

## SUPPORTING DOCUMENT

# INTERIM DUTY TO COOPERATE STATEMENT

## Joint Local Plan Preferred Options Consultation (Regulation 18 Part 2)



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# 1 Introduction

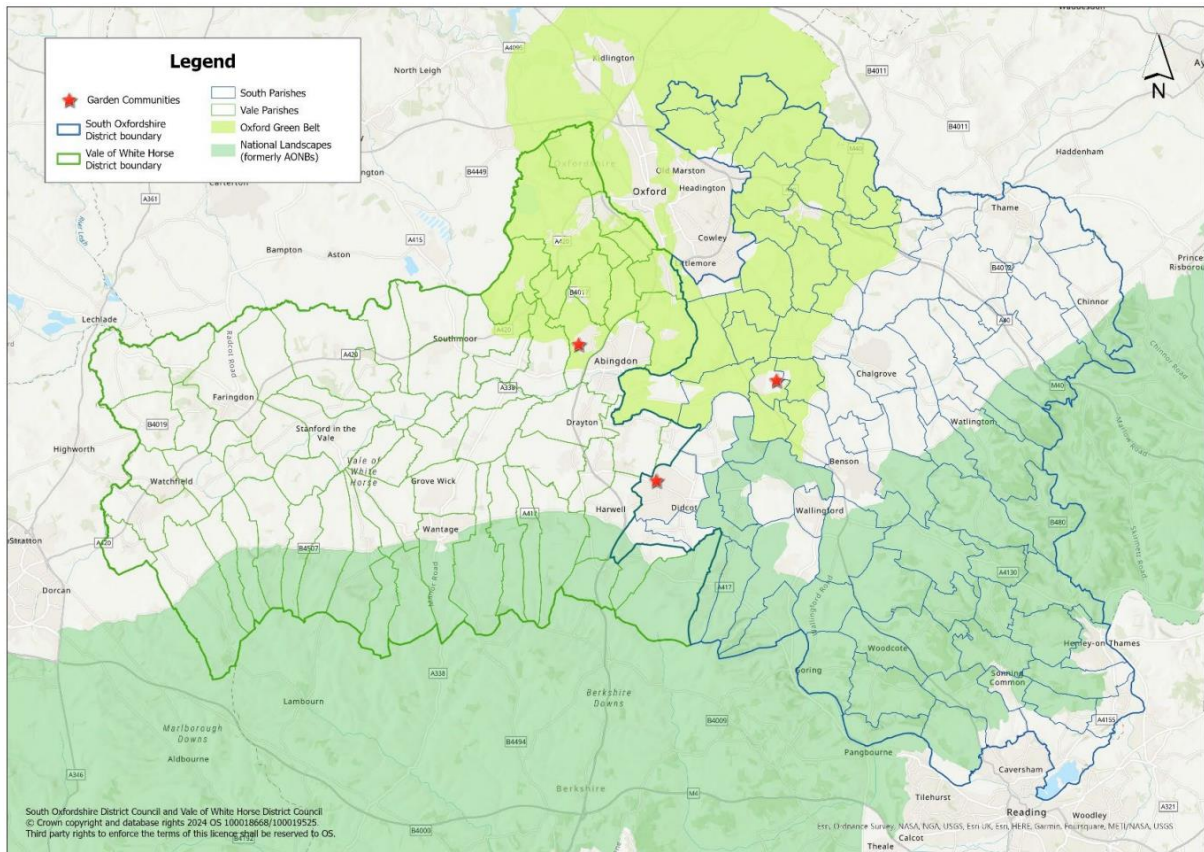
## South Oxfordshire and Vale of White Horse Context

- 1.1 South Oxfordshire District Council and Vale of White Horse District Council are jointly producing a new Joint Local Plan for 2041 to cover both districts. This duty to cooperate statement is published alongside the Joint Local Plan Regulation 18 (part 2) from South and Vale.
- 1.2 It records how we have engaged with the required bodies and other organisations in the preparation of the draft Local Plan, and how we comply with the duty to cooperate. It is prepared as an interim statement, and we will update periodically before re-publishing this statement alongside the proposed submission Local Plan (Regulation 19).
- 1.3 The Councils have engaged with the necessary prescribed bodies and other organisations in the preparation of the draft Joint Local Plan through formal joint working, commissioning shared evidence, various types of meetings, and engaging in other partnership working.
- 1.4 We have also engaged under the duty to cooperate with other neighbouring Councils, organisations and bodies to help resolve strategic matters relating to their own strategies, plans and priorities, and we will be preparing separate statements of common ground with all councils and bodies that we need to engage with to prepare a statement.
- 1.5 South and Vale Councils form the southernmost parts of the County of Oxfordshire<sup>1</sup>.

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<sup>1</sup> An interactive map produced by the Government, showing a map of Councils in England and Wales is available through this link: [Map of councils in England - Google My Maps](#)





1.6 Within Oxfordshire, we work closely with our neighbours in Cherwell District, Oxford City and West Oxfordshire. We have all signed up to the Oxfordshire Strategic Vision<sup>2</sup>, which is Oxfordshire long-term vision for sustainable development, and a guide for the development of our plans.

1.7 We also share boundaries with the authorities of the Cotswolds, Buckinghamshire, Gloucestershire, Reading, Swindon, West Berkshire, Wiltshire and Wokingham.

### Why do we have a duty to cooperate?

1.8 [Section 33A\(6\) of the Planning and Compulsory Purchase Act 2004](#) makes the duty to cooperate a legal requirement.

1.9 Local planning authorities are under a duty to cooperate with **each other**, and with other **prescribed bodies**<sup>3</sup>, on **strategic matters** that cross administrative boundaries. The duty to cooperate requires us to engage constructively, actively and on an ongoing basis to maximise the effectiveness of development plan documents in relation to **strategic planning matters**. Regulation 4 of the

<sup>2</sup> [Oxfordshire's Strategic Vision for Long-Term Sustainable Development \(futureoxfordshirepartnership.org\)](https://futureoxfordshirepartnership.org)

<sup>3</sup> the bodies prescribed for the purposes of section 33A(1)(c) of the Act, as set out in The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)

Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) specifies which bodies this duty applies to’.

1.10 We need to demonstrate at examination of the Local Plan that the duty to cooperate has been complied with in the preparation of the plan.

1.11 Importantly, South and Vale have agreed to prepare a Joint Local Plan together as neighbouring authorities, which is permitted by [section 28 of the Planning and Compulsory Purchase Act 2004](#). A Joint Local Plan will be especially helpful where existing planned development sites straddle the district boundary, like at Didcot.

1.12 The duty to cooperate is planned to be replaced by an ‘alignment test’, but at the time of the approval of the Joint Local Plan Regulation 18 consultation and this accompanying statement, the duty remains in place and needs to be complied with.

### **Who do we cooperate with?**

1.13 All of our neighbouring Councils include:

- Buckinghamshire Council;
- Cherwell District Council;
- Cotswolds District Council;
- Gloucestershire County Council;
- Oxford City Council;
- Oxfordshire County Council; Council;
- Reading Borough Council;
- Swindon Borough Council;
- West Oxfordshire District Council;
- Wiltshire Council;
- Wokingham District Council.

1.14 The duty to cooperate ‘prescribed bodies’ include:

- The Environment Agency;
- Historic England;
- Natural England;
- The Civil Aviation Authority;
- Homes England;
- Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (or any successor organisation);
- The National Health Service Commissioning Board (NHS England);
- The Office of Rail and Road;
- The Highways Authority (Oxfordshire County Council);

- National Highways

1.15 We are also required to proactively engage with other partnerships as part of the preparation of the Local Plan. These include:

- Oxfordshire Local Enterprise Partnership (until their abolition planned in April 2024);
- Oxfordshire Local Nature Partnership (LNP).

### **What are the strategic planning matters?**

1.16 Strategic matters are things that relate to sustainable development, use of land or infrastructure that has, or would have a significant impact on at least two planning areas.

1.17 The strategic planning matters are not prescribed, and authorities will have specific strategic planning matters relative to their issues in their area.

1.18 South and Vale first identified some strategic matters during the first Joint Local Plan issues consultation stage (Regulation 18 part 1), and these strategic matters that related to our anticipated Joint Local Plan's impacts were:

1. Addressing climate change;
2. Provision of infrastructure;
3. Conserving and enhancing our natural and historic environments;
4. Continuing to meet the existing agreed Unmet Need of Oxford City;
5. Joint evidence base.

1.19 After reviewing the feedback that we received during the Joint Local Plan consultation issues stage consultation, we propose some edits to the strategic matters to keep them up to date.

1.20 Our proposed Joint Local Plan strategic matters are:

1. **Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers;**
2. **The supply of retail and employment land;**
3. **The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links;**
4. **Conserving and enhancing our natural and historic environments;**
5. **Addressing climate change;**
6. **Joint evidence base.**

1.21 Our Joint Local Plan Regulation 18 Part 2 consultation confirms that the plan for South and Vale generates no unmet housing need, employment need or retail need arising from the Joint Local Plan and its evidence.

## **What are Statements of Common Ground?**

- 1.22 South and Vale have current strategic matters to engage on and discuss with other neighbouring Local Authorities in the preparation of their local plans. These will be subject to a process of engagement and production of statements of common ground where required.
- 1.23 These discussions relate to the neighbouring authorities Local Plan development, generally covering matters including:
- Housing need and supply including gypsy and traveller needs;
  - Provision of infrastructure;
  - Supply of employment land;
  - Conserving and enhancing our natural and historic environments.
- 1.24 To demonstrate effective and ongoing joint working, we are preparing and maintaining statements of common ground with the Oxfordshire authorities (it is envisaged that all Oxfordshire Authorities will produce a single statement during 2024), also other unilateral statements with any relevant neighbouring authorities.
- 1.25 We will also be preparing statements with any prescribed bodies who wish to prepare a statement about the Joint Local Plan content.
- 1.26 The preparation of these statements will ensure the following:
- They document the cross-boundary strategic matters being addressed;
  - They show what co-operation has taken place to address these matters;
  - They will use the approach set out in national planning guidance;
  - They will be made public for transparency.



## 2 Strategic Planning Matters

- 2.1 This section of the Statement explains what the Joint Local Plan needs to consider in the development of Policies related to strategic matters.
- 2.2 Our proposed Joint Local Plan strategic matters are:
1. Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers
  2. The supply of retail and employment land
  3. The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links
  4. Conserving and enhancing our natural and historic environments
  5. Addressing climate change
  6. Joint evidence base

### **Strategic Matter 1 - Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers**

#### Policy SP1 - Spatial Strategy

- 2.3 Our spatial strategy at Policy SP1 has taken account of the relevant cross-boundary matters, specifically the previous request from Oxford City to meet their unmet housing needs. This was accepted by both Councils in the previous Vale of White Horse Local Plan Part 2 Plan, and the South Oxfordshire Local Plan 2035.
- 2.4 South and Vale allocated additional sites to ensure that the agreed and apportioned housing needs between Oxfordshire districts were met, but the majority of these South and Vale sites are yet to be delivered. This means that we should consider the continued support for the delivery of these sites within this Joint Local Plan period, and make this explicit within our overall spatial strategy.

#### Policy HOU1 - Housing Requirement

- 2.5 The NPPF states that strategic policies in the local plan should, as a minimum, provide for objectively assessed needs for housing, as well as any needs that cannot be met within neighbouring areas. It continues that local authorities should calculate their objectively assessed housing needs using the standard method set out in the PPG.
- 2.6 The outcomes of the standard method for assessing the housing need are an advisory starting point for setting the housing requirement for the plan, i.e. the housing targets that the councils will need to address in the Joint Local Plan and what we will monitor housing delivery against. It is therefore a core, strategic requirement for local plans to identify, and plan for, housing needs in

their area. We have prepared a housing requirement topic paper that accompanies this consultation and explains national policies and guidance in more detail, alongside the steps we have taken to respond to these.

- 2.7 The draft Policy HOU1 and the determined housing requirement has taken account of the existing and agreed unmet need from Oxford City, established in the current adopted local plans. The deliberations for the policy draft included consideration of the need for a re-assessment of the contribution that could be made towards the Oxfordshire Growth Deal targets. Given that there are wider implications of this for other districts this is an important duty to cooperate strategic matter. The Growth Deal re-assessment was not selected as a preferred option, and this means that there are no impacts on other authorities.

#### Oxfordshire Housing and Growth Deal

- 2.8 The Oxfordshire Housing and Growth Deal was signed in 2018 by all Oxfordshire councils and the Oxfordshire Local Enterprise Partnership, and it was also approved by central government. The deal was for £215 million in exchange for the planning and delivery of 100,000 homes in the County. The last round of Local Plan's achieved this milestone figure and planned growth in the County slightly exceeds this target.
- 2.9 Our Joint Local Plan covers the overlaps with some of the time period over which these homes will need to be delivered, therefore the Oxfordshire Growth Deal remains relevant for us to consider and an aligned approach with other Oxfordshire authorities is needed so that we all meet our duties consistently. Our JLP approach reflects the continued importance of the Growth Deal, and this is evident in our consideration of the growth deal in determining what our proposed housing requirement should be.

#### Oxford Unmet Housing Need

- 2.10 Oxford City Council are preparing a new Local Plan having reached a Regulation 19 stage, and they claim to have evidenced a need for more unmet housing need to be found by its neighbours. They wrote to South and Vale Councils on 22 December 2023 formally requesting whether South or Vale were able to provide assistance to meet their claimed needs.
- 2.11 South and Vale Councils' strongly contest the basis for Oxford's increased unmet need for multiple reasons including a current lack of constructive, active, and ongoing engagement under Oxford's own duty to co-operate, and we will seek to engage in the examination of Oxford City's Local Plan in a constructive manner in order to resolve these matters. These are matters for the Oxford City Local Plan to resolve and we will engage in both the planned Oxfordshire Statement of Common Ground on this matter and also a Statement of Common Ground between South Vale and the City Council, if required.

## Wokingham Unmet Need for Gypsy and Traveller Pitches

2.12 Wokingham Borough Council is in the process of preparing a new local plan, known as the Local Plan Update. Wokingham formally wrote to many of its neighbours in October and December 2023 asking if they would be able to assist in meeting the anticipated unmet need for Gypsy and Traveller provision arising from Wokingham Borough.

2.13 Our JLP process and evidence on Gypsy and Travellers is not yet complete, and we replied to Wokingham highlighting this, as well as responding that given our districts' distance, and understanding the functional relationship between our districts and the poor connectivity that exists between us, initially we do not believe that a reasonable option for meeting Wokingham's unmet need exists in our districts. We anticipate this as being a matter for the Wokingham Local Plan Update to resolve, and we will continue to engage as necessary including through the preparation of a Statement of Common Ground if required.

## **Strategic Matter 2 - The supply of retail and employment land**

### Policy JT1 - Meeting employment needs

2.14 Our draft Policy JT1 has taken account of both the Oxfordshire Local Industrial Strategy and the Oxfordshire Strategic Vision. The employment need requirements in South and Vale can be met on our existing allocations and we don't need to allocate any new sites. The supply of employment land and premises exceed the projected future demand for employment, but this is a healthy position for the market to function efficiently and to allow effectively for churn, choice and flexibility. There are therefore no wider strategy impacts beyond South and Vale.

## Wokingham Unmet Need for Warehouse and Distribution

2.15 Wokingham formally wrote to many of its neighbours in October 2023 asking if they would be able to assist in meeting the anticipated unmet need for Warehousing and Industrial land arising from Wokingham Borough.

2.16 Our JLP process and evidence on employment was not complete when we responded in November 2023, and we replied to Wokingham highlighting this, as well as responding that given our districts' distance, and understanding the functional relationship between our districts and the poor connectivity that exists between us, initially we do not believe that a reasonable option for meeting Wokingham's unmet need exists in our districts. We anticipate this as being a matter for the Wokingham Local Plan Update to resolve, and we will continue to engage as necessary including through the preparation of a Statement of Common Ground if required.

## West Berkshire Unmet Need for Employment

2.17 Before West Berkshire Council's intervention by the Secretary of State to direct them to undertake the Local Plan examination, the Council had intended to consider withdrawing the Local Plan from the examination.

2.18 Prior to this, in January 2023 West Berkshire wrote to neighbouring authorities with a formal request for assistance meeting an unmet need for office and industrial floorspace. Our JLP process and evidence on employment was not complete when we responded in March 2023 and we stated that we were not in a position to assist with unmet employment needs, before the submission of West Berkshires Local Plan.

## **Strategic Matter 3 - The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links**

### Oxfordshire Infrastructure Strategy (OxIS)

2.19 The Oxfordshire Infrastructure Strategy (OxIS)<sup>4</sup> was commissioned by the [Future Oxfordshire Partnership](#), involving the county's six local authorities and Oxfordshire Local Enterprise Partnership, intending to help prioritising our infrastructure requirements to 2040 and beyond. It was a stage 1 study looking to 2040, and stage 2 is planned to look beyond that, but this work is not yet underway. The stage 1 outputs remain valid for the planned growth within South and Vale.

### Oxfordshire Local Industrial Strategy and Investment Plan

2.20 The Oxfordshire Local Industrial Strategy (LIS)<sup>5</sup> was published in July 2019, and in August 2020 the LIS was accompanied by the Oxfordshire Investment Plan<sup>6</sup>. This was prepared in partnership and led by the Oxfordshire Local Enterprise Partnership.

2.21 The LIS was underpinned by three guiding principles:

1. Invest in Oxfordshire, deliver for the UK - Ideas, products and service innovation can create jobs across the country, reinforcing Oxfordshire's position as a net contributor to the UK.
2. Oxfordshire – the UK's 'innovation engine' - No other part of the UK has the breadth and depth of assets, knowledge capability, skills and business capacity – making Oxfordshire a leading location for investment in the UK.
3. Global Oxfordshire, Global Britain - The key sectors and technologies that we excel in has global reach, meaning we are a critical driver for UK economic growth post-Brexit.

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<sup>4</sup> [https://www.oxfordshiregrowthboard.org/wp-content/uploads/2018/04/oxis\\_stage2.pdf](https://www.oxfordshiregrowthboard.org/wp-content/uploads/2018/04/oxis_stage2.pdf)

<sup>5</sup> [https://www.oxfordshirelep.com/sites/default/files/uploads/Oxfordshire-SINGLE-PAGE\\_1.pdf](https://www.oxfordshirelep.com/sites/default/files/uploads/Oxfordshire-SINGLE-PAGE_1.pdf)

<sup>6</sup> [https://www.oxfordshirelep.com/sites/default/files/uploads/The%20Oxfordshire%20Investment%20Plan%20-%20August%202020\\_0.pdf](https://www.oxfordshirelep.com/sites/default/files/uploads/The%20Oxfordshire%20Investment%20Plan%20-%20August%202020_0.pdf)

2.22 In terms of the strategic matter of provision of infrastructure the LIS makes clear that Oxfordshire should enable greater connectivity and accessibility, especially across key growth locations. This has been reflected in the emerging spatial strategy of the Joint Local Plan, with our deliverable outstanding allocations with infrastructure planning well advanced being supported, and our garden communities and science vale being key locations for development up to 2041. Oxfordshire critical assets that sit within South and Vale are also supported by the Joint Local Plan, with ambitions for their growth or re-development.

## **Strategic Matter 4 - Conserving and enhancing our natural and historic environments**

### Policy NH1 - Nature recovery

2.23 Draft policy NH1 Nature recovery explains the importance of Conservation Target Areas (CTA) in Oxfordshire. A series of CTAs have been identified across Oxfordshire, which form the current ecological network for the county. The CTA are well established and have been used to inform previous South Oxfordshire and Vale of White Horse local plans, as well as other local plans in Oxfordshire, providing consistency across the county and over time.

### Policy NH2 - Biodiversity designations

2.24 The River Lambourn SAC is a globally rare chalk stream, of international importance for the conservation of biodiversity, but has been assessed as being in an unfavourable ecological condition. This unfavourable condition is primarily due to nutrient pollution (specifically phosphorus) from agriculture and sewerage. The River Lambourn SAC is located in West Berkshire, however part of Vale of White Horse falls within the River Lambourn SAC's hydrological catchment area. Therefore, the council is required by law to consider whether granting planning permission in this area would have an adverse impact on the River Lambourn SAC. Whilst this requirement may be removed if the situation improves, it is expected to remain in place for the foreseeable future.

2.25 Draft Policy NH2 responds to this matter by requiring that development within the River Lambourn SAC nutrient neutrality catchment area that would result in additional overnight accommodation, and any other development that could result in the input of additional nutrients within the identified catchment, must demonstrate nutrient neutrality in relation to phosphorus.

### Policy NH4 - Chilterns and North Wessex Downs National Landscapes

2.26 National Landscapes, formerly known as Areas of Outstanding Natural Beauty cross local authority boundaries. The designated landscapes of the Chilterns and North Wessex Downs fall within South and Vale as well as other neighbouring authorities, and it is important that collective and consistent cross-boundary planning is undertaken through the creation of statutory Management Plans and other work.

## Policy NH5 – Landscape

2.27 Some of the allocations for development around Oxford must account for views and visually sensitive skylines associated with our neighbours Oxford. Our draft Policy NH5 refers to the 2015 Assessment of Oxford View Cones<sup>7</sup>.

## Policy CE10 - Pollution sources and receptors

2.28 The Joint Local Plan includes draft Policy CE10, which makes provisions for development proposals in proximity to the Harwell Nuclear Restoration Services (NRS). The Nuclear Restoration Services Harwell site located within the Vale of White Horse District, has a 3km Outer Consultation Zone (OCZ) set by the Office for Nuclear Regulation (ONR). This OCZ extends 3k from the perimeter of the site, which means that a portion of this 3km zone lies within the West Berkshire Council area. We have decided to exclude the part of the OCZ that lies within West Berkshire from our draft policies map because policies maps should only cover the local plan area that we have powers to make, but it is important to highlight its presence and cross-boundary nature. There are associated consultation requirements for development within this zone that can be found online [here](#).

## **Strategic Matter 5 - Addressing climate change**

### Policy CE6 - Flood risk and drainage

2.29 Draft Policy CE6 Flood risk and drainage recognises that major developments need to comply with the latest local standards and guidance for surface water drainage which is produced by the Lead Local Flood Authority (Oxfordshire County Council). Engagement with the County Council on draft policy text prior to the Regulation 18 consultation has taken place.

### Policy CE7 - Water efficiency

2.30 When drafting Policy CE7 Water efficiency we have taken account of relevant wider information including the Thames Water Resource Management Plan<sup>8</sup> and the Environment Agencies published Water Stresses Areas 2021<sup>9</sup> classifications setting out the agreed areas of serious water stress.

### Pathways to a Zero Carbon Oxfordshire

2.31 Pathways to a Zero Carbon Oxfordshire<sup>10</sup> was published in 2021, and it 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.

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<sup>7</sup> [Oxford Views Study | Oxford Views Study | Oxford City Council](#)

<sup>8</sup> [water-resources-management-plan-overview.pdf \(thameswater.co.uk\)](#)

<sup>9</sup> [Water stressed areas – 2021 classification - GOV.UK \(www.gov.uk\)](#)

<sup>10</sup> Pathways to a Zero Carbon Oxfordshire (PaZCO) 2021: [www.eci.ox.ac.uk/sites/default/files/2022-09/PazCo-final.pdf](#)



2.32 The PAZCO reports recommendations about Solar PV being Oxfordshire's largest renewable energy generation resource and the importance of increased energy storage capacity to bridge seasonal gaps and provide grid flexibility have been considered. We recognise that Solar PV will contribute significantly towards meeting our net zero targets, and therefore the Joint Local Plan will need to support it, alongside a range of other renewable energy opportunities like hydro-power and potentially onshore wind (noting the landscape constraints). The Plan will identify suitable areas for these schemes to ensure they are situated in appropriate locations.

## **Strategic Matter 6 - Joint evidence base**

### Housing and Employment Land Availability Assessment

2.33 South and Vale have collaborated to produce a HELAA covering both of our districts, and the boundaries of the Joint Local Plan area.

2.34 A joint methodology for undertaking Housing and Economic Land Availability Assessments (HELAAAs) 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.

2.35 It was agreed in the joint methodology that Oxfordshire Authorities would engage with each other on the assumptions that we have made in our HELAAAs.

2.36 In August 2023, South and Vale undertook a bespoke informal engagement with all Oxfordshire authorities, seeking comments or other feedback on the HELAAAs density assumptions, employment assumptions and developable area assumptions – all of which we intended to use in the preparation of the South and Vale HELAA.

2.37 Feedback was received from all Councils:

- Cherwell recognised the assumptions to be aligned with Cherwell's assumptions.
- Oxford City specifically asked for density assumptions on sites around Oxford to be higher. Those sites remain as allocations in the Regulation 18 (Part 2) Joint Local Plan, with high densities reflective of the site's location.
- West Oxfordshire questioned the previous South Policy STRAT5 Density policy assumption of 45dph being a minimum and 30dph being low, and whether variations for policy could be considered if a site is near to public transport. For HELAA, we considered that the base density assumptions remain applicable for a wide typology, and policy amendments could secure higher densities. West Oxfordshire also suggested that for sliding

scale assumptions, we explain what they are based on for clarity and certainty, which we have followed up in our methodology paper.

### Gypsy and Traveller Needs Assessment

- 2.38 We are commissioning a study jointly with the other Oxfordshire authorities that will identify the accommodation needs for Gypsies, Travellers, and Travelling Showpeople (GTAA) in the plan period within Oxfordshire and for each district.
- 2.39 This assessment will tell us the number of pitches or plots each council needs to identify in the Joint Local Plan. When we launch our next consultation, we will identify the need figure for each district along with the sources of supply for pitches and plots in the policy. At this stage, no strategic matters relating specifically to Gypsy and Traveller provision have been identified.

### **3 Engagement**

- 3.1 This section of the statement sets out the various engagements that have taken place in the formulation of the Joint Local Plan, as they relate to the strategic matters.
- 3.2 There has been more extensive engagement that has taken place on general planning matters and in relation to other neighbouring authorities Local Plans, but these are not detailed below, because this statement focusses solely on our Joint Local Plan, and how we have complied with the duty to cooperate.
- 3.3 The table below sets out the relevant Joint Local Plan engagements.

| Date       | Strategic Planning Matter  | Engagement With:   |                 |  | Topic  | All Bodies/ Parties Present   | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))    |
|------------|--|--|-----------------|--|--|---|---|---|
|            |  | Council  | Prescribed body | Non-prescribed body  |  |   |   |   |
| Various    | All matters  | All Oxfordshire Local Authorities and various guest speakers as required |                 |  | All matters  | All Oxfordshire Local Authorities Planning Officers (usually one representative per authority)  | Oxfordshire Planning Policy Officers Meetings (OPPO) is a regular meeting of policy officers to discuss planning policy related matters and to provide update on plan progress  | As per the notes of meetings                          |
| Various    | All matters  |  |                 | Oxfordshire Growth Board (Future Oxfordshire Partnership ) | Oxfordshire Growth Board and any planning policy related matters | Oxfordshire authorities and non-voting members (CCG, Environment Agency, Homes England, two universities, Oxfordshire Skills Board and Oxfordshire LEP) | The board will have a co-ordinating role regarding economic, housing and infrastructure delivery matters. This helps to support the development of policy and secure funding as well as oversee planning policy related work programmes | As per published board minutes                        |
| 08/10/2021 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers | Cherwell   |                 |  | GTAA evidence for Oxfordshire plan (now abandoned)               | Cherwell, County, West Ox, Consultants RRR  | Discuss progress on GTAA for Oxfordshire Plan evidence base (now abandoned)   | Consultants to provide update on draft report         |
|            |  | Oxford City  |                 |  |  |   |   |   |
|            |  | Oxfordshire County Council   |                 |  |  |   |   |   |
|            |  | West Oxfordshire   |                 |  |  |   |   |   |
| 30/11/2021 | Joint Evidence Base  | Cherwell   |                 |  | Joint Evidence Base  | Cherwell, Oxford City, West Oxfordshire District Council, SODC & VOWH, Oxfordshire County Council   | Discussion on potential alignment of evidence base - local plans and Oxfordshire Plan (now abandoned)   | Any notes in file                                     |
|            |  | Oxford City  |                 |  |  |   |   |   |
|            |  | Oxfordshire County Council   |                 |  |  |   |   |   |
|            |  | West Oxfordshire   |                 |  |  |   |   |   |
| 24/01/2022 | Conserving and Enhancing our Natural and Historic Environments   | West Oxfordshire   |                 |  | Natural Capital.   | West Oxfordshire District Council, SODC & VOWH  | Discussed West's approach to natural capital in the Salt Cross APP and the potential to commission joint evidence on this for our new local plans.  | Potential for joint evidence could be raised via OPPO |
|            | Joint Evidence Base  |  |                 |  |  |   |   |   |

| Date       | Strategic Planning Matter   | Engagement With:           |                              |                                       | Topic   | All Bodies/ Parties Present   | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s))                              |
|------------|---|----------------------------|------------------------------|---------------------------------------|---|---|--|---|
|            |   | Council                    | Prescribed body              | Non-prescribed body                   |   |   |  |   |
| 20/01/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                              |                                       | Transport evidence required for LP 2041                     | South and Vale, OCC Localities Team   | LD Onboarding, early discussions relating to JLP 2041 work, Draft LTCP, LCWIPs, Decide and provide, OMM model update | Need to review safeguarding sites   |
| 03/02/2022 | Multiple Strategic Planning Matters   | Cherwell                   |                              |                                       | Joint HELAA steering group                                  | Cherwell, City, West Ox   | Discuss joint methodology and options for alignment  | meetings every 4-8 weeks as needed. City chair                                  |
|            |   | Oxford City                |                              |                                       |   |   |  |   |
|            |   | West Oxfordshire           |                              |                                       |   |   |  |   |
| 09/02/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links |                            | England's Economic Heartland |                                       | EEH Connectivity Studies: Sw-Di-Ox Steering Group Meeting 1 | South and Vale, OCC, Swindon, EEH, WSP, Steer, Oxford Bus,                      | Early-stage intro and fact finding for Swindon-Oxford-Didcot Connectivity Study - issues and opportunities           | Send additional considerations to study where relevant                          |
| 10/02/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links |                            |                              | Oxfordshire Strategic Transport Forum | Strategic transport   | Go Ahead, Cherwell, OCC, NH, Freight logistics, Stagecoach, West Ox, GWR, Cllrs | Freight and rail freight, mobility hubs, integrated ticketing, BSIP/Zebra  | Next meeting: 07/04/2022  |
| 21/02/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                              |                                       | Abingdon LCWIP  | OCC/Vale/Cllrs/Cycling champions  | LCWIP Steering Group, developing cycling and walking infrastructure in Abingdon                                      | Any notes in file   |
| 09/03/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                              |                                       | Transport evidence required for Local Plan 2041             | South and Vale, OCC Localities Team   | Review Evidence Base documents, Validation used in OMM, Decide and Provide, PROW                                     | OCC to provide update on infrastructure delivery, and review safeguarding sites |

| Date                                   | Strategic Planning Matter   | Engagement With:           |                 |                     | Topic   | All Bodies/ Parties Present   | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s)) |
|--|---|----------------------------|-----------------|---------------------|---|---|---|--|
|  |   | Council                    | Prescribed body | Non-prescribed body |   |   |   |  |
| 10/03/2022<br>06/04/2022<br>05/05/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links<br><br>Conserving and Enhancing our Natural and Historic Environments |                            | Natural England |                     | Green Infrastructure.                           | Various other authorities who had also signed up to test the emerging GI framework. | To test Natural England's emerging GI framework, provide feedback, and to consider how it might inform the approach in the JLP. | Any notes in file                                  |
| 28/03/2022                             | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links   | Oxfordshire County Council |                 |                     | Monthly JLP/OCC meeting                         | SODC, VOWHDC, OCC   | Update OCC on progress / timings of JLP, Draft Transport Policies etc   | Note of meeting produced                           |
| 29/03/2022                             | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links   | Oxfordshire County Council |                 |                     | Safeguarding Sites in Adopted Local Plans       | OCC/S&V   | Reviewed all safeguarded sites as per adopted Local Plans   | Any notes in file                                  |
| 05/04/2022                             | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links   | Oxfordshire County Council |                 |                     | Transport evidence required for Local Plan 2041 | South and Vale, OCC Localities Team   | Evidence Base, NPPG details   | Any notes in file                                  |
| 06/04/2022                             | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links   | Oxfordshire County Council |                 |                     | Abingdon LCWIP                                  | OCC/Vale/Cllrs/Cycling champions  | LCWIP Steering Group, developing cycling and walking infrastructure in Abingdon   | Any notes in file                                  |



| Date       | Strategic Planning Matter   | Engagement With:           |                 |                       | Topic                                     | All Bodies/ Parties Present                        | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))  |
|------------|---|----------------------------|-----------------|-----------------------|---|--|---|---|
|            |   | Council                    | Prescribed body | Non-prescribed body   |   |  |   |   |
| 13/04/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links |                            |                 | OMM team Immense      | Transport evidence required for LP 2041   | S&V and Immense (OMM team)                         | High level OMM operation, review of proposed use in JLP   | Any notes in file   |
| 27/04/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links |                            |                 | Active Travel England | ATE to become statutory consultation body | ATE, South and Vale                                | Early-stage discussion of ATE's role, ATE request for examples to use   | Next meeting in a month or so, with DM and OCC  |
| 28/04/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Cherwell                   |                 |                       | Health Impact Assessments                 | Oxfordshire County Council and Cherwell            | To discuss Cherwell's experience with commissioning a HIA for their JLP, and also discussing Public Health at County's input into this and what help they can provide us in developing our own. | Will follow up with Public Health at the County when developing our own HIA, particularly in the scoping stage. |
|            |   | Oxfordshire County Council |                 |                       |   |  |   |   |
| 28/04/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links |                            |                 | British Cycling       | Cycling Infrastructure                    | British Cycling, South and Vale                    | Considering strategies to improve cycling infrastructure  | BC to provide follow up examples  |
| 04/05/2022 | Housing need and supply for Oxfordshire Plan 2050   | Cherwell                   |                 |                       | OGNA (Now abandoned)                      | SODC, VOWH, OCC, County Council, Cherwell and West | Agree tender for OGNA work  | Providing comments on the tender  |
|            |   | Oxford City                |                 |                       |   |  |   |   |
|            |   | Oxfordshire County Council |                 |                       |   |  |   |   |
|            |   | West Oxfordshire           |                 |                       |   |  |   |   |

| Date       | Strategic Planning Matter   | Engagement With:           |                 |                     | Topic  | All Bodies/ Parties Present | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))                         |
|------------|---|----------------------------|-----------------|---------------------|--|-----------------------------|---|--|
|            |   | Council                    | Prescribed body | Non-prescribed body |  |                             |   |  |
| 12/05/2022 | Supply of Retail and Employment Land  | West Berkshire             |                 |                     | Unmet employment need  | SODC, VoWH, West Berks      | Discuss progress of Local Plans and evidence base. W. berks asking if we and others can take their unmet employment needs   | W. berks to send formal letter asking if we can accommodate any unmet need |
| 08/06/2022 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers                  | Wokingham                  |                 |                     | Strategic Flood Risk Assessment (SFRA) work to support WBC's emerging Local Plan Update (LPU). | N/A                         | JBA Consulting to carrying out Strategic Flood Risk Assessment (SFRA) work to support WBC's emerging Local Plan Update (LPU). Includes a review and update to the existing Level 1 SFRA, and a Level 2 SFRA.<br><br>We are currently collating data from neighbouring local authorities to inform this work.<br><br>Request to share shapefiles on site allocations (within adopted plan) within your authority area, to inform any cross-boundary impacts and cumulative development for the Wokingham SFRA. | Shapefiles sent. No further action.  |
| 14/06/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | Monthly JLP/OCC meeting  | SODC, VOWHDC, OCC           | Update OCC on progress / timings of JLP, Draft Transport Policies etc   | Note of meeting produced   |
| 17/06/2022 | Conserving and Enhancing our Natural and Historic Environments  | Cherwell                   |                 |                     | Green Infrastructure.  | N/A                         | Cherwell consultation on emerging GBI strategy. S&V response - We believe that it may be helpful for the councils to have a conversation about cross-boundary GBI around the Cherwell/South Oxfordshire border, in particular the   | Arrange meeting to discuss.  |

| Date                     | Strategic Planning Matter   | Engagement With:                  |                 |                     | Topic  | All Bodies/ Parties Present                         | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))   |
|--------------------------|---|-----------------------------------|-----------------|---------------------|--|---|---|--|
|                          |   | Council                           | Prescribed body | Non-prescribed body |  |   |   |  |
|                          |   |                                   |                 |                     |  | proposal for a 'regional nature park' in this area. |   |  |
| 11/08/2022               | Addressing Climate Change   | Oxford City                       |                 |                     | Changes to Building Regulations affecting policy and also future climate change policy more generally. | Oxford City and S&V                                 | To discuss their approach to the change in building regulations in relation to their current policy requirements. Due to the wording of their policy they were able to simply assess their Policy RE1 off of the new regulations but our policy did not have the same wording to allow us to do that. We also discussed future climate change policy more generally and thought we could share ideas in future. | Potentially have a similar future meeting regarding what we are doing regarding climate change policy. |
| 17/08/2022<br>07/09/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Cherwell District Council         |                 |                     | IDP and workshop   | Email and workshop by Cherwell/LUC                  | IDP associated with Cherwell Local Plan to 2040 and invited to workshop   | Will review IDP alongside Cherwell consultation. South and Vale officer attended workshop              |
| 23/08/2022               | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council        |                 |                     | Monthly JLP/OCC meeting  | SODC, VOWHDC, OCC                                   | Update OCC on progress / timings of JLP, Draft Transport Policies etc   | Note of meeting produced   |
| 26/08/2022               | Conserving and Enhancing our Natural and Historic Environments  |                                   | Natural England |                     | Nutrient neutrality  | Natural England, South & Vale                       | How to approach nutrient neutrality issues associated with the River Lambourn SAC in the JLP and HRA.   | Engage with NE through the HRA process.  |
| 21/09/2022               | All matters   | West Oxfordshire District Council |                 |                     | West Oxfordshire Regulation 18 'Your Voice Counts' consultation  | Email from South and Vale                           | Response to the Regulation 18 consultation  | Responded 21/09/22, on file  |

| Date       | Strategic Planning Matter   | Engagement With:           |                    |                     | Topic  | All Bodies/ Parties Present                     | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))                               |
|------------|---|----------------------------|--------------------|---------------------|--|---|---|--|
|            |   | Council                    | Prescribed body    | Non-prescribed body |  |   |   |  |
| 22/09/2022 | Multiple Strategic Planning Matters   | West Oxfordshire           |                    |                     | Regulation 18 consultation undertaken by West Oxfordshire        | Email only                                      | Email sent on 21/9/22 (saved in DTC file) to confirm that no formal response will be sent by South and Vale and the reasons why we consider that a response isn't necessary | No further action  |
| 22/09/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Cherwell                   |                    |                     | Waste water treatment  | Email only (via Cherwell WCS consultants - JBA) | Provided information on planned development within WwTW catchments that are shared with Cherwell so that Cherwell's WCS can take account of development in S&V.             | No further action  |
| 22/09/2022 | Supply of Retail and Employment Land  | West Berkshire             |                    |                     | Unmet employment need  | Email between S&V and W.Berks                   |   | Email on file  |
| 29/09/2022 | Conserving and Enhancing our Natural and Historic Environments  |                            | Environment Agency |                     | OxCam Integrated Water Management Framework                      | EA, S&V, various other LPAs.                    | EA workshop to gain views on the appropriate scope and outputs from the OxCam Integrated Water Management Framework.  | Future workshops to refine scope.  |
| 30/09/2022 | Conserving and Enhancing our Natural and Historic Environments  | Oxfordshire County Council |                    |                     | Green Infrastructure.  | OCC, S&V.                                       | To find out if OCC is progressing any GI work at a countywide scale. Also to discuss potential GI approaches and evidence for the JLP.                                      | Include OCC in GI steering group if this is progressed. Share GI brief with OCC. |
| 15/11/2022 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                    |                     | Monthly JLP/OCC meeting  | SODC, VOWHDC, OCC                               | Update OCC on progress / timings of JLP, Draft Transport Policies etc   | Note of meeting produced   |
| 18/11/2022 | All matters   | Oxford City Council        |                    |                     | Oxford City Council Regulation 18 Preferred Options consultation | South and Vale response to the consultation     | Formal responses sent by South and Vale   | Responses sent   |

| Date       | Strategic Planning Matter   | Engagement With:                     |                 |                     | Topic  | All Bodies/ Parties Present                                      | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s)) |
|------------|---|--------------------------------------|-----------------|---------------------|--|--|--|--|
|            |   | Council                              | Prescribed body | Non-prescribed body |  |  |  |  |
| 22/11/2022 | Conserving and Enhancing our Natural and Historic Environments  | West Oxfordshire Oxford City Council |                 |                     | Biodiversity Net Gain  | West Oxfordshire Oxford City Council TVERC Trust for Oxfordshire | To discuss the potential to develop shared evidence to support requiring >10% BNG across Oxfordshire.  | Any notes in file                                  |
| 25/11/2022 | All matters   | West Berkshire                       |                 |                     | West Berkshire Local Plan  | Email from west Berkshire  | Email from west Berkshire about forthcoming consultation and update on unmet employment needs  | To propose a follow up meeting                     |
| 16/12/2022 | All matters   | Buckinghamshire Council              |                 |                     | Sustainability Appraisal   | Email from Buckinghamshire Councils                              | South and Vale Invite to make comments on the Sustainability Appraisal (SA) Scoping Report and HRA Scoping Report  | Response sent 27 January 2023, Letter on file      |
| 06/01/2023 | All matters   | Cherwell District Council            |                 |                     | Statement of Common Ground   | Email from Cherwell District Council                             | Cherwell sent a first draft Statement of Common Ground. South and Vale began and sent amendments, but SOCG was abandoned by Cherwell at that stage as their consultation was delayed | No further action                                  |
| 10/01/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council           |                 |                     | Monthly JLP/OCC meeting  | SODC, VOWHDC, OCC  | Update OCC on progress / timings of JLP, Draft Transport Policies etc  | Note of meeting produced                           |
| 17/01/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers                  | Oxford City Council                  |                 |                     | Oxford Regulation 18 Local Plan bespoke consultation on housing need | Response from South and Vale councils                            | To send formal responses to the consultation from South and Vale   | Responses sent                                     |

| Date       | Strategic Planning Matter  | Engagement With:                |                 |                                   | Topic   | All Bodies/ Parties Present   | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s))   |
|------------|--|---------------------------------|-----------------|-----------------------------------|---|---|--|--|
|            |  | Council                         | Prescribed body | Non-prescribed body               |   |   |  |  |
| 18/01/2023 | Conserving and Enhancing our Natural and Historic Environments   | Buckinghamshire Council         |                 |                                   | SFRA / WCS and site allocations                     | Email with Buckinghamshire Council officers and their consultants JBA | JBA Consulting has been commissioned by Bucks to prepare a Level 1 Strategic Flood Risk Assessment (SFRA) and Scoping Water Cycle Study (WCS). We provided our site allocations for South Oxfordshire in June 2022, as part of the Wokingham SFRA update and the email requests a copy of the latest committed sites, and to ask permission to use the existing allocated site data within the Buckinghamshire SFRA/WCS. | South and Vale officers responded with shapefiles and permission by 3 Feb 2023.  |
| 02/02/2023 | All matters  | West Berkshire District Council |                 |                                   | Planning Policy and Local Plan progress, unmet need | South and Vale Officers, West Berkshire Officers                      | Discussion about West Berkshire unmet needs for office and industrial employment land, south and vale current supply and JLP position. 20 January 2023 email regarding regulation 19 consultation.   | Formal responses required before West Berkshire submits their plan for examination – sent 16 <sup>th</sup> March 2023, on file |
| 27/03/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers | Oxford City                     |                 |                                   | Unmet housing need                                  | Oxford City and S&V   | Detailed note made. Key issues related to S&V concerns about the HENA methodology, its inclusion of all of Oxfordshire, and the capacity for housing within the City.  | Actions in note  |
| 19/04/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers | All                             |                 |                                   | Specialist Housing Need                             | All neighbours except Wiltshire and Cotswolds                         | A workshop to discuss methodology for the Specialist Housing Needs Assessment  | Actions in note  |
| 19/04/2023 | Conserving and Enhancing our Natural and Historic Environments   | Oxfordshire County Council      |                 | Chilterns AONB Conservation Board | Landscape (Tranquillity)                            | S&V, OCC, members from both AONBs and CPRE                            | To discuss tranquillity indicators and ascertain data sources to feed into tranquillity evidence   | production of landscape evidence and update landscape policies   |



| Date       | Strategic Planning Matter   | Engagement With:           |                 |                     | Topic                             | All Bodies/ Parties Present  | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))  |
|------------|---|----------------------------|-----------------|---------------------|-----------------------------------|--|---|---|
|            |   | Council                    | Prescribed body | Non-prescribed body |                                   |  |   |   |
| 26/04/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers                  | Oxfordshire County Council |                 |                     | Site allocations                  | County Council and S&V   | Discuss amendments to site allocations made in current local plans to carry over into the JLP   | Continued amendments to the site allocations  |
| 09/05/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers                  | Oxfordshire County Council |                 |                     | Site allocations                  | County Council and S&V   | Discuss amendments to site allocations made in current local plans to carry over into the JLP   | Continued amendments to the site allocations  |
| 09/05/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | Site allocations                  | SODC, VOWHDC, OCC  | Continue discussions about site allocations following JLP/OCC meeting (also on 12/05/12)  | Discussions to feed into policy drafting  |
| 12/05/2023 | Conserving and Enhancing our Natural and Historic Environments  | Buckinghamshire Council    |                 |                     | SFRA                              | Email from Buckinghamshire Council   | The Bucks draft Level 1 SFRA has been prepared, and South and Vale were invited to comment on the draft report  | No requirement to comment   |
| 22/05/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links |                            |                 | Thames Water        | SESRO                             | Mott Macdonald, E Simons Consulting, Thames Water, Constain, Network Rail, VOWHDC, OCC | To discuss rail sidings infrastructure for SESRO  | SESRO team to take away feedback, Network Rail to provide further information for SESRO team  |
| 23/05/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | Wantage and Grove Railway Station | OCC, VOWHDC  | To discuss safeguarding land for the station. Review if to add or remove land currently safeguarded for consideration of what should be included in the JLP | OCC indicated that the eastern and western locations are not suitable for the station and that the central location is the more appropriate for safeguarding. (to |

| Date       | Strategic Planning Matter   | Engagement With:           |                 |                     | Topic                                   | All Bodies/ Parties Present        | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s))   |
|------------|---|----------------------------|-----------------|---------------------|---|------------------------------------|--|--|
|            |   | Council                    | Prescribed body | Non-prescribed body |   |                                    |  |  |
|            |   |                            |                 |                     |   |                                    |  | review this suggestion with internal colleagues and other OCC officers)  |
| 24/05/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | Monthly JLP/OCC meeting                 | SODC, VOWHDC, OCC                  | Culham (STRAT9), Northfield, Wheatley, updates from OCC, Update OCC on progress / timings of JLP, Draft Transport Policies, live edit - continuation | To consider site allocations considerations, to consider policies suggestions  |
| 25/05/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Buckinghamshire Council    |                 |                     | Local Plan and LTP5 for Buckinghamshire | Email from Buckinghamshire Council | Local Plan for Buckinghamshire and Local Transport Plan 5 Survey   | 02/06/2023 response sent from South and Vale Councils – no comments to make but reminded them of forthcoming JLP consultation for us |
| 12/06/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | Transport Safeguarding                  | SODC/VOWHDC, OCC                   | To discuss safeguarding mapping particulars for the emerging JLP   | OCC to action mapping requests and seek further information internally,<br><br>To check through mapping                              |
| 13/06/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | OCC Liaison                             | OCC, SODC/VOWH                     | Updates between the authorities followed by strategic site meetings for South and separately Vale  | N/A  |
| 16/06/2023 | The provision of infrastructure, including health, education, utilities, flood risk and                                       | Oxfordshire County Council |                 |                     | OMM/Alternatives for modelling          | SODC/VOWHDC, OCC                   | To discuss modelling for the JLP. Considering OMM particulars  | to consider modelling runs and OMM commission further  |

| Date       | Strategic Planning Matter   | Engagement With:                  |                 |                     | Topic                            | All Bodies/ Parties Present | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))                                  |
|------------|---|-----------------------------------|-----------------|---------------------|----------------------------------|-----------------------------|---|---|
|            |   | Council                           | Prescribed body | Non-prescribed body |                                  |                             |   |   |
|            | strategic sustainable transport links   |                                   |                 |                     |                                  |                             |   |   |
| 19/06/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Swindon BC                        |                 |                     | Liaison with Swindon and OCC     | OCC, SBC, VOWHDC            | To update all present on progress in planning matters, including Local Plan updates and LTP updates.  | VOWHDC to produce minutes and to arrange next meeting                               |
| 21/06/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council        |                 |                     | Modelling                        | SODC/VOWHDC, OCC            | For OCC to provide an update on way forward for modelling, with OMM now identified as not being ready to support JLP  | OCC to review existing evidence base work and qualitative assessment to support JLP |
| 26/06/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxford City                       |                 |                     | Local Plan and modelling         | Oxford City, SODC/VOWHDC    | To discuss Local Plan development and associated modelling requirements   | N/A   |
| 26/06/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers                  | Oxford City                       |                 |                     | Local Plan and Oxford Local Plan | Oxford City, SODC/VOWHDC    | To discuss Oxford City HELAA outputs, Local Plan development, evidence base and direction of travel   | Oxford to prepare meeting note  |
| 27/06/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council        |                 |                     | Modelling / JLP                  | SODC/VOWHDC, OCC            | To discuss modelling undertaken by other authorities, what the qualitative assessment could look like and considerations for Existing transport conditions report | to progress procurement of Existing transport conditions report                     |
| 29/06/2023 | The provision of infrastructure, including health, education, utilities,  | West Oxfordshire District Council |                 |                     | Local Plan and modelling         | West oxon, SODC/VOWHDC      | To discuss Local Plan development and associated modelling requirements   | N/A   |

| Date       | Strategic Planning Matter   | Engagement With:                       |                 |                     | Topic  | All Bodies/ Parties Present                         | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s))   |
|------------|---|--|-----------------|---------------------|--|---|--|--|
|            |   | Council                                | Prescribed body | Non-prescribed body |  |   |  |  |
|            | flood risk and strategic sustainable transport links  |  |                 |                     |  |   |  |  |
| 17/7/2023  | Joint Evidence Base   | All Oxfordshire District/City Councils |                 |                     | Joint Housing and Economic Land Availability assessment methodology engagement | Email to all Oxfordshire district and city councils | To engage on the assumptions made in the HELAA for South and Vale  | Review responses received and record engagement in the HELAA paper and Duty to Cooperate Paper with responses to comments made |
| 18/07/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council             |                 |                     | OCC Liaison  | OCC, SODC/VOWH                                      | Updates between the authorities followed by strategic site meetings for South and separately Vale              | N/A  |
| 03/08/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council             |                 |                     | Didcot LCWIP   | OCC, SODC/VOWH, Systra                              | To review content of emerging Didcot LCWIP for OCC to adopt (although led by internal Didcot Garden Town team) | N/A  |
| 11/08/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council             |                 |                     | Didcot NPR3  | SODC/VOWHDC, OCC                                    | A stakeholder workshop to review Didcot NPR3 progress to date and request for comments                         | N/A  |
| 22/08/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council             |                 |                     | Safeguarding Schemes   | SODC/VOWHDC, OCC                                    | To discuss the particulars of a safeguarded scheme update  | to identify considerations with specialists team - Flooding, biodiversity etc  |

| Date       | Strategic Planning Matter   | Engagement With:           |                 |                     | Topic                     | All Bodies/ Parties Present | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s)) |
|------------|---|----------------------------|-----------------|---------------------|---------------------------|-----------------------------|--|--|
|            |   | Council                    | Prescribed body | Non-prescribed body |                           |                             |  |  |
| 23/08/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | JLP Transport work        | SODC/VOWHDC, OCC            | In house evidence base sections and chapters, general update on projects   | N/A  |
| 24/08/2023 | Conserving and Enhancing our Natural and Historic Environments  | West Oxfordshire           |                 |                     | Biodiversity Net Gain     | West Oxfordshire            | discussing evidence requirements for >10% BNG and an update on what has been procured and what else might be needed. | keep in touch                                      |
| 05/09/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | OCC Liaison               | OCC, SODC/VOWH              | Updates between the authorities followed by strategic site meetings for South and separately Vale                    | N/A  |
| 06/09/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | JLP Transport work        | SODC/VOWHDC, OCC            | HIF update, site allocations discussion, draft in house report info  | to progress in-house work                          |
| 08/09/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | School travel information | SODC/VOWHDC, OCC            | To discuss access to school travel plan data for use in evidence base work   | OCC to provide access for travel plan platform     |
| 11/09/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | School bus travel         | SODC/VOWHDC, OCC            | Gather information about school bus services and free travel services  | N/A  |

| Date       | Strategic Planning Matter  | Engagement With:   |                 |                     | Topic                               | All Bodies/ Parties Present  | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))  |
|------------|--|--|-----------------|---------------------|-------------------------------------|--|---|---|
|            |  | Council  | Prescribed body | Non-prescribed body |                                     |  |   |   |
| 12/09/2023 | Conserving and Enhancing our Natural and Historic Environments   | West Oxfordshire Oxford City Council OCC (Minerals and Waste) Cherwell |                 |                     | Habitat Regulations Assessment      | West Oxfordshire Oxford City Council OCC (Minerals and Waste) Cherwell | Discussion about how/when to commission air quality evidence to assess impact of cumulative planned development, primarily on Oxford Meadows SAC.         | Meeting note produced.<br><br>Keep in touch with other authorities about their Local Plan timetables (to determine whether there's scope for any joint commission on traffic modelling/air quality impacts. |
| 26/09/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links    | Oxfordshire County Council   |                 |                     | EV chargers Workshop                | SODC/VOWHDC, OCC   | To explore types and locations of EV chargers (relating to OCC receiving funding for installation)  | N/A   |
| 28/09/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links re | Wiltshire  |                 |                     | Canal Partnership Towpath Challenge | VOWHDC, Wiltshire, OCC, SBC  | To discuss the benefits of seeking to promote a walking and cycling route along the historic canal route in order to support the restoration of the canal | N/A   |
| 04/10/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links    | Wiltshire  |                 |                     | Wilts and Berks Canal policy        | Wiltshire, S&V   | To discuss the draft canal policy   | to review policy wording further  |
| 06/10/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links    | Reading BC   |                 |                     | Liaison with Reading                | RBC, S&V   | Reading identifying their upcoming LTP, discussion about Local Plans in general and update on JLP progress  | to look out for LTP consultation<br><br>South and Vale agreed to draft SOCG in prep for next stages (likely   |

| Date       | Strategic Planning Matter   | Engagement With:                  |                 |                     | Topic                                       | All Bodies/ Parties Present  | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s))                      |
|------------|---|-----------------------------------|-----------------|---------------------|---|--|--|---|
|            |   | Council                           | Prescribed body | Non-prescribed body |   |  |  |   |
|            |   |                                   |                 |                     |   |  |  | to align with JL consultation) and will share with Reading for comments |
| 09/10/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council        |                 |                     | JLP/OCC meeting                             | S&V, OCC   | HIF1, Site allocations, transport modelling, lodge hill slips, LTCP, safeguarding new maps                       | OCC to progress commission of Atkins                                    |
| 10/10/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council        |                 |                     | OCC Liaison                                 | OCC, SODC/VOWH   | Updates between the authorities followed by strategic site meetings for South and separately Vale                | N/A   |
| 17/10/2023 | All matters   | West Oxfordshire District Council |                 |                     | West Oxfordshire Regulation 18 consultation | Responses to Regulation 18 Focused Consultation from South and Vale  | Responses to consultation  | Sent 17 October 2023  |
| 23/10/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council        |                 |                     | Freight Steering Group                      | OCC, S&V, DPD, Pedal and Post, Amazon, Buckinghamshire, West North Hants, Warwickshire, Gloucestershire, SBC, Reading, Wokingham, Oxford City, Cherwell, West oxon | OCC creating a dialogue for discussions on freight. Example of new freight consolidation site in South near M40. | to follow up internally with freight consolidation concern              |
| 24/10/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council        |                 |                     | Modelling / JLP                             | OCC, Atkins, S&V   | Discuss the OSM commission to support JLP  | OCC to progress commissioning work                                      |

| Date       | Strategic Planning Matter   | Engagement With:           |                 |                     | Topic  | All Bodies/ Parties Present   | Purpose of meeting / key decisions made   | Actions/next steps (related to Strategic Issue(s))           |
|------------|---|----------------------------|-----------------|---------------------|--|---|---|--|
|            |   | Council                    | Prescribed body | Non-prescribed body |  |   |   |  |
| 30/10/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links e | Wokingham                  |                 |                     | Wokingham DTC  | S&V, Wokingham  | Discuss local plans and infrastructure provision, including 3rd Thames Crossing                                 | Any notes in file  |
| 30/10/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links e | Oxfordshire County Council |                 |                     | Rail Strategy  | OCC, S&V  | Discuss rail planning for the S&V area, Didcot Parkway, Wantage & Grove   | Next meeting to be added (OCC)                               |
| 02/11/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links   | Oxfordshire County Council |                 |                     | VDA access   | OCC, S&V  | To brief South and Vale on operation of the VDA data platform to access traffic data for the Evidence Base work | OCC to provide a summary dataset for selected traffic points |
| 03/11/2023 | All matters   | Cherwell District Council  |                 |                     | Response to Cherwell Local Plan Regulation 18 consultation | South and Vale response to the Cherwell Local Plan Regulation 18 consultation | To provide a formal response to consultation  | Response from South and response from Vale on file           |
| 06/11/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links   | Greater Cambridge          |                 |                     | Local Plans and D&P  | Greater Cambridge   | To understand what Greater Cambridge are doing for D&P  | N/A  |
| 07/11/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links   | Oxfordshire County Council |                 |                     | OCC Liaison  | OCC, SODC/VOWH  | Updates between the authorities followed by strategic site meetings for South and separately Vale               | N/A  |



| Date       | Strategic Planning Matter   | Engagement With:           |                 |                     | Topic   | All Bodies/ Parties Present  | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s))  |
|------------|---|----------------------------|-----------------|---------------------|---|--|--|---|
|            |   | Council                    | Prescribed body | Non-prescribed body |   |  |  |   |
| 10/11/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers                  | West Berkshire Local Plan  |                 |                     | Gypsy and Traveller call for sites for West Berkshire | Email from West Berkshire  | Launch of call for sites for the DPD   | No action required  |
| 14/11/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | JLP/OCC meeting                                       | OCC, S&V   | JE presenting on dark skies and Carbon considerations, nutshell mapping considerations for transport, review of draft evidence base work (inhouse) | to complete and share evidence base work to OCC   |
| 15/11/2023 | All matters   | Wiltshire Council          |                 |                     | Non-response to Wiltshire Regulation 19 consultation  | Email from Vale  | Response to Wiltshire council confirming no duty to cooperate matters with vale with no comments provided on the consultation                      | Response sent 15/11/23 and on file  |
| 21/11/2023 | All matters   | Wokingham Borough Council  |                 |                     | Wokingham Local plan and duty to cooperate            | Email from South and Vale in response to the requests from Wokingham | Response sent from South and Vale about the request related to gypsies and travellers needs, employment and transport matters                      | Response sent 21/11/2023 and on file. Follow-up letter received from Wokingham on 29/11/2023 confirming previous thoughts on Gypsy and traveller needs which confirms that the position remains unchanged, and no further action needed |
| 30/11/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | OSM modelling   | OCC, Atkins, S&V   | Discussion of OSM commission   | OCC to progress brief   |

| Date       | Strategic Planning Matter   | Engagement With:           |                 |                     | Topic  | All Bodies/ Parties Present  | Purpose of meeting / key decisions made  | Actions/next steps (related to Strategic Issue(s))  |
|------------|---|----------------------------|-----------------|---------------------|--|--|--|---|
|            |   | Council                    | Prescribed body | Non-prescribed body |  |  |  |   |
| 07/12/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | OSM modelling  | OCC, Atkins, S&V   | Discussion of OSM commission   | Atkins to progress response to brief  |
| 11/12/2023 | All matters   | Swindon BC                 |                 |                     | Liaison with Swindon and OCC   | OCC, SBC, VOWHDC   | To update all present on progress in planning matters, inc. Local Plan updates and LTP updates.  | Meeting notes to be prepared  |
| 12/12/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers                  | Cherwell District Council  |                 |                     | Housing Need Evidence  | Cherwell District Council officer, South and Vale officer              | Brief discussion about previous south and vale matters raised regarding the Oxford and Cherwell Housing Needs Assessment and sharing of previous critiques with new officers at Cherwell   | Possibly meeting in early 2024 with Oxford, Cherwell and South and Vale officers, unless these matters can be covered in the planned Oxfordshire Statement of Common Ground |
| 12/12/2023 | The provision of infrastructure, including health, education, utilities, flood risk and strategic sustainable transport links | Oxfordshire County Council |                 |                     | OCC Liaison  | OCC, SODC/VOWH   | Updates between the authorities followed by strategic site meetings for South and separately Vale  | N/A   |
| 19/12/2023 | All matters   | Oxford City Council        |                 |                     | Oxford City Local Plan and Evidence Base and South and Vale Joint Local Plan | Oxford City Council officers, South and Vale officers                  | To review matters relating to the representations about to be submitted by South and Vale to Oxford's Regulation 19 Local Plan, to review questions about Oxford's evidence base. To discuss the recent planning policy changes to the climate change related policies in the JLP and briefly update on the progress of the JLP. | To meet again regarding the statement of common ground  |
| 20/12/2023 | Housing need and supply, including affordable housing,  | Swindon Borough Council    |                 |                     | Housing need of Swindon  | Housing need of Swindon South and Vale response to report and workshop | Response sent by South and Vale to Swindon on their housing need paper   | No further action at this time  |

| Date       | Strategic Planning Matter  | Engagement With:    |                 |                     | Topic  | All Bodies/ Parties Present  | Purpose of meeting / key decisions made                              | Actions/next steps (related to Strategic Issue(s))                                   |
|------------|--|---------------------|-----------------|---------------------|--|--|--|--|
|            |  | Council             | Prescribed body | Non-prescribed body |  |  |  |  |
|            | and the provision of sites for Gypsies and Travellers  |                     |                 |                     |  |  | and after attending workshop hosted by Swindon and their consultants |  |
| 21/12/2023 | All matters  | Oxford City Council |                 |                     | South and Vale responses to the Regulation 19 Oxford Local Plan consultation           | Formal representations to Oxford City Council                                    | To provide formal responses to the consultation                      | No further action related to Regulation 19 responses, awaiting next steps for Oxford |
| 22/12/2023 | Housing need and supply, including affordable housing, and the provision of sites for Gypsies and Travellers | Oxford City Council |                 |                     | Letter from Oxford formally requesting assistance to meet a claimed unmet housing need | Email from Oxford City Council to the Chief Executive of South and Vale Councils | To request assistance to meet further claimed unmet housing need     | To respond to a formal letter  |

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