

Post SHMA Strategic Work programme July 2015

No.	Programme Element	Lead Council(s)	Resources	Tasks	Outputs	Original Completion Date	Revised completion date as at 21st July	Notes
1	Programme Set Up	WODC	Growth Board Programme Manager/ In-house staff	Prepare Detailed Project Plan, agree project leads, identify resources, and define steering and reporting arrangements	Detailed Project Plan for approval at February Growth Board	ongoing	ongoing	
			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	Agreed to be part of the tender for a critical friend.
			Growth Board Programme Manager/ In-house staff	Engage external expert Critical Friend to independently validate and comment on the programme at key stages	Critical Friend appointed	February 2015	May 2015	Appointed Mid May.
			Growth Board Programme Manager/ In-house staff	Develop communications strategy and Growth Board website	Communication Strategy and Website Information	February 2015	February 2015	Comms strategy completed. Agreed at GB that a WGB web site will not be developed, instead relying upon partners web sites.
			Growth Board Programme Manager/ In-house staff	Develop coordination and communication protocol	agreed coordination and communication protocol	May 2015	August 2015	Draft circulated, awaiting comments from partners.
2	Define Oxford's Unmet Need	OCityC	In-house staff/ Consultants	Detailed response from VOWH, SO and CDC on Oxford SHLAA (Cundall Review)	Cundall Report	November 2014	November 2014	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	August 2015	Meetings held with City and Districts. Report under preparation.
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	Scoping paper agreed on 23rd March.
		All Councils	In-house staff	Individual Districts generate aggregated Strategic Options	Strategic Options for all districts	March 2015	August 2015	Strategic options yet to be provided for South and Vale.
		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	September 2015	This date is will depend upon completion of strategic options templates for all districts.
4	High Level Sustainability and Strategic Options Assessment	OCountyC	In-house staff	Finalise brief and procure consultants for Sustainability Assessment	Develop Project Brief and appoint consultants	February 2015	August 2015	The tender for the consultants was issued in early June however appointment requires clarification of scale and scope of project and strategic options templates for all districts.
		OCountyC	In-house staff/ Consultants	Study the relative contribution of areas of land to the purposes of the Oxford Green Belt in order to identify the potential, or not, for development, and the case for additional areas to be added to the Green Belt.	Draft Report on Green Belt Study	June 2015	August 2015	Revised project programme proposes a draft report by 14th August 2015.
		OCountyC	In-house staff/ Consultants	Establish spatial and sustainability assessment criteria and baseline	Agreed assessment criteria and baseline	June 2015	September 2015	This work cannot commence until the task entitled Strategic Options development to inform housing distribution has been completed.
				Identify any strategic environmental constraints	Report on Strategic Environmental Constraints	June 2015	December 2015	
				Identify any strategic infrastructure constraints	Report on Strategic Infrastructure Constraints	June 2015	December 2015	
				Identify any strategic water constraints	Report on Strategic Water Constraints	June 2015	December 2015	
				Assess Strategic Options for consistency with Strategic Economic Plan	SEP Consistency Paper	June 2015	December 2015	
Infrastructure assessment of Strategic Options, including transport	Infrastructure analysis of Strategic Options	June 2016	December 2015					

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				Assess landscape and heritage impact of Strategic Options	Landscape and heritage analysis of Strategic Options	June 2017	December 2015		
				High level viability assessment of Strategic Options	Report on viability assessment of Strategic Options	July 2015	January 2016	This follows the tasks above	
				Evaluate Strategic Options and Prepare Draft Sustainability Assessment Report	Draft Sustainability Assessment Report	July 2016	January 2016		
	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	January 2016		
	OCountyC	Critical Friend		Critical Friend review of evaluation of Strategic Options to ensure that this is justified and appropriate	Final Sustainability Assessment Report and Final Green Belt Study Report	August 2015	February 2016		
5	Infrastructure Delivery Plan	OCountyC	In-house staff/ Consultants	Collate existing IDPs and evidence	develop a background comprehensive evidence base	March 2015	September 2015	Background work underway	
				Define scope of infrastructure assessment work and transport assessment/ modelling	Detailed Project Brief	March 2015	September 2015		
				Assessment of funding and delivery of Infrastructure options, including Government (e.g. LGF Round 3), land value capture, etc.	Funding options assessment	June 2015	January 2016	These tasks require the Sustainability and Strategic Options Assessment to arrive at a short list of options to consider taking forward for infrastructure implications	
				Develop infrastructure options to support delivery of Strategic Options and other district growth proposals	Draft options	July 2015	February 2016		
				First Draft Strategic Infrastructure Delivery Plan	Draft Strategic Infrastructure Delivery Plan	July 2015	February 2016		
		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	February 2016	
		OCountyC	Critical Friend		Critical Friend review of Draft Strategic Infrastructure Delivery Plan to ensure that this is justified and appropriate	Revised Draft Strategic Infrastructure Delivery Plan	August 2015	March 2016	
			In-house staff/ Consultants		Assess Local Plan Growth Proposals as they emerge	OCountyC comments on Local Plans/ Development proposals	tbc	tbc	follows statement of cooperation
				Finalise Strategic Infrastructure Delivery Plan	Final Strategic Infrastructure Delivery Plan	tbc	tbc		
6	Complete final reports for Growth Board	All Councils		Recommendations from Critical Friend on housing distribution between districts and implications for 5 year housing land supply	Report to Growth Board	July 2015	February 2016		
			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	March 2016		
			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	March 2016	Target of Growth Board EOG on 17/3 and Growth Board on 31/3
			Growth Board Programme Manager/ Strategic Planner/ In-house staff		Publish statement of cooperation setting out agreed distribution	Revised Statement of Cooperation	September 2015	April 2016	
7	Strategic Habitat Regulations Assessment	TBC	In-house staff	Prepare brief and procure consultants	Project Brief	October 2015	February 2016		
			Consultants	Screening of Recommended Strategic Options	HRA Screening of Strategic Options Report	November 2015	March 2016		
				Appropriate Assessment (if required)	Appropriate Assessment	tbc	June 2016	This task will commence alongside Local Plan reviews	
	Water Cycle Strategy	Vale/South	In-house staff	Prepare brief and procure consultants	Project Brief	October 2015	tbc	This project will commence alongside Local Plan reviews	
			Consultants	Prepare Water Cycle Strategy	Water Cycle Strategy	tbc	tbc		