

Appendix: Post SHMA Strategic Work programme

No.	Programme Element	Lead Council(s)	Resources	Tasks	Outputs	Original Completion Date	Revised completion date as at 30th October	Revised completion date as at 31st January 2016	Notes
1	Programme Set Up	WODC- Cherwell from 1/7/15	Growth Board Programme Manager/ In-house staff	Prepare Detailed Project Plan, agree project leads, identify resources, and define steering and reporting arrangements	Detailed Project Plan for approval at February Growth Board	ongoing	ongoing	ongoing	updated project plan provided monthly to Project Team and to EOG and Board at each meeting
			Growth Board Programme Manager/ In-house staff	Recruit/Identify Strategic Planner to support the Growth Board Programme Manager	Fixed term/ seconded Strategic Planner	February 2015	May 2015	May 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Engage external expert Critical Friend to independently validate and comment on the programme at key stages	Critical Friend appointed	February 2015	May 2015	May 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop communications strategy and Growth Board website	Communication Strategy and Website Information	February 2015	February 2015	February 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop coordination and communication protocol	agreed coordination and communication protocol	May 2015	August 2015	August 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop a confidentiality protocol		n/a	October 2015	October 2015	Completed.
2	Define Oxford's Unmet Need	Oxford city	In-house staff/ Consultants	Detailed response from VOWH, SO and CDC on Oxford SHLAA (Cundall Review)	Cundall Report	November 2014			Completed.
			Critical Friend	Critical Friend reviews Oxford's SHLAA and responses from rural districts and recommends an unmet need figure for Oxford based upon existing policy, with policy change options to be considered as a Strategic Option(s) and tested	Critical Friend Review Paper	February 2015	October 2015	October 2015	Completed.
3	Strategic Options development to inform housing distribution	WODC	Growth Board Programme Manager/ In-house staff	Define scope of Strategic Options (i.e. size thresholds and essential criteria) and prepare standard information template (SHLAA compatible)	Scoping Paper and Standard Information Template	January 2015	March 2015	March 2015	Completed.
		All Councils	In-house staff	Individual Districts generate aggregated Strategic Options	Strategic Options for all districts	March 2015	September 2015	September 2015	Completed.
		All Councils	Critical Friend, Growth Board Programme Manager/ In-house staff/ Consultants	Check and Challenge workshop on Strategic Options list to ensure that all reasonable options have been included	Final Strategic Options list	March 2015	October 2015	October 2015	Completed.
testing of spatial options including a study of the performance of the green belt		OCountyC	In-house staff	Complete Green belt Study	completed report	April 2015	November 2015	November 2015	Completed.
		OCountyC	In-house staff/ Consultants	Study the report and assess the relative contribution of areas of land to the purposes of the Oxford Green Belt in order to identify the potential, or not, for development, and the case for additional areas to be added to the Green Belt.	to be considered as part of the long list of areas of search.	June 2015	January 2016	January 2016	Completed.
		OCountyC	In-house staff/ Consultants	Establish spatial and sustainability assessment criteria and baseline	Agreed assessment criteria and baseline	June 2015	February 2016	February 2016	The last minute withdrawal of the appointed consultants introduced a small delay in this project that officers have recalibrated to mean only a delay in the production of the final project report
				Identify any strategic environmental constraints	Report on Strategic Environmental Constraints	June 2015	March 2016	March 2016	
				Identify any strategic infrastructure constraints	Report on Strategic Infrastructure Constraints	June 2015	March 2016	March 2016	
				Identify any strategic water constraints	Report on Strategic Water Constraints	June 2015	March 2016	March 2016	
				Assess Strategic Options for consistency with Strategic Economic Plan	SEP Consistency Paper	June 2015	March 2016	March 2016	
				Infrastructure assessment of Strategic Options, including transport	Infrastructure analysis of Strategic Options	June 2016	March 2016	March 2016	
				Assess landscape and heritage impact of Strategic Options	Landscape and heritage analysis of Strategic Options	June 2017	March 2016	March 2016	
				High level viability assessment of Strategic Options and draft list for infrastructure testing	Report on viability assessment of Strategic Options	July 2015	March 2016	March 2016	
Evaluate Strategic Options and Prepare Draft Sustainability Assessment Report	Draft Sustainability Assessment Report	July 2016	March 2016	March 2016					

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