DEFINITIONS

Character Assessment Toolkit: The Oxford Character Assessment Toolkit has been prepared to help with assessment of the character of areas within the city. It can be used by those planning a new development, or a community group who want to be involved in planning the future of their area. It can be used to record the features that give a specific part of Oxford its sense of place, as well as the issues to be addressed in future.

A design and access statement is a report accompanying and supporting a planning application to illustrate the process that has led to the development proposal and to explain and justify it in a structured way. It should explain the design principles and concepts and how any issues relating to access to the development have been dealt with.

The level of detail required will depend on the scale and complexity of the application. For a straightforward application the statement may be very short. Plans, elevations, sketches and photographs can be included to illustrate the points made.

A design and access statement is only required for major developments and listed building consent applications, or for applications in conservation areas for one or more dwellings or where the floorspace created by the development is 100 square metres or more. A design and access statement should accompany both full and outline planning applications.

Supplementary Planning Document (SPD): These are produced to add further detail to and to help implement the policies and strategies contained in Local Plan documents such as our Core Strategy 2026 and our Sites and Housing Plan 2011-2026.