

Post SHMA Strategic Work programme

No.	Programme Element	Lead Council(s)	Resources	Tasks	Outputs	Original Completion Date	Revised completion date	Notes
1	Programme Set Up	WODC	Growth Board Programme Manager/ In-house staff	Prepare Detailed Project Plan, agree project leads, identify resources, and define steering and reporting arrangements	Detailed Project Plan for approval at February Growth Board	January 2015	January 2015	
			Growth Board Programme Manager/ In-house staff	Recruit/Identify Strategic Planner to support the Growth Board Programme Manager	Fixed term/ seconded Strategic Planner	February 2015	May-15	Agreed to be part of the tender for a critical friend
			Growth Board Programme Manager/ In-house staff	Engage external expert Critical Friend to independently validate and comment on the programme at key stages	Critical Friend appointed	February 2015	May-15	Appointed Mid May
			Growth Board Programme Manager/ In-house staff	Develop communications strategy and Growth Board website	Communication Strategy and Website Information	February 2015	February 2015	Comms strategy completed.
2	Define Oxford's Unmet Need	OCityC	In-house staff/ Consultants	Detailed response from VOWH, SO and CDC on Oxford SHLAA (Cundall Review)	Cundall Report	November 2014	November 2014	
			Critical Friend	Critical Friend reviews Oxfords SHLAA and responses from rural districts and recommends an unmet need figure for Oxford based upon existing policy, with policy change options to be considered as a Strategic Option(s) and tested	Critical Friend Review Paper	February 2015	May-June 2015	Delayed as consequence of delays in appointing critical friend
			In-house staff/ Consultants	OCityC and rural districts consider Critical Friend recommendation	Agreed position between OCityC and rural districts on unmet need figure, OCityC publish final SHLAA	March 2015	May-June 2015	Delayed as consequence of delays in appointing critical friend
3	Strategic Options development to inform housing distribution	WODC	Growth Board Programme Manager/ Strategic Planner/ In-house staff	Define scope of Strategic Options (i.e. size thresholds and essential criteria) and prepare standard information template (SHLAA compatible)	Scoping Paper and Standard Information Template	January 2015	Mar-15	Scoping paper agreed on 23rd March.
			Individual Districts	In-house staff	Further calls for sites (if necessary)	Revised District SHLAA (if necessary)	March 2015	
				Individual Districts generate Strategic Options	Strategic Options for all rural districts	March 2015	May/June 2015	
		WODC	Growth Board Programme Manager/ Strategic Planner/ In-house staff	Collate combined list of Strategic Options	Draft Strategic Options list	March 2015	May/June 2015	This will now be done by districts themselves to save time and a task to compare as part of check and challenge agreed
		All Councils	Critical Friend, Growth Board Programme Manager/ Strategic Planner/ In-house staff/ Consultants	Check and Challenge workshop on Strategic Options list to ensure that all reasonable options have been included	Final Strategic Options list	March 2015	W/C 3rd-9th June	
4	High Level Sustainability Appraisal and Strategic Options Assessment	OCountyC	In-house staff	Finalise brief and procure consultants for Sustainability Appraisal, Green Belt Study	Project Brief	February 2015	February 2015	Agreed on 24th February
			Consultants	Set Objectives and Baseline for Sustainability Appraisal	Sustainability Objectives and Baseline Report	March 2015		
		Individual Districts	In-house staff	Assess physical capacity, strategic green infrastructure requirements, deliverability, phasing and timescales of Strategic Options	Extended information templates	April 2015		
		OCountyC	In-house staff/ Consultants	Study the relative contribution of areas of land to the purposes of the Oxford Green Belt in order to identify the potential, or not, for development, and the case for additional areas to be added to the Green Belt.	Draft Report on Green Belt Study	June 2015	Aug-15	
				Identify any strategic environmental constraints	Report on Strategic Environmental Constraints	June 2015	Oct-15	
				Identify any strategic infrastructure constraints	Report on Strategic Infrastructure Constraints	June 2015	Oct-15	
				Identify any strategic water constraints	Report on Strategic Water Constraints	June 2015	Oct-15	
				Assess Strategic Options for consistency with Strategic Economic Plan	SEP Consistency Paper	June 2015	Oct-15	
				Infrastructure assessment of Strategic Options, including transport	Infrastructure analysis of Strategic Options	June 2015	Oct-15	
				Assess landscape and heritage impact of Strategic Options	Landscape and heritage analysis of Strategic Options	June 2015	Oct-15	
				High level viability assessment of Strategic Options	Report on viability assessment of Strategic Options	July 2015	Oct-15	
		All Councils	Critical Friend, Growth Board Programme Manager/ Strategic Planner/ In-house staff/ Consultants	Check and Challenge workshop on emerging evaluation of Strategic Options	Revised Draft Sustainability Appraisal Report and Revised Draft Report on Green Belt Study	July 2015	Nov-15	
OCountyC	Critical Friend	Critical Friend review of evaluation of Strategic Options to ensure that this is justified and appropriate	Final Sustainability Appraisal Report and Final Green Belt Study Report	August 2015	Nov-15			

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5	Infrastructure Delivery Plan	OCountyC	In-house staff/ Consultants	Collate existing IDPs and evidence	Comprehensive evidence base	March 2015	Mar-July 2015	Background work already commenced by County	
				Define scope of infrastructure assessment work and transport assessment/ modelling	Detailed Project Brief	March 2015	Mar-July 2015		
				Assessment of funding and delivery of Infrastructure options, including Government (e.g. LGF Round 3), land value capture, etc.	Funding options assessment	June 2015	Jul-15		
				Develop infrastructure options to support delivery of Strategic Options and other district growth proposals	Draft options	July 2015	Oct-15		
			First Draft Strategic Infrastructure Delivery Plan	July 2015	Nov-15	Due in draft early November			
		All Councils	Critical Friend, Growth Board Programme Manager/ Strategic Planner/ In-house staff/ Consultants	Check and Challenge workshop on emerging infrastructure plans and priorities	Revised Draft Strategic Infrastructure Delivery Plan	July 2015	Nov-15		Timetabled for late November
		OCountyC	Critical Friend	Critical Friend review of Draft Strategic Infrastructure Delivery Plan to ensure that this is justified and appropriate	Revised Draft Strategic Infrastructure Delivery Plan	August 2015	Nov-Dec 2015		
			In-house staff/ Consultants	Assess Local Plan Growth Proposals as they emerge	OCountyC comments on Local Plans/ Development proposals	tbc	Nov-Dec 2015		
				Finalise Strategic Infrastructure Delivery Plan	Final Strategic Infrastructure Delivery Plan	tbc	Nov-Dec 2015		
		6	Housing Need Distribution	WODC	Critical Friend	Recommendations from Critical Friend on Strategic Options to inform distribution	Report to Growth Board		August 2015
Recommendations on housing distribution between districts	Report to Growth Board					August 2015	Jan-16		
Assess implications for 5 year housing land supply	Report to Growth Board					August 2015	Jan-16		
All Councils	Critical Friend, Growth Board Programme Manager/ Strategic Planner/ In-house staff			Check and Challenge workshop on Critical Friend's emerging recommendations	Report to Growth Board	August 2015	Jan-16		
	Growth Board Programme Manager/ Strategic Planner/ In-house staff			Growth Board consider recommendations and decide housing distribution between districts	Agreed position on housing distribution	September 2015	Feb-16		
	Growth Board Programme Manager/ Strategic Planner/ In-house staff			Publish statement of cooperation setting out agreed distribution	Revised Statement of Cooperation	September 2015	Feb-16		
7	Strategic Habitat Regulations Assessment	CDC	In-house staff	Prepare brief and procure consultants	Project Brief	October 2015	Feb-16	This project requires the transport modelling carried out as part of the infrastructure delivery plan. This will not be completed until December 2015	
				Consultants	Screening of Recommended Strategic Options	HRA Screening of Strategic Options Report	November 2015		
				Appropriate Assessment (if required)	Appropriate Assessment	tbc			
8	Water Cycle Strategy	CDC	In-house staff	Prepare brief and procure consultants	Project Brief	October 2015		This project will now commence alongside Local Plan reviews	
			Consultants	Prepare Water Cycle Strategy	Water Cycle Strategy	tbc	Mar-16		
9	South Oxfordshire Local Plan	SODC	In-house staff/ Consultants	Refined Options Consultation	Consultation documents	March 2015	tbc	TBC	
				Consider the Green Belt Study Report in the context of the agreed housing distribution and where appropriate incorporate Green Belt boundary adjustments into local plan process	Consultation documents	September 2015	tbc		
				Preferred Options Consultation	Consultation documents	October 2015	tbc		
				Publication Draft Local Plan	Draft Local Plan	April 2016	tbc		
				Submission		August 2016	tbc		
				Examination		Autumn 2016	tbc		
10	Future Local Plan Reviews	WODC	Growth Board Programme Manager/ Strategic Planner/ In-house staff	Agree Local Plan Review Timetable	Agreed timetable to be incorporated into Statement of Cooperation	September 2015	Feb-16	TBC	
				Individual Districts	In-house staff/ Consultants	Develop Local Plan Growth Proposals to address agreed housing distribution	Consultation documents		CDC September 2015, Others tbc
			Consider the Green Belt Study Report in the context of the agreed housing distribution and where appropriate incorporate Green Belt boundary adjustments into individual local plan process(es)	Consultation documents		CDC September 2015, Others tbc	tbc		
			Informal consultation on emerging proposals through Local Plan Reviews (OCC, CDC, VOWH, WODC)	Consultation documents		CDC November 2015, Others tbc	tbc		
			Publication of Local Plan Reviews (OCC, CDC, VOWH, WODC)	Draft Local Plan Reviews	CDC March 2016, Others tbc	tbc			
11	General Governance/ Administration	WODC	In-house staff	Support for Executive Officer Group, Project Team, Growth Board, General Administration, Communications Strategy etc.	n/a	n/a	n/a		
Total Resource									