



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341 Fax: 01608 645206

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK and CEO: Luci Ashbourne

4th July 2023

SUMMONS TO ATTEND A MEETING OF STRATEGIC PLANNING COMMITTEE

TO: All Members of the Strategic Planning Committee

VENUE: Council Chamber, Chipping Norton Town Hall

DATE: Monday 10th July 2023

TIME: 6:30pm

Luci Ashbourne
Town Clerk & CEO

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

A G E N D A

1. Election of Vice-Chair

To receive nominations for and elect the Vice-Chair of The Strategic Planning Committee for the municipal year 2023/24.

2. Apologies for absence

To consider apologies and reasons for absence.

Committee members who are unable to attend the meeting should notify the Town Clerk (townclerk@chippingnorton-tc.gov.uk) prior to the meeting, stating the reason for absence.

3. Declaration of interests

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct

4. Minutes

- a. To approve the Minutes of the Committee meeting held on the 5th June 2023.
- b. To note the minutes of the Traffic Advisory Sub-Committee meeting held on 29th June 2023.

5. Public Participation

The meeting will adjourn for this item

Members of the public may speak for a maximum of five minutes each during the period of public participation.

6. Committee action plan

To note the committee action plan.

7. East Chipping Norton Development

To receive any updates.

8. Cemetery

To note a report from the Deputy Clerk and Estates Manager.

9. Benches

To receive an update.

10. Chipping Norton Air Quality Action Plan

To feedback on West Oxfordshire District Council's draft Air Quality Action Plan for Chipping Norton.

11. Speed Indicator Device

To receive quotes for a speed indicator device to be installed on Churchill Road.

12. Planning Applications

To receive a schedule of planning applications from West Oxfordshire District Council.

13. Date of Next Meeting – Monday 18th September 2023



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Office Hours: Mon – Fri 9am – 1pm

Minutes of a Strategic Planning Committee meeting held on the 5th June 2023, at 6:30pm in the Lower Hall, Chipping Norton Town Hall

PRESENT: Cllrs Mike Cahill, Jo Graves, Michael Rowe, Ian Finney, Sandra Coleman, Athos Ritsperis (substituting).

ALSO PRESENT:

Luci Ashbourne, Town Clerk

Katherine Jang, Deputy Town Clerk

2 Members of the public

SPC1	<p>In the absence of the previous Chair or Vice-Chair of the Strategic Planning Committee, Town Mayor Sandra Coleman opened the meeting.</p> <p>Election of Chair Nominations were received for the election of Chair of the Strategic Planning Committee for the municipal year 2023/24. Cllr Coleman nominated Cllr Cahill, seconded by Cllr Graves. All in favour, motion carried. RESOLVED: That Cllr Cahill elected as chair of the Strategic Planning Committee for the following municipal year 2023/24.</p> <p>Cllr Coleman handed over to the Chair for the ensuing meeting.</p>
SPC2	<p>Election of Vice-Chair Nominations were received for the election of Vice-Chair of the Strategic Planning Committee for the municipal year 2023/24. Cllr Coleman nominated Cllr Rickard. Cllr Graves proposed to wait to elect in the Vice-Chair until the following meeting. All in favour, motion carried. RESOLVED: That the election of Vice-Chair of the Strategic Planning Committee is postponed until the following meeting.</p>
SPC3	<p>Apologies for absence Apologies were received from Cllrs Keyser, Rickard and Walker.</p>
SPC4	<p>Declaration of interests None received.</p>
SPC5	<p>Minutes</p> <ol style="list-style-type: none">RESOLVED: That the Chair signed and approved the Minutes of the committee meeting held on the 22nd March 2023.Members noted the minutes of the Traffic Advisory Sub-Committee held on the 27th April 2023.

<p>SPC6</p>	<p>Public Participation Johnny Ackroyd from Beaumont Rivers gave a verbal update about the Pool Meadow Restoration project (SPC13).</p> <ul style="list-style-type: none"> - Archaeological study and topographical study have been completed. Preliminary ecological study has also been completed. - Scheduled monument consent application to be submitted in the following weeks. - Rest of the permitting process and funding applications to follow. <p>The Town Council thanked Johnny Ackroyd for all his hard work and passion for the Pool Meadow Restoration project.</p> <p>CLlr Michael Rowe left the meeting at 7:00pm.</p>
<p>SPC7</p>	<p>Committee terms of reference and name Members noted the updated Committee Terms of Reference and discussed the Committee name.</p> <p>Members discussed and suggested the following names: Management and Open Spaces, Cemetery and Open Spaces. Members agreed to continue with Strategic Planning Committee and to propose any future names to the Chair.</p> <p>RESOLVED: That members agree to continue working under the Strategic Planning Committee, and for any further proposals or suggestions to be sent to the Chair.</p>
<p>SPC8</p>	<p>Committee Action Plan Members noted this ongoing committee action plan.</p> <p>The Chair (CLlr Cahill) left the meeting at 7:17pm and handed over to Town Mayor Coleman.</p>
<p>SPC9</p>	<p>East Chipping Norton Development Members received correspondence from Historic England regarding the consideration of the Romano-British Settlement and Iron Age remains on land on the eastern edge of Chipping Norton, between London Road (A44) to the north and the B4026 to the south for scheduling status.</p> <p>Members received a copy of the consultation report and were invited to submit any comments to Historic England.</p> <p>Historic England will notify the Town Council of the Secretary of State’s decision in due course.</p> <p>Members thanked Historic England for commissioning this piece of work and were happy for the consultation to be submitted as written. To make Historic England aware that CHARG should also be consulted. Members asked if possible to ask about timescales for a decision.</p> <p>For members to speak with district councillors.</p> <p>“Many thanks for sending the copy of the consultation report for the land south of London Road (East Chipping Norton). This was discussed last night at the Strategic Planning Committee, with the Town Mayor Sandra Coleman, and Cllrs Mike Cahill (Chair), Jo Graves, Michael Rowe, Ian Finney, Athos Ritsperis. Members wanted to thank Historic England for this work and noted that this</p>

	<p>poses an exciting development for the town. Cllrs did not have any factual additions to the report but noted that the Chipping Norton Archaeology Research Group (CHARG) had completed a previous archaeological survey on the land and may have further comments.</p> <p>Outside the scope of the report, Cllrs were wondering if there was any timescale allocated to the consultation and decision.”</p>
SPC10	<p>Cemetery</p> <p>Members noted a report from the Deputy Clerk and Estates Manager regarding ongoing and future maintenance works taking place in Worcester Road Cemetery.</p>
SPC11	<p>Bike Repair Stations</p> <p>Members received a verbal report from the Town Clerk about the bike repair stations, which have now been installed in the town centre (outside Nash’s Bakery) and the Leisure Centre. These have been well received by residents.</p>
SPC12	<p>Benches</p> <p>Members received a verbal update from the Town Clerk about benches in the town centre. The two memorial benches for New St are finished restoration, but the basing has been broken over the winter months and need to be replaced. The curved memorial bench for the Millennium Garden is due to be installed in June 2023.</p> <p>The Town Clerk has received a proposal for a bench on Spring St. Members do not foresee a problem with this location, pending consultation with the residents in the area and that the location is suitable. This area has been approved by OCC Highways in principle, pending consultation with residents (proposed July 2023).</p>
SPC13	<p>Pool Meadow</p> <p>Members received a verbal update from Johnny Ackroyd of Beaumont Rivers regarding the Pool Meadow Restoration Project (as above).</p>
SPC14	<p>Planning Applications</p> <p>a. Members received a schedule of planning applications from West Oxfordshire District Council:</p> <p>APPLICATION NO: 23/00966/HHD</p> <p>PROPOSAL: Proposed alterations including second floor flat roof dormer window (previously approved 22/03513/HHD)</p> <p>LOCATION: 11 The Leys, Chipping Norton, Oxfordshire</p> <p>RESOLVED: No objection, no comment.</p> <p>APPLICATION: 23/01149/LBC</p> <p>PROPOSAL: External and internal alterations to carry out repair works to open up the external ramp and repair the wall below ground level together with refurbishment and changes to the layout of the ladies WC.</p> <p>LOCATION: Town Hall, Market Place, Chipping Norton, Oxfordshire</p> <p>*As this building is owned by Chipping Norton Town Council, we sought further guidance from WODC Planning who said, “This is the default situation whereby</p>

	<p>we are statutorily required to consult Parish Councils on all applications in their respective area. I would assume they would either not comment or have no objection.”</p> <p>RESOLVED: No objection, no comment.</p> <p>b. Members received and noted the following correspondence: 23/00536/OUT – Land South of Banbury Road, Response to Application Comments.</p> <p>Members noted that the response to Q1 Consultation comment is not sufficient, and that the general sentiment of the response letter suggests that this will be a small development when it is known that Rainier holds options on other land adjacent to the proposed development.</p> <p>Members agreed to draft a response letter to Turley following the letter to consultees. This has been delegated to Cllrs Finney and Coleman, along with other members of the Strategic Planning Committee.</p>
SPC15	<p>Date of Next Meeting Monday 10th July 2023</p>

The Town Mayor closed the meeting at 8:00pm.



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Minutes of a meeting of the Traffic Advisory Sub-Committee, on the 29th June 2023 at 2pm in the Council Chamber, Chipping Norton Town Hall

PRESENT: Cllrs Mark Walker (Chair), Sandra Coleman, Alex Keyser, Tom Festa (substituting, entered at 2:13pm).

ALSO PRESENT:

Katherine Jang, Deputy Town Clerk and Estates Manager

Cllr Geoff Saul, OCC

Mike Dixon, Bus Users Representative

TAC1	<p>Cllr Mark opened the meeting.</p> <p>Election of Chair Nominations were received for the Chair of the Traffic Advisory Sub-Committee for the municipal year 2023/2024. Mike Dixon proposed Cllr Mark, seconded by Cllr Sandra. RESOLVED: That Cllr Mark is elected Chair of the Traffic Advisory Sub-Committee for the municipal year 2023/2024.</p>
TAC2	<p>Election of Vice-Chair Nominations were received for the position of Vice-Chair of the Traffic Advisory Sub-Committee for the municipal year 2023/2024. Cllr Sandra nominated Cllr Steve, seconded by Cllr Mark. RESOLVED: That Cllr Steve is elected Vice-Chair of the Traffic Advisory Sub-Committee for the municipal year 2023/2024.</p>
TAC3	<p>Apologies for Absence Apologies were received from Natalie Moore (OCC), Mike Wasley (OCC), and Chris Hulme (Traffic Management Officer, Hampshire Constabulary & Thames Valley Police Joint Operations Unit), Marcus Simmons, Cllr Jo Graves, Cllr Michael Rowe, and Cllr Steve Akers.</p>
TAC4	<p>Declaration of Interests None received.</p>
TAC5	<p>Minutes</p>

	<p>RESOLVED: That the Chair signed the minutes from the Sub-Committee meeting held on the 27th April 2023 as an accurate record of the meeting.</p>
<p>TAC6</p>	<p>Public Participation</p> <p>Staff members from Guideposts UK came to the meeting to raise issues with transport in Chipping Norton. Support Workers from Guideposts UK, along with members from Albion Centre Advocacy Group (ACAG) came to speak about road safety and road crossings in Chipping Norton.</p> <p>Members identified key issues such as cars parking on the pavement, which impede those using wheelchairs and people who are sight-impaired from walking safely in town. The ACAG requested increased signage in town to remind residents not to park on pavements.</p> <p>Cllr Sandra asked where their members are having the most difficulty. Guidepost representatives responded that the traffic island outside of Sainsbury's is difficult to navigate as it is not wide enough for wheelchairs to pass through. They also mentioned that the large green bins on Cattle Market St have been causing issues for their members who are sight-impaired, as it causes them to step out into the road.</p> <p>Cllrs agreed to identify the owners of the green bins on Cattle Market St (near Albion Centre), and request that they are moved out of the way of pedestrians.</p>
<p>TAC7</p>	<p>County Officer's Report</p> <p>Members thanked Natalie Moore (OCC) and Mike Wasley (OCC) for providing written reports in advance of the meeting.</p> <ul style="list-style-type: none"> - Members discussed a possible street art installation for a new crossing in town to raise awareness of pedestrian issues. - Members requested increased 20mph signage in town as HGVs regularly go over the speed limit. Other members highlighted that there are no road markings which indicate drivers are entering the town. - Members discussed a possible pilot scheme or temporary junction at the New St/High St junction. <p>Members discussed erecting temporary crossings, which sit within the draft LCWIP, at the following 3 locations:</p> <ul style="list-style-type: none"> - New St, where the traffic island between the Arctic Fish Bar and Sainsbury's car park is situated. - New St play area - Horse Fair near Blue Boar <p>Members noted the lining programme. Members queried the re-lining of 30mph Churchill Rd when the 20mph zone will come in very soon.</p>

	<p>Regarding the junction of London Road/Banbury Road – members queried why there is a double mini roundabout here, rather than a single roundabout. Members noted that there are many near misses at this location as drivers are not familiar with this double-roundabout layout, and that it causes confusion.</p> <p>Members also noted that HGVs are still going up London Rd when the signage now says Banbury Road.</p>
TAC8	<p>District Officer’s Report</p> <p>None received.</p>
TAC9	<p>Update from Cllr Saul on OCC Highways matters including the HGV working group</p> <p>Members received a verbal progress report from Cllr Saul.</p> <ul style="list-style-type: none"> - The £2 capped bus-fare scheme has now been extended until October 2023, and then to November 2023-2024 at a new rate of £2.50. Pulhams Coaches (X9) will now be included in this scheme. Cllrs agreed that there is low awareness of this scheme, and that the TC office will circulate this scheme on social media to promote it more widely. - Members discussed that HGVs are continuing to use the Banbury Road despite signage suggesting London Road. Members suggested that a red sign noting no HGVs on the London Road to discourage drivers from the road.
TAC10	<p>Cycling</p> <p>Members received an update on cycling related matters from Cllrs Mark and Tom.</p> <p>Members discussed the possibility of creating a programme to link together various cycling groups in Chipping Norton.</p> <p>Cllr Mark proposed that Cllr Tom sets up an informal meeting to discuss this initiative, and to bring a proposal to the next Traffic Advisory Sub-Committee meeting in September, all agreed. For Cllr Tom to convene a meeting over the summer months and include the possible members/groups:</p> <ul style="list-style-type: none"> - Cllrs Tom Tom, Mark, and Sandra - Learn2Sustain - Chipping Norton Ladies Cycling Group - TY Cycles <p>Members discussed that the roads in Chipping Norton are too narrow for cyclists, especially the pinch point at Horse Fair, West Street and Burford Road so there are improvements that need to be made. Members discussed the possibility of one-way systems and cycle paths within town.</p>
TAC11	<p>Road Safety</p>

	<p>a. Members received a verbal update on road safety related matters. Cllr Sandra reported that there have been a lot of online complaints about the New Street / High Street junction. Residents have raised that there have been many near misses at the junction and are worried about ongoing safety issues. Members agreed to feed back to Natalie Moore.</p> <p>b. Members received a report following consultation with residents regarding the potential installation of a speed indicator device (SID) on Churchill Road.</p> <p>a. RESOLVED: That members agreed that the SID should be located entering Chipping Norton on Churchill Road.</p> <p>b. RESOLVED: That quotes for a SID are obtained and taken to a meeting of the Strategic Planning Committee to consider.</p> <p>c. RESOLVED: That the contents of the consultation are sent to OCC Highways in order that they're aware of the extent of the issue and may be able to plan in some speed reduction infrastructure in the future. Members discussed the possibility of Welcome to Chipping Norton Signs at all entrances to the town, with white fencing and speed limit signs.</p>
TAC12	<p>LCWIP</p> <p>Members received a verbal update. Members discussed the possibility for increased signage including a "Welcome to Chipping Norton" sign with white fencing, and the possibility for funding schemes.</p>
TAC13	<p>White Lining</p> <p>Members noted and reported areas where white lining needs re-painting. Members queried West Street and if this area raised by Cllrs would be covered by the lining works mentioned in Mike Wasley's report.</p>
TAC14	<p>Correspondence</p> <p>None received</p>
TAC15	<p>Any Other Business</p> <p>Cllr Tom raised the air quality action report, members noted that the consultation is currently being undertaken.</p> <p>Cllr Tom asked if there is scope to work with bus companies. Cllr Saul reported that there is an Oxford City Council scheme to purchase a fleet for the city, but that there are no plans to currently route them out of the city. Cllr Tom noted that there would need an electric bus / vehicle charging hub elsewhere.</p> <p>Cllrs mentioned that the new Villager Bus is being scoped to be an electric bus, as there is now more availability for buses which fit the criteria.</p>

TAC16	Date of the next meeting Thursday 28 th September, 6:30pm via Zoom

The Chair closed the meeting at 3:25pm.

DRAFT

Agenda item 6 – Committee action plan

The current Committee Action plan as reviewed at the last meeting.

It should be noted that this action plan is a working document and can be updated at any point.

Action	Whose involved?	Budget	Commencement	Completion	Notes/Comment
Undertake an audit and needs assessment of sports provision across the Town and then feed this into WODC's planning needs assessment	CNTC/ Staff / Clubs/ Associations/WODC	N/A	Sep-21	Ongoing	WODC's sports and pitch provision strategy has been approved and is in the public domain. Jan 2022. Awaiting meeting confirmation from WODC Exec member Cllr Joy Aitman.
Promote active travel and transport in the Town	CNTC/Transition CN/Working group/TAC		Ongoing	Ongoing	LCWIP
Delivering the East Chipping Norton Development Vision Statement	CNTC/OCC/WODC//working group/Community First		Ongoing	Ongoing	Master-planning process paused. Letter sent to OCC and WODC. Build Chippy Better group meeting regularly. Historic England have submitted an application for the archaeological site to become a scheduled monument. Community First have been commissioned to scope out potential for a Community Land Trust. Meeting set with CF for 15 th June 2023.
20mph scheme for Chipping Norton	CNTC/OCC TAC		April 22	April 24	TC consultation complete. Report published. Awaiting roll out of scheme by OCC OCC consultation underway.
New bus shelter at Walterbush road	CNTC/OCC	£106	2020	Sept 23	New shelter installed. Quotes for sides/seats approved. Installation ordered. Awaiting date. Planters have herbs planted in them.
Restoring the town's municipal and memorial benches	CNTC staff/contractors	Street Scene budget and EMR	May 21	May 24	Ten benches complete. Second phase underway. Benches from New Street are complete and back in place. Curved bench for Millennium Garden has now been installed. Consultation on Spring Street complete – report on the agenda.
Reducing HGV's in the town centre	CNTC/OCC/TAC/working group		Ongoing	Ongoing	Working with OCC to help identify safer HGV routes.
Road Safety	CNTC/OCC/TAC		Ongoing	Ongoing	Awaiting consultation on proposed new crossings in town centre from OCC – design are being drawn up Road Safety week was held on – 21 st -25 th November 2022. Planning for 2023 to commence in the summer. Proposed improvements for Albion Street have been approved.

					SID consultation (Churchill Road) complete. Quotes and recommendations on the agenda.
Improving access and biodiversity at Pool meadow Large Project	CNTC/Approved consultants/Working Party	23/24 EMR £25,000	2020	Sept 24	Feasibility study has been approved and is progressing.
Cemetery clean up days	CNTC Staff, Cllrs and Volunteers	N/A	Ongoing	Ongoing	October 2023 October 2022 clean up day and wildflower planting was a success.
Improving access, information and biodiversity in Chipping Norton Cemetery	CNTC/Contractors	22-23 £1000 EMR £4174	Ongoing	Ongoing	New regulations approved. New noticeboard has been installed. First stage memorial safety testing complete - safety works complete. Awaiting second area survey results. Wildflower meadow complete. Yellow rattle growing well.

Item 8. Cemetery Report – Strategic Planning Committee 10th July 2023

Maintenance:

1. Muslim and Multi-Faith section: Needs to be strimmed and mown again. The Town Mayor has also noticed that some chairs have appeared in this section and near the gates – We are currently investigating why these were placed there and if there is a desire for a new bench in this area.
2. Pest control programme ongoing
3. Memsafe completed a round of memorial safety testing in 2022. They will return in August 2023 to re-test the failed, Amber-rated memorials.

Updates:

1. The Town Clerk and the Mayor have had a productive meeting with the resident regarding feeding wildlife at the cemetery. The resident now understands why we have requested them to stop leaving food out as it encourages rats, but this is a very sensitive situation to navigate.

- Following on from this meeting, there has been some discussion about acknowledging the resident's tradition of feeding the birds in a way that will not encourage further pest issues at the cemetery. The following proposals would be subject to approval by both the Council's pest management contractor and the resident.

- a. A rodent-proof nesting box with commemorative plaque installed in a suitable location at the cemetery.
- b. Or; A rodent-proof bird feeder with a commemorative plaque installed in a suitable location at the cemetery. This choice would incur ongoing costs and maintenance to ensure that the feeder remains stocked throughout the year.

RECOMMENDATION: That the Committee considers the above choices, if any, to acknowledge the resident's tradition of feeding birds and wildlife in the cemetery, subject to approval by the Council's pest management contractor and the resident.

2. Cllr Rachel Foakes' memorial cherry tree has now been planted in the wildflower meadow area of the cemetery.

Agenda item 9 – Town Centre Benches

The following updates should be noted:

1. The benches that were removed from New Street to be restored are now complete and back in place.
2. The new curved bench on the Millennium Garden has now been installed.

Spring Street bench request:

Following a request at the last meeting for a bench to be installed, a consultation has been carried out with residents of Spring Street. The responses received have all been supportive of this. The person who lives in the house where the initial location was proposed has requested that a two-seater bench be placed on the other side of the path (by the railings where the path widens) instead of along the wall:



Recommendation:

1. That the committee consider the purchase and installation of a bench to be located at the proposed site (pending approval by Oxfordshire County Council);

and if agreed

2. That a budget of £500 is allocated to the project for the supply and installation of the bench, and that the final design/size is delegated to the Town Clerk in consultation with The Chair and Cllr Keyser.



WEST OXFORDSHIRE
DISTRICT COUNCIL

West Oxfordshire District Council

Chipping Norton Air Quality Action Plan

In fulfilment of Part IV of the Environment Act 1995

Local Air Quality Management

2023-2028

West Oxfordshire District Council

Information	West Oxfordshire District Council Details
Local Authority Officer	Susan McPherson
Department	Environment & Residential Services
Address	Woodgreen, Witney, Oxfordshire, OX28 1NB
Telephone	01993 861000
E-mail	Ers.pollution@publicagroup.uk
Report Reference Number	TBC
Date	TBC

Executive Summary

This Air Quality Action Plan (AQAP) has been produced as part of our statutory duties required by the Local Air Quality Management framework. It outlines the action we will take to improve air quality in Chipping Norton, West Oxfordshire District between 2023-2028.

This action plan replaces the previous action plan published in 2008. Projects delivered through the past action plan include:

- Consultation with neighbouring authorities regarding HGV routing, potential imposition of weight limits, and investigation of Low Emission Zone integration to support this. These options were considered in detail but not taken forward.
- Development of a Climate Change Policy.
- Engagement with local public transport operators (buses and taxis) to
 - a) promote the procurement of vehicles with cleaner engine technologies and
 - b) promote the use of cleaner fuels.
- Engagement with freight transport operators to
 - a) promote the procurement of vehicles with cleaner engine technologies and
 - b) promote the use of cleaner fuels.
- Developed School Travel Plans and promoted the WODC Green Travel Plan.
- Implemented the OCC Bus Strategy.
- Acquired powers to require drivers to switch off their engines if they are idling.
- Managed parking to reduce congestion – developed the 2016 West Oxfordshire Parking Strategy.

Air pollution is associated with a number of adverse health impacts. It is recognised as a contributing factor in the onset of heart disease and cancer. Additionally, air pollution particularly affects the most vulnerable in society: children and older people, and those with heart and lung conditions. There is also often a strong correlation with

equality issues because areas with poor air quality are also often the less affluent areas^{1,2}.

The annual health cost to society of the impacts of particulate matter alone in the UK is estimated to be around £16 billion³. West Oxfordshire District Council is committed to reducing the exposure of people in Chipping Norton to poor air quality in order to improve health.

We have developed actions that can be considered under 10 broad topics:

- Alternatives to private vehicle use
- Freight and delivery management
- Policy guidance and development control
- Promoting low emission plant
- Promoting low emission transport
- Promoting travel alternatives
- Public information
- Transport planning and infrastructure
- Traffic management
- Vehicle fleet efficiency

Our priorities are:

1. Bringing the Chipping Norton Air Quality Management Area (AQMA) into compliance with the NO₂ annual mean Air Quality Objective (AQO).
2. Managing PM_{2.5} exposure in Chipping Norton.

¹ Environmental equity, air quality, socioeconomic status and respiratory health, 2010

² Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006

³ Defra. Abatement cost guidance for valuing changes in air quality, May 2013

3. Improve accessibility into and around Chipping Norton by alternatives to private car – i.e. walking, cycling and public transport.

In this AQAP we outline how we plan to effectively tackle air quality issues within our control. However, we recognise that there are a large number of air quality policy areas that are outside of our influence (such as vehicle emissions standards agreed in Europe), but for which we may have useful evidence, and so we will continue to work with regional and central government on policies and issues beyond West Oxfordshire District Council's direct influence.

Responsibilities and Commitment

This AQAP was prepared by the Environment and Residential Services Department of West Oxfordshire District Council with the support and agreement of the following officers and departments:

- Hannah Kenyon, WODC Climate Change Manager in Climate Change
- Kim Hudson, WODC Principal Planner in Planning Policy
- Lidia Arciszewska, WODC Member for the Environment
- Katharine Eveleigh, OCC Health Improvement Practitioner
- Natalie Moore, OCC Senior Transport Planner – Cherwell & West Infrastructure Locality Team
- Robert Skillern, Gloucestershire County Council Highway Manager
- Chipping Norton Town Council

This AQAP has been approved by:

<insert details of high level Council members who have approved the AQAP (This could also include support from County Councils or from National Highways where appropriate) e.g. Head of Transport Planning, Head of Public Health, with e-signature>.

<Amend as appropriate> This AQAP <has/has not> been signed off by a Director of Public Health. <Specify which body has signed off the AQAP>

West Oxfordshire District Council

This AQAP will be subject to an annual review, appraisal of progress and reporting to West Oxfordshire District Council Climate and Environment Committee . Progress each year will be reported in the Annual Status Reports (ASRs) produced by West Oxfordshire District Council, as part of our statutory Local Air Quality Management duties.

If you have any comments on this AQAP please send them to Susan McPherson at:

West Oxfordshire District Council

Woodgreen

Witney

Oxfordshire

OX28 1NB

Tel: 01993 861000

Email: ers.pollution@publicagroup.uk

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1 Introduction

This report outlines the actions that West Oxfordshire District Council will deliver between 2023 and 2028 in order to reduce concentrations of air pollutants and exposure to air pollution in Chipping Norton; thereby positively impacting on the health and quality of life of residents and visitors.

It has been developed in recognition of the legal requirement on the local authority to work towards Air Quality Strategy (AQS) objectives under Part IV of the Environment Act 1995 and relevant regulations made under that part and to meet the requirements of the Local Air Quality Management (LAQM) statutory process.

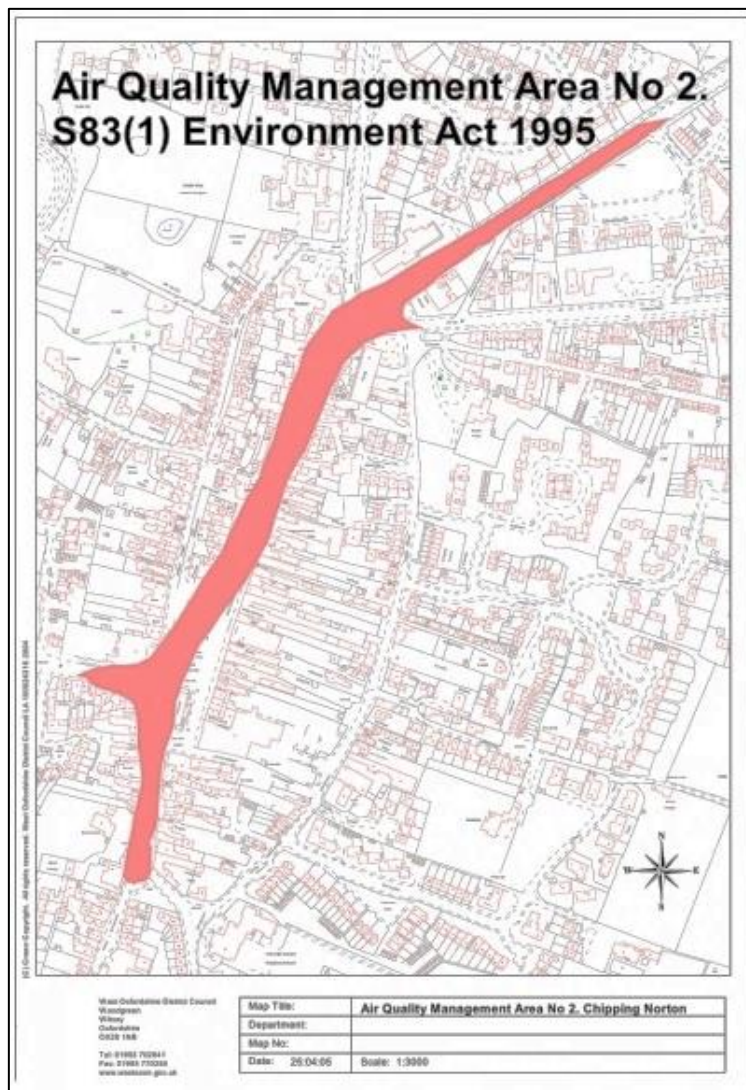
This Plan will be reviewed every five years at the latest and progress on measures set out within this Plan will be reported on annually within West Oxfordshire District Council's air quality ASR.

2 Summary of Current Air Quality in Chipping Norton

2.1 Air Quality Management Area (AQMA)

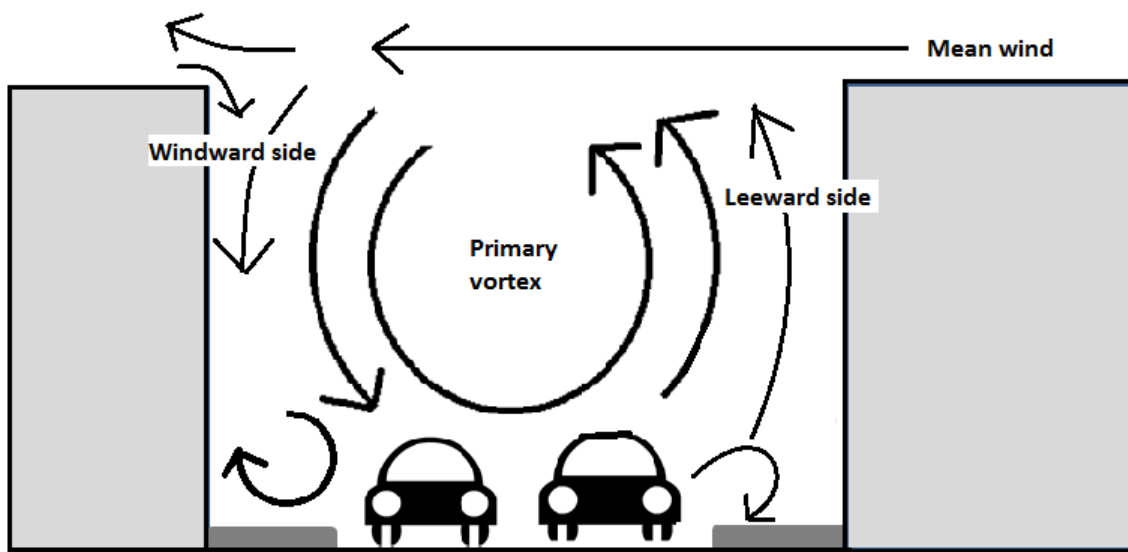
The Chipping Norton AQMA, declared in 2005 for nitrogen dioxide (NO₂), incorporates an area of the town centre encompassing Banbury Road, Horse Fair and Market Place (Figure 2-1). NO₂ continues to be the pollutant of most concern in the town, and transport is the most significant source of emissions of oxides of nitrogen (NO_x), which includes NO₂ and nitrous oxide (NO).

Figure 2-1: Map of Chipping Norton Air Quality Management Area (AQMA)



Air quality issues are likely to be exacerbated by street canyon effects and slow-moving traffic along the main links in the Chipping Norton AQMA. The street canyon effect is the trapping of air pollution produced in a space between tall buildings, as shown in Figure 2-2~~Error! Not a valid bookmark self-reference.~~, which leads to heightened levels of air pollution.

Figure 2-2: Diagram showing the street canyon effect, which traps air pollution in a wind vortex between buildings (Oke, 1988)⁴.



2.2 Monitoring network and 2017-2021 data

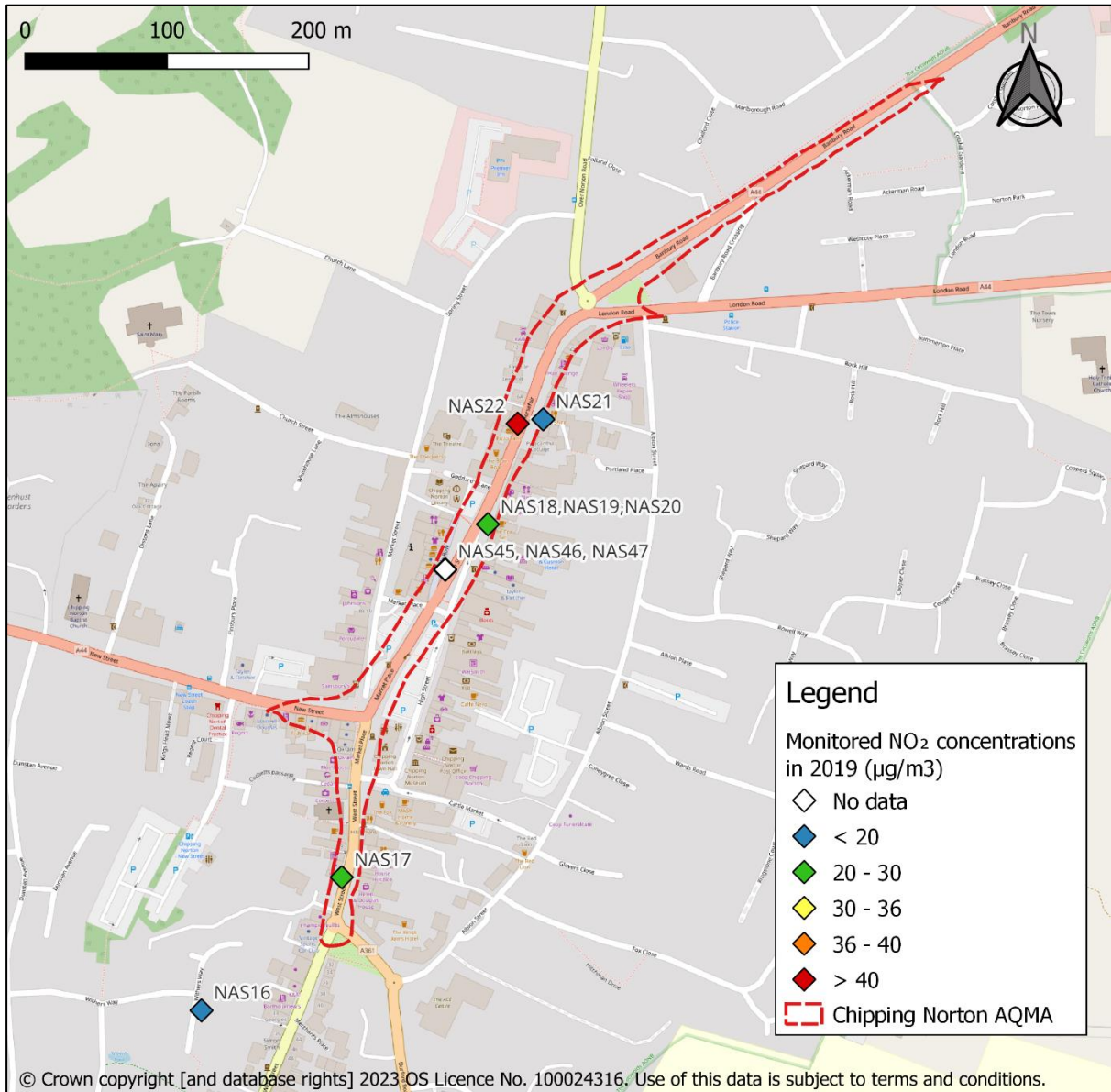
At the time of writing, NO₂ is currently monitored at six diffusion tube locations in Chipping Norton, all but one (NAS16) of which are located within the AQMA (see Figure 2-3). One of the monitoring sites is a triplicate site, which means that there are three diffusion tubes measuring NO₂ concentrations at the same location, with an average taken for increased precision.

For the modelling study undertaken as part of this AQAP, we evaluated data from 2019 as this represented the most recent year at the time of modelling with available data that was not impacted by the COVID-19 pandemic and its associated

⁴ Oke, T.R (1988). "Street design and urban canopy layer climate". *Energy and Buildings*. 11 (1–3): 103–113

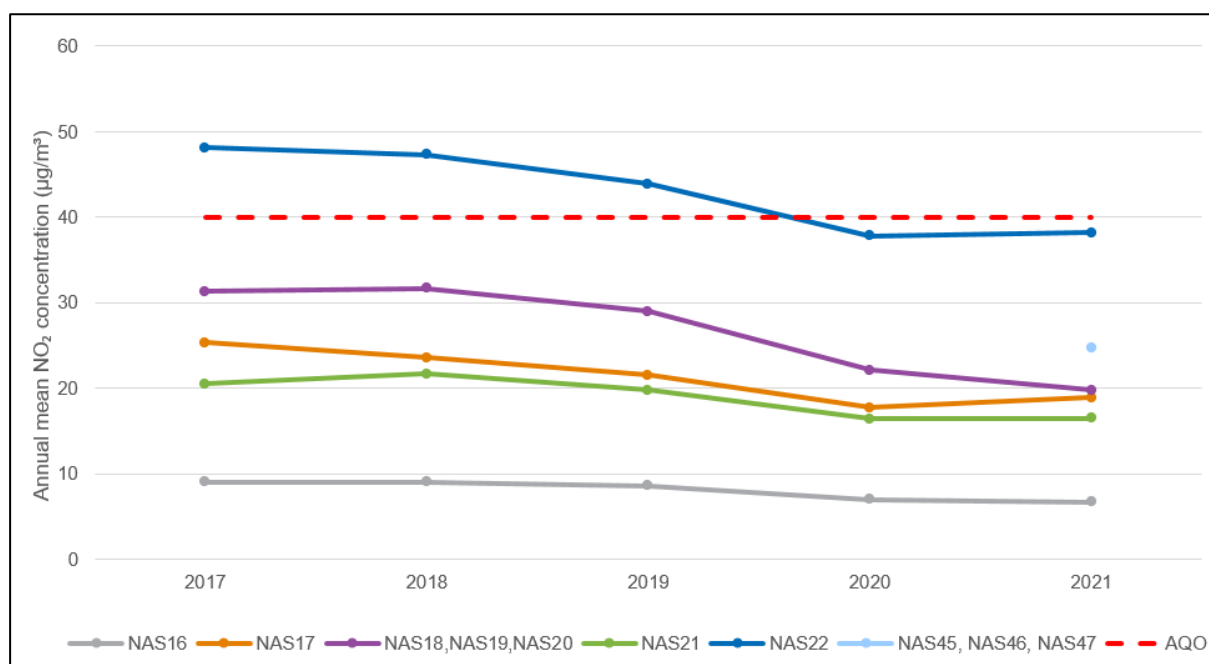
lockdowns. Triplicate site “NAS45, NAS46, NAS47” was introduced to the monitoring network in 2021 and its location is shown in Figure 2-3 for reference.

Figure 2-3: Map of Chipping Norton AQAP, with diffusion tube annual mean NO₂ concentrations for 2019.



Air quality monitoring data for NO₂ in Chipping Norton over the last five years is presented in Figure 2-4. One location, NAS22, exceeded the annual mean NO₂ Air Quality Objective (AQO) of 40 µg/m³ in the last five years. NAS22 was in exceedance of the AQO in 2017-2019 and was compliant in 2020 and 2021, though still within 10% of the AQO (>36 µg/m³).

Figure 2-4: Diffusion tube results for annual mean NO₂ concentrations, for Chipping Norton between 2017 and 2021.



2.3 Impact of COVID-19

It is important to acknowledge the potential impact of the Coronavirus pandemic and the national lockdowns on air quality in 2020 and 2021. A reduction in NO₂ concentrations, compared to pre-pandemic levels, was demonstrated across West Oxfordshire in 2020, which continued to a lesser degree in 2021. This reduction in NO₂ is considered to be a direct impact of the reduced traffic volumes as a consequence of the imposed travel restrictions.

During 2020, NO₂ levels appear to correspond with the imposition and relaxation of the various national lockdowns and travel restrictions due to Covid, providing further evidence that the elevated levels are due to volume of traffic.

In 2021, concentrations of NO₂ demonstrated an increase compared to the previous year, but remained lower than in 2019. This is believed to reflect the lockdown imposed during the beginning of the year, followed by the gradual lifting of pandemic restrictions as the year progressed.

2.4 Latest monitoring data 2022

Diffusion tube monitoring results for 2022 have become available over the time of writing this AQAP. The results show that there were no exceedances of the AQO for annual mean NO₂ in Chipping Norton in 2022 at any diffusion tube location. In addition, all diffusion tubes were below 10% of the AQO (<36 µg/m³).

It is important to recognise what this progress means for Chipping Norton and the AQMA. Defra guidance TG22 requires at least three consecutive years of monitored compliance before an AQMA could be considered for revocation. For monitoring using diffusion tubes, as is the case in Chipping Norton, revocation should be considered following five consecutive years of monitored annual mean concentrations below 10% of the AQO (>36 µg/m³), to account for the inherent uncertainty associated with the monitoring method.⁵

This means that if diffusion tube concentrations in 2023-2026 remain below 10% of the AQO (>36 µg/m³), the Chipping Norton AQMA could be revoked. In the event that the Chipping Norton AQMA is revoked before this AQAP period is complete (2028), this AQAP could be taken forward to form the basis of an Air Quality Strategy, which from 2023 will be required of all local authorities in England which don't have, or which no longer have AQMAs remaining. This will ensure air quality remains a high-profile issue, and that West Oxfordshire District Council will be able to respond quickly should there be any deterioration in air quality.⁶

2.5 Summary of PM_{2.5} in Chipping Norton

The UK Government is required to introduce legislation setting legal targets for PM_{2.5} under the Environment Act 2021. In May 2022, the Department of Environment, Food

⁵ LAQM Technical Guidance 2022, Section 3.57 <https://laqm.defra.gov.uk/wp-content/uploads/2022/08/LAQM-TG22-August-22-v1.0.pdf>

⁶ LAQM Technical Guidance 2022, Section 3.59 <https://laqm.defra.gov.uk/wp-content/uploads/2022/08/LAQM-TG22-August-22-v1.0.pdf>

and Rural Affairs (Defra) consulted the public for their proposed targets relating to PM_{2.5}, and in December 2022 the targets were published:

1. An Annual Mean Concentration Target for PM_{2.5} levels in England to be 10 µg/m³ or below by 2040
2. A Population Exposure Reduction Target for a reduction in PM_{2.5} population exposure of 35% compared to 2018 to be achieved by 2040.⁷

The population exposure reduction target will be assessed against a 2018 baseline. The metric to inform this target will be a three-year average of annual mean measurements at monitoring sites across England that are considered to be in locations representative of typical concentrations across a region. These are likely to comprise “urban background” or “suburban background” sites which align with population density. A three-year average will be used to reduce the impact of weather conditions for a particular year, and to focus on the underlying trend. The target is focused on long term exposure (rather than short term), as this is considered likely to drive the most significant health benefits.⁸

In December 2022 WODC commissioned an assessment of PM_{2.5} in Chipping Norton and Witney from Ricardo Energy and Environment. This assessment considered all available data which might be relevant to Witney and Chipping Norton, but it is important to note that monitoring for PM_{2.5} is not and never has been carried out in West Oxfordshire.

Based on an assessment of projected annual mean PM_{2.5} concentrations from Defra background maps, it appears background PM_{2.5} concentrations will be below the new annual mean concentration target of 10 µg/m³, and the 35% population exposure reduction target would be likely be met in Chipping Norton and Witney. However, it is very important to understand that the source of this data is limited. The resolution of the Defra background maps is limited to 1km, and the baseline and projected modelling does not include information specific to local activity or concentrations

⁷ <https://questions-statements.parliament.uk/written-statements/detail/2022-12-16/hlws449>

⁸ https://consult.defra.gov.uk/natural-environment-policy/consultation-on-environmental-targets/supporting_documents/Air%20quality%20targets%20%20Detailed%20Evidence%20report.pdf

within the AQMAs. The assessment showed that the Defra background maps did not show localised air pollutant hotspots, and concluded that monitoring of PM_{2.5} within the AQMAs would provide additional and more localised information on PM_{2.5} concentrations and how they are likely to change in the future.

The PM_{2.5} assessment can be found in full in Appendix C.

3 West Oxfordshire District Council's Air Quality Priorities

3.1 Public Health Context

There is strong evidence associating air pollution with adverse health effects. In 2019 Public Health England published an air pollution evidence review concluding that air pollution is the biggest environmental threat to health in the UK, with between 28,000 and 36,000 deaths a year attributed to long-term exposure⁹. Public Health England utilised evidence on the health risks attributed to long-term exposure to pollution drawn from the Committee on the Medical Effects of Air Pollution (COMEAP) report: Long-Term Exposure to Air Pollution: Effect on Mortality¹⁰. There is strong evidence that air pollution causes the development of coronary heart disease, stroke, respiratory disease and lung cancer, and also exacerbates asthma¹¹.

Though air pollution can be harmful to anyone, some people are more affected because of their characteristics, where they live and the concentration of air pollution they are exposed to day-to-day. Those who are more susceptible include older people, children, those with pre-existing cardiovascular or respiratory disease, pregnant women, communities in areas of higher pollution, deprived and low-income communities.

There are several air pollutants that are linked with having a detrimental impact on human health, for which AQMAs are commonly declared in the UK, including nitrogen dioxide (NO₂), particulate matter (PM₁₀ and PM_{2.5}) and sulphur dioxide (SO₂). In Chipping Norton the primary pollutant of concern is NO₂.

⁹ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/938623/Review_of_interventions_to_improve_air_quality_March-2019-2018572.pdf

¹⁰

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/304667/COMEAP_long_term_exposure_to_air_pollution.pdf

¹¹ <https://www.gov.uk/government/news/public-health-england-publishes-air-pollution-evidence-review>

3.2 Planning and Policy Context

3.2.1 National Context

The UK Air Quality Strategy published by the Department for Environment, Food, and Rural Affairs (Defra) and Devolved Administrations, provides the policy framework for air quality management and assessment in the UK. It provides air quality standards and objectives for key air pollutants, which are designed to protect human health and the environment. It also sets out how the different sectors: industry, transport and local government, can contribute to achieving the air quality objectives. Local authorities play a particularly important role. The strategy describes the Local Air Quality Management (LAQM) regime that has been established, whereby every authority has to carry out regular reviews and assessments of air quality in its area to identify whether the objectives have been, or will be, achieved at relevant locations, by the applicable date. If this is not the case, the authority must declare an Air Quality Management Area (AQMA) and prepare an action plan which identifies appropriate measures that will be introduced in pursuit of the objectives.

The 2019 Clean Air Strategy sets out the case for action, with goals even more ambitious than EU requirements to reduce exposure to harmful pollutants. The Road to Zero sets out the approach to reduce exhaust emissions from road transport through a number of mechanisms; this is extremely important given that the majority of Air Quality Management Areas (AQMAs) are designated due to elevated concentrations heavily influenced by transport emissions.

3.2.2 Regional Context

Air Quality is considered at a regional level in Oxfordshire with the individual local authorities working in coordination with Oxfordshire County Council. This grouping has produced useful [resources](#) describing air quality in the region.

There are a number of relevant regional policies summarised below.

3.2.2.1 Oxfordshire County Council Air Quality Strategy

The upcoming OCC Air Quality Strategy is currently being drafted and is due to be published in 2023. It will provide a shared goal for OCC and external partners to work

West Oxfordshire District Council Air Quality Action Plan for Chipping Norton –

together to improve the air quality of Oxfordshire. It will provide an opportunity to bring together and recognise existing work of the County Council, and identify possible gaps which can be addressed.

3.2.2.2 Oxfordshire Local Transport & Connectivity Plan 2022-2050

The Oxfordshire Local Transport & Connectivity Plan (LTCP) outlines a vision to deliver a net-zero Oxfordshire transport and travel system that enables the county to thrive whilst protecting the environment and making Oxfordshire a better place to live for all residents.

“Environment”, “Health”, and “Healthy place shaping” are among the six key themes of the plan. The targets of the plan include:

By 2030:

- Replace or remove 1 out of every 4 current car trips in Oxfordshire
- Increase the number of cycle trips in Oxfordshire from 600,000 to 1 million cycle trips per week
- Reduce road fatalities or life changing injuries by 50%.

By 2040:

- Deliver a net-zero transport network
- Replace or remove an additional 1 out of 3 car trips in Oxfordshire.

By 2050:

- Deliver a transport network that contributes to a climate positive future
- Have zero, or as close as possible, road fatalities or life-changing injuries.

The LTCP policies are grouped according to policy focus area. The policy focus areas are:

- Walking and cycling
- Healthy place shaping
- Road safety

- Digital connectivity
- Public transport
- Environment, carbon and air quality
- Network, parking and congestion management
- Innovation
- Data
- Freight and logistics
- Regional connectivity
- Local connectivity.

To support the LTCP, area and corridor travel plans will be produced. A West Oxfordshire Area Strategy is proposed, including urban focus areas of Chipping Norton, Woodstock and surrounding parishes, Carterton and Witney. Work is expected to commence on drafting the West Oxfordshire Area Travel Plan in the summer of 2023. This action has been taken forward to the AQAP measures list in section 5.1

3.2.2.3 Freight and Logistics Strategy 2022-2050

This strategy has been published in support of the Local Transport and Connectivity Plan (LTCP). It addresses some of the challenges associated with the movement of goods in Oxfordshire and sets out the actions required to deliver appropriate, efficient, clean and safe movement.

The strategy contains 47 actions split by long distance movement, local movement, last mile movement, monitoring and partnership working. The strategy is underpinned by the following key principles:

- Appropriate movement
- Efficient movement
- Net-zero movement

- Safe movement
- Partnership working

Chipping Norton is identified in the Strategy as a priority town for consideration of environmental weight restriction measures. This kind of measure restricts HGV from areas, but can create issues around pushing HGVs onto surrounding roads. A trial of an Experimental Traffic Restriction Order (ETRO) was carried out in Burford in 2020. Following the results of the trial, showing benefits for Burford but negative impacts to neighbouring towns, it was considered that an area wide approach to environmental weight restrictions may help to share benefits across neighbouring communities. In 2022 the consideration of area wide restrictions across Oxfordshire was approved. A number of actions from the Freight and Logistics Strategy have been carried forward into this AQAP.

3.2.2.4 Active Travel Strategy (July 2022)

The Active Travel Strategy supports the LTCP in its vision to create an inclusive and safe net-zero Oxfordshire transport system. It focuses on active travel modes (walking and cycling), which are key to delivering the County Council's policies and plans for the next 10 years and to mitigating some of the biggest challenges we face: climate emergency, public health, congestion, air quality and social inequality.

It sets out specific visions for walking and cycling in Oxfordshire, and a target to increase the number of cycle trips to 1 million by 2031, county-wide, from our current level of 600,000.

It sets out 5 priorities for council action as follows:

- **commitment and governance** – a clear promise at all levels across the council to treat walking and cycling as a policy priority
- **walkable communities** – a compact urban realm with easy to reach destinations on foot and by cycle
- **inclusive cycle networks** – that are safe, identifiable, visible, comprehensive and of high quality, including links across towns and villages

- **managing motor traffic** – through measures such as modal filters, reducing traffic speeds, reducing road capacity and increasing the cost of parking
- **building the cultural norm** – a local social consensus and practice that supports and promotes walking and cycling and enables residents build their lives around active travel modes for local journeys.

The Strategy sets out 79 actions which will form the basis for a yearly action plan which will be used to monitor progress and ensure cross-council coordination.

3.2.2.5 Connecting Oxfordshire: Local Transport Plan 2015-2031 Cycle Strategy

The aim of the cycling strategy is to create the foundation for cycling to become a major mode of travel in Oxfordshire. The Strategy was developed in collaboration with the Oxfordshire Cycling Network (OCN), which represents most of the cycling campaigning group and clubs in the county.

Highlights of the Strategy include:

- Develop a High Quality Cycle network
 - Identifying a series of strategic routes which will be developed into Cycle Premium Routes and Cycling Super Routes, to focus investment on.
 - Enhance the routes with branded signage, displaying details of destinations and the estimated time to reach these, while providing additional cycle parking where it is needed.
- Provide a Safe and Well Maintained Network
 - Provide more segregated cycle lanes and other measures like advance stop lines at junctions.
 - Consider lowering speed limits and introducing traffic calming measures in locations where cyclists share space with other vehicles.
 - Consider reallocating space to cyclists where feasible.

- Encouraging People to Cycle
 - Provide detailed information about travelling by cycle in the county as part of the Oxfordshire Journey Planner.
 - Provide publicly available charging infrastructure for electric bikes and require it in planning applications and trail electric bike hire schemes where appropriate and affordable.
- Cycling to Schools
 - Raise awareness of cycling as a transport option for young people, working with schools to provide cycle training programmes and engage pupils in cycling.
- Improve our Journeys and Places
 - Stand-alone cycling strategies have been developed for Science Vale and Oxford. Strategies will be developed for other towns and journey to work areas, working with District and other local Councils.
- Improving routes from residential areas to transport hubs with safe and secure parking.
- Work with rail operators to provide more space for bicycles on trains.
- Cyclability audits with users as a standard practice, to allow consultation on the design of new infrastructure.

3.2.2.6 Connecting Oxfordshire: Local Transport Plan 2015-2031 Bus & Rapid Transport Strategy

The development of this strategy has drawn on evidence, public consultation and engagement with transport operators, user groups and transport experts at county and local levels.

The main elements of the strategy are:

- Integrated transport planning building on Oxford's successful policy of land use planning, traffic management, parking management and restraint, and bus promotion, and adaptation of this approach to the rest of the County.
- A cohesive and integrated bus network and provision of accessible, high quality infrastructure with clear policies and design standards to guide the development and improvement of route infrastructure.
- Tackling congestion and delays by implementing bus priority or other traffic management measures at specific points along the major bus routes to ensure that buses can operate reliably and at commercially attractive speeds.
- Adapting the bus network to cater for more complex and dispersed journey patterns and new major development. We will encourage and support the development of more cross-town and cross-area bus routes where these are practically feasible and there is sufficient potential demand.
- The development of mass rapid transit systems and routes between Oxford and a proposed new outer ring of Park & Ride sites.
- The development or upgrading of new high quality Premium urban and interurban services where new development makes it feasible including bus priority measures and enhanced passenger and interchange facilities in:
 - Oxford, especially within and linking to the growing Eastern Arc
 - The Science Vale area,
 - larger towns outside Oxford,
 - locations along some strategically important inter-urban routes.
- Enabling good onwards access on foot to major destinations facilitating the penetration of bus services as close as possible to the heart of destinations such as town centres, employment areas and hospitals, with conveniently located bus stops.
- The further development and extension of integrated ticketing which will enable the network to offer a greater range of journey choices than at present.

- The further development of the Quality Bus Partnership approach to focus on improving service punctuality/reliability, information, and integration.
- Improvements to the securing and use of developer contributions for bus development, by revising our approach to securing and utilising Section 106 developer contributions, and making preparations to achieve optimal use of the Community Infrastructure Levy.
- Enhanced partnership working with local planning authorities and use of the planning system to achieve better coordination between land use planning and future bus service provision.
- Integration with Science Transit to develop and champion new technology and research in bus operation and network development, including autonomous vehicles and integrating the commercial bus network with any future personal rapid transit (PRT) in a complementary way.

3.2.2.7 The Oxfordshire EV Infrastructure Strategy and LA policy

The Oxfordshire Electric Vehicle Infrastructure strategy is a collaboration between the County, City and District Councils to provide an operational approach to enable and deploy charging infrastructure in Oxfordshire and lay the foundations for future projects.

The short term (2020-2025) objectives are to:

- Enable and deliver public EV charging across Oxfordshire
- Adopt a common approach to managing EV charging in Council car parks
- Enable residents without access to private off-road parking to access a range of options for EV charging
- Encourage new developments to include high quality EV charging infrastructure
- Set standards for the quality of public EV charging in Oxfordshire which supports development of a network which is high quality, open and accessible

The Strategy includes 17 policies, and the pipeline of projects in delivery phase at the time of the Strategy was envisioned to deliver 432 charging points by June 2022.

3.2.2.8 Oxfordshire Energy Strategy

The Oxfordshire Energy Strategy provides the strategic framework to secure a smart, clean energy infrastructure across the county, drive countywide decarbonisation and ensure that Oxfordshire prospers from clean growth. It feeds into the Oxfordshire Local Industrial Strategy and will help inform Oxfordshire's growth ambitions up to 2031. The objectives are to:

1. Secure a smart, modern, clean energy infrastructure – including increased electricity grid capacity - which supports our planned housing, industrial and commercial growth, and changing energy requirements;
2. Lead nationally and internationally to reduce countywide emissions by 50% compared with 2008 levels by 2030 and set a pathway to achieve zero carbon growth by 2050. We will realise the economic benefits of this low carbon transition by supporting:
 - ambitious and innovative clean generation projects across the county, both in urban and rural areas, and in growth locations;
 - projects that reduce energy demand and increase energy efficiency for domestic, industrial, commercial buildings and transport energy.
3. Enhance energy networking and partnership working across Oxfordshire to focus on the low carbon energy challenges and funding opportunities created through the Clean Growth Strategy and the Oxfordshire Industrial Strategy.

3.2.3 Local Context

Chipping Norton sits astride the crossing of the A44 and A361, with the heavily used lorry route to and from the Evesham area passing through the Town Centre. The previous AQAP, adopted in 2008, contained a range of measures to improve air quality in Chipping Norton, primarily targeting reduction of HGVs.

Pedestrian and cyclist access across Chipping Norton is hindered by the topography, narrow roads and relatively poor access within the residential areas. There are no cycle routes into the town and routes within the town are poor. The availability of public car parking has been flagged as a limiting factor to the vitality and viability of Chipping Norton town centre. It is not served by rail however, there is scope for enhancement of bus services.

Surrounding villages look to Chipping Norton as a service centre, whilst Chipping Norton looks to Banbury for higher order services and facilities.

Local policies, strategies and plans which are relevant to air quality are summarised in this section.

3.2.3.1 Local Plan 2031

The Local Plan for West Oxfordshire sets out a vision of the District in 2031 and provides an overarching framework to guide and deliver that vision. The Local Plan is underpinned by delivery of sustainable development and has been shaped by ongoing engagement with local communities and organisations including other local authorities, the Oxfordshire Local Enterprise Partnership, the Oxfordshire Clinical Commissioning Group, Thames Water, Natural England, Historic England and the Environment Agency. The Local Plan covers the 20-year period 1 April 2011 – 31 March 2031 with a regular review, typically every 5 years or so, to ensure it remains relevant and appropriate.

Work has recently begun on reviewing the West Oxfordshire Local Plan 2031, to make sure that the planning policies and proposals are up to date and will effectively tackle vital issues such as climate change, nature's recovery, health and wellbeing, housing and economy. The new Local Plan will cover the period up to 2041. The objectives and policies discussed within this section are therefore potentially subject to change, unless already implemented.

The key dates for drawing up the new Local Plan are expected to be:

- Informal (Regulation 18) plan preparation: August 2022 – August 2023
- Formal publication of draft Local Plan (Regulation 19): September 2023
- Submission for independent examination: December 2023

- Examination and adoption: 2024

Relevant objectives detailed within the Local Plan include:

CO1: Enable new development, services and facilities of an appropriate scale and type in locations which will help improve the quality of life of local communities and where the need to travel, particularly by car, can be minimised.

CO10: Ensure that land is not released for new development until the supporting infrastructure and facilities are secured.

CO11: Maximise the opportunity for walking, cycling and use of public transport.

CO13: Plan for enhanced access to services and facilities without unacceptably impacting upon the character and resources of West Oxfordshire.

CO15: Contribute to reducing the causes and adverse impacts of climate change, especially flood risk.

CO16: Enable improvements in water and air quality.

CO17: Minimise the use of non-renewable natural resources and promote more widespread use of renewable energy solutions.

These are supported by four policies: sustainable transport (T1), highway improvement schemes (T2), public transport, walking and cycling (T3) and parking provision (T4).

Policy T1: Sustainable Transport

Priority will be given to locating new development in areas with convenient access to a good range of services and facilities and where the need to travel by private car can be minimised, due to opportunities for walking, cycling and the use of public transport. Areas where this could be applied are AQMAs at Witney and Chipping Norton. Additionally, new residential and commercial developments are required to make provision for superfast broadband to promote increased home working and telecommuting.

Policy T2: Highway Improvement Schemes

Development proposals which are likely to generate significant amounts of traffic, should be supported by a Transport Assessment (TA) and a Travel Plan. Where necessary to mitigate the impact of development and support planned

growth, contributions are to be sought from new developments towards new and/or enhanced highway infrastructure either directly as part of the development or in the form of an appropriate financial contribution.

Policy T3: Public transport, walking and cycling

All new developments will be located and designed to maximise opportunities for walking, cycling and use of public transport where possible. Where opportunities are more limited, other measures will be sought to help reduce car use as appropriate such as measures to promote home working. New developments are expected to contribute towards the provision of new and/or enhanced public transport, walking and cycling infrastructure to help encourage modal shift and promote healthier lifestyles with particular regard to be given to safe and convenient routes to school.

Policy T4: Parking provision

The Council are committed to working with partners to provide, maintain and manage an appropriate amount of off-street public car parking, particularly to support town and village centres and to address issues of congestion and air quality. Development proposals which significantly increase car parking demand will be expected to make appropriate public car parking provision or equivalent financial contributions.

CN1 East Chipping Norton Strategic Development Area

The East Chipping Norton SDA is allocated for development under Policy CN1 of the West Oxfordshire Local Plan 2031 This comprises land east of Chipping Norton and comprises around 1200 homes. Transport evidence commissioned on behalf of the District Council by Oxfordshire County Council has tested the implications of a much larger scheme of up to 1,500 dwellings and concludes that if supported by an eastern link road not only would the traffic impact of the additional growth be able to be mitigated but there could also be a diversion of HGV movements from Chipping Norton Town Centre, thereby possibly having a beneficial effect in terms of improving air quality. In connecting the London Road to the B4026/ A361 the proposed eastern link

road is likely to need to be routed across land in the ownership of the Town Council much of which is in use as allotments as well as an area of community woodland.

This scheme, as well as other planned developments in the vicinity of Chipping Norton can be viewed in terms of their location and spatial extent using the West Oxfordshire Local Plan 2031 [interactive map](#)¹².

3.2.3.2 The Climate Action Plan 2020

West Oxfordshire District Council (WODC) declared a climate and ecological emergency, hence made a pledge at a meeting of Full Council on 26 July 2019 to become a carbon-neutral council by 2030. The Carbon Action Plan sets out the WODC's pathway for how it will achieve the target of becoming carbon neutral. The Carbon Action Plan defines a set of guiding principles as a reference for all planned projects as a part of its trajectory for reaching carbon neutral. The Guiding Principles were:

- GP1) Target energy efficiency and resource efficiency measures as a first step to reducing heat, energy, fuel and water demand.
- GP2) Transition away from fossil fuels including gas and liquid fuel and move to electricity and other low-carbon energy technologies.
- GP3) Obtain a direct supply of electricity from renewables either on-site or from another local energy source.
- GP4) Offset all remaining CO₂ that cannot be reduced or removed in their entirety, using an agreed offsetting mechanism.

A possible reduction in local air pollutant emissions from vehicles could be achieved through measures for guiding principle 1 such as remote working policies, reduction of transport miles for business and reduction of fuel consumption of vehicle fleet driver-awareness training.

¹² <https://www.westoxon.gov.uk/localplan2031>

3.2.3.3 Climate Change Strategy for West Oxfordshire 2021-2025

The Climate Change Strategy was developed in line with commitments set out in the Council Plan (2020-2024) for how the Council's priorities for climate action across the district for 2021-2025 can be achieved.

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

3.2.3.4 West Oxfordshire Parking Strategy 2016

West Oxfordshire District Council (WODC) adopted a Parking Strategy in 2016 to cover issues that relate to parking across the district up to 2031. In drafting the parking strategy, WODC undertook a study and formed recommendations based on the results. The Parking Strategy aims to meet the needs of users and support the objectives of the Council in the short and long term. The Parking Strategy took into account National and County wide policies such as 'National Planning Policy Framework' and 'Oxfordshire County Council – Connecting Oxfordshire Local Transport Plan 4 2015-31'. The study areas were Witney, Carterton, Chipping Norton, Woodstock, Burford and Railway Station car parks.

Recommendations relevant to air pollutant emissions included:

- Review of Traffic Regulation Orders in particular locations or across whole town centres to improve road safety, the throughput of traffic, enforcement and the balance between short and long stay parking.

- Ensuring that the Parking Strategy is consistent with sustainable transport strategy by not providing an over-supply of parking spaces and over-reliance on car travel.
- Provision of cycle and motorcycle parking spaces in more car parks as well as consideration of the provision of electric vehicle charging points.
- Consideration of the provision of parking permit discounts for electric and low emission vehicles.
- Consideration of the installation of electric vehicle charging points in key locations.
- Installation of new bicycle or motorcycle parking spaces, where appropriate.
- Review of options for providing new coach parking where none exist and improving the facilities that do exist.
- Promotion of initiatives that generate activity and footfall at specific times of the day and week.
- Use of new technology (Smartphones, online and Council website) to communicate information, promotions and initiatives.

3.2.3.5 Sustainability Standards Checklist

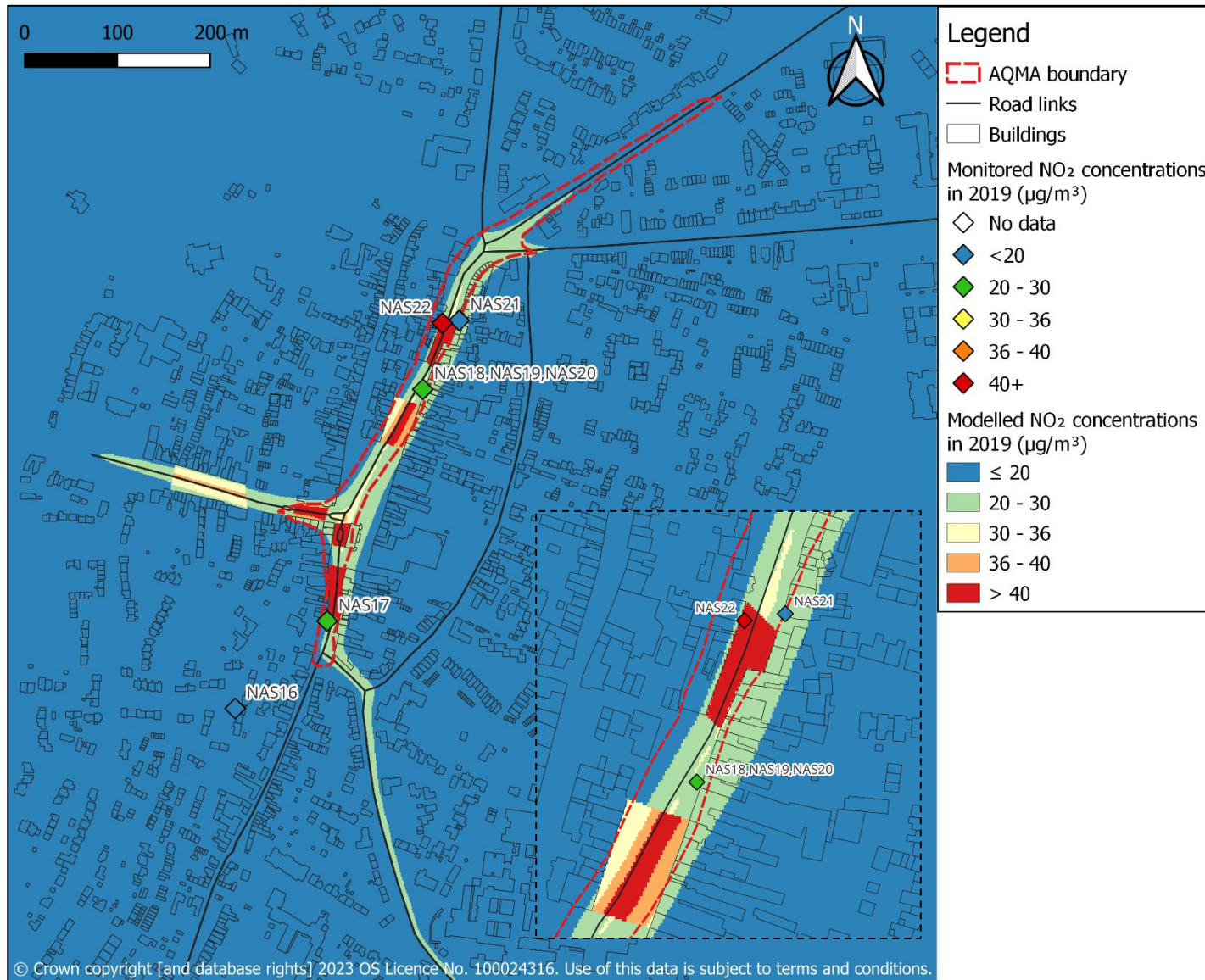
As part of the planning process WODC expect developers and applicants to complete a Sustainability Standards Checklist ('the Checklist') to ensure the highest sustainability standards of energy and sustainable design are adopted in new and retrofit development. This ensures that sustainability is a key consideration at an early stage of the design process with standards on water use and flood risk, biodiversity and green infrastructure, green and active travel, net-zero carbon, sustainable construction, materials and waste. There are three different sustainability checklists for minor and householder applications, major applications and heritage asset and traditional buildings applications.

3.3 Source Apportionment

The AQAP measures presented in this report are intended to be targeted towards the predominant sources of emissions within Chipping Norton in West Oxfordshire District Council's area: NO_x, and to a lesser extent PM₁₀, and PM_{2.5}. By using a combination of local modelling inputs and Defra background concentration maps, a dispersion modelling study and a source apportionment exercise was carried out by West Oxfordshire District Council in early 2023 to better understand the pollution scene in Chipping Norton.

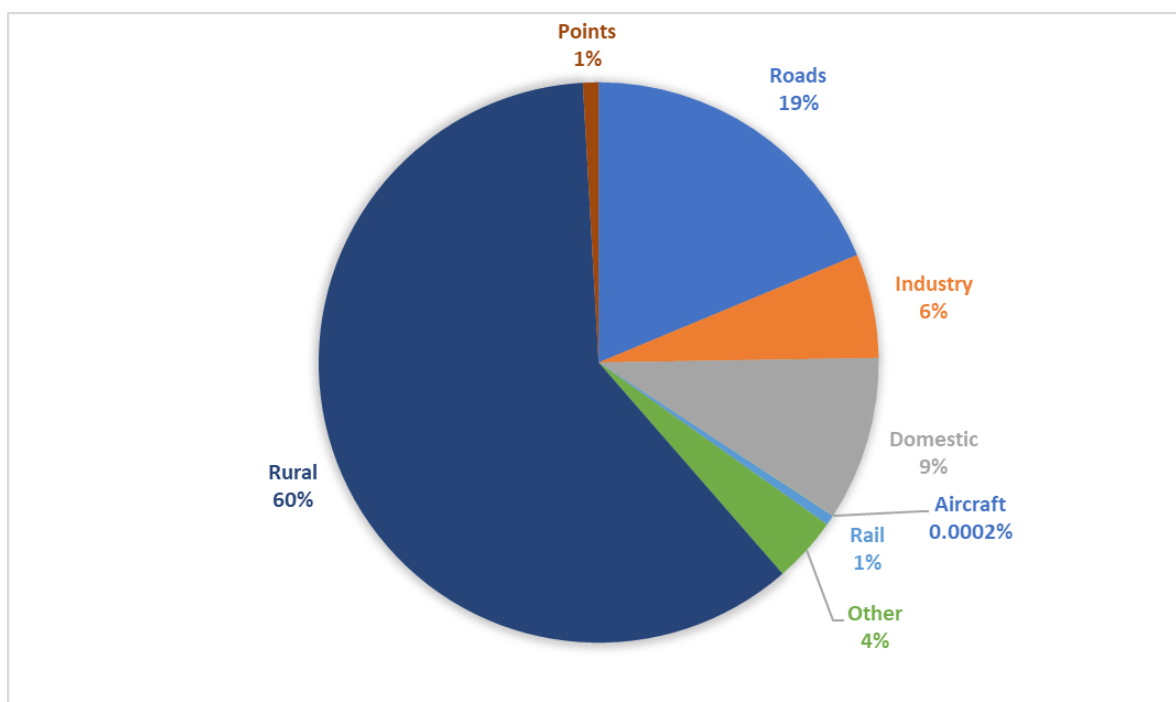
Figure 3-1 shows a map of modelled NO₂ concentrations across Chipping Norton in 2019. As previously mentioned, modelling was carried out for 2019 as this was the most recent year unaffected by the coronavirus pandemic with fully ratified monitoring data available at the time of modelling. NO₂ concentrations are elevated along street canyons, such as along Horse Fair, and near points of congestion, such as West Street between Cattle Market and New Street where vehicle volume is high and vehicle speed is low due to traffic lights.

Figure 3-1: Modelled NO₂ concentrations across Chipping Norton in 2019.



Initial source apportionment was calculated for 2019 using Defra background maps and averaged across 1x1km grid squares covering the Chipping Norton AQMA. Defra background maps provide estimates of background concentrations for specific pollutants based on the UK national compliance air quality model, which uses emissions data from the NAEI¹³. Figure 3-2 shows that the majority (60%) of NO_x concentrations in Chipping Norton are apportioned to rural (which accounts for both naturally occurring NO_x and NO_x from agricultural sources – these categories are difficult to separate). The next largest source is road transport accounting for 19%, followed by domestic (9%) and industry (6%). It is worth noting that concentrations attributed to aircraft and rail relate to transboundary NO_x emissions from activities outside of the area.

Figure 3-2 Average source apportionment for NO_x concentrations in Chipping Norton AQMA based on Defra background maps.



Detailed source apportionment was calculated for 2019 at each monitoring site across Chipping Norton to assess more specifically which vehicle types were

¹³ <https://laqm.defra.gov.uk/air-quality/air-quality-assessment/background-maps/>

contributing to NO_x, PM₁₀, and PM_{2.5} emissions from roads. Numbers and proportions of vehicle types within the fleet were based on traffic survey data. Figure 3-3, Figure 3-4 and Figure 3-5 show stacked bar charts of the source apportionment for all road transport and background sources at all monitoring sites within Chipping Norton for the baseline fleet in 2019 for NO_x, PM₁₀, and PM_{2.5}, respectively. For the monitoring site where local modelling data was not available (NAS16), a simplified source apportionment was performed based solely the Defra background maps (e.g. % background and % road contributions). The source apportionment by background and vehicle types in absolute modelled concentrations (µg/m³) are displayed in further detail in for NO_x, PM₁₀, and PM_{2.5} in Table 3-1, Table 3-3, and Table 3-5, respectively, and in percentage contribution (%) for NO_x, PM₁₀, and PM_{2.5} in Table 3-2, Table 3-4, and Table 3-6, respectively.

Figure 3-3 shows that for the monitoring sites with modelling data available, diesel LGVS were the greatest contributing vehicle to NO_x concentrations, followed by diesel cars then rigid HGVs.

Figure 3-3: Stacked bar chart showing NOx source apportionment for all road transport and background for monitoring locations within Chipping Norton (%), for the baseline fleet, 2019.

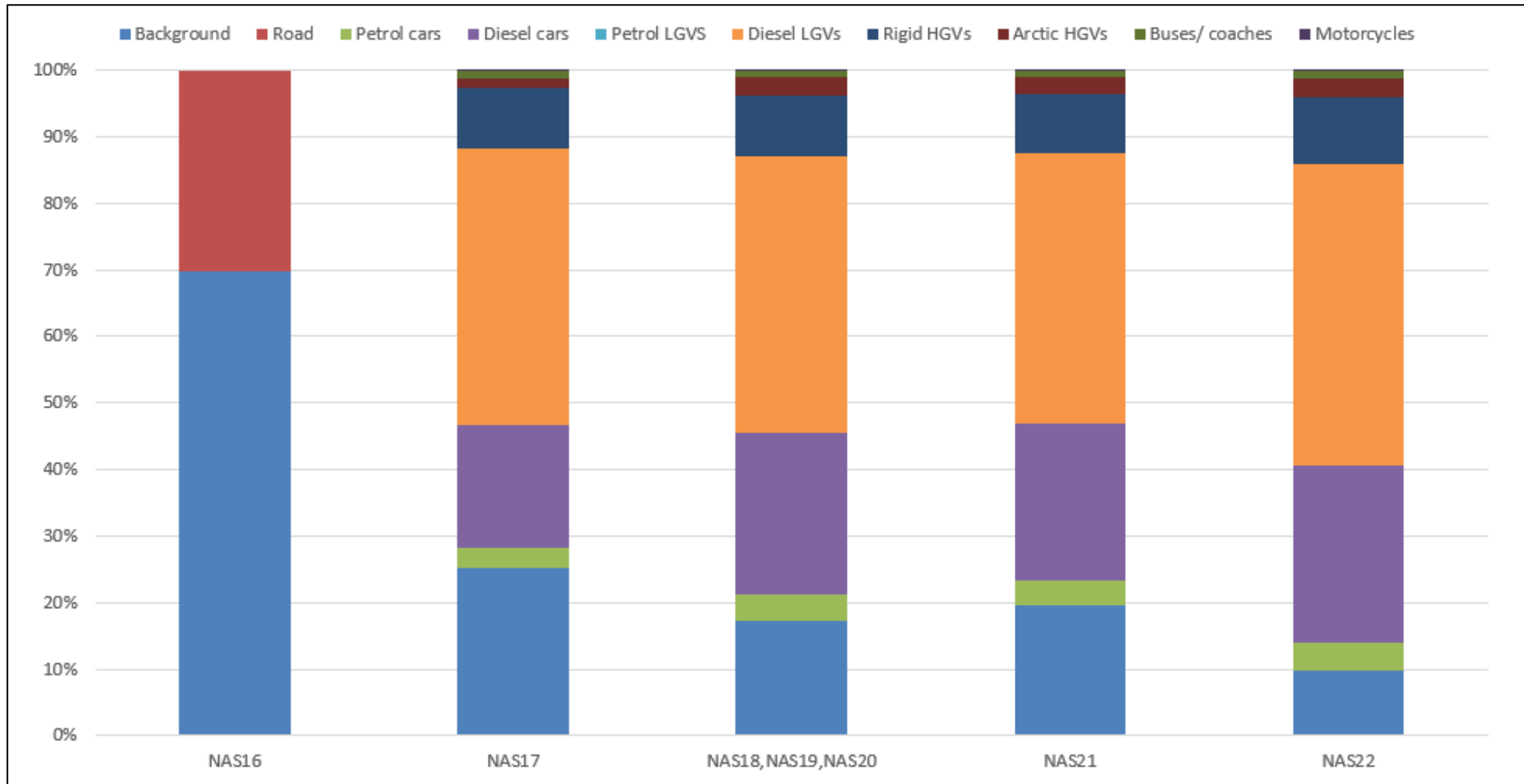


Table 3-1: NOx source apportionment by background and vehicle type (road transport emissions from major roads) at monitoring locations within Chipping Norton ($\mu\text{g}/\text{m}^3$) for the baseline fleet, 2019 (modelled NO₂ concentrations derived from the NOx to NO₂ calculator).

Site ID	Modelled background NOx concentration ($\mu\text{g}/\text{m}^3$)	Modelled road transport NOx concentration broken down by vehicle type ($\mu\text{g}/\text{m}^3$)								Total modelled NOx concentration ($\mu\text{g}/\text{m}^3$)	Total modelled NO ₂ concentration ($\mu\text{g}/\text{m}^3$)	Total monitored NO ₂ concentration ($\mu\text{g}/\text{m}^3$)
		Petrol cars	Diesel cars	Petrol LGVS	Diesel LGVs	Rigid HGVs	Arctic HGVs	Buses/coaches	Motorcycles			
NAS16	8.27	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11.86	8.70	8.6
NAS17	8.35	0.97	6.13	0.02	13.74	3.05	0.43	0.42	0.01	33.13	19.94	21.5
NAS18, NAS19, NAS20	8.33	1.89	11.68	0.03	20.06	4.38	1.28	0.51	0.02	48.20	27.22	29.0
NAS21	8.32	1.63	10.06	0.02	17.29	3.78	1.11	0.44	0.02	42.67	24.60	19.8
NAS22	8.33	3.66	22.58	0.05	38.80	8.48	2.48	1.00	0.05	85.43	43.35	43.9

Table 3-2: NOx source apportionment by background and vehicle type (road transport emissions from major roads) at monitoring locations within Chipping Norton (%) for the baseline fleet, 2019 (modelled NO₂ concentrations derived from the NOx to NO₂ calculator)

Site ID	Modelled background NOx concentration (%)	Modelled road transport NOx concentration broken down by vehicle type (%)								Total modelled NOx concentration ($\mu\text{g}/\text{m}^3$)	Total modelled NO ₂ concentration ($\mu\text{g}/\text{m}^3$)	Total monitored NO ₂ concentration ($\mu\text{g}/\text{m}^3$)
		Petrol cars	Diesel cars	Petrol LGVS	Diesel LGVs	Rigid HGVs	Arctic HGVs	Buses/coaches	Motorcycles			
NAS16	69.7%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11.86	8.70	8.6
NAS17	25.2%	2.9%	18.5%	0.1%	41.5%	9.2%	1.3%	1.3%	0.04%	33.13	19.94	21.5
NAS18, NAS19, NAS20	17.3%	3.9%	24.2%	0.1%	41.6%	9.1%	2.7%	1.1%	0.1%	48.20	27.22	29.0
NAS21	19.5%	3.8%	23.6%	0.1%	40.5%	8.9%	2.6%	1.0%	0.05%	42.67	24.60	19.8
NAS22	9.8%	4.3%	26.4%	0.1%	45.4%	9.9%	2.9%	1.2%	0.1%	85.43	43.35	43.9

Figure 3-4: Stacked bar chart showing PM₁₀ source apportionment for all road transport and background for monitoring locations within Chipping Norton (%), for the baseline fleet, 2019.

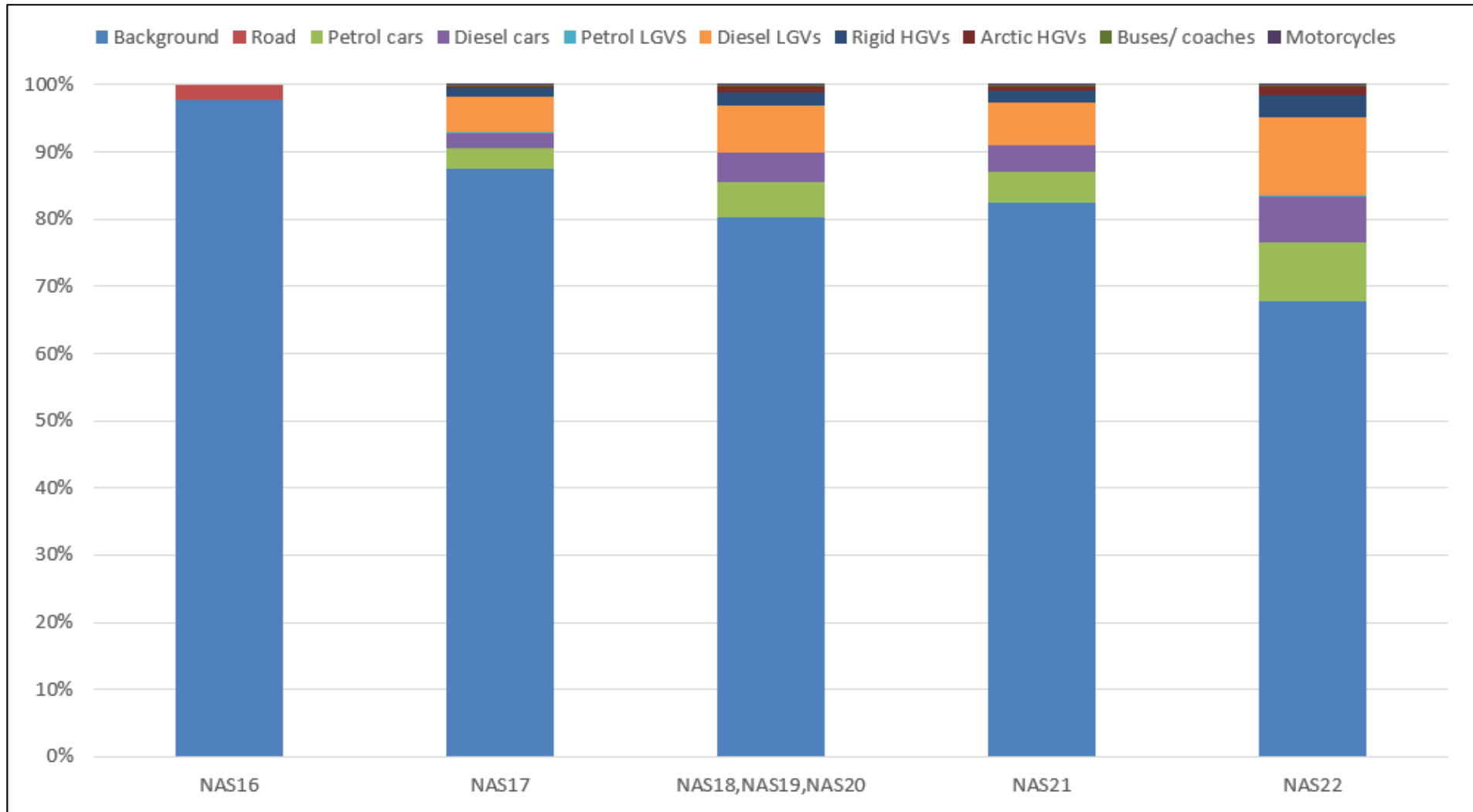


Table 3-3: PM₁₀ source apportionment by background and vehicle type (road transport emissions from major roads) at monitoring locations within Chipping Norton (µg/m³) for the baseline fleet, 2019.

Site ID	Modelled background PM ₁₀ concentration (µg/m ³)	Modelled road transport PM ₁₀ concentration broken down by vehicle type (µg/m ³)								Total modelled PM ₁₀ concentration (µg/m ³)
		Petrol cars	Diesel cars	Petrol LGVS	Diesel LGVs	Rigid HGVs	Arctic HGVs	Buses/coaches	Motorcycles	
NAS16	13.39	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	13.70
NAS17	13.40	0.44	0.36	0.01	0.82	0.21	0.04	0.02	0.004	15.31
NAS18, NAS19, NAS20	13.39	0.88	0.71	0.02	1.18	0.33	0.13	0.03	0.01	16.69
NAS21	13.40	0.76	0.62	0.01	1.03	0.29	0.12	0.02	0.01	16.26
NAS22	13.40	1.70	1.38	0.03	2.28	0.64	0.26	0.05	0.01	19.76

Table 3-4: PM₁₀ source apportionment by background and vehicle type (road transport emissions from major roads) at monitoring locations within Chipping Norton (%) for the baseline fleet, 2019.

Site ID	Modelled background PM ₁₀ concentration (%)	Modelled road transport PM ₁₀ concentration broken down by vehicle type (%)								Total modelled PM ₁₀ concentration (µg/m ³)
		Petrol cars	Diesel cars	Petrol LGVS	Diesel LGVs	Rigid HGVs	Arctic HGVs	Buses/coaches	Motorcycles	
NAS16	97.7%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	13.70
NAS17	87.6%	2.9%	2.4%	0.1%	5.3%	1.4%	0.3%	0.1%	0.03%	15.31
NAS18, NAS19, NAS20	80.3%	5.3%	4.3%	0.1%	7.1%	2.0%	0.8%	0.2%	0.04%	16.69
NAS21	82.4%	4.7%	3.8%	0.1%	6.3%	1.8%	0.7%	0.1%	0.04%	16.26
NAS22	67.9%	8.6%	7.0%	0.1%	11.5%	3.2%	1.3%	0.3%	0.1%	19.76

Figure 3-5: Stacked bar chart showing PM_{2.5} source apportionment for all road transport and background for monitoring locations within Chipping Norton (%), for the baseline fleet, 2019.

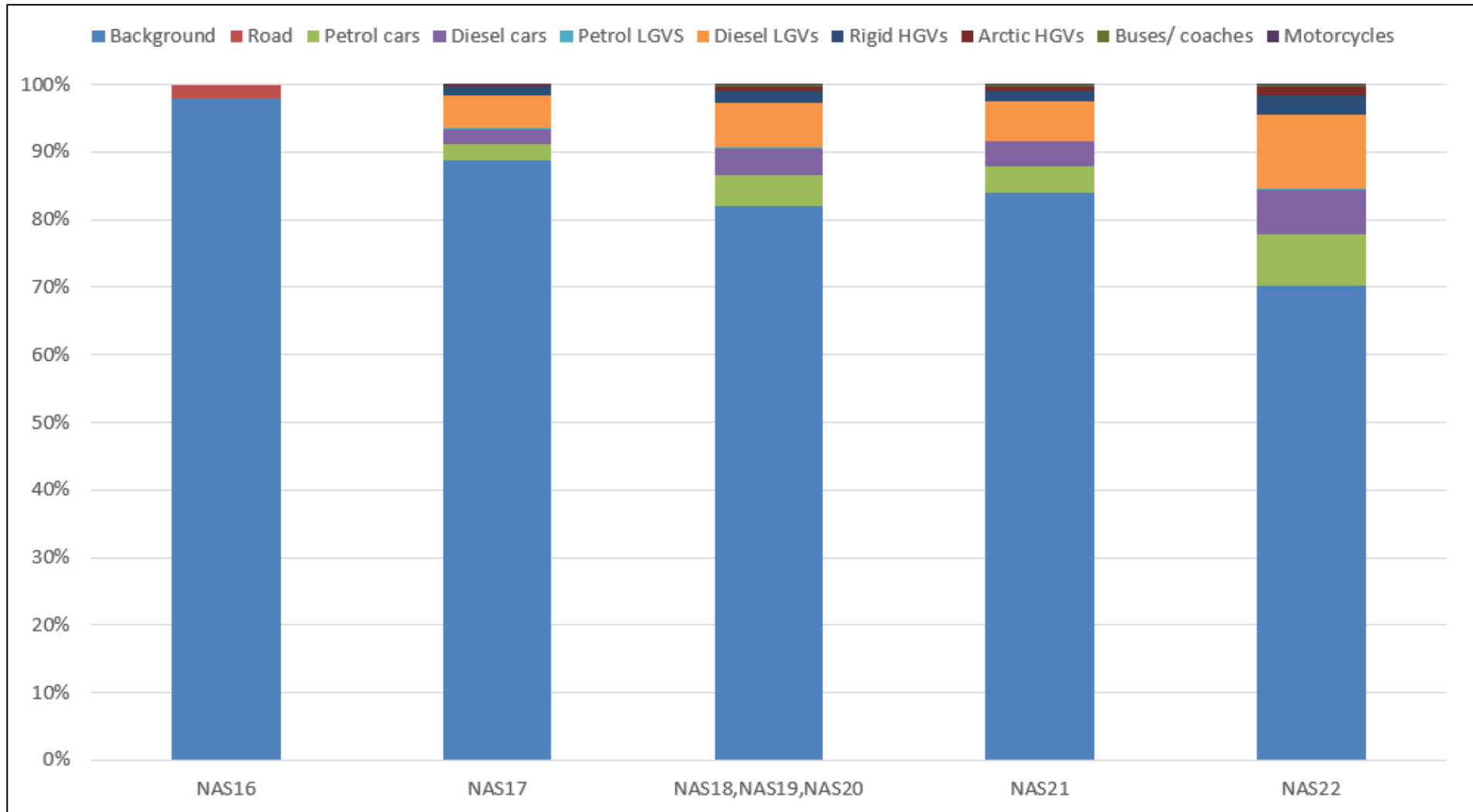


Table 3-5: PM_{2.5} source apportionment by background and vehicle type (road transport emissions from major roads) at monitoring locations within Chipping Norton (µg/m³) for the baseline fleet, 2019.

Site ID	Modelled background PM _{2.5} concentration (µg/m ³)	Modelled road transport PM _{2.5} concentration broken down by vehicle type (µg/m ³)								Total modelled PM _{2.5} concentration (µg/m ³)
		Petrol cars	Diesel cars	Petrol LGVS	Diesel LGVs	Rigid HGVs	Arctic HGVs	Buses/coaches	Motorcycles	
NAS16	8.81	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9.00
NAS17	8.84	0.25	0.22	0.01	0.49	0.12	0.02	0.01	0.003	9.97
NAS18, NAS19, NAS20	8.81	0.49	0.44	0.01	0.70	0.19	0.08	0.02	0.005	10.74
NAS21	8.80	0.42	0.38	0.01	0.61	0.17	0.07	0.01	0.004	10.48
NAS22	8.81	0.94	0.85	0.02	1.36	0.37	0.15	0.03	0.01	12.54

Table 3-6: PM_{2.5} source apportionment by background and vehicle type (road transport emissions from major roads) at monitoring locations within Chipping Norton (%) for the baseline fleet, 2019.

Site ID	Modelled background PM _{2.5} concentration (%)	Modelled road transport PM _{2.5} concentration broken down by vehicle type (%)								Total modelled PM _{2.5} concentration (µg/m ³)
		Petrol cars	Diesel cars	Petrol LGVS	Diesel LGVs	Rigid HGVs	Arctic HGVs	Buses/coaches	Motorcycles	
NAS16	98.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9.00
NAS17	88.7%	2.5%	2.3%	0.1%	4.9%	1.2%	0.2%	0.1%	0.03%	9.97
NAS18, NAS19, NAS20	82.0%	4.5%	4.1%	0.1%	6.5%	1.8%	0.7%	0.2%	0.05%	10.74
NAS21	84.0%	4.0%	3.6%	0.1%	5.8%	1.6%	0.7%	0.1%	0.04%	10.48
NAS22	70.3%	7.5%	6.8%	0.1%	10.8%	3.0%	1.2%	0.3%	0.1%	12.54

3.4 Required Reduction in Emissions

3.4.1 NO_x and NO₂

The source apportionment identified that there was one location where the NO₂ national objective of 40 µg/m³ was exceeded: NAS22 on Horse Fair at 43.90 µg/m³. Table 3-7 shows that the required NO_x reduction from road traffic to achieve compliance with the national objective is 9.60 µg/m³, or 12.23%. This has been calculated in accordance with Section 7.115 – 7.117 (and Box 7.6) of the Technical Guidance LAQM (TG22).

Table 3-7: NO₂ concentration measured at monitoring sites in Chipping Norton with an NO₂ exceedance and the required reduction in NO₂ to achieve compliance at these site (based on 2019 measured data).

Site name	NO _x background (µg/m ³)	Required NO ₂ reduction (µg/m ³)	Required NO ₂ reduction (%)
NAS22	43.90	3.90	8.9%

Table 3-8: Required reduction in NO_x emissions from road traffic to achieve compliance at Chipping Norton monitoring sites (based on 2019 measured data).

Site name	NO _x background (µg/m ³)	Roadside NO _x from NO ₂ calculator (µg/m ³)	Road NO _x to achieve compliance (µg/m ³)	Road NO _x reduction required, (µg/m ³)	Percentage road NO _x reduction (%)
NAS22	8.33	78.48	68.88	9.60	12.23%

At NAS22, the largest contributors to NO_x emissions were Diesel LGVs (45.4%), Diesel Cars (26.4%), and Rigid HGVs (9.9%) (Table 3-2). Implementing a range of

measures that focus on a reducing of emissions from these vehicle types will reduce NOx emissions and improve local air quality to meet the national air quality objective.

3.4.2 Particulate Matter

Although there are no monitoring sites in Chipping Norton that monitor particulate matter, the dispersion model suggested that the PM₁₀ and PM_{2.5} concentrations at the monitoring site locations in 2019 did not exceed the national air quality objectives and were not within 10% of the national air quality objectives. The highest modelled particulate matter concentrations in 2019 were 19.76 µg/m³ for PM₁₀ (Table 3-3), and 12.54 µg/m³ for PM_{2.5} (Table 3-5).

3.4.3 Scenario Modelling Testing

To understand the impact that different measures could have on the pollution scene in Chipping Norton, six scenarios were modelled on the 2019 baseline model for each pollutant. These were based on the shortlisted measure options, which largely focused on reducing numbers of cars or HGVs in the AQMA. The six scenarios are outlined below:

1. 5% car reduction
2. 10% car reduction
3. 15% car reduction
4. 5% HGV reduction
5. 10% HGV reduction
6. 15% HGV reduction

Table C-1, Table C-2, and Table C-3 in Appendix C shows the results of the pollutant concentration changes under each scenario for NO₂, PM₁₀, and PM_{2.5}, respectively. For all pollutants and monitoring sites, the scenario that resulted in the largest pollutant reduction was Scenario 3: 15% car reduction. Scenario 3 resulted in an average percentage concentration change of -2.87% for NO₂, -0.95% for PM₁₀, and -0.86% for PM_{2.5} across all monitoring sites in Chipping Norton in 2019.

Scenario 3 did not achieve compliance in the AQMA for the 2019 modelled scenario (Table 3-7 shows that an 8.8% reduction in NO₂ concentrations is required).

However, it is important to note the model does not account for improvements to the vehicle fleet between 2019 and 2022/2023 (e.g. upgrading of vehicles to higher Euro standards, and increased proportion of electric and hybrid vehicles in the fleet). It is anticipated these changes that naturally occur with time will result in further reduction of concentrations compared to the 2019 modelled scenarios. 2022 diffusion tube monitoring results have recently become available for Chipping Norton, and show compliance across all sites in 2022 (as presented in Section 2.4). This improvement in concentrations may be indicative of improvements in the vehicle fleet in 2022 from 2019, as well as more general improvements as a result of changing behaviours (more working from home), and measures which have been implemented across Chipping Norton or the wider West Oxfordshire District between 2019 and 2023.

3.5 Key Priorities

Priority 1 – Bringing the Chipping Norton Air Quality Management Area (AQMA) into compliance with the NO₂ annual mean Air Quality Objective (AQO).

Measures under Priority 1 have been designed to reduce NO₂ and NO_x within Chipping Norton AQMA. As discussed in Section 3.3, the primary cause of NO_x in the Chipping Norton AQMA is vehicle emissions. At diffusion tube location NAS22 on Horse Fair, Diesel vehicles are responsible for over 71% of NO_x emissions, with diesel LGVs comprising 45.4% and diesel cars comprising 26.4% of emissions. The next greatest contributing vehicle type are HGVs comprising 12.8%. It is difficult to develop measures which specifically target diesel vehicles outside of charging schemes such as Low Emission Zones or varied car parking charges depending on vehicle type – which isn't applicable to Chipping Norton as there are no vehicle parking charges in council owned car parks. Measures under Priority 1 therefore aim to reduce car, LGV and HGV vehicle movements in Chipping Norton, smooth traffic flow, and improve vehicle technologies.

Key measures which fall under Priority 1 include:

- West Oxfordshire Area Travel Plan (measure 1)

- Improve Transport Corridors (measure 3)
- Reducing the council's fuel consumption through vehicle fleet driver-awareness training (measure 5)
- Delivering EV charging infrastructure (measures 6, 7, 23, 24, 25)
- Develop and promote appropriate HGV route map (measure 21)
- Using integrated planning to reduce need to travel by embedding policies in land use planning and guidance document (measure 26)
- Review options for parking management in Chipping Norton (measure 27)
- Anti-Idling information campaign and enforcement (measures 31, 32)

Whilst 2022 monitoring data indicates compliance across Chipping Norton, it is understood that measured annual mean NO₂ concentrations will need to be below 10% of the objective level for three consecutive years before the AQMA can be considered for revocation. Therefore, it is important to implement actions to improve NO₂ concentrations in the hotspot beyond the level of compliance, as well as securing sustained improvement in air quality in the long-term.

Priority 2 – Managing PM_{2.5} exposure in Chipping Norton.

Measures under Priority 2 include actions which seek to improve understanding of PM_{2.5} concentrations and population exposure in Chipping Norton, and actions which seek to reduce PM_{2.5} concentrations and population exposure. Many of the actions under Priority 1 will help reduce PM_{2.5} concentrations in Chipping Norton, as the road traffic sources which contribute to NO₂ emissions also contribute to PM_{2.5} emissions.

Key measures which fall under Priority 2 include:

- Review options for developing domestic fuel burning policies, including consideration of the implementation of Smoke Control Areas, and restrictions or guidance on wood and coal burning stoves and bonfires (measure 28)
- Information campaign regarding domestic solid fuel best practice guidance (measure 29)

- Reviewing the air quality monitoring network in Chipping Norton and investigating options for introducing automatic monitoring of NO₂ and PM_{2.5} (measure 34)

These measures focus on domestic sources because source apportionment of PM_{2.5} in Chipping Norton presented in Appendix D Figure 1 showed domestic combustion to be the largest source of PM_{2.5} in Chipping Norton.

Priority 3 – Improve accessibility into and around Chipping Norton by alternatives to private car – i.e. walking, cycling and public transport.

WODC recognise that the AQAP needs to introduce measures which encourage and enable residents and employees of, and visitors to Chipping Norton to use active transport (walking and cycling) or public transport, rather than private cars.

Accessibility of these sustainable transport options has been raised as a key issue facing Chipping Norton, with factors such as the topography and narrow streets, and a lack of suitable routes potentially contributing to low uptake of these options.

Whilst achieving emissions reductions from these types of measures (often described as “modal shift”) is very much dependant on the attitudes and choices of individuals, there is much that can be done to make active and public transport more appealing choices.

The benefits of active and public transport stretch beyond air quality and would lead to real co-benefits in terms of reducing CO₂ emissions, in addition to the health and well-being benefits associated with active transport.

Key measures which fall under Priority 3 include:

- Chipping Norton Local Cycling and Walking Infrastructure Plan (LCWIP) (measure 2)
- Provision of secure cycle parking (measures 8 and 14)
- Improving the range, frequency and speed, and accessibility to bus services to key destinations (measure 9)

- Community activation and promotional programmes to enable the community to benefit from the walking/cycling/green infrastructure improvements (measure 10)
- Embed 'Healthy Streets Approach' and Design Check Tool, into the relevant guidance and decision making processes to improve the human experience of streets to encourage walking and cycling (measure 11)
- Work with schools to develop a programme of walking and cycling measures and improve promotion and education of travel (measure 12)
- Work with bus operators to maintain a commercially sustainable and comprehensive network of services (measure 13)
- Improve access to active travel information (measure 17)
- Use developer funding to improve the frequency and availability of bus services in routes within Chipping Norton area (measures 18 and 19).

4 Development and Implementation of West Oxfordshire District Council AQAP for Chipping Norton

4.1 Consultation and Stakeholder Engagement

In developing/updating this AQAP, we have worked with other local authorities, agencies, businesses and the local community to improve local air quality. Schedule 11 of the Environment Act 1995 requires local authorities to consult the bodies listed in Table 4-1. <insert text here, e.g. In addition, we have undertaken the following stakeholder engagement:

- Website
- Articles in local newspaper
- Questionnaires distributed directly to households along major roads
- Etc.>

The response to our consultation stakeholder engagement is given in Appendix A: Response to Consultation.

Table 4-1: Consultation Undertaken

Consultee	Consultation Undertaken
The Secretary of State	<Yes/No>
The Environment Agency	<Yes/No>
The highways authority	<Yes/No>
All neighbouring local authorities	<Yes/No>
Other public authorities as appropriate, such as Public Health officials	<Yes/No>

Consultee	Consultation Undertaken
Bodies representing local business interests and other organisations as appropriate	<Yes/No>

4.2 Steering Group

The Chipping Norton AQAP Steering Group was established in January 2023.

Members of the Steering Group included:

- Cllr Mark Walker (Chipping Norton Town Council Member)
- Philip Measures (WODC Service Leader for Environmental Regulatory Services)
- Susan McPherson (WODC Senior Air Quality Officer)
- David Rudland (WODC Air Quality Officer)
- Karen Toomer (WODC Senior Manager for Environmental Regulatory Services)
- Lidia Arciszewska (WODC Member for the Environment)
- Hannah Kenyon (WODC Climate Change Manager)
- Kim Hudson (WODC Principal Planning Policy Officer)
- Katharine Eveleigh (OCC Health Improvement Practitioner)
- Natalie Moore (OCC Senior Transport Planner – Cherwell & West Infrastructure Locality Team)
- Robert Skillern (Gloucestershire County Council Highway Manager)
- Chris Ashley (Policy Lead – Environment and Vehicles, Road Haulage Association)
- Rhys Williams (Regional Operations Manager, Road Haulage Association)

Communications ahead of the Steering Group Workshop

The Steering Group were provided information about the AQAP process and the upcoming Workshop by email, upon their invitation to the group.

The Steering Group were invited by email to provide suggestions for measures for the AQAP measures longlist, for consideration at first Steering Group workshop.

The longlisted measures were circulated to the Steering Group ahead of the workshop, so that members could read and provide feedback on the measures longlist ahead of the workshop, and in the event they could not attend.

Steering Group Workshop 1st March 2023

An online workshop was held for the Steering Group to provide an overview air quality in Chipping Norton, and to discuss the longlist of AQAP measures. This included discussion of measures which had been compiled from existing regional and local policy, and how these could be introduced to Chipping Norton, in addition to discussion of “new thinking” measures.

The workshop discussion was productive, and Steering Group members also had the opportunity to raise questions and give feedback using the Teams chatbox within the meeting, and by email following the workshop. Minutes from the workshop are provided in Appendix D.

Draft AQAP and measures shortlist

Following the workshop, the AQAP was drafted and the measures longlist was refined to the shortlist. A summary of longlist measures is provided in Appendix B, along with an indication of whether they were taken forward to the shortlist or not, and providing details including reasons why measures weren't taken forward.

The draft AQAP was circulated to the Steering Group on <Insert Date>, ahead of going out to public consultation on <Insert Date>.

5 AQAP Measures

Table 5-1 shows the Chipping Norton AQAP measures, which were agreed through consultation with the Steering Group. The preliminary longlist of measures is presented in Appendix B, including reasons for not carrying forward measures to the shortlist.

Table 5-1 contains:

- a list of the actions that form part of the plan
- the responsible individual and departments/organisations who will deliver this action
- estimated cost of implementing each action (overall cost and cost to the local authority)
- expected benefit in terms of pollutant emission and/or concentration reduction
 - “Low” – measures with a low target pollution reduction in the AQMAs are considered “soft” actions which may not directly cause reductions of pollutants but may indirectly result have a positive impact on air quality. Effectiveness of the measures may be constrained by engagement and/or enforcement.
 - “Medium” – measures with a medium target pollution reduction in the AQMAs include “technical” measures which will directly cause reductions of pollution, but the effectiveness of the measures may be constrained by engagement and/or enforcement.
 - “High” – measures with high target pollution reduction in the AQMAs include “technical “actions over which the lead authority has control and are unlikely to constrained by engagement and/or enforcement.
- the timescale for implementation
- how progress will be monitored

NB: Please see future ASRs for regular annual updates on implementation of these measures.

The actions which are considered priority measures are:

Measure 1: West Oxfordshire Area Travel Plan.

Measure 2: Chipping Norton LCWIP.

Measure 21: Develop and promote appropriate HGV route map.

Measure 24: Improve availability of rapid and ultra-rapid EV charging on and near the strategic road network and important link roads across Oxfordshire.

It should be noted that no detailed modelling has been carried out specifically for individual priority measures, rather the modelling which has been carried out for Chipping Norton (as summarised in Section 3.4.3 and Appendix C) provides the modelled concentration reduction associated with % reduction of cars in the AQMA, and HGVs in the AQMA. This is because transport modelling will be carried out for various schemes considered under the West Oxfordshire Area Travel Plan (measure 1), which is under development by OCC. It is anticipated that transport modelling may be conducted for interventions considered for Chipping Norton as part of this plan. A likely outcome of transport modelling is estimated % reduction in vehicles in the AQMA. These could then be linked to the air quality modelling scenario of those % reductions at a later date.

For the LCWIP (measure 2), air quality modelling cannot be carried out because the uptake of cycling and walking and the modal shift from private car is very difficult to quantify. However, should the reduction in number of cars in the AQMA be estimated through development or implementation of the LCWIP, this could be linked to an air quality modelling scenario as presented in Section 3.4 at a later date.

For measure 21, it is anticipated that better routing of HGVs, in addition to other measures which will be delivered or introduced through the OCC Freight and Logistics Strategy 2022-2056, may result in reduced HGV numbers in the Chipping Norton AQMA. The exact reduction is unknown at this point, but if known at a later date, this could be linked to the air quality modelling for 5%, 10% and 15% less HGVs.

For measure 24, and other measures which relate to provision of EV charging and infrastructure, these actions will effectively reduce numbers of cars on the road (replacing petrol and diesel cars with electric effectively removed NO_x and NO₂ emissions, though not non-exhaust PM₁₀ and PM_{2.5}). Again, it is currently not possible to quantify the exact reduction as it will be dependent on the rate of EV uptake. If the exact reduction in petrol/diesel cars through replacement with EVs is known at a later date, this could be linked to the air quality modelling for 5%, 10% and 15% fewer cars.

Table 5-1: Air Quality Action Plan Measures

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
1	Development and delivery of the West Oxfordshire Area Travel Plan (for areas including Chipping Norton).	Transport Planning and Infrastructure	Other	2023	Plan will run from 2024 to 2040	OCC leading, WODC supporting.	Funding to deliver the plan will be sought from local development sites, and central government funding bids.	No	Partially Funded	Currently Unknown	Planning	Medium to High. Area Travel Plan will include measures to reduce congestion and congestion related emissions in Chipping Norton.	No. of measures secured within the Plan which will improve air quality in Chipping Norton, % reduction in traffic	Planning has commenced and the plan is expected to be drafted Summer-Autumn 2023.	The Plan will outline how the Oxfordshire LTCP vision and outcomes will be delivered in West Oxfordshire. It will guide future scheme development, funding bids, responses to planning applications, developer contributions, and will support and enable sustainable growth.
2	Development and delivery of the Chipping Norton Local Cycling and Walking Infrastructure Plan (LCWIP).	Transport Planning and Infrastructure	Cycle network, Other	2023 / 24	2033 / 34	OCC leading, WODC supporting.	Funding to deliver the plan will be sought from local development sites, and central government funding bids.	No	Not yet funded	Currently Unknown	Drafting	Low. No reduction of pollutants from this measure, but implementation of actions developed within the plan are expected to reduce pollutant emissions in Chipping Norton, depending on uptake of walking and cycling by the public.	No. of measures secured within the Plan, % increase in uptake of cycling and walking, % decrease in private car use.	Chipping Norton LCWIP is being drafted and expected to be completed Autumn 2023	The LCWIP will identify cycling and walking infrastructure improvements for future investment in the short, medium and long term.
3	Improve Transport Corridors - A44 Corridor Study (Chipping Norton Short, Medium and Long Terms Measures)	Traffic Management	Highway improvements, reprioritising road space,	2023 / 24	2050	OCC	Funding to deliver identified measures will be sought from local development sites, and central government funding bids.	No	Not yet funded	Currently Unknown	Drafting	Medium. Implementation of actions developed within the report are expected to reduce pollutant emissions in Chipping Norton.	No. of measures secured within the report which will reduce traffic density and improve the pedestrian and cyclist environment	Drafting of the report is expected to be completed June 2023	To be confirmed

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
4	Promotion of home working and virtual meetings at WODC.	Promoting travel alternatives	Encourage / Facilitate home-working	2020	<Insert year>	WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	No	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. This measure will directly result in the removal of vehicles from the roads locally, however the scale of the impact from council employees will be small.	Number of employees working from home (% days of week), number and distance of commuting journeys reduced. Reduction in reported CO ₂ e	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
5	Reducing the council's fuel consumption through vehicle fleet driver-awareness training.	Vehicle fleet efficiency	Driver training and ECO driving aids	2020	<Insert year>	WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. This measure will directly result in the reduction of emissions from vehicles on local roads however the scale of the impact from council drivers will be small.	Number of drivers trained, reduction in reported CO ₂ e	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
6	Delivering EV infrastructure across the district, at sites in Council ownership, with potential for electric bike- and scooter-charging hubs.	Promoting Low Emission Transport	Procuring alternative Refuelling infrastructure to promote Low Emission Vehicles, EV recharging, Gas fuel recharging	2021	<Insert year>	OCC and partners	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	Implementation	Medium. This measure is dependent on public uptake of charging infrastructure, but could result in significant reduction of NO ₂ emissions if the uptake is good and diesel and petrol car journeys are replaced by electric.	Meeting the policy ambitions and standards set out within the Oxfordshire EV Infrastructure Strategy	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
7	Implementing standards for EV-charging infrastructure and active travel in new development.	Promoting Low Emission Transport	Other	2021	<Insert year>	WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. No reduction of pollutants from this measure, but implementation of standards are expected to reduce pollutant emissions associated with new developments in Chipping Norton.	Delivering policy expectations and standards for EV set out for the Oxfordshire EV Infrastructure Strategy (emerging).	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
8	Provision of secure cycle parking, including covered cycle parking.	Promoting Travel Alternatives	Promotion of cycling	2016	2033	West Oxfordshire District Council	Developers & highway infrastructure funding	No	Not funded	£10k - £50k	Part approved LCWIP	Low. This measure is dependent on public uptake of cycling, but could result in reduction of NO ₂ emissions if the uptake is good and car journeys are replaced by cycling.	Number of bicycle parking spaces, number of journeys by bicycle.	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
9	Improving the range, frequency and speed, and accessibility to bus services to key destinations.	Alternatives to private vehicle use	Other	2018	<Insert year>	WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Medium. This measure is dependent on public uptake of cycling, but could result in reduction of NO ₂ emissions if the uptake is good and car journeys are replaced by bus.	Number of bus services, frequency of buses, % journeys running on time	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
10	Community activation and promotional programmes to enable the community to benefit from the walking/cycling/green infrastructure improvements.	Public Information	Other	2023	Ongoing	Oxfordshire County Council and West Oxfordshire District Council	OCC/WODC/Grant	No	Not funded	<10K	To be implemented	Low. This measure is dependent on public engagement, but could indirectly result in reduction of NO ₂ emissions if efficient measures are suggested and implemented, and uptake is good.	Number of responses and engagement rate with community activation and promotional schemes.	Awaiting publication of LCWIP	Availability/cost of bicycles; reluctance to ditch the car; availability of secure bike racks; safety
11	Embed 'Healthy Streets Approach' and Design Check Tool, into the relevant guidance and decision making processes to improve the human experience of streets to encourage walking and cycling.	Policy Guidance and Development Control	Other	2020	Ongoing	OCC and WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. This measure is dependent on public uptake of walking and cycling, but improvements could increase uptake and result in reduction of NO ₂ emissions if car journeys are replaced by walking and cycling.	Walking and cycling improvement measures and funding for improvement measures from planning process.	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
12	Work with schools to develop a programme of walking and cycling measures and improve promotion and education of travel, including continuation of School Travel Plans.	Promoting Travel Alternatives	School and workplace travel plans	2022	Ongoing	OCC and WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. This measure is dependent on uptake of walking and cycling, but promotion, tools and improvements could increase uptake and result in reduction of NO ₂ emissions if car journeys are replaced by walking and cycling.	Number of schools engaged with, % of journeys to and from schools by walking or cycling.	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
13	Work with bus operators to maintain a commercially sustainable and comprehensive network of services.	Alternatives to private vehicle use	Other	2022	<Insert year>	OCC and WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Medium. This measure is dependent on public uptake of cycling, but could result in reduction of NO ₂ emissions if the uptake is good and car journeys are replaced by bus.	Number of bus services, frequency of buses, % journeys running on time, number of bus passengers using services, % of Chipping Norton with access to bus services.	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
14	Expand and improve cycle facilities (including visitor parking, secure parking, changing rooms and lockers) across council buildings.	Transport Planning and Infrastructure	Cycle network	2022	<Insert year>	WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. This measure is dependent on uptake of cycling by council employees, but improvements could increase uptake and result in reduction of NO ₂ emissions if car journeys are replaced by walking and cycling.	Number of journeys by bicycle at WODC – aim to increase from 50,000 to 100,000 trips per week by 2031	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
15	Reduce and re-prioritise car parking space for council staff.	Promoting Travel Alternatives	Workplace Travel Planning	2022	<Insert year>	WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. This measure will reduce emissions from WODC employee commuting by petrol/diesel cars, but scale is small for Chipping Norton AQMA.	Number of parking spaces, % of journeys by car, EV, bicycle, public transport and % of employees working from home.	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
16	Review the council's travel and expense policies to prioritise sustainable transport.	Promoting Travel Alternatives	Workplace Travel Planning	2022	<Insert year>	Oxfordshire County Council and West Oxfordshire District Council	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. This measure may indirectly reduce emissions from WODC employee commuting if effective measures are identified and implemented, but scale is small for Chipping Norton AQMA.	Revision or production of new policies, % of journeys by sustainable transport options at WODC.	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
17	Improve access to active travel information.	Promoting Travel Alternatives	Personalised Travel Planning	2022	<Insert year>	OCC and WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. Improved access to information may increase uptake of walking and cycling in and around Chipping Norton.	Information on active travel made available online. Number of times web resources are accessed	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
18	Use developer funding to improve the frequency of bus services in routes within Chipping Norton area.	Transport Planning and Infrastructure	Public transport improvements- interchanges stations and services	2015	Ongoing	Oxfordshire County Council, West Oxfordshire District Council, bus operators, developers	Developer	No	Fully funded	Variable	Variable	Low. Improved frequency of bus routes could reduce NO ₂ emissions if uptake of services is good. Measure is for mitigation so unlikely to significantly reduce current concentrations.	£ of developer funding used for increasing bus services.	<Insert text here e.g. Funding secured, planning phase>	
19	Use developer funding to ensure that new and, where possible, existing residential areas are connected by adequate levels of bus service to the main employment areas/sites in the Chipping Norton area.	Transport Planning and Infrastructure	Public transport improvements- interchanges stations and services	2015	Ongoing	Oxfordshire County Council, West Oxfordshire District Council, bus operators, developers	Developer	No	Fully funded	Variable	Variable	Low. Improved frequency of bus routes could reduce NO ₂ emissions if uptake of services is good. Measure is for mitigation so unlikely to significantly reduce current concentrations.	£ of developer funding for provision or extension of bus service.	<Insert text here e.g. Funding secured, planning phase>	

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
20	Freight consolidation feasibility study (for Oxfordshire).	Freight and Delivery Management	Freight consolidation centre	2022	2025-2030	OCC, WODC, Operators, businesses, and public sector organisations	Department for Transport, Developer Contributions, Charging schemes	No	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. If study shows a consolidation centre could be effective at reducing emissions, and if OCC process to construction of a consolidation centre, impact on concentrations in Chipping Norton will be greater.	Completion of study.	Ongoing	Complexity of freight system, need for goods, amounts of goods transported, market forces, modal shift, impacts on businesses and consumers
21	Develop and promote appropriate HGV route map.	Freight and Delivery Management	Route Management Plans/ Strategic routing strategy for HGV's	2022	2025	OCC, WODC, Operators, businesses, and public sector organisations	Department for Transport, Developer Contributions, Charging schemes	No	Fully funded	<£10k	Implementation	Medium. HGV routing to restrict through-routes to last mile delivery should have a considerable impact reducing emissions, but will be dependent on uptake by HGV drivers, and suitability of alternative routes that are suggested.	Number of HGVs travelling through AQMA.	Ongoing	Complexity of freight system, need for goods, amounts of goods transported, market forces, modal shift, impacts on businesses and consumers
22	Area weight restriction feasibility study	Freight and delivery management	Route Management Plans/ Strategic routing strategy for HGV's	2023	2025	OCC	Not yet determined	No	Not funded	£1million - £10 million	Planning	Low to Medium. Removal of heaviest HGVs and associated reduction in emissions is dependent on how heavy HGVs are re-routed, and the comparative number and weight of vehicles required to replace the heaviest vehicles which need to travel within the restricted area.	Completion of review and plan to implement recommendations	Ongoing	Complexity of freight system, need for goods, amounts of goods transported, market forces, modal shift, impacts on businesses and consumers
23	Support battery electric vehicle charging infrastructure requirements for freight.	Freight and Delivery Management	Other	2022	2025-2030	WODC, Operators, businesses, and public sector organisations	Department for Transport, Developer Contributions, Charging schemes	No	Not funded	To be determined	Planning	Low. Replacing freight vehicles with EV where possible will directly reduce emissions, and provision of infrastructure should help encourage uptake,	Number of suitable charging points provided for freight vehicles, number of freight vehicles replaced with	Ongoing	Complexity of freight system, need for goods, amounts of goods transported, market forces, modal shift, impacts on businesses and consumers

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
												but uptake still dependent on affordability and suitability of technology.	electric or hybrid.		
24	Improve availability of rapid and ultra-rapid EV charging on and near the strategic road network and important link roads across Oxfordshire.	Promoting Low Emission Transport	Procuring alternative Refuelling infrastructure to promote Low Emission Vehicles, EV recharging, Gas fuel recharging	<Insert year>	<Insert year>	OCC, National Highways and other government departments	Highways England and other government departments	No	Funded		Implementation	Medium. This measure should directly help encourage public uptake of EVs which could result in significant reduction of NO ₂ .	Number of charging points, use of charging points, locations served by charging.	Develop Redbridge Park and Ride Site close to A34 in Oxford by end of 2020	<Insert text here e.g. Lengthy Timescale>
25	Promotion of EV Charging through a county-wide communication and education package.	Promoting Low Emission Transport	Other	2020	<Insert year>	OCC, SSE Utilities, Zeta Group and others	Innovate UK	No	Funded	£150 k	Implementation	Low. This measure should indirectly help encourage public uptake of EVs which could result in significant reduction of NO ₂ .	Number of times web resources have been accessed.	<Insert text here e.g. Funding secured, planning phase>	Use of online surveys in 2020, and 2021
26	Using integrated planning to reduce need to travel by embedding policies in land use planning and guidance documents.	Policy Guidance and Development Control	Other Policy	<Insert year>	<Insert year>	OCC	<Insert funding source e.g. Developers & highway infrastructure funding>	No	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	<Insert status e.g. Planning / Implementation / Completed>	Low. Reducing need to travel could have a medium to high impact on reduction of pollutants, however within the context of mitigation of development and planning, impact may be reduced.	% of population with access to public and active transport routes.	<Insert text here e.g. Funding secured, planning phase>	<Insert text here e.g. Lengthy Timescale>
27	Review options for parking management in Chipping Norton.	Traffic Management	Other	2023	<Insert year>	OCC	<Insert funding source e.g. Developers & highway infrastructure funding>	No	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	Not yet started.	Low. No direct reduction of pollutants from this measure, but if measure results in reduced traffic in the town centre, this will reduce emissions of pollutants.	Development of a parking management strategy or plan.	Not yet started.	Resistance to considering charging for parking in the town centre, parking spaces already insufficient in the town centre.

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
28	Review options for developing domestic fuel burning policies, and guidance on wood and coal burning stoves and bonfires.	Policy Guidance and Development Control	Air Quality Planning and Policy Guidance	2023	2023	WODC	WODC AQ Team	No	Not funded	<10k	Not yet started.	Medium. Better fuel practices being implemented will reduce emissions of pollutants.	Development of a guidance documents, implementation of restrictions or Smoke Control Areas.	Not yet started.	No barrier.
29	Information campaign regarding domestic solid fuel best practice guidance, and information on any policies introduced through measure 26.	Public information	Via the Internet/Other	2024	Ongoing (Annual Campaign)	WODC	WODC AQ Team	No	Not funded	<10K	Not yet started.	Low. No direct reduction of pollutants from this measure, but if measure results in better fuel practices being implemented, this will reduce emissions of pollutants.	Number of times internet content and web resources have been accessed or viewed, number of houses, schools and businesses reached out to.	Not yet started.	Cost of living crisis, lack of regulation to enforce residential combustion. Will not reach people who are not on internet or social media
30	Investigate options for development of Air Quality guidance for developers, setting out sets out requirements for developments in AQMAs, to prevent and mitigate adverse impacts to AQ. These should cover requirements for access to active and public transport, EV charging, and concepts such as 20minute neighbourhood plans.	Policy Guidance and Development Control	Air Quality Planning and Policy Guidance	2023	2025	WODC	WODC AQ Team	No	Fully funded	<10K	Not yet started.	Low. No direct reduction of pollutants from this measure, but if measure results in increased mitigation requirements from developers, this will reduce emissions of pollutants.	Development of a guidance document.	Not yet started.	Set out minimum standards, encourage and signpost best practice, future proof for low emission vehicles, ensure robust assessment of air quality impacts by developers and planning officers to help them make decisions, and adequate mitigation being agreed and enforced.
31	Anti-Idling information campaign	Public information	Via the Internet/Other	2023	2024	WODC	WODC	No	Not funded	<10K	Not yet started.	Low. No direct reduction of pollutants from this measure, but if measure results in reduced idling will reduce emissions of pollutants.	Number of times web resources have been accessed, number of schools and businesses reached out to, incidences of idling.	Not yet started.	<Insert text here e.g. Lengthy Timescale>

Measure No.	Measure	Category	Classification	Estimated Year Measure to be Introduced	Estimated / Actual Completion Year	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Target Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Potential Barriers to Implementation
32	Increased Anti-Idling enforcement	Traffic Management	Anti-idling enforcement	2023	<Insert year>	WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	Not yet started.	Low. No direct reduction of pollutants from this measure, but if measure results in reduced idling will reduce emissions of pollutants.	Incidences of idling, number of anti-idling officers, number of idling fines issued.	Not yet started.	Cost and staff resources.
33	Updating the Oxfordshire Air Quality information website	Public information	Via the Internet/Other	2023	2023	OCC	Defra / District Councils	Yes	Fully funded	100K-500K	Implementation	Low. No direct reduction of pollutants from this measure, but information could help the public make choices which reduce their exposure.	Use of website.	In progress	Usability and public reception of the site; long-term maintenance and keeping the site current.
34	Reviewing the air quality monitoring network in Chipping Norton and investigating options for introducing automatic monitoring of NO ₂ and PM _{2.5} .	Other	Other	2023	<Insert year>	WODC	<Insert funding source e.g. Developers & highway infrastructure funding>	<Yes/No>	<Insert funding status e.g. Fully funded / Partially funded / Not funded>	<Insert cost band e.g. <£10k / £10k - £50k / £50k - £100k / £100k - £500k / £500k - £1 million / £1 million - £10 million / >£10 million>	Not yet started.	Low. No direct reduction of pollutants from this measure, but information can help inform air quality management decision making.	Number of monitoring locations, number of automatic monitors.	Making initial enquiries and investigating costs.	Cost and staff resources.

Appendix A: Response to Consultation

Table A.1 – Summary of Responses to Consultation and Stakeholder Engagement on the AQAP

Consultee	Category	Response
<Insert consultee e.g. Chamber of Commerce>	<Insert category e.g. Business>	<Insert text e.g. Disagree with plan to remove parking on High Street in favour of buses and cycles; consider it will harm business of members>

Appendix B: Reasons for Not Pursuing Action Plan Measures

Table B.1 – Action Plan Measures Not Pursued and the Reasons for that Decision

Action category	Action description	Take forward to shortlist?	Reason action is not being pursued (including Stakeholder views)
Traffic Management	Develop Transport Corridor Strategies - A44	No	Not impacting either AQMA, only relevant to wider district
Promoting travel alternatives	Promotion of home working and virtual meetings	Yes	No specific stakeholder feedback
Vehicle fleet efficiency	Reducing the council's fuel consumption through vehicle fleet driver-awareness training	Yes	No specific stakeholder feedback

Promoting Low Emission Plant	Transition away from fossil fuels and look into opportunities for direct-supply renewable energy	No	Measure considered too general and unlikely to specifically benefit Chipping Norton.
Promoting Low Emission Transport	Researching alternative, low-/zero-carbon fuel sources and opportunities to pilot new technologies to support transitioning away from fossil fuels to modes of ultralow-emission transport.	No	Measure considered too general and unlikely to specifically benefit Chipping Norton.
Promoting Low Emission Transport	Delivering EV infrastructure across the district, at sites in Council ownership, with potential for electric bike- and scooter-charging hubs.	Yes but amended	Separated out to two measures, Delivering EV infrastructure across the district at sites in Council ownership taken forward, as in Council control. Electric bikes and scooter charging hubs not taken forward as not considered a priority for Chipping Norton at this time, but something to be kept under review for the future.
Promoting Low Emission Transport	Implementing standards for EV-charging infrastructure and active travel in new development.	Yes but amended	Yes but combined with other similar measures in the longlist.

Promoting Low Emission Transport	Provide cycle and motorcycle parking spaces in more car parks and consider the provision of electric vehicle charging points.	Yes but amended	Yes but combined with other similar measures in the longlist.
Promoting Low Emission Transport	Consider providing parking permit discounts for electric and low emission vehicles.	No	Charging for parking not being considered for Chipping Norton at this time.
Promoting Low Emission Transport	Consider the installation of electric vehicle charging points in key locations.	Yes but amended	Yes but combined with other similar measures in the longlist.
Promoting Travel Alternatives	Install new bicycle or motorcycle parking spaces where appropriate.	Yes but amended	Be more specific in shortlist. "Install new bicycle or motorcycle parking spaces where appropriate. Consider if covered bicycle storage can be provided to protect bicycles from rain damage".
Alternatives to private vehicle use	Review options for providing new coach parking where none exist and improving the facilities that do exist.	No	Ultimately not taken forward as not considered a priority for Chipping Norton, but to be kept under review in the future.

Alternatives to private vehicle use	Improving the range, frequency and speed of bus services to key destinations	Yes	Positive feedback from Stagecoach and others in Steering Group. The challenge is to get people to drop the car and get on the bus.
Traffic Management	A new eastern link road to be delivered as an integral part of the East Chipping Norton Strategic Development Area (SDA). (Chipping Norton)	No	Not taken forward as not considered to provide significant benefit to traffic flow in Chipping Norton as a whole - route not designed to be an alternative to the town through-route, rather to provide access to the residents of the East Chipping Norton SDA.
Promoting Travel Alternatives	Improving conditions throughout the town and surrounding areas for pedestrians and cyclists, including accessibility to bus and rail services. (Chipping Norton)	Yes	Chipping Norton not currently well served in terms of cycling due to challenges with topography and narrow streets in the town centre. A measure relating to engaging with local cycling community might be helpful. This measure was amended/combined with the LCWIP.

Promoting Travel Alternatives	Enhancing pedestrian and cycle routes through greenways and safe streets	No	Measure covered within the LCWIP, which will cover enhancement of pedestrian and cycle routes with recommended actions specific to Chipping Norton.
Promoting Travel Alternatives	Oxfordshire Rights of Way Improvement Plan	No	Measure covered within the LCWIP, which will cover enhancement of pedestrian and cycle routes with recommended actions specific to Chipping Norton.
Promoting Travel Alternatives	Identify key existing and potential routes for walking and cycling between main destinations or corridors and prioritise interventions to such routes through The Strategic Active Travel Network (SATN) project	No	Measure covered within the LCWIP, which will cover enhancement of pedestrian and cycle routes with recommended actions specific to Chipping Norton.
Public Information	Community activation and promotional programmes to enable the community to benefit from the walking/cycling/green infrastructure improvements	Yes	Public health doing a lot in this area.
Policy Guidance and Development Control	Embed 'Healthy Streets Approach' and Design Check Tool, into the relevant guidance and decision making processes to improve the human experience of streets to encourage walking and cycling	Yes	No specific stakeholder feedback

Promoting Travel Alternatives	Work with schools, and employers and business to develop a programme of walking and cycling measures and improve promotion and education of travel	Yes but amended	Amended to focus on working with schools.
Alternatives to private vehicle use	Work with bus operators to maintain a commercially sustainable and comprehensive network of services	Yes	Positive feedback from Stagecoach and others in Steering Group.
Promoting Travel Alternatives	Increase number of officers dedicated to active travel and expand their range of professional backgrounds	No	Measure is completed so no need to take forward to shortlist.
Transport Planning and Infrastructure	Expand and improve cycle facilities (including visitor parking, secure parking, changing rooms and lockers) across council buildings	Yes	Positive feedback from stakeholders. Cyclists concerned about risk of theft so security measures need to be considered with bike parking. Covered cycle parking also would be helpful for cyclists (protection of bikes from rain).
Vehicle Fleet Efficiency	Reduce and re-prioritise car parking space for council staff and introduce charges in council-owned public parking	Yes	
Promoting Travel Alternatives	Review the council's travel and expense policies to prioritise sustainable transport	Yes	
Transport Planning and Infrastructure	Pilot network of shared micro-mobility services (bicycles, e-bikes or scooters)	No	Ultimately not taken forward as not considered a priority for Chipping Norton, but to be kept under review in the future.

Promoting Travel Alternatives	Update/improve active travel information	Yes	
Transport Planning and Infrastructure	Improve Cycling Infrastructure through improving existing routes, maintenance and identifying areas for growth	Yes	Measure covered within the LCWIP, which will cover enhancement of pedestrian and cycle routes with recommended actions specific to Chipping Norton.
Promoting Travel Alternatives	Provision of bicycles for those without	No	Not specific enough, but to be kept under review in the future.
Transport Planning and Infrastructure	Use developer funding to improve the frequency of bus services in routes within Witney/Chipping Norton area	Yes	
Transport Planning and Infrastructure	Use developer funding to ensure that new and, where possible, existing residential areas are connected by adequate levels of bus service to the main employment areas/sites in the Witney/Chipping Norton area	Yes	
Transport Planning and Infrastructure	Implement measures to reduce delays to bus services	No	Not specific enough, but to be kept under review in the future.

<p>Freight and Delivery Management</p>	<p>Explore implementation of road user charging schemes</p>	<p>No</p>	<p>Measure is considered too drastic considering the scale of the exceedance issue in Chipping Norton. It's worth noting this measure came from the OCC Freight and Logistics Strategy 2022 – 2054.</p>
<p>Freight and Delivery Management</p>	<p>Promote considerations about reducing the need for freight movement</p>	<p>No</p>	<p>Reducing the need for freight is highly complex and demand for goods is very unlikely to decrease. Many in the Steering Group were against, including Road Haulage Association in particular were strongly against, and provided lots of information regarding the complexity of achieving this measure. It's worth noting this measure came from the OCC Freight and Logistics Strategy 2022 – 2054.</p>

Freight and Delivery Management	Freight consolidation feasibility study	Yes	Road Haulage Association gave negative feedback voicing concern over the additional costs which the freight industry would be faced with the introduction of a freight measure, unless these costs could be accommodated by local or national government. Ultimately measure taken forward as this is already a committed action at county council level, through the OCC Freight and Logistics Strategy 2022 – 2054, and may have an impact on Chipping Norton.
Freight and Delivery Management	Develop and promote appropriate HGV route map	Yes	Already a committed action at county council level, through the OCC Freight and Logistics Strategy 2022 – 2054.
Freight and Delivery Management	– Support battery electric vehicle charging infrastructure requirements	Yes	Road Haulage Association supportive of measure. Already a committed action at county council level, through the OCC Freight and Logistics Strategy 2022 – 2054.
Promoting Low Emission Transport	Improve availability of rapid and ultra-rapid EV charging on and near the strategic road network and important link roads across Oxfordshire	Yes	
Promoting Low Emission Transport	Promotion of EV Charging through a county-wide communication and education package	Yes	

Policy Guidance and Development Control	Using integrated planning to reduce need to travel by embedding policies in land use planning and guidance documents.	Yes	
Transport Planning and Infrastructure	Oxfordshire rail strategy	No	Not relevant to Chipping Norton (not served by rail).
Vehicle Fleet Efficiency	Accelerate zero emission bus scheme	No	ZEBRA grant award money for new zero emission buses to be rolled out at county level. Rural areas such as Chipping Norton very unlikely to be prioritised for new zero emission buses over busier urban areas within Oxfordshire, e.g. Oxford, Abingdon, Banbury, Didcot, Bicester etc. In addition to consideration of EV bus charging infrastructure, which is better situated at existing transport hubs.
Alternatives to private vehicle use	Use community transport for gaps in public transport	No	Not specific enough and not a priority for Chipping Norton at present, to be kept under review in the future.

Traffic Management	Parking management and enforcement, to reduce and restrict car parking availability.	Yes but amended	Amended to more general measure "Review options for parking management in Chipping Norton." This is a politically charged issue and charging for parking has been very unpopular in the past for Chipping Norton. Options for parking management need to be considered in more detail before commitment to any specific actions.
Transport Planning and Infrastructure	Consider multi-modal travel option for transport planning, new developments and mobility hubs	No	Not specific enough and ideas around transport planning including active and public transport access for new developments already incorporated into other measures.
Traffic Management	20 mph roads for safer roads and to encourage active travel	No	Measure is completed so no need to take forward to shortlist.
Public Information	Oxfordshire Air Quality Information Website	Yes	
Policy Guidance and Development Control	Consider developing a Bonfire Policy	Yes but amended	Combined with others to "Review options for developing domestic fuel burning policies, including consideration of the implementation of Smoke Control Areas, and restrictions or guidance on wood and coal burning stoves and bonfires."

Promoting Low Emission Plant	Consider implementation of Smoke Control Areas	Yes but amended	Combined with others to "Review options for developing domestic fuel burning policies, including consideration of the implementation of Smoke Control Areas, and restrictions or guidance on wood and coal burning stoves and bonfires."
Policy Guidance and Development Control	Consider developing a domestic solid fuel policy	Yes but amended	Combined with others to "Review options for developing domestic fuel burning policies, including consideration of the implementation of Smoke Control Areas, and restrictions or guidance on wood and coal burning stoves and bonfires."
Public information	Information campaign regarding domestic solid fuel	Yes	
Policy Guidance and Development Control	Draft and publish developers guidance or Supplementary Planning Document which sets out requirements for developments in the area, to protect people and the environment from air pollution impacts.	Yes but amended	Amended to "Investigate options for development of Air Quality guidance for developers..." This was because an SPD was considered unsuitable in terms of the scale of the AQMAs and the level of exceedance.

Public information	Anti-Idling information campaign	Yes	
Traffic Management	Increased Anti-Idling enforcement	Yes	
Traffic Management	Speed enforcement	No	Not within WODC jurisdiction (speed enforcement is a police matter).
Promoting Low Emission Transport	Liaise with bus operators and OCC to prioritise low and zero emission buses in local bus fleet to routes through AQMA	No	ZEBRA grant award money for new zero emission buses to be rolled out at county level. Rural areas such as Chipping Norton very unlikely to be prioritised for new zero emission buses over busier urban areas within Oxfordshire, e.g. Oxford, Abingdon, Banbury, Didcot, Bicester etc. In addition to consideration of EV bus charging infrastructure, which is better situated at existing transport hubs.
Traffic Management	Chipping Norton parking management - considering charging/limiting parking, considering new parking at further distance from town centre/away from AQMA with access to down centre or small park and ride. Limiting or removing short stay car parking on High Street, changes to signage/live parking updates to limit traffic circulating around searching for spaces.	Yes but amended	Amended to more general measure "Review options for parking management in Chipping Norton." This is a politically charged issue and charging for parking has been very unpopular in the past for Chipping Norton. Options for parking management need to be considered in more detail before commitment to any specific actions.

Traffic Management	Chipping Norton - consider removing or limiting to disabled-only parking near diff tube 22.	No	Not supported by Chipping Norton Town Council.
Vehicle fleet efficiency	Fleet Recognition scheme e.g. FORS or ECOSTARS.	No	Unsure what the uptake would be and how much of a difference it would make to Chipping Norton specifically. Not a priority for Chipping Norton at present, to be kept under review in the future.
Transport Planning and Infrastructure	Development of a Local Cycling and Walking Infrastructure Plan (LCWIP) for Chipping Norton.	Yes	
Other	Explore options for automatic monitoring of air quality in AQMAs, and provision of alerts.	Yes	

Appendix C: Scenario Testing Results

Table C-1: Scenario testing results for NO₂ concentrations across monitoring sites in Chipping Norton. Values exceeding the national air quality objective of 40 µg/m³ are in bold.

Site ID	Measured 2019 (µg/m ³)	Baseline 2019 (µg/m ³)	Scenario 1: 5% car reduction		Scenario 2: 10% car reduction		Scenario 3: 15% car reduction		Scenario 4: 5% HGV reduction		Scenario 5: 10% HGV reduction		Scenario 6: 15% HGV reduction	
			µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change
NAS16	8.60	8.70	8.67	-0.34%	8.63	-0.80%	8.59	-1.26%	8.69	-0.11%	8.68	-0.23%	8.66	-0.46%
NAS17	21.50	19.94	19.75	-0.95%	19.56	-1.91%	19.37	-2.86%	19.87	-0.35%	19.80	-0.70%	19.73	-1.05%
NAS18, NAS19, NAS20	29.00	27.22	26.90	-1.18%	26.57	-2.39%	26.24	-3.60%	27.12	-0.37%	27.02	-0.73%	26.92	-1.10%
NAS21	19.80	24.60	24.31	-1.18%	24.02	-2.36%	23.72	-3.58%	24.51	-0.37%	24.42	-0.73%	24.32	-1.14%
NAS22	43.90	43.35	42.50	-1.96%	42.26	-2.51%	42.02	-3.07%	42.72	-1.45%	42.70	-1.50%	42.68	-1.55%

Table C-2: Scenario testing results for PM₁₀ concentrations across monitoring sites in Chipping Norton.

Site ID	Baseline 2019 (µg/m ³)	Scenario 1: 5% car reduction		Scenario 2: 10% car reduction		Scenario 3: 15% car reduction		Scenario 4: 5% HGV reduction		Scenario 5: 10% HGV reduction		Scenario 6: 15% HGV reduction	
		µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change
NAS16	13.70	13.69	-0.06%	13.68	-0.12%	13.68	-0.18%	13.70	-0.02%	13.70	-0.03%	13.69	-0.05%
NAS17	15.31	15.27	-0.28%	15.22	-0.56%	15.18	-0.83%	15.30	-0.09%	15.28	-0.17%	15.27	-0.25%
NAS18, NAS19, NAS20	16.69	16.60	-0.48%	16.52	-0.96%	16.44	-1.45%	16.66	-0.14%	16.64	-0.28%	16.62	-0.42%
NAS21	16.26	16.19	-0.44%	16.12	-0.87%	16.05	-1.30%	16.24	-0.13%	16.22	-0.25%	16.20	-0.38%
NAS22	19.76	19.69	-0.34%	19.63	-0.67%	19.56	-1.00%	19.74	-0.10%	19.72	-0.19%	19.70	-0.29%

Table C-3: Scenario testing results for PM_{2.5} concentrations across monitoring sites in Chipping Norton.

Site ID	Baseline 2019 (µg/m ³)	Scenario 1: 5% car reduction		Scenario 2: 10% car reduction		Scenario 3: 15% car reduction		Scenario 4: 5% HGV reduction		Scenario 5: 10% HGV reduction		Scenario 6: 15% HGV reduction	
		µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change	µg/m ³	% change
NAS16	9.00	8.99	-0.05%	8.99	-0.10%	8.98	-0.16%	8.99	-0.01%	8.99	-0.03%	8.99	-0.04%
NAS17	9.97	9.94	-0.24%	9.92	-0.49%	9.89	-0.73%	9.96	-0.07%	9.95	-0.14%	9.94	-0.22%
NAS18, NAS19, NAS20	10.74	10.70	-0.43%	10.65	-0.87%	10.60	-1.30%	10.73	-0.12%	10.72	-0.25%	10.70	-0.38%
NAS21	10.48	10.44	-0.39%	10.40	-0.78%	10.36	-1.17%	10.47	-0.11%	10.46	-0.23%	10.44	-0.34%
NAS22	12.54	12.50	-0.30%	12.46	-0.61%	12.43	-0.92%	12.53	-0.09%	12.52	-0.18%	12.51	-0.27%

Appendix D: PM_{2.5} Assessment: Likelihood of achieving new PM_{2.5} targets in West Oxfordshire

D.1 Background

The UK Government is required to introduce legislation setting legal targets for PM_{2.5} under the Environment Act 2021. In May 2022, the Department of Environment, Food and Rural Affairs (Defra) consulted the public for their proposed targets relating to PM_{2.5}, and in December 2022 the targets were published:

3. An Annual Mean Concentration Target for PM_{2.5} levels in England to be 10 µg/m³ or below by 2040.
4. A Population Exposure Reduction Target for a reduction in PM_{2.5} population exposure of 35% compared to 2018 to be achieved by 2040.¹⁴

The population exposure reduction target will be assessed against a 2018 baseline. The metric to inform this target will be a three-year average of annual mean measurements at monitoring sites across England that are considered to be in locations representative of typical concentrations across a region. These are likely to comprise “urban background” or “suburban background” sites which align with population density. A three-year average will be used to reduce the impact of weather conditions for a particular year, and to focus on the underlying trend. The

¹⁴ <https://questions-statements.parliament.uk/written-statements/detail/2022-12-16/hws449>

target is focused on long term exposure (rather than short term), as this is considered likely to drive the most significant health benefits.¹⁵

The Public Health Outcomes Framework (PHOF) reports that the fraction of mortality attributable to particulate air pollution for West Oxfordshire in 2018, 2019 and 2020, were 7.1%, 6.8% and 5.5% respectively. These percentages are similar to the national averages of 7.1%, 7.1% and 5.6% for the same years.¹⁶

D.2 Methodology

This section includes an assessment of the likelihood of the annual mean concentration and population exposure targets being achieved for both the Chipping Norton and Witney Air Quality Management Areas (AQMAs). The assessment applies a combination of both nearby Automatic Urban and Rural Network (AURN) pollutant concentration measurements and Defra background mapping for local authorities.

Defra background maps were used as part of the evidence base to determine the likelihood of the AQMAs achieving the new annual mean concentration target for PM_{2.5} in the future (10 µg/m³ or below by 2040). Air pollution background concentrations are published by Defra to support local authorities in carrying out review and assessment of local air quality as part of their duties under the Environmental Act 1995, as amended by the Environment Act 2021.¹⁷ The modelling methodology is based on the UK Pollution Climate Mapping (PCM) approach, used

¹⁵ https://consult.defra.gov.uk/natural-environment-policy/consultation-on-environmental-targets/supporting_documents/Air%20quality%20targets%20%20Detailed%20Evidence%20report.pdf

¹⁶ Public Health Outcomes Framework - Data - OHID (phe.org.uk)

¹⁷ <https://laqm.defra.gov.uk/air-quality/air-quality-assessment/background-maps/>

to model the annual mean background and roadside concentrations for the UK. Defra background maps provide estimates of background concentrations for specific pollutants to understand the contribution of local sources to total pollutant concentrations.¹⁸ They do not include information on localised air quality impacts within the AQMAs but do provide an evidence-based indication of how air quality concentrations are likely to change in future years for specified areas.

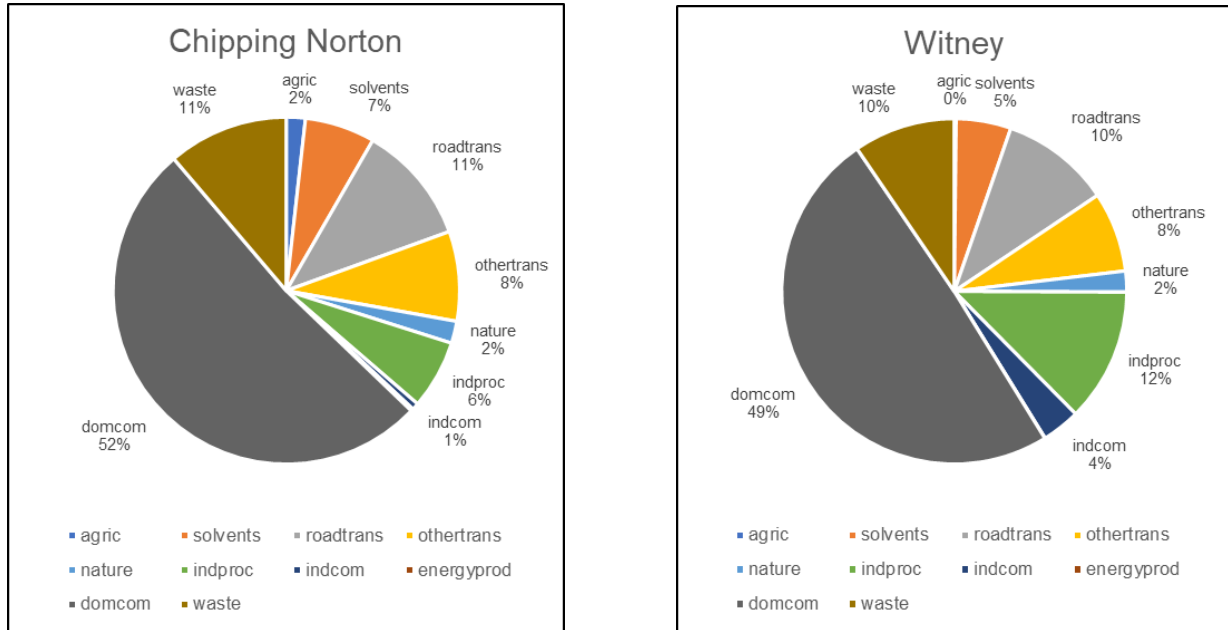
Measurements of pollutant concentrations from the AURN urban background monitoring site at Oxford St. Ebbes were also used to inform the analysis. As an urban background site located within 16 km and 30 km of the Witney and Chipping Norton AQMAs respectively, Oxford St Ebbes is considered to be a location representative of population exposure in both of the AQMAs. In accordance with the guidance, a baseline concentration was calculated by obtaining a three-year PM_{2.5} average using AURN data from 2016 to 2018 and from this, a population exposure target for 2040 was calculated. Statistical analysis of the air quality monitoring data from Oxford St Ebbes was performed using the Open Air¹⁹ package in R.

Source apportionment of Defra background maps for PM_{2.5} for 2019 are presented in Figure 1 for Chipping Norton and Witney respectively.

¹⁸ <https://uk-air.defra.gov.uk/research/air-quality-modelling?view=modelling>

¹⁹ <https://davidcarslaw.github.io/openair/>

Figure 1: Source apportionment of PM_{2.5} concentrations for Chipping Norton and Witney (2019).



Note:

agric = agriculture, forestry & land use change
 solvents = solvent use
 roadtrans = road transport
 othertrans = other transport & mobile machinery
 indproc = production processes
 indcom = combustion in industry

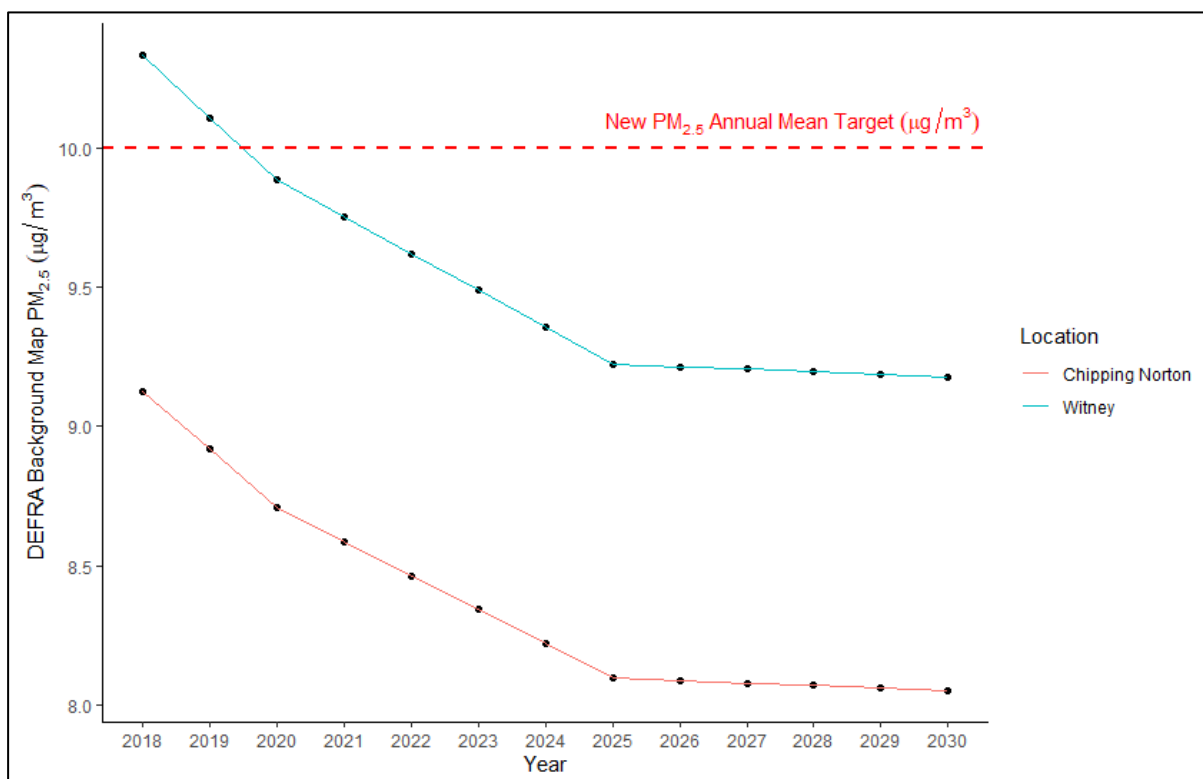
energyprod = combustion in energy production & transformation
 domcom = Combustion in Commercial, Institutional; Residential & Agriculture,
 waste = waste treatment and disposal.

D.3 Results

D.3.1 Annual mean PM_{2.5} concentration target

Modelled annual mean PM_{2.5} concentrations provided by the Defra background maps for Chipping Norton and Witney are shown for the years 2018 to 2030 in Figure 2. The plot shows that the background PM_{2.5} concentrations in Chipping Norton and Witney are predicted to be below the new annual mean concentration target of 10 µg/m³. Chipping Norton and Witney both exhibit similar trends in background annual mean PM_{2.5} concentrations going forward, with higher concentrations predicted in Witney.

Figure 2: Modelled background annual mean PM_{2.5} concentrations for Chipping Norton and Witney for 2018 – 2030 using data obtained from Defra background maps. The red dashed line shows the new PM_{2.5} annual mean target of 10 µg/m³ to be achieved by 2040.



The background maps are provided at a 1 km resolution and do not include information on localised air quality impacts within the AQMAs. This section therefore includes a comparison of both background and measured concentrations to provide information on how they relate to each other.

Figure 3 compares the difference between the measured and background PM_{2.5} annual mean concentrations at the Oxford St. Ebbes AURN site (PM_{2.5} is not currently measured in the AQMAs). As expected for an urban background site, the measured PM_{2.5} concentrations are similar to those provided by background maps and are within 3.35 µg/m³. The decrease in the measured PM_{2.5} annual mean concentration shown for 2020 and subsequent increase is likely to be the result of the COVID-19 pandemic lockdown measures.

Figure 3: Comparison of Defra background annual mean PM_{2.5} concentrations (red line) and measured annual mean PM_{2.5} concentrations (blue line) at the Oxford St Ebbes AURN site for 2018

to 2022. The red dashed line shows the new PM_{2.5} annual mean target of 10 µg/m³ to be achieved by 2040.

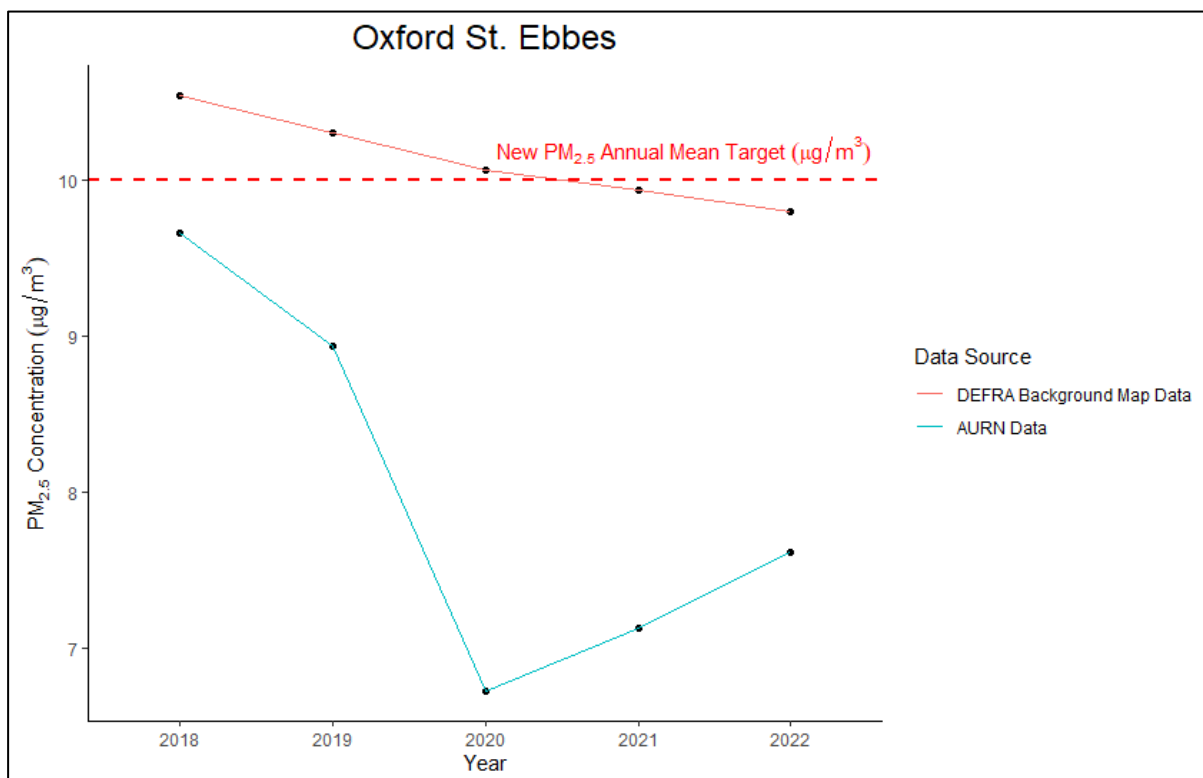
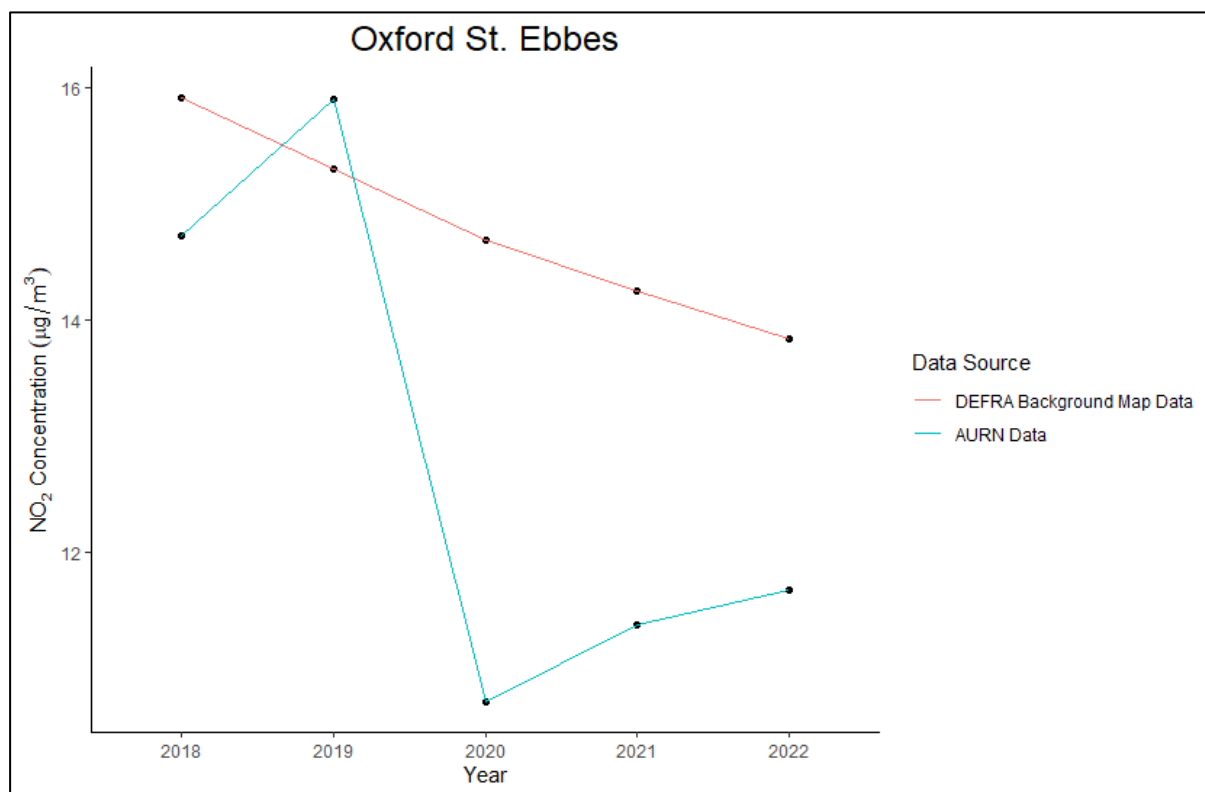


Figure 4 compares the difference between the measured and background NO₂ annual mean concentrations at the Oxford St. Ebbes AURN site. A similar relationship between background and measured concentrations is observed for both PM_{2.5} and NO₂. The measured NO₂ concentrations are similar to those provide by the background maps (within 1.19 µg/m³ for 2018-2019 and within 3.99 µg/m³ for 2020-2022). The background maps generally over-estimated the NO₂ concentrations except in 2019 where measured NO₂ exceeded the background NO₂ by 0.61 µg/m³. A decrease was observed in the measured concentrations in 2020.

Figure 4: Comparison of Defra background annual mean NO₂ concentrations (red line) and measured annual mean NO₂ concentrations (blue line) at the Oxford St Ebbes AURN site for 2018 to 2022.



There is currently no PM_{2.5} monitoring in the Chipping Norton and Witney AQMAs and therefore NO₂ concentrations were used to investigate the relationship between the measured and background modelled concentrations for the AQMAs. The AQMA boundaries of Chipping Norton and Witney and measured NO₂ concentrations are shown in Figure 5 and Figure 6. Table 1 shows the measured annual mean NO₂ concentrations at diffusion tube sites in Chipping Norton and Witney in 2021. As expected, the measured concentrations (16.5 – 38.2 µg/m³ in Chipping Norton and 26.9 – 37.6 µg/m³ in Witney) are higher than the background concentrations (6.77 µg/m³ for Chipping Norton and 8.27 µg/m³ for Witney) shown in Figure 7.

Figure 5: Measured 2021 annual mean NO₂ concentrations at diffusion tube sites in Chipping Norton.

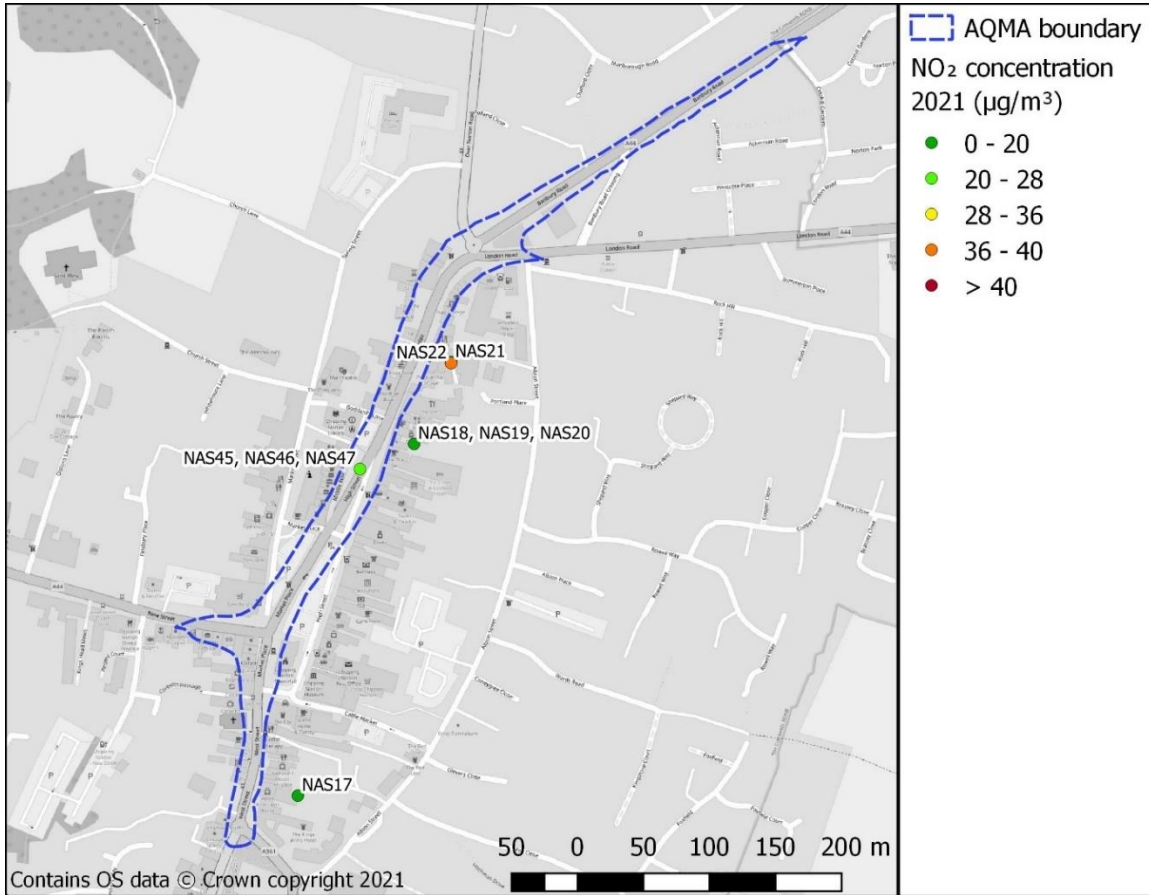


Figure 6: Measured 2021 annual mean NO₂ concentrations at diffusion tube sites in Witney.

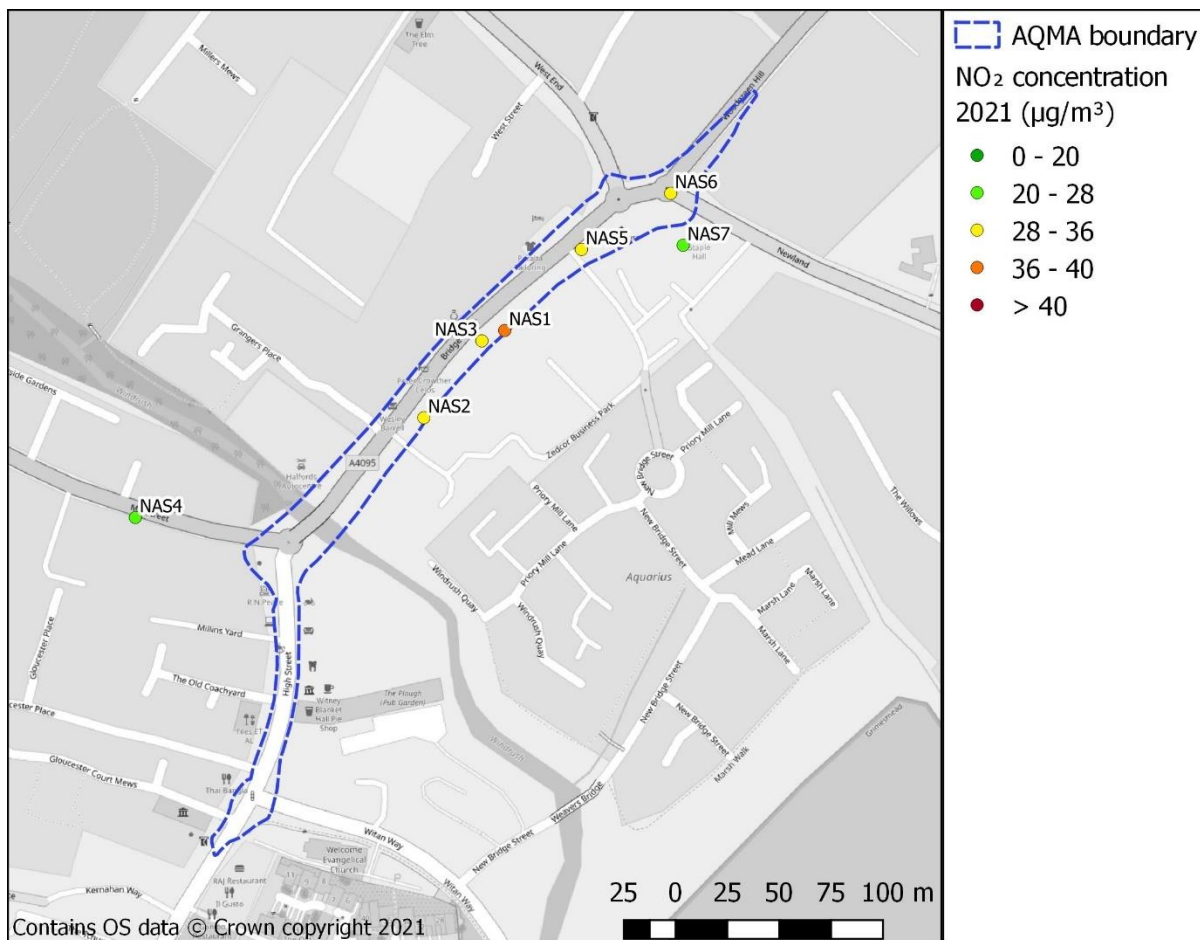
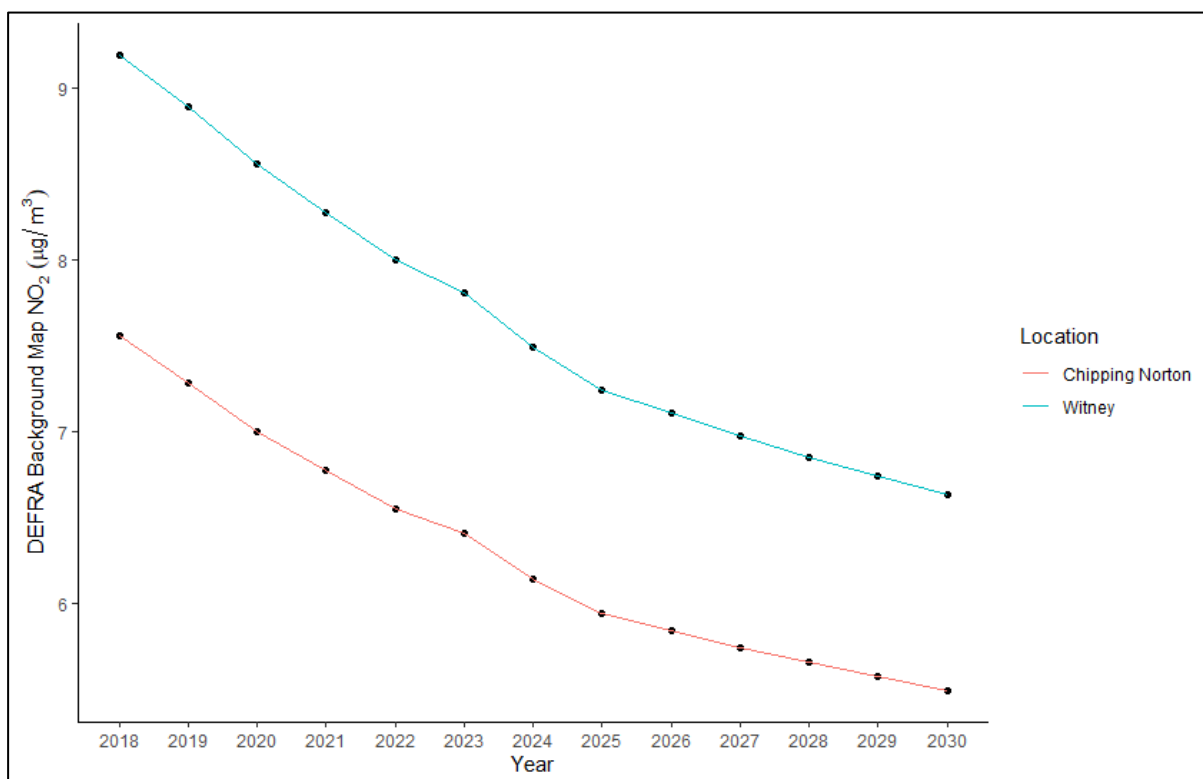


Table 1: The measured NO₂ annual mean concentrations at locations within the Chipping Norton and Witney AQMAs.

Location	Diffusion Tube ID	Annual Mean: Annualised and Bias Adjusted (µg/m ³)	Comment
Chipping Norton AQMA	NAS17	18.9	
	NAS18	-	Triplicate Site with NAS18, NAS19 and NAS20 - Annual data provided for NAS20 only
	NAS19	-	Triplicate Site with NAS18, NAS19 and

			NAS20 - Annual data provided for NAS20 only
	NAS20	19.8	Triplicate Site with NAS18, NAS19 and NAS20 - Annual data provided for NAS20 only
	NAS21	16.5	
	NAS22	38.2	
	NAS45	-	Triplicate Site with NAS45, NAS46 and NAS47 - Annual data provided for NAS47 only
	NAS46	-	Triplicate Site with NAS45, NAS46 and NAS47 - Annual data provided for NAS47 only
	NAS47	24.7	Triplicate Site with NAS45, NAS46 and NAS47 - Annual data provided for NAS47 only
Witney AQMA	NAS1	37.6	
	NAS2	31.8	
	NAS3	35.1	
	NAS4	26.9	
	NAS5	28.4	
	NAS6	29.9	
	NAS7	28.0	

Figure 7: Modelled background annual mean NO₂ concentrations for Chipping Norton and Witney for 2018 – 2030 using data obtained from Defra background maps.



Conclusion

The close similarities between the modelled background and measured PM_{2.5} and NO₂ concentrations at the Oxford St. Ebbes AURN site show that the Defra background maps provide a reliable evidence-based indication of how air quality concentrations are likely to change in future years for specified areas. However, as expected, differences between the Defra background maps and measured NO₂ concentrations at the Chipping Norton and Witney AQMAs were observed due to the low resolution of the background maps. Therefore, they do not show localised air pollutant hotspots.

Monitoring of PM_{2.5} within the AQMAs would provide additional and more localised information on PM_{2.5} concentrations and how they are likely to change in the future.

D.3.2 Population exposure target

A population exposure baseline for PM_{2.5} of 10.5 µg/m³ was calculated for 2018 as a three-year average (2016 – 2018) of measurements made at the Oxford St. Ebbes AURN site. A 35% reduction in population exposure, in line with the population exposure target would therefore equate to a 3.7 µg/m³ reduction in PM_{2.5} and a measured concentration of 6.8 µg/m³ by 2040.

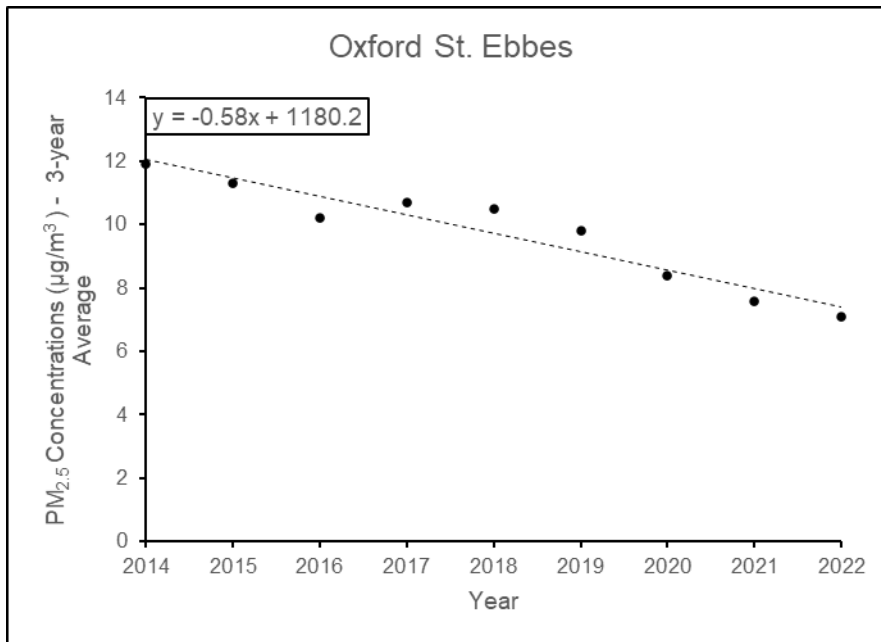
The three-year annual mean concentrations for PM_{2.5} from 2014 to 2022 are shown in Table 2 and Figure 8. The most recent three-year annual mean concentration for PM_{2.5} measured at Oxford St. Ebbes between 2020 – 2022 was 7.1 µg/m³. A further reduction of 0.3 µg/m³ would therefore be required to meet the population exposure target by 2040.

This section looks at trends in the measured PM_{2.5} concentrations at the Oxford St. Ebbes site and emissions projections from the National Atmospheric Emissions Inventory (NAEI) and considers how likely the 6.8 µg/m³ target is to being achieved by 2040.

Table 2: Three-year averages of measured PM_{2.5} concentrations at Oxford St. Ebbes from 2014 – 2022.

	2014 <i>(01/01/2012 – 31/12/2014)</i>	2015 <i>(01/01/2013 – 31/12/2015)</i>	2016 <i>(01/01/2014 – 31/12/2016)</i>	2017 <i>(01/01/2015 – 31/12/2017)</i>	2018 <i>(01/01/2016 – 31/12/2018)</i>	2019 <i>(01/01/2017 – 31/12/2019)</i>	2020 <i>(01/01/2018 – 31/12/2020)</i>	2021 <i>(01/01/2019 – 31/12/2021)</i>	2022 <i>(01/01/2020 – 31/12/2022)</i>
3-year average PM _{2.5} concentration (µg/m ³)	11.9	11.3	10.2	10.7	10.5	9.8	8.4	7.6	7.1

Figure 8: Scatterplot of the three-year averages for PM_{2.5} concentrations at Oxford St. Ebbes, AURN site. The linear regression equation is shown, and denotes a decreasing trend in PM_{2.5}.



The three-year average PM_{2.5} concentrations measured at Oxford St. Ebbes are shown in Figure 8. The regression line and equation show a decreasing trend in the three-year averages from 2014 – 2022. The gradient of the line is -0.58 which indicates that on current trends, the required reduction of 0.3 µg/m³ is likely to be met by 2040. However, the marked decrease from 2020 – 2022 is likely to be due to the effect of COVID-19 lockdown restrictions taking place in one or more of the averaged years.

To further investigate whether the 6.8 µg/m³ target is likely to be achieved by 2040, trend-estimates were calculated from hourly PM_{2.5} concentrations from the Oxford St. Ebbes site. Trend-estimates were calculated the Theil-Sen method included in the open-air package in R. Plots were produced for the last six and 10 year, to determine the short- and longer-term trends in PM_{2.5} concentrations measured at the sites. Both plots shown in Figure 9 and Figure 10 showed a statistically significant downward trend. The six-year plot showed an estimated downward trend of -1.28 µg/m³ per year, whilst the 10-year plot showed an estimated downward trend of -0.6 µg/m³ per year. The larger decrease in PM_{2.5} concentrations per year within the 6-year plot could again be associated with the

COVID-19 lockdown measures and their effect on PM_{2.5} concentrations, hence the 10-year plot reduction in <<PMSUB2.5>> concentrations per year may be considered more indicative of future trends.

Figure 9: De-seasonalised Theil-Sen trend estimate of PM_{2.5} mean concentrations throughout the past 6 years, at Oxford St. Ebbes urban background site. The solid red lines show the trend estimate and the dashed red lines show the 95 % confidence intervals for the trend. The overall trend is shown to be $-1.28 \mu\text{g}/\text{m}^3$ per year. The 95 % confidence limits are stated in the square brackets. The trends are significant to the 0.001 level.

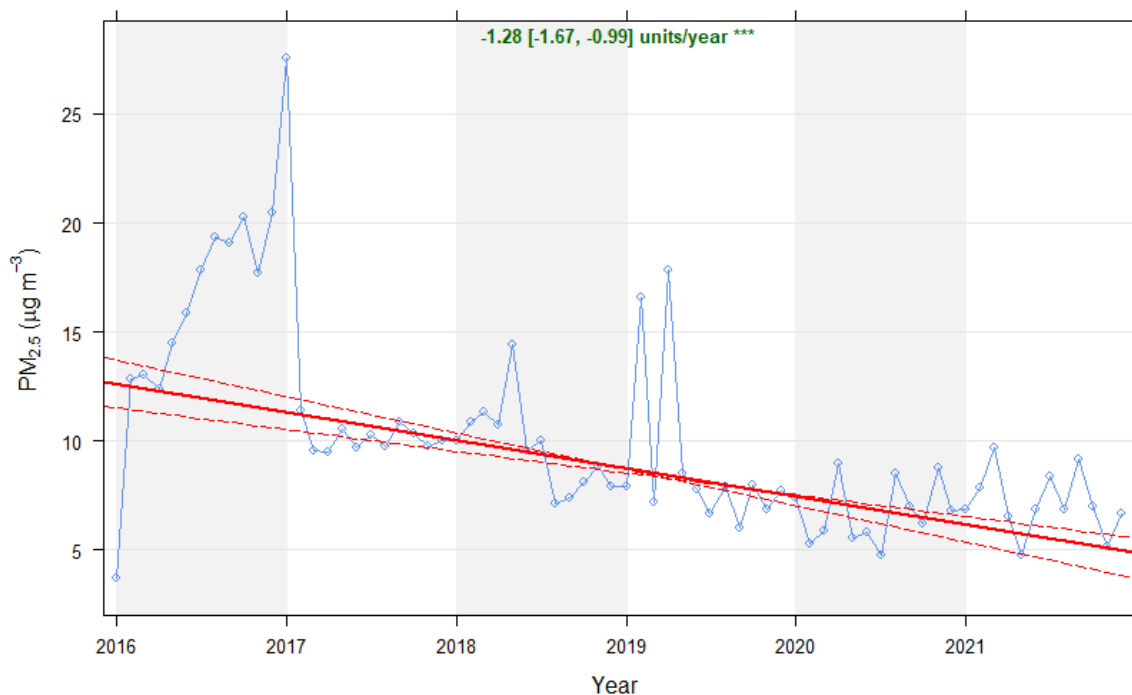
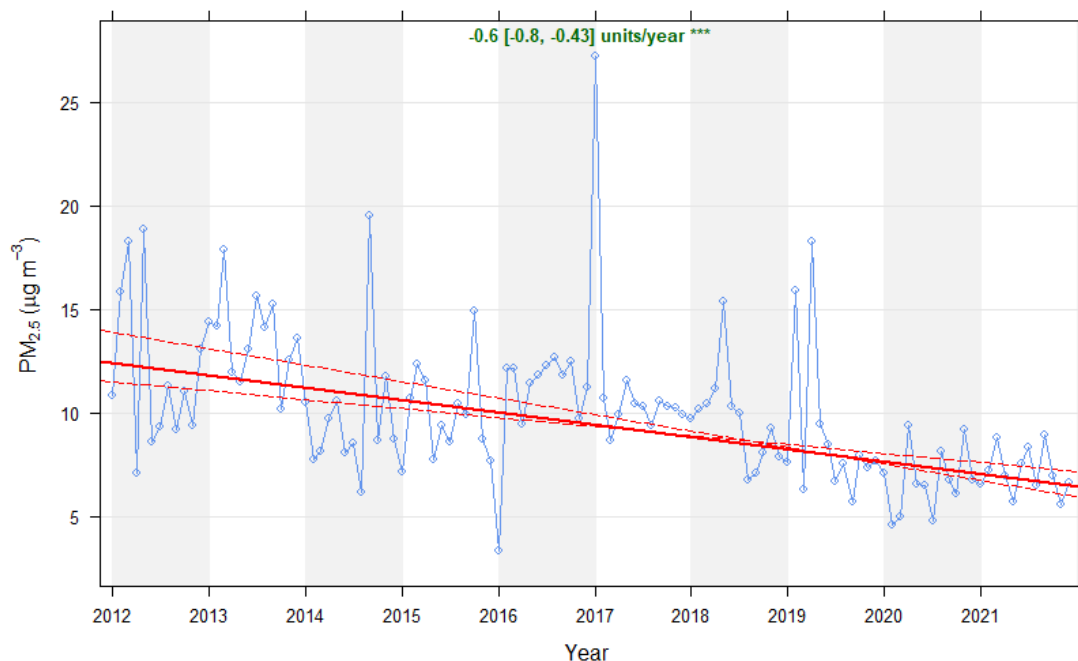


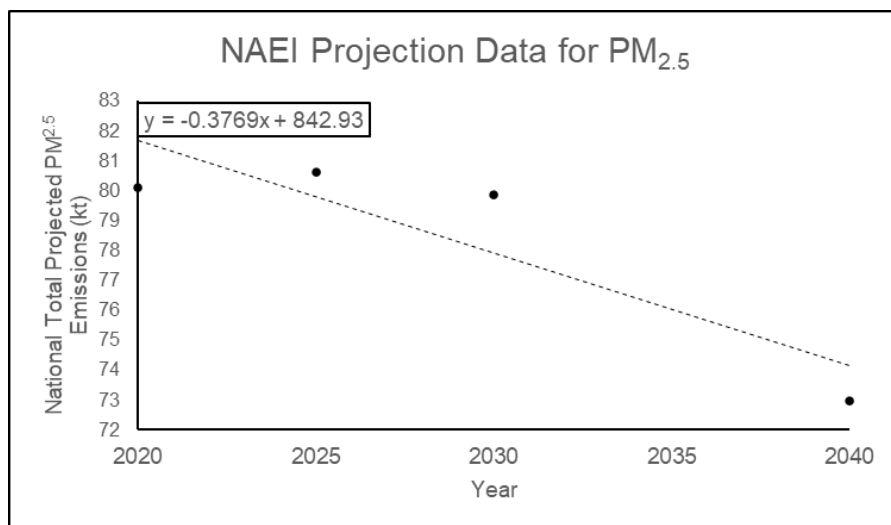
Figure 10: De-seasonalised Theil-Sen trend estimate of PM(2.5<=SUB)\D+- mean concentrations throughout the past 10 years, at Oxford St. Ebbes urban background site. The solid red lines show

the trend estimate and the dashed red lines show the 95 % confidence intervals for the trend. The overall trend is shown to be $-0.60 \mu\text{g}/\text{m}^3$ per year. The 95 % confidence limits are stated in the square brackets. The trends are significant to the 0.001 level.



Likely future trends in pollutant concentrations can also be predicted using emissions inventory projections. The Defra background maps applied in Section 3.1, are derived from the national PCM model which uses emissions projections from the National Atmospheric Emissions Inventory (NAEI). The NAEI calculates and reports on the quantity of pollutants that are emitted to air. This impacts on the concentrations of pollution in the air, although there is not a direct relationship between the two as concentrations can be affected by weather patterns, chemical transformations, and pollutants emitted elsewhere. Figure 11 shows the national emission projections for $\text{PM}_{2.5}$ for the years 2020, 2025, 2030 and 2040. A decrease in emissions of 8.9% is predicted between 2020 and 2040 and 9.5% between 2025 and 2040.

Figure 11: Scatterplot showing the national total projected PM_{2.5} emissions (kt) for the UK taken from the National Atmospheric Emissions Inventory report.



Emissions of pollutants are also provided in the form of UK maps which give emissions of various pollutants on a 1x1 km resolution. Maps are currently available for 2020. The total PM_{2.5} emissions from sources contained within the boundaries for Chipping Norton and Witney were 4.71 tonnes/km² and 16.81 tonnes/km² respectively.

Conclusion

A population exposure baseline for PM_{2.5} of 10.5 µg/m³ was calculated for 2018 as a three-year average (2016 – 2018) of measurements made at the Oxford St. Ebbes AURN site. A 35% reduction in population exposure, in line with the population exposure target would therefore equate to a 3.7 µg/m³ reduction in PM_{2.5} and a measured concentration of 6.8 µg/m³ by 2040.

Analysis of the three-year averages of measured PM_{2.5} concentrations at Oxford St. Ebbes from 2014 – 2022 shows that there is a decreasing trend for PM_{2.5} concentrations with a gradient of –0.58 µg/m³ per year. Analysis of the most recent six and 10 years of hourly data recorded at the site also shows that there is a decreasing trend for PM_{2.5} concentrations with a trend-estimate of –1.28 and –0.60 µg/m³ per year respectively. This is in line with national emissions projections which

show a decrease in PM_{2.5} emissions of 8.9% and 9.5 % and between 2020 – 2040 and 2025 – 2040 respectively.

Appendix E: Steering Group Workshop minutes (1st March 2023)

Chipping Norton Air Quality Action Plan Steering Group Meeting Minutes

Date: 01/03/2023

Time: 10:00 – 12:00

1. Participants

Ricardo Team

1. Tom Adams – Principal Consultant
2. Abigail Pepler – Senior Consultant
3. Ella Wingard – Consultant
4. Melissa Nikkhah-Eshghi – Analyst Consultant

Other Participants

	Name	Organisation/Position
1	Chris Ashley	Road Haulage Association, Policy Manager
2	David Rudland	WODC, Air Quality Officer
3	Katharine Eveleigh (Kate)	OCC, Health Improvement Practitioner
4	Jackie McLaren	WODC, Pollution Team, Senior Officer
5	Philip Measures	WODC, Senior Manager
6	Rhys Williams	Road Haulage Association, Regional Operations Manager
7	Susan McPherson	WODC, Senior Air Quality Officer
8	Bob Skillern	Gloucestershire County Council, Area Manager
9	George Sloan	Oxfordshire, Stagecoach
10	Kim Hudson	WODC Planning Policy Team, Principal Planner
11	Natalie Moore	OCC, Highways
12	Karen Toomer	WODC, Principal Officer

2. Overview of Air Quality Context *[presented by Melissa Nikkhah-Eshghi, Ricardo]*

- Health impacts of air quality
- Information on sources of about NO₂, NO_x, PM₁₀ and PM_{2.5}
- New PM_{2.5} targets (10 µg/m³ or less by 2040, 35 % reduction in population exposure compared to 2018 baseline, by 2040)
- PM_{2.5} assessment in Chipping Norton to see if targets will be met. The lack of PM_{2.5} measurement data meant urban background measurement data used from Oxford St. Ebbes as well as Defra background maps. It seems that targets will be met, but uncertainties as data used cannot capture PM_{2.5} in pollution hotspots like AQMAs.

3. Project Background *[presented by Tom Adams, Ricardo]*

- Provided an overview of what the air quality action plan should include and how we apply it to Chipping Norton.

- Action plan is required by LAQM framework. It is a live document reviewed and developed, to ensure current measures are progressing and new measures are being brought forward.
- Get stakeholders involved in development and adoption of measures.
- Most effective action plans follow a step-by-step approach which enable suitable measures to be developed, detailed evidence base and with local knowledge and collaboration.
- SMART measures
- Main criteria listed under environment act, which is a checklist for our plan
- Quantification required- Will achieve this for Chipping Norton through using the air quality model Ella has constructed.
- Feasibility, cost-effectiveness, council collaborations with organisations, clear timescales and whether measures will meet AQ objectives.
- Report template available on LAQM website we will use this. We are in the development and implementation of action plan phase. Minutes of these sessions will be in the appendix of the report. Recent feedback shows this is a part of the process that is highly valued so they would like it evidenced.
- Team has done a review of extensive measures 59 measures in the longlist, 47 from existing policies and strategies. Following the workshop the longlist will be refined to a shortlist.

4) Chat Box Discussion- Useful Documents

[10:25] **Eveleigh, Katharine - Oxfordshire County Council**

In development is an Air Quality Strategy for the County Council, due to be published in June, if that might be useful to have a draft version of?

[10:26] **Pepler, Abigail**

That would definitely be helpful if a draft could be made available to us.

4. AQ Modelling and Source Apportionment [Ella Wingard, Ricardo]

- 6 monitoring sites around AQMA along West Street Marketplace, High St. Horse Fair and part of Banbury Road
- Decrease in NO₂ concentrations, artificially low because of COVID-19 impacts. Using 2019 as it's the most recent year before pandemic.
- Where are the NO_x emissions coming from 60 % rural sources naturally occurring background concentrations and agriculture, road transport 20 % of NO_x concentrations
- Diesel HGVs accounted for 15 % of emissions largest contributor to NO_x, despite only making up 4 % of the fleet
- Comparison of graph to the annual average daily traffic flow count – contribution of HGV to air pollution is disproportionate
- Really detailed model of the pollution scene in Chipping Norton
- Canyon like environment where pollution builds up in Horsefair which was near monitoring site that exceeded NO₂ in 2019. This road and others impacted by street canyon.
- The output map shows 1 m resolution of NO_x in Chipping Norton with measured NO₂ concentrations overlaid. Model in good agreement with measured NO₂ and able to capture exceedances well and the street canyon effect.
- Model is ready to run some priority AQ measures. Although we don't have local measurement data to verify against, we will model PM_{2.5} and PM₁₀.

5) Discussion: HGVs Narrative in Source Apportionment

Chris Ashley- Concerned about HGV narrative and disproportionate emissions. Putting that into context, we do not dispute pollution comes from HGVs, but we need to have sensible policies in place to achieve that. We need to remember trends, this is old data, vehicles have been replaced, we can show charts where emissions have massively dropped. In spirit, in working together and solving issues, I want to flag the anti-HGV narrative.

Ella Wingard- Diesel cars and LGV also contribute, I just wanted to point out that HGVs contribute a small amount to the fleet composition but have high NOx emissions relative to that but they're still something we can consider.

Abigail Pepler- Not ideal to use 2019 data, but latest full and reliable year available due to COVID-19 effects in 2020 and 2021.

Chris Ashley- No I agree with you on that just one final point here is the big picture stuff. We have an economy to run, and we need to balance various outcomes, so that everyone is benefited.

Abigail Pepler- Useful points, good to understand different perspectives.

Philip Measures- Success of this depends on sensible and proportionate measures in this process. We are not relying solely on old data; the whole point of modelling is to project what the future emissions will be to see the benefit of measures we are looking at.

Kim Hudson- I agree we shouldn't point the finger at one source e.g., cars or HGVs. It's looking at all measures and a combination of actions to improve AQ. We should focus on things we can change and easy wins as well as longer term measures. We need to link benefits of better AQ to the economy to improve people's health through active travel. Looking at a holistic approach to improving AQ. Just wanted to make that point.

Abigail Pepler- Thanks Kim, as we go on you will see we have a wide range of measures targeting different areas.

5) Chat Box Discussion: HGVs

[10:35] Rhys Williams CMILT

Cars are a much bigger issue than HGV's, maybe the focus should be looking at that issue, rather than the HGVs, which are actually essential to the economy.

5. Discussion of Measures [Abigail Pepler, Ricardo]

6a. Priorities in AQAP

Housing development in East Chipping Norton which may bring about challenges such as increased traffic.

West Oxfordshire District Council Air Quality Action Plan for Chipping Norton –

AQAP need to have key priorities can be at least 3 but can be more. We've put some suggestions and welcome feedback:

- 1) Bringing Chipping Norton AQMA for NO₂ into compliance
- 2) Managing PM_{2.5} exposure
- 3) Improving accessibility into and around Chipping Norton by alternatives to private car – i.e. walking, cycling and public transport

Possible additional or alternative priorities could be

- 4) Improving AQ around schools
- 5) Reducing emissions from freight

6b. Modal Shift to Active Travel

Most work done on modal shift, loads of work being done regional and local, strategy. What's being done is: strategic active travel network project to identify new routes, key routes to prioritise, green ways, healthy streets approach, 20 mph roads, and design check tool. A lot of this is from existing district and strategies so good to hear from you all about priorities in Chipping Norton, what is not particularly well served in terms of cycling route and challenges with local topography with narrow streets.

6b) Chat Box Discussion- Modal Shift to Active Travel

[10:40] **Eveleigh, Katharine - Oxfordshire County Council**

With the new houses being built, are there plans to not use gas boilers and not install wood burners?

[10:41] **Moore, Natalie - Oxfordshire County Council**

A Local Cycling and Walking Infrastructure Plan (LCWIP) is also in development for Chipping Norton

[10:41] **Eveleigh, Katharine - Oxfordshire County Council**

Is there scope on the active travel to include activation projects, rather than just infrastructure changes, how will residents' behaviour be supported to use them.

[10:41] **Moore, Natalie - Oxfordshire County Council**

A Local Cycling and Walking Infrastructure Plan (LCWIP) is also in development for Chipping Norton

[10:41] **Eveleigh, Katharine - Oxfordshire County Council**

Is there scope on the active travel to include activation projects, rather than just infrastructure changes, how will residents' behaviour be supported to use them.

[10:43] **Eveleigh, Katharine - Oxfordshire County Council**

Re the topography, would e-bikes help? I note this slide is similar to Witney and one might prioritise this over "normal" bikes.

[10:45] **Chris Ashley**

Two points to make (also made yesterday with regards to Witney) - 1) Important to recognise that with 20mph roads, emissions from HGVs go up when travelling under 30mph due to the mechanical gear changes needed to keep the vehicle moving. 2) 20-minute neighbourhoods - no objection to the principle but effective local planning is needed to ensure that facilities/amenities expected by the public can be serviced by logistics firms.

[10:46] **Susan McPherson**

Mark should have been here - I have emailed him to see if he can join - it is unfortunate we don't have any representative from Chipping Norton itself.

[10:48] **Moore, Natalie - Oxfordshire County Council**

I can take the query regarding Mobility Hubs back to my team leader as our team are involved in one near to Woodstock

6b) Discussion: Modal Shifts in Active Travel

Chris Ashley- Bear in mind 20mph roads emissions for HGVs go up if they travel under 30mph, down to mechanics. 20-minute neighbourhood plans, we support that, but effective planning is required, need to make sure facilities and amenities can be serviced by logistic firms.

Philip Measures- I take the point Chris makes and it should be considered how to smooth the traffic rather than the speed limit. How best to smooth traffic flow, is there a natural speed limit anyway in Chipping Norton and Witney, that vehicles can't do much more than 20mph anyway because of the nature of traffic going through.

Abigail Pepler- Kate has mentioned in the chat, is there scope on active travel? That's a good point and it would be interesting to if anyone has opinions on what the uptake would be on active travel, as well as infrastructure. Has work been done on engagement locally, or will it be done?

Kate Eveleigh- Healthy place shaping team is looking at e-bikes and community activation side of things probably with the active travel colleagues. Something that public health is looking at.

Abigail Pepler- Any info in an email would be great to take forward to an action plan. Susan has made a note in the chat that Mark was meant to join he was a representative from Chipping Norton Town Council. Hopefully some feedback over email.

Kim Hudson- Interesting work being done by county council on mobility hubs, different types of hubs could be as small as a bus stop, info at hubs the ability to walk and cycle to hubs, for multi-modal transport to be made more seamless, I don't know what stage that's at but it's an interesting study. Car parking as well but we can discuss later.

6c- Modal shift to Measures that Encourage Public Transport

Modal shift away from private cars encouraging public transport. Two main bus operating companies in area including Stagecoach. Would be great to hear of the measures being addressed by Stagecoach. To make sure that our connections to public transport and bus services are put in place for due areas and, where possible, also existing areas that will take people

6c) Discussion: Modal Shifts in Public Transport

George Sloan- Good time for me to say a couple lines. Main challenges post-covid especially in rural areas, must be creative in developing network and connections, whilst being conscious of revenue and viability. We will start next week the 7-service replaced by s7 service, residents from Chipping Norton can get to Witney and Oxford. We work with council to decide when to decide the communities as in times of services. We have to be creative with how to generate revenue, and also serve the communities. The challenge is to get people to drop the car and get on the bus. But I think providing the connection to both Witney and Oxford will be a positive step for that area and will hopefully encourage more use leading to reduction in car usage.

Abigail- We may follow up over email to get detail. Is there anything else we could discuss in improving uptake of bus journeys?

George Sloan- In my opinion the standard of bus stops if they're covered or whatever is important. People can find themselves on the side of the road for more than 20 minutes, so it's useful to have sheltered bus stops or benches. It's good for people to turn up to a bus stop and get a bus. But there's no public input, it's run privately.

Philip Measures- I want to follow on from that and developing actions can focus on patronage on how to promote increase in it. Opportunities to go forward: how much scope there is to look at the emission standards of the buses using routes, and that also to be a selling point of people to be using the buses, so they're a part of the measures improving the AQ in AQMA.

George Sloan- EURO 6 standard in Chipping Norton, which is good. We work in partnership with Oxfordshire County Council, back end of 2023, and 2024, we will see delivery of those vehicles. 56 electric vehicles will be based in Oxfordshire, there's not scope for them to be in Chipping Norton.

6d- Freight

Freight is complex, it is needed it is important, we need to focus on measures to support freight industry. One measure is whether a freight consolidation centre would be feasible, to reduce HGV trips in last mile delivery. Chris mentioned it is not cost-effective and land-use. The study will be going ahead at the county council level. Looking into freight recognition scheme communicated to local businesses and other HGV operators. A freight recognition scheme, ECOSTAR provides guidance to making improvements, so it extends to other types of vehicles and council fleets, even if you have one vehicle they provide guidance and recognition for operating best practices. The aim is to reduce fuel consumption, so it reduces fuel usage and then AP reductions. Something that could be investigated.

6d) Discussion: Freight

Chris Ashley- Customers demand goods, you won't see goods without demand. The freight must get to where it must go. It's mathematics, or you distribute it over smaller vehicles which adds to pressures on the road space. A lot of vehicles from consolidation centre. Weight limits, it displaces freights, it doesn't stop it, it sends it different directions.

Philip Measures- To follow on from that point, the point of the feasibility study is to explore this. Greener vehicles to do final part of the delivery. You got greener transport going to spots particularly effected by pollution. There is a potential for smaller vehicles to be less polluting.

David Rudland- To recognise the pinch point, the south end of Horse Fair. Not everything is going to Chipping Norton and stopping it is going through it.

Abigail Pepler- Other measures could be appropriate HGV route map, to help guide the freight journeys. Some HGV movement could be redistributed to Easter link road, would involve assessment of impacts to the houses in the area.

Natalie Moore- The narrative on the housing development road and what would be needed. The way we are looking at the road, the road we have will be servicing the development. It will be built so it can take buses and HGVs, main point is for the actual development of itself. Where is the flow of traffic going? Not just HGVs, we've been constantly asked to look into it, where is traffic coming to and from. There's a predominant east west traffic than north and south. What we can take out of the town centre, if they are mainly doing east west movement, they need to go back up into the town centre back out via West Street and New Street, if they go out through A361, you know the road works perfectly. But there's a bit of caution about what we are saying that road will do. We thought we would flag that up.

Abigail Pepler- Thanks very useful information. Freight recognition schemes could also be an option like ECOSTARS.

Chris Ashley- Already very heavily regulated industry, we need to be persuaded by these schemes, as they are another regulatory tool.

Abigail Pepler- Thanks. It might be a case to investigate and do stakeholder focus groups to see if it can be relevant for Chipping Norton.

Philip Measures- We are looking into the council, the direction of travel for the council fleet, and standards we require of those and changes we've got regards to our council plate and licensing. We touched briefly on this yesterday but again there's a question for licensing taxi drivers and processes around that. Again, what standards are being demanded of them and determine what our policies are, so maybe we can bring that into this.

6d) Chat Box Discussion- Freight

[11:02] **Rhys Williams CMLT**

There are also commercial implications to using consolidation centres, hence why most have failed, as there is the risk of the customer getting 2 delivery charges, meaning higher cost to end user.

[11:04] **Kim Hudson**

There are also opportunities for the study to consider opps for customers to pick up goods in convenient locations which is already popular in certain stores/ to post office locations etc?

[11:06] **Rhys Williams CMLT**

We must not lose sight of the fact, the main route through Chippy is the A44, a main trunk road, originally built to take road freight, therefore if we are looking at removing or restricting road freight from using the A44 through route, then a viable HGV "friendly" road needs to be considered.

6e- Other Traffic Management

We've mentioned 20 mph roads, and Chris has made the important point that these are not beneficial to HGV. Philip has mentioned the potential benefit in smoothing traffic flow, and that often due to congestion this is the natural speed anyway. Urban traffic control systems at key junctions/traffic lights operating at peak times to improve traffic flow, increased anti-idling enforcements, car parking interventions. Anti-idling enforcement would need to be accompanied by an information campaign, inform the public why it's bad for AQ, and what the statutory powers are in terms of fines for idling. Chipping Norton has a challenge for parking already, with a number of small car parks and often a lack of availability for spaces. Very complex issues, not sure if we will come up with solution today. Would be good to hear about feedback for this. One action could be to improve AQ in this area limiting the parking to disabled only. For example the on-street parking bays located near to diffusion tubes which have been in exceedance. Other option could be provision of more parking, further away from town centre, perhaps being served by park and ride, dependant on likely uptake.

6e) Discussion: Other Traffic Management

Chris Ashley- A quick point about 20 mph issue then you increase journey times. It impacts haulage industry because of increase of hours in drivers. Think strategically here, when drivers time is up, he has to pull up and park. That pulls into question parking spaces for HGVs. This has a knock-on effect not just locally.

Abigail Pepler- Another good point, good to see it from different sides.

Natalie- One of the potential schemes they looked at was potential schemes like gating. It ended pushing AQ issues further out so if traffic control systems are used, will monitoring be used to determine impacts if the AQ impacts?

Abigail Pepler- I assume any schemes like that would have a great deal of traffic modelling before decisions were made, and assessment of many different options.

David Hudson- We monitor outside that area so we can see the effect on the immediate impact on surrounding street outside the AQMA. But within Chipping Norton it's hard to say. An example in Gloucestershire where traffic control systems improved traffic flow and AQ emissions. We could see if we could do it in the same way.

Philip Measures- Smoothing traffic flow is important, but 20 mph is already in place. It's only a small area so shouldn't change journey times. Should improve journey times if traffic is smoothed and improve safety of pedestrians. There are benefits there.

Abigail Pepler- Can I ask Natalie what the status is of the travel plan? Potentially some of what's being discussed today could be taken further from a traffic transport modelling side.

Natalie Moore- First wave being drafted, finished sometime in Spring, and then the second wave that will include West Oxfordshire will draft around summer to autumn. Absolutely with regards to transport modelling there's a good opportunity to collaborate and interweave elements of various plans.

Kim Hudson- On the topic of car parking charges, politically they've been very unpopular with our members. This could change due to new members. You could put charges in, but you need people to access the centre, so this needs to be considered. Accessibility needs to be considered, otherwise it has a detrimental impact on the town centre and economy. So, this needs to be looked at from a wider perspective.

George Sloan- Relation into parking, you mentioned park and ride. Have you considered this or fleshed it out? It would be small scale

Abigail Pepler- It is an initial thought, some blue-sky thinking. If there's appetite for it, then we can include it as something to investigate further. Just to bring it us back to overall priorities of AQAP, and our suggested priority reducing private cars improving uptake of cycling, walking. We can't bring that forward if feedback shows little appetite for action.

6e) Chat Box Discussion- Other Traffic Management

[11:20] **Kim Hudson (External)**

Agree - it's balancing all the needs and the roads are slow within CN in any case due to traffic levels. The Witney study is making good progress and then the CN study will be in the next 'round' as I understand

[11:24] **Chris Ashley**

Point about 20mph speed limits is that, whilst we're happy to work through the issues, there are consequences that need to be taken into account - from our perspective, there are two main issues: 1) increased emissions, and 2) impact on strictly enforced drivers hours and the need for HGV parking facilities to mitigate this.

[11:25] **Kim Hudson**

The options for a P&R have been considered in the past but not in detail. It would be small scale with a shuttle bus but there's no easy options due to the road constraints.

6f- Improving Technologies

Encompasses a range of different technologies, promotion of homeworking, electric vehicle charging infrastructure roll-out and opportunities to further with improving accessibility and availability of charging. Other measures include investigating electric bike and scooter hubs, recharging infrastructure in terms of new developments. Researching low/zero carbon fuel sources and parking permit discounts for LEZ vehicles if parking charges are taken up.

6f) Discussion: Improving Technologies

Chris Ashley- EV vital a barrier stopping electric HGVs we don't nationally have charging infrastructure in place. Got to get infrastructure in place if you want vehicles that pollute less. Is it a similar issue for buses in terms of infrastructure?

George Sloan- Infrastructure challenge is enormous. But also, the challenge making sure we are still operational whilst the transition takes place. Whilst we are planning this we must consider where to put the fleet, how to run the fleet. Land is scarce in Oxfordshire. You raised the concern on charging infrastructure, the commercial opportunity for having a site for charging vehicles, everything will be out in day. Letting people use the charging hub in day. HGV sector can work together.

Chris Ashley- It's long-term work to manage expectations amongst colleagues on this call. But more broadly there are opportunities for different associations working together. It is a long way off.

George Sloan- The cost of all this, we have had support of ZEBRA scheme and funding, however infrastructure we have to bear the cost of, for HGV these schemes aren't in place for the industry.

Kim Hudson- Be mindful of where the charging points are put, so small scale park and ride outside of centre for example. Huge infrastructure challenges wider than Chipping Norton, future Oxford

6g- Targeting Particulates

Assessment of PM_{2.5} has been commissioned which will be circulated. Considering PM_{2.5} monitoring in Chipping Norton potentially with low-cost sensors. Development of domestic solid fuel policy together with or separately from a Bonfire policy. And consideration of smoke control areas. Does anyone have thoughts? We got feedback saying the evidence on wood burning is compelling.

6g) Discussion: Targeting Particulates

Philip Measures- My team would have to look at those, wood burning stoves have become popular. And some complaints have come into his team where wrong fuel has been used or devices are inappropriately, chimneys close to where people reside. The topography in certain areas. There is a balance. Negative consequences on environment. Need for my team to liaise and make a policy. Better advice and guidance are useful on bonfires and stoves.

6g) Chat Box Discussion- Targeting Particulates

[11:42] **Kim Hudson**

Wood burners may also become more popular with the cost of electricity increasing so important to increase awareness.

[11:43] **Eveleigh, Katharine - Oxfordshire County Council**

City have been running a Comfort Heaters campaign with Friends of the Earth recently

[11:44] **David Rudland**

To follow up Phil's point Smoke Control Areas are not the final word to control wood burning activities. This is mainly about control on use and selection of wood burning stoves. You can use outdoor barbecues, chimineas, fireplaces or pizza ovens in smoke control areas. Our main power is nuisance legislation to deal with extremes of wood burning.

6h- Engagement and Public Awareness

Air quality awareness website worked on county council level. There's a measure for community activation, school streets and work with schools. Collaboration with local cycling groups on infrastructure. There's opportunity to go further, how else can we support local groups and school travel plans. Feedback mentioned specific plans for schools, anti-idling awareness campaigns, using air quality sensors. AQ sensors might be done on AQ website can anyone comment?

6h) Chat Box Discussion- Engagement and Public Awareness

[11:46] **Moore, Natalie - Oxfordshire County Council**

Officers in the Travel Plans team will be able to provide you with information regarding School Travel Plans

[11:46] **Eveleigh, Katharine - Oxfordshire County Council**

Have links been made with the local Community Action Groups re engagement and the like - link to the climate action work?

[11:47] **Moore, Natalie - Oxfordshire County Council**

I think Councillor Sandra Coleman from Chipping Norton Town Council may be able to help with information on mobility groups / contacts for Chipping Norton

[11:48] **Eveleigh, Katharine - Oxfordshire County Council**

<https://www.cagoxfordshire.org.uk/>

Possible links on community activation - <https://www.oxfordshire.gov.uk/residents/social-and-health-care/public-health-and-wellbeing/healthy-place-shaping#:~:text=Healthy%20place%2Dshaping%20is%20a,of%20belonging%2C%20identity%20and%20community.>

6i) Other

Council could develop AQ supplementary planning document embedding healthy streets, 20-minute neighbourhoods and points ensuring developers provide for EV charging, for links to public and active travel routes. That could be taken forward if council and stakeholders are in agreement, as it could encapsulate quite a lot of points. Another point was reviewing travel and expense policies within council, making council fleet sustainable transport, and driver awareness training. Reducing and re-prioritising council staff and introduce charges in council-owned public parking for council staff and promotion of car clubs and car shares. Someone suggested taxi and broader licensing measures to incentivise low emission vehicles and restricting diesel emissions from vans.

6i) Discussion: Other

Kim Hudson- We probably don't have resources to have an SPD for AQ alone covered by other policy documents. Got policy in current local plans and new local plans. It's not my call but will it give you more than what we currently have?

Abigail Pepler- Discuss with your team, and let us know

David Hudson- Technical point to Kim if you have an SPD, it becomes out of date. We might better go for AQ guidance than an SPD.

Kim Hudson- An SPD takes longer to formalise and can become out of date. Local plan doesn't become out of date. Happy to go back to the team and speak to manager to see the best approach to feed back

7) Priority Measures to Assess Further [Abigail Pepler]

Defra best practice involves quantification of priority measures and technical guidance specifically suggests 3-5 to be taken forward for assessment. Here are our suggestions, we could put through our AQ model, building on baseline model Ella developed.

- 1) General 5, 10, 15 % reduction of HGVs on Horse Fair/Market Place/West Street
- 2) General 5, 10, 15 % reduction to cars on the street

Could link this to any transport modelling from OCC options appraisal for West Oxfordshire Travel Plan, link up to air quality model

It's difficult to quantify every measure directly e.g., cycling trips but we can see what the impact of a variety of measures would be through reduction in vehicles.

Modelling results will be circulated amongst steering group.

8) Next Steps (Tom Adams)

Thanks everyone for their contributions. An interesting and productive session. If there are any points to raise email us after the session.

Next steps in terms of AQAP process:

- 1) Distribute copy of slides and minuting minutes to all by email
- 2) Draft AQAP- Final short list of measures through refining measures and run AQ modelling and include results
- 3) Draft plan for public consultation where finalisation of action plan measures occur based off feedback.

Phillip Measures- Thanks for input, it's been interesting and lots of work has been done. I think the outputs should be positive from this work. Thanks to Thomas, Abigail and Ricardo for the work they've put in and pulling this morning's workshop together. It's been a good session Thank you.

6 Glossary of Terms

Abbreviation	Description
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values'
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
AQS	Air Quality Strategy
ASR	Air quality Annual Status Report
Defra	Department for Environment, Food and Rural Affairs
EU	European Union
LAQM	Local Air Quality Management
NO ₂	Nitrogen Dioxide
NO _x	Nitrogen Oxides
PM ₁₀	Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less
PM _{2.5}	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less

Agenda item 11 – Speed Indicator Device

Following a consultation with residents on Churchill Road the Traffic Advisory Sub-Committee have recommended that a Speed Indicator Device should be installed at the proposed location entering Chipping Norton on Churchill Road. This location has been approved in principle by Oxfordshire County Council.



Quotations for the Speed Indicator Device have been sought from several suppliers. Due to commercial sensitivity quotations received are outlined in a confidential appendix to this report.

Chipping Norton Town Council does not have a pre-agreed budget for Speed Indicator Devices, and therefore if funded by the Council the costs would need to come from general reserves. However, County Councillor Geoff Saul has confirmed that he would be happy to consider funding the project through the Councillor Priority fund.

Recommendation:

- a. That the committee consider which make and model would be most suitable.
- b. That the committee consider whether to apply for the County Councillor Priority fund to cover all or part of the cost if supply and installation of the device.

Item 12: Planning Applications

1. **APPLICATION NO:** [23/01492/S73](#)
PROPOSAL: Removal of conditions 4, 6, and 7 of permissions [20/00344/S73](#) and [19/00638/FUL](#) to complete proposed works without the submission of the details of external windows and doors, details of superfast broadband and full surface water drainage scheme (retrospective).

APPLICATION NO: [20/00344/S73](#)
PROPOSAL: Non compliance with condition 2 of planning permission [19/00638/FUL](#) to allow design change.
LOCATION: 5A The Leys, Chipping Norton, Oxfordshire
2. **APPLICATION NO:** [23/01526/FUL](#)
PROPOSAL: Removal of existing external signage, removal of ATM and infill existing aperture with stonework to match existing, removal of night safe face plate only and infill aperture with stonework to match existing, seal existing letter box internally.

APPLICATION NO: [23/01527/LBC](#)
PROPOSAL: Internal and external alterations to remove existing external signage, remove ATM and infill existing aperture with stonework to match existing, remove night safe face plate only and infill aperture with stonework to match existing, seal existing letter box internally, remove internal counters and all internal furniture and removal of a few stud partitions.
LOCATION: Barclays Bank, 15 High Street, Chipping Norton, Oxfordshire
3. **APPLICATION NO:** [23/01499/LBC](#)
PROPOSAL: Internal and external alterations to include a mixed-use conversion and redevelopment of existing retail and residential premises to form a 2-screen cinema, eight residential apartments (C3) plus five serviced short-term let apartment suites, with 14 spaced car park and shared bin and bicycle stores to rear. Variation of condition 5 (approved plans) of planning permission [21/01205/LBC](#) to allow design changes.
LOCATION: 29 High Street, Chipping Norton, Oxfordshire
4. **APPLICATION NO:** [23/01458/LBC](#)
PROPOSAL: Erection of advertisement signs
LOCATION: 29-30 High Street, Chipping Norton, Oxfordshire
5. **APPLICATION NO:** [23/01286/HHD](#)
PROPOSAL: Addition of side door entrance, two proposed skylights to rear garage roof and front of loft
LOCATION: 5 Wilcox Road, Chipping Norton, Oxfordshire
APPLICANT: Mr Tom Festa
6. **APPLICATION NO:** [23/01730/HHD](#)
PROPOSAL: Erection of single storey and first floor extensions
LOCATION: 33 Lords Piece Road, Chipping Norton, Oxfordshire
7. **TO NOTE:**
We have received comments from the agent representing **APPLICATION NO:** [23/01460/ADV](#)

(proposed signage for cinema at 29-30 High Street, Chipping Norton,) following Cllr comments which were submitted to the WODC Planning Portal:

"There would not be any glare to motorists as the fascia letters are warm white halo and the small box on top of the double sided sign is diffused by opal acrylic so neither has direct light from the signage. The illumination will also be turned off during the night and this will occur when the cinema closes at 23.00 except for 24.00 on a Saturday."