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## **Planning Services**

Reply to : Kim Hudson

Email : [kim.hudson@westoxon.gov.uk](mailto:kim.hudson@westoxon.gov.uk)

Date: 4<sup>th</sup> March 2025

Dear Mr Armitage,

### **Re: Community Infrastructure Levy (CIL) Draft Charging Schedule Examination for West Oxfordshire District Council**

I am writing in relation to the forthcoming examination of the West Oxfordshire District Council Community Infrastructure Levy (CIL) Draft Charging Schedule. We wish to submit the necessary documentation in order to proceed to examination, in accordance with Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended).

Included with this letter, please find the following supporting documents for your consideration:

- West Oxfordshire CIL Draft Charging Schedule (DCS) – June 2024.
- West Oxfordshire CIL Viability Report (May 2024).
- West Oxfordshire CIL Summary of Representations Report.
- Schedule of Representations to the DCS provided in full.
- West Oxfordshire CIL Statement of Non-Material Minor Amendments.
- West Oxfordshire CIL Funding Gap Analysis (June 2020).
- West Oxfordshire Infrastructure Funding Statement (2023-2024).
- West Oxfordshire Infrastructure Delivery Plan (IDP) 2016; and
- Link to the West Oxfordshire Local Plan 2031 (<https://www.westoxon.gov.uk/planning-and-building/planning-policy/local-plan-2031/>).

Please note that as previously advised, the West Oxfordshire CIL Funding Gap Analysis Update Note will follow later this week.

I trust that the information provided will support the smooth progression of the examination process. Should you require any additional documentation or clarification, please do not hesitate to contact me.

Please note that the draft charging schedule and supporting evidence has been prepared on the basis of the policies contained in the adopted West Oxfordshire Local Plan 2031.

Whilst the District Council is in the process of preparing a new Local Plan covering the period to 2041, the plan remains at a relatively early stage (Regulation 18) with a preferred option consultation planned for late May 2025.

As such, it is considered appropriate to progress the enclosed draft charging schedule on the basis of the currently adopted Local Plan.

The charging schedule will then be reviewed in due course once the new Local Plan has been adopted.

For your information, I can confirm that the Council has appointed a Programme Officer to support the examination process. Her contact details are as follows:

Louise St John Howe, Programme Officer, PO Services,  
PO Box 10965,  
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Suffolk  
CO10 3BF  
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Thank you for your time and attention on this matter. I look forward to your response and to working with you to facilitate the examination process.

Yours sincerely,

Kim Hudson

Principal Policy Officer