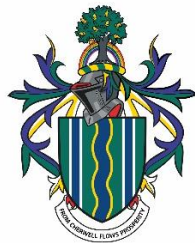


Cherwell Local Plan Review 2042

Duty to Cooperate

Statement of Compliance

July 2025



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1.0 Introduction

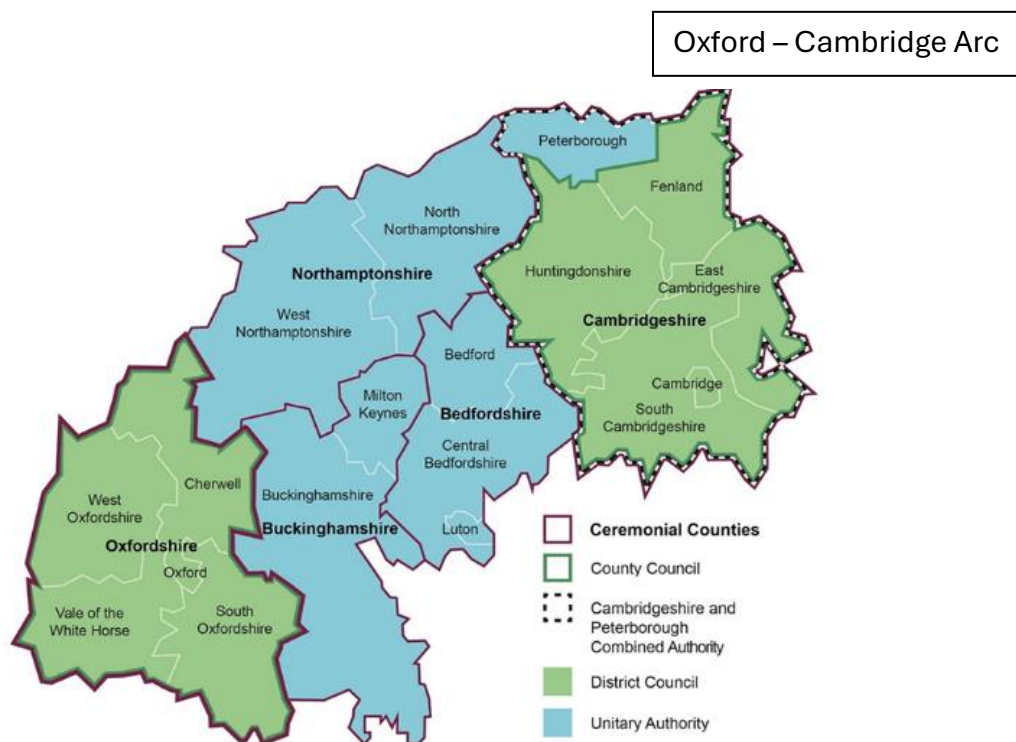
- 1.1. Cherwell District Council has prepared a new Local Plan which sets out local planning policies and site allocations to meet the development needs of the district over the period 2020 – 2042. This statement accompanies the Local Plan and sets out how it has been prepared in compliance with the Duty to Cooperate legal requirements.
- 1.2. The Cherwell Local Plan Review covers the administrative area of Cherwell District only. It is not a joint plan with other authorities.
- 1.3. The duty places an obligation on local authorities to cooperate with each other, and other statutory bodies, when preparing policies which address strategic cross boundary issues, such as meeting housing and economic needs. It is not a ‘duty to agree’ but it should be demonstrated how effective and on-going joint working was undertaken throughout the production of the Local Plan with clear outcomes.

2.0 Strategic Context

- 2.1. Cherwell District is situated in north Oxfordshire, in the southeast of England. It lies at the heart of the country between London and Birmingham. Immediately to the south is Oxford City, to the east Northamptonshire and Buckinghamshire and to the north and west Stratford on Avon and Warwick.
- 2.2. Cherwell District is currently within a two-tier area, with Oxfordshire County Council providing other statutory public services including education, highways and social services.
- 2.3. Cherwell district covers an area of approximately 228 square miles, and shares local authority boundaries with Buckinghamshire Council, West Northamptonshire Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council, West Oxfordshire District Council, Stratford-on-Avon District Council, Warwick District Council and Warwickshire County Council.

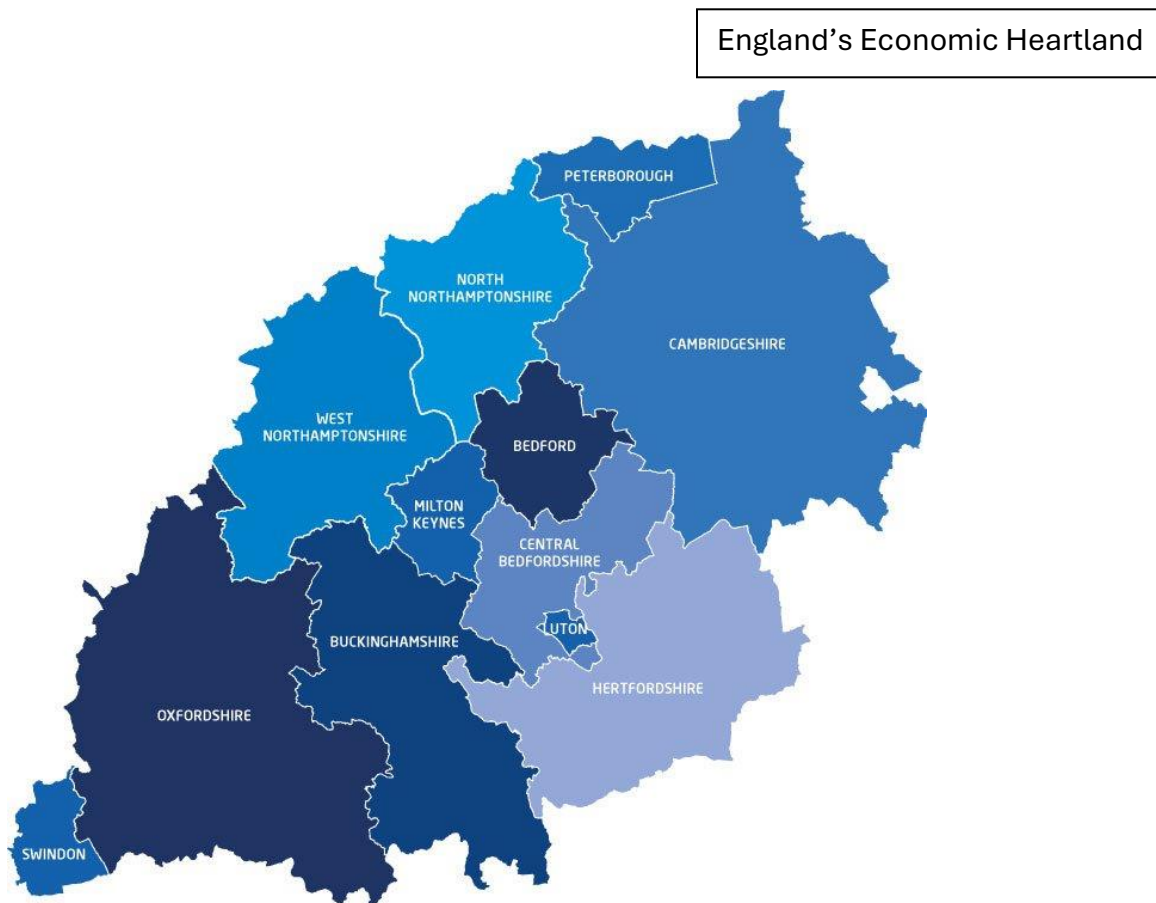
Oxford – Cambridge Arc Spatial Framework

- 2.4. In July 2021 the Government produced a policy paper setting out its planned approach to developing the vision for the Oxford-Cambridge Arc Spatial Framework. The timeline suggested that the framework would be completed by early 2023. The Government intended that the Spatial Framework would be given the same status as national planning policy. The Framework has not been progressed by Government. There have, however, been announcements made by Government in 2025 which have brought the corridor back into focus. This includes funding for the East-West rail project, the setting up of a growth vehicle in the city of Oxford and a growth corridor champion. As yet, there have been no further specific schemes.



England's Economic Heartland

- 2.5. This was a partnership of councils and local enterprise partners that provided leadership and coordinate investment on strategic infrastructure to support sustainable economic growth. It covered the area from Swindon across to Cambridgeshire. Work has now ceased.



Enterprise Oxfordshire (Oxfordshire Local Enterprise Partnership)

- 2.6. Oxfordshire's economic growth strategy is led by Enterprise Oxfordshire (previously the Oxfordshire Local Enterprise Partnership until April 2025). It prepares a Strategic Economic Plan (SEP). The latest SEP¹ is dated December 2023.

Oxfordshire Growth Deal

- 2.7. The Oxfordshire Housing and Growth Deal² was agreed with the Government in 2018. This was overseen by the then Oxfordshire Growth Board. The deal involved Oxfordshire receiving up to £215 million of central government funding to help support infrastructure provision and the delivery of 100,000 homes across the

¹ <https://www.enterpriseoxfordshire.com/wp-content/uploads/2025/01/oxfordshire-strategic-economic-plan-final.pdf>

² <https://www.gov.uk/government/publications/oxfordshire-housing-deal>

county by 2031, the production of a Joint Strategic Spatial Plan to 2050 (the Oxfordshire Plan 2050), the provision of additional affordable housing and enhanced economic productivity. The Growth Deal was agreed by Government and Cherwell District, Oxford City, Oxfordshire County, South Oxfordshire, Vale of White Horse, West Oxfordshire and Oxfordshire Local Enterprise Partnership.

Strategic Vision for Sustainable Development in Oxfordshire

- 2.8. This strategic vision³ was adopted in April 2021 by the then Oxfordshire Growth Board (now the Oxfordshire Leaders Joint Committee, and previously the Future Oxfordshire Partnership)

³ https://cdn.prod.website-files.com/64bfc2696e3a5a80360d3c60/64fb977d9c3b33efb19cc431_Strategic%20Vision%20for%20Sustainable%20Development%20in%20Oxfordshire.pdf

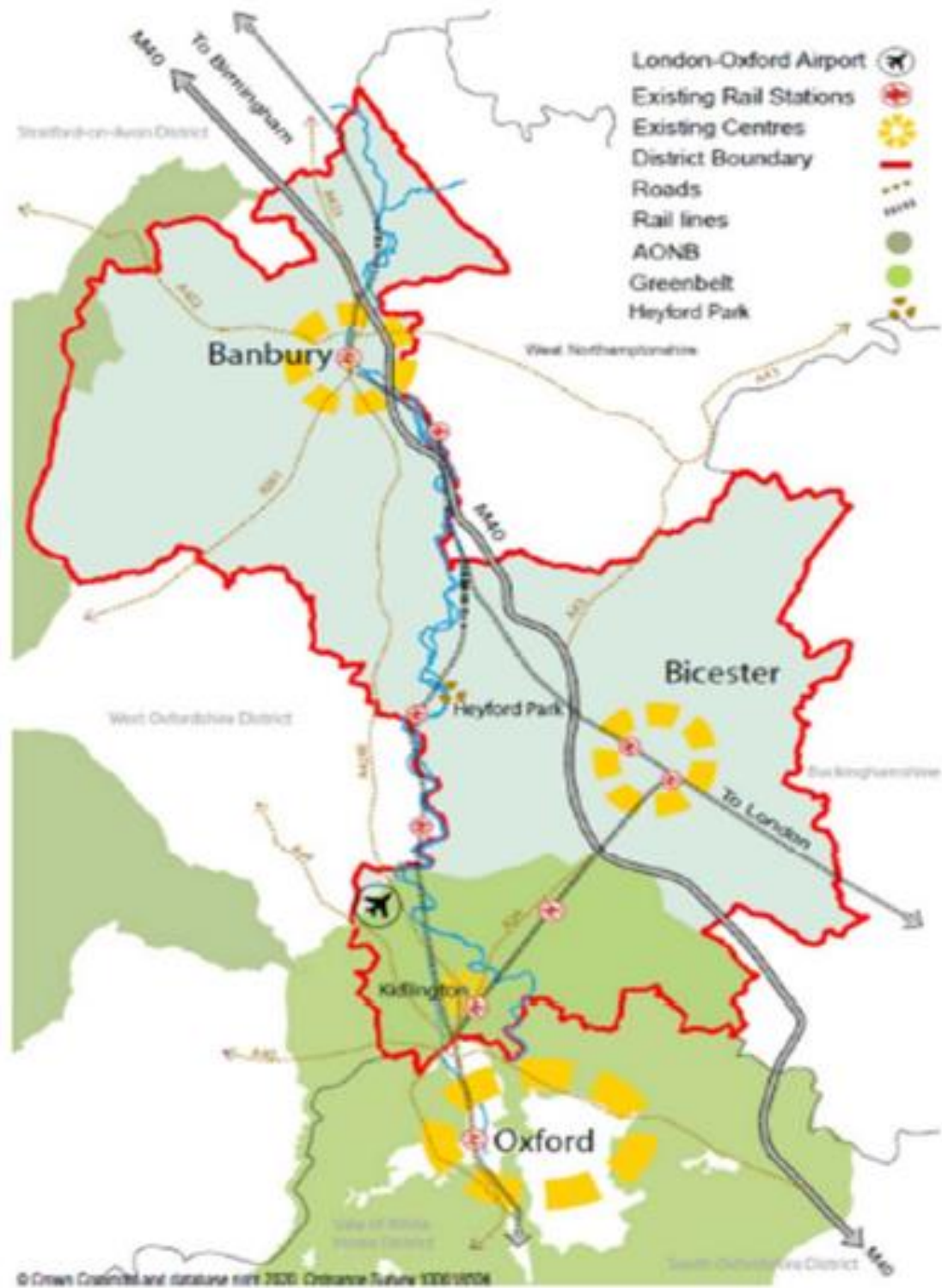


Figure 1 Cherwell District Diagram

3.0 Legal Requirements

- 3.1 The duty to cooperate is a legal requirement under Section 33A of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011).
- 3.2 It places a legal duty on local planning authorities and county councils in England, and prescribed public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of local plan preparation in the context of strategic cross boundary matters.
- 3.3 Strategic matters are defined in legislation as “sustainable development or the use of land that has or would have a significant impact on at least two planning areas”, including (in particular) sustainable development or use of land for, or in conjunction with, infrastructure that is strategic and has or would have a significant impact on at least two planning areas. Strategic matters also include sustainable development or use of land in a two-tier area if the development or use is a county matter e.g. transport, education, and minerals and waste planning, or has or would have a significant impact on a county matter.

National Planning Policy Framework (December 2023)

- 3.4 The Cherwell Local Plan Review 2042 has been prepared under the provisions of the December 2023 National Planning Policy Framework (NPPF).
- 3.5 The NPPF states:
 - That local planning authorities “are under a duty to cooperate with each other and with other prescribed bodies, on strategic matters that cross administrative boundaries.” (paragraph 24)
 - That strategic policy-making authorities should “*collaborate to identify the relevant strategic matters which they need to address in their plans. They should also engage with their local communities and relevant bodies including Local Enterprise Partnerships, Local Nature Partnerships ... , county councils, infrastructure providers ...*” (paragraph 25)
 - That “*effective and on-going joint working between strategic policy-making authorities and relevant bodies is integral to the production of a positively prepared and justified strategy. Joint working should help to determine where*

additional infrastructure is necessary, and whether development needs that cannot be met wholly within a particular plan area could be met elsewhere. ”
(paragraph 26)

- That *“in order to demonstrate effective and on-going joint working, strategic policymaking authorities should prepare and maintain one or more statements of common ground, documenting the cross-boundary matters being addressed and progress in cooperating to address these. These should be produced using the approach set out in national planning guidance, and be made publicly available throughout the plan-making process to provide transparency ”*
(paragraph 27)

Who is Involved?

- 3.6. Section 33A of the Planning and Compulsory Purchase Act 2004 (as amended) and Regulation 4 define the duty to co-operate and the bodies which the Local Planning Authority are required to co-operate.

Neighbouring Authorities

- 3.7. The following local authorities have administrative boundaries that directly adjoin Cherwell District:

- Buckinghamshire Council;
- Oxford City Council;
- Oxfordshire County Council;
- South Oxfordshire District Council;
- Vale of White Horse District Council;
- Stratford-on-Avon District Council
- Warwickshire County Council;
- West Northamptonshire Council; and
- West Oxfordshire District Council.

Prescribed Bodies

- 3.8. The Town and Country Planning Regulations 2012 identify prescribed bodies that local planning authorities must co-operate with, in plan-making. The prescribed bodies relevant to Cherwell are:

- The Environment Agency;

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- Historic England;
- Natural England;
- The Civil Aviation Authority;
- Homes England;
- The National Health Service Commissioning Board (NHS England)
- Oxfordshire Clinical Commissioning Group (up until June 2022))
- Buckinghamshire, Oxfordshire & West Berkshire Integrated Care Board (BOB ICB) (from 1st July 2022)
- The Office of Rail and Road;
- The Highways Authority i.e. Oxfordshire County Council;
- National Highways (formally Highways England pre 2021)

3.9. In addition to those authorities and prescribed bodies listed above, the Council is also required to proactively engage with other partnerships as part of the preparation of the Local Plan. These additional organisations include:

- Enterprise Oxfordshire (previous to 1st April 2025 Oxfordshire Local Enterprise Partnership)
- Oxfordshire Local Nature Partnership (OLNP).

3.10. Other Duty to Co-operate bodies specified in the Regulations but considered not to apply in the Cherwell context are:

- The Mayor of London
- Transport for London;
- Integrated Transport Authorities;
- Marine Management Organisation.

3.11. The duty under Section 33(A) (2) of the Planning and Compulsory Purchase Act 2004 (as amended) requires those bodies as listed above to:

- Engage constructively, actively and on an on-going basis with other Duty to Co-operate bodies on the preparation of development plans, local development documents and supporting activities;
- Have regard to activities of other relevant Duty to Co-operate bodies; and
- Consider joint approaches to relevant activities including plan making.

4.0 Cooperation on Strategic Matters

4.1. Strategic matters are not prescribed within legislation. We have therefore sought to

identify the cross-boundary strategic matters from the outset as we have progressed the Plan.

4.2. Work on the Local Plan Review 2042 commenced in 2020. A community involvement paper was the first document upon which consultation took place in July/September 2020. All statutory consultees were invited to engage with the review of the Local Plan at this point. (More on the consultation can be found within the Consultation Statement produced to support the submission of the Plan).

4.3. Following this stage, and to accompany the Community Involvement Paper 2: Developing our Options published in September 2021, a Duty to Cooperate Background Paper was prepared. It set out the following potential cross boundary strategic matters and invited comments on them during the consultation. These strategic matters were identified in the context of the then emerging Oxfordshire Plan 2050.

- Housing Needed in the area;
- Gypsy and Traveller Needs
- Jobs needed in the area
- Provision of retail, leisure and other commercial development
- Provision of infrastructure for transport
- Provision of utilities infrastructure (including telecommunications, waste, water and energy)
- Flood risk and mitigation of climate change effects
- Provision of health infrastructure and local facilities
- Provision of security, community and cultural infrastructure and other local facilities
- Climate change mitigation and adaptation
- Conservation and enhancement of the natural and historic environment, including landscape

4.4. These strategic matters were further refined and included within the September 2023 Interim Duty to Cooperate Statement published to accompany the Cherwell Local Plan Review Consultation Draft (Reg 18) published in September 2023. The list of strategic matters in that document were:

- Homes needed in the area
- Gypsy and Traveller needs
- Jobs needed in the area

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- Provision of retail, leisure and other commercial development
- Provision of infrastructure for transport
- Provision of utilities infrastructure (including telecommunications, waste, water and energy)
- Natural Environment
- Flood risk
- Provision of health infrastructure and local facilities/infrastructure
- Climate change mitigation and adaptation
- Conservation and enhancement of the historic environment landscape and Green Belt
- Minerals and Waste

4.5. The strategic matters were finalised and set out in the Interim Duty to Cooperate Statement accompanying the pre-submission plan (Reg 19). The final matters are:

- Housing need and supply
- Gypsy and Traveller needs
- Employment and Jobs needed
- Provision of retail, leisure and other commercial development
- Provision of infrastructure for transport
- Provision of utilities infrastructure (including telecommunications, waste, water and energy)
- Natural Environment
- Flood risk
- Provision of health infrastructure and local facilities/infrastructure
- Climate change mitigation and adaptation
- Conservation and enhancement of the historic environment landscape and Green Belt
- Minerals and Waste

The Oxfordshire Plan 2050

4.6. The Oxfordshire Plan was intended to be a joint local plan covering the period to 2050. It was being prepared by the five Oxfordshire local planning authorities on partnership with Oxfordshire County Council. Work began on the Plan in 2019.

4.7. The aim of the Oxfordshire Plan was to provide a strategic planning framework and evidence base to support sustainable growth across the county to 2050. It was to provide a set of strategic policies that ensured that new development responded to the need for climate action, environmental improvement and 'clean growth' on a consistent, countywide basis. It was also to set out the amount of housing required

across the county and a strategy for how this should be delivered.

- 4.8. It was to provide a spatial framework for other plans, strategies and programmes relevant to land use in Oxfordshire. In addition to supporting district level local plans it was to support the implementation of economic strategies, infrastructure programmes and the Oxfordshire Local Transport and Connectivity Plan. It was also to play an important role in helping shape the then emerging Spatial Framework for the Oxford-Cambridge Arc.
- 4.9. Work on the Oxfordshire Plan was guided by input from the Oxfordshire Plan 2050 Advisory Group. This group included the relevant Cabinet Members from each of the Councils and provided a valuable forum to discuss all aspects of the plan. While the group identified a wide range of issues on which there was common agreement it was not possible to reach an agreed approach on the evidence to inform strategic housing issues.
- 4.10. An Options Paper for the Oxfordshire Plan was published for consultation in July 2021.
- 4.11. During 2022 there were a sequence of discussions and workshops to try and identify a commonly accepted approach between the local planning authorities to the evidence base needed to inform discussion on strategic housing issues. Unfortunately, the local planning authorities were unable to reach agreement on the best approach to this. In the absence of an agreed approach to these central questions it was accepted that the Oxfordshire Plan programme needed to end. Work on the Oxfordshire Plan ceased in August 2022. Instead, these issues would need to be considered during the development of each of the new Local Plans for the City and Districts.
- 4.12. The demise of the Oxfordshire Plan meant that the emerging Cherwell Local Plan Review 2042 had then to cover the housing issues and other matters that would have been addressed through the Oxfordshire Plan.

Housing Need and Housing Supply in Cherwell

- 4.13. Housing need and supply is a key strategic cross-boundary matter that the Local Plan

must address. The 2023 NPPF states that local authorities must work to address housing needs within their housing market area. It also expects authorities to cooperate in meeting one another's housing needs if it cannot be accommodated within the authority where it arises.

- 4.14. As stated above as we began the development of the Cherwell Local Plan Review in 2020 it was expected that the work of the Oxfordshire Plan would set the level of housing and employment growth across the county. It was also considered that this would address any unmet needs for development. Part of the evidence base for that Oxfordshire Plan 2050 was the Oxfordshire Growth Needs Assessment (OGNA), which set out scenarios for housing and employment growth across the county. It was intended that this housing would be distributed in accordance with the Oxfordshire Plan spatial strategy.
- 4.15. Following the demise of the Oxfordshire Plan it was recognised that there was a need for evidence to inform the individual district local plans. This led to the joint commission by Cherwell District Council and Oxford City Council of a Housing and Economic Needs Assessment (HENA) to inform our respective local plans. The HENA was published in January 2023 and was used to inform the September 2023 Regulation 18 consultation of the Cherwell Local Plan Review.
- 4.16. The City Council also relied upon the HENA to inform its submission Oxford City Local Plan 2040. However, following examination hearings in June 2024, the Oxford Local Plan Inspectors wrote to the City Council on 11 September 2024 and advised that '... the robustness of the HENA is questionable, and its recommendations flawed' (para 61).
- 4.17. Based on the conclusions of the Oxford Local Plan Inspectors, Cherwell District Council no longer relies on this HENA study to inform its housing and employment needs. The HENA has been withdrawn from our evidence base.

Oxford's Unmet Housing Need

- 4.18. In March 2014, prior to publication of the Strategic Housing Market Assessment, the Oxfordshire councils collectively agreed a headline process, as part of a Statement of Cooperation, setting out how to address the SHMA's conclusions on housing need and in anticipation that there would be unmet need arising from Oxford.

- 4.19. The Councils had been working together for some time as the Spatial Planning and Infrastructure Partnership. In 2014, this became the Oxfordshire Growth Board which became a Joint Committee of all six Oxfordshire Councils. These were the core, voting members. The Growth Board also included co-opted, non-voting members - the Oxfordshire Local Enterprise Partnership (OxLEP), the Oxfordshire Skills Board, Oxford Universities, the Homes and Communities Agency, the Environment Agency, Network Rail and Highways England.
- 4.20. In November 2014, the Growth Board noted a general agreement that there was limited capacity within Oxford to accommodate the number of homes required to meet its needs. There was a significant potential shortfall which would need to be provided for in neighbouring districts.
- 4.21. A joint work programme was agreed for considering the level of unmet need and how that need could be distributed to the individual district councils.
- 4.22. On 26 September 2016, the then Oxfordshire Growth Board considered a report summarising the output of countywide work in the interest of assisting Oxford with its unmet housing need.
- 4.23. The Growth Board decided on an apportionment of 14,850 homes to the district and city councils. Cherwell District was asked to consider the accommodation of 4,400 homes in addition to its existing Local Plan commitments and the countywide apportionment was embedded in a Memorandum of Cooperation signed by five of the six Oxfordshire Councils in 2016. (The sixth Council – South Oxfordshire, did not sign the Memorandum but did include the apportionment of 4950 homes within its Local Plan).
- 4.24. The Council subsequently prepared a partial review of its 2015 Cherwell Local Plan to provide for Cherwell's share of the unmet housing needs of Oxford to 2031. This Partial Review was adopted in September 2020.
- 4.25. It had been expected that the Oxford City Local Plan 2040 would have established whether there was any further unmet need to be potentially accommodated by the

City's neighbouring authorities. Indeed, the City Council made a formal request to all the Oxfordshire Districts in a letter dated 22 December 2023, following the commencement of consultation on their Regulation 19 version of their plan, requesting assistance with an additional unmet need of 2,528 over and above that already committed in adopted local plans. The Council's Chief Executive responded to this request on 8 March 2024.

- 4.26. Following the recommendations of the Oxford City Local Plan Inspectors, officers from Cherwell and the City met on 15 October 2024 to discuss the implications for both local plans. It was agreed at that meeting that the adopted Oxford City Local Plan 2036 should be used to assess unmet need. It was also agreed that the 4,400 homes for Oxford's unmet need already allocated in Cherwell could be rolled forward into the Cherwell Local Plan Review. No additional unmet need was requested at that meeting. The City subsequently withdrew their 2040 Plan in January 2025.
- 4.27. In its formal response to the Regulation 19 Cherwell Local Plan Review the City reiterated that only unmet need to 2036 has been agreed.
- 4.28. We continue to engage with the City Council regarding this issue and are confident that the 4,400 homes already allocated will cover Oxford's unmet needs to 2042.

Unmet Need from Other Authorities

- 4.29. Meetings have been held with the other Oxfordshire authorities, and those in neighbouring counties, to discuss housing needs. None of the other neighbouring authorities have identified that they require Cherwell District Council to meet any of their housing needs. Cherwell District Council has confirmed that it does not require any neighbouring authority to meet any of its housing needs up to 2042.

Housing and Employment Land Availability Assessment

- 4.30. A joint methodology for undertaking Housing and Economic Land Availability Assessments (HELAAs) consistently across Oxfordshire was jointly prepared by Cherwell District Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council and West Oxfordshire District Council, working in partnership with Oxfordshire County Council. This has been used by Cherwell in the preparation of its HELAA.

Gypsy and Traveller needs

- 4.31. Joint work on a Gypsy, Traveller and Travelling Showperson Accommodation Assessment to support the preparation of Oxfordshire Plan 2050 ended when the Oxfordshire authorities ceased the preparation of this joint spatial plan in August 2022.
- 4.32. A new Gypsy and Traveller, Travelling Showperson and Boat Dweller Assessment was commissioned jointly by all the Oxfordshire authorities in 2023 i.e. Cherwell, Oxford City, South Oxfordshire, Vale of White Horse and West Oxfordshire and produced by Arc4 consultants. This report was completed and published in December 2024 and provides the details of the countywide and individual authority needs up until 2042.
- 4.33. The Cherwell Local Plan Review 2042 is being prepared under NPPF December 2024 transitional arrangements and is to be examined against the December 2023 NPPF. However, Oxfordshire's GTAA December 2024 was prepared having full consideration of 'gypsy cultural needs' following case law in the Lisa Smith judgement (31 October 2022) which is now addressed in the December 2024 NPPF and Planning Policy for Travelers Sites national guidance.
- 4.34. There are no strategic matters relating specifically to Gypsies and Travellers to be resolved jointly with other authorities. We plan to accommodate Cherwell's gypsy and Traveller needs within Cherwell, and we have not been requested to accommodate unmet Gypsy and Traveller needs from other authorities within or outside Oxfordshire.

Employment and Jobs needed

- 4.35. Employment and Jobs Needed Economic growth is an important matter for the Cherwell Local Plan Review (2042) to consider in terms of job creation and retention, facilitating expansion of existing businesses, attracting investment and the providing a portfolio of appropriate employment sites within the district. The Council is a board member of Enterprise Oxfordshire, which previous to the 1ST April 2025 was formally known as the Oxfordshire Local Enterprise Partnership (OxLEP).
- 4.36. The Oxfordshire Local Enterprise Partnership (OxLEP) previously produced and published the Oxfordshire Local Industrial Strategy (LIS), its Strategic Economic Plan

(2023-2033), the Internationalisation Plan to 2025 and the Investment Plan. These were produced in partnership with the business community, academic institutions and with the Oxfordshire local authorities.

- 4.37. The Housing and Economic Needs Assessment (HENA) formed part of the early assessment of employment needs for the Cherwell Local Plan. However, from summer 2024 onwards the Council now solely relies on other independent specialist evidence.
- 4.38. In 2021 the Council appointed Lambert Smith Hampton to carry out an Economic Needs Assessment and this report was updated during 2024 and was published in December 2024. Trend based data has been corrected in a report published in June 2025. These assessments and reports have been informed by economic trends, economic projections, employment completions and engagement with businesses, land agents and site promoters. Businesses, land agents, site promoters and land owners also have had the opportunity to contribute during the formal public consultation stages of the Cherwell Local Plan and its associated evidence base.
- 4.39. In terms of the neighbouring authorities, none of these authorities require Cherwell to meet any of their employment needs. Cherwell District Council, in turn, does not require any neighbouring authorities to meet any of our employment needs.
- 4.40. During the production and consultation stages of the Cherwell Local Plan and the associated evidence, regular meetings have been held with the Oxfordshire Local Enterprise Partnership (now known as Enterprise Oxfordshire) in relation to economic and employment matters including matters of common interest.
- 4.41. During the production and consultation stages of the Cherwell Local Plan and the associated evidence, joint working and meetings have taken place between Cherwell District Council and Oxford City Council on identifying employment needs for the purposes of the Housing and Economic Needs Assessment (HENA).

Provision of Retail, Leisure and other Commercial Development

- 4.42. The district's urban centres of Banbury, Bicester and Kidlington are an important focus for shopping, commerce, leisure and other essential community facilities and

services which serve the needs of residents, businesses, employees and visitors. In addition to these three main centres there are significant retail offerings at several out of centre retail parks, major food stores, and various local centres within Banbury and Bicester.

- 4.43. In 2021 Cherwell District Council commissioned Nexus to produce a district-wide Town Centre and Retail Study which was published in 2021. Then in 2023 Nexus produced an updated report called the Town Centre and Retail Supplementary Report 2023. The 2021 and 2023 reports concludes that although Cherwell district serves a catchment beyond its district boundaries, there is little or no need to plan for additional retail provision within the district. Based on these assessment and recommendations from these two reports there has been no need to discuss this matter further at a strategic cross-boundary level.

Provision of Infrastructure for Transport

- 4.44. The NPPF states that local authorities should work with neighbouring authorities and transport providers to develop strategies and investments for the provision of transport infrastructure which is necessary to support sustainable development. Thus, strategic transport infrastructure requires cross boundary co-operation.
- 4.45. Oxfordshire County Council is the highways authority with responsibility for producing the Local Transport and Connectivity Plan and is a statutory consultee in relation to transport related matters. National Highways is responsible for the strategic road network including the M40 and A34. Neighbouring authorities including neighbouring highway authorities and private transport providers can also have an important role to play in these matters due to the cohesive nature of the multi modal transport network.
- 4.46. There are five railway stations in Cherwell District. There are excellent direct rail links from Banbury and Bicester to London, from Banbury, to Leamington Spa, Warwick, Warwick Parkway and Birmingham International (for Birmingham Airport and NEC), Birmingham City Centre and Oxford. Cross-country rail services link Banbury with the north and south of the country including to Manchester, York, Newcastle upon Tyne and Reading, Southampton and Bournemouth.
- 4.47. In 2015 Oxford Parkway railway station opened which includes the Park and Ride (formerly known as Water Eaton Park and Ride) which links Bicester railway station

Bicester Village railway station to Oxford and London Marylebone railway station. Further significant rail investment in terms of improvements and new projects are taking place in the area as part of the wider East West Rail project which will when completed will connect Oxford, Milton Keynes, Bedford and Cambridge.

- 4.48. Within Cherwell is London Oxford Airport (formally known as Kidlington Airport) which is situated to the northwest of Kidlington. London Oxford Airport offers business aviation, general aviation and a wide range of commercial services. These include private charter plane flights and helicopter flights, pilot training, pet travel, air freight and cargo, sightseeing and experience flights, aircraft storage and maintenance. They also operate The London Heliport which is a helicopter shuttle service between London and London Oxford Airport. The London Oxford Airport has a range of businesses on site and it is seeking to further invest and expand its business operations. Various meetings have been held between Cherwell District Council and the operators of London Oxford Airport and they have been consulted during the various formal consultation stages of the Cherwell Local Plan. Representatives of the Council also attend the Oxford Airport Consultative Committee meetings.
- 4.49. Regular meetings have taken place with the local highways authority (Oxfordshire County Council) on transport matters, and we have engaged in the production and consultation of their various Oxfordshire County Council strategies including the Local Transport and Connectivity Plan, Walking and Cycling Strategies and other related transport strategy documents. Specific transport projects that relate to Cherwell include the A41 at Bicester, Bicester Market Square, Hennef Way and Tramway in Banbury, and A44 improvements in the Yarnton, Begbroke area. Discussions have also been held in relation to new park and ride facilities.
- 4.50. We have, and continue to engage, with National Highways and the Oxfordshire County Council Highways Authority in the various production stages of the Cherwell Local Plan (2042) and the related evidence base. The local highways authority and their appointed consultants have undertaken the required transport modelling to inform the Local Plan, which, in turn, informed the assessment of potential site allocations and required mitigation. We have also formally consulted National Highways and the local highways authority on all the public consultation stages relating to the Cherwell Local Plan and the related evidence base.

4.51. Cherwell District Council has worked in partnership with the Oxfordshire County Council Highways Authority and their transport consultants to produce the following transport and infrastructure related evidence base which is published on the Council's website and which formed part of the Regulation 18 and Regulation 19 public consultations. The latest transport and infrastructure evidence base which has been produced and published includes the following documents:

- a) Sustainable Transport Paper December 2024
- b) Transport Modelling (CSM) Transport Overview - December 2024
- c) Transport Modelling (CSM) Technical Note 1 Model Selection and RTM2 Analysis - April 2024
- d) Transport Modelling (CSM) Technical Note 2 Base Model Development
- e) Transport Modelling (CSM) Technical Note 3 Forecasting – November 2024
- f) A44 Mobility Hub safeguarding of land justification – November 2024
- g) Cherwell Topic Paper – Existing Conditions and Transport Assessment – December 2024
- h) Bicester Forecasting and Modelling Report – December 2024
- i) Banbury Transport Topic Paper – December 2024
- j) Kidlington Transport Topic Paper - December 2024
- k) Cherwell Infrastructure Delivery Plan – executive Summary – November 2024
- l) Cherwell Infrastructure Delivery Plan – December 2024
- m) Cherwell Infrastructure Delivery Schedule – December 2024
- n) Cherwell Interim Air Quality Modelling Assessment – November 2024
- o) Cherwell Air Quality Modelling Assessment – June 2025

4.52. The Cherwell Local Plan (2042) in its text, policies and policy maps seeks to reflect the transport priorities of National Highways and Oxfordshire County Council Highways Authority. Engagement has been ongoing between Cherwell District Council, Oxfordshire County Council and National Highways, including use of the National Highway's strategic transport model and discussions relating to the required mitigation measures as a result of the Plan proposals.

Provision of utilities infrastructure (including telecommunications, waste, water and energy)

4.53. For the Regulation 18 stage of the Cherwell Local Plan the Council produced an Infrastructure Delivery Plan. For the Regulation 19 Stage of the Local Plan the Council produced an Infrastructure Delivery Plan including an Executive Summary and it also

produced an Infrastructure Delivery Schedule.

- 4.54. The production of the Council's Infrastructure Delivery Plan and Infrastructure Schedule involved a review of existing evidence base documentation and the engagement of various prescribed bodies including statutory consultees and other organisations that are responsible for the facilitation and / or provision of Infrastructure.
- 4.55. These various organisations were engaged with by the Council and/ or the Council's consultants via email and they were invited to meet. Some organisations attended meetings and provided information at those meetings and via email. Others did not respond or declined to attend meetings. The most recent 2024 meetings were carried out online using MS Teams.
- 4.56. The internal and external stake holders who were contacted and engaged with during the production and consultation stages of the Infrastructure Delivery Plan and Infrastructure Delivery Schedule included the following:
- a) Anglian Water
 - b) Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB)
 - c) Canal and River Trust
 - d) Cherwell District Council – Banbury Project Lead
 - e) Cherwell District Council – Bicester Project Lead
 - f) Cherwell District Council – Kidlington Project Lead
 - g) Cherwell District Council – Environmental Protection Department
 - h) Cherwell District Council – Sports and Facilities Department
 - i) First Great Western Railway
 - j) National Grid Electricity Distribution (NGED) (to note Western Power were purchased by National Grid)
 - k) National Grid Electricity Transmission (NGET)
 - l) National Highways
 - m) Network Rail
 - n) NHS Property Services
 - o) Oxfordshire County Council – Education
 - p) Oxfordshire County Council – Emergency Services
 - q) Oxfordshire County Council – Highways including Public Transport
 - r) Oxfordshire County Council – Property Services
 - s) Oxfordshire County Council – Public Health

- t) Oxfordshire County Council - Utilities
- u) Oxfordshire County – Waste and Recycling
- v) Scottish and Southern Electricity Networks (SSEN)
- w) Sport England
- x) Telecommunications Companies
- y) Thames Valley Police
- z) Thames Water

4.57. The majority of the above organisations fall outside the legislative defined list of prescribed bodies in relation to the duty to cooperate. The above list of organisations were also formally consulted during the various public consultation periods of the Cherwell Local Plan including the Regulation 18 and 19 stages.

Water, Sewage Treatment and Sewerage

4.58. Within Cherwell, Thames Water and Anglian Water are responsible for the provision and maintenance for the supply of water, sewage treatment and sewerage network. These organisations are each required to prepare a 5 year business plan which has to be approved by OFWAT and to be published on their respective websites. They are required to engage in the production of Local Plans and relevant pre application discussions, planning applications and planning appeals.

4.59. As part of the production of the Cherwell Local Plan, the Infrastructure Delivery Plan and Infrastructure Schedule, Cherwell District Council and their consultants have engaged with and has formally consulted both of these organisations. Thames Water has provided details of the capacity position and any relevant project plans that are in the pipeline.

Water Cycle Study

4.60. In 2022 Cherwell District Council appointed JBA Consulting to carry out a Stage 1 Water Cycle Study which was published in January 2023. This study involved engagement with Anglian Water and Thames Water and involved a review of information from neighbouring local authorities and assisted the Council to select and develop sustainable development allocations. The Stage 2 assessment has been undertaken by consultants, Wallingford Hydro Solutions.

Natural Environment

4.61. Cherwell's natural environment is varied. The River Cherwell and Oxford Canal run

north-south through the district. There are 19 landscape character types within Cherwell including the Ironstone Downs in the northwest, which includes a small area within the Cotswold's Natural Landscape. Cherwell District contains many areas of high ecological or geological value including sites of international, national and local importance. There are several Sites of Special Scientific Interest (SSSIs) and part of the Oxford Meadows Special Area of Conservation (SAC) lies in the southwest corner of the district, north of the boundary with Oxford City. The district is home to many legally protected species as well as priority species and habitats.

- 4.62. In 2024 Cherwell District Council commissioned consultants to carry the following assessments including
- a) Landscape Character Assessment (2024)
 - b) Cherwell Green Gaps Study (2024)
 - c) Local Landscape Designation Assessment (2024)
- 4.63. An Oxfordshire Local Nature Partnership has been established in Oxfordshire involving the Oxfordshire authorities and other stakeholders. The Oxfordshire Local Nature Partnership (OLNP) is an organisation of key partners working together to radically enhance nature, its positive impact on our climate and the priority it is given, helping to make Oxfordshire a county where people and nature thrive. Cherwell's Corporate Director for Communities sits on the OLNP Board.
- 4.64. The OLNP priorities have informed the Cherwell Local Plan (2042) and related evidence base. Officers from Cherwell District Council have attended meetings of the Oxfordshire Local Nature Partnership Forum and their related subgroups.
- 4.65. Led by Oxfordshire County Council a draft Oxfordshire Local Nature Recovery Strategy (OLNRS) was published (October 2024) for consultation. Oxfordshire County Council are reviewing the consultation responses and they aim to publish a final Oxfordshire Local Nature Recovery Strategy in Autumn 2025. As a partner authority, CDC has been represented at the OLNRS working group meetings.
- 4.66. The Council's Green and Blue Infrastructure Study 2024 involved consultation and engagement with a range of stakeholders including the Oxfordshire County Council and Natural England.

Habitats Regulation Assessment

- 4.67. Through the Oxfordshire Planning Policy Officers Group (OPPO) and officer-led meetings with those responsible for District level Habitat Regulation Assessment's (HRA) we have been collaborating to ensure that our duties are discharged effectively with regards to the cumulative impacts of development in all our adopted plan, and we have ensured effective testing of our emerging Local Plan. The Council appointed AECOM to carry out the HRA and the HRA has been progressing with collaboration to the best that Oxfordshire authorities can achieve given their different stages of plan-making and this has involved ongoing engagement with Natural England.

Flood risk

- 4.68. The predominant risk of flooding within Cherwell is due to flooding from rivers and watercourses as identified in the Council's Flood Risk Assessments for the Local Plan. In addition to the risk of flooding from rivers and watercourses, overland flow, surface water (pluvial) and ground water flooding affects some areas of the district.
- 4.69. Managing flood risk is a key element of Cherwell's climate change mitigation plans, involving the Environment Agency, Oxfordshire County Council and neighbouring authorities. The Plan seeks to manage and reduce flood risk in the district.
- 4.70. The Environment Agency and the Oxfordshire County Council (as Lead Local Flood Authority) have engaged and been consulted on the Flood Risk Assessments supporting the draft Local Plan. The Council have commissioned and published Level 1 and Level 2 Flood Risk Assessments and updated these at the request of the Environment Agency, including following updates to national flood mapping. We continue to engage with the Environment Agency to seek to resolve any outstanding issues.

Provision of health infrastructure and local facilities/infrastructure

- 4.71. At the local level Oxfordshire County Council has responsibility for public health and so is important in helping frame the policies of the Local Plan Review. Both the Integrated Care Board (ICB) and NHS England also have important roles to play. Regular meetings are held with officers from the ICB on the Local Plan, development proposals and on a wide range of issues relating to local primary care provision.
- 4.72. The Future Oxfordshire Partnership produced the Oxfordshire Health Impact Tool Kit.

The purpose of the tool kit is to facilitate the delivery of sustainable growth across the County and aims to positively impact on health inequalities and to create healthy, more resilient and sustainable communities. The toolkit methodology has formed the basis of the Council's Health and Equality Impact Assessment.

- 4.73. In addition, officers have regularly attend an Oxfordshire based Healthy Place Shaping working group which has helped shape local plan policies and has ensured alignment with Oxfordshire strategic health aims.
- 4.74. Working with the County Council the Local Plan seeks to provide educational needs, provide for health needs and promote healthy lifestyles including the provision of active travel routes.

Provision of Health infrastructure

- 4.75. At a national level the Department of Health and Social Care and NHS England set the national policies in relation to health. At a regional level the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (ICB BOB) are responsible for the health strategy within Cherwell and they work with hospitals, G.P.s and local health care providers in order to improve health, to address inequalities and to improve patient access and they help the NHS to support social and economic development. BOB ICB have drafted an Integrated Care System Infrastructure Strategy Update that has been produced but not yet published.
- 4.76. We have engaged with the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) throughout the production stages of the Cherwell Local Plan Review from 2020 and 2025 via email, in writing and in numerous meetings. They have been formally notified and consulted at all of the relevant formal consultation stages for the Cherwell Local Plan Review and its related evidence based documentation including the Regulation 18 and Regulation 19 consultation stages.
- 4.77. We have included a range of new specific health related policies and supporting text that relate specifically to health facilities and creating healthy communities. In addition to this there are a wide range of additional policies within the Cherwell Local Plan that seek to protect and improve the physical and mental health and wellbeing of the current and future communities and these include policies relating to design,

social cohesion, walking, cycling, use of public transport, reducing pollution, retention, extension and retention and provision of health, leisure and recreation facilities.

- 4.78. We and our consultants have regularly engaged via email and meetings with the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board in relation to the production and contents of the Council's Infrastructure Delivery Plan and the associated Infrastructure Schedule and they have requested the BOB ICB to provide details of their plans for current health infrastructure and to provide details of their health strategy and requirements for the future. The Infrastructure Delivery Plan and the Infrastructure Schedule are live documents which are continually being updated as and when relevant updates are provided. The Infrastructure Delivery Plan and the associated Infrastructure Strategy have taken account of the appropriate updates that have been provided by ICB BOB in their Regulation 19 representation that specifically relate to the Infrastructure Delivery Plan and Infrastructure Schedule.
- 4.79. In terms of existing health infrastructure, Cherwell seeks in its Local Plan for this to be protected and enhanced and it has acknowledged the wider cross border catchments of that health facilities which also serve populations in neighbouring local authority areas.
- 4.80. In terms of the various property ownership and management relating to health provision for example freehold and leasehold provision, this is not something that would not be appropriate to be included within a Local Plan or an Infrastructure Delivery Plan.
- 4.81. Officers have regularly attend an Oxfordshire based Healthy Place Shaping working group which has helped shape local plan policies and has ensured alignment with Oxfordshire strategic health aims.
- 4.82. The Future Oxfordshire Partnership has produced the Oxfordshire Health Impact Tool Kit. The purpose of the tool kit is to facilitate the delivery of sustainable growth across the County and aims to positively impact on health inequalities and to create healthy, more resilient and sustainable communities. The toolkit methodology has formed the basis of the Council's Health and Equality Impact Assessment (2024).

Education

- 4.83. Oxfordshire County Council are the Local Education Authority for the Cherwell local authority area and the rest of Oxfordshire and they are responsible for school place planning for nursery, primary, secondary, sixth form and Special Educational Needs and Disabilities (SEND). Cherwell District Council have engaged Education Department in the various production stages of the local plan and informing the education requirements for the proposed site allocations.
- 4.84. Cherwell District Council and their consultants have engaged the Oxfordshire Local Education Authority in the production of the Council's Infrastructure Delivery Plan and the associated Infrastructure Schedule via various emails and meetings.

Climate Change Mitigation and Adaptation

- 4.85. At the heart of the Cherwell Local Plan Review is an ambition to future proof growth and to ensure that climate change mitigation and adaptation are an integral consideration when planning for new development. The Council has been working with Oxfordshire County Council and other stakeholders to develop policies and practice to address climate change.
- 4.86. The Oxfordshire Energy Strategy (2019) prepared by OxLEP and the 2021 Pathways to a Zero-Carbon Oxfordshire (PAZCO) have informed the Local Plan. Pathways to a Zero Carbon Oxfordshire was prepared and funded with consortium of key stakeholders in Oxfordshire including the Local Authorities, with the aim of examining how Oxfordshire can sustain the momentum of the last decade to achieve net-zero emissions. Further collaborative working is ongoing including in relation to Local Area Energy Planning (LAEPs).

Conservation and Enhancement of the Historic Environment, Landscape and Green Belt

- 4.87. Cherwell is characterised by its distinctive and diverse towns and villages and the district has a wealth of important heritage assets, many of which are protected. A small area of the Cotswolds National Landscape lies within the district and the Council is represented on the Board. In preparing heritage evidence, including Heritage Impact Assessments, the Council has had ongoing engaged with Historic England.

4.88. We have engaged Historic England during the production and formal consultation stages of the Cherwell Local Plan (2042) and in relation to the associated evidence base documentation. In 2024 the Council commissioned two Heritage Impact Assessments which involved engagement with Heritage England on the methodology and scope of these assessments. These studies informed the assessment of the proposed site allocations and the development of the heritage related planning policies for the Local Plan. This engagement is continuing in a positive and constructive manner.

Minerals and Waste

4.89. Oxfordshire County Council is responsible for Minerals and Waste Planning. The Minerals and Waste Local Plan is relevant to the preparation of the Cherwell Local Plan, especially in relation to the safeguarding of mineral resources, aggregate rail depots, sites for recycled aggregate supply, other minerals infrastructure, and sites for waste management. The Local Plan includes policies on waste including requirements ensuring materials used in construction are locally sourced where possible, and that waste developed through the construction process is effectively dealt with in a sustainable manner.

4.90. Oxfordshire County Council provides ongoing support and engagement in the development of minerals and waste policy and other minerals related issues on specific sites which have greatly assisted the development of policies in the Local Plan. Regular updates on progress with the new Minerals and Waste Local Plan are provided through the Oxfordshire Planning Policy Officers group (OPPO) and regular OCC/CDC liaison meetings.

Engagement

Table 1: Summary of key engagement for the Local Plan

Body/Organisation	Summary of Key Engagement
Oxfordshire County Council	Regular monthly OCC / CDC Liaison Meetings include discussing County Council matters relevant to the Local Plan, including transport, education, strategic flood risk, archaeology, energy, minerals and waste and public health.

	Regular OPPO, and other partnership meetings, detailed in Table 2. Engagement with the County Council on forming the strategy and proposed policies in the Plan in relation to County responsibilities. Joint working and commissioning of transport evidence throughout the plan making process. Regular meetings held with OCC during the production of the Infrastructure Delivery Plan (IDP) (consultants LUC) in particular reference to highways, education, social services, libraries, public health, rights of way, public transport, policy. A shared MS Teams folder was set up between Oxfordshire County Council, Cherwell District Council and our consultants so that direct updates could be placed into the draft versions of the Cherwell Infrastructure Delivery Plan and the associated Cherwell Infrastructure Schedule. LUC and Oxfordshire County Council had their first meeting on the IDP on the 10th June 2024 which involved multiple OCC departments. Cherwell District Council, its consultants and multiple departments from Oxfordshire County Council held joint MS Teams meetings on the IDP on the 09/10/2024 and the 15/10/2024. Individual meetings were also held with various officers at Oxfordshire County Council in relation to the Infrastructure Delivery Plan and the associated Infrastructure Schedule, these included: 1. OCC Developer Funding = 5th August 2024 2. OCC Public Health = 7th August 2024 3. OCC Energy / Renewables = 31st August 2024
Oxford City Council	Regular OPPO, and other partnership meetings detailed in Table 2.

	Regular meetings between Cherwell and the City Council during the commissioning and preparation of the HENA. Joint working on a Gypsy and Travellers needs assessment and other work areas for Oxfordshire to inform Local Plans. Preparation of a Statement of Common/meetings between the City Council and Cherwell District Council including on matters relating to housing and employment needs, gypsy and travellers, the Oxford Meadows SAC, and transport. Duty to Cooperate meeting 27/06/2023. • Update on Oxford Local Plan progress and unmet need housing capacity • Update on evidence, including the latest HELAA • Update on CLP progress and timelines, viability considered a challenge for CDC and City • Update on delivery of unmet needs sites to 2036 • Progress of other development close to boundary, including Oxford United and Triangular land north of Oxford South SoCG to be further discussed in OPPO meeting Duty to Cooperate meeting 15/10/2024. • Cherwell Local Plan timetable, confirming that it is intended to take forward the 4,400 unmet need allocations. • Partial Review Sites – are being saved, discussion re individual sites deliverability. • OCC Plan – options are being considered for next steps following receipt of the Inspectors letter re the initial EIP hearings. • OCC confirmed that they are comfortable with the CDC approach to take the 4,400 homes forward to 2036. Duty to Cooperate meeting 29/11/2024. Discussion of the delivery of the Partial Review sites and the links to the emerging Cherwell Local Plan Review – principally in relation to PR8 and PR7a. City keen to understand how monitoring what comes forward, against the trajectory and therefore unmet need, can be managed between themselves
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	and CDC. Interested in both the timing of delivery, and the mix of the homes being delivered, particularly the affordable housing requirements. City - Raised query regarding previous statement by CDC: <i>"At a meeting on 15th October 2024, under the Duty to Cooperate, Cherwell and Oxford City Council reached an understanding that the 4,400 dwellings would be brought forward to meet unmet need. No additional accommodation was requested."</i>
West Oxfordshire District Council	Regular OPPO, and other partnership meetings detailed in Table 2. Bi-lateral meetings at Chief Executive level. Joint working on a Gypsy and Travellers needs assessment and other work areas for Oxfordshire to inform Local Plans. Strategic matters include housing and employment needs, gypsy and travellers, and transport and the proposed allocation in the draft Plan at Woodstock. Duty to Cooperate Meeting 25/09/24 The main area of discussion was with regards the potential Cherwell Local Plan allocation for land at Woodstock. The discussion included the following matters: • Review of housing need figures because of the consultation NPPF • West Oxfordshire queried whether Cherwell still needed to allocate the site at Woodstock. Cherwell advised, that, yes, it remained necessary. Advising that available evidence has been revisited alongside everything that is already published, including information regarding the planning application. Cherwell advised that new evidence undertaken includes a heritage impact assessment (HIA). • It was confirmed that the HIA had been shared with officers including Oxfordshire County Council (OCC) • Capacity of the Woodstock site was discussed with a suggestion of c 500 dwellings.

	• It was confirmed by Cherwell that an application for development at Southeast Woodstock had been withdrawn. • It was confirmed that the ICMOS report regarding the setting of Blenheim and park views had been reviewed. Concern has been raised that no buffer zone is proposed. West Oxfordshire advised that this is a separate process and not for them to progress. Key Infrastructure issues for West Oxfordshire highlighted the following matters: • Three existing proposed development sites at Woodstock (all planned) and that the proposed allocation would be a fourth. It was acknowledged that it didn't all fall to the proposed allocation. This was acknowledged by West Oxfordshire, but it remained an issue. Cherwell queried whether the IDP had been prepared to support the three sites West Oxfordshire had planned. This was confirmed but infrastructure remained an issue. • West Oxfordshire advised School provision and GP provision are key and asked if there is a plan to provide a school on site, given what is now consented whether this resulted in need for a school on site. West Oxfordshire consider it a missed opportunity to not provide a school at this location. • Cherwell highlighted that the site does not generate the need for a school. West Oxfordshire confirmed that there is only one school at Woodstock and the understanding is that it cannot expand. Cherwell stated that there is not a reasonable transport solution, and OCC concern is with a satisfactory access with additional vehicle movements. • Cherwell queried whether there were alternative sites at Woodstock which had been promoted through HELAA, or known that could be made available for school provision. West Oxfordshire advised that Blenheim had promoted a great deal of land in their control. There have been a number of developments in the Woodstock area and no consideration has been given to the location of the school. • Cherwell advised that the partial review plan showed educational capacity and that the County would ringfence
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	the capacity for West Oxfordshire pupils. Cherwell pupils will go to Begbroke. It was questioned whether this meant that the pupils could walk or cycle. Cherwell advised there were already Woodstock children going to Yarnton/Begbroke. The pupil generation has been dropping considerable, and capacity is higher than expected, so it was agreed that a further discussion with Barbara Chilman OCC is required. (Cherwell to action) • West Oxfordshire advised that it is likely to continue to have concerns about the Woodstock site and will look at this site and likely take advice. West Oxfordshire retain in principle concerns, however if the allocation goes ahead then it needs to address the issues, including the school capacity within Woodstock. • West Oxfordshire recognised its connection with the A44 and the potential for improvements to this corridor. • Both authorities recognised the need to continue dialogue regarding the Woodstock site as it progressed through the Local Plan process. Duty to Cooperate meeting 9/10/2024 • Discussions around the Gypsy and Traveller joined Oxfordshire Needs assessment, with both West Oxfordshire and Cherwell agreeing that they were both broadly happy with the study outcomes. • agreement that a further meeting should be held between the two district councils and Oxfordshire County Council to discuss Education and Health provision at Woodstock. • Reference to A44 transport routes in the Cherwell Local Plan that would aid infrastructure improvement • The ongoing proposal/discussions for a park and ride at Kidlington. It was agreed by both Cherwell and West Oxfordshire as a sensible location for the proposal. • Follow up meetings agreed to discuss Local Plan next steps for both Districts. Duty to Cooperate Meeting 28/11/2024 • Updates on joint GTTA, study being finalised
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	• Discussion around school provision through Kidlington Area Strategy and Woodstock education area. Discussion on provision of potential health centre/facility and BOB ICB have indicated there is a capacity issue and that contributions will be sought. • Discussion around CDC-WODC strategic areas, including agreement on A44 improvements improving capacity, importance of the LOA and the future of Hanborough Station. Will continue to discuss these and set out a SoCG. Additional meetings have been held at Chief Executive and Member level including discussions on the proposed Woodstock allocation. WODC continue to object to the allocation.
South Oxfordshire and Vale of White Horse District Councils <i>(although separate councils they share a planning service. Officers representing both Councils attended all meetings)</i>	Regular OPPO, and other partnership meetings detailed in Table 2. Joint working on a Gypsy and Travellers needs assessment for Oxfordshire. Duty to Cooperate meeting on 07/03/2024 This was a meeting to discuss matters related to the duty to cooperate and outstanding issues which could help progress towards resolutions, particularly related to the Housing Needs Assessment Cherwell and Oxford were using at that time. We clarified to Cherwell what our unresolved strategic matters are in relation to the Duty to Cooperate. We discussed in depth the history of the HENA dispute and outstanding concerns. We noted that record keeping of notes was not covered well in OPPO minutes post 2022. Duty to Cooperate meeting on 15/10/2024. Cherwell response to S and V Regulation 18 consultation. (Approach to housing need, and site exclusions) • S and V are now at Regulation 19 stage with further clarification included on the approach to housing need and site exclusions.

	• The importance of aligning with transport schemes and the potential benefits for increased movement around the A34 corridor. • Those outstanding matters relating to the County GTAA evidence need to be resolved within the next few weeks. • Both parties agreed on the importance of ingoing discussions that included matters of countywide interest. • Both parties agreed that engagement on the Statement of Common Ground should continue. Both parties provided an update on their local plans. Officers discussed Cherwell's responses to the previous JLP Regulation 18 consultations and actions taken in response. The conversation included the role of meetings to resolve issues like OPPO and FOP (and confirmed we both send attendees to the FOP sub-groups). Both parties had heard a call for those FOP meetings to work better to support on planning matters, but have not heard that there is an actual call for/potential for those to be reviewed. Heads of Planning meetings raised but S&V structures means it's not the best forum for plan-making matters. S&V Planning Policy Manager attends HOP occasionally but the last meeting was challenging and S&V are wanting to give Oxford the space to come to their conclusions about next steps regarding their Local Plan Inspectors report conclusions.
Oxfordshire Enterprise (formerly Oxfordshire Local Enterprise Partnership before the 1 st April 2025)	Meetings discussing the LEPs current and planned strategies and projects and on the economic objectives of the Local Plan and its reflection of the LEPs priorities. Strategic matters include the Plans economic objectives and previously the HENAs housing and employment need scenarios. April 2024 - HM Government introduced changes to the funding of local enterprise partnerships and mandated the transfer of statutory responsibilities around strategic economic planning to upper tier authorities. Joint work had been undertaken with OxLEP to arrange for control of the independent OxLEP company to transfer to the County Council on 1 April 2024 via the governance model of a Local Authority Trading Company, but to retain the current Board, business plan and staff structure.

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	On the 1 st April the Oxfordshire Local Enterprise Partnership changed to the trading name of Oxfordshire Enterprise.
Buckinghamshire Council	Key strategic matters relate primarily to traffic and landscape impacts at Bicester. Meeting held on 02/10/2024 where the discussion included: • The NPPF consultation (July -September 2024) would result in an increased Bucks housing requirement of 42%. Buckinghamshire advised that several options were being considered but the result may be the need to consult neighbouring authorities on the options of taking some of its unmet housing need. • Transport matters were discussed including the possibility of joint working on improvements to the East West rail links. A 2014 four-way memorandum of understanding is to be revisited to determine if a joint study should be funded to assess the need for road improvements along the A41.
Stratford Upon Avon District Council	Stratford on Avon District Council were contacted on multiple occasions about arranging a joint meeting has been between Stratford on Avon, Warwick District Council and Cherwell District Council to discuss the South Warwickshire Local Plan and the Cherwell Local Plan. Unfortunately Stratford on Avon District Council were unable to have a meeting due to their busy schedule on their Joint South Warwickshire Local Plan with Warwick District Council
Warwick District Council	Warwick District Council were contacted by Cherwell about arranging a joint meeting has been between Stratford on Avon, Warwick District Council and Cherwell District Council to discuss the South Warwickshire Local Plan and the Cherwell Local Plan. Unfortunately Stratford on Avon District Council were unable to have a meeting due to their busy schedule on their Joint South Warwickshire Local Plan with Warwick District Council.
West Northamptonshire Council	Strategic matters include health provision, housing and employment allocations and transport links. Meeting on 10/10/2024 included the following discussions: • West Northamptonshire response to the Cherwell Regulation 18 consultation (December 2023) • the role of Horton Hospital which serves parts of both districts

	• Cherwell proposed housing and employment allocations and numbers/site areas/uses • Follow up meeting agreed to discuss Local Plan next steps for both Districts Representation Received on 03/03/2025 • Recognition that West Northamptonshire shares a boundary with Cherwell district with the towns of Bicester and Banbury, both providing key services and amenities for WNC residents who in turn contribute to the economy and functioning of North Oxfordshire • CDC have not taken forward proposals that would see the further allocation of land for development near to junctions 10 and 11 of the M40, and the impact of development along this boundary is recognised in Policy COM 13 and Appendix 4 No objections raised, and WNC committed to continue to engage as part of DtC.
Warwickshire County Council	Warwickshire County Council have been consulted at each of the formal stages of Local Plan consultation. No response was received at Regulation 18 stage. A Duty to Cooperate meeting was held on MS TEAMS between the Council's – Infrastructure Planning Lead – Strategic Growth at WCC Warwickshire CC and Policy Officers at Cherwell DC on 19/11/2024 where the discussion included the following matters: • The Regulation 19 Cherwell Local Plan • Proposed timetable and CDC O & S and Executive meetings • Proposed consultation period • Main proposed growth areas – housing and employment • The East West Rail safeguarding WCC Information and Documentation • WCC local elections in 2025 • WCC Local Transport Plan (LTP4) adopted this year 2024 • WCC Minerals Plan adopted about 18 months ago • WCC Waste Plan – is out of date, needs to be reviewed WCC debating whether to do a joint Minerals and Waste Plan or not

	• Involvement with High-Speed Rail 2 (HS2) as it goes through the WCC Update on Warwick District Council and Stratford on Avon District Council who are jointly preparing the South Warwickshire Local Plan • Currently at the Preferred Options Stage • The Preferred Options has been to each Council's Executive • The Councils will have a joint WDC and SDC members meeting on the 2nd of December 2024 • WDC/SDC South Warwickshire Plan – proposed public consultation will be from the 13th of January 2025 to 15th March 2025 • JLR employee/contactors transport movements on the M40 / A46/ other roads declined since pandemic onwards due to increase in working from home
Oxfordshire Local Nature Partnership	Cherwell has consulted with the Oxfordshire Nature Partnership throughout the public stages of local plan production. Cherwell DC is represented on the Board. Officers are members of various sub groups, including a policy sub group, which meets on a regular basis.
Homes England	Homes England are in discussions with CDC corporately regarding housing projects in the district including at Northwest Bicester and Canalside to assist delivery.
Atlas	Atlas are supporting discussions regarding development at Bicester to enable and support delivery of homes and infrastructure.
Office for Road and Rail	Cherwell has consulted with the Office for Road and Rail throughout the public stages of local plan production
National Highways	Key strategic issues include that the impacts of the Plan's strategy on the sub-regional and regional highway network Cherwell, Oxford City Council and National Highways agreed an approach to the Local Transport assessment and modelling in February 2024. The meeting took place on 5 th February 2024. The approach makes use of the National Highways Strategic model validated for Cherwell Local Plan purposes. Engagement between the three bodies has continued via exchange of information and has been followed up by a Local Plan and transport modelling update meeting held on 23rd October 2024. Next stages of LP transport work will involve testing mitigation packages.

Natural England	Natural England are consulted at consultation stages of the Plan, on the production of a Habitats Regulation Assessment (HRA) for the draft Plan. Preparation of a Statement of Common ground explaining how the Plan will help to conserve, enhance and manage the natural environment, contributing to sustainable development. All OXON authorities agreed on an approach to the cumulative assessment of traffic flows associated with 2040/42 Local Plan growth for Oxfordshire. The note was prepared to help the preparation of Habitat Regulations Assessments of emerging LPs, it presents a common methodology to cumulative assessment of traffic flows and is to be used by the individual authorities when discussing their approach with Natural England. Final note date 14 October 2024. 14 November 2024 – Further meeting with CDC to discuss HRA and assumptions/cumulative effects. Discussed LP timeframes and outlined Reg 19 emerging strategy and proposed growth Welcomed NE comments and recommendations at Reg 18 stage including on: • Biodiversity and Geodiversity and GI, • Landscape (and National Landscapes AONB), • NE request for Landscape and Visual Impact Assessments for development proposals, and • addressing Land of Least Environmental Value and Best and Most Versatile Land • CDC updates: • Oxfordshire LNR Strategy currently out for consultation • G&BI Strategy finalised in 2023 • New Landscape Evidence: LCA, Local Landscape Designations, Site specific landscape assessments and Strategic gaps NE highlighted specifically the location of Ardley Station safeguarding at Reg. 18 and the relationship of the proposed extension to NW Bicester in relation to Ardley Cutting and Quarry SSSI to the west of the site. NE welcomed the proposed removal of the station in the Reg 19 Plan and how the emerging Policies map illustrates the
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	relationship of the NW Bicester Site, the proposed Bicester-Bucknell Strategic gap and the SSSI site. On HRA: CDC explained the Countywide position regarding modelling for HRA purposes and noted progress to date including joint working with OXON authorities to ensure consistency across authorities. NE noted that there isn't a single transport model in Oxfordshire that could be used by all authorities and that Cherwell has not used discounts in relation to Oxfordshire Local Transport and Connectivity Plan targets to reduce vehicle trips from the road network NE welcomed the early engagement ahead of Reg 19 consultation commencing. CDC agreed to provide specific information on modelling inputs for Cherwell and share a near completed draft HRA when ready by e-mail and reconvene a meeting at a later date to discuss the information.
Historic England	Historic England has been consulted and provided input on the methodology for the individual site Heritage Impact Assessments. Additional site discussions were held for the SE Woodstock site and Heyford Park. Further work being undertaken on the SE Woodstock site at the request of Historic England to supplement the HIA prepared. The following meetings have been held with Historic England during 2024 to discuss Cherwell Local Plan progress. 23 May 2024. CDC, HE and CBA associates to discuss methodology and approach to undertake the Heritage Impact Assessments across the District. HE happy with approach 20 June 2024. CDC, HE and promoters at Upper Heyford met on site at the airfield to undertake a site visit and see the historic flying field. 4 July 2024. CDC, HE and CBA met to discuss Upper Heyford site visit, prior to the site being removed as a proposed allocation from the emerging Local Plan

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	18 July 2024. CDC, HE and LUC met to discuss the proposed methodology relating to the HIA to be undertaken for SE Woodstock. HE is reasonably happy with this approach. 15 October 2024. CDC and HE met to discuss concept plan for SE Woodstock. HE advised they were reasonably content with approach. 8th May 2025. CDC and HE met to discuss a Statement of Common Ground between the two parties. 21 May 2025. CDC and HE met to talk through the representations made by HE at the Regulation 19 stage to understand what remained unresolved objections.
NHS Trusts	Cherwell has consulted with local NHS Property Trusts throughout the public stages of local plan production, Strategic matters include the provision of primary and other health care facilities that serve Cherwell residents. Meeting held with Oxford University Hospital Trust at the early stages of the Plan to discuss the Horton Hospital. (5/01/2022). Further attempts by CDC to engage were unsuccessful via OUHT consultants Carter Jonas.
NHS Property Services Ltd	Cherwell has consulted with NHS Property Services throughout the formal consultation stages of local plan production, Strategic matters include the provision of primary and other health care facilities that serve Cherwell residents.
Buckinghamshire, Oxfordshire and West Berkshire Integrated Care Board (BOB ICB)	Regular meetings have been held with the Integrated Care Board throughout the Plan making process since 2020. They generally occurred on a 3 monthly basis until 2024. 3rd July 2024 meeting discussed: • Progress on Cherwell LP and in particularly site allocations • Progress of the Long-Term Strategy for health planning in Cherwell –Work on a draft has commenced but not currently progressed due to difficulties around 3rd party estate progress.

	• Bicester – ICB have requested a steer for need of a new health facility at NW Bicester. Discussion regarding existing premises and leases. • Heyford Park –Two clinical rooms to be delivered at Heyford • Banbury – Enough estate in the town centre, however the smaller offers are more difficult. A possible way forward to be explored could be off-site contributions to enable a refit. Kidlington – Workforce issues are making it harder to find new estate. S106 funding will be necessary to help deliver additional provision as a result of new development. Cherwell has engaged with BOB ICB during the formal consultation stages of the Cherwell Local Plan (2042). Cherwell and their consultants have engaged BOB ICB during the production stages of the Cherwell Infrastructure Delivery Plan and the associated Infrastructure Schedule including via email and inviting them to attend meetings. An MS Teams meeting was held between Cherwell’s consultants and GWR on the 18th July 2024. Cherwell District Council held a further meeting with BOB ICB on Monday 12th May 2025, where the BOB ICB detailed the fact they are being restructured and have to find efficiencies.
The Environment Agency (EA)	Cherwell has engaged with Environment Agency during the production and during the formal consultation stages of the Cherwell Local Plan (2042). Cherwell and their consultants have engaged The Environment Agency during the production stages of the Local Plan Review 2042 and its supporting evidence through meetings, email and letter correspondence. Strategic issues include avoiding areas at risk of flooding by directing development away from areas at highest risk and where development is necessary, the development should be made safe for its lifetime without increasing flood risk elsewhere.

	The Environment Agency wrote to Cherwell's IDP consultants on 25th October 2024 and provided their comments relating to the draft Infrastructure Delivery Plan and the associated Infrastructure Schedule and they provided comments on the proposed site allocations in relation to fluvial flood risk, water quality and sewage treatment works. Cherwell Council have been engaging with the Environment Agency in respect to the progress of The Thames Water 5-year business plan, that will include design solutions for Oxford City Sewerage Treatment Works. This is a key project to help address some of the capacity constraints in the south of the district. <i>Water Cycle Study</i> Consultants appointed to carry out the Stage 1 and Stage 2 Water Cycle Studies have liaised with the Environment Agency where appropriate in relation to licensing, mapping and other data. On 22/10/2024 there was a to discuss the scope and methodology for the Detailed WCS. Following the meeting, the EA agreed to consider a proposed focused list of Waste Water Treatment Works for assessment. <i>Strategic Flood Risk Assessments</i> A meeting was held between Cherwell and the EA on 26/06/2024 to discuss the Draft Local Plan Strategic Flood Risk Assessment. The discussion included the following matters: • Cherwell provided an update on the draft Local Plan progress including site allocations • Consultants have been commissioned to update the SFRA Level 1 work and to provide the necessary SFRA Level 2 work. • Cherwell confirmed that they are keen to address the matters raised by the EA at Regulation 18 stage through the updated SFRA work. • As the work predates the latest definition of FZ3b the EA recommended that Level 2 models are created especially for J Flows. • EA are expected to release a national data set – the data was confidential at the time of the meeting. Cherwell
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	requested confirmation that sites could be shared with the EA to confirm if the approach taken is appropriate. • Cherwell required confirmation with regards post development modelling, in respect of undefended and defended flood risk. • Cherwell confirmed that they would provide the EA with full list of sites to remain confidential at this time • The EA and Cherwell agreed to ongoing engagement.
Civil Aviation Authority (CAA)	Cherwell has consulted with the CAA throughout the public stages of local plan production. The Plan will ensure compliance with the Civil Aviation Authority's requirements in respect of its responsibilities.
Anglian Water Thames Water	Cherwell has continually engaged with Anglian Water and Thames Water throughout the production and formal consultation stages of Cherwell Local Plan (2042) Cherwell and its consultants engaged with Anglian Water and Thames Water in an assessment of site allocations and they were engaged throughout the production and formal consultation of the Council's Infrastructure Delivery Plan and the associated Infrastructure Schedule. There was engagement via email and they were invited to attend remote meetings. Cherwell District Council's IDP consultants held an MS Teams meeting with Anglian Water on the 6th June 2024. Cherwell District Council's IDP consultants held an MS Teams meeting with Thames Water on the 7th August 2024. Cherwell and its consultants engaged Anglian Water and Thames Water in the production and subsequent consultation of its 2023 Water Cycle Study which was prepared to inform the draft Local Plan. During 2024 there have been discussions and meetings held between Cherwell District Council (Development Management), Thames Water and the Environment Agency with regards Thames Water progressing the current Thames Water 5-year business plan including design solutions for Oxford Sewerage Treatment Works.

	During 2024 Thames Water and Oxfordshire County Council in its role as the Local Waste Authority have kept Cherwell District Council updated in relation to the progress of their pre application discussions for Oxford Sewage Treatment Works including those under proposed under Permitted Development and those that require planning consent. Following the end of the Regulation 19 Cherwell Local Plan public consultation and the receipt of the Regulation 19 representation from Thames Water. Cherwell District Council requested further detailed information relating to capacity and planned projects from Thames Water which they subsequently provided.
Scottish and Southern Energy Networks National Grid	Cherwell has engaged with Scottish and Southern Energy (SSEN) throughout the production and formal consultation stages of the Cherwell Local Plan (2042) Cherwell and their consultants have engaged with SSEN and National Grid during the production stages of the Cherwell Infrastructure Delivery Plan and the associated Infrastructure Schedule including via email and inviting them to attend meetings. Reg 18 consultation responses taken into account for the Reg 19 Local Plan.
Great Western Railway (GWR)	Cherwell and their consultants have engaged with SSEN and National Grid during the production stages of the Cherwell Infrastructure Delivery Plan and the associated Infrastructure Schedule including via email and inviting them to attend meetings. An MS Teams meeting was held between Cherwell's consultants and GWR on the 15th October 2024.
National Highways	Cherwell has engaged with National Highways during the formal consultation stages of the Cherwell Local Plan (2042) including on all of the relevant evidence base including all of the specific transport related evidence base. Cherwell and their consultants have engaged National Highways during the production stages of the Cherwell

	Infrastructure Delivery Plan and the associated Infrastructure Schedule including via email and inviting them to attend meetings. Oxfordshire County Council in their role as the Local Highways Authority engage on a regular basis with National Highways and they have been engaged on the required transport modelling that has been undertaken for the Cherwell Local Plan. Including - 05/02/2024 – discussion on approach to transport modelling; - 23/10/24 – discussion of results of strategic transport modelling.
Network Rail	Cherwell has engaged with Network Rail during the production and formal consultation stages of the Cherwell Local Plan (2042) Cherwell and their consultants have engaged Network Rail during the production stages of the Cherwell Infrastructure Delivery Plan and the associated Infrastructure Schedule including via email and inviting them to attend meetings. 20/01/2022 – Network Rail provided update on the Oxford Corridor Phase 2 project (Sandy Lane & Yarnton Lane level crossings) An MS Teams meeting was held between Cherwell's IDP consultants and Network Rail on the 29th July 2024.
Infrastructure Delivery Plan and associated Infrastructure Schedule	Cherwell District Council and its consultants prepared an Infrastructure Delivery Plan and an Infrastructure Schedule to inform the Cherwell Local Plan (2042) During the production of the Infrastructure Delivery Plan and Infrastructure Schedule the following organisations were continually engaged and updated via email and they were invited to attend MS Teams remote meetings. They were also invited to take part in the formal consultation stages of the Cherwell Local Plan which included the formal consultation on the Infrastructure Delivery Plan and the Infrastructure Schedule.

	This included the following organisations Anglian Water Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) Canal and River Trust Cherwell District Council – Banbury Project Lead Cherwell District Council – Bicester Project Lead Cherwell District Council – Kidlington Project Lead Cherwell District Council – Environmental Protection Department Cherwell District Council – Sports and Facilities Department First Great Western Railway National Grid Electricity Distribution (NGED) (to note Western Power were purchased by National Grid) National Grid Electricity Transmission (NGET) National Highways Network Rail NHS Property Services Oxfordshire County Council – Education Oxfordshire County Council – Emergency Services Oxfordshire County Council – Highways including Public Transport Oxfordshire County Council – Property Services Oxfordshire County Council – Public Health Oxfordshire County Council - Utilities Oxfordshire County – Waste and Recycling Scottish and Southern Electricity Networks (SSEN) Sport England Telecommunications Companies Thames Valley Police Thames Water
Canal and River Trust	Cherwell has engaged with the Canal and River Trust during the production and during the formal consultation stages of the Cherwell Local Plan (2042) Cherwell and their consultants have engaged the Canal and River Trust during the production stages of the Cherwell

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	Infrastructure Delivery Plan and the associated Infrastructure Schedule including via email and inviting them to attend meetings. An MS Teams meeting was held between Cherwell's consultants and the Canal and River Trust on the 30th May 2024.
Sport England	Cherwell has engaged with Sport England during the production and during the formal consultation stages of the Cherwell Local Plan (2042). Sport England were fully engaged in the preparation of both the Playing Pitch Strategy and Built Facilities Strategy. There are regular PPS review meetings where a local plan update is provided. Cherwell and their consultants have engaged Sport England during the production stages of the Cherwell Infrastructure Delivery Plan and the associated Infrastructure Schedule including via email and inviting them to attend meetings. An MS Teams meeting was held between Cherwell's consultants and Sport England on the 30th May 2024.
National Grid	Cherwell has engaged with National Grid during the production and during the formal consultation stages of the Cherwell Local Plan (2042) Cherwell and their consultants have engaged National Grid during the production stages of the Cherwell Infrastructure Delivery Plan and the associated Infrastructure Schedule including via email and inviting them to attend meetings. An MS Teams meeting was held between Cherwell's consultants and National Grid on the 3rd September 2024.
Thames Valley Police	Cherwell has engaged with Thames Valley during the formal consultation stages of the Cherwell Local Plan (2042) Cherwell and their consultants have engaged Thames Valley Police during the production stages of the Cherwell Infrastructure Delivery Plan and the associated Infrastructure

	Schedule including via email and inviting them to attend meetings. An MS Teams meeting was held between Cherwell's consultants and GWR on the 18th July 2024.
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5. Mechanism for Cooperation

Regular Partnership Meetings

- 5.1. Cherwell District Council is actively involved in several cross boundary and joint partnership relationships, which have shaped the early stages of the plan and will continue to inform the preparation of the Local Plan. Many of these are formalised, regular meetings or forums where a variety of topics are discussed, with some of these tailored for the purposes of producing the Local Plan. These partnerships are a mechanism for facilitating Duty to Cooperate discussions. They enable regular direct contact with a range of Duty to Cooperate bodies and other bodies relevant to strategic priorities.
- 5.2. Table 2 details the regular partnership meetings that have a direct relevance to the Local Plan. The frequency of meetings may change depending upon issues arising and priorities.

Table 2: Regular partnership meetings

Group / meeting	Frequency (approx.)	Attendees	Role	Engagement/Meetings
Future Oxfordshire Partnership (FoP), now the Oxfordshire Leaders Joint Committee.	Every two/three months	Oxfordshire authorities and non-voting members (CCG, Environment Agency, Homes England, two universities, Oxfordshire	The partnership's purpose is to deliver the aims of the Strategic Vision which all six councils have adopted. The FOP will: Coordinate local efforts to manage economic, housing and infrastructure	Regular meetings held informing cross boundary strategic matters for the Local Plan Review. See Table 3 for a summary of district-wide FOP meetings

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		Skills Board and Oxfordshire LEP). There is a Members Advisory Group for Members with Planning Portfolios.	development in a way that is inclusive and maximises local social and environmental benefits; Support the development of local planning policy that meets the UK Government's stated aim of net zero carbon by 2050, and contributes towards biodiversity gain whilst embracing the changes needed for a low carbon world; and, Seek to secure funding in the pursuit of these aims and oversee the delivery of related work programmes delegated to it by the joint committee's constituent local authority members. It does this by overseeing the delivery of projects that the councils of Oxfordshire are seeking to deliver collaboratively in the fields of economic development and strategic planning. This cooperation has helped Oxfordshire to secure over £500m of additional investment, such as through the City Deal, Housing and Growth Deal, Housing Infrastructure Fund and the Oxfordshire Rail Connectivity Study. The Future Oxfordshire Partnership also has an important role in representing Oxfordshire on matters of regional interest.	
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			The councils have also agreed that continued collaborative working on spatial planning matters will be valuable. New Terms of Reference are being drawn up to ensure that a members' advisory group with planning policy portfolio holders from each authority can continue to discuss spatial planning and issues that impact the County as a whole.	
Oxford-Cambridge Arc Leadership Group	Twice a year	Local authorities from across the Oxford-Cambridge Arc. Chief Executives and Leaders meet.	Various groupings helped develop and co-ordinate the work fed into the government's planned Spatial Framework for the Oxford-Cambridge Arc.	Regular Meetings held informing cross boundary strategic matters for the Local Plan Review.
Oxfordshire Plan 2050 (now ceased in August 2022)	Evidence Working Groups (Monthly) Planning Policy Manager (2 weekly) Group; Heads of Planning (monthly); Member Sub-group of the Growth Board (monthly)	All districts and city council in Oxfordshire and representatives of the County Council and LEP. Liaison Group of planning officers; Heads of Planning; and Member Sub-group.	These groups provided regular input, advice and leadership to the Oxfordshire Plan 2050.	Evidence Working groups to inform the Oxfordshire Plan including for: Flood Risk, Water Management, Gypsy and Traveller needs, Habitats Regulation Assessment, Transport, Green Belt, sustainability appraisal. The Planning Policy officers group discussed matters including: Oxfordshire Plan and Evidence base funding.

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				The production of Oxfordshire Growth Needs Assessment. The Oxfordshire Plan policies and options for growth Most of this work is now being undertaken at the district level to inform Local Plans being produced by the Districts/City following the cessation of the Oxfordshire Plan.
Oxfordshire Local Enterprise Partnership (LEP)	Executive Board meets monthly	A body made up of representatives from business, academia and the wider public sector.	Business led with senior academic figures and local authority members. It provides leadership and champions growth and innovation, helping to break down barriers and providing support mechanisms. Prepared the Local Industrial Strategy and Investment Plan.	Meetings held between Cherwell and City Council officers and the LEP in relation to the OGNA and the Housing and Economic Needs Assessment commissioned by Oxford and Cherwell Councils. April 2024 - HM Government introduced changes to the funding of local enterprise partnerships and mandated the transfer of statutory responsibilities around strategic

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				economic planning to upper tier authorities. Joint work had been undertaken with OxLEP to arrange for control of the independent OxLEP company to transfer to the County Council on 1 April 2024 via the governance model of a Local Authority Trading Company, but to retain the current Board, business plan and staff structure.
The Oxfordshire Inclusive Economy Partnership	Regular Meetings	The Oxfordshire Inclusive Economy Partnership brings together over a hundred organisations – employers, business, education, community groups and local government.	Working to create opportunities for all people in Oxfordshire, making use of everyone’s potential, so that we can all benefit from Oxfordshire’s success. The aim is to create an environment and communities that can adapt to change, a region that is resilient in the face of shocks in the economy and a workforce that responds to different needs and different kinds of work in the future.	
Cherwell Local Strategic Partnership (LSP)	Quarterly	The board is made up of public, private and voluntary and community sector representatives.	Through the promotion of partnerships, the board maximises the contribution of each sector to improve the quality of life in Cherwell.	Meetings provide an opportunity to present an update and receive questions on the Cherwell Local Plan.

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Oxfordshire Skills Board	Every two months	The board is made up of public and private employers, secondary, further and higher education skills providers and stakeholder groups.	Responsible for understanding and communicating the needs of employers and providers in Oxfordshire relating to business development, employment and skills issues which impact on the economic wellbeing of the area. Works closely with the LEP.	
Health and Wellbeing Board	Every two months	Includes local GPs, District and County Councillors, Oxfordshire Clinical Commissioning Group, Healthwatch Oxfordshire, and senior council officers.	Seeks to provide strategic leadership for health and wellbeing across Oxfordshire, ensuring that plans are in place and that action is taken to realise those plans. The Board produces the Oxfordshire Joint Health and Wellbeing Strategy.	The Oxfordshire Joint Health & Wellbeing Strategy has informed the Local Plan.
Oxfordshire Leaders Group	Approximately six times a year	The Leaders of all the Oxfordshire authorities.	Key elements of the group's work include consideration of impacts of changes in government policy and guidance; agreement of county wide programmes; monitoring the impact on resources and services due to changes; implementing savings.	
Oxfordshire Chief Executives	Once a month	The Chief Executives of all the Oxfordshire authorities.	Varied agendas that can include strategic planning.	
Oxfordshire Planning Policy Officers Meetings (OPPO)	Monthly meetings	Planning Policy Managers of all Oxfordshire authorities.	Regular forum for authorities to provide updates on plan progress and to discuss other cross boundary	

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			matters and joint evidence base.	
Heads of Planning (HoP)	Monthly and as required	Heads of Planning from the Oxfordshire Councils	Forum for authorities to provide updates on plan progress and to discuss other cross boundary matters including previously providing direction on the Oxfordshire Plan.	Meetings regularly include discussions on local planning cross boundary strategic matters Most recent meeting held on 09/05/25.
OCC / CDC Liaison Meetings	Every month	Officers of Cherwell and Oxfordshire County Council	Used to discuss current work and emerging issues that affect both authorities, including County and District strategic matters and joint working.	
Integrated Care Board / CDC Liaison Meetings	Approximately every 3 months	Integrated Care Board locality and estates officers, CDC planning officers and Healthy Place-Shaping Lead.	Regular forum to provide updates and discussions relating to primary care strategy and provision, particularly in the context of development management decisions and development plan making. In addition, there have been meetings with senior managers at the BOB-ICB and CDC's Chief Executive and others to discuss primary care provision.	

Oxfordshire Local Nature Partnership	Regular meetings as required.	Officers from the Oxfordshire authorities and other stakeholders	To bring together local organisations, businesses and people who want to improve their local natural environment.	
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Joint working on strategies and infrastructure planning

- 5.3. Many of the partnerships detailed above have produced and adopted/published joint strategies as part of their work. This illustrates that the process of engagement and cooperation has been effective in the sense that it has resulted in outcomes that all parties considered could sign up to. Many of these strategies have direct relevance to the Local Plan. In addition, several of the partnerships have/will jointly commission studies or evidence base work which will influence the policies of the Local Plan. Table 3 details key jointly produced strategies and jointly commissioned studies.

Table 3: Joint working on strategies and infrastructure planning

Project / document	Produced by / involved	Role / purpose
Oxfordshire Local Industrial Strategy (July 2019)	Oxfordshire Local Enterprise Partnership	The Local Industrial Strategy (LIS) sets out an ambition for Oxfordshire to leverage its existing strengths to become one of the top three innovation ecosystems globally by 2040. It sets out how Oxfordshire's strengths and assets are to be built on, to deliver transformative growth, which is clean and sustainable and delivers prosperity for all communities across the county. The LIS is intended to deliver the aims of the National Industrial Strategy, which is the government's long-term plan to boost productivity. The LIS states 'Oxfordshire has been at the centre of innovation in the UK for centuries. National and local investments have built up a network of science parks and innovative firms across the county, and now wider investments in the region offer the opportunity to cement the area's reputation as one of the best locations in the world to innovate.'

Oxfordshire Local Industrial Strategy – Oxfordshire Investment Plan (August 2020)	Oxfordshire Local Enterprise Partnership	Prepared by the LEP, it translates the ideas and aspirations of the Local Industrial Strategy into a programme of delivery and updates the LIS. The investment plan should deliver: 24,500 new jobs (gross full-time equivalents) 344,400m² of new commercial and innovation floorspace 29,400 new homes (based on existing local plans and the Oxfordshire Housing & Growth Deal) 2,700 qualifications (NVQ4+ and Apprenticeships) Support for over 41,000 adult and young learners. Delivering the projects will collectively lever over £2.6bn in domestic and foreign private sector investment. More widely, the portfolio will secure a total of £3.6bn of Foreign Direct Investment and produce GVA of £1.2bn per year from 2030 (based on average Gross Value Added per job).
The Oxfordshire Infrastructure Strategy (OxIS)	Officers from the Oxfordshire authorities and other stakeholders	The Oxfordshire Infrastructure Strategy (OxIS) is a FoP commissioned project involving the county's six local authorities, with the purpose of prioritising strategic infrastructure requirements to 2050. Joint work is currently progressing on the third update to OXIS.
Oxfordshire Strategic Vision	Future Oxfordshire Partnership (FOP)/ Oxfordshire Leaders Joint Committee	The FOP purpose is to deliver the aims of the Strategic Vision for Sustainable Development in Oxfordshire which all six councils have adopted. The FOP: • Coordinate local efforts to manage economic, housing and infrastructure development in a way that is inclusive and maximises local social and environmental benefits; • Support the development of local policy that meets the UK Government's stated aim of net zero carbon by 2050, and contributes towards biodiversity gain

		whilst embracing the changes needed for a low carbon world; and, • Seek to secure funding in the pursuit of these aims and oversee the delivery of related work programmes delegated to it by the joint committee's constituent local authority members. The Partnership meets six times each year to discuss issues facing Oxfordshire's future, most often in a non-decision-making capacity. It was supported by four Advisory Sub-Groups (Infrastructure, Environment, Housing and Planning), a Scrutiny Panel and a small team of officers who are tasked with delivering elements of the Partnership's work programme. It is now supported by task and finish groups that work on specific projects and a small team of officers who are tasked with delivering on elements of the Joint Committee's work programme. Officers of Cherwell Council regularly attend the meetings. Through 2024 Scrutiny Panel/ FOP Partnership Meetings have been held; points raised Cherwell include: 22/01/2024 (Scrutiny Panel) -Role and remit of the panel, the role of FOP in facilitating the duty to cooperate, the new Health and Well-being Board for Oxfordshire 30/01/2024 (FOP) - Health and well-being Board Strategy for Oxfordshire, FOP Forward Plan, Oxfordshire Strategic Vision, 11/03/2024 (Scrutiny Panel) - Oxfordshire Housing and Growth Deal –Update, LEP Partnership functions –transition arrangements,
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		20/03/2024 (FOP) - Oxfordshire Housing and Growth Deal –Update, LEP Partnership functions – transition arrangements, 23/07/2024 - (Scrutiny Panel) - Oxfordshire Housing and Growth Deal –Update, Oxfordshire Inclusive Economic Partnership (OIEP) Update Report, Update on the Oxfordshire Local Nature Recovery Strategy, Oxfordshire Local Area Energy Plan, Outline business case 30/07/2024 (FOP)- Oxfordshire Housing and Growth Deal –Update, Oxfordshire Inclusive Economic Partnership (OIEP) Update Report, Update on the Oxfordshire Local Nature Recovery Strategy, Oxfordshire Local Area Energy Plan, Outline business case 03/10/2024 -(FOP) - Oxfordshire Housing and Growth Deal –Update, Local Nature Partnership Update, Future Oxfordshire Partnership Forward Plan, Delivery of Oxfordshire Strategic Vision. All meetings and agendas are published at https://www.oxfordshireleaders.org.uk/
The Future Oxfordshire Partnership Planning Advisory Group	Members and Senior Planning Officers across the County	Meetings held between members and senior planning officers across Oxfordshire to informally discuss planning matters beyond those discussed at the FOP meetings. Officers and members of Cherwell Council regularly attend the meetings, alongside officers and members of the other Oxfordshire Councils. Meetings held have included the following topics of discussion: 21/07/2023 -The role of the Future Oxfordshire Partnership and the Oxfordshire Strategic Vision, Identifying areas for collaborative working, update on local plan progress. 15/09/2023 -Opportunities for joint working, opportunities for joint working in the planning

		space, viability, biodiversity net gain, modern methods of construction, update on local plan progress, work programme. 15/12/2023 - Planning for health infrastructure, proposals for joint working on biodiversity net gain, Oxfordshire local transport and connectivity plan (LTCP), forward work programme, update on local plan progress 15/03/2024 - Update on joint working with regard to viability assessments, Salt Cross Garden Village – the net zero debate, update on local plan progress, forward work programme 13/09/2024 - Consideration of a briefing paper on planning for primary care infrastructure across Oxfordshire. Planning related issues and subjects raised include: • As well as linking strategic planning and district council local plans it was suggested that planning for primary healthcare infrastructure should feed into the next iteration of the Oxfordshire Infrastructure Strategy, (OxIS). (Welcomed by PAG) • Use of S106 and CIL for funding healthcare infrastructure projects • Investigation of the colocation of leisure and health facilities.
Oxfordshire Housing and Growth Deal (2018)	All Oxfordshire councils and Oxfordshire LEP Approved and signed off by government (Ministry of Housing, Communities	The Oxfordshire authorities signed a Housing and Growth Deal with the government which comprised £215 million of funding to be granted to support the ambition to plan for and deliver 100,000 homes in Oxfordshire by 2031. This was linked to a number of other commitments from the government and the Oxfordshire authorities on affordable housing and infrastructure delivery. The Growth Deal has now concluded.

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	and Local Government)	
Oxfordshire Strategic Housing Market Assessment (SHMA) (April 2014) and Oxfordshire Growth Needs Assessment (OGNA)	Jointly commissioned by all Oxfordshire districts with County Council in support.	The SHMA was a technical study to help the Oxfordshire districts understand how many homes will be needed in the period 2011-2031. It also considered the housing needs of specific groups such as older people, minority groups and people with disabilities. (The OGNA (published in 2021) identified the housing and employment needs for Oxfordshire at this time.)
Housing and Economic Needs Assessment (December 2022)	Housing and Economic Needs Assessment commissioned by Oxford Cherwell Councils to inform their Local Plans.	A study to provide an objective assessment of housing and employment needs in Oxfordshire. Following the examination into the Oxford City Local Plan 2040, where the Government appointed Inspectors expressed significant concerns in respect of the jointly commissioned Housing and Economic Needs Assessment, prepared by consultants Icenl, Cherwell District Council has chosen to withdraw this report from its evidence base documents.
Evidence to support policies towards to achieving net zero (January 2023)	Oxfordshire County Council and Cherwell district Council and stakeholders.	Review of policy, legislation and best practice to inform the Local Plan and wider Council policies and strategies. Pathways to Zero Carbon (Pazco) 2021. In 2020 Oxfordshire County Council published an Action Framework that includes guiding principles to enable a zero- carbon Oxfordshire.
Gypsy and Travellers needs assessment for Oxfordshire	Oxfordshire authorities	A study has been commissioned to identify the needs of Gypsy and Travellers, Travelling Showpeople and Boat Dwellers across Oxfordshire meeting the requirements of government planning policy to inform Local Plans.
Transport assessment	Cherwell District Council	A transport assessment to inform the Local Plan and modelling for the County.

and commissioning of modelling	and Oxfordshire County Council	Transport modelling work is ongoing between Cherwell and County Highways Authority in the assessment and delivery of local plan policy and appropriateness of site allocations.
Oxfordshire Rail Strategy	Oxfordshire Districts and Oxfordshire County Council	Engagement on the emerging Oxfordshire Rail Strategy.

Communication at formal stages of Local Plan production

- 5.4. The Duty to Cooperate bodies, as well as other relevant organisations and the wider public are invited to submit representations to inform the preparation of the Local Plan. The format and methods used will be detailed in the Consultation Statement which will also summarise the responses that have been received.
- 5.5. On 31 July 2020 the Council published a community involvement paper for a six-week period of consultation to 14 September 2020. The paper was prepared to engage with residents, businesses and other stakeholders to inform them of a review of the adopted Cherwell Local Plan 2011-2031. Written notifications were sent to the consultees listed in the 2016 Statement of Community Involvement and anyone who had registered on the Council's Planning Policy database on 30 July 2020. The database includes parish councils, adjacent authorities and parishes, planning agents, statutory consultees, local pressure groups and organisations as well as individuals. The Sustainability Appraisal Scoping Report was published for consultation alongside the community involvement paper on 31 July 2020. The three consultation bodies under the SEA Regulations – Natural England, Historic England and the Environment Agency – sent in a separate email inviting comments on the Sustainability Appraisal Scoping Report.
- 5.6. On 29 September 2021 the Council published a community involvement paper 2 for a six-week period of consultation to 10 November 2021. The paper was prepared to engage with residents, businesses and other stakeholders to inform them of a review of the adopted Cherwell Local Plan 2011-2031. Written notifications were sent to the consultees listed in the 2021 Statement of Community Involvement and anyone who had registered on the Council's Planning Policy database on 28 September 2021. The database includes parish councils, adjacent authorities and parishes, planning agents, statutory consultees, local pressure groups and organisations as well as individuals. Details of the consultation that took place are outlined in the

Consultation Statement published alongside the draft Cherwell Local Plan Review.

- 5.7. On 22 September 2023 the Council published a Cherwell Local Plan Review 2040 Consultation Draft (Regulation 18) for a six-week period of consultation to 3 November 2023. The Draft Plan was prepared to engage with residents, businesses and other stakeholders and to invite them to submit their views on the draft policies and proposals set out in the Regulation 18 Draft Cherwell Local Plan 2020-2040. Written notifications were sent to the consultees listed in the 2021 Statement of Community Involvement and anyone who had registered on the Council's Planning Policy database on 22 September 2023. The database includes parish councils, adjacent authorities and parishes, planning agents, statutory consultees, local pressure groups and organisations as well as individuals. Details of the consultation that took place are outlined in the Consultation Statement published alongside the Regulation 18 Cherwell Local Plan Review.
- 5.8. On the 19th December 2024 the Council published the Cherwell Local Plan Review 2042 Consultation Draft (Regulation 19) for a 9 week period until the 14th February 2025 and this was a longer consultation period in recognition of the Christmas holiday period. Then in January 2025 the consultation period was extended by a further 10 days to the 25th February 2025 and on the 13th January 2025 a further set of written notifications were sent out to all of those individuals and organisations who were registered on the Planning Policy Local Plan database. This further extension to the consultation period was due to the that the Council had been made aware that one of the appendices to the Statement of Consultation had not been published properly. This was rectified early on in the process and once corrected, it was ensured t at a full six weeks consultation was still available after this point.
- 5.9. The Regulation 19 Local Plan built upon the previous Regulation 18 representations received and the latest evidenced based assessments that were undertaken. The Local Plan period was also extended by 2 years to 2042 to ensure that there was a 15 year period from the anticipated point of adoption.
- 5.10. The Regulation 19 Local Plan was prepared to engage with statutory consultees, residents, businesses and other stakeholders and all of the relevant Local Plan and evidence based documentation was published on the Council's website and it was also placed in a number of local public libraries. Written notifications were sent to the consultees which were listed in the 2021 Council's Statement of Community Involvement (SCI) and they were also sent to anyone who had registered their details

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on the Council's Planning Policy Database up until the 18th December 2024. The Council's Planning Policy database includes parish councils, adjacent authorities and parishes, planning agents, statutory consultees, local pressure groups and organisations as well as individuals. Details of the consultation that took place are outlined in the Consultation Statement published alongside the Regulation 19 Cherwell Local Plan Review.

5.11. The Council also published and held a number of officer staffed public consultation events on the following dates at the following locations:

Date	Time	Location
Monday 20 th January 2025	15:00 to 19:00	Kidlington Exeter Hall, Oxford Road, Kidlington OX5 1AB
Friday 24 th January 2025	15:00 to 19:00	Bicester Littlebury Hotel Kings End Bicester OX26 6DR
Tuesday 28 th January 2025	14:00 to 17:15	Woodstock Community Centre 32 New Road Woodstock OX20 1PB
Saturday 8 th February 2025	11:00 to 15:00	Lock 29 Castle Quay Waterfront Castle Street Banbury OX16 5UN

5.12. Further details regarding the Regulation 19 consultation and where to access the documentation are set out on the Council's website and they were contained within the Council's Statement of Representation attached.

5.13. Table 4 summarises the communications about the Local Plan with external stakeholders at each formal stage of preparation, including planned future consultations. The Council's Statement of Consultation sets out the representations, including from the Duty Cooperate bodies, that have been received at each stage and how these have been taken into account for the draft Plan.

Table 4: Local Plan Communications with External Stakeholders at Formal Stages

Stage	Date	Communication	Partner organisation contacted / invited
Sustainability Appraisal Scoping Report consultation	30 July – 14 September 2020	Notification of consultation	Environment Agency English Heritage Natural England Highways Agency Oxfordshire County Council
Consultation on Community Involvement Paper			
District-wide Issues consultation	30 July – 14 September 2020	Notification of consultation	Duty to Co-operate bodies Specific consultation bodies General consultation bodies Additional organisations / bodies
Consultation on Community Involvement paper 2			
District-wide Options consultation	29 September – 10 November 2021	Notification of consultation	Duty to Co-operate bodies Specific consultation bodies General consultation bodies Additional organisations / bodies
Duty to Co-operate Background Paper	29 September – 10 November 2021	Document circulated for consultation	Duty to Co-operate bodies Additional Local Planning Authorities
Draft Cherwell Local Plan 2040 (Regulation 18) September 2024			
Consultation on Draft Plan and supporting documents	22 September – 3 November 2023	Notification of consultation & the documentation published on the CDC Council website	Duty to Co-operate bodies Specific consultation bodies General consultation bodies Additional organisations / bodies
Cherwell Local Plan Review - Proposed Submission Plan (Regulation 19) December 2024			
Consultation on Proposed Submission Plan	19th December 2024 to 25 th February 2025	Notification of consultation & the documentation was published on	Duty to Co-operate bodies Specific consultation bodies General consultation bodies Additional organisations / bodies

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	the CDC Council website	
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APPENDIX 1

ENGAGEMENT WITH Neighbouring Authorities, OPPO, FOP, and Heads of Planning (HoP)

Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
21/04/2021	OPPO (S&V Chair), Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - In this meeting South and Vale (S&V) confirmed the decision in March 2021 by Full Councils to prepare a Joint Local Plan for S&V and set out initial steps underway on governance structures and working arrangements. OPPO discussed how alignment with Oxfordshire Plan was ideal, and also alignment of end dates for the plan periods. There was an item on environment policy work happening on the Oxfordshire Plan, including energy, sustainable construction, water efficiency, flooding, climate and nature recovery, and healthy places. Action for West Oxon to feedback to Oxfordshire Plan 2050 team. There was a discussion about Oxfordshire Growth Needs Assessment (OGNA) and the 'bookends' (approach to lowest and highest housing numbers to consider). S&V and Cherwell raised queries about looking beyond the standard method.	All
16/06/2021	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - The meeting discussed the Oxfordshire Mobility Model (OMM) development and its delays and issues. S&V informed other authorities of progress towards a Joint Statement of Community Involvement (SCI) and governance arrangements for the commencement of the JLP. At this meeting all authorities agreed to start collective work on a Joint Housing and Economic Land Availability Assessment (HELAA) Working Group	Housing need and supply. Provision of infrastructure for transport.
11/08/2021	OPPO (West Chair) S&V, Oxford City, Cherwell, West Oxfordshire,	Meeting - Discussion on housing land supply with an offer from S&V to create a template to help all authorities to collect and share information on housing lead-in times and build-in	Housing need and supply.

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
	Oxfordshire County Council	rates to help inform these in Oxfordshire. Districts agreed to share draft responses to an Ox-Cam Arc consultation. Exploration of digital planning software for local plan consultations.	
20/08/2021	OPPO (West Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Following discussion at the 11 August OPPO on the next stages of Oxfordshire Plan 2050, S&V sent an email proposing a template for collation of data of housing lead-in times and build out rates. This was in relation to initial OGNA work including implications for the Districts' five year housing land supply calculations. S&V highlighted the urgency for coming to an agreement on housing requirement figures. Issue to be addressed by Heads of Planning in context of work needed to follow the OGNA.	Housing need and supply.
20/10/2021	OPPO (West Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - All districts provided a brief overview and written update of key plan progress, including the spatial strategy, impact of the OGNA on 5YHLS and affordable housing. Presentation on community led housing delivery across the county. Discussion on potential coordination of Local Plan evidence bases. Discussion on need to update IDPs.	Housing need and supply. Provision of infrastructure for transport. Provision of utilities infrastructure (including telecommunications, waste, water and energy).
30/11/2021	OPPO (West Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Meeting to discuss on potential alignment of evidence base - local plans and Oxfordshire Plan 2050	All
15/12/2021	OPPO (West Chair) S&V, Oxford City, Cherwell, West Oxfordshire,	Meeting - The Oxfordshire Plan 2050 lead raised the potential need for a further focussed Oxfordshire Plan consultation particularly on the spatial strategy as too big a leap to Reg 19.	All

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
	Oxfordshire County Council	Implications for delays to local plan timetables discussed. Discussion on whether Oxfordshire Plan 2050 included too many policies. There was also some discussion about the inter-relationship with District level SHLAA/HELAA type assessments and site option assessment work for the Oxfordshire Plan 2050. Scope for aligning evidence base reports between the Oxfordshire Plan 2050 and local plans, and between local plan on cross-boundary issues was discussed, with an action for the Oxfordshire Plan 2050 lead to prepare a brief note. There was also some discussion about the process ahead to translate the OGNA recommendations into a housing need figure.	
16/02/2022	OPPO (West Oxfordshire Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Included general update on Oxfordshire Plan 2050 progress and evidence on housing need for that plan. Each LPA provided an update on their own local plan progress.	Housing need and supply.
06/04/2022	OPPO (West Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - The main item was Oxfordshire Plan with an update from the Oxfordshire Plan 2050 lead about a 6 step process including a Member Workshop to be independently facilitated for agreeing key aspects on the Oxfordshire Plan including the housing requirement. Discussion around details of the Oxfordshire Plan 2050 evidence base including the OGNA, with a request for feedback on the draft OGNA methodology. There was also discussion about the Oxfordshire Plan 2050 budget not being sufficient, and a call for the councils to cover costs between them, which raised concerns from Oxford City. Agreed that more regular Oxfordshire Plan 2050 specific meetings of the policy managers would be beneficial e.g. every other week to augment the cycle of OPPO meetings.	Housing need and supply. Employment and Jobs needed.
28/04/2022	S&V	Meeting - At this meeting we discussed Cherwell's experience with commissioning a HIA	Provision of health infrastructure and

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	Oxfordshire County Council	for their Local Plan, and also discussed Public Health at County's input into Cherwell's HIA, and what help they could provide us in developing our own HIA of the JLP. Cherwell followed up after this meeting with an email which included their HIA brief for procurement to help us if we wished to procure our HIA externally.	local facilities/infrastructure
08/06/2022	OPPO (West Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - A presentation from OxLEP on community employment plans. This was followed by an item from Oxfordshire County Council on the Central Oxfordshire Travel Strategy, including plans for a zero emission zone to expand a trial and cover the whole of Oxford city centre. A data expert from Oxfordshire County Council talked about OCC's desire for a more consistent system for LPAs to use to submit planning data to OCC, and explained that OCC is developing a planning resource map.	Employment and Jobs needed Provision of infrastructure for transport. Climate change mitigation and adaptation
20/06/2022	Warwickshire	South Warwickshire Local Plan discussion included updates on the timetable, scope of plan, technical evidence. Strategic cross-boundary issues included: - Housing – looking to accommodate growth within Oxfordshire - Employment – will be most relevant cross-boundary issue with focus at M40 junctions - Infrastructure – main infrastructure challenges are essentially highways at Bicester Other issues included GTAA to be completed and climate change policy options.	Housing need and supply Employment and Jobs needed Provision of infrastructure for transport
08/07/2022	HoP (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Meeting - Discussion about a 7-step process to securing consensus on the Oxfordshire Plan 2050.	All

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
07/09/2022	OPPO (Cherwell Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Email exchange - Email explains the gap in OPPO meetings between June 2022 and October 2022. Instead of a meeting in September, there was an email exchange on moving forward with joint evidence studies. During the months September 2022 to Feb 2023, there were no formal agendas or minutes.	
09/09/2022	HoP (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Meeting - discussed an initial draft RAG (red amber green) exercise on which of the Oxfordshire Plan 2050 evidence base studies should be continued as joint pieces of work or stopped. Of particular note is the OGNA which is recorded as red with the note "OGNA Current contract with Inceni & Cambridge Econometrics to be ceased but need to work together on housing need as Local Plans need to progress."	Housing need and supply.
27/09/2022	FOP (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Meeting - Minutes of FOP meeting setting out the background to the cessation of work on the Oxfordshire Plan 2050 and the arrangements for the shift in approach for the long-term strategic planning of development in Oxfordshire from the Oxfordshire Plan 2050 back to one focussed on city and district level Local Plans. The report also outlines principles for how the partners should take forward this new approach in order to help achieve the ambitions of the Oxfordshire Strategic Vision and to satisfy the Duty to Cooperate. There is also a separate paper on Responses to Public Speakers which set out more detail.	All
13/10/2022	OPPO (Cherwell Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Considering a possible shared approach to climate change, a joint GTAA with West to lead, and OXIS. There were no formal minutes and agendas during the months September 2022 to Feb 2023.	Gypsy and Traveller needs. Provision of infrastructure for transport Provision of utilities infrastructure (including telecommunication)

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
			s, waste, water and energy)
15/12/2022	OPPO (Cherwell Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Email - Email from Cherwell with action points following the OPPO meeting on 15 December 2022. Also internal note sent by S&V policy manager to S&V planning policy colleagues sharing news from OPPO: "confirmed that Oxford and Cherwell are working on a joint housing needs study, they are calling it a HENA. It's nearly there. The specialist needs element is nearly done. They will tell us more in Jan 2023." There were no formal minutes and agendas during the months September 2022 to Feb 2023.	Housing need and supply
21/12/2022	FOP (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Email - An email from the Senior Responsible Officer of FOP setting up the Planning Advisory Group and its associated officer group, together with draft terms of reference and a report on the Oxfordshire Plan 2050.	All
06/01/2023	HoP (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Email - A note from Oxford and Cherwell informing Heads of Planning at West and S&V that they have published the Housing and Economic Needs Assessment (HENA) produced for Cherwell and Oxford.	Housing need and supply
12/01/2023	OPPO (Cherwell Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - OPPO agenda items included an update on FOP and housing evidence from Cherwell. Also discussion around the NPPF proposals. There were no formal minutes and agendas during the months September 2022 to Feb 2023. During the months September 2022 to Feb 2023.	Housing need and supply
23/02/2023	OPPO (Cherwell Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - A climate change focused OPPO meeting with consultants Bioregional joining to assist discussions about what the next steps might be for taking the Oxfordshire Plan 2050 climate policies forward. There was a Nature Recovery Network item and presentation from OCC, as well as a round table update on local plan progress. There were no formal minutes	Climate change mitigation and adaptation Natural Environment

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
		and agendas during the months September 2022 to Feb 2023.	
30/03/2023	OPPO (Cherwell Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - GTAA focussed OPPO to discuss the delays around procurement of the joint Oxfordshire GTAA.	Gypsy and Traveller needs
26/04/2023	OPPO (Cherwell Chair) S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - OPPO included update from West on the ongoing GTAA procurement process. The lead officer from the Oxfordshire County Council Gypsy & Traveller Team joined the meeting to discuss their work managing the publicly owned sites in Oxfordshire. There was an item on healthy weight initiative and an upcoming public health workshop with planners being arranged to discuss a county-wide approach on how to manage healthy weight. Cherwell had drafted a new terms of reference for OPPO which was tabled with comments invited to follow.	Gypsy and Traveller needs Provision of health infrastructure and local facilities/infrastructure
01/06/2023	FOP (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Meeting - The FOP agreed terms of reference (ToR) for its four advisory groups, providing a forum for continuing joint work between the local authorities post the Oxfordshire Plan 2050. The four groups are the Planning Advisory Group, the Infrastructure Advisory Group, the Housing Advisory Group and the Environment Advisory Groups. FOP finalised the ToR between June and August 2023. The papers for these regular meetings are available in the public domain on the FOP website. They are not all included here for brevity, although all the minutes of the meetings of the PAG are included as separate rows in this table with their minutes in the bundle. The other three Advisory Groups can be provided to the examination if helpful.	All
20/06/2022	Warwickshire	South Warwickshire Local Plan discussion included updates on the timetable, scope of plan, technical evidence. Strategic cross-boundary issues included:	Housing need and supply

Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
		- Housing – looking to accommodate growth within Oxfordshire - Employment – will be most relevant cross-boundary issue with focus at M40 junctions - Infrastructure – main infrastructure challenges are essentially highways at Bicester Other issues included GTAA to be completed and climate change policy options.	Gypsy and Traveller needs Employment and Jobs needed Provision of infrastructure for transport
27/06/2023	Oxford City Council	Meeting – - Update on Oxford Local Plan progress and unmet need housing capacity - Update on evidence, including the latest HELAA - Update on CLP progress and timelines, viability considered a challenge for CDC and City - Update on delivery of unmet needs sites to 2036 - Progress of other development close to boundary, including Oxford United and Triangular land north of Oxford South - SoCG to be further discussed in OPPO meeting	Housing need and supply Provision of retail, leisure and other commercial development
30/06/2023	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Discussed the Habitat Regulations Assessment about how/when to commission air quality evidence to assess impact of cumulative planned development, primarily on Oxford Meadows SAC.	Natural Environment
19/07/2023	OPPO (Oxford City Chair) Oxford City, Cherwell, West	Meeting - S&V raised the emerging dark skies mapping from the JLP consultants, and asked for thoughts about areas at the edge of S&V. Exploratory discussion on county-wide wide and	Housing need and supply

Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
	Oxfordshire, Oxfordshire County Council	bi-lateral Statements of Common Ground, some divergence of views, West took an action to research examples of SOCGs from elsewhere. How districts would like to progress the conversations on Oxford's housing numbers led to an offer from Oxford to circulate a paper setting out the figures. West had doubts about using FOP structure. Oxford and Cherwell expressed a preference for using OPPO for unmet need discussions. S&V expressed that a discussion would need to be an officer and member discussion and involve senior officers, so suggested the initial mechanism might be Oxford writing a formal request on unmet need, addressed to the Chief Executive. There was an item on approach to calculating unmet need, with a query from S&V about approach to the plan periods in adopted and emerging plans and how this might impact on unmet need numbers. There was a discussion on HRA and working together on Oxford Meadows, with an action taken for a separate working group to meet on this with officers from each authority. On GTAA, an update that the procurement process was ongoing and the commission would be advertised.	Natural Environment Gypsy and Traveller needs
21/07/2023	FOP PAG (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Meeting - A wide ranging discussion took place on potential areas for joint working within the planning space including: energy planning systems, (including local energy plans, infrastructure and renewables), land use principles, NHS planning for future needs to support identification of the location of primary and secondary care facilities to support Local Plan processes, and housing need and affordability. The Chair suggested that the approach would not be to duplicate or encroach on Local Plan matters, but there was an opportunity for the group to discuss and share valuable learning and best practice which in part might help inform and support individual council decision making mechanisms.	All

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
05/09/2023	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - For a discussion on Oxford's unmet needs, Oxford City Council, in advance, circulated a draft paper entitled "Note on Oxford's Housing Numbers - August 2023" (attached). Oxfordshire County Council had also shared a draft paper "Oxfordshire County Council Note - Housing Need and Oxford's Unmet Need" with some calculations and lists of sites (attached). Agreed for Oxford to review the comments made on their initial draft paper by County, West and S&V and issue a new version resolving issues where possible. Discussion on OXIS and request for all authorities to nominate an officer to go on an OXIS working group. Discussion on delays in progress on OCC's elderly persons accommodation review project.	Housing need and supply Provision of infrastructure for transport Provision of utilities infrastructure (including telecommunications, waste, water and energy)
12/09/2023	Oxford City, S&V, West Oxon	Meeting - Discussed the Habitat Regulations Assessment about how/when to commission air quality evidence to assess impact of cumulative planned development, primarily on Oxford Meadows SAC.	Natural Environment
15/09/2023	FOP PAG (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Meeting - Three items explored as opportunities for joint working in the planning space. These suggestions were the result of discussions at officer level from across all of the councils: 1. Opportunities for a joint approach around developer challenges to viability assessments. 2. Opportunities for a joint approach to challenges to Biodiversity Net Gain. 3. Opportunities for a joint approach to modern methods of construction (MMC).	All
03/10/2023	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - This OPPO was focussed on an in-person workshop on a potential structure of an Oxfordshire SOCG, based on the approach taken in Leeds and adapted to be structured around the outcomes of the Oxfordshire Strategic Vision. Meeting agreed to use the proposed structure as the basis and spent the rest of the meeting collectively working it, populating ideas for points that could be documented under each objective.	All

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
11/10/2023	West, S&V, Oxford, Cherwell, consultants Arc4	Meeting - Inception meeting for the joint Oxfordshire GTAA study.	Gypsy and Traveller needs
07/11/2023	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Climate change adaptation item led by Oxfordshire County Council, with discussion of how this might feed into local plans e.g. model policy wording. On housing numbers, Oxford had circulated their legal advice about the HENA Discussion on HRA and the meeting agreed that HRA officers should meet again with a focus on identifying and assessing risk, particularly with regard to NE (especially Oxford Meadows) and how to approach traffic modelling from various sources given delays in the County's new transport model. GTAA consultants now appointed and inception meeting has taken place. On the joint SOCG, some discussion on structure getting complex if based around the Oxfordshire Strategic Vision, West offered to restructure it.	Housing need and supply Gypsy and Traveller needs Employment and Jobs needed Natural Environment
05/12/2023 3	Oxford City	Meeting – Discussion included: • Oxford housing need, housing requirement and unmet need • Affordable housing policy text, and the associated legal advice and justification of approach • Employment, through Policy E1: Employment Strategy and Policy E2: Warehousing and Storage Uses • Mention of Biodiversity Net Gain	Housing need and supply Employment and Jobs needed Natural Environment
06/12/2023	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Presentation on biodiversity net gain and carbon offsetting led by the manager of the Oxfordshire Local Nature Partnership, exploring potential to leverage private money for desired outcomes for nature recovery. On unmet need, the County Council had updated a draft note to include some newer housing data, suggestion from Cherwell to move some of this material into the emerging joint SOCG. Oxford confirmed they were have booked meetings with each	Housing need and supply Natural Environment

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
		authority over the next week or so to discuss housing in more detail, and we will be sending a formal letter requesting help with unmet need very shortly.	
15/12/2023	FOP PAG (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Meeting - Presentations on healthy place shaping including the Joint Strategic Needs Assessment (JSNA) and on healthcare planning from the BOB ICB (integrated care board). Proposals discussed for sharing information and exploring shared officer resources for implementing new statutory biodiversity net gain (BNG) from January 2024.	Natural Environment Provision of health infrastructure and local facilities/infrastructure
09/01/2024	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Update from FOP lead on the brief for a proposed further stage of the Oxfordshire Infrastructure Strategy (OxIS), with its role being as an investment document in hope to attract government funding as previous version did, and also seen as part of a (very early) devolution conversation. Discussion on relationship of OxIS to local plans. Item from a guest speaker from Oxfordshire County Council on a study they had commissioned on specialist housing; S&V raised importance of tying in prevalence rates with the work in the S&V JHNA. On a Joint Oxfordshire SOCG for Oxford's Local Plan, Oxford seeking feedback on a draft so that next OPPO can be refining a nearly final version. Oxford confirmed that Oxford had written a formal letter asking for assistance on unmet needs before Christmas to all authorities and asked for comments, for discussion at next OPPO. Oxford had written formally to districts on 22 December 2023 to help with unmet housing need, Oxford seeking feedback and agreed to discuss at next OPPO meeting.	Provision of infrastructure for transport Provision of utilities infrastructure (including telecommunications, waste, water and energy)
07/02/2024	OPPO (Oxford City Chair) Oxford City, Cherwell, West	Meeting - There was a presentation from a guest from the local enterprise partnership (OxLEP) on community employment plans and the benefits of including a policy to secure these	Employment and Jobs needed

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
	Oxfordshire, Oxfordshire County Council	in local plans which the authorities were keen to do, and there was an offer of help on wording from OxLEP. Next item was on zero-carbon with two county officers giving advice, and general agreement from the authorities on intentions to press on with ambitious policies post-Written Ministerial Statement, with support from consultants. There was a discussion on the latest version of the interim joint SOCG, and all agreed it would be useful to append to that the formal letters from Oxford on unmet need and the replies to the SOCG.	Climate change mitigation and adaptation Housing need and supply
07/03/2024	South and Vale	Meeting - This was a meeting to discuss matters related to the duty to cooperate and outstanding issues which could help progress towards resolutions, particularly related to the Housing Needs Assessment. S&V clarified to Cherwell what their unresolved strategic matters were in relation to the Duty to Cooperate. We discussed in depth the history of the HENA dispute and S&V's outstanding concerns.	Housing need and supply
08/03/2024	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - A presentation from Oxfordshire County Council on their emerging Circular Economy Strategy, covering, of relevance to the development sector, a greener approach to building materials and improving the quality of development, among many other ideas around nurturing a local food economy, approaches to reduce waste like re-use and recycling, and expanding the sharing economy. Discussion around this took place. Good progress reported on preparing SOCG for signing in time for submission of Oxford's Local Plan planned for end March 2024.	Employment and Jobs needed Climate change mitigation and adaptation
15/03/2024	FOP PAG (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	Meeting - The PAG considered a report on potential opportunities for joint working on development viability, so that issues which might be solved or improved upon through closer partnership working. This included infrastructure, affordable housing, green spaces. The PAG resolved to produce a resource sharing best practice and support OXiS Stage 2.	All

Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
		There was also an item on net zero carbon policies in local plans, with news of a successful third party high court challenge to the Planning Inspector's 2023 decision that the requirements set out the Salt Cross Area Action Plan, (AAP) for proposals for development at Salt Cross to demonstrate net zero operational carbon were inconsistent with national planning policy and unjustified. Members of the advisory group strongly welcomed the decision and its potential implications for local planning authorities within the county.	
16/04/2024	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Update on local plans included that Oxford City had submitted their local plan for examination, and S&V updated on progress of processing reps, advising on the next consultation date and a June 2025 submission date. Further update from S&V was provided on the HIF inquiry and the CPO process. Update from West that the joint GTAA is progressing and at the fieldwork stage. Discussion around water issues (sewerage/ capacity) and working with Thames Water and the EA. At this meeting all authorities discussed the Local Natural Recovery Strategy. The main item was a presentation from Oxfordshire County Council on Local Area Energy Planning (LAEPs), and the proposal to commission LAEP(s) to help identify, and ultimately be a better position for suppliers to address, capacity constraints in the grid and to enable readiness for net zero by providing opportunities for renewable energy installations to plug into the grid. This will help reduce risks of electricity network issues acting as a constraint or delay to development of all kinds including employment, housing, renewables etc. Importance raised of improving processes for providing planning commitments data to network operators to help plan the timing of upgrades. Discussion around links with local plans, the County Council offered to plan a workshop. West Oxfordshire subsequently	Employment and Jobs needed Provision of utilities infrastructure (including telecommunication s, waste, water and energy) Gypsy and Traveller needs Climate change mitigation and adaptation

Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
		shared a note on LAEPs explaining that a LAEP will map the current energy system of an area and pinpoint where action is needed. It will explore pathways to achieving net zero targets and consider the technologies and infrastructure that will be required. A LAEP will help local authorities to create and monitor a pipelines of energy projects to support decarbonisation, economic growth, energy security and climate adaptation, in line with local strategies and policies. Producing a LAEP is a local authority-led process, and benefits from the input of DNOs (gas and electricity suppliers) to understand the network.	
07/05/2024	OPPO (Oxford City Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - A planner from the Primary Healthcare Estate Team of BOB ICB gave an overview of their work and desire to work with LPAs in formulating local plans and delivering healthcare infrastructure. Challenges of funding and GP practice ownership arrangements explained. On HRA, there was a discussion on Oxford Meadows, with worries about the approach Natural England were signaling (Oxfordshire authorities to take a 'joined-up', county-wide approach to assessing cumulative atmospheric pollution impacts), and its proportionality. Agreed it would be helpful for the HRA leads from each Oxfordshire authority to have a follow-up meeting to progress a 'joined-up' approach to HRA in Oxfordshire.	Natural Environment Provision of health infrastructure and local facilities/infrastructure
22/05/2024	Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - HRA leads from the Oxfordshire authorities discussed how best to take a strategic, county-wide approach to HRA, as requested by Natural England.	Natural Environment
18/06/2024	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Oxford Local Plan initial hearings had taken place in w/c 10 June. Presentation from Oxfordshire County Council on the Local Nature Recovery Strategy (LNRS) and the arrangement for preparing this with involvement from the supporting authorities (the city and districts). The link to planning was explained in that the	Gypsy and Traveller needs Natural Environment

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Date	Engagement with	Outcome, actions or action list (Notes or Summaries)	Strategic Matter
		LNRS is designed to support city/district and county planners to make decisions, planners must have a regard to future LNRSSs. Process ahead of mapping a local nature recovery network, with public consultation. Discussion around size of the network (likely to be around 30% of Oxfordshire) whether to incorporate the LNRN mapping in local plans to replace current Conservation Target Areas (timing issue). West gave an update on fieldwork being conducted from the GTAA, with good response rate. S&V asked about whether turnover of pitches would be factored in as a source of supply, West not sure but thought not. S&V asked about how household formation would be calculated (assuming individuals or couples). A separate meeting planned for 19 June would allow exploration of these matters. Update on joint work on Habitat Regulations Assessment was that an officer at Oxfordshire County Council has agreed to take a lead on drafting a note, with a working group made up of the lead on HRA from each policy team.	
17/07/2024	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Presentation on OXiS and also on healthcare planning. S&V briefed on study on Lowland Fens. Compared notes on Green Belt work, Oxford City posed the question whether everyone is happy with LUC's methodology, S&V confirmed yes and GB study underway with LUC. On the Joint GTAA the draft study had been circulated. Noted high level of pitch need for S&V. All agree to review and provide feedback by the end of the month, we well as asking the consultant for advice on how to meet numbers.	Provision of infrastructure for transport Provision of utilities infrastructure (including telecommunications, waste, water and energy) Natural Environment Conservation and enhancement of the historic environment

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			landscape and Green Belt
15/08/2024	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - S&V accelerating JLP timetable planning to hold Regulation 19 consultation in October and submit in December 2024. Sharing of press release regarding response to new NPPF. Discussion of review of Oxfordshire Green Belt in the future. GTAA - S&V raised concerns about methodology and numbers that Arc4 have used. Some detailed points under 5 headings: in-migration, bricks and mortar, household formation rate of 3.5% (normal GTAA studies look at about a 1.5% household formation rate - for South Oxfordshire, this makes for a 30-pitch difference), the definition of a traveller results in an inflated need, assuming that everybody on pitches meets the definition of nomadic habit of life, and the baseline data doesn't seem to be correct for two sites in Vale. Requested all have a review and make changes as a collective, requested no one publish the draft before it has been reviewed. On HRA, working together on a HRA Note, S&V confirmed need for numbers to feed into the note. S&V to start reaching out to other authorities on preparing SOCG for the JLP.	Gypsy and Traveller needs Natural Environment
10/09/2024	Oxford City, S&V, West Oxfordshire, Oxfordshire County Council	Meeting - Meeting with Oxfordshire planning authority HRA officer leads to discuss the preparation of a Joint Explanatory Note on an Oxfordshire-wide approach to assessing air quality impacts on Oxford Meadows Special Area of Conservation.	Natural Environment
12/09/2024	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council, Arc4 Consultancy	Meeting - This OPPO featured a long and detailed discussion with the consultant regarding the emerging Oxfordshire GTAA, who agreed to run sensitivity testing working to deadline of 19 September.	Gypsy and Traveller needs
13/09/2024	Future Oxfordshire Partnership Planning Advisory	Meeting - PAG was focussed on planning for primary healthcare. One of the key difficulties in delivering new GP surgeries for new	Provision of health infrastructure and local

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	Group (S&V, Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council)	development was reported as being the current national inability of Integrated Care Boards to own their own estate, the status of GP surgeries as independent businesses and a lack of central government funding. There was a view that exploring models and solutions, like colocation of facilities like health services, community centres and schools might help, with planning policies to encourage developers to think in a non-siloed way.	facilities/infrastructure
25/09/2024	West Oxfordshire	Main area of discussion was with regards the potential Cherwell Local Plan allocation for land at Woodstock. The discussion included the following matters: • Review of housing need figures because of the consultation NPPF • West Oxfordshire queried whether Cherwell still needed to allocate the site at Woodstock. Cherwell advised, that, yes, it remained necessary. Advising that available evidence has been revisited alongside everything that is already published, including information regarding the planning application. Cherwell advised that new evidence undertaken includes a heritage impact assessment (HIA). • It was confirmed that the HIA had been shared with officers including Oxfordshire County Council (OCC) • Capacity of the Woodstock site was discussed with a suggestion of c 500 dwellings. • It was confirmed by Cherwell that an application for development at Southeast Woodstock had been withdrawn. • It was confirmed that the ICMOS report regarding the setting of Blenheim and park	Housing need and supply

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		views had been reviewed. Concern has been raised that no buffer zone is proposed. West Oxfordshire advised that this is a separate process and not for them to progress.	
30/09/2024	All Oxfordshire authorities, Arc4 Consultancy	Meeting - Discussed the results of the sensitivity testing and work towards finalising the GTAA.	Gypsy and Traveller needs
02/10/2024	Buckinghamshire	The NPPF consultation (July -September 2024) would result in an increased Bucks housing requirement of 42%. Buckinghamshire advised that several options were being considered but the result may be the need to consult neighbouring authorities on the options of taking some of its unmet housing need. • Transport matters were discussed including the possibility of joint working on improvements to the East West rail links. A 2014 four-way memorandum of understanding is to be revisited to determine if a joint study should be funded to assess the need for road improvements along the A41.	Provision of infrastructure for transport
09/10/2024	West Oxfordshire	• Local Plan updates • Agreed that further discussion needed between Oxfordshire authorities to address issue of Oxford's unmet need • Discussions around the Gypsy and Traveller joined Oxfordshire Needs assessment, with both West Oxfordshire and Cherwell agreeing that they were both broadly happy with the study outcomes. • agreement that a further meeting should be held between the two district councils and Oxfordshire County Council to discuss Education and Health provision at Woodstock.	Housing need and supply Gypsy and Traveller needs Provision of infrastructure for transport Provision of utilities infrastructure (including

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		- Reference to HRA work, and a note on cumulative impact of Oxfordshire Local Plans prepared by OCC that may require discussion with Natural England - Reference to A44 transport routes in the Cherwell Local Plan that would aid infrastructure improvement - The ongoing proposal/discussions for a park and ride at Kidlington. It was agreed by both Cherwell and West Oxfordshire as a sensible location for the proposal. Follow up meetings agreed to discuss Local Plan next steps for both Districts	telecommunication s, waste, water and energy) Natural Environment
10/10/2024	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - This OPPO discussed detailed matters regarding the emerging Oxfordshire GTAA methodology, including peer review advice obtained on the draft GTAA output from S&V's appeals consultant.	Gypsy and Traveller needs
10/10/2024	West Northants	- West Northamptonshire response to the Cherwell Regulation 18 consultation (December 2023) - the role of Horton Hospital which serves parts of both districts - Cherwell proposed housing and employment allocations and numbers/site areas/uses - Follow up meeting agreed to discuss Local Plan next steps for both Districts	Housing need and supply Employment and Jobs needed Provision of health infrastructure and local facilities/infrastructure
15/10/2024	S&V	Meeting - both parties provided an update on their local plans. Officers discussed Cherwell's responses to the previous JLP Regulation 18 consultations and actions taken in response. The conversation included the role of meetings to resolve issues like OPPO and FOP (and	Housing need and supply

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		confirmed we both send attendees to the FOP sub-groups). The discussion included the following matters: • Cherwell Local Plan timetable, confirming that it is intended to take forward the 4,400 unmet need allocations. • Partial Review Sites – are being saved, discussion re individual sites deliverability. • Options being considered for next steps following receipt of the City Inspectors letter re the initial EIP hearings.	
25/10/2024	All Oxfordshire authorities, Arc4 Consultancy	Meeting - To discuss the methodology and results and work towards finalising the GTAA.	Gypsy and Traveller needs
07/11/2024	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - Presentation from Oxfordshire County Council on the Local Nature Recovery Strategy and how to access the mapping and take part in the current public consultation. On the GTAA, there was a divergence of views on whether and how much to use the alternative scenarios work in the GTAA. S&V expressed that this needed a joint discussion with the consultant before any agreement could be reached - agreed to hold one more meeting.	Natural Environment Gypsy and Traveller needs
13/11/2024	All Oxfordshire authorities, Arc4 Consultancy	Meeting - to discuss the methodology and results and work towards finalising the GTAA. Further work by the consultant and engagement by the authorities to follow.	Gypsy and Traveller needs
19/11/2024	Warwickshire	A Duty to Cooperate meeting was held on MS TEAMS between Janet Neale – Infrastructure Planning Lead – Strategic Growth at WCC Warwickshire CC and Policy Officers at Cherwell DC on 19/11/2024 where the discussion included the following matters:	Housing need and supply Employment and Jobs needed Minerals and Waste

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		• The Regulation 19 Cherwell Local Plan • Proposed timetable and CDC O & S and Executive meetings • Proposed consultation period • Main proposed growth areas – housing and employment • The East West Rail safeguarding WCC Information and Documentation • WCC local elections in 2025 • WCC Local Transport Plan (LTP4) adopted this year 2024 • WCC Minerals Plan adopted about 18 months ago • WCC Waste Plan – is out of date, needs to be reviewed WCC debating whether to do a joint Minerals and Waste Plan or not • Involvement with High-Speed Rail 2 (HS2) as it goes through the WCC Update on South Warwickshire Local Plan	
22/11/2024	Oxfordshire County Council	• Meeting – Discussed Oxon Pupil Placement Plan (Jan 2024) and general conversation on education areas and catchments and emerging LP Infrastructure Delivery Plan- focus on Kidlington Strategy Area. Discussed proposed allocations in the LPR 2042. • Agreed to amend emerging IDP to: include expansion of William Fletcher Primary School, Yarnton, and review IDP to ensure it reflects the different education areas in the Kidlington Strategy	Provision of health infrastructure and local facilities/infrastructure

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		Area. Also agreed to include the outcomes of this discussion in the OCC-CDC statement of Common Ground following consultation on LPR 2042 regulation 19 in winter 2024.	
28/11/2024	West Oxfordshire	• Updates on joint GTTA, study being finalised • Discussion around school provision through Kidlington Area Strategy and Woodstock education area. Discussion on provision of potential health centre/facility and BOB ICB have indicated there is a capacity issue and that contributions will be sought. • Discussion around CDC-WODC strategic areas, including agreement on A44 improvements improving capacity, importance of the LOA and the future of Hanborough Station. Will continue to discuss these and set out a SoCG.	Housing need and supply Gypsy and Traveller needs Provision of infrastructure for transport Provision of health infrastructure and local facilities/infrastructure
29/11/2024	Oxford City	Discussion of the delivery of the Partial Review sites and the links to the emerging Cherwell Local Plan Review – principally in relation to PR8 and PR7a. City keen to understand how monitoring what comes forward, against the trajectory and therefore unmet need, can be managed between themselves and CDC. Interested in both the timing of delivery, and the mix of the homes being delivered, particularly the affordable housing requirements. Raised query regarding previous statement by CDC: <i>“At a meeting on 15th October 2024, under the Duty to Cooperate, Cherwell and Oxford City Council reached an understanding that the 4,400 dwellings would be brought</i>	Housing need and supply

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		<i>forward to meet unmet need. No additional accommodation was requested."</i>	
05/12/2024	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - S&V confirmed that Natural England were not able to agree the conclusion of 'no likely significant effects on Oxford Meadows, either alone or in combination with other plans and projects in relation to air quality impacts'. They were also not able to agree the contents of the joint Explanatory Note. Agreed to work together and invite the working group members from each authority to the meeting with Natural England. On the most recent draft of the GTAA, which contained the alternative scenarios from the sensitivity testing, all authorities now willing to sign off. S&V confirmed not entirely happy with the outcome, and Oxford expressed a view that the report has suffered from the changes that the councils have worked through over the last few months. Final tweaks to the Joint Oxfordshire SoCG were also discussed, and an update on bilateral SOCGs, with Cherwell's at draft stage and West and Oxford to follow. Reaching agreement on finalising the GTAA. The joint Oxfordshire SOCG was also nearing signing stage.	Housing need and supply Gypsy and Traveller needs Natural Environment
14/01/2025	OPPO (S&V Chair) Oxford City, Cherwell, West Oxfordshire, Oxfordshire County Council	Meeting - S&V advised that they had submitted the JLP for examination on 9 December. S&V updated on the status of the HRA supporting the JLP, and a discussion was held around the effects of this on other local plans in Oxfordshire.	Gypsy and Traveller needs Natural Environment
03/03/2025	West Northants	Representation received on Reg 19 LPR. Welcomed the following: Recognition that West Northamptonshire shares a boundary with Cherwell district with the towns of Bicester and Banbury, both providing key services and amenities for WNC residents who in turn	Employment and Jobs needed Provision of retail, leisure and other commercial development

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		contribute to the economy and functioning of North Oxfordshire CDC have not taken forward proposals that would see the further allocation of land for development near to junctions 10 and 11 of the M40, and the impact of development along this boundary is recognised in Policy COM 13 and Appendix 4 No objections raised, and WNC committed to continue to engage as part of DtC.	Provision of infrastructure for transport Conservation and enhancement of the historic environment landscape and Green Belt
Various	Oxfordshire Local Planning Authorities and Oxfordshire Plan Team	Meeting - These were meetings of a Joint HELAA steering group setup by the Oxfordshire Plan team. A discussion paper and suggested way forward for aligning HELAAs in Oxfordshire was produced by OPPO and subsequently considered by Heads of Planning on 3 April 2020. Discussed joint methodology and options for alignment. Meetings every 4-8 weeks as needed but not met since Joint Guidance was created. Oxfordshire Plan team started coordinating and latterly this became the responsibility of Oxford City Council to coordinate.	Housing need and supply