

**From:** Janice Bamsey  
**Sent:** 10 February 2023 12:35  
**To:** Info <[info@witney-tc.gov.uk](mailto:info@witney-tc.gov.uk)>  
**Subject:** Swift Boxes - FAO Adam Clapton

Hi Adam

Giles Hughes has forwarded your recent letter about swift boxes through to the Planning Policy Team.

As you know, we have begun the review of the West Oxfordshire Local Plan 2031 and an important part of that review will be how we can contribute towards nature's recovery, including for specific habitats and species.

In the meantime, I see that there has been additional guidance recently added to the Council's website to assist those making planning applications. This guidance includes a section on biodiversity requirements, covering bird boxes and bricks. A link to the guidance is now included in the Sustainability Checklist.

For your information, here's the link and an extract:

<https://www.westoxon.gov.uk/planning-and-building/planning-permission/make-a-planning-application/planning-application-supporting-information/>

### **Biodiversity requirement**

Our biodiversity requirement asks an applicant to submit a self-assessment form as part of their supporting documentation. Please check the associated validation checklist to see if this is required. If you do not provide a self-assessment when submitting your application, it is likely the application will be invalid.



[Biodiversity Self Assessment Form - Full \(Feb 2023\) - pdf - 295 Kb](#)



[Guidance for Biodiversity Self Assessment - Full \(Feb 2023\) - pdf - 466 Kb](#)



[Biodiversity Self Assessment Form - Householder \(Feb 2023\) - pdf - 1.05 Mb](#)



[Guidance for Biodiversity Self Assessment - Householder \(Feb 2023\) - pdf - 452 Kb](#)

I will speak with the Council's Planning Biodiversity Officer to see if any further updates can be made to the Sustainability Checklist specifically in relation to swift bricks and/or a document focusing on swifts, similar to Cherwell District Council's Swifts Conservation Project.

Kind regards

Janice Bamsey  
Principal Planning Policy Officer