

Public Document Pack

Committee: Oxfordshire Growth Board
Date: Tuesday 2 February 2016
Time: 2.00 pm
Venue Council Chamber, Bodicote House, Bodicote,
Banbury, OX15 4AA

Membership

Voting Members

Councillor Barry Wood	Chairman and Leader of Cherwell District Council
Councillor Ian Hudspeth	Vice Chairman and Leader of Oxfordshire County Council
Councillor Bob Price	Leader of Oxford City Council
Councillor John Cotton	Leader of South Oxfordshire District Council
Councillor Matthew Barber	Leader of Vale of White Horse District Council
Councillor Barry Norton	Leader of West Oxfordshire District Council

Non-voting Members

Adrian Shooter	Chairman of OXLEP
Alistair Fitt	Universities representative
Adrian Lockwood	Skills Board Representative
Phil Shadbolt	OXLEP Business representative
Richard Venables	OXLEP Business representative
Andrew Harrison	Harwell Representative
David Warburton	Homes and Communities Agency Representative

AGENDA

- 1. Apologies for Absence and Notification of Substitutes**
- 2. Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at the meeting.

3. **Minutes** (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting of the Oxfordshire Growth Board held on 19 November 2015.

4. **Chairman's Announcements**

To receive communications from the Chairman.

5. **Public Participation**

Members of the public may ask questions of the Chairman of the Growth Board, or address the Growth Board on any substantive item at a meeting subject to the restrictions set out in the public participation scheme: [Public Participation Scheme](#)

Deadline to submit questions: By 27 January 2016 in writing or email to the Chief Executive or Secretariat of the host authority

Deadline to submit requests to address the meeting: No later than noon on the day before the meeting (1 February 2016) in writing or email to the Chief Executive or Secretariat of the host authority

6. **Post SHMA Work Programme Update Report** (Pages 5 - 10)

Report Contact: Growth Board Programme Manager

Purpose of report

To provide the Growth Board (the Board) with an update on the Post-SHMA Strategic Work Programme (the Programme).

Recommendations

Officers ask the Board to note both progress of the Programme to date and the fact that it will not be achieved without the full continued commitment of all partners to the Programme, and to reaffirm that commitment.

7. **City Deal and Local Growth Fund Programme Exception Report**
(Pages 11 - 20)

Report Contact: Growth Board Programme Manager

Purpose of report

To provide the Growth Board (the Board) with an update on progress with the projects in the City Deal and Local Growth Fund for which they are responsible.

Recommendations

The Board is asked to note progress with the projects and support the recommended actions where appropriate

8. Board Work Programme (Pages 21 - 26)

To consider and review the Board Work Programme.

9. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

Dates of Future Meetings

Thursday 31 March 2016, 2pm, Council Chamber, Cherwell DC Council Offices

Thursday 26 May 2016, 2pm, Council Chamber, Cherwell DC Council Offices

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to natasha.clark@cherwell-dc.gov.uk, 01295 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Pauls Staines, Growth Board Partnership Programme Manager, paul.staines@cherwell-dc.gov.uk, 01295 221847 / Natasha Clark, Democratic and Elections, natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Sue Smith

Chief Executive

Published on Monday 25 January 2016

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Agenda Item 3

Oxfordshire Growth Board

Minutes of a meeting of the Oxfordshire Growth Board held at Council Chamber, Bodicote House, Bodicote, Banbury, OX15 4AA, on 19 November 2015 at 2.00 pm

Present: Councillor Barry Wood (Chairman), Leader, Cherwell District Council
Councillor Ian Hudspeth (Vice-Chairman), Leader, Oxfordshire County Council

Councillor Matthew Barber, Leader, Vale of White Horse District Council
Councillor John Cotton, Leader, South Oxfordshire District Council
Councillor Barry Norton, Leader, West Oxfordshire District Council
Councillor Bob Price, Leader, Oxford City Council

Also Present: Adrian Lockwood, Business Representative, Oxfordshire Skills Board

Apologies for absence: Alistair Fitt, Universities Representative, Oxford Brookes
Andrew Harrison, Business Representative
Jon Mansbridge, Environment Agency
Phil Shadbolt, Business Representative
Adrian Shooter, Chairman, Oxfordshire Local Enterprise Partnership
Richard Venables, Business Representative
David Warburton, Homes and Communities Agencies (HCA)

Officers: Sue Smith, Chief Executive, Cherwell District Council
Calvin Bell, Director of Development, Cherwell District Council
David Edwards, Executive Director, Regeneration and Housing, Oxford City Council
Bev Hindle, Deputy Director, Strategy & Infrastructure Planning, Oxfordshire County Council (in place of Sue Scane, Director of Environment & Economy, Oxfordshire County Council)
David Buckle, Chief Executive, South Oxfordshire & Vale of White Horse District Councils
Anna Robinson, Strategic Director, South Oxfordshire & Vale of White Horse District Councils
David Neudegg, Chief Executive, West Oxfordshire District Council
Andrew Tucker, Strategic Director, West Oxfordshire District Council
Nigel Tipple, Chief Executive, Oxfordshire Local Enterprise Partnership

Paul Staines, Oxfordshire Growth Board Programme Manager
Natasha Clark, Team Leader, Democratic and Elections,
Cherwell District Council
Aaron Hetherington, Democratic and Elections Officer,
Cherwell District Council

7 **Declarations of Interest**

There were no declarations of interest.

8 **Minutes**

The Minutes of the meeting of the Board held on 30 July 2015 were agreed as a correct record and signed by the Chairman.

9 **Public Participation in Growth Board**

The Democratic and Elections Team Leader submitted a report which sought consideration and approval of a scheme for public participation at meetings of the Oxfordshire Growth Board

Resolved

- (1) That the proposed public participation scheme (annex to the Minutes as set out in the Minute Book) be approved.

The Public Participation Scheme having been approved, the Chairman invited individuals and groups who had submitted questions to present them to the Board.

The Board received questions from the following:

Ian Scargill, Oxford Green Belt Network (OGBN). The Chairman presented the questions on behalf of Mr Scargill who was unable to attend the meeting.

Dr Helen Marshall, on behalf of CPRE Oxfordshire

Colin Thomas, on behalf of SPADE (Sunningwell Parishioners Against Damage to the Environment)

Joanne Blower, on behalf of Sunningwell Parish Council. The questions were presented by Colin Thomas on behalf of Joanne Blower who was unable to attend the meeting.

The Chairman advised that responses to the submitted questions would be sent directly to the parties who had submitted them, made available on the Growth Board webpages and published with the minutes of the meeting.

10 **Post SHMA Work Programme Update Report**

The Growth Board Programme Manager submitted a report which provided the Growth Board (the Board) with an update on the Post-SHMA Strategic Work Programme (the Programme).

In presenting the report, the Growth Board Programme Manager confirmed that all information had been added to the Cherwell District Council website, as the current lead authority.

Resolved

- (1) That the both progress of the Programme to date and the fact that it will not be achieved without the full continued commitment of all partners to the Programme be noted and that commitment be reaffirmed.

11 **City Deal Programme Report**

The Growth Board Programme Manager submitted a report to provide the Growth Board with an update on progress with the projects in the City Deal as at 31 October 2015.

Resolved

- (1) That progress with the projects be noted.
- (2) That the recommended actions be supported.

The meeting ended at 2.30 pm

Chairman:

Date:

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Growth Board 2 February 2016

Contact: Paul Staines; Growth Board Programme Manager

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Post SHMA Strategic Work Programme Update

Purpose of the Report

1. To provide the Growth Board (the Board) with an update on the Post-SHMA Strategic Work Programme (the Programme).

Background

2. The Board, at its meeting on 30th July 2015, approved the Programme, designed to consider the implications of the Oxfordshire Strategic Housing Market Assessment and associated issues of unmet housing need in Oxford, in line with the Duty to Co-operate.
3. This report updates the Board with progress against the Programme. A Programme summary is attached as an Appendix.

Assessment of the unmet need of Oxford City

4. The first key project within the Programme was to agree the figure for unmet need in Oxford City. This was done by asking the critical friend to critique the Oxford SHLAA, the Cundall report commissioned by South, Vale and Cherwell, the Oxford response to this and any other relevant information.
5. Following consideration of the report, all authorities agreed a working assumption of 15,000 homes for Oxford City's unmet need. All authorities agree to work towards this in good faith, based on the previously agreed process, which includes the review of the Oxford City's Local Plan.
6. Since this agreement, the Project Team have been considering what further work, if any will be necessary to codify this working assumption, both for the purposes of the Programme and for future Local Plan examinations.
7. The opinion of the Project Team is that the working assumption will be helpfully crystallised by the Oxford Local Plan review, which commences with an examination of their capacity for housing and economic growth, timetabled to be completed later this year.
8. Officers believe that this work, together with the testing of the spatial options for growth put forward by the City, will take both the Programme and partners to a position where they can rely upon the agreed unmet need figure until such time as the Local Plan review is complete.

Green Belt Study

9. When the Board last met in November officers were able to report that the Green Belt study had been completed and published.
10. I am pleased to report that reaction to the study has been positive with most respondents recognising that the study, the first of its kind since the establishment of green belt in the 1970s, is a valuable examination of the manner in which the green belt is performing against its objectives.
11. In my last report, I advised the Board that following the publication of the green belt study, the next stage would be to examine whether the information in the study informs any potential spatial growth options as part of the testing of those options. This work is now underway as detailed in the next section.

Strategic Options Development and Assessment

12. The Board will recall that in my last report I advised that, following a check and challenge session on 30th October, a long list of potential strategic areas of search for growth had been drawn up by the partners.
13. The partners decided that it would be appropriate, rather than to rule out options at an early stage, to examine all potential areas of search no matter how remote or unlikely they may be. The partners concluded that only by doing this could we demonstrate that the apportionment of unmet need that will be presented to the Board upon the conclusion of the Programme is based upon a sustainable growth scenario.
14. I also advised at the last meeting that there had been a delay in this project due to the last minute withdrawal of the appointed consultants. This delay meant that the project could not commence until after Christmas.
15. At the time of writing this report, we have now appointed Land Use Consultants (LUC) to the project, an inception meeting held and a timetable for the project agreed that concludes on 2nd May. This is approximately 5 weeks later than originally programmed.

Infrastructure Assessment

16. The Board will recognise that in order to understand the infrastructure requirements and implications of the areas of search being considered it will be necessary to reduce the long list of areas of search down to a more manageable short-list that can be tested in detail.
17. Once the Programme has agreed this short list the Programme will examine the infrastructure implications. This work will also draw upon the wider

infrastructure work that County is undertaking on planned growth along key transport corridors.

18. Accordingly delays with the Spatial Options Assessment Project has had a direct knock-on implication for the commencement of the infrastructure assessment project, which will not now commence until the end of February. This will mean a revised completion date for the project of late July 2016.

Programme Completion

19. Officers now estimate that the Programme will ask the Growth Board to approve a Memorandum of Understanding containing the agreed apportionment of the unmet need for Oxford between the rural districts in September 2016.

Conclusions

20. The revised Programme attached as an appendix to this report demonstrates that since I last reported to you the Programme continues to make progress, but slippage against agreed timescales has still occurred.
21. The Programme is of course inextricably linked with the progress of district local plans. Three councils, Cherwell, Vale and West have all had Part One of their local plan examinations completed, where the inspector has considered the implications of the unmet need for Oxford in their Local Plans.
22. In the first two examinations, at Cherwell and Vale, the inspectors agreed either to allow the local plans to proceed in advance of the conclusion of the Programme, with an early review once the unmet need was apportioned or in the case of Vale has reserved his position whilst allowing the examination to proceed.
23. In the third examination however at West Oxfordshire, the inspector concluded that the Council should consider Oxford's unmet need in the current emerging Local Plan to prevent the Local Plan being out of date before it can be adopted. It is also therefore reasonable to assume that the SODC Local Plan, when examined will also need to have regard to the conclusions of the Programme.
24. The completion of the Programme to time now has implications for both Cherwell and West. Cherwell are committed to an examination of the options for growth in the late summer of 2016 and ideally would want to include consideration of how to meet their agreed proportion of Oxford's unmet need in this process to ensure that the planned partial review in Cherwell can be completed within the agreed timescale set out in Paragraph B95 of the Local Plan.

Growth Board 2 February 2016

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25. Their inspector has advised West Oxfordshire that in effect they should not proceed with their Local Plan until they can include proposals to meet any agreed apportionment of the unmet need for Oxford to their District. Therefore, the timetable for West Oxfordshire's Local Plan is now dependant on the Programme making good progress.
26. Officers acknowledge that the history of the Programme is one of significant slippage and are aware that, although the original timetable was always considered highly ambitious, it is now essential that as far as possible the Programme keeps to the revised timetable shown at appendix one.
27. Officers consider that this revised timetable is realistic, albeit continuing to be challenging and have committed to ensuring that we take any opportunity to foreshorten the Programme should they arise.

Recommendations

28. Officers ask the Board to note both progress of the Programme to date and the fact that it will not be achieved without the full-continued commitment of all partners to the Programme, and to reaffirm that commitment.

Appendix: Post SHMA Strategic Work programme

No.	Programme Element	Lead Council(s)	Resources	Tasks	Outputs	Original Completion Date	Revised completion date as at 30th October	Revised completion date as at 31st January 2016	Notes
1	Programme Set Up	WODC- Cherwell from 1/7/15	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	ongoing	ongoing	ongoing	updated project plan provided monthly to Project Team and to EOG and Board at each meeting
			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 2015	May 2015	Completed.
			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 2015	May 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop communications strategy and Growth Board website	Communication Strategy and Website Information	February 2015	February 2015	February 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop coordination and communication protocol	agreed coordination and communication protocol	May 2015	August 2015	August 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop a confidentiality protocol		n/a	October 2015	October 2015	Completed.
2	Define Oxford's Unmet Need	Oxford city	In-house staff/ Consultants	Detailed response from VOWH, SO and CDC on Oxford SHLAA (Cundall Review)	Cundall Report	November 2014			Completed.
			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	October 2015	October 2015	Completed.
3	Strategic Options development to inform housing distribution	WODC	Growth Board Programme Manager/ 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	March 2015	March 2015	Completed.
		All Councils	In-house staff	Individual Districts generate aggregated Strategic Options	Strategic Options for all districts	March 2015	September 2015	September 2015	Completed.
		All Councils	Critical Friend, Growth Board Programme Manager/ 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	October 2015	October 2015	Completed.
testing of spatial options including a study of the performance of the green belt		OCountyC	In-house staff	Complete Green belt Study	completed report	April 2015	November 2015	November 2015	Completed.
		OCountyC	In-house staff/ Consultants	Study the report and assess 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.	to be considered as part of the long list of areas of search.	June 2015	January 2016	January 2016	Completed.
		OCountyC	In-house staff/ Consultants	Establish spatial and sustainability assessment criteria and baseline	Agreed assessment criteria and baseline	June 2015	February 2016	February 2016	The last minute withdrawal of the appointed consultants introduced a small delay in this project that officers have recalibrated to mean only a delay in the production of the final project report
				Identify any strategic environmental constraints	Report on Strategic Environmental Constraints	June 2015	March 2016	March 2016	
				Identify any strategic infrastructure constraints	Report on Strategic Infrastructure Constraints	June 2015	March 2016	March 2016	
				Identify any strategic water constraints	Report on Strategic Water Constraints	June 2015	March 2016	March 2016	
				Assess Strategic Options for consistency with Strategic Economic Plan	SEP Consistency Paper	June 2015	March 2016	March 2016	
				Infrastructure assessment of Strategic Options, including transport	Infrastructure analysis of Strategic Options	June 2016	March 2016	March 2016	
				Assess landscape and heritage impact of Strategic Options	Landscape and heritage analysis of Strategic Options	June 2017	March 2016	March 2016	
				High level viability assessment of Strategic Options and draft list for infrastructure testing	Report on viability assessment of Strategic Options	July 2015	March 2016	March 2016	
Evaluate Strategic Options and Prepare Draft Sustainability Assessment Report	Draft Sustainability Assessment Report	July 2016	March 2016	March 2016					

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Appendix: Post SHMA Strategic Work programme

		All Councils	Critical Friend, Growth Board Programme Manager/	Check and Challenge workshop on emerging evaluation of Strategic Options	Revised Draft Sustainability Assessment Report and Revised Draft Report on Green Belt Study	July 2017	April 2016	April 2016	
		OCountyC	Critical Friend	Critical Friend review of evaluation of Strategic Options to ensure that this is justified and appropriate	Final Sustainability Assessment Report	August 2015	April 2016	May-16	
				Define scope of infrastructure assessment work	Detailed Project Brief	March 2015	January 2016		Completed.
				collate existing IDP and evidence	develop a comprehensive background evidence base	September 2015	March 2016	March 2016	
				scope and undertake transport modelling		September 2015	March 2016	May 2016	cannot commence until the shortlist of spatial options has been completed
				Develop infrastructure options to support delivery of Strategic Options and other district growth proposals	Draft options	July 2015	April 2016	May 2016	
				First Draft Strategic Infrastructure Strategy and assessment of spatial options on infrastructure requirements	Draft Oxfordshire Infrastructure Framework	July 2015	April 2016	Jun-16	
		All Councils	Critical Friend, Growth Board Programme Manager/ In-house staff/ Consultants	Check and Challenge workshop on emerging infrastructure plans and priorities	Revised Draft Strategic Infrastructure Delivery Plan	July 2015	April 2016	Jun-16	
			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	April 2016	Jun-16	
			In-house staff/ Consultants	Assess Local Plan Growth Proposals as they emerge	OCountyC comments on Local Plans/ Development proposals	tbc	Apr-16	Jul-16	
		OCountyC		Finalise Strategic Infrastructure Delivery Plan and shortlist of spatial options for growth board to underpin apportionment	Final Strategic Infrastructure Delivery Plan	tbc	May-16	Jul-16	
6	Complete final reports for Growth Board			Recommendations on housing distribution between districts and implications for 5 year housing land supply	Report to Growth Board	July 2015	June 2016	Aug-16	
		All Councils	Critical Friend, Growth Board Programme Manager/ Strategic Planner/ In-house staff	Check and Challenge workshop on Critical Friend's emerging recommendations	Revised Report to Growth Board	August 2015	June 2016	Aug-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	June 2016	Sep-16	
			Growth Board Programme Manager/ Strategic Planner/ In-house staff	Publish statement of cooperation setting out agreed distribution	Revised Statement of Cooperation	September 2015	July 2016	Sep-16	
7	Strategic Habitat Regulations Assessment	n/a	In-house staff	Prepare brief and procure consultants	Project Brief	tbc	tbc	tbc	A high level HRA will be completed alongside or as part of the spatial options testing . A more detailed HRA project will take place at district level alongside Local Plan development/review
				Screening of Recommended Strategic Options	HRA Screening of Strategic Options Report	tbc	tbc	tbc	
				Appropriate Assessment (if required)	Appropriate Assessment	tbc	tbc	tbc	
	Water Cycle Strategy	n/a	In-house staff	Prepare brief and procure consultants	Project Brief	tbc	tbc	tbc	A high level water supply study will be completed alongside or as part of the spatial options testing . A more detailed project will, take place at district level alongside Local Plan development/review
				Prepare Water Cycle Strategy	Water Cycle Strategy	tbc	tbc	tbc	

City Deal and Local Growth Fund Exception Report

Purpose of the Report

1. To provide the Growth Board (the Board) with progress with the projects in the City Deal and Local Growth Fund for which they are responsible.

Background

2. The City Deal along with the Local Growth Fund are the two partnership programmes for which the Growth Board are responsible for governance, reporting to the LEP.
3. The projects are summarised in the appendix to this report and for ease of reference are given a RAG status as follows.



Red- requiring action



Amber requiring monitoring



Green no action required

City Deal Summary of progress

4. There are two projects identified as red, requiring action at this stage, these are as follows.

Planning for development

Councils to list their land and property assets on e-pims by Spring 2014

Three of the five councils have completed this task and the other three are on-going. Progress is slow however and is listed as red because of the delays in completing. Partner councils have been asked to advise of completion dates so that Government can be advised

Partners commit the sites necessary to meet housing needs outlined in the SHMA.

There are two aspects to this project, the first is the detailed Programme to meet the agreed unmet need figure for Oxford outlined in a separate report to the Board. The second is the delivery of the overall objectively assessed need (OAN) agreed in the SHMA. It is the first of these that is subject to delays and flagged red as a consequence. The second will be achieved through adoption of Local Plans.

5. Three projects are flagged as amber, requiring monitoring to ensure timely completion, these are as follows.

Skills

Deliver an additional 525 apprenticeships for 16-23 year olds.

Measurement of this is very problematic as the data is supplied by the Skills funding Agency and has a time lag of 8 months. Oxfordshire's performance has been encouraging in the context of national and regional averages with an increase of 2% in the period August 2015 July 2015 compared to a national average of 1.3%. Nonetheless, officers conclude we may not meet the target of 525.

Transport

Access to Enterprise Zone

Elements of this scheme has been paused to allow for consideration in the Vale's Local Plan whilst other elements of this scheme have been delayed due to issues with acquiring the land for the scheme with both negotiations and potential CPO being run in parallel.

Governance

Partnership working with Public Service Transformation Network

There has been no progress on this to date although officers have made contact with the PSTN, advice is awaited from them on next steps

Local Growth Fund Summary of progress

6. Two projects are flagged as amber, requiring monitoring to ensure timely completion, these are as follows

Milton Park Employment Access Route

This scheme was originally approved with Milton Park as project lead but difficulties in delivery saw the scheme originally suspended and now being led by OCC. They are completing a revised project timeline and entering into negotiations to attempt to overcome the difficulties with the scheme.

Science Vale Cycle Route

The original project timeline for the scheme was approved on the basis that Local Sustainable Transport Funding (LSTF) would be used for feasibility work on the scheme with the scheme progressed through the Local Growth Fund. However, the LSTF provided was later the expected/anticipated and ended up being awarded in the same year as the Local Growth Funding. Accordingly there were delays in commencing the feasibility works but it is hoped that the scheme can be accelerated once on site to recoup some of the delays caused.

Growth Board EOG 2 February 2016
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Recommendations

The Board is asked to note progress with the projects and support the recommended actions where appropriate

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Appendix: Oxfordshire City Deal Programme Report- December 2015

Agreed Action	Scheme detail	Owner	By when	progress to date	Other Comments	RAG
Innovation Centres and Oxfordshire Innovation Support Programme						
Set up and run the Oxfordshire Innovation Support for Business (ISFB) programme						
Grant drawdown according to delivery plan	£2,040,156 by Jun 2015. Please note this amount has increased as agreed by formal change request to Lancaster University and BIS.	LEP	Jun-2015	Completed	Grant drawdown is completed. The ISFB Programme closed at the end of June 2015 but monitoring continues until March 2017. The programme has been highly successful	
Private sector match according to delivery plan	£4,016,082 by Mar 2016. Please note this amount has increased as agreed by formal change request to Lancaster University and BIS.	LEP	Mar-2016	Completed	We have met our overall Private sector match target for March 2016 as at the end of June 2015.	
Jobs created according to delivery plan	214 jobs by Mar 2017 Please note this amount has increased as agreed by formal change request to Lancaster University and BIS.	LEP	Mar-2017	Ongoing	106.4 jobs created and 370.5 jobs committed, we are on track to deliver 214 jobs by Mar 2017.	
Jobs safeguarded according to delivery plan	22 jobs by Mar 2017	LEP	Mar-2017	Ongoing	8 jobs safeguarded against a delivery plan of 10 jobs safeguarded. We are on track to deliver 22 jobs safeguarded by March 2017.	
Engage businesses according to delivery plan	962 by Mar 17	LEP	Mar-2017	Completed	6881 Businesses engaged compared to target of 962. We have exceeded our overall target.	
Assist businesses according to delivery plan	150 by Mar 17	LEP	Mar-2017	Completed	297 businesses assisted compared to target of 150. We have exceeded our overall target.	
Recruit Network Navigators	Recruit Network Navigators by Mar 2014	LEP	Mar-2014	Completed	The Network Navigators are in place working for the programme in their clusters.	
Set up web portal	Set up web portal by Feb 2014	LEP	Feb-2014	Completed	Launched May 14	
Set up Bespoke Grants scheme	Set up Bespoke Grants scheme by Feb 2014	LEP	Feb-2014	Completed	OION Grants launched June 14 University of Oxford Grants launched August 14 Oxford Brookes University Grants launched October 14	
Grants delivered to End Beneficiaries according to profile	£937,000 by Jun 2015	LEP	Jun-2015	Completed	Grants delivery completed.	
Set up Bespoke Innovation Vouchers Scheme	Set up Bespoke Innovation Vouchers Scheme by Feb 2014	LEP	Feb-2014	Completed	Scheme launched June 2014	
Innovation Vouchers delivered to End Beneficiaries according to profile	£300,000 by June 2015	LEP	Jun-2015	Completed	Vouchers delivery is completed.	
Set Up Bespoke Start up Success programme	Set up Bespoke Start up Success programme by Feb 2014	LEP	Feb-2014	Completed	Business Boffins Start up Success programme set up November 2014 Founder Centric Start up Success programme set up in January 2015	
Deliver Start up Success programme	Deliver Start up Success programme by June 2015	LEP	Jun-2015	Completed	Both Start up Success programmes have completed.	
Oxfordshire Innovation Support Programme - 'go live'; launch awareness raising activity	Launch ISIB programme by February 2014	LEP	Feb-2014	Completed	Launched at Venturefest July 2014	
Establish innovation hubs						
Harwell Open Innovation Hub		STFC	Jun-2017	ongoing	Planning permissions for the Hub have now been secured and detailed design work will commence in January 2016. Work on related infrastructure has commenced and there is an anticipated start date for building the main premises in June 2016	
Begbroke		Oxford University	Jul-2016	ongoing	The Begbroke Accelerator is currently due for completion in July 2016, with work commenced in October 2015. Delays are due to reconsidering the phasing of the development to maximise the opportunities for the Science Park site as whole	
CCFE Culham			Jan-2016	ongoing	Work is due to complete at the end of January 2016	

BioEscalator		Oxford University	Jul-2017	ongoing		The Bioescalator construction work commenced in November 2015 with completion currently targeted in July 2017. Delays to original timetable incurred through design changes arising from site restrictions that have been uncovered as the design and planning have progressed
Skills						
Spend according to agreed profile	agreed profile spend of 14/15-£371,500;15/16-574,500;16/17 £554,000	OCC/Skills Board	on-going	on-going		On track to hit 2015/16 financial year profile.
Communications , PR and marketing						
Additional 525 apprenticeships for young people 16-23	drive better employability amongst young people	OCC/Skills Board	on-going	on-going		SFA data has a significant time lag so results are historic. 2014/15 academic year saw a 2.4% in apprenticeship starts for the 16-24 age group compared with 2013/14 (against a drop in the SE region of 2.5%). However, we are not likely to meet 525 target.
Deliver making sense of apprenticeship events aimed at employers.	Deliver events to support employers interested in learning more about Apprenticeships.	OCC/Skills Board	on-going	on-going		Making sense events have been held in Henley, Oxford and Banbury. Also ran surgeries for small businesses in Witney, Thame, Henley and Banbury in November. Week long Trailer campaign was delivered in April 2015 and another planned for June 2016.
Deliver apprenticeship Launchpad model in schools	Year 1: engage 15 employers, 15 schools and 60 students. Year 2: 25 employers, 25 schools and 100 students engaged.	OCC/Skills Board	on-going	on-going		Year 2: 18 employers and 107 students engaged from 13 schools. This programme is no longer being run as resources are better allocated elsewhere where more outcomes can be achieved.
Develop a network of Apprenticeship ambassadors	recruit 10 ambassadors, each supporting at least 5 events per annum	OCC/Skills Board	Mar-15	on-going		20 ambassadors recruited and trained and have supported 46 events and been featured in local press and media. An additional 10 Ambassadors will be attending a training session in February.
Deliver drop in Apprenticeship shops to promote apprenticeships to young people	Run 6 apprenticeships per annum- target of 400 people given advice, leading to 200 additional applications through the NAS website	OCC/Skills Board	on-going	on-going		8 delivered so far (Banbury, Didcot, Oxford, Abingdon, Cowley and Bicester and Henley).
Procure projects from partners	£400,000 available for partner and stakeholders to bid into with innovative projects that will help deliver against one or more of the CD targets.	OCC/Skills Board	Apr-15	on-going		Procurement process completed. 8 successful projects. Contracts are all set up and delivery started at beginning of April. All contracts are for 2 years and are being contract managed on a quarterly basis.
Set up and facilitate an Oxfordshire Apprenticeship/traineeship provider network	Network established to promote apprenticeships and share best practice	OCC/Skills Board	Sep-2014	on-going		Held 4 partnership meetings.
Engage all secondary schools to promote apprenticeships in assemblies, at careers events and parents evenings.	Target all 34 secondary schools and attend at least one event per year at each school.	OCC/Skills Board	Annually	on-going		41 school events attended so far this financial year including presentations in assemblies, careers fairs and workshops.
Promotion of apprenticeships to SMEs	Attend employer networks, business breakfasts etc. to talk about apprenticeships. Follow up on leads generated through the OA website and other marketing.	OCC/Skills Board	on-going	on-going		Attendance at various employer events where employers have been approached. 31 employer network events attended. 1284 employer interactions recorded since the beginning of the project. Continue to work on a one to one basis with small employers wanting to take on their first Apprentice.
Ensure that Traineeships and Apprenticeships are areas of focus in employment and skills plans	Development of E & S plans for major employment generating projects (250+) for both construction and end use phases.	OCC/Skills Board	on-going	on-going		Westgate E & S plan for construction phase has been developed and includes a target for apprenticeships and Traineeships. E & S plans for Barton and Bicester housing developments are underway.
Undertake research and feasibility study into setting up a local Apprenticeship Training Agency model.		OCC/Skills Board	Sep-2015	on-going		One of the procured projects is to set up an ATA in North Oxfordshire in construction in the first instance with a plan to expand this to serve other sectors and to work across the whole county.
Develop a network of Apprenticeship ambassadors	recruit 10 ambassadors, each supporting at least 5 events per annum	OCC/Skills Board	Mar-15	on-going		19 ambassadors recruited and trained and have supported 38 events and featured in local press and media.
Deliver drop in Apprenticeship shops to promote apprenticeships to young people	Run 6 apprenticeships per annum- target of 400 people given advice, leading to 200 additional applications through the NAS website	OCC/Skills Board	on-going	on-going		8 delivered so far (Banbury, Didcot, Oxford, Abingdon, Cowley and Bicester and Henley).
Procure projects from partners	£400,000 available for partner and stakeholders to bid into with innovative projects that will help deliver against one or more of the CD targets.	OCC/Skills Board	Apr-15	on-going		Procurement process completed. 8 successful projects. Contracts are all set up and delivery started at beginning of April. All contracts are for 2 years. Also held 4 drop in surgeries aimed at small business
Set up and facilitate an Oxfordshire Apprenticeship/traineeship provider network	Network established to promote apprenticeships and share best practice	OCC/Skills Board	Sep-2014	on-going		Held 4 partnership meetings.
Engage all secondary schools to promote apprenticeships in assemblies, at careers events and parents evenings.	Target all 34 secondary schools and attend at least one event per year at each school.	OCC/Skills Board	Annually	on-going		18 school events attended so far this financial year including presentations in assemblies, careers fairs and workshops.
Promotion of apprenticeships to SMEs	Attend employer networks, business breakfasts etc. to talk about apprenticeships. Follow up on leads generated through the OA website and other marketing.	OCC/Skills Board	on-going	on-going		Attendance at various employer events where employers have been approached. 72 employer network events attended. 1214 interactions recorded
Ensure that Traineeships and Apprenticeships are areas of focus in employment and skills plans	Development of E & S plans for major employment generating projects (250+) for both construction and end use phases.	OCC/Skills Board	on-going	on-going		Westgate E & S plan for construction phase has been developed and includes a target for apprenticeships and Traineeships. E & S plans for Barton and Bicester housing developments are underway.
Undertake research and feasibility study into setting up a local Apprenticeship Training Agency model.		OCC/Skills Board	Sep-2015	on-going		
Planning for Development						
The district authorities will work with the Government Property Unit and list their assets on e-PIMS by spring 2014	The partners have committed to uploading their data on land and property holding to the governments e-pims website to demonstrate what assets they own and top open future discussions about their use	DPA	Apr-2014	completed		Three councils have completed this task. Assistance has been offered from BIS to complete the task and a revised timescale to be agreed. There is an urgent need for this small task to be completed and all councils have been contacted about this
Development of virtual team comprised of Oxford and Oxfordshire authorities to share expertise and accumulated experience to support project/programme delivery in a cost-effective and lean way across the County	the city deal includes a commitment to maximise the ability of partners to deliver planning and housing	DPA	Apr-2014	completed		Complete- BIS have been advised and agreed that the formation of the Growth Board, EOG and the officer project groups operating under this are the response of the county to this commitment and have advised that they are content with this.

Develop simplified planning package - formalising the early engagement and positive working with the Defra network in strategic planning, considering Local Development Orders (LDOs) in prioritised development areas such as Harwell; and review potential locations for LDOs by December 2014	the city deal includes a commitment to examine ways in which planning process could be simplified to accelerate development	DPA/Defra	Spring - Dec 2014	completed	Completed- LDO completed for EZ	
City Deal partners will commit the necessary sites that will meet the housing needs outlined in the Strategic Housing Market Analysis	The SHMA provides a county wide assessment of housing need and a calculation of the unmet need from the City that the DPA will need to accommodate through the Duty to Cooperate. This target is to demonstrate how they will meet this duty and will be the subject of a separate project management process	DPA	Early 2015	ongoing	Detailed Post SHMA Strategic Work programme developed but is subject to significant delays. The Growth Board have approved a revised programme and receive detailed reports on progress with this project at each meeting	
Acceleration of housing delivery - 7,500 planned houses will have been completed across Oxfordshire	the DPA agree to accelerate the delivery of allocated sites using powers provided in the City deal	DPA	Dec-2018	ongoing	Currently the profile for the original schemes offered is below target but this is uplifted by significant numbers of new schemes that place us 1453 properties above trajectory.	
Transport						
Detailed design of Cutteslowe Roundabout						
		OCC	Apr - Dec 2014			
	Gateway 0 Project Initiation		Mar-2014	completed		
	Gateway 1 Feasibility		May-2014	completed		
	Gateway 2 Preliminary Design		Nov-2014	completed		
	Gateway 3 Detailed Design		Feb-2015	completed		
Detailed design of Wolvercote Roundabout						
		OCC	Apr 2014 - Dec 2015			
	Gateway 0 Project Initiation		Mar-2014	completed		
	Gateway 1 Feasibility		May-2014	completed		
	Gateway 2 Preliminary Design		Nov-2014	completed		
	Gateway 3 Detailed Design		Feb-2015	Completed		
Detailed design of A40/A44 Link Road						
		OCC	Apr 2014 - Oct 2016			
	Gateway 0 Project Initiation		Mar-2014	Complete		
	Gateway 1 Feasibility		Dec-2014	In progress	Proposed alignment work was delayed whilst a separate element of optioneering was considered	
	Gateway 2 Preliminary Design		TBC			
	Gateway 3 Detailed Design		TBC			
Scheme delivery of Cutteslowe Roundabout						
		OCC	Jan 2015 - Jan 2016			
	Gateway 4 Commit to Construct		May-2015	complete		
	Gateway 5 Project Close		Apr-2016		Construction started in July 2015 and progressing to programme, on track for November 2016	
Scheme delivery of Wolvercote Roundabout						
		OCC	Jan 2016 - Jan 2017			
	Gateway 4 Commit to Construct		May-2015	complete		
	Gateway 5 Project Close		Apr-2016		Construction started in July 2015 and progressing to programme, on track for November 2016	
Scheme delivery of A40/44 link road						
		OCC	Nov 2016 - Jan 2019			
	Gateway 4 Commit to Construct		TBC	complete		
	Gateway 5 Project Close		TBC		proposed alignment work has been delayed	
Access to Enterprise Zone						
Detailed design of Access to Enterprise Zone						
		OCC	Jan 2014 - Jan 2015			
Harwell Link Road						
	Gateway 0 Project Initiation		Mar-2014	Complete		
	Gateway 1 Feasibility		May-2014	Complete		
	Gateway 2 Preliminary Design		Sep-2014	Complete		
	Gateway 3 Detailed Design		Feb-2015	In progress	Paused for outcome of Vale Local Plan examination	
Hagbourne Hill						
		OCC				
	Gateway 0 Project Initiation		Mar-2014	Complete		
	Gateway 1 Feasibility		Jun-2014	Complete		
	Gateway 2 Preliminary Design		Aug-2014	Complete		
	Gateway 3 Detailed Design		Dec-2014	In progress	Construction Start now Sept 15. Most land purchases agreed. Scheme is now progressing well	
Harwell Entrance						
		OCC				
	Gateway 0 Project Initiation		Oct-2014	Complete		
	Gateway 1 Feasibility		Jan-2015	Complete		
	Gateway 2 Preliminary Design		Feb-2015		see below	
	Gateway 3 Detailed Design		May-2015		Paused for outcome of Vale Local Plan examination	
Featherbed Lane and Steventon Lights						
		OCC				
	Gateway 0 Project Initiation		Mar-2014	Complete		
	Gateway 1 Feasibility		Jun-2014	Complete		
	Gateway 2 Preliminary Design		Sep-2014	Complete		
	Gateway 3 Detailed Design		Mar-2015	on-going	Design is substantially complete but scheme progress remains dependent on land acquisition. Earliest start of construction, if land can be acquired through negotiation, is January 2016. However CPO would delay this to August 2016. Negotiations are still ongoing	
Scheme delivery of Access to EZ						
		OCC	Apr 2014 - Mar 2017			
Harwell Link Road						
	Gateway 4 Commit to Construct		Jun-2015		Harwell Link Road: Land acquisition still on-going with negotiations and CPO running in parallel.	
	Gateway 5 Project Close		May-2017			
Hagbourne Hill						
	Gateway 4 Commit to Construct		Sep-2015	ongoing	Early works started in Jan 15. Main works commenced September 2015	
	Gateway 5 Project Close		Sep-2016			
Harwell Entrance						
		OCC				
	Gateway 4 Commit to Construct		TBC			
	Gateway 5 Project Close		TBC			
Featherbed Lane and Steventon Lights						
		OCC				
	Gateway 4 Commit to Construct		May-2015		Early works started in Jan 15. Main works dependent on land acquisition	
	Gateway 5 Project Close		Sep-2017			
Science Transit						
Detailed design of Science Transit phase 1						
		OCC	Oct 2013 - Apr 2014			
Kennington Roundabout						
	Gateway 0 Project Initiation			Complete		
	Gateway 1 Feasibility			Complete		
	Gateway 2 Preliminary Design			Complete		

	Gateway 3 Detailed Design			Complete		
Hinksey Hill		OCC				
	Gateway 0 Project Initiation		Aug-2014	Complete		
	Gateway 1 Feasibility		Feb-2015	complete		
	Gateway 2 Preliminary Design		May-2015	complete		
	Gateway 3 Detailed Design		Mar-2016		Phase 2 – Close working with Highways England is required along with obtaining relevant approvals from them. Option assessment and scheme feasibility report in progress	
	Gateway 3 Detailed Design		Jan-2018			
Governance Structure						
City Deal Board (Joint Committee) terms of reference agreed		Local Authorities and LEP	Jan-2014	completed		
Each authority to sign off the proposed joint committee approach at Cabinet/Policy Committee at the next available meeting		Local Authorities	Jan-2014	completed		
Establish an Executive Team (secretariat) under the direction of the LEP Chief Executive supporting the City Deal Board		Local Authorities and LEP	Mar-2014	Aug-2014	complete- an existing officer support structure was already in place for previous partnership arrangements	
This City Deal Board (Joint Committee) will be established under the Local Government Act 1972, and the Local Authorities Regulation 2012		Local Authorities and LEP	Mar-2014	completed		
Oxfordshire local authorities will work in partnership with the Public Service Transformation Network to spread best practice, learn from other places and to develop a local public service transformation plan		Local authorities, LEP, CO	Dec-2014	ongoing	EOG consider that the component initiatives being undertaken by councils fulfills this commitment. Clarification being sought from PSTN	

Appendix: Local Growth Fund Programme Report: December 2015

Agreed Action	Agreed outcomes	Project Costs	Scheme Milestones	Owner	By when	progress to date	Other Comments	RAG	
Milton Park Employment access route	build a new junction serving employment land to the south of A4130 and link to existing site	LGF £1.3m	access to site provided and opening of existing redundant pedestrian tunnel under railway	Paul Fermer	TBC	successful handover ongoing discussions about removal of pipe below A4130	Project recently taken over by OCC following inability to deliver by previous partner		
Didcot Science Bridge Feasibility Study	feasibility study for new bridge to serve planned growth and new growth at power station site	LGF£100,000	completion of study with preferred options and costs estimates	TBC		initial optioneering work completed.	Further work linked to necessary master planning for Didcot A and Valley Park. LEP authority awaited to complete study		
Chilton Slips Sceme	improve access A34 to chilton	£200,000	feasibility study completed	Paul Fermer	Aug-16	completed construction has commenced	DFT visited both schemes in December and approved of progress		
Milton Interchange	improve access from A34 to Milton Park	£1,600,000	enhance road improvements	Paul Fermer	Apr-16	construction has commenced			
Centre for Applied Superconductivity	23 jobs £0.9m GVA	LGF £4m. Match £2.5 m	Establish Industrial Advisory Board	Colin Johnson	Mar-14	Board has met 4 times	indicators revised and agreed with BIS.2 oposts are completed and one apprentice		
			Define rolling Research priorities		Sep-14				
			commence refurbishment		Jul-15				
			complete refurbishment		Jul-16				
			Refresh research portfolio	ongoing from Mar-15					
Oxford Centre for Technology and Innovation	24 jobs, 0.97 GVA	LGF £4.5 M Match £3.34	develop brief and outline proposals	Richard Byard	May-2015	Second phase of two part scheme. Contractors on site and progressing. Heads of terms agreed between County (as accountable body) and college.	Project is on track. There has been significant positive PR activity with more planned		
			detailed design and planning considerations		Jun-2016				
			approve final proposals		July-2016				
			production information and tendering		Sep-2016				
			construction and fit out complete	Sep-2016					
Advanced Engineering and Technology Skills Centre	21 jobs £0.8m GVA	LGF £4m Match £1.9 M	Submit Planning application	Richard Byard	Oct-2014	Heads of terms being agreed with a view to signing legal agreements shortly. College keen to accelerate delivery			
			Obtain Planning approval		Dec-2014	completed			
			Appoint Contractor		Jun-2016				
			Start construction		Nov-2016				
			Complete construction	Dec-2017					
			Launch facilities	Jan-2018					
Oxford Flood Alleviation Scheme	Oxford Flood Alleviation Scheme	£120m (construction)	detailed appraisal , development of an outline business case	Jon Mansbidge	Apr-2015	Initial approval documents have been written and received internal Environment Agency and Defra sign off prior to being submitted to HM Treasury. Formal sign off is expected over the Summer. We have received incredibly positive feedback from these parties so far.	The project so far has supported approximately 6 FTE roles within the EA. Work completed so far (21/04/15) has been funded partly by Grant In Aid from central government and contributions from Oxfordshire County Council and Oxford City Council		
	0	LGF £25.8m	detailed appraisal work including extensive public consultation			Halcrow Group Ltd were appointed as the preferred consultant in April 2015 and have begun the technical work required for this stage.			Initial public events for the scheme are planned for late June/early July 2015 to update interested parties on the progress so far
	0		survet and site investigation, economic appraisal of preferred options and final funding negotiations		Jan-march 2016				
	0	FCRMGIA £50m	construction commences		Spring 2018				
		Thames RFCC £14m	construction complete		Spring/summer 2012				
Northway Flood Storage Scheme	54 Jobs, £2.17m GVA	LGF £0.75m Match £1m	feasibility appraisal including consultation	Helen Vaughan -Evan Oxford City Council	Feb-may 2015		public consultation has commenced		
			construction commences		Jun-2016				
			construction complete		Jun-2017				
Headington Phase 1 Eastern Arc Improvements	356 Jobs, £14.25m GVA, 800 houses	LGF £8.2m Match £1.15	Gateway 1 Feasibility study	Paul Fermer	Oct-2014	Feasibility Study is still underway	public consultation took place between July and August 2015		
			Gateway 2 Preliminary Design		Mar-2015				
			Gateway 3 Detailed design		Mar-june 2016				
			Gateway 4 Commit to Construct		Jun-2016				
			Gateway 5 project Close	Mar-2018					
Bicester London Road	125 Jobs, £5m GVA	LGF £1.3m Match £2.3m	Gateway 1 Feasibility study	Paul Fermer	Mar-2015	Feasibility Study has been commissioned	Study will determine options and next stage timeline. EW rail electrification now not expected until 2022		
			Gateway 2 Preliminary Design		TBC				
			Gateway 3 Detailed design		TBC				
			Gateway 4 Commit to Construct		TBC				
			Gateway 5 project Close	TBC					
Didcot Station	656 Jobs, £26.2m GVA, 14,000 houses	LGF £9.5m match £13.5m	Gateway 1 Feasibility study	Tom Pierpoint	Jun-2015	Feasibility Study has been commissioned	The project has been reforecast to provide better on site temporary car aprks		
			Gateway 2 Preliminary Design		Jan-2016				
			Gateway 3 Detailed design		Apr-2016				
			Gateway 4 Commit to Construct		Jul-2016				
			Gateway 5 Project Close	Jul-2017					
Science Vale Cycle improvements	140 jobs, £5.6m GVA	LGF £4.5m Match £2.3m	Gateway 1 Feasibility study	Paul Fermer	Mar-2015	Feasibility commissioned	Supporting LSTF Ebike Scheme is being delivered innovatively with support from Transport Systems Catapult		
			Gateway 2 Preliminary Design		May-August 2015		Delayed start due to LSTF funding scheme development work – now complete, which overlapped with Growth Deal delivery funding. Options are being explored to accelerate construction to meet expected completion milestones.		
			Gateway 3 Detailed design		Nov-2015				
			Gateway 4 Commit to Construct		Aug-2016				
			Gateway 5 Project Close	Mar-2018					
Oxford Science Transit Scheme phase 2	1140 Jobs, £46m GVA, 800 Houses	LGF £35m Match £5m	construction commenced	Paul Fermer	Sep-2015	Feasibility underway	Work is being aligned with wider A40 strategy to ensure design allows for integration into long term options		
			construction complete		Sep-2016				
					Sep-2017				
Transitional Growth Hub Funding		LGF: 250k Revenue		Nigel Tipple		on track	working to secure funds for future years . two bids th EDRF		

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Growth Board EOG 2nd February 2016
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Oxfordshire Growth Board Work Programme

November 2015 to June 2016

Published on 26 January 2016

Executive Work Programme and Notices required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

There is a legal requirement for local authorities to publish a notice setting out the key decisions that will be taken by the appropriate decision maker at least 28 clear days before such decisions are to be taken. This Work Programme sets out the executive decisions (including key decisions) which are intended to be taken by the Oxfordshire Growth Board. Whilst this document provides details of known decisions for the following month, where details of decisions to be made after this period are known, they are provided for information.

The plan also sets out where, if at all, it is anticipated that part of a meeting will be held in private. This is where confidential or exempt information (as defined in the constitution of the lead authority) is likely to be made known. Notice is hereby given that it may be necessary for part of a meeting to be held in private because it becomes apparent at the meeting that confidential or exempt information will otherwise be made known. Should this become apparent at the meeting the relevant part of the meeting will only be held in private upon the passing of a resolution which (where exempt information will be made known) describes the description of exempt information pursuant to Schedule 12A of the Local Government Act 1972.

The Work Programme will be updated and rolled forward on a bi-monthly basis. As this takes place, the programme will be adjusted and further decisions will be added or anticipated ones may be rescheduled or removed. A likely date of decision is shown, but it is possible that a decision may be rescheduled to a later month.

For further information on the Growth Board Work Programme, please contact:

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Growth Board – Voting Members 2015/2016

Chairman and Leader of Cherwell District Council	Councillor Barry Wood
Vice Chairman and Leader of Oxfordshire County Council	Councillor Ian Hudspeth
Leader of Oxford City Council	Councillor Bob Price
Leader of South Oxfordshire District Council	Councillor John Cotton
Leader of Vale of White Horse District Council	Councillor Matthew Barber
Leader of West Oxfordshire District Council	Councillor Barry Norton

Growth Board – Non voting members

Chairman of OXLEP	Adrian Shooter
Universities representative	Alistair Fitt
Skills Board Representative	Adrian Lockwood
OXLEP Business representative	Phil Shadbolt
OXLEP Business representative	Richard Venables
Harwell Representative	Andrew Harrison
Homes and Communities Agency Representative	David Warburton

Dates of Growth Board meetings chaired by Cherwell DC: 2 February, 31 March, 26 May 2016.

Issue to be Considered	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Contact Officer	Documents to be Submitted to Growth Board EOG	Date of report Sign off
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2 February 2016

POST SHMA Work Programme	Board	No	No	Paul Staines	21 st January 2016	2 nd February 2016
Growth Deal Report –December 2015	Board	No	No	Paul Staines	21 st January 2016	2 nd February 2016
City Deal Programme report – February 2016	Board	No	No	Paul Staines	21 st January 2016	2 nd February 2016

31 March 2016

POST SHMA Work Programme	Board	No	No	Paul Staines	10 th March 2016	17 th March 2016
Growth Deal Programme Report –February 2015	Board	No	No	Paul Staines	10 th March 2016	17 th March 2016
City Deal Programme report – February 2016	Board	No	No	Paul Staines	10 th March 2016	17 th March 2016

Issue to be Considered	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Contact Officer	Documents to be Submitted to Growth Board EOG	Date of report Sign off
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Future Items For Consideration or to be Scheduled						
Report on agreeing the spatial capacity of Oxford	Board	No	No	Paul Staines	Tbc.	Tbc.
City Deal Programme Report	Board	No	No	Paul Staines	Quarterly-dates tbc.	Quarterly-dates tbc.
Growth Fund Programme Report	Board	No	No	Paul Staines	Quarterly-dates tbc.	Quarterly-dates tbc.
Report on spatial options testing	Board	No	No	Paul Staines	Tbc	Tbc
Report on infrastructure implications of spatial growth options	Board	No	No	Paul Staines	Tbc	Tbc
Post SHMA Strategic Work Programme-Statement of Cooperation	Board	No	No	Paul Staines	Tbc.	Tbc.

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