

# Public Document Pack

**Committee:** Oxfordshire Growth Board  
**Date:** Thursday 26 May 2016  
**Time:** 2.00 pm  
**Venue:** Council Chamber, Bodicote House, Bodicote, Banbury, OX15 4AA

## Membership

Voting Members 30/6/2015-30/6/2016

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

## Non-voting members

<b>Chairman of OXLEP</b>	<b>Jeremy Long</b>
<b>Vice Chairman and Skills Board Representative</b>	<b>Adrian Lockwood</b>
<b>Universities representative</b>	<b>Alistair Fitt</b>
<b>OXLEP Business representative- Bicester</b>	<b>Phil Shadbolt</b>
<b>OXLEP Business representative-Oxford City</b>	<b>Richard Venables</b>
<b>OXLEP Business representative- Science Vale</b>	<b>Andrew Harrison</b>
<b>Homes and Communities Agency Representative</b>	<b>David Warburton</b>

# 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 31 March 2016.

## 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 Friday 20 May 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 (Wednesday 25 May 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: Paul Staines, 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. **Growth Board Budget Summary** (Pages 11 - 12)

Report Contact: Paul Staines, Growth Board Programme Manager

## **Purpose of report**

To provide the Board with a summary of partnership funds held on the Board's behalf by the lead authority as at 1 May 2016.

## **Recommendation**

That the budget position be noted

### **8. Oxfordshire Infrastructure Strategy Brief (Pages 13 - 22)**

Report Contact: Bev Hindle, Deputy Director, Strategy & Infrastructure, Oxfordshire County Council

## **Background**

At its meeting on 31 March 2016, the Growth Board noted within the work programme that the Executive Officer Group (EOG) had supported the development of an Infrastructure Strategy for Oxfordshire and that detailed project scoping should be prepared for Growth Board in May for approval.

Officers subsequently prepared a brief for the development of the strategy and this document was endorsed by the EOG on 12 May and is attached for approval by the Growth Board.

## **Recommendation**

The Growth Board is asked to:

- 1.1 Agree the attached brief for an Infrastructure Strategy for Oxfordshire

### **9. Strategic Economic Plan (Pages 23 - 26)**

Report Contact: Dawn Pettis, Economic Strategy Manager, OxLEP

## **Purpose of the Report**

Creating the Environment for Growth: Strategic Economic Plan for Oxfordshire – Consultation Draft (SEP Refresh)

## **Recommendations:**

The Growth Board is asked to:

- a) Consider the implications and comment on the SEP Refresh within the context of its on-going joint statutory work, including in particular its work on planning for infrastructure development in the medium to long term
- b) Make comments on the SEP structure, priorities to 2020 and the identified commitments under each theme

- c) Note the timetable for the consultation period and the finalisation of the SEP Refresh
- d) Note the governance arrangement for delivering the SEP Refresh

**10. Oxfordshire Growth Board Work Programme (Pages 27 - 32)**

To consider and review the Board Work Programme.

**11. Dates of Future Meetings**

The Board is asked to note the meeting dates for 2016/17 when Oxfordshire County Council will be the lead authority:

- Monday 25 July 2016 (NB. This date is provisional and may be changed. Panel Members will be advised accordingly)
- Monday 26 September 2016
- Wednesday 30 November 2016
- Tuesday 31 January 2017
- Wednesday 29 March 2017
- Thursday 1 June 2017

**12. Urgent Business**

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

## **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk) or 01295 221847 / 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. The definition of personal and prejudicial interests is set out in the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

## **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 / Natasha Clark, Democratic and Elections [paul.staines@cherwell-dc.gov.uk](mailto:paul.staines@cherwell-dc.gov.uk), 01295 221847 / [natasha.clark@cherwellandsouthnorthants.gov.uk](mailto:natasha.clark@cherwellandsouthnorthants.gov.uk), 01295 221589

**Sue Smith**  
**Chief Executive**

Published on Wednesday 18 May 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 31 March 2016 at 2.00 pm

Present: Councillor Barry Wood (Chairman)  
Councillor Ian Hudspeth (Vice-Chairman)

Councillor Matthew Barber  
Councillor John Cotton  
Councillor Sir Barry Norton  
Councillor Bob Price

Also Present: Alistair Fitt, University Representative  
Adrian Lockwood, Deputy Chair Oxfordshire Local Enterprise Partnership and Skills Board Chair  
Nigel Tipple, Chief Executive, Oxfordshire Local Enterprise Partnership

Apologies for absence: Andrew Harrison, Business Representative  
Jon Mansbridge, Environment Agency  
Phil Shadbolt, Business Representative (Bicester)  
David Warburton, Director HCA

Officers: Sue Smith, Chief Executive, Cherwell District Council  
Peter Clark, Head of Paid Service, Oxfordshire County Council  
Bev Hindle, Deputy Director, Strategy & Infrastructure Planning, Oxfordshire County Council  
Adrian Colwell, Head of Strategic Planning and the Economy, Cherwell District Council  
Anna Robinson, Strategic Director, South Oxfordshire & Vale of White Horse District Councils  
Christine Gore, Strategic Director, West Oxfordshire District Council  
Natasha Clark, Team Leader, Democratic and Elections  
Aaron Hetherington, Democratic and Elections Officer

### 20 **Declarations of Interest**

There were no declarations of interest.

### 21 **Minutes**

The Minutes of the meeting of the Board held on 2 February 2016 were agreed as a correct record and signed by the Chairman.

22 **Chairman's Announcements**

There were no Chairman's announcements.

23 **Public Participation**

The Chairman reported that in accordance with the Public Participation Scheme five public participation requests had been received. None of the five individuals who had submitted questions was present at the meeting to present them to the Board. The questions were therefore circulated to Board members.

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.

24 **Post SHMA Strategic Work Programme update report**

The Head of Strategic Planning and Economy (Cherwell District Council) presented the report of the Growth Board Programme Manager which provided the Growth Board (the Board) with an update on the Post-SHMA Strategic Work Programme (the Programme).

**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.

25 **Strategic Transport Forum report**

The Growth Board Programme Manager and Deputy Director, Strategy and Infrastructure Planning (Oxfordshire County Council) submitted a report which provided the Growth Board with an introduction to the Strategic Transport Forum (the Forum), a newly formed sub-group of England's Economic Heartland Alliance. The report also advised on the proposed work programme the streams the forum is developing.

**Resolved**

- (1) That the report be noted.
- (2) That the executive officers group be instructed to bring a further report to the next Oxfordshire Growth Board meeting, outlining the connections between work strand LGF3 and our own internal county priorities.



## **Future Local Government Structures report**

The Chairman introduced the report of Future Local Government Structures which recommended that the Board note that the five District Councils for Oxfordshire had together with partners commissioned a report into the potential for Unitary Councils together with a combined authority and that the County Council had indicated that they proposed to separately commission work that would review all options for local government structures.

A letter from Oxford City Council (representing the districts) addressed to Oxford County Council, together with a briefing note from Oxford County Council had been included with the agenda pack.

Councillor Barber proposed that the Board note the government's response to the devolution proposals presented in December 2015 which indicated that a different and stronger form of governance was required for the proposals to make progress. Councillor Barber reported that in order to forward a devolution bid, the five Oxfordshire district councils, together with South Northamptonshire Council and Cotswold District Council, have commissioned a feasibility study for a wide range of unitary local government options and proposed that the Board welcome this initiative and urge Oxfordshire County Council to join with the Districts in the commissioning and managing of this study, rather than duplicating this work by commissioning a separate study to cover the same ground

Councillor Price seconded the proposal.

### **Resolved**

- (1) That the report be noted.
- (2) That the Board notes that the response from government to the devolution proposals that were presented collectively to DCLG/BIS/Cabinet Office in December 2015 indicated clearly that a different and stronger form of governance was required for the proposals to make progress.
- (3) The Board also notes that, in order to forward a devolution bid, the five district councils, together with South Northamptonshire Council and Cotswold District Council, have commissioned a feasibility study for a wide range of unitary local government options.
- (4) The Board welcomes this initiative outlined in resolution (3) and urges Oxfordshire County Council to join with the Districts in the commissioning and managing of this study, rather than duplicating this work by commissioning a separate study to cover the same ground.

## **Work Programme**

The Board considered its work programme and noted that an additional report outlining the connections between work strand LGF3 and our own internal

county priorities. would be submitted to the May meeting in accordance with the resolution at agenda item 7.

**Resolved**

That, subject to the addition of a report outlining the connections between work strand LGF3 and our own internal county priorities to the May meeting, the work programme be noted.

28 **Urgent Business**

There were no items of urgent business.

The meeting ended at 2.40 pm

Chairman:

Date:

Growth Board 26 May 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).

### Recommendation

*To note the progress of the Programme, the anticipated timeline and to reaffirm their commitment to the timely completion of the Programme*

### Background

2. The Board will recall that it approved the Programme on 30<sup>th</sup> July 2015 and since that date has received regular reports updating progress against the Programme. The latest Programme is attached as an Appendix.

### Programme Update

3. As we near the end of the Programme there are three projects either underway or to be finalised, these are
  - Spatial Options Assessment project
  - Infrastructure Assessment project
  - Final conclusions report for the Board

### Spatial Options Assessment Project

4. The Board will recall that the partners agreed a long list of potential strategic areas of search for growth that would be taken forward for assessment. Land Use Consultants (LUC) were appointed to complete this project.
5. All Partners recognised that this assessment is be a crucial element of the Programme and accordingly the Post SHMA Work programme Project Team (the Project Team) have ensured that they have spent sufficient time debating the project to ensure that there is a common agreed understanding and approach. This has led to an extension of the project, both in terms of time and costs that Growth Board Executive Officers Group (EOG) members have approved.
6. Whilst the additional costs and timeline for the project are regrettable, the extra time spent has meant that the Project Team have been able to coalesce around an agreed methodology for site assessment and an agreed project timeline that LUC have applied. Accordingly the project has proceeded without material delay

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7. LUC presented their draft findings to EOG and the Project Team on the 12<sup>th</sup> May. This is a delay of approximately one month on the original timeline for the project. A draft report and further discussions are planned, leading to a final report in late June/early July.

### **Infrastructure Assessment Project (IAP)**

8. In my last report to the Board, I advised of the necessity to first “directly appoint” a consultant to this Project and secondly to accept an offer from County colleagues to bolster the Project’s resources with in-house expertise to keep to the agreed Programme.
9. Accordingly the contractor ITP submitted a proposal that the Project Team approved that comprised;
  - Firstly, an Initial assessment of transport/accessibility of options, together with some initial thinking about how spatial growth options might be grouped, based on different themes or criteria.
  - Secondly, a more detailed piece of work assessing in more detail the transport infrastructure needs of the shortlisted options that emerge from the workshop.
10. The first stage of the project is nearing completion and interim findings will be available by the end of May in time for a special meeting of EOG on the 6<sup>th</sup> June.
11. Once this first stage is complete, we will commence the subsequent stage refining this work. It is at this stage that strategic transport modelling would take place, work that is intended to assess combinations of options rather than individual sites..
12. This project is anticipated to be completed by the end of July.

### **Final report**

13. Once the individual projects are complete there will be a final project to pull the threads of the Programme together, this will include considering other strategic infrastructure implications apart from transport and will conclude with the appropriate apportionment of the unmet need for Oxford.
14. The Board will recall that it was originally intended that a “critical friend”, appointed for the purpose would complete this final piece of work. This is still possible but officers’ are also exploring alternative options and commissions to ensure that the final conclusions are of the highest quality and robustness..
15. Although the fact that this final project is still to be commissioned leaves this element of the Programme still to be finalised, officers still estimate that the Programme will ask the Growth Board to approve a Memorandum of

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Understanding containing the agreed apportionment of the unmet need for Oxford between the rural districts by the end of September 2016. A special meeting of the Board is likely to need convening for this purpose.

## **Conclusions**

16. The revised Programme attached as an appendix to this report demonstrates that since I last reported to you the Programme continues to make progress as we move through its most difficult and challenging projects. It is to the credit of the Project Team and EOG that, through this dense and complex partnership process the Programme has not experienced any material slippage.
17. Officers continue to acknowledge however that the history of the Programme is one of slippage and are aware that, although the original timetable was always considered highly ambitious, it is now essential that the Programme keep to the revised timetable so that it does not affect upon the progress of partners Local Plans. Recent commitment from the partners to the Programme demonstrates this.

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Agenda item Appendix: Post SHMA Strategic Work programme May 2016

No.	Programme Element	Lead Council(s)	Resources	Tasks	Outputs	Original Completion Date	Revised completion date as at 12th May 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		Completed.
			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	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	Completed.
			Growth Board Programme Manager/ In-house staff	Develop communications strategy and Growth Board website	Communication Strategy and Website Information	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	Completed.
			Growth Board Programme Manager/ In-house staff	Develop a confidentiality protocol		n/a	October 2015	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		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	Completed.
3	Strategic Options development to inform housing distribution	WODC	Post SHMA project Team	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	Completed.
		All Councils	all partners	Individual Districts generate aggregated Strategic Options	Strategic Options for all districts	March 2015	September 2015	Completed.
		All Councils	Post SHMA project Team/EOG	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	Completed.
4	High Level Sustainability and Strategic Options Assessment	OCountyC	Post SHMA project Team	Finalise brief and procure consultants for Sustainability Assessment	Develop Project Brief and appoint consultants	February 2015	November 2015	Completed.
		OCountyC	Post SHMA project Team	Study the draft 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.	Draft Report on Green Belt Study	June 2015	April 2016	completed, review is now part of spatial options testing framework

Agenda item Appendix: Post SHMA Strategic Work programme May 2016

		OCountyC	Post SHMA project Team/Consultants	Establish spatial and sustainability assessment criteria and baseline	Agreed assessment criteria and baseline	June 2015	April 2016	completed and testing criteria agreed - this methodology will underpin the recommendations of the draft spatial options assessment report due on 11th May
				Identify any strategic environmental constraints	Report on Strategic Environmental Constraints	June 2015	April 2016	
				Identify any strategic infrastructure constraints	Report on Strategic Infrastructure Constraints	June 2015	April 2016	
				Identify any strategic water constraints	Report on Strategic Water Constraints	June 2015	April 2016	
				Assess Strategic Options for consistency with Strategic Economic Plan	SEP Consistency Paper	June 2015	April 2016	
				Infrastructure assessment of Strategic Options, including transport	Infrastructure analysis of Strategic Options	June 2016	April 2016	
				Assess landscape and heritage impact of Strategic Options	Landscape and heritage analysis of Strategic Options	June 2017	April 2016	
				High level viability assessment of Strategic Options and draft list for infrastructure testing	Report on viability assessment of Strategic Options	July 2015	April 2016	
		All Councils	Growth Board Project Team/EOG/ Consultants	Check and Challenge workshop on emerging evaluation of Strategic Options	Revised Draft Sustainability Assessment Report and Revised Draft Report on Green Belt Study	July 2015	April 2016	completed
				finalise draft Spatial Options Assessment Report	final report for Board	July 2015	July 2016	
5	Infrastructure Delivery Plan	OCountyC	Growth Board Project Team	Collate existing IDPs and evidence	develop a background comprehensive evidence base	March 2015	Januay 2016	Completed.
				Define scope of infrastructure assessment work and transport assessment/ modelling	Detailed Project Brief	March 2015	Januay 2016	Completed.
				Initial assessment of transport/accessibility of options	initial options report for spatial options workshop	July 2015	May 2016	Completed on the long list of options.
				consideration of a more detailed assessment of options and infrastructure needs/ requirements of the shortlisted options.	first draft of infrastructure report		June 2016	
		All Councils	Growth Board Project Team/EOG/ Consultants	Check and Challenge workshop on emerging infrastructure plans and priorities	Revised Draft Strategic Infrastructure Delivery Plan	July 2015	June 2016	date to be set in June
			Growth Board Project Team	Finalise Strategic Infrastructure Delivery Plan	Final Strategic Infrastructure Delivery Plan	July 2015	July 2016	
6	Complete final reports for Growth Board	All Councils	Growth Board Project Team	Report on final conclusions on spatial options assessment and infrastructure implications and recommendations on housing distribution between districts and implications for 5 year housing land supply	Report to Growth Board	July 2015	August 2016	
			Growth Board Project Team/EOG	Check and Challenge workshop on reports recommendations	Revised Report to Growth Board	August 2015	September 2016	
			Growth Board	Growth Board consider recommendations and decide housing distribution between districts	Agreed position on housing distribution	September 2015	Mid September 2016	
			Growth Board Project Team	Publish statement of cooperation setting out agreed distribution	Revised Statement of Cooperation	September 2015	End of September 2016	
7	High level Strategic Habitat Regulations Assessment	TBC	Growth Board Project Team	Prepare brief and procure consultants	Project Brief		May 2016	High level screening to be completed alongside spatial options assessment project
			Consultants	Screening of Recommended Strategic Options	HRA Screening of Strategic Options Report		May 2016	
				Appropriate Assessment (if required)	Appropriate Assessment		tbc	
	Water Cycle Strategy	Vale/South	Growth Board Project Team	Prepare brief and procure consultants	Project Brief		tbc	This project will commence alongside Local Plan reviews
			Consultants	Prepare Water Cycle Strategy	Water Cycle Strategy	tbc	tbc	



Growth Board 26 May 2016  
 Contact: Paul Staines  
 E-mail Paul.staines@Cherwell-DC.gov.uk  
 Phone 01295-221847

## Growth Board Budget Summary

### Purpose of report

1. To provide the Board with a summary of partnership funds held on the Board's behalf by the lead authority as at 1<sup>st</sup> May 2016.

### Recommendation

***That the budget position be noted***

### Budget summary

<b>GROWTH BOARD FUND</b>				
<b>ANNUAL REPORT 2015-2016</b>				
Trans.date	Period	Text	Amount	Comments
11/09/2015	201607	Critical Friend Advice	12,132.10	
30/10/2015	201608	Oxford Green Belt Study - Land use consultants	31,532.84	
16/12/2015	201610	Oxfordshire Growth Board - Low Carbon Hub	7,500.00	
15/01/2016	201610	reimbers training cost	861.6	
02/11/2015	201612	Critical Friend Advice - Fortismere Associates Ltd	829.7	
02/11/2015	201612	Critical Friend Advice - Fortismere Associates Ltd	7,920.00	
	19622	Professional Fees	<b>60,776.24</b>	
13/10/2015	201607	CDC Contrib to Growth Board	-30,000.00	paid
13/10/2015	201607	Oxford City	-30,000.00	paid
13/10/2015	201607	West Oxfordshire District Council	-30,000.00	paid
13/10/2015	201607	Vale of White Horse	-30,000.00	still outstanding
13/10/2015	201607	South Oxfordshire District Council	-30,000.00	still outstanding
13/10/2015		County residual contribution (net of payt for green belt study)	-4,505.00	still outstanding
13/11/2015	201608	Growth Board Fund Transfer	-201,807.54	paid
	33540	Contributions Received	-356,312.54	
		<b>Net Expenditure</b>	<b>-£295,536.30</b>	

2. The Board should note that each authority has agreed to a maximum contribution of £60,000. To date only half of this commitment has been asked to be transferred to this fund.
3. In addition to the above payments and receipts there are outstanding commitments to LUC for the Spatial Options Assessment Project totalling £72,688 and ITP for the Infrastructure assessment project totalling £24,500 – note this is an estimate.

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4. Looking ahead there will also be a payment due for the transport modelling element of the project estimated at circa £50,000 and an additional commitment as yet unknown for the final project to bring the various projects conclusions together in a summary report for the Board that will accompany the recommended apportionment of Oxford's unmet housing need.
5. In addition to the outstanding commitments for the agreed Post SHMA Strategic Work Programme there is a potential commitment, dependent upon the decision of the Board to fund the Infrastructure Strategy. This is estimated to be £120,000 or £20,000 per authority.
6. The Board is asked to note the budget position.

## Oxfordshire Infrastructure Strategy Brief

### 1.0 Recommendation

*The Growth Board is asked to:*

- 1.1 *Agree the attached brief for an Infrastructure Strategy for Oxfordshire*

### 2.0 Background

- 2.1 At its meeting on 31 March 2016, the Growth Board noted within the work programme that the Executive Officer Group (EOG) had supported the development of an Infrastructure Strategy for Oxfordshire and that detailed project scoping should be prepared for Growth Board in May for approval.
- 2.2 Officers subsequently prepared a brief for the development of the strategy and this document was endorsed by the EOG on 12 May and is attached for approval by the Growth Board.

### 3.0 Matters for consideration

- 3.1 The brief seeks to build on work and structures already in place and in particular the activity associated with delivering the post Strategic Housing Market Assessment programme. The intention within the brief is that the infrastructure strategy should be designed to be able to fully integrate with the proposed development of sub-national planning for the Economic Heart of England Alliance. The advantage of doing this is to put Oxfordshire in the best position possible to ensure that its interests are explicit, up to date and presented in a way that is relevant to that regional work and with the most potential to influence its outcomes.
- 3.2 It is proposed that the final output is developed and maintained as a live document that evolves as the reality of local development becomes understood and as national and regional plans are further progressed. In this way the document will continue to address the core infrastructure challenges faced by authorities and communities and provide a solid evidence base and agreed platform into the future for funding bids and strategic planning.
- 3.3 The brief proposes that the development of the strategy is supported with an open public consultation process to help facilitate a more informed dialogue with communities, developers and stakeholders on the impact of growth and related infrastructure priorities.
- 3.4 In addition to participation from all partners managed through a joint officer working group, preparing the strategy itself will require a significant external commission to provide specific technical capabilities and capacity. The draft brief assumes a resource base set at £120,000, representing a contribution of £20,000 per partner authority as agreed in principle through the Executive Officer Group in March.

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## **Draft Oxfordshire Infrastructure Strategy Brief**

### **1 Introduction**

- 1.1 Oxfordshire is at the forefront of a revolution in growth. It has around 30,000 businesses, providing over 380,000 jobs, including a high proportion in research, science and technology, engineering, and high-tech manufacturing. The county's economy is recognised as one of the best performing in the UK and its contribution to the national economy is well above average - workplace Gross Value Added per head in Oxfordshire averaged over £30,000 in 2014, compared to the UK average of around £25,000. Some 85,000 additional jobs are forecast to be created in Oxfordshire by 2031.
- 1.2 Oxfordshire therefore has a strong reputation nationally and internationally as an engine for growth – illustrated by:
- The development of the 'Knowledge Spine' concept, the growth corridor linking Bicester, Oxford and Science Vale, recognising Oxfordshire as a centre for science and innovation; much of this employment is located on this corridor
  - Designation within this of both Bicester and Didcot as Garden Towns, with significant growth happening and proposed;
  - The County's strategic position at both a North/South and East/West Crossroads, including on the Oxford-Milton Keynes-Cambridge growth arc - and its associated national infrastructure projects, notably East West Rail and the Oxford to Cambridge Expressway.
- 1.3 An Oxfordshire Growth Board has been established, comprising all Oxfordshire Local Authorities (County Council and 5 District Councils) plus the Oxfordshire LEP. This has established the growth ambition through publication of the Oxfordshire Strategic Housing Market Assessment (SHMA), which has identified the need for around 100,000 new homes in Oxfordshire by 2031. These are being taken forward through joint working across authorities and ultimately District Council Local Plans. Initial work is focusing on the spatial options to accommodate Oxford's unmet housing need, which has included a strong element of infrastructure planning.
- 1.4 Housing and jobs forecasts are embedded in the Oxfordshire Strategic Economic Plan (SEP) which has recently been updated and is out to consultation.
- 1.5 Committed and Planned Growth over the next 15-20 years has been established and mapped, with a documented schedule of envisaged infrastructure requirements and committed / potential funding. This builds on the infrastructure and growth mapping undertaken to date and is being regularly updated. This is illustrated at countywide level in annex 1. This will be updated as decisions about where additional growth and supporting infrastructure should be located are made.

- 1.6 This work needs to be broadened in its scope and developed into a comprehensive Oxfordshire Infrastructure Strategy to pick up wider strategic infrastructure requirements, constraints and opportunities, of the county and beyond, and refined to ensure the evidence needed for such infrastructure is clear.
- 1.7 It is also the intention that the OxIS will be linked with a wider infrastructure strategy covering Oxfordshire and neighbouring authorities that form part of England's Economic Heartland Alliance, which Oxfordshire is a key member of alongside Buckinghamshire, Northamptonshire and other local authority partners. It will sit within the wider National Framework (a National Infrastructure Commission focus, which has flagged Oxford to Cambridge as a priority corridor with significant further economic potential).
- 1.8 The OxIS will look at ambitions and projects long term to 2040, so will extend beyond current Local Plan and Local Transport Plan timescales to reflect the delivery timescales of a number of planned and potential strategic infrastructure improvements.

## **2 *Oxfordshire Growth & Infrastructure Context***

- 2.1 A significant benefit and risk for delivering growth is the timely delivery of infrastructure. While attitudes toward growth are varied, there is consistent support for the principle that if we must have growth we must have the necessary infrastructure provided in a timely way to support that growth and benefit new and existing communities and continue to develop Oxfordshire as an attractive and vibrant place to live and work.
- 2.2 As local authorities we have statutory responsibility for the delivery and maintenance of specific elements of strategic infrastructure – notably transport, schools and waste management, but also in helping to secure more local community-based infrastructure such as open space and leisure facilities.
- 2.3 Increasingly, we need to clearly identify what other infrastructure developed and provided by other parties is needed to enable and support planned growth - rail, electricity, water and sewerage, health facilities, broadband etc. - and plan for other forms of infrastructure which mitigate potentially harmful effects of development such as flood alleviation and environmental management.
- 2.4 It is also in our long –term financial interests to ensure delivery of infrastructure supports growth and development in a way which manages and helps to control future demand on public services – through efficient and appropriate provision of schools and health facilities for example - and does not trigger requirement for costly new infrastructure or expensive service delivery models which cannot be funded.

2.5 Currently, Infrastructure Delivery Plans are developed alongside Local Plans to ensure that, as far as possible, decisions on forward planning are taking account of the infrastructure needs of the area. However, this tends to be a derived product: the growth options are identified through land availability assessments, sustainability appraisal tests sites alongside deliverability, and viability testing and preferred sites emerge: only then is the infrastructure needed to support these sites identified and tested. We need to do more to look at our infrastructure supply and demand as an opportunity to inform growth in terms of its location, scale and type and to seek to maximise the benefit and minimise the strain on infrastructure provision.

### **3 *What is the Oxfordshire Infrastructure Strategy?***

3.1 The OxIS will identify, map and prioritise our infrastructure requirements to 2040 under the following key themes:

- Transport
- Education
- Health services
- Other strategic community and environmental infrastructure e.g. waste management
- Energy & Utilities
- Flooding & Water management
- Broadband & Connectivity
- Green Infrastructure

3.2 The OxIS is not a statutory policy document, but is aimed at shaping and influencing key documents such as Local Plans and service providers' investment strategies, and enable the Oxfordshire Growth Board and its members to use that information to:

- make better informed choices of where growth should go;
- seek agreed prioritisation of delivery, including priorities between different forms of infrastructure;
- maximise capacity to meet demand;
- better position ourselves with government, selling the Oxfordshire 'brand' (within the wider EEH context) and to demonstrate how Oxfordshire will be an attractive place for business and developers to invest with confidence
- increase our business case success for external funding and streamline strategic developer funding negotiations;
- facilitate informed dialogue with communities, developers and our main stakeholders on the impact of growth

3.3 More specifically, the OxIS will set out the ambition, informed by facts, for the planned infrastructure provision and growth priorities for Oxfordshire over the next 25 years. As a live document that is intended to be updated periodically alongside the SEP, it would:

- build on existing commitments, strategies and current planning horizons, e.g. LTP4, SEP and Local Plans, enabling Oxfordshire authorities and the LEP, working together through the Growth Board, to identify and prioritise strategic infrastructure needs and plans to meet Oxfordshire's future employment and housing growth, in the context of an overall spatial planning and infrastructure provision approach that clearly sets out and maximises the benefits and opportunities for Oxfordshire;
- encourage innovative and cost-effective approaches to infrastructure delivery, introducing new technologies or demand management approaches to make the most of existing infrastructure and low maintenance solutions to reduce revenue burdens in future;
- seek to identify various funding approaches available or possible to unlock timely delivery of infrastructure;
- contain a prioritised, costed programme of infrastructure projects that Oxfordshire authorities and other strategic infrastructure providers (e.g. Network Rail, Highways England, Environment Agency) consider necessary to meet the demands of Oxfordshire's growth to 2040;
- seek out opportunities for joined up delivery to inform future Local Plans, the SEP and Stakeholders / the public where and how infrastructure can help shape and deliver planned growth, maximised for public benefit and sustainability;
- provide a strategic context for current devolution proposals and for Oxfordshire's involvement in broader sub-national planning initiatives;
- include supply and demand mapping, in order to provide an effective evidence base for emerging Local Plans, the refreshed SEP, capital programmes, third party investment proposals and other funding streams (e.g. Local Growth Fund);
- create a common platform for all infrastructure providers to outline their investment plans for the future and support the business cases for these proposals.



3.4 The OxIS will add further value by not only mapping out, identifying and refining infrastructure requirements but to also use that information to provide:

- a transparent, interactive, common strategic evidence base, to enable better informed choices of where growth should go, for all Local Planning Authorities and infrastructure providers, delivered through shared resources and expertise across the Growth Board partners. Using open data will also encourage active applications development and invite approaches to take into account the constraints and capacity/demand issues we face;
- a coherent strategic context for local plans, helping to evidence cooperation across Oxfordshire to secure long term investor confidence and providing a shared basis for developer negotiations. Local authorities will be able to ensure that ambitious housing targets can be met and that new homes and jobs are delivered in the most suitable and sustainable locations, supported by the necessary infrastructure;
- the context, evidence and the process for agreement on an infrastructure delivery programme for Oxfordshire. The Growth Board will agree this strategy and keep it under regular review to ensure it is clear on its delivery success and that new opportunities or issues are being addressed in a flexible and timely way;
- agreed prioritisation of delivery, including priorities between different forms of infrastructure, through a forum and process for agreeing and coordinating the strategic infrastructure priorities for Oxfordshire, without taking away any decision-making responsibility from individual authorities;
- a mechanism to feed Oxfordshire priorities into the infrastructure strategy for England's Economic Heartland Alliance;
- a common platform to strengthen our approach to business case development and increase success for seeking external funding either from new development or external sources including devolution, Local Growth Fund or in lobbying for national infrastructure funding through Road or Rail Investment Strategies;
- Infrastructure to be planned and developed in a more transparent and understandable way, in terms of public and Stakeholder awareness, engagement and consultation.

#### **4. Project Scope, Specification, Requirements and Phasing**

4.1 The Project Team (consisting of Oxfordshire cross-authority officers and consultancy support as required) would focus on the main areas of strategic infrastructure provision outlined in paragraph 3.1 above, to:

- Produce the overall Oxfordshire Infrastructure Strategy;
- Coordinate input to the Strategy from Oxfordshire Authorities
- Provide specialist advice to advise on major investment strategies in non-authority infrastructure sectors (energy, water, sewerage, health);
- Undertake or commission any required infrastructure survey work i.e. where existing up to date data does not exist in accessible formats;
- Devise and undertake a public and stakeholder consultation process
- Develop and refine a delivery prioritisation process.
- Develop a platform to make this accessible – i.e. an interactive mapping element to bring the strategy to life and act as a mechanism to attract funding/enable investment in projects

4.2 The OxIS should be prepared in line with, but without limitation to the NPPF and PPG: the strategy would add value in relation to strategic priorities rather than duplicate District Council Infrastructure Delivery Plans. It should consider best practice from elsewhere, including any similar strategic infrastructure plans which have been developed by other authorities similar to that proposed.

4.3 The project is proposed to be undertaken in two phases:

- 1) Stage 1 – continue to map out all known infrastructure planned or required, including a risk matrix for delivery of such infrastructure within the strategy period. Estimates of total cost will be included in this stage; the outcome will be a draft strategy document, for public and stakeholder consultation.
- 2) Stage 2 – Reporting back on consultation, including proposed changes, and strategy finalisation. This will include development of a prioritisation methodology and an assessment approach /tool which reflects local and wider benefits, including understanding the priorities of local communities, and an action plan and programme for infrastructure delivery linked to planned and potential growth.

4.4 The required project outputs are envisaged as being:

- A strategy document, comprising a robust strategy and prioritised delivery plan, which incorporates committed and proposed development and sets out the existing/proposed/potential infrastructure required to support it;

- A clear, interactive map-based approach with supporting narrative – extending the map-based approach already developed to support Oxfordshire devolution proposals to date;
- Identification of each key infrastructure project to be included both in the strategy document and on maps by:
  - time period (e.g. committed/short term/medium term/long term)
  - housing and employment development it would directly support
  - projected costs and funding sources
  - delivery partners
  - interdependencies
- Consultation materials - including a website and other materials, together with a report summarising the outcome of consultation.

## **5. Governance and Project Management**

- 5.1 The Project will be commissioned and owned by the Oxfordshire Growth Board, which meets quarterly and facilitates cross-authority buy-in and engagement from key partners – including the LEP, Environment Agency, HCA, etc.
- 5.2 The progress of the OxIS would have Executive Officer Group oversight, supported and monitored by a cross-authority project team likely to be similar to the one which has overseen the SHMA process and subsequent “Post SHMA” workstreams.
- 5.3 Oxfordshire County Council is proposed to act as lead authority in terms of consultant procurement and contract / project management. Any appointed consultant(s) will be expected to be procured and appointed via an appropriate framework. They would work closely with the Project Group, client Project Manager and lead officers, via a single point of contact.

## **6. Budget and Resources**

- 6.1 A project budget ceiling of £120,000 (maximum £20,000 from each authority) has been agreed for this work, to cover:
- Production of the required outputs identified in para 4.4
  - Consultation and engagement
  - Liaison with all authorities, partners and other infrastructure providers
  - All consultancy costs and expenses including appropriate project contingency
- 6.2 Drawing in partner staff resources, as well as consultancy support, will also need to be considered. As examples, this could cover: programme management, specialist technical disciplines and communications and media support

## **7. Timetable**

7.1 A detailed project plan will be agreed once the resource proposal to support this project has been worked through in greater detail and been agreed. On the assumption that a consultant would be appointed, an indicative six-month project timetable is envisaged, with key milestones/deadlines as follows:

<b><u>Milestone</u></b>	<b><u>Deadline</u></b>
Consultancy Brief Issued for Expressions of Interest	June 2016
Formal Tendering and assessment	June-July 2016
<b>Contract Award signed off by Growth Board</b>	<b>25 July 2016</b>
Stage 1	1 August-October 2016
Consultation	October-November 2016
<b>Stage 1 Strategy signed off by Growth Board</b>	<b>30 November 2016</b>
Stage 2 Delivery & Prioritisation	December 2016 –January 2017
<b>Stage 2 Completion and sign off by Growth Board</b>	<b>31<sup>st</sup> January 2017</b>

**Version 5 - 06/05/2016**

Growth Board 26th May 2016  
Contact: Paul Staines  
E- mail Paul.staines@Cherwell-DC.gov.uk  
Phone 01295-221847

## Strategic Economic Plan

### Purpose of Report

Creating the Environment for Growth: Strategic Economic Plan for Oxfordshire – Consultation Draft (SEP Refresh)

### Recommendations

The Growth Board is asked to:

- a) Consider the implications and comment on the SEP Refresh within the context of its on-going joint statutory work, including in particular its work on planning for infrastructure development in the medium to long term
- b) Make comments on the SEP structure, priorities to 2020 and the identified commitments under each theme
- c) Note the timetable for the consultation period and the finalisation of the SEP Refresh
- d) Note the governance arrangement for delivering the SEP Refresh

### Background

1. In March 2014 the Oxfordshire LEP (OxLEP) published the Strategic Economic Plan for Oxfordshire in response to a call from Government. The SEP outlined Oxfordshire's ambitions for economic growth which formed the backbone of a bid for a proportion of the national c£2billion Local Growth Fund for local infrastructure projects in the period 2015/16. In the event, Oxfordshire was successful in attracting:
  - £8.9m to support Technology and Innovation Centres
  - £35.95m to support the Western Conveyance Channel/Flood Storage
  - £4.49m to support the Centre for Applied Superconductivity
  - £58.52m for infrastructure
  - £10.6, Local Transport Board agreed allocation
2. The 2014 SEP achieved a great deal and continues to be endorsed. We are now taking steps to refresh the SEP that:
  - Reflects new evidence and insight that has become available in the past two years

- Embraces a number of investment plans and strategies that have been completed (or are on-going) within the county for skills, innovation, creative, cultural, heritage and tourism sectors, and the environment
  - Acknowledges the changing wider context for Oxfordshire's continued prosperity – and particularly the far greater global economic uncertainty that is likely to define the next five years
  - Responds to substantial engagement from the county's business, universities, research institutions, local authorities, voluntary and community sectors, and many of its residents
  - Anticipates that the process of local government devolution will progress over the months and years ahead and that the SEP will be updated and aligned over time to reflect this
3. Compared to the original SEP, the refreshed version:
- Has a greater focus on medium term priorities and very much less emphasis on 'projects'
  - Is shorter – with an emphasis on the strategy (not the details of delivery)
  - Is clearer – particularly in explaining the relationships with other processes, especially the primacy of strategic planning.
4. The preparation of the SEP Refresh document, entitled '*Creating the Environment for Growth: Strategic Economic Plan for Oxfordshire – Consultation Draft*' has been overseen by a Steering Group. This consultation draft was developed through:
- Targeted interviews throughout January and February with key partners in Oxfordshire, including the Universities, colleges, local authorities, business representative organisations, the voluntary and community sector, the CPRE and various environmental groups such as TOE2;
  - Three public workshops held in Oxford and in south and north Oxfordshire on 26 and 29 February, and on 1 March.
5. The document was published for public consultation on 21 April for a period of 5 weeks. We have sought to reach as many businesses, organisations and individuals for their views through:
- Press releases and radio interviews with Jack FM and the BBC
  - 10,000 leaflets posted to libraries and to all parish, town, city and district councils and the county council
  - Our business and academic networks including the Oxfordshire Town Chamber Network and B4, IoD, FSB etc
  - Direct email to over 2,500 contacts on our communications database, including to local authority Members
  - A social media campaign on Facebook, Twitter and LinkedIn

6. We have asked the following questions as well as providing a free text box for responders to make comments as they see fit:
  - I. Does the SEP capture the main characteristics of the Oxfordshire economy, its challenges and opportunities? If not, what else could be included?
  - II. People – do we have the right priorities and commitments in place? If not, what is missing?
  - III. Place - do we have the right priorities and commitments in place? If not, what is missing?
  - IV. Enterprise - do we have the right priorities and commitments in place? If not, what is missing?
  - V. Connectivity - do we have the right priorities and commitments in place? If not, what is missing?
  - VI. Does the SEP articulate clearly the roles and responsibilities of OxLEP – both in itself and in relation to other processes?
  - VII. Please feel free to make any additional comments in the box below.

## Overview

7. The SEP refresh, which includes an Executive Summary, is attached to this report. There are aspects of the refresh to note in particular.
8. The SEP is framed by the Vision (see page 9) which remains the same as for the 2014 SEP:
  9. **‘By 2030, Oxfordshire will be recognised as a vibrant, sustainable, inclusive, world leading economy, driven by innovation, enterprise and research excellence’.**
10. This vision is the starting point for the SEP refresh on the basis that Oxfordshire is set apart by the excellence and scale of Innovation, Enterprise and Research. By harnessing these three overarching drivers, the aim is to ensure that by 2030 Oxfordshire’s economy is recognised to be Vibrant, Sustainable, Inclusive and World Leading. These drivers then flow through the four programmes that provide the framework out of which emerges the LEPs medium term priorities to 2020, and on-going commitments for the longer term horizon to 2030 and beyond:
  - People
  - Place

- Enterprise
- Connectivity

11. The SEP Refresh clearly sets out a profile of Oxfordshire's economy today, including the key assets, opportunities and challenges (see pages 10 to 13), before moving on to provide more detail around the four programmes (pages 14 to 33) and how we will meet the priorities to 2020 by utilising (for example) Oxfordshire's £19.3m European Structural Investment Fund allocation, and up an coming funding streams including Local Growth Fund.

12. The SEP Refresh is careful to set out clearly the relationships to the on-going work of the statutory Oxfordshire Growth Board (Joint Work Programme including the Spatial Options for Oxford's unmet need, and the County, City and District Councils (LTP, Local Plans, Infrastructure work) - see page 34. We would particularly welcome the Growth Boards' views on this section and how it could potentially be strengthened.

13. We would also welcome the Growth Boards views on:

- The overall structure of the SEP refresh
- The medium term priorities to 2020 and the identified longer term commitments under each of the themes
- The 'feel' of the document, i.e. is it positive, confident and clear on what it is trying to achieve?

### **Next steps**

14. Once the consultation period closes on 27 May, we will analyse the results and prepare and publish considered responses to the comments made during the consultation. We aim to do this during June, but precisely when will be dependent on the total number of responses we receive, and the time needed to read them thoroughly.

15. We will then develop the SEP further during the summer to be signed off by the OxLEP Board in September. We intend to hold a SEP launch event for late September.

Dawn Pettis  
Economic Strategy Manager  
OxLEP



Growth Board EOG 26<sup>th</sup> May 2016  
Contact: Paul Staines; Growth Board Programme Manager  
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# Oxfordshire Growth Board Work Programme

**1 May to 30 June 2016**

Published on 18 May 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:

Paul Staines,  
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Bodicote House,  
Bodicote, Banbury,  
Oxfordshire OX15 4AA  
E-mail: [paul.staines@Cherwell-DC.gov.uk](mailto:paul.staines@Cherwell-DC.gov.uk)

**Growth Board – Voting Members 30/6/2015-30/6/2016**

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

**Growth Board – Non voting members**

<b>Chairman of OXLEP</b>	<b>Jeremy Long</b>
<b>Vice Chairman and Skills Board Representative</b>	<b>Adrian Lockwood</b>
<b>Universities representative</b>	<b>Alistair Fitt</b>
<b>OXLEP Business representative- Bicester</b>	<b>Phil Shadbolt</b>
<b>OXLEP Business representative-Oxford City</b>	<b>Richard Venables</b>
<b>OXLEP Business representative- Science Vale</b>	<b>Andrew Harrison</b>
<b>Homes and Communities Agency Representative</b>	<b>David Warburton</b>

**Dates of Growth Board meetings chaired by Cherwell DC:** 26 May 2016. Note that on 1 July Chairmanship passes to OCC, meeting dates TBC.

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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26 May 2016						
Post SHMA Work Programme Update	Board	No	No	Paul Staines	9th May 2016	13 May 2016
Infrastructure Strategy	Board	No	No	Bev hindle	9th May 2016	13 May 2016

Future Items For Consideration or to be Scheduled						
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 the assessment of spatial growth options	Board	No	No	Paul Staines	Tbc	Tbc

<b>Issue to be Considered</b>	<b>Decision Maker</b>	<b>Key Decision (Yes/No)</b>	<b>Item likely to be considered in private (Yes/No)</b>	<b>Contact Officer</b>	<b>Documents to be Submitted to Growth Board EOG</b>	<b>Date of report Sign off</b>
<b>Report on infrastructure implications of spatial growth options</b>	<b>Board</b>	<b>No</b>	<b>No</b>	<b>Paul Staines</b>	<b>Tbc</b>	<b>Tbc</b>
<b>Post SHMA Strategic Work Programme-Statement of Cooperation and apportionment of unmet need</b>	<b>Board</b>	<b>No</b>	<b>No</b>	<b>Paul Staines</b>	<b>Tbc.</b>	<b>Tbc.</b>

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