or who regularly visits the town. A Coordination Group was formed from within the Forum to manage the progress of the WNDP and this group also has terms of reference. The terms of reference are on the WNDP website.



1.3 Communications Policy

“Communication is the purposeful activity of information exchange between two or more participants in order to convey or receive the intended content through a shared system”

The points raised below were agreed at the outset and implemented as required.

The Neighbourhood Plan Administration team set up a series of databases and spreadsheets to hold the key components relating to WNDP team members, responses to questionnaires (Consultations 1, 2 and 3) and subscribers requesting updates and information.

The team use the web site to facilitate the easy access of useful information to the public, members of the NP team and any other third parties who are interested in referring to the information available.

With the progress of the plan, respondent and subscriber numbers have increased and the aim is to provide those registered with regular updates as to the progress to date and the targets ahead. Individual files and hard copy evidence is stored at the Watlington Parish Office and is available for inspection.

The established format of the Neighbourhood Development Plan Forum is such that the work of the various activity groups are presented to the Co-ordination Group, who discuss the content and further present their findings and all relevant options to the Watlington Parish Council Neighbourhood Plan Steering Committee. Over 50 volunteers have been involved in the process through the active membership of the working groups.

Communication with the residents and businesses within the Parish of Watlington and other interested parties is in the following form:

- Information on web-site including an online survey facility
- Email communication
- Verbal exchange at appropriate meetings
- Letters when it is necessary
- Easy availability of documentation and records
- A range of meetings and events throughout the period of the Plan
- Media articles and publicity and the use of social media where appropriate

National guidance on Neighbourhood Planning (NPPG 50) has been followed. Our aim has been to ensure that the wider community:

- Has been kept fully informed of what is being proposed
- Has been able to make their views known throughout the process
- Has had opportunities to be actively involved in shaping the emerging neighbourhood plan
- Has been made aware of how their views have informed the draft neighbourhood plan



Watlington Club Event & Christmas Fair

The principles adopted in the use of the above communication tools are:

- The process to be as open and transparent as possible
- The process to be as inclusive as possible
- To target particular groups and organisations to make sure that minority groups and 'hard to reach' groups can be actively involved
- To aim for a wide community involvement across age groups and gender
- To seek as wide a range of views as possible from individual opinion
- To promote two way communications to provide information and in collecting opinion data
- To ensure that information is accessible to all in the forms specified
- To be certain that any events are easy to access for everyone and are well publicised

All content of communication material has been in adherence with the Watlington Parish Council Code of Conduct guidelines, which is available to view at www.watlington-oxon-pc.gov.uk

1.4 How we established communication with our residents

The principles guiding our communications with local residents and the wider community recognise the requirements of the European Convention on Human Rights and are intended to be wholly fair and transparent. The process has evolved and been refined as the WNDP has progressed and we have used the following methods to ensure that local people and stakeholders have been able to engage with the process and contribute to the development of the plan:

- Creation of a website as a reference tool for all interested parties (**www.watlingtonnp.org.uk**)
- Building and maintaining a database of subscribers who have requested updates and information relating to events, evidence and other details
- Producing a number of leaflets for local distribution
- By letter and information leaflets when necessary
- Producing banners and display material to promote events
- Producing a short video used at the time of the change in structure to demonstrate the importance of the WNDP and a second video at a key event
- Three consultations (WNDP C1, WNDP C2 and WNDP C3) to gather opinion
- A Housing Survey to gather the latest information
- An extensive Traffic survey early in the process
- A survey of the Car Park and further parking information
- A workshop to gather opinion from retailers in Phase 2 and a Business Survey in Phase 1 and a further questionnaire for an update from retailers
- A series of summer roadshows to present up to date information and gather feedback
- A series of meetings of the working groups within the WNDPF on Phase 2
- A range of presentation material – from PowerPoint slideshows to PDF files to convey information
- A number of meetings with potential site developers, owners and agents to discuss their proposals
- Discussion sessions, publicity distribution or dialogue with neighbouring communities including Pyrton, Shirburn, Cuxham, Britwell Salome, Benson and Chalgrove together with the three settlements of Christmas Common, Greenfield and Howe Hill and those parts of Pishill and Northend that fall within the WNDP designated area
- Stalls at the Watlington Christmas Fair in 2014, 2015 and 2016, as these are traditionally well attended family occasions.
- Discussion or communication with local schools, the emergency services and healthcare representatives.
- Communication with local and national authorities with regard to traffic and transport policy and air quality
- Coverage in the local press – the Henley Standard and Watlington Times

1.5 Getting Started - Looking back

The WNDP commenced preparation in 2014 following a decision by the Parish Council that the future of Watlington was, from several perspectives, best shaped by community views and opinions. Throughout the process, we have worked closely with South Oxfordshire District Council (SODC), which has given us valuable advice and assistance. We have also worked with Community First Oxfordshire (CFO), successfully obtained funding from Locality and attended a range of seminars and advisory events in addition to engaging with neighbouring Parishes.

Our WNDP originally comprised a six person group – the Neighbourhood Plan Core Committee (NPCC), but after a modification in structure following a pause, a Neighbourhood Development Plan Forum (WNDPF) of local volunteers was established comprising a number of working groups.

1.6 The issues we faced

In the past two years there have been constant updates in national policy in respect of housing and the drive towards increased housing supply. More recently, SODC are moving towards the production of a new Local Plan (LP2033) and this has involved three consultations. Until a new Local Plan is adopted, aspects of the existing Local Plan with regard to housing, have been acknowledged as “out of date”.

These factors have brought the policies of our WNDP sharply into focus with LP2033 indicating and highlighting their important role in the SODC Local Development Scheme.

The quantity and location of new dwellings is the most significant policy issue in the WNDP and this is dependent on site availability, deliverability and sustainability and great care has been taken in assessing these factors. (See WNDP 1 Plan Document, WNDP 4 Sustainability Appraisal, WNDP 12 Development Sites Topic Paper).

As Watlington is close to the M40, we have a long-standing problem with through traffic including substantial use of existing routes through the town by HGVs despite the existing 7.5t weight limit restriction. Resultant congestion, mostly at peak times, has led to poor levels of air quality in the town centre and the establishment of an Air Quality Management Area 2009 (AQMA).

All of our consultation work has established that through traffic volumes are a major concern to both residents and town visitors and the availability of an appropriate alternative route for traffic currently passing through the town centre is one of the key factors in deciding on the choice of development sites. Concern has been expressed as to whether an alternative route will generally increase traffic volumes and whether there would be a detrimental effect on the business and trade conducted in the town centre.

Traffic volumes affecting Watlington will be influenced through increased housing at Princes Risborough, Chinnor and Benson and proposals at Chalgrove and the possibility of an additional river crossing at Reading.

Another consideration is to implement a series of traffic management measures designed to control flow and act as a form of deterrent to those vehicles using the town centre as a through route.

In the SODC existing Local Plan, 79 new dwellings were allocated to Watlington and LP2033 proposes to increase that number to 238. The cost of new road infrastructure in providing an alternative route meeting all criteria, with funding only from new development, would require substantially more new dwellings than 238. These are key concerns that have been addressed in the WNDP.

1.7 Opposition to the emerging Plan

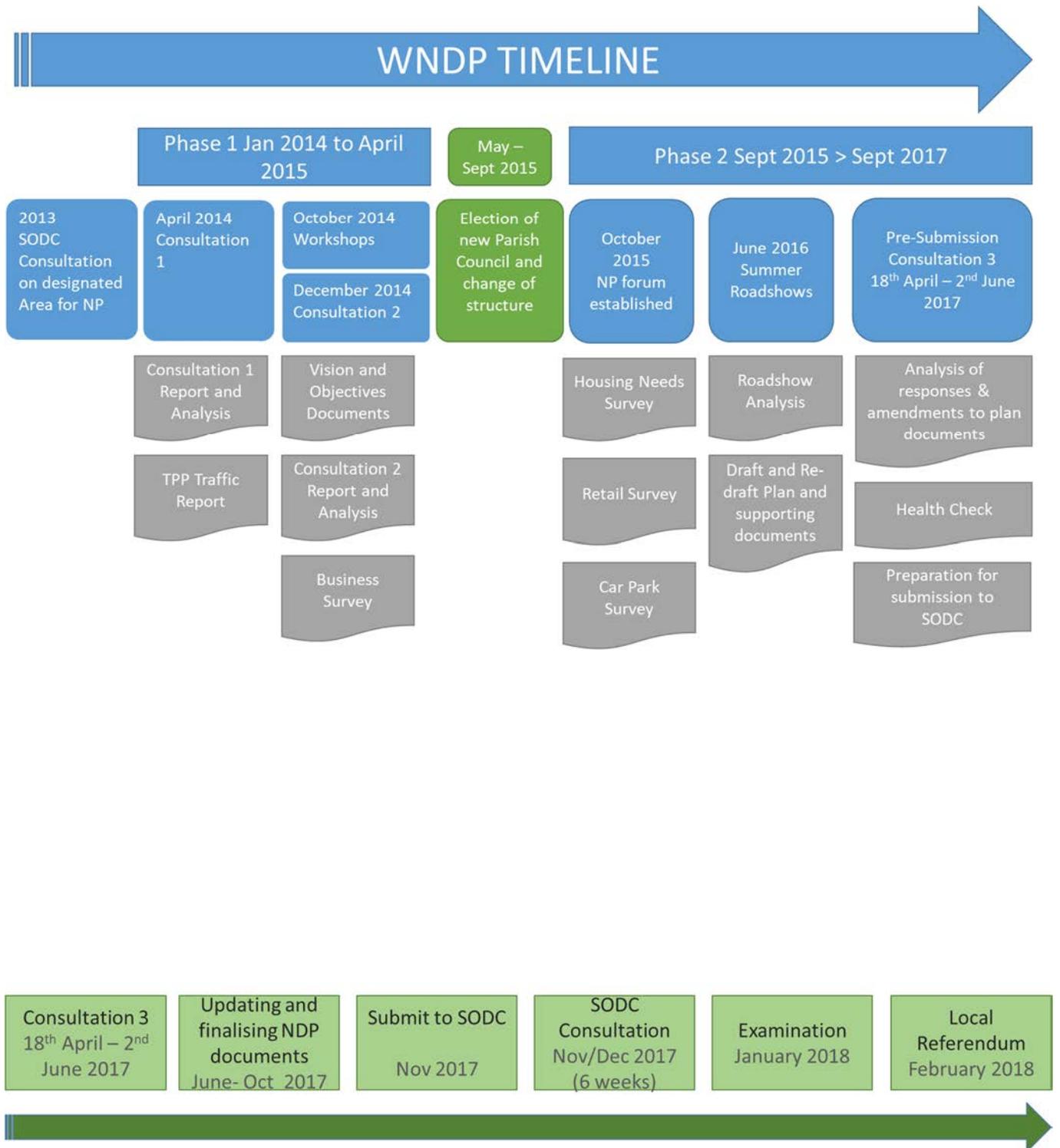
Public interest and active engagement has increased over the course of the development of the WNDP together with support for the Plan. Evidence of growing support is in the outcomes of the consultations and the Roadshows culminating in overwhelming support at the pre-submission consultation with over 500 people participating and over 1100 individual comments made.

However, public participation has not been without opposition to the emerging Plan or to the process. In March 2015 a public meeting was held with residents of the Marlbrook estate to explain why proposals in Consultation 2 included an option of an expansion of the town to the west which would make use of Willow Close as part of a re-aligned B4009. The residents were angry because they thought that the proposal would have a detrimental impact on them and that they had not been involved in discussion about the implications of the proposal at an earlier stage. This issue was not resolved at the time and Phase 1 of the development of the WNDP came to an end in April 2015. In Phase 2, in addition to ongoing publicity about the emerging Plan, the WNDP team visited the Green at Marlbrook with a display of proposals in June 2016 at the summer Roadshows and in May 2017 as part of the pre-submission consultation. By this time, the route of a re-aligned B4009 was not proposed to use Willow Close but to be further to the west in order to provide a new edge to the Watlington settlement.

During the course of the development of the WNDP two circulars were distributed around the town by groups objecting to key elements of the Plan (website: communications with stakeholders). The first was circulated by hand in June 2016, to coincide with the Roadshows, by a group named the 'Shadow NP Group' but with no contact details. The points raised in the circular were promptly responded to by the WNDP team and placed on the WNDP website. The second leaflet was circulated by post in April 2017 to coincide with the pre-submission consultation and the concurrent consultation on the emerging SODC Local Plan 2033. It urged residents to object to the proposal to re-align the B4009 to the north and west of the town. The leaflet was anonymous but the source was subsequently established to be a group named Residents Against Watlington Ring Road (RAWRR). An email address was provided but there was no response to the request sent by the WNDP for a meeting and further contact. Neither of these groups responded to the pre-submission consultation.

Responses to the pre-submission consultation showed that 12% of respondents objected to the Plan as a whole and 86% supported it. It was agreed to answer some of the main comments made in the consultation by means of a set of Frequently Asked Questions which were posted on the website (Consultation 3 FAQ).

1.8 Consultation Timeline



2. Consultation 1 (March 2014)

2.1 Aims and Approach

The purpose of Consultation 1 was to identify the main issues and aims that the community see as important in planning the development of Watlington. This information was used to identify the main topics and themes to focus on for evidence gathering and looking at objectives. Consultation 1 was also used to make the community more aware of what a Neighbourhood Plan is and the implications of having a plan.

The consultation process included a questionnaire and drop-in events and indicated the top priorities for local people. At this stage the consultation was based on the aim to provide 79 new homes in the period up to 2027. The allocation of new homes was based on the SODC Core Strategy (2006 - 2027).

The approach adopted was to maximise public involvement by providing two 'drop-in' events. The consultation was publicised with a leaflet drop to every house and to most businesses in Watlington. This was supported by information being published on-line and being made available in hard copy.

Drop-In events comprised a series of information boards with post-it notes to make comments and simple questionnaires to score the importance of various issues. A general comments section was also available and this was well used with more than 50% of respondents using it.

2.2 Events

The questionnaire and display panels covered five topics:

- Housing
- Traffic and environment
- Shops and businesses
- Getting around
- Local services

Drop-In Events	Date	Visitor count
The Watlington Club	22-Mar	96
The Watlington Club	23-Mar	124
Meetings with Community Groups		
Watlington Primary School – Governors and Staff	17-Mar	18
Primary School Parents	28-Mar	10
Women's Institute	09-Apr	25
Cuxham	09-Apr	13
Pyrton	12-Apr	16
U3A	15-Apr	35
Britwell Salome	15-May	9
Business community	19-May	7
Christmas Common	22-May	16

Other meetings were held with the Fire Service and Icknield Community College.

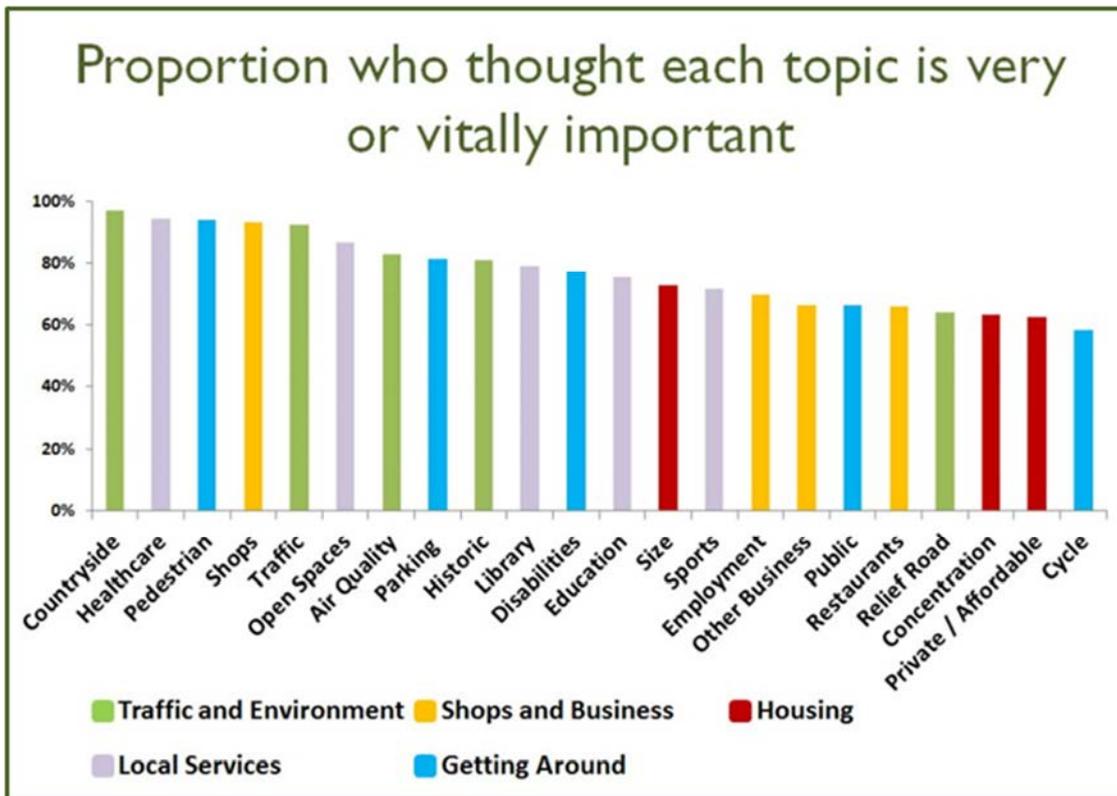
2.3 Key Outputs

The response rate from those who attended was good:

- 259 questionnaires returned (over70% return rate)
- Over half of these included additional comments
- Over 500 post-it notes written
- Contact details collected for 135 people, an email distribution list was established

All this data was analysed and 2 documents were produced (see website):

- Consultation 1 Report – a 15 page word document describing the process in detail, outputs and materials used.
- Consultation 1 Analysis – a 17 page power point document showing outputs by topic in detail.



How outputs were used:

The main themes identified from Consultation 1 were carried forward into Consultation 2 and gave focus areas for the Vision, Objectives and Options consultation document.

3. Community Workshops (October 2014)

The options for the future development of Watlington were also derived from a series of community workshops in Autumn 2014.

What happened at the workshops?

- People were given blank maps of Watlington to annotate with ideas for where development (housing, retail, industrial, roads) could take place
- For the Thursday workshops people discussed ideas in groups and presented back to everyone
- For the Saturday session people ‘dropped in’ and individually left comments and maps.

Summary	Attendees	Number of Annotated Maps Completed
Thursday 9th October (12:30 - 2pm)	21	8
Thursday 9th October (8-10pm)	9	6
Saturday 11th October (10-12noon)	53	22
Total	83	36

People Who Signed up	
Area of Interest	Number of Contacts
Keep in Touch	28
Housing	13
Traffic	15
Other	6

What did people say?

The six most popular suggestions over the three workshops were:

- Move the Industrial Estate to the M40 side of town and use the site for housing
- Have several smaller sites for housing, not one big site.
- Introduce better traffic management (numerous suggestions)
- Improve provision of car parking (for residents and shoppers)
- Propose route for a Relief Road (numerous suggestions)
- Get an appropriate housing mix (affordable housing being the most popular comment)

4. Consultation 2 (December 2014 / January 2015)

4.1 Aims and Approach

The purpose of Consultation 2 was to consult on the vision and objectives of the plan and development options. A document (Vision, Objectives and Options) was published in December 2014 and it gave full details of possible development sites and options for providing an alternative route around the town.

This is an extract from the document giving information on the options:

6 Co-ordinating development to solve Watlington's issues

The initial Consultation 1 indicated that the major concerns were traffic and air quality in the town centre. Therefore the NPCC has explored whether it would be possible to link development sites to address some of the traffic and environmental issues the town faces.

During this consultation we are looking to see whether there is any interest in "linking together developments to solve some of the town's challenges". We give some examples with some pros and cons and ask:

- Whether there is any appetite within the community to explore the linking of development sites in order to address other issues within the town
- Whether there are any preferences within the community for any of the options the Neighbourhood Plan Core Committee has developed
- Whether there are any alternative options that the community feels should be considered
- Whether in order to drive a further benefit to Watlington there is an appetite amongst the community to explore the potential to develop more residential properties than those allocated by SODC

The options for consideration are detailed on the following pages. Note that the sites included within the options are indicative of how sites could be linked together; they are not intended to be recommendations.

There are four options to consider:

Eastern Expansion – Concentrate Development to the Eastern side of Watlington

Southern Expansion – Concentrate Development to the Southern side of Watlington

Pepper-pot Expansion – Distribute Development throughout Watlington

Western Expansion – Concentrate Development to the Western side of Watlington

The consultation then took place in early 2015. A questionnaire was distributed to 1200 households in the Parish (W NDP area) for completion, collection or return to the nominated collection point (Post Office) by the required date – this exercise was planned by the W NDP Administration team and carried out by a team of volunteers.

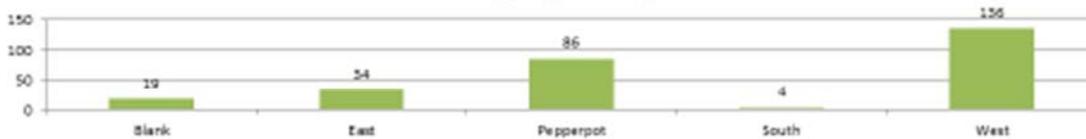
4.2 Key Outputs

A total of 278 questionnaires were returned. The main outputs on options were as follows:



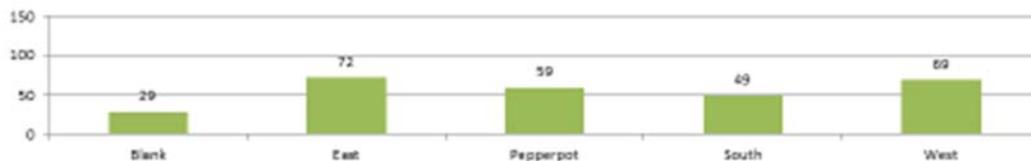
Options Analysis

Most Appropriate Option



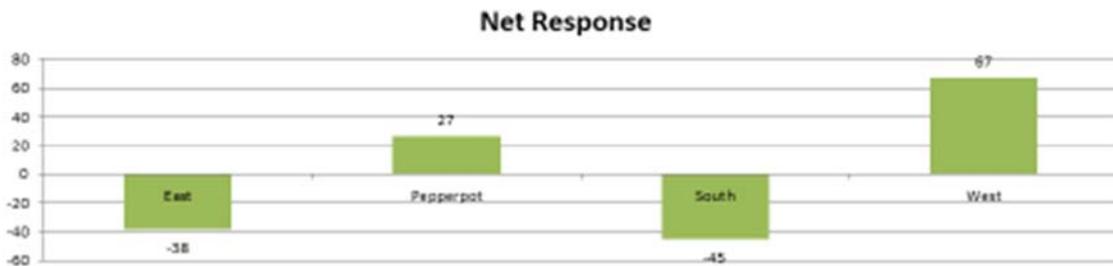
- 136 (49%) respondents selected expansion to the West of Watlington as the most appropriate option.
- 31% of respondents selected Pepperpot as the most appropriate option.

Least Appropriate options



- Distribution of respondents regarding the Least Appropriate Option was fairly balanced,
- 26% of respondents selected Eastern expansion as the least Appropriate Option for Watlington, closely followed by the Western Option with 25%.
- 21% of respondents felt that Pepperpot was the least appropriate option, whilst 17% of respondents felt that Southern Expansion was the least appropriate option

Options Analysis Net Responses



- When looking at the Net responses between the Most and Least Appropriate Options the Western Expansion Option has the Highest Net Positive score (67), the Pepperpot Expansion Option is the only other Net Positive Score with 27.
- Both the Eastern and Southern Expansion Options have strong negative scores (-38 and -45) respectively

This analysis shows that support is overall in favour of expanding Watlington to the west. This support was taken forward and tested again at the Roadshows when the expected number of new homes needed for Watlington had increased from 79 to 200. Other key issues identified in the consultation responses of parking, sports and fitness facilities and the importance of the historic character of the town are incorporated into the WNDP.

5. Phase 2 (from September 2015)

5.1 WNDP Forum

The period from May to August 2015 was seen as a time for the Community to collect their thoughts about continuing with the WNDP. The Annual Parish Meeting was held on the 9th July where the community decision was to continue with a second Phase of progress.

The period between September 2015 and Christmas 2015 was primarily concerned with getting the working groups up and running within the new structure of the WNDP Forum. We took full advantage of two annual December events to distribute leaflets and create an increased awareness prior to commencing a programme of full engagement in 2016 which centred on the working groups, a Car Park Survey in April, a Housing Survey in March and the Summer Roadshows in June 2016. Full details can be found on the website.

5.2 Housing Survey (WNDP 6)

Key outputs have contributed to the WNDP housing policies. A meeting about housing was arranged on the 25th November 2015 which was attended by approximately 40 people. Evidence of a strong interest in future housing development in the parish led to a decision to commission a housing survey led by Community First Oxfordshire. The survey was conducted in January 2016 and was facilitated by approximately 30 volunteers who distributed and collected the survey forms. A total of 675 responses were received. A summary of the findings is presented below:

Summary (1)

- ▶ Strong support for the provision of affordable housing and starter homes
- ▶ High level of home ownership—526 out of the 675 who responded
- ▶ 33 need a home provided by a housing association
- ▶ Nearly 100 households wanting to move to Watlington in the next 5 years, mainly to be near family
- ▶ Two and three bedroom semi-detached most favoured category
- ▶ 36 respondents want to stay in Watlington to move to their first starter home
- ▶ Those looking for a different home in Watlington want 2/3 bedrooms
- ▶ Watlington is a stable community where people stay for many years
- ▶ Around 20% of households thinking about downsizing

Summary (2)

- ▶ Around 25% of people needing a new home need a bigger home
- ▶ 84 people are interested in building their own home
- ▶ 84 people are considering building an extension to their home
- ▶ Only 19 have left Watlington in the last five years through a lack of suitable or affordable housing
- ▶ Small but significant number of respondents are looking for low cost homes—either pre-fabricated construction or permanent mobile homes
- ▶ 36 respondents want to stay in Watlington to move to their first starter home
- ▶ Bungalows were a popular choice
- ▶ Also sheltered housing and homes with care support

5.3 Car Park Survey

The survey was conducted on the 21st – 23rd April 2016. A number of volunteers contributed to the survey and a total of 406 questionnaires were completed. The data collected contributed to the transport policy.

Summary

- ▶ There is a high throughput of vehicles, the majority of users stay for less than 2 hours and are shopping and using local services
- ▶ The biggest group were from the surrounding area using Watlington as a service centre (41%) and from Watlington (26%)
- ▶ Our observations were that although the car park is very full most people get a space straight away or after a couple of minutes
- ▶ People loved the fact it is free - especially as a lot of people were popping in and would not want to stop and get a ticket and pay
- ▶ There are on average around 30 vehicles using the car park overnight
- ▶ There is abuse of 2 hour spaces as people know there is no enforcement
- ▶ Street parking very highly utilised, the lowest being Gorwell as people don't want to walk
- ▶ People are not interested in using other car parks as they don't want to carry shopping or walk

5.4 Meetings with developers

Meetings with developers, land owners and agents have added to knowledge and understanding of the available development sites. The first meetings were held in May 2016 and have continued throughout the development of the WNDP. Notes of all the meetings are on the neighbourhood plan website. All meetings were held 'without prejudice' in relation to future possible planning applications.

Summary of Developer Meetings		Summary of HCA Meetings	
Developer	Date	Developer	Date
Boddingtons Planning	25-05-16	Homes & Communities Agency	02-08-16
Providence Land	26-05-16	Homes & Communities Agency	04-10-16
Archstone	26-05-16	Homes & Communities Agency	13-12-16
West Waddy	20-06-16	Homes & Communities Agency	03-07-17
JC Emmett	25-06-16	Homes & Communities Agency	10-10-17
Queensgate	29-06-16		
JC Emmett	27-09-16		
Archstone	28-09-16		
Providence Land	10-10-16		
Knight Frank	27-10-16		
Archstone	30-01-17		
Perdix	09-03-17		
Providence Land	16-03-17		
Hunter Page	16-03-17		
Archstone	23-05-17		
Hunter Page	17-08-17		
Archstone	25-09-17		
Providence Land	27-09-17		

6. Summer Roadshows (June 2016)

6.1 Aims and Approach

The roadshows were organised to give people the most up to date information on the progress of the Neighbourhood Plan and to get feedback from them to check that the Parish Council and WNDP Forum were on the right track as we moved towards the production of a draft Plan. Following the final event all information was made available on our web site for those who were unable to attend. The roadshows ran from the 11th – 15th June 2016.

The seven events attracted considerable interest, were well publicised in the press and through a leaflet drop to 1200 households and arranged to give coverage across the town and Plan area to ensure that our displays were presented to a full cross section of the community.

The key topics we aimed to provide information on were:

- How many new homes are we now looking to provide and why?
- What sites are we looking at and what are the criteria for selection?
- How big are the sites and how many houses could they accommodate?
- What is happening about the traffic issues?

6.2 Events

A total of 7 events were held, with over 300 attendees and 252 feedback forms completed.

Road show Events June 2016			
Date	Location	Attendees	Feedback Forms
11-06-16	Town Hall	100	85
12-06-16	Windmill Piece	17	12
12-06-16	The Paddock	98	72
13-06-16	Christmas Common	20	15
14-06-16	Marlbrook	35	31
15-06-16	Pauls Way	22	22
15-06-16	Spring Lane	21	15
	Total	313	252

6.3 Key Outputs

The feedback forms have given us the statistical information below:

The first question was **“What development do you think is best for Watlington?”**

The choices were:

- A) Spread 200 new homes on sites around the town but no new route for traffic
- B) Build new homes on the string of sites between Pyrton Lane and Britwell road so that a new route through these sites can be provided for traffic around the town

	%YES	%NO	Total
1a. Sites with no new route	38%	62%	100%
1b. Sites with a new route	76%	24%	100%

When asked about the revised objectives of the WNDP, as presented in the ‘What Watlington Wants’ display 92% were in favour.

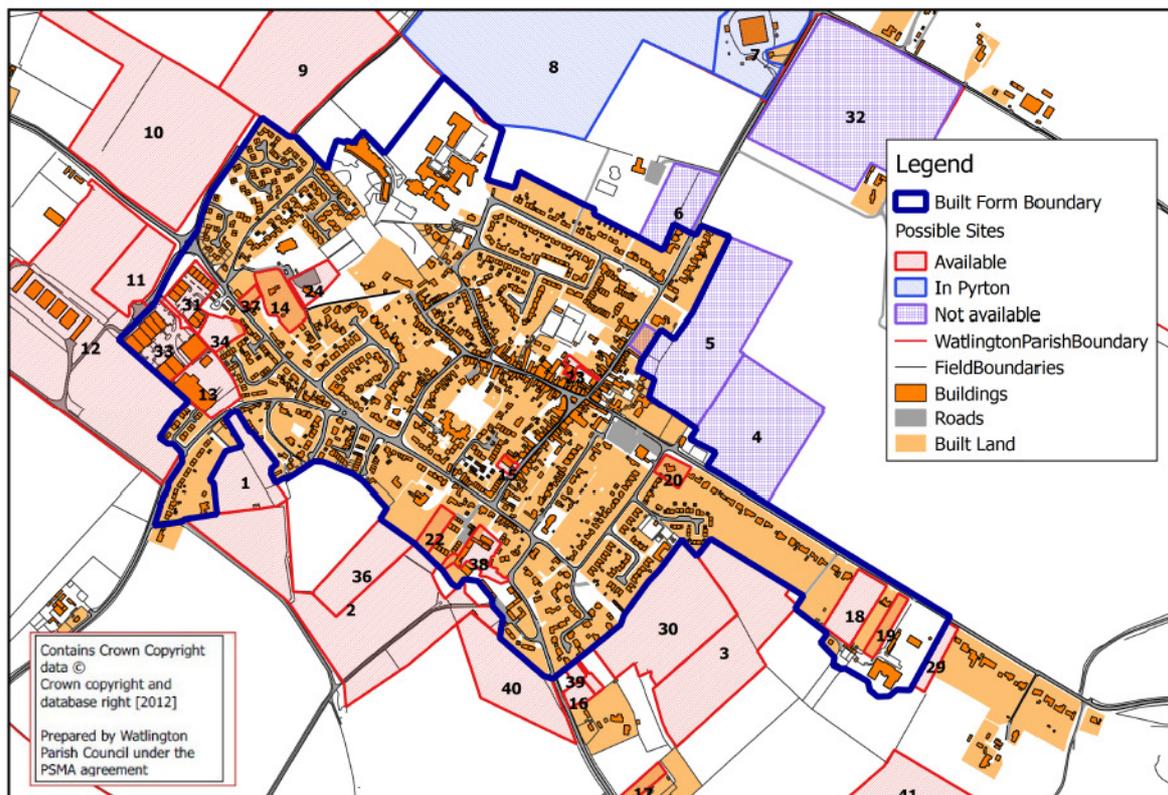
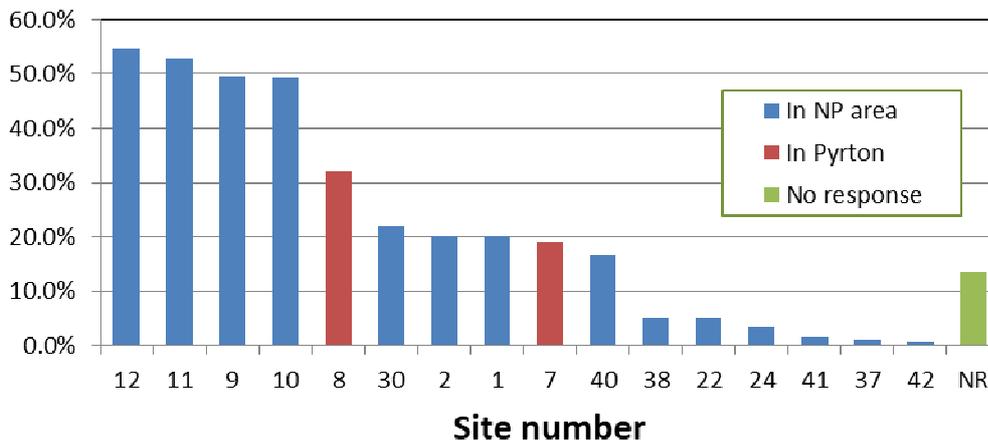


Figure 1: Development Sites

Site Preferences

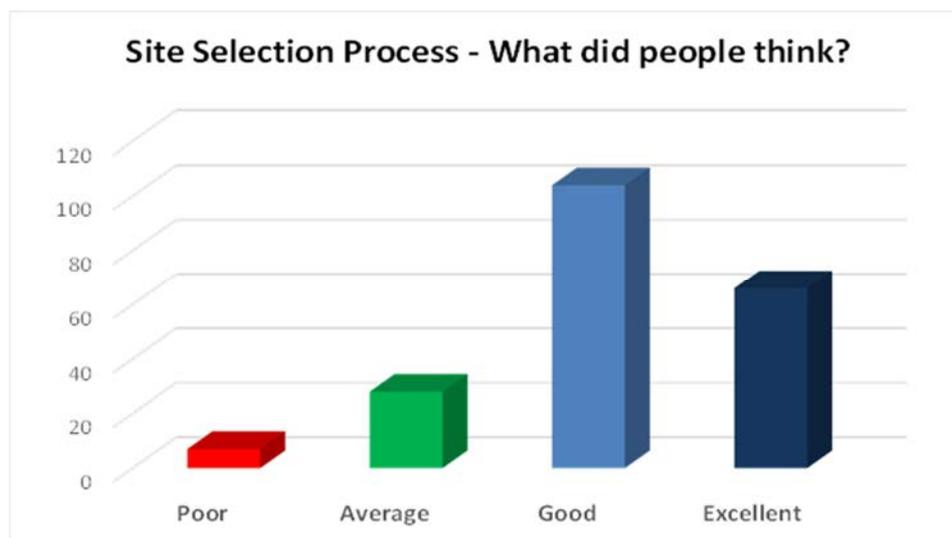
People were asked to list up to 5 sites they would prefer to be developed. No priority was used, just the number of times each site was listed on the forms.

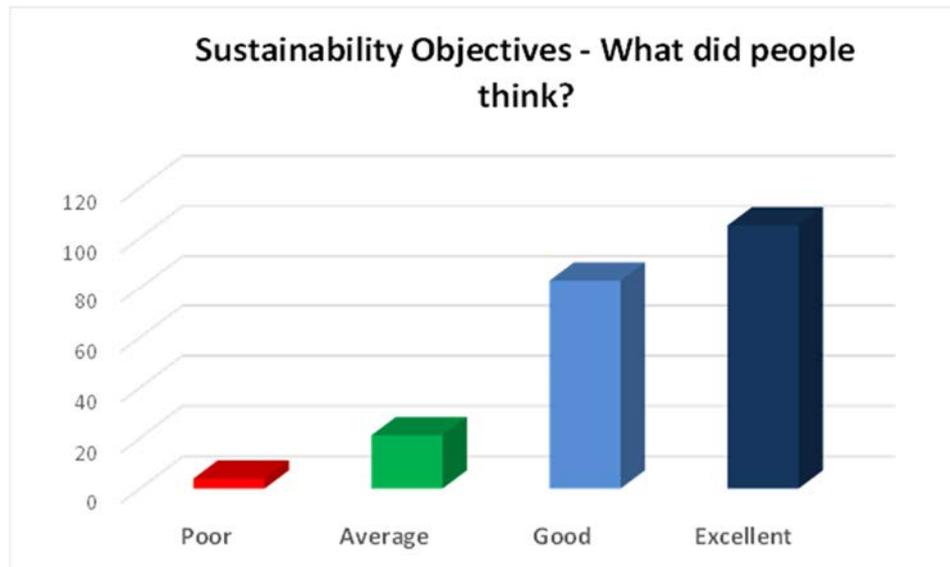
Percentage of respondents who preferred each site



The next questions asked whether people were happy with **Sustainability Objectives and Site Selection Process**.

For Site Selection process 83% rated the criteria as Good or Excellent. For Sustainability Objectives 88% rated the objectives as Good or Excellent.





What did we do with the outcomes?

In view of the strong support given at the Roadshows we took the key points forward in drafting the WNDP.

We consulted on the draft Sustainability Appraisal scoping report (W NDP 5) as well – and made some amendments as a result of responses from the consultees. This was not a formal consultation but intended to ask for useful feedback. Responses were received from Natural England, Historic England, The Environment Agency and the Chilterns Conservation Board.

6.4 Drafting W NDP Documents

In the period between the Roadshows and the Pre-submission Consultation W NDP Forum groups were engaged in developing the statutory and additional documents for the Plan. Key groups were the Coordination Group, the Traffic Group, the Development Sites Group and the Environmental Sustainability Group. The selection of development sites progressed to firm proposals for inclusion in the Plan. Draft Plan policies, objectives and proposed development sites were assessed against sustainability objectives. Meetings with stakeholders, including developers and the Homes and Communities Agency were ongoing and ideas were developed for ensuring that local people had the best chance of contributing their views to the Consultation.

7. Consultation 3 (Pre-Submission Consultation – Regulation 14 - April – June 2017)

This public consultation gave a final opportunity to local residents and other consultees to make comments and indicate a level of policy support to the draft WNDP prior to submission to SODC, and the subsequent progress towards examination and referendum. **The consultation ran from April 18th to June 2nd (including a one week extension from the original closing date).** The preparatory work involved ensuring that all the necessary evidence and draft documents were complete and available on the WNDP web site. The draft documents were:

- Watlington Neighbourhood Development Plan
- Consultation Statement
- Sustainability Appraisal with Environment Report
- Basic Conditions Statement
- Maps Supplement
- Green Spaces Paper

Paper copies were placed in the Library and Parish Office for public reference.

7.1 Communications

Two fliers were published and distributed to all the properties in the WNDP area to prepare residents for Consultation 3 in the period mid-March to mid-April 2017. See below for the one circulated in April 2017.

Follow the plan!

It's here!

Watlington
Neighbourhood
Development Plan



Published & distributed by Watlington Parish Council

watlingtonnp.org.uk

We staged a series of informal Saturday morning “Stop and Chat” sessions in March and April to engage with the cross section of Saturday morning shoppers on a “one to one” basis



Town Hall Drop In

A series of e-mails were sent to the several hundred subscribers on the e-mail database to alert Watlington residents to the commencement of Consultation 3. The public events were promoted by the Watlington Times and the Henley Standard in feature articles.

A questionnaire was designed in both hard copy and in an online format and 1200 paper copies were distributed to all households and businesses in the WNDP area during the first week of the consultation period. A concise Consultation Summary accompanied the questionnaires together with completion instructions. The distribution and collection was handled by a team of 30/35 willing volunteers with the purpose of getting a significant level of response.

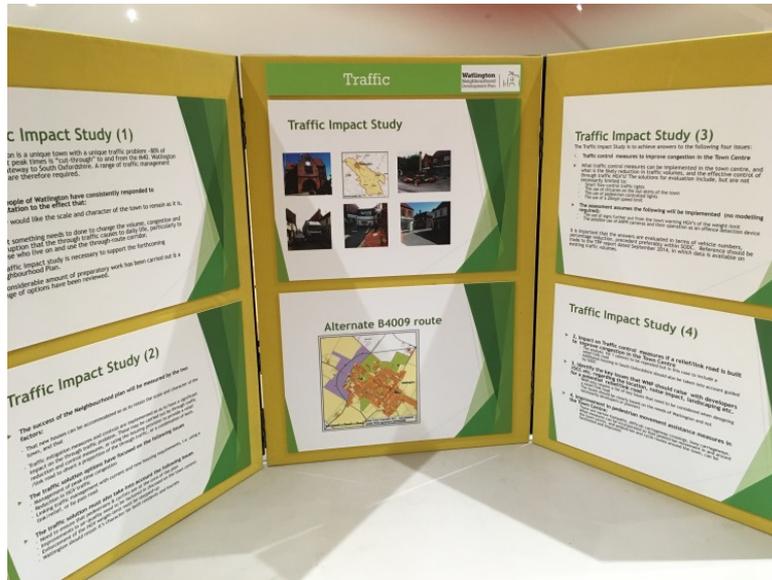
The web site was amended to link to a parallel online survey using Survey Monkey software to give respondents the opportunity to make their opinions known through a paper response or online.

The Draft Plan documents were sent to the required Statutory Consultees (see website) and a manual file established for their replies and other detailed correspondence in respect of the Draft Plan.

Eight events were organised and supported by exhibition style display boards during the course of the six week consultation to give residents throughout the WNDP area the chance to discuss key topics with WNDP Forum members prior to submitting their views.



Roadshow Event



Roadshow Information Boards

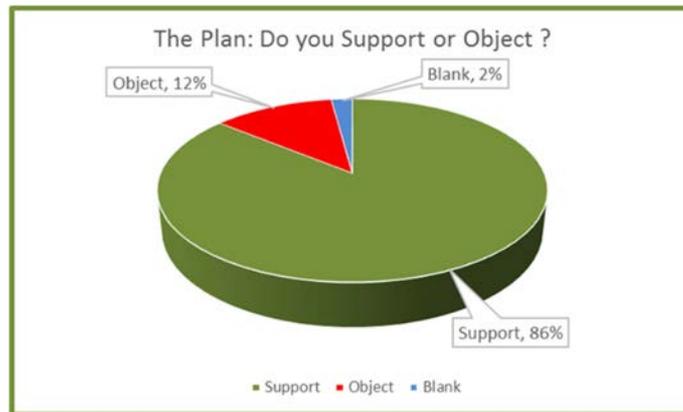
Paper questionnaires were collated following collection by distributors or from two key nominated collection points in the town and further e mails were sent to remind residents of the importance of making their responses.

In addition, the WNDP team attended other community events in April and May to encourage a greater level of Consultation Questionnaire returns.

7.2 Consultation 3 Outcomes

All completed questionnaires were allocated a unique response number, and logged in a database. A total of 527 questionnaires were returned, with around 30% coming via online reply from Survey Monkey.

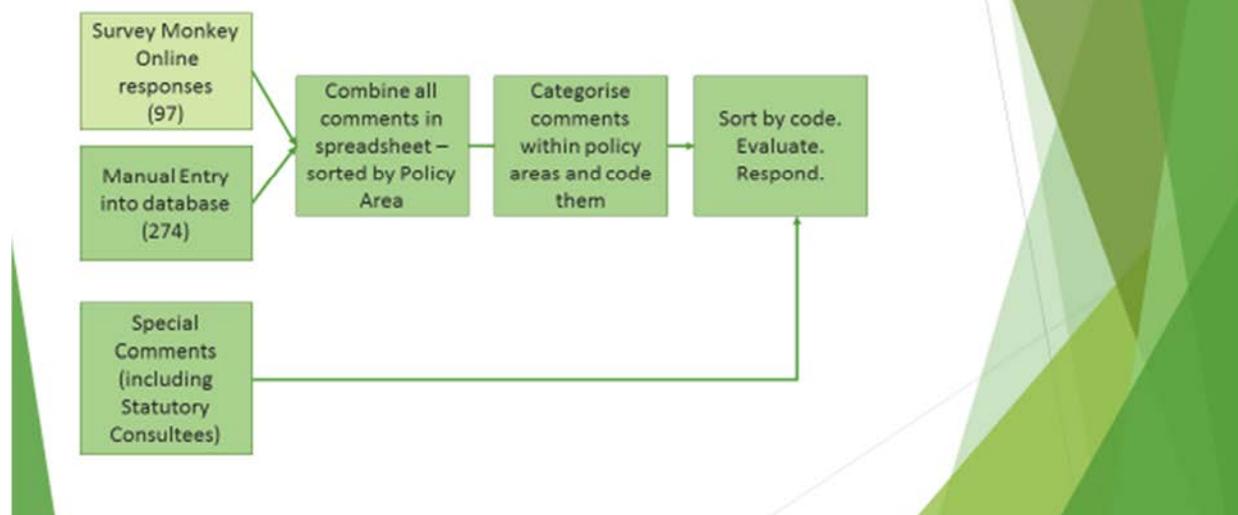
The questionnaire asked for respondents to 'Object' or 'Support' the Plan as a whole and for each of the policies and also to add comments. For all of these the response was very positive. Full details are in the report on the website.



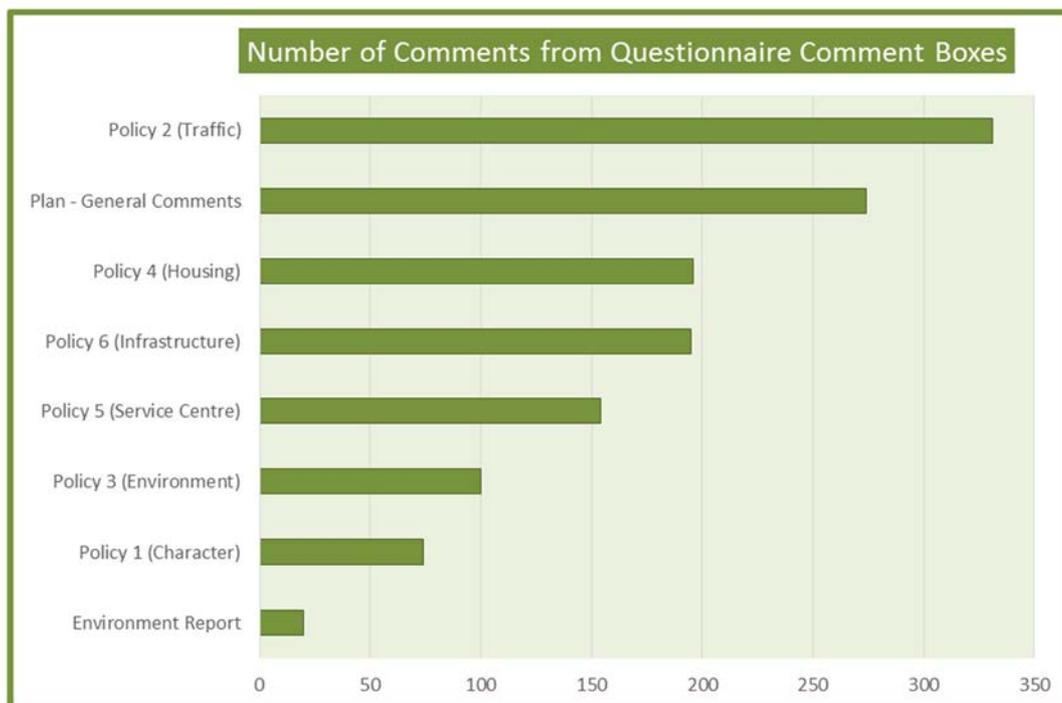
The Plan		
Support	453	86%
Object	63	12%
Blank	11	2%
Total	527	100%

There were 1100 individual comments. The process proposed for evaluation of comments was as follows:

Analysis of Comments - Proposed Process



A report was produced from the database to summarise all comments by area. The most popular comments were as follows:



Analysis was also done to identify the individual policies with the most comments:

Policy	Qty	% of total comments
2a - Alternative Route	183	17%
2c - Town Centre Traffic Management	82	8%
5e - Car Parking	60	6%
4c - Affordable Homes	47	4%
6f - Improved Footpaths and Cycleways	30	3%
4d - High standards of design	29	3%
3c - Flood risk management	20	2%
4a - Balanced mix of housing	19	2%
6e - Improved pedestrian and cycle safety	18	2%
4e - Connectivity between housing, town centre and schools using safe paths and cycleways	17	2%

In addition to questionnaire responses more extensive comments, letters and replies from Statutory consultees were logged as 'Special Comments' (see website).

7.3 Changes made as a result of the Consultation

Amendments to the Plan

In view of the strong level of support for the WNDP no major amendments have been made. Minor changes and additions have been made following comments on the Consultation including points raised from Statutory consultees.

As a result of the assessment of the comments the following amendments have been made to the draft plan:

- The policies were amended and strengthened to provide separate policies for Employment and Green Spaces
- A section was added to policy 1 (Protect and Enhance the Character of Watlington and the historic setting of the town) to identify and protect archaeological remains.
- The policies for individual sites include a requirement for archaeological investigations
- Site specific policies also include provision for possible safeguarding of land for expansion of the schools
- Added clarification about which types of development are included in the policies making some distinction between small and large scale sites
- Policy for parking included in Policy 2 (Transport) instead of the policy on the town as a service centre
- Inclusion of a policy to promote a 'net gain' in bio-diversity
- Additional information included about flood zones and chalk streams
- Strengthened supporting information to the infrastructure policies – in particular clarifying the situation regarding water supply, waste water treatment and local schooling
- Policy changed to include provision for early education and child care

7.4 Response to Consultation comments

The large majority of comments on the WNDP made during the Consultation were made anonymously on the paper or electronic questionnaires. In order to ensure that there was a public response to these a series of questions and answers were posted on the website in August 2017. These took the form of a set of Frequently Asked Questions (FAQs – see website) and focused on the main issues raised in the comments.

7.5 Pyrton Parish Council

Pyrton Parish Council put forward objections to the proposal in the WNDP to allocate land for safeguarding a route for a re-aligned B4009. The Parish has concerns about the impact on the village, the environment and the existing green space between the village and Watlington. Pyrton is producing its own NDP and discussions have been held to try and resolve these issues. The concerns have been fully considered but changes have not been made to the WNDP in view of the strategic importance of the new route (included in the emerging SODC Local Plan), the link with development sites allocated in the plan and the expected improvements in air quality in Watlington town centre. Watlington Parish Council intends to continue discussions with Pyrton Parish Council in the hope of mitigating their concerns.

8. List of Statutory and Non-Statutory Consultees

During the course of developing the WNDP there has been a close working relationship with South Oxfordshire District Council (SODC) and several meetings with officers of Oxfordshire County Council (OCC) and the Homes and Communities Agency (HCA). Statutory Consultees have been consulted both formally and informally and their comments have been taken into account and incorporated into the plan.

SODC

OCC

Natural England

Historic England

Highways England

Environment Agency

HCA

Coal Board

NHS

Southern Electric

British Gas

National Grid

Thames Water

Sport England

CPRE

Age UK

Open Spaces Society

Oxfordshire Youth

Churches

Chilterns Conservation Board

Cuxham Parish Meeting

Pyrton Parish Council

Britwell Salome Parish Meeting

Other organisations and voluntary bodies

9. Supporting Documents (www.watlingtonnp.org.uk)

1 **Consultation1**

Information Leaflet
Consultation 1 Questionnaire
Consultation 1 Report
Consultation 1 Analysis

2 **Consultation 2**

Vision Objective and Options (VOO) Document
Consultation 2 Questionnaire
Consultation 2 Analysis & Summary & Comments Document

3 **Consultation 3 (Pre-Submission Consultation)**

Consultation 3 Flier 1
Consultation 3 Flier 2
Consultation 3 Briefing Paper
Consultation 3 Questionnaire
Survey Monkey Questionnaire
Display Boards for Consultation 3
Consultation 3 Results and Analysis
Frequently Asked Questions (FAQs)

4 **Surveys**

Traffic Survey (TPP) (September 2014 & Public Meeting 24/11/14)
Housing Survey Questionnaire (January 2016)
Housing Survey Results (March 2016)
Car park Survey Questionnaire (April 2016)
Car park Survey Results (May 2016)
Business Survey (2014)
Retail Survey (June 2017)

5 **Events**

Community Engagement Workshop (October 2014)
Christmas Fair (2014, 2015,2016)
Relaunch meeting (September 2015)
Summer Roadshows (June 2016)

6 **Communications/ Media**

Henley Standard & Watlington Times
Videos (September 2015, December 2016)

7 **Communications with Stakeholders**

8 **Meetings with Developers**

