

Agenda item Appendix: Post SHMA Strategic Work programme March 2016

No.	Programme Element	Lead Council(s)	Resources	Tasks	Outputs	Original Completion Date	Revised completion date as at 14th March 2016	Notes
1	Programme Set Up	WODC- Cherwell from 1/7/15	Growth Board Programme Manager/ In-house staff	Prepare Detailed Project Plan, agree project leads, identify resources, and define steering and reporting arrangements	Detailed Project Plan for approval at February Growth Board	ongoing		Completed.
			Growth Board Programme Manager/ In-house staff	Recruit/Identify Strategic Planner to support the Growth Board Programme Manager	Fixed term/ seconded Strategic Planner	February 2015	May 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Engage external expert Critical Friend to independently validate and comment on the programme at key stages	Critical Friend appointed	February 2015	May 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop communications strategy and Growth Board website	Communication Strategy and Website Information	February 2015	February 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop coordination and communication protocol	agreed coordination and communication protocol	May 2015	August 2015	Completed.
			Growth Board Programme Manager/ In-house staff	Develop a confidentiality protocol		n/a	October 2015	Completed.
2	Define Oxford's Unmet Need	OCityC	In-house staff/ Consultants	Detailed response from VOWH, SO and CDC on Oxford SHLAA (Cundall Review)	Cundall Report	November 2014		Completed.
			Critical Friend	Critical Friend reviews Oxfords SHLAA and responses from rural districts and recommends an unmet need figure for Oxford based upon existing policy, with policy change options to be considered as a Strategic Option(s) and tested	Critical Friend Review Paper	February 2015	October 2015	Completed.
3	Strategic Options development to inform housing distribution	WODC	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	Completed.
		All Councils	In-house staff	Individual Districts generate aggregated Strategic Options	Strategic Options for all districts	March 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	Completed.
4	High Level Sustainability and Strategic Options Assessment	OCountyC	In-house staff	Finalise brief and procure consultants for Sustainability Assessment	Develop Project Brief and appoint consultants	February 2015	November 2015	Completed.
				OCountyC	In-house staff/ Consultants	Study the draft report and assess the relative contribution of areas of land to the purposes of the Oxford Green Belt in order to identify the potential, or not, for development, and the case for additional areas to be added to the Green Belt.	Draft Report on Green Belt Study	June 2015
		OCountyC	In-house staff/ Consultants	Establish spatial and sustainability assessment criteria and baseline	Agreed assessment criteria and baseline	June 2015	April 2016	
				Identify any strategic environmental constraints	Report on Strategic Environmental Constraints	June 2015	April 2016	
				Identify any strategic infrastructure constraints	Report on Strategic Infrastructure Constraints	June 2015	April 2016	

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				Identify any strategic water constraints	Report on Strategic Water Constraints	June 2015	April 2016	work comencing to timetable with draft report due on 11th April	
				Assess Strategic Options for consistency with Strategic Economic Plan	SEP Consistency Paper	June 2015	April 2016		
				Infrastructure assessment of Strategic Options, including transport	Infrastructure analysis of Strategic Options	June 2016	April 2016		
				Assess landscape and heritage impact of Strategic Options	Landscape and heritage analysis of Strategic Options	June 2017	April 2016		
				High level viability assessment of Strategic Options and draft list for infrastructure testing	Report on viability assessment of Strategic Options	July 2015	April 2016		
				Evaluate Strategic Options and Prepare Draft Sustainability Assessment Report	Draft Sustainability Assessment Report	July 2016	April 2016		
	All Councils	Critical Friend, Growth Board Programme Manager/		Check and Challenge workshop on emerging evaluation of Strategic Options	Revised Draft Sustainability Assessment Report and Revised Draft Report on Green Belt Study	July 2017	April 2016	timetabled for 15th April	
	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		
5	Infrastructure Delivery Plan	OCountyC	In-house staff/ Consultants	Collate existing IDPs and evidence	develop a background comprehensive evidence base	March 2015	January 2016	Completed.	
Define scope of infrastructure assessment work and transport assessment/ modelling				Detailed Project Brief	March 2015	January 2016	Completed.		
Initial assessment of transport/accessibility of options				initial options report for spatial options workshop	July 2015	April 2016			
consideration of a more detailed assessment of options and infrastructure needs/ requirements of the shortlisted options.				first draft of infrastructure assessment report		June 2016			
All Councils		Critical Friend, Growth Board Programme Manager/ In-house staff/ Consultants		Check and Challenge workshop on emerging infrastructure plans and priorities	Revised Draft Strategic Infrastructure assessment report	July 2015	May 2016	timetabled for 9th May	
				Finalise Strategic Infrastructure Delivery Plan	Final Strategic Infrastructure Delivery Plan	tbc	June 2016		
6	Complete final reports for Growth Board	All Councils		Recommendations on housing distribution between districts and implications for 5 year housing land supply	Report of Project Team	July 2015	July 2016		
			Critical Friend, Growth Board Programme Manager/ Strategic Planner/ In-house staff		Check and Challenge workshop on project Teams emerging recommendations	Revised Report to Growth Board	August 2015	August 2016	meeting date to be confirmed
			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	Early-mid September 2016	meeting date to be confirmed
			Growth Board Programme Manager/ Strategic Planner/ In-house staff		Publish statement of cooperation setting out agreed distribution	Revised Statement of Cooperation	September 2015	End of September 2016	
7	Strategic Habitat Regulations Assessment	TBC	In-house staff	Prepare brief and procure consultants	Project Brief	tbc	tbc	This project will commence alongside Local Plan reviews	
			Consultants	Screening of Recommended Strategic Options	HRA Screening of Strategic Options Report	tbc	tbc		
				Consultants	Appropriate Assessment (if required)	Appropriate Assessment	tbc	tbc	This task will commence alongside Local Plan reviews
	Water Cycle Strategy	Vale/South	In-house staff	Prepare brief and procure consultants	Project Brief	tbc	tbc	This project will commence alongside Local Plan reviews	
			Consultants	Prepare Water Cycle Strategy	Water Cycle Strategy	tbc	tbc		