

Appendix 2 Evidence of Engagement

Joint Local Plan Response to the Initial Questions (IQs) - Appendix 2



Appendix 2 – Evidence of Engagement

This Appendix supports South Oxfordshire and Vale of White Horse District Councils' response to the Inspectors' Initial Questions (IQs). It provides evidence of our engagement with the prescribed bodies throughout the preparation of the Joint Local Plan.

Please see accompanying Appendix 1 - Table of Engagement for our accompanying notes and summaries of these records.

Oxfordshire Planning Policy Officers Meeting

21st April 2021 13:30– 15:00pm

TEAMS

Minutes

Attendees: [REDACTED] (LM), [REDACTED] (CH), [REDACTED] (PS), [REDACTED] (SH), [REDACTED] (RW), [REDACTED] (DS), [REDACTED] (EG), [REDACTED] (RT), [REDACTED] (JE) & [REDACTED] (LP, minutes)

Agenda Item	Officer
<p>1. <u>Local Plan Updates</u></p> <p><u>Oxford City</u> SH and RW gave an update- Oxford City is progressing with their 2040 Local Plan. Work is progressing at pace to ensure a 15-year plan period from adoption. The Plan will move quickly but the timings of the Plan would work well with the OxPlan 2050. An early scoping and issues consultation is to hopefully launch in June. CH asked about the decision to move along to the next plan, not long after their recently adopted plan. SH said that the alignment with the OxPlan was the big driver of progressing quickly with the next plan. A 2040 plan would match the evidence base on housing need. LM informed SH that South and Vale have agreed to a 2041 end date of their Joint Plan.</p> <p><u>Cherwell</u> EG gave an update- Cherwell has pushed back the options consultation slightly, it was due to go out June/July, it has now been pushed back by three months to September. The amended SCI is due for consultation in July. Cherwell has a draft Plan at Reg18 stage. The legal challenge hearing dates are 23rd and 24th June.</p> <p><u>South and Vale-</u> LM gave an update- Vale are no longer producing a Vale 2041 Plan. South and Vale will be producing a Joint Local Plan 2041. South and Vale are in the beginning of this process, South and Vale are currently working out working arrangements and</p>	<p>ALL</p>

governance structures. Regarding South's Judicial Review, Bioabundance CIC have renewed their claim and there is a 30-minute oral plea hearing next Thursday. A new Joint LDS has been produced and uploaded to both Council's websites. Both South and Vale are busy undertaking monitoring work. Vale's CIL review is underway at examination stage and progressing well, there are two possible dates in May for a hearing session. Vale is also working on the Dalton Barracks SPD.

West Oxfordshire

CH gave an update-

The Local Plan review is commencing in the autumn. West Oxfordshire is also working on the Garden Village Area Action Plan (AAP) for Salt Cross. The inspector has been appointed who has indicated that the hearing sessions will be the tail end of June. West Oxfordshire is also working on SPDs such as developer contributions, affordable housing and on other strategic sites.

Oxfordshire County Council

DP gave an update-

Work on MWLP sites plan continues with assistance from Northamptonshire County Council who are helping on technical work such as assessing sites. The aim is to take a plan to Cabinets by July, and consultation on the plan will take place in the autumn. OxIS work is continuing. Regarding the LTCP, the team is busy pulling together the consultation responses.

3. Oxfordshire Plan updates

- i. An assessment of the Oxfordshire Plan 2050 draft skeleton plan to identify those policies that are likely to need some guidance for Development Management Officers to be able to interpret after the Oxfordshire Plan is adopted

JE and RT sought feedback from OPPO regarding which policies from the Skeleton plan may need further guidance for Development Management Officers when the plan is implemented.

JE shared some policies which she believed may need further guidance:

- Energy policy
- Sustainable design and construction ((LETI) model policy)

RW

- Water efficiency-

SH informed JE that there are sometimes a few queries regarding water efficiency at Oxford City but generally the policy is straightforward.

- Flood risk-

EG said there is substantial guidance by County on flood risk and SUDS.

- Nature recovery network-

JE suggested that this policy may need guidance. SH agreed.

- Healthy place making and Health impact assessments.

- Electric vehicle charging

- Strategic environmental allocations

OPPO discussed the skeleton document policies. CH, RW and SH raised concerns regarding the viability and feasibility of the LETI policy. EG raised whether it could be useful to produce an SPD or guidance note that is a combined topic theme, or by standards in commercial or residential developments, rather than producing multiple SPDs or guidance notes. RW and SH asked whether policies could be combined in a topic theme too.

LM asked about when plan implementation advice would be prepared, will it be after the plan is adopted or alongside?

PS said it's not currently part of the programme. PS suggested raising to HoP whether this needs to be addressed.

Action: PS add guidance notes/implementation to agenda for the next HoP meeting. SH suggested that as each authority will be implementing the OxPlan, the implementation may be something each authority will need to lead on. EG suggested there may need to be an Oxfordshire standard of consistency, whereby a joint SPD and guidance note may be useful, caveating the differences within the authorities. LM said avoiding duplication through lots of separate notes prepared by different authorities would be preferable. LM also raised that after OxPlan adoption, each authorities individual Local Plans will be heading into examination so teams may not have capacity for assisting with joint implementation guidance notes at that time.

PS then summarised key points in the discussion:

- There was concern regarding the viability and feasibility of the Low Carbon (LETI) policy.

<ul style="list-style-type: none"> • There was general concern regarding when implementation work will happen for policies which need further guidance and where the resource will come from. • There was also question regarding where parts of the document are not completed and when and who will complete this. <p>LM commented that OPPO has not had many discussions about the policy content of the OxPlan, that tends to sit with the Liaison Group and Heads of Planning. CH suggested that the LETI policy may be overly detailed for the reg18 stage, and if the consultation document is going into that level of detail, there would need to be the evidence base to support it, akin to the evidence for the Salt Cross AAP. CH raised that albeit it is desirable to be ambitious, there is concerns that the policy will not be feasible. SH raises that if the policy is not viable, what would give in order to make it viable?</p> <p>Action: CH to summarise what has been discussed at OPPO re: sustainable design and construction policy to OxPlan team.</p> <p>LM asked if anyone has responded to the request for officers to work in a short life working group on Air Quality for the OxPlan2050. Action: PS to pick up who is undertaking air quality work and get back to LM.</p> <p>SH asked when the Member Sub-Group would receive the skeleton paper. PS advised that the members were to receive the draft of Reg18 Part 2 on 27th May however it is now likely to be early June, but the date has not yet been agreed.</p>	
<p>4. <u>Discussion regarding the timeline for the collection of end of year housing completions and associated work to complete revised trajectories</u></p> <p>PS asked to collectively agree the ambition for when completions information will be available to him. SH, EG, LM and CH all advise that the aim for completion data to be publishable is June. PS suggested that Friday 18th June would be an ideal target date to work to.</p>	<p>RS</p>

<p>There was a discussion about OGNA housing bookends. LM and EG pondered the incentive for members to commit to go beyond the standard method, especially as the 3YHLS protection has ceased. CH raised that economic growth could be an incentive.</p>	
<p>5. <u>Ox-Cam Arc</u></p> <p>No update.</p>	<p>AK</p>
<p>6. <u>AOB</u></p> <p>LM will chair OPPO one more time in late June.</p>	<p>LH</p>

Date of Next Meeting: On a Wednesday in two months' time – End of June 2021

Oxfordshire Planning Policy Officers Meeting

16 June 2021 13:15– 14:45pm

TEAMS

Minutes

Attendees: [REDACTED] (LM), [REDACTED] (JB), [REDACTED] (DF), [REDACTED] (MD), [REDACTED] (PS), [REDACTED] (SH), [REDACTED] (RW), [REDACTED] (JW), [REDACTED] (EG), [REDACTED] (LP), [REDACTED] (MM) & [REDACTED] (LPa, minutes),

Agenda Item	Officer
<p>1. <u>Actions from the previous meeting</u></p> <p>Action: PS add guidance notes/implementation to agenda for the next HoP meeting - in progress. Action: CH to summarise what has been discussed at OPPO re: sustainable design and construction policy to OxPlan team – completed. Action: PS to pick up who is undertaking air quality work and get back to LM- roll action forward.</p>	<p>ALL</p>
<p>2. <u>Oxfordshire Mobility Model – use for forthcoming Local Plans</u></p> <p>LP shared a presentation: Delays to OMM include technical challenges, covid and due to further enhancement. <u>What can be done with MIMAS:</u> Model impacts on traffic network of new housing/employment development sites; model the impacts of new road schemes; model the impacts on congestion of modal share changes; model PT improvements and model the impact of new P&R sites, on street parking spaces. What can MIMAS do?</p>	<p>LP</p>

Users can interrogate the OMM results. Users can visualise KIPs to understand the impact of new schemes; compare base-model outputs with observed data; track data and configurations back to its source.

Data used to develop OMM

Travel demand based on 2019 Mobile Network Telefonica data (MND); pedestrian and cyclist data extracted from STRAVA metro; supply data derived from open source dataset and enriched with premium datasets; Public Transport data: timetables provided by Alchera and additional missing information extracted from the existing EMME model and Cal/Val data.

Geographic coverage of the model

OMM highway network – down to the tertiary road network in Oxfordshire.

The modelling approach

From a functional perspective, the core components of a traditional strategic model will be included. These are: an aggregate demand and mode choice model; an agent-based highway and assignment and an aggregate public transport assignment model.

Model outputs

Highway model outputs:

Traffic flows; turning flows; average speed; congestion metrics; environmental indicators; SLA; Parking space utilisation.

PT model outputs:

OD bus matrices: passengers flows on highway links and railway links; walk flows generated by agents catching the bus at bus stops

Demand model outputs:

Agent-based demand matrix with agents' attributes.

Modes/vehicles types/ trip purposes/times of day modelled

Modes: Highway, PT, P&R modes. Active modes in demand model (unused) and not assigned to the network.

Vehicle types: Car, LGV, HGV, buses.

Trip Purposes: HBW, HBO, NHBW, NHBO, education trips

Times of day modelled: 24 hours a day.

OMM Facts

Model being developed according to TAG; base year: 2019; Forecast year: 2035 do-minimum; temporal coverage: 24 hours; spatial coverage: Oxfordshire.

<p><u>Other</u> Onboarding and user session to be held of 30th June. Formulating a training programme. Beta is out for testing now; cost is free to use in Beta. Final menu of costs to be worked out as people use it over the next 3 months.</p> <p>RW asked for a clear idea of when it will be ready. LP informed that testing can done now, in October OMM will be fully validated with the local plans built into it. VA asked about costs that we might incur. LP said that over the next six months we will understand the costs more, districts and developers' costs may be different. LM asked if this changes authorities' relationships with the county for transport testing for the local plans and will testing transport be more self-service? LP said it may be a mixture of both, could be more self-service for developers. The OMM gives districts opportunities to ask the model its own questions. LP will go back and ask localities but believes there will be interaction with the County still. LM also asked if the baseline be updated to include windfall developments permitted in future? LP advised that it will be possible to update the baseline.</p> <p>LP proposes mid-July as a work programme discussion re local plan functionalities for OMM.</p>	
<p>3. <u>Local Plan updates</u></p> <p>Cherwell- EG gave an update- Options papers are due to go to executive in September. The consultation is due to be launched for end of September. The amended SCI is due to be approved for consultation on 5 July. Cherwell have also updated the LDS. Cherwell is in the process of completing the Housing Action Plan- helpful for appeals. JR hearing is next week.</p> <p>Oxford City- RW gave an update- The Issues and Scoping consultation on next local plan is to be launched at the end of this month to run over the summer. The new SCI is going through the process of being adopted. There have been referendums of on neighbourhood plans. Oxford City have been progressing on the West End and Osney Mead SPD.</p>	<p>ALL</p>

<p>South and Vale- LM gave an update- The Court of Appeal has refused Bioabundance's claim for the South Local Plan 2035 JR. South and Vale are progressing work on the Joint Local Plan. There has been work on topic allocations and governance and working arrangements. A [redacted] L [redacted] will be leading on joint plan. E [redacted] B [redacted] will be leading on OxPlan and SPDs. Vale had its CIL examination and is awaiting the report by end of the month. The South CIL review is commencing. South and Vale are working on updating the SCI to create a joint SCI. 10 new NDPs that went to referendum in May have been made. South and Vale have produced their 5YHLS statement, the statements are looking favourable that South and Vale will have a supply.</p> <p>West Oxfordshire- JB gave an update- Examination of AAP for Salt Cross is approaching in two weeks. Looking to review the Local Plan, the aim is for a Reg 18 in November. West is close to adopting Developer Contributions SPD. Aiming to adopt Affordable Housing SPD in September. Working on masterplan for Hanborough Railway Station SPD, to be more of station hub. 5 NDPs have been made, 6 underway.</p>	
<p>4. <u>Oxfordshire Plan update</u></p> <p>PS gave an update- Deadline for final comments on draft full text document is Friday 18 June. The team is in the process of producing template report for councils. Words that the team have been using around the plan are being finessed. Background Documents that go with the plan have been paused while concentrating on full plan. There was discussion about the OGNA and if it was to go to consultation. OPPO agreed 'published to comment' would be preferable. LM requested more detail of what the consultation will look like and how the team will structure the consultation questions. EG and LM asked when the authorities will receive the templated Cabinet report. Action: PS to follow up re date for receiving the templated Cabinet report.</p>	<p>PS</p>

<p>5. HELAA</p> <p>RW asked where the authorities were in relation to progressing on the HELAA. RW raised that the HELAA working group may be useful to carry forward. EG agreed the working group will be beneficial. EG said that Cherwell will use the summer to look at the sites, mainly desktop filtering. Cherwell is considering getting deliverability advice i.e. commercial advice about whether sites are likely to be viable. South and Vale will be launching a Call for Sites soon. JB stated that West is taking a similar approach to Cherwell. LM raised that Vale received FOIs regarding sites where the landowner was not aware the site had been promoted in an earlier Call for Sites. LM asked for views on need to do Land Registry checks to check for landowner willingness and deliverability for all sites at this early stage. EG recommended that careful wording can help, and then do checks when those queries arise.</p>	<p>RW</p>
<p>6. <u>Promotion of Community-Led Housing (CLH)</u></p> <p>MM gave a short presentation on a Growth Board commissioned report on promotion of community led housing. PS and MM would like OPPO to reflect on the CLH documents and suggest planning related recommendations. LM suggested that better to hold a meeting with relevant officers to discuss the report, give feedback and make progress on implementing its findings.</p> <p>Action: PS and MM will set up a workshop for officers from planning policy and housing teams, OPPO members will coordinate which are the relevant officers to invite from each authority.</p>	<p>PS</p>
<p>7. <u>Ox-Cam Arc</u></p> <p>Consultation on the vision this summer. Lots of political change over the Arc from the May elections.</p>	<p>ALL</p>
<p>8. <u>AOB</u></p> <p>Action: Each authority to send data for housing trajectories to PS by 18 June.</p>	<p>ALL</p>

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Date of Next Meeting: On a Wednesday in two months' time – End of August 2021- West Oxfordshire to Chair

Oxfordshire Planning Policy Officers Meeting

11 August 2021 14:00 – 15:30pm

In attendance: [REDACTED] (CH) [REDACTED] (CB) [REDACTED] (LM),
[REDACTED] (RN) [REDACTED] (TR), [REDACTED] (AT), [REDACTED] (MD)

Apologies: [REDACTED]
[REDACTED]

1. Agreed that actions from previous meeting had been completed
2. Discussion on key plan/policy updates from the districts as shared in advance
3. AT gave update on Oxfordshire Plan 2050
 - Reg 18 part 2 consultation underway. Some responses received including CPRE
 - Template for webinars being worked up with August date to potentially be reinstated as an introductory session
 - Workplan to Reg 19 stage shared and discussed. Entering more challenging phase of defining preferred options in greater detail.
 - May be some leeway in timing if good progress can be demonstrated but as yet only formal agreement for extension to adoption in 2023.
 - [REDACTED] leaving team, not yet proposed to fill the post.
 - [REDACTED] likely handing over to new project lead
 - New communications lead – [REDACTED]
4. 5-Year Housing Land Supply – current LPA positions, difficulties and scope for sharing of information
 - Agreed that this work would assist districts in demonstrating 5yhls positions.
 - TR to circulate template and more information on how the info will be held, how often updated and who will have access to yet. Districts to advise on timescales for data to be available.
5. Updated NPPF, launch of Office for Place, implications of National Design Guide and National Model Design Code for LPAs
 - Consensus that design codes could be best prepared at a local scale with opportunities to share lessons learned etc.
 - Districts considering submitting expression of interest for 2nd wave of Design Code pilot.

- Planning Bill awaited which should provide more detail and guidance on what would be required.

6. Creating a vision for the Oxford-Cambridge Arc consultation

- West Oxfordshire's response will be taken to Scrutiny and Cabinet in September
- Districts to share responses.

7. PropTech Engagement Fund

- Discussion on current consultation methods and software used.
- Oxford City currently using Citizen Space and will report back on useability
- Inovem and Oxfordshire Open Thought being used for Oxfordshire Plan consultation

8. AOB

- Brief discussion around the email circulated by [REDACTED] on potential penalties for stalled housing sites through a Council Tax premium. Districts to provide further comments on potential approach.

Summary of agreed actions

- **TR to circulate further information including template for collation of data on housing lead-in times and build-in rates.**
- **All to advise on timescales for completion and return to TR.**
- **All to circulate draft responses to OxCAM vision consultation where possible.**
- **All to provide thoughts to PS re: potential Council Tax penalty for stalled housing sites.**

From: [REDACTED]
Sent: 20 August 2021 13:26
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: OPPO agenda 11 August 2021
Attachments: 2021-08-00 Oxfordshire Land Supply Data Template.xlsx

Good afternoon all,

Sorry for the delay in getting this information to you. Please see attached the template for completing information on housing completions build out rates and lead in times as agreed at OPPO. Can we aim to get this completed in say a month's time (30 September) so that we can start compiling this information and having it ready for those authorities completing AMRs in December.

If you have any questions on the sheet, please let me know and I am more than happy to have a 1-1 with your monitoring / policy officer who is completing this.

All the best

[REDACTED]
[REDACTED]
Principal Planning Policy Officer
South Oxfordshire and Vale of White Horse District Councils
[REDACTED]

Oxfordshire Planning Policy Officers Meeting**20 October 2021 11:30 – 13:30**

In attendance: [REDACTED] (CH), [REDACTED] (CB), [REDACTED] (LM),
[REDACTED] (EG), [REDACTED] (AM), [REDACTED] (RM), [REDACTED]
[REDACTED] (AT), [REDACTED] (PS), [REDACTED] (MM)

1. Agreed that the majority of actions from previous meeting had been completed with the exception of feedback on the issue of potential Council tax penalties for stalled housing sites. In response, PS agreed to follow up with the LGA to obtain any available update.
2. All Districts provided a brief overview of key plan progress (see written update notes attached to minutes). AT gave a verbal update on the Oxfordshire Plan 2050:
 - The team is currently focused on registering consultation responses in Inovem and hope to have this complete by the end of next week.
 - Call for Ideas were mainly resubmissions. Some new sites submitted which have now been plotted. AT to share with Districts.
 - Spatial Options working group will look at a number of issues including settlement capacity as part of work to develop the preferred spatial strategy.
 - Discussion on the next stages following the OGNA work including implications for the Districts' five year housing land supply calculations. AT to raise issue with [REDACTED]. Potentially needs to be escalated to Heads of Planning.
 - Affordable Housing workshop to be scheduled for early November to explore if the OP2050 policies can go further to deliver more affordable housing.
3. MM gave presentation on outcomes from the Community-led housing (CLH) workshop held in early August 2021 and the emerging actions.
 - MM to circulate updated version of workshop note
 - All to feed back any amendments / additions.
 - Agreement that the Oxfordshire Plan should be used to define CLH.
4. PS provided year-end picture of housing delivery across the County.
 - PS to reformat the graph to include figures back to 2011 and amend labels.
 - All to ensure forward trajectory figures are provided.

5. Discussion on potential coordination of Local Plan evidence bases

- Agreed in principle that there would be merit in aligning certain evidence base studies to achieve greater consistency and potentially save money.
- All Districts to put together a list of their commissioned studies.
- CH to arrange further meeting to discuss in early November 2021.

AOB

- Discussion on need to update IDPs. To be picked up further in meeting on potential alignment of Local Plan evidence bases.
- LM highlighted urgency for coming to an agreement on housing requirement figures. Issue to be addressed by Heads of Planning in context of work needed to follow the OGNA.

Agreed Actions:

- PS to follow up with the LGA re: any update on the previous idea of Council tax penalties for stalled housing sites.
- AT to share details of new call for ideas site submissions.
- AT to raise issue of 5-year housing land supply and inter-relationship with OGNA with [REDACTED]
- PS and MM to re-arrange affordable housing workshop for November 2021.
- MM to circulate updated version of community led housing workshop note.
- All to feed back any amendments / additions on community led housing workshop note.
- PS to reformat the housing delivery graph to include figures back to 2011 and amend labels.
- All to ensure forward trajectory figures are provided.
- All Districts to put together a list of their commissioned studies.
- CH to arrange further meeting to discuss potential for alignment of evidence. To also include discussion on any proposed IDP updates.

Date of next meeting:

15 December 2021 – 11am – 1pm (format: MS Teams)

Written update notes:

South and Vale

Joint Local Plan 2041

- Scoping work well underway
- Governance and project planning arrangements agreed. First 2 member Steering Group meetings held, first All-Cllr Roundtable held
- Call for Land and Buildings Available for Change ran until 30 Sept 2021.
- Joint Statement of Community Involvement consultation ran from 8 Sept to 20 Oct

Both South and Vale

- Annual Monitoring work underway, and a look at methodology we use for our 5YLS following 2 allowed appeals in South. The Council is seeking a JR on Little Sparrows care village appeal decision at Sonning Common.
- We responded to Oxfordshire Plan 2050 Reg 18(2)
- We responded to Ox-Cam Arc Vision consultation

Vale only items

- SESRO Reservoir near Abingdon – consultation underway from the water regulators involving this proposal
- Vale CIL Charging Schedule adopted, new rates from 1 Nov 2021
- New Vale s106 SPD adopted
- Dalton Barracks SPD consultation going live 21 Oct to 18 Nov 2021

Cherwell

Local Plan 2040

- Options Consultation- currently live (29th Sept-10th November)
- Call for sites remains open
- Working on preparation for Draft Plan (due to Exec May)
- Evidence Base- commissioning Landscape, Sport and Recreation and Health Impact Assessment. Transport is in the pipeline.
- Team are preparing HELAA

Development Briefs/Partial Review Sites

- Consultation closed on PR9 and PR7b
- PR7a, PR6a and 6b due for consultation imminently
- Application received for PR9

Responding to consultations

- Responses submitted to OxIS, Oxfordshire Plan and OxCam Arc (approved via Executive)

Others:

- AMR being pulled together for reporting to members in December/January to include Housing Delivery Action Plan.

Oxford City

Local Plan 2040

- Issues consultation for Local Plan 2040 closed 25th August.
- Call for sites issued at the same time

West End and Osney Mead SPD

- Levitt Bernstein working on a spatial framework to feed into an SPD
- Draft SPD likely to be published in March

Technical Advice Notes

- More being produced to support LP policies

Responding to consultations

- Responses submitted to OxIS, Oxfordshire Plan and OxCam Arc

Others:

- Arup working on new IDP
- IFS being drafted for reporting to members in December
- AMR being pulled together for reporting to members in December

West Oxfordshire

Local Plan 2040/41

- Initial issues/scoping consultation paper in preparation. Originally planned for November 2021 but likely to move to December/January.

Salt Cross Garden Village AAP

- Examination 'paused' whilst additional work on phasing of key infrastructure is carried out (currently in progress)
- Initial schedule of potential modifications agreed with Inspector – Officers to continue to work these up 'behind the scenes'

- Aiming to move towards consultation on formal main modifications later in the year with adoption in spring 2022

CIL

- Previous draft charging schedule (2020) not progressed to examination for various reasons
- Cabinet agreed in September to defer further progress pending publication of new Planning Bill
- Officers currently considering different options for moving forward should there be major delay in the Planning Bill, lengthy transitional arrangements or CIL retained through any reforms

Affordable Housing SPD

- Final adoption version being considered by Cabinet and Council in October 2021

Hanborough Station Masterplan SPD

- Draft brief being prepared in conjunction with OCC

Developer Contributions SPD

- Revised draft in preparation although partly dependent on progress with CIL

Other

- [Net Zero Carbon Toolkit](#) published
- [Sustainability Standards Checklist](#) published
- SHLAA update underway
- AMR and IFS in preparation and likely to be reported to Members in November/December 2021

Oxfordshire County Council

LTCP

- Full drafts of the LTCP and supporting strategies for Freight and Active Travel have been completed.
- The LTCP and supporting strategies have progressed through the cabinet approval processes, being shared with CEDR (8th Sept) and informal cabinet (21st Sept).
- They are scheduled to attend cabinet for approval to move to public consultation on the 19th October.
- Public consultation on the LTCP and supporting strategies is scheduled for November 2021, exact date to be confirmed.

- Finalisation of LTCP and supporting strategies, including approval by Cabinet and adoption by Council, is anticipated for Spring 2022.

OXIS

- Consultation feedback from Stage 1 is currently being analysed, and themes incorporated into report- circa 560 comments from individuals and organisations
- Up to 20 additional schemes have been identified through the consultation for consideration. These have come from project partners or Future Oxfordshire Partnership members
- Additional schemes will require appraisal which requires some additional work by the consultant
- The brief of Stage 2 of OxIS is currently being developed. It will be dependent on the Oxon Plan choice of spatial options and it's purpose would be to appraise the schemes that are identified to support the spatial options, using the methodology developed in Stage 1.

OP2050 Transport Work

- Consultants ITP completed a stage 1 report which focused on mapping transport accessibility against the 5 spatial options in the Reg 18 document
- This mapping will now be used alongside other evidence to help with the spatial option refinement work
- ITP also completed a stage 2 report which set out recommendations for the next stage of work
- This next stage is now being scoped in more detail, including understanding how it can support the spatial options assessment
- It is planned that modelling work using OMM is undertaken prior to Reg 19, but on current timescales the model won't be ready for use until after xmas

Minerals and Waste LP

- There has been a delay in the production of the Preferred Options consultation which was expected in August 2021.
- An updated Minerals and Waste Development Scheme setting out the revised timetable, is being considered by Cabinet on 19th October which will include the following key stages if approved:

- Nov 2021 - Jan 2022 Consultation on Core Strategy Review and initial scoping for Partial Update of Core Strategy.
- April 2022 Decision on the Core Strategy Review
- June - Aug 2022 Reg18 consultation on Partial Update to the Core Strategy and Site Allocations Document
- Feb 2023 - April 2023 Reg 19 consultation on Partial Update to the Core Strategy and Site Allocations Document
- Autumn 2023 Reg 22 submission of Partial Update to the Core Strategy and Site Allocations Document to Secretary of State.
- March – April 2024 Examination
- November 2024 Adoption

Staff

The Strategic Planning Team will be recruiting two new posts:

- Planner for the Minerals and Waste LP team
- Planning Assistant (Apprenticeship) for MWLP and Development Management Team

Subject: Discussion on potential alignment of evidence base - local plans and Oxfordshire plan
Location: Google Meet
Start: Tue 30/11/2021 12:30
End: Tue 30/11/2021 14:00
Recurrence: (none)
Meeting Status: Accepted
Organizer: [REDACTED]

****EXTERNAL****

Hi all – we don't have an agenda for our meeting today but as I understand it the main purpose of the discussion is to chat through which areas of plan-making evidence there may be potential to jointly commission or at least align in order to hopefully make some financial savings and present a co-ordinated approach wherever possible.

I've just had a quick flick through the NPPF and jotted down some potential topics / areas of evidence in the attached word document.

Perhaps it would help if we worked through this in turn with a view to pulling out those areas which we feel are definitely best left to each authority and those where there may be scope for something joint or even countywide.

It's not intended to be comprehensive and I'm sure there are some key topics I've missed but thought it would be a useful starter for 10 and a way in which to focus the discussion given the relatively limited time available.

[REDACTED]



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[REDACTED]
Planning Policy Manager - West Oxfordshire District Council



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Legal requirements

- Sustainability Appraisal (SA/SEA)
- Habitat Regulations Assessment (HRA)
- Compliance with Equality Act 2010 and the public sector equality duty (e.g. Equality Impact Assessment)

Housing

- Local housing needs assessment including type and tenure of homes needed and meeting the needs of specific groups
- Land availability/capacity (SHLAAs, HELAAs, etc.)

Employment/Economy

- Qualitative and quantitative employment needs
- Economic vision and strategy
- Potential site allocations/criteria-based approach
- Rural economic needs including tourism, retention of services and facilities etc.
- Telecomms/fibre broadband etc.

Retail/Leisure/Other Commercial

- Town centre and primary shopping area delineation
- Anticipated needs for retail, leisure, office and other main town centre uses
- Potential site allocations/criteria-based approach

Health

- Health Impact Assessment
- Open space, sport and recreation needs
- Assessment of social, recreational and cultural facilities needed
- Educational needs and other public service infrastructure

Transport

- Transport strategy and modelling
- Assessment of potential site allocations
- Air quality
- Freight

Green Belt

- Re-assessment/review of Green Belt boundaries

Natural Environment

- Landscape assessment
- Nature recovery mapping/strategy
- Biodiversity net gain

Green Infrastructure

- GI strategy

Historic Environment

- Historic environment record/assessment – heritage assets significance etc.
- Heritage strategy

Climate change mitigation and adaptation

- Strategic Flood Risk Assessment (SFRA)
- Water cycle studies
- Renewable and low/zero carbon energy potential/strategy

Design and density

- Area-based character assessments, design guides and codes
- Potential advice on density standards

Viability

- Whole plan viability assessment

Infrastructure

- Infrastructure Delivery Plan (IDP)



Evidence Base Alignment

Relationship between Oxfordshire Plan and Local Plan reviews

- The Oxfordshire Plan will set out the framework in which local plans will be prepared. Local plans will need to be in general conformity with the strategic policies of the Oxfordshire Plan
- The Oxfordshire Plan will cover the strategic elements of the Oxfordshire development plan of which local plans form part (as set out in the NPPF)
- Sequencing of evidence and plan preparation stages needs to be carefully considered in context of soundness and legal tests.
- Careful collaboration and coordination of shared evidence will make significant potential cost and time savings and speed up delivery of local plan reviews
- Local Plan review preparation will be reliant on the Oxfordshire Plan tranche 1 evidence – city and districts will be able to press ahead with regulation 18 full drafts once the tranche 1 evidence has been agreed and published through the Oxfordshire Plan

Phase 1 Evidence Requirements: January – July 2022

Evidence Base	Progress	Further requirements
Oxfordshire Growth Needs Assessment (OGNA)	<ul style="list-style-type: none"> Stage 1 report complete (Housing and employment growth needs) Stage 2 report complete (Distribution Scenarios) 	<ul style="list-style-type: none"> Update required
Strategic Housing Market Assessment	<ul style="list-style-type: none"> 2014 SHMA still in use 	<ul style="list-style-type: none"> Update required to determine affordable housing requirement
Water Cycle Study	<ul style="list-style-type: none"> Stage 1 assessment of high level spatial options complete 	<ul style="list-style-type: none"> Stage 2 detailed study required once broad locations have been identified
Strategic Flood Risk Assessment	<ul style="list-style-type: none"> Scope and brief to be agreed 	<ul style="list-style-type: none"> SFRA Level 1 for Reg 19 – Application of sequential approach to identify broad locations
Sustainability Appraisal (SA)	<ul style="list-style-type: none"> SA Scoping report complete Assessment of policy options (Reg 18 part 2) complete 	<ul style="list-style-type: none"> SA of spatial options and spatial strategy
Habitat Regulations Assessment (HRA)	<ul style="list-style-type: none"> High level screening (distance based risk zones) complete High level screening of 5 spatial options complete 	<ul style="list-style-type: none"> Preliminary screening of potential broad locations (optional)
SHELAA	<ul style="list-style-type: none"> Joint methodology agreed - Districts progressing district level assessments 	<ul style="list-style-type: none"> Need to compile County wide land availability assessment report
Settlement Potential	<ul style="list-style-type: none"> Draft Settlement Profiles prepared 	<ul style="list-style-type: none"> Links to SHELAA and SHMA
Green Belt Assessment	<ul style="list-style-type: none"> Scope and brief to be agreed 	
Transport Assessment	<ul style="list-style-type: none"> Stage 1 complete (Assessment of Spatial Options) Stage 2 complete (Identification of options for transport evidence base) 	<ul style="list-style-type: none"> Assessment of Broad Locations for Growth
Transport Modelling		<ul style="list-style-type: none"> Awaiting model (Early 2022 at least)

Phase 2 Evidence Requirements: July – December 2022

Evidence Base	Progress	Further requirements
Viability Assessment	<ul style="list-style-type: none"> • Scope and Brief to be agreed 	<ul style="list-style-type: none"> • Whole Viability of Plan requirements needed
Habitat Regulations Assessment	<ul style="list-style-type: none"> • High level screening (distance based risk zones) complete • High level screening of 5 spatial options complete 	<ul style="list-style-type: none"> • HRA Stage 1 screening for Reg 19 (Formal screening of draft policies and broad locations for growth) • HRA Stage 2 Appropriate Assessment
Sustainability Appraisal	<ul style="list-style-type: none"> • SA Scoping report complete • Assessment of policy options (Reg 18 part 2) complete 	<ul style="list-style-type: none"> • SA of detailed policies, spatial options and final strategy • SA of cumulative and in combination effects • Monitoring Framework
Health Impact Assessment	<ul style="list-style-type: none"> • Scoping and Assessment of high level spatial options complete 	<ul style="list-style-type: none"> • Full HIA of Oxfordshire Plan
GI Standards	<ul style="list-style-type: none"> • Natural England to develop national standards for GI. OP2050 to pilot standards 	<ul style="list-style-type: none"> • Testing and refinement of standards
Gypsy and Traveller Needs Assessment	<ul style="list-style-type: none"> • Draft report prepared 	<ul style="list-style-type: none"> • Assessment required to identify county-wide need figure and local authority breakdowns
Retail and Town Centres	<ul style="list-style-type: none"> • Scope and brief to be agreed 	
Air Quality Assessment	<ul style="list-style-type: none"> • Scope and Brief to be agreed 	<ul style="list-style-type: none"> • Assess impact of broad locations on air quality
Infrastructure Delivery Plan	<ul style="list-style-type: none"> • OxIS Stage 1 complete 	<ul style="list-style-type: none"> • OxIS stage 2 • More detailed work likely to support Oxfordshire Plan and to convert OxIS to IDP
Landscape Assessment	<ul style="list-style-type: none"> • Update to Oxfordshire Wildlife and Landscape Study in progress 	
Heritage Impact Assessment		
Natural Capital Assessment	<ul style="list-style-type: none"> • Baseline mapping and assessment complete 	<ul style="list-style-type: none"> • Baseline assessment to be utilised to shape spatial strategy and identify broad locations
Nature Recovery Network	<ul style="list-style-type: none"> • Draft Nature Recovery Network for Oxfordshire identified 	<ul style="list-style-type: none"> • NRN to be identified through Nature Recovery Strategy for Oxfordshire

Oxfordshire Planning Policy Officers Meeting

15 December 2021 11:00 – 12:30

In attendance: [REDACTED] (CH), [REDACTED] (CB), [REDACTED] (LM),
[REDACTED] (AM), [REDACTED] (RW), [REDACTED] (AT), [REDACTED]
[REDACTED] (PS), [REDACTED] (PW), [REDACTED] (DF)

Apologies: [REDACTED]

1. Actions from previous meeting

The actions from the previous meeting were addressed in turn, with the majority having been address or part-addressed as follows:

- In respect of the LGA concept of penalising stalled housing sites through Council Tax, PS has followed up with [REDACTED] on this.
- AT has now circulated details of call for ideas submissions received in relation to the Oxfordshire Plan Regulation 18 Part 2 consultation (note: this includes additional information for some previously submitted sites).
- The affordable housing workshop has now been held with a further Member session planned in January 2022.
- MM has circulated the updated note of the community led housing workshop session held previously.
- PS has asked [REDACTED] to update the housing delivery graphs including back-dating to 2011 and amending labels
- [REDACTED] will also liaise with the Districts in the new-year to confirm whether housing trajectory information is the most up to date.
- Local Plan evidence base – initial discussion meeting held to try and identify areas of commonality/potential for joint commissioning etc. Further discussed under Agenda Item 4 below.

2. Key plan/policy updates

All Districts provided a brief overview of key plan progress (see written update notes attached to minutes).

Key points to note:

- DF advised in respect of the Oxfordshire Mobility Model (OMM) that there has been some delay but that all Districts are being encouraged to progress Local Plan scoping work where applicable and liaise with their relevant Locality Leads in relation to potential modelling requirements.

- Oxford City are concerned about impact of First Homes on the delivery of Social Rented housing and are currently progressing viability work with a view to publishing a statement on how First Homes will be applied in the City.

3. Oxfordshire Plan 2050 update

PW provided a detailed summary of the recent PINS advisory visit held in respect of the Oxfordshire Plan 2050 with Inspector [REDACTED]. **Action: PW offered to circulate both the formal note of the meeting and the OxPlan team's own fuller, informal note.**

Key points to note are as follows:

PINS have offered a further, follow-up meeting in the new-year which is likely to be taken up. **Action: All to provide PW with any specific questions they would like to raise through any follow-up meeting with PINS.**

There is a need for further, focused consultation under Regulation 18 particularly on the spatial strategy, as it would be too big a leap to progress directly to Regulation 19. This will impact on the timetable for the OxPlan but by twin-tracking consultations, hopefully the impact on Local Plan reviews will not be significant.

Also identified was the fact that the Regulation 18 Part 2 document probably included too many policies and that there is a need for clearer distinction between the Oxfordshire Plan and District-level Local Plans. **Action: PW to circulate a note/paper on this point.**

PW explained that he will be looking to set up task and finish groups on certain key elements of the plan (e.g. Green Belt review). Housing evidence is to be updated to provide clear guidance on affordable housing need to 2050. OGNA will however remain the main source of evidence.

SCI to also be recast with a revision of timescales to be considered in February 2022. A report on next steps etc. is currently with [REDACTED] for consideration and will be circulated to all once signed-off. **Action: PW to circulate next steps/timetable report asap.**

There was also some discussion about the inter-relationship with District level SHLAA/HELAA type assessments and site option assessment work for the OxPlan. **Action: AT to circulate follow-up seeking views on most appropriate way forward.**

4. Evidence base alignment and overlap

A further discussion on the alignment of evidence base reports both between the Oxfordshire Plan and Local Plans and also potentially between Local Plans e.g. on cross-boundary issues.

It was agreed that greater clarity is needed on what evidence will sit with the Oxfordshire Plan only and what is best commissioned / prepared at District level.

Action: PW and AT to review previous schedule of evidence base studies and share with all Districts to feedback accordingly.

There was also some discussion about the translation of the OGNA recommendations into a housing need figure.

Action: PW to prepare a brief note on this with a view to further discussion in the new year.

5. Digital Planning / Engagement Platforms

A discussion around the potential introduction of improved digital engagement platforms. CH explained that Cotswold District Council (part of Publica) had been successful in bidding for money through the first round of the Government's PropTech digital engagement fund and had selected 'commonplace' as a new trial platform.

LM explained that for now, South and Vale are likely to use ArcGIS storymapping but would be looking at other possibilities moving forwards.

AT highlighted that feedback on the OxPlan Reg 18 Part 2 consultation had suggested that the mapping could have been clearer/more detailed.

PW mentioned that the OxPlan team are looking to consolidate all OxPlan information onto a single website for ease of reference.

6. Future Deal Possibilities

PS provided a brief overview of discussions being held through the Place Leadership Group with a paper having been prepared to outline potential new deal type arrangements with Government, focused on 'policy asks' and an 'ask of things'.

Action: All to liaise with their relevant Place Leadership Group representative/s in respect of the draft paper which has been prepared.

7. AOB

CH highlighted the fact that [REDACTED] is leaving WODC to take up a new, senior role at Tewkesbury Borough Council and wished her all the very best for the future.

CH also flagged that it would be useful at some future point to have a discussion at OPPO around how each authority records self and custom-build housing completions/permissions in order to meet their statutory requirements. **Action: CH to add to future OPPO agenda.**

Agreed Actions:

- PW offered to circulate both the formal note of the meeting and the OxPlan team's own fuller, informal note.
- All to provide PW with any specific questions they would like to raise through any follow-up meeting.
- PW to circulate a note/paper on the anticipated distinction between OxPlan content and Local Plan content
- PW to circulate next steps/timetable report asap.
- AT to circulate follow-up on alignment of OxPlan site assessment work and SHLAA/HELAA updates, seeking views on most appropriate way forward.
- PW and AT to review previous schedule of evidence base studies and share with all Districts to feedback accordingly.
- PW to prepare a brief note on translating the OGNA into a housing need figure, with a view to further discussion in the new year.
- All to liaise with their relevant Place Leadership Group representative/s in respect of the draft paper on new deal possibilities which has been prepared.
- CH to add issue of recording custom/self-build completions to future OPPO agenda

Date of next meeting:

16 February 2022 – 11am – 12:30pm (format: MS Teams)

Written update notes:

South Oxfordshire and Vale of White Horse

Joint South and Vale

- Joint Local Plan scoping work nearing completion, we held an internal local plan summit for everyone involved in the local plan last week to share progress
- Considering options for Joint Local Plan Reg 18 consultation timetable (depending on news on OP2050 timetable)
- Over 400 sites submitted in our Call for Land and Buildings Available for Change which ran until 30 Sept 2021
- New Joint Statement of Community Involvement adopted by both Cabinets in early Dec, publication version being prepared for web
- Published a [First Homes Guidance Note](#)
- Annual monitoring, brownfield land register and self-build register all underway
- Planning Policy team has moved from Planning into Policy & Programmes
- New post - [REDACTED], Self-Build + Custom Housebuilding Officer started this week

South only items

- Little Sparrows care village appeal decision at Sonning Common- the Council has ended our legal challenge after being unsuccessful at the second attempt on 9 Dec 2021, [statement here](#)
- Consultation on South CIL and Developer Contributions SPD being finalised for taking to Cabinet in Feb 2022, then consultation launch

Vale only items

- Vale Local Plan Part 1 Review completed by the 5 year deadline (Reg 10(A)) and concluded 3 policies including housing requirement to be in need of updating, see [report here](#)
- SESRO Reservoir near Abingdon – Vale full council [passed a motion](#) to oppose the reservoir on 8 Dec 2021
- Dalton Barracks SPD being finalised post-consultation, aiming for adoption in Feb 2022

Oxfordshire County Council

LTCP

- The LTCP and supporting strategies were all approved for public consultation by cabinet on the 19th October.
- Consultation will run from 5th January – 16th March 2022.
- Work to progress the area transport strategies is ongoing with a focus on developing and agreeing a programme.

OXIS

- OxIS Stage 1 is going to Future Oxfordshire Partnership on 25th January 2022 and OCC Cabinet in February 2022.
- The brief for Stage 2 of OxIS is currently being developed. It will be dependent on the Oxon Plan choice of spatial options and its purpose would be to appraise the schemes that are identified to support the spatial options, using the methodology developed in Stage 1.

OP2050 Transport Work

- Consultants ITP completed a stage 1 report which focused on mapping transport accessibility against the 5 spatial options in the Reg 18 document
- This mapping will now be used alongside other evidence to help with the spatial option refinement work
- ITP also completed a stage 2 report which set out recommendations for the next stage of work
- This next stage is now being scoped in more detail, including understanding how it can support the spatial options assessment
- It is planned that modelling work using OMM is undertaken prior to Reg 19, dependent on timescales.

Oxfordshire Mobility Model (OMM)

- The model specification report was submitted to DfT in August 2021. Following 3 months of engagement, DfT have requested further work around Connecting Oxford.
- In order to complete this work, the model and validation report will now be submitted to DfT between February and March 2022. Given the continuous engagement with DfT, it is anticipated there should be no surprises once the model is submitted which should provide for a swift sign-off process, and it is hoped the model will be available for commercial use by the end of March 2022.
- The OMM team are encouraging Local Plan scoping work to get underway where applicable – County and District colleagues need to decide what

modelling they need and to let the OMM team know via OCC Locality Leads. The OMM team can then confirm what is possible and provide a cost for using the model. Districts/County can then go through the process of appointing a transport consultant to work on the evidence base and undertake the modelling work.

Minerals and Waste LP

- Consultation on the Core Strategy (Local Plan Part 1) Review will now take place in early 2022
- Consultation on Preferred Options for the Site Allocations Document (Local Plan Part 2) will take place in the Summer of 2022
- An updated LDS will be published on our website shortly.

Cherwell

- AMR and associated documents (Brownfield Land Register/ IDP Update/ Housing Monitor) to go to Exec 10th Jan. We've added some paragraphs referencing the recent Vale decision and building in some flexibility to consider the implications more in due course.
- Development Briefs for LP Review (Unmet Need) sites consultation to commence w/c 17th Jan for PR6a (East of Oxford Rd)/ PR6b (West of Oxford Rd)/ PR7a (SE of Kidlington).
- Cracking on with LP Review work for Reg 18 consultation July 2022.

Oxford

- AMR and IFS agreed at Cabinet on 15th December
- Still working towards a West End and Osney Mead SPD as previously reported
- Drafting a procedure note for the application of our affordable housing policy in the light of First Homes - awaiting final viability work
- Just starting to scope and commission studies for the new Local Plan (starting with GI, employment needs, stage 1 viability as above, then townscape likely next)

West Oxfordshire

- Local Plan review – initial scoping/discussion paper type consultation scheduled for March or April 2022. Remainder of timetable subject to further discussion in light of other considerations including progress of the Oxfordshire Plan
- Salt Cross Garden Village AAP – examination remains 'paused' to enable additional work on the phasing of essential infrastructure. To be submitted to Inspector in Jan 2022 hopefully then enabling progress to main modifications.

- [Affordable Housing SPD](#) – formally adopted on 27 October 2021
- CIL - Officers currently considering different options for moving forward in light of delays to the Planning Bill and likelihood of White Paper proposals being revised significantly
- Developer Contributions SPD - revised draft in preparation although partly dependent on progress with CIL
- New Senior Infrastructure Officer – [REDACTED] – appointed and begins with WODC in mid-January
- AMR and IFS reported to Cabinet in December 2021

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
02/02/22	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • JLP update – Stage 1 Reg 18 consultation likely to be undertaken in April 2022, followed by a Stage 2 consultation when there is more certainty on OP2050. • JLP/OCC Meeting held 20/1/22. Meeting notes circulated. Next JLP meeting 09/03/21 • Transport evidence base scope <p>OP2050</p> <ul style="list-style-type: none"> • S&V/County/OP2050 meeting 02/02/22 re. timelines and evidence base. OP2050 timetable under review. • Transport modelling and plan end dates • OP2050 transport working group <p>AMR update</p> <ul style="list-style-type: none"> • Vale AMR being prepared (likely publication end of February/beginning of March) • SODC AMR 2020/21 published SODC-AMR-2020-21.pdf (southoxon.gov.uk)



Agenda

Contact Officer: [REDACTED], Democratic Services Officer

Tel: [REDACTED]

E-mail: [REDACTED]

Date: 28 January 2022

Website: www.southoxon.gov.uk

A MEETING OF THE

Scrutiny Committee

WILL BE HELD ON MONDAY 7 FEBRUARY 2022 AT 6.00 PM

In person at 135 Eastern Avenue, Milton Park, OX14 4SB.

The meeting will be hybrid, via MS Teams. To watch the live broadcast, follow this link to the council's YouTube channel:

<https://www.youtube.com/channel/UCTj2pCic8vzucpzlaSWE3UQ>

Members of the Committee:

[REDACTED]		
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	

Substitutes

[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

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Patrick Arran
Head of Legal and Democratic

To: Scrutiny

Title of report: Oxfordshire Plan 2050: Summary of Consultation

Date: 24 January 2022

Report of [REDACTED] Programme Lead of the Oxfordshire Plan

Executive summary and purpose:

This report provides an update on the preparation of the Oxfordshire Plan, including a summary of the comments received during the recent consultation.

Once adopted, the Oxfordshire Plan will provide a high-level spatial framework to shape the future planning of the county up to 2050 and will sit alongside Local Plans and Neighbourhood Plans.

Recommendation:

Scrutiny is asked to:

- *note the summary results from the recent regulation 18 (part 2) consultation;*
- *note the revised scope of the Oxfordshire Plan, with clarification over its relationship to city and district Local Plans and supporting evidence base;*
- *note the next steps of the Oxfordshire Plan process; and*
- *recommend the adoption of the revised Statement of Community Involvement, subject to approval at the cabinets of the five Oxfordshire councils.*

Appendices:

Appendix 1: Regulation 18 (Part 2) Consultation Report

Appendix 2: Statement of Community Involvement

Appendix 3: Risks associated with the next stages of the Oxfordshire Plan

1 Introduction

1.1 This report provides an update on the preparation of the Oxfordshire Plan, and outlines the proposed roadmap covering the next stages of the Oxfordshire Plan preparation process, from engagement through to independent examination and adoption. It covers:

- an update on the progress of the plan;
- a summary of key feedback from the last round of public consultation (regulation 18, part 2);
- the scope of the plan, in light of the consultation and changes to national planning policy and legislation;
- the next steps and associated risks to the timely delivery of the plan; and

- an update on the revised consultation arrangements in the Statement of Community Involvement.

1.2 The Oxfordshire Plan is a joint statutory spatial plan and covers the authorities of Cherwell District Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council and West Oxfordshire District Council. These authorities have made a commitment as part of the housing and growth deal agreement to prepare the Oxfordshire Plan on a joint basis to guide the future planning and development of the county up to 2050. Once adopted, it will form part of the development plan of each authority and will be an important material consideration in the determination of planning applications.

1.3 Since July 2021, much progress has been made on the preparation of the Oxfordshire Plan, including a further round of public consultation (regulation 18, part 2) and the gathering of supporting evidence.

1.3 The recent public consultation (July-October 2021) generated significant interest from a wide range of individuals and organisations.

- We received a total of 3723 individual responses to the consultation, from around 422 individuals and organisations, including statutory consultees, district councils, neighbouring authorities, town and parish councils, major employers, infrastructure providers, developers, landowners and government agencies.
- We received a high number of responses in relation to the spatial options (homes and employment) and the following policy themes: low carbon and renewable energy, sustainable transport and movement, biodiversity net gain, nature recovery and sustainable design and construction.
- The consultation requested suggestions ('call for ideas') on which broad locations should be considered within the plan, such as large-scale housing or employment sites, infrastructure projects and strategic environmental designations. We received a total of 77 new site submissions, including 59 housing and mixed-use sites and 11 employment sites.
- We used an array of digital tools such as social media (Facebook, Twitter and Instagram) and other platforms (e.g. media adverts and a dedicated consultation web site) to publicise the consultation and provide links to relevant documentation. All age groups were represented in the consultation responses from aged 18 and above (18-24, 25-34, 35-44, 45-54, 55-64 and 65 plus).
- In response to the covid-19 pandemic, we held a series of online events including business engagement and online webinars to engage with specific groups (e.g. young people) and organisations during the consultation. The virtual webinars secured a good turnout: 230 participants attended 4 x public events and 89 participants attended 2 x stakeholder events, focused on the development sector and the environment.

1.4 The key points raised in the regulation 18 (part 2) public consultation are highlighted below.

- The Oxfordshire Plan received a high level of support in the consultation and generally positive feedback on the bold and ambitious strategic vision and the supporting objectives.
- Our approach to climate change adaptation and mitigation has widespread support.
- General agreement that more affordable homes are needed across Oxfordshire.
- Further detail is needed on the scope and content of the policies as they evolve from options.
- Flexibility in the policies is needed due to the length of the plan period
- Strong appetite to undertake a comprehensive review of the Oxford Green Belt
- Use of design and sustainability principles and policy thresholds (e.g. health impact assessments and air quality assessments) are largely welcomed.
- Development and the strategy should encourage sustainable and active travel and consider new technologies.
- Further evidence is needed to support policies and demonstration they are deliverable.
- Concern over the viability of some policy requirements (e.g. biodiversity net gain and sustainable design).
- Consistency with the National Planning Policy Framework (e.g. brownfield first approach)

- Avoidance of duplication, repetition and use of jargon, with clearer and more concise policies
- Uncertainty over the future role of the joint plan in view of the Oxford-Cambridge Arc Spatial Framework.
- Clarification on how the spatial options will deliver against the vision and objectives.
- Future growth requirements must be balanced against environmental objectives
- Growth need scenarios: In general, business-as-usual and standard method approaches are not well supported¹. Transformational growth received the highest number of positive responses (especially from developers and landowners) but additional, alternative scenarios (i.e. lower than the standard method) threshold also received wide support, especially from environmental and amenity groups.
- Spatial options: Large settlements and existing growth locations (including transport corridors and areas of employment) are generally supported, subject to caveats.
- Some consultees want more say on the next iteration of the plan - expressed general concern about jumping to regulation 19 (the formal stage of plan preparation) without having the opportunity to consider the preferred strategy, policies and reasonable alternatives.

1.5 For a more detailed breakdown of the consultation results, please read the regulation 18 (part 2) consultation report at appendix 1 (see attached). The consultation report provides a summary of the responses to the public consultation, which will inform the next stages of the plan process. An explanation of how the views of people and organisations have informed the development of the plan will be provided at the next preparation stage, in the form of an updated consultation report.

2 Scope and purpose of the Oxfordshire Plan

2.1 The Oxfordshire Plan will provide a positive and high-level planning framework to support the delivery of new homes, economic development and associated infrastructure across Oxfordshire, with a bold vision to confront our climate crisis, build a fairer and more prosperous economy, foster more thriving and accessible neighbourhoods, and support a truly green recovery that protects the future of our wildlife and environment up to 2050.

2.2 The Oxfordshire Plan will build on the Future Oxfordshire Partnership’s strategic vision (further details are provided at <https://futureoxfordshirepartnership.org>) and the objectives of other relevant plans and strategies at the county level, including the Oxfordshire Infrastructure Strategy, Oxfordshire Industrial Strategy and Oxfordshire Transport and Connectivity Plan. A flow diagram summarising the relationship between the Oxfordshire Plan and other relevant plans and strategies, such as Local Plans, is attached at appendix 3 in the draft Statement of Community Involvement.

2.3 The Oxfordshire Plan will, once adopted, provide the policy framework up to 2050 to guide and inform the preparation of the Local Plan reviews in the city of Oxford and each of the four districts.

2.4 Following the regulation 18 (part 2) consultation, the scope and content of the Oxfordshire Plan will need to be updated to take account of:

- new policy requirements (including affordable housing definitions/thresholds, phased delivery of large-scale sites and climate change mitigation and adaptation measures) set out in the revised National Planning Policy Framework (NPPF);
- changes to legislation, including permitted development rights and the biodiversity net gain requirement set out in the Environment Act (which received royal assent in November 2021);
- Natural England’s new national framework of green infrastructure standards, delivering a commitment in the government’s 25-year Environment Plan³; and

¹ The growth scenarios are set out in the Oxfordshire Growth Needs Assessment (OGNA), based on estimates of future housing need in Oxfordshire (although these are not binding housing requirements – as explained in paragraph 3.1).

³ <https://designatedsites.naturalengland.org.uk>

- feedback from the regulation 18 (part 2) consultation (including cross-boundary matters identified through the duty to cooperate⁴).

2.5 As a minimum, the Oxfordshire Plan will, along with city and district Local Plans, need to cover the following strategic priorities, as set out in paragraphs 17-23 of the NPPF and relevant legislation.

- Climate change mitigation and adaptation.
- Overall pattern and scale of development, including broad locations (illustrated on a key diagram) and/or sites.
- Overall housing requirement (including contribution towards affordable housing) and apportionment to the city and districts up to 2050, tied to the delivery of strategic infrastructure and services.
- Overall employment requirement and jobs growth target up to 2050.
- Strategic infrastructure priorities, addressing cross-boundary issues identified through the duty to cooperate (transport, telecoms, water, green infrastructure and flood risk).
- Conservation and enhancement of the built environment and townscape, including international and national designated heritage assets and their settings.
- Conservation and enhancement of the natural environment and landscape, including European (e.g. Special Areas of Conservation) and national designations (e.g. Green Belt, Areas of Outstanding Natural Beauty and Sites of Special Scientific Interest).

2.6 The Oxfordshire Plan will set out strategic policies to address county-wide priorities, especially where cross-boundary matters need to be addressed across more than two administrative areas, such as the delivery of strategic infrastructure. Specifically, it will include:

- a portrait of Oxfordshire and the issues and challenges it faces;
- a shared vision of how the county will grow and develop over the period to 2050;
- a clear strategy setting out how and where new development and investment opportunities will be distributed in broad terms, including Oxfordshire's overall housing and employment requirements and how it will be apportioned to the city and districts;
- theme-based policies to guide the determination of planning applications and the preparation of Local Plan reviews; and
- a delivery and implementation framework, setting out review triggers, monitoring targets, strategic infrastructure priorities and delivery mechanisms.

2.7 Currently, the emerging Oxfordshire Plan has a total of 32 policy areas⁵. It is intended that the next iteration of the plan will contain fewer policy areas and use visual aids (e.g. diagrams and maps) to make it more user friendly and accessible to a broader audience.

Relationship between the Oxfordshire Plan and Local Plan reviews

2.8 The Oxfordshire Plan will help provide the strategic direction within which city and district Local Plans are prepared. In this context, the Oxfordshire Plan will outline what it expects Local Plans to cover, in terms of broad scope and content, so that the city and districts are clear about how to ensure they align with and support the Oxfordshire Plan⁶.

2.9 Oxfordshire authorities have been working together to address cross-boundary matters in line with the duty to cooperate (as per section 33A of the Planning and Compulsory Purchase Act 2004) and ensure

⁴ The duty to cooperate is a legal test that requires cooperation between the six Oxfordshire authorities and other public bodies to maximise the effectiveness of the strategic policies in the Oxfordshire Plan.

⁵ <https://oxfordshireplan.org>

⁶ Strategic matters are not exclusive to the Oxfordshire Plan (as explained in the National Planning Policy Framework) and will also be a consideration (either jointly or individually) of Local Plan reviews.

that Local Plan reviews can be prepared alongside the Oxfordshire Plan through a mutually supportive process.

2.10 The Oxfordshire Plan will set out high-level requirements (e.g. biodiversity net gain, sustainable design and construction and water efficiency standards) to inform future planning decisions on a county-wide basis, while leaving the detail to be set out in Local Plans and Neighbourhood Plans. Strategic policies will also be developed (including the application of health impact assessments, air quality impact assessments, natural capital and ecosystem networks and blue-green infrastructure standards) to achieve a consistent approach across Oxfordshire.

3 Next steps

3.1 As outlined in the National Planning Policy Framework, the next stages of the Oxfordshire Plan process will involve⁷:

- establishing the overall housing and employment need figure (taking account of the results of public consultation responses and evidence) over the period to 2050;
- identifying strategic locations required to help meet Oxfordshire’s future housing needs, taking account of supply side issues, including:
 - land availability (e.g. prioritising the reuse of brownfield land);
 - environmental constraints (e.g. flood risk, air quality, climate change, heritage and ecological designations etc);
 - capacity of settlements to accommodate change; and
 - cross-boundary issues (e.g. strategic infrastructure);
- translating the need into an overall requirement (including a requirement for affordable housing) and setting out the requirement for each city/district; and
- translating the emerging policy approaches identified in the regulation 18 (part 2) consultation into policy, in the light of viability testing and other technical evidence.

3.2 A detailed analysis of the consultation responses (as summarised in the Regulation Part 2 Consultation Report at appendix 1) is also underway to inform future actions and the next steps of the preparation process.

3.3 Officers are currently reviewing the work programme and timeline for the Oxfordshire Plan in the context of the recent consultation and the responses made. This work also includes considering the inter-relationships between the Oxfordshire Plan and Local Plan reviews, and we aim to conclude that review soon. That detail must be worked through to help inform the next stages of the process including our timetable, and we will engage with the Department for Levelling Up, Housing & Communities when that work is complete.

4 Legal implications

4.1 The Oxfordshire Plan must be prepared in accordance with the Statement of Community Involvement (SCI) and Local Development Scheme (LDS)⁸. It must also meet the requirements of the duty to cooperate set out in the Localism Act (2011) and the tests of soundness set out in the NPPF. Failure to demonstrate compliance with the requirements set out in the legislation would render the plan incapable of adoption.

⁷ See paragraphs 61, 66, 73 and 74 of the NPPF

⁸ Planning and Compulsory Purchase Act of 2004

4.2 The SCI must be kept up-to-date and now needs to be updated to reflect the recent lifting of the coronavirus restrictions and progress on the plan to date. Subject to the approval of the five Oxfordshire cabinets, the updated SCI (as drafted in appendix 2) will be formally adopted and made publicly available on the Oxfordshire Plan website.

4.3 The Local Development Scheme will need to be updated following completion of the work programme review referred to above.

4.4 Some of the key risks associated with the preparation of the Oxfordshire Plan have been updated in the light of the recent regulation 18 (part 2) consultation (see appendix 3).

5 Financial implications

5.1 The work programme review is assessing progress against the existing budget and will identify any financial implications from changes to the work programme and timeline.

5.2 The next stages of the preparation process may incur additional costs to the overall plan budget, in respect of publicity, marketing, retention and extension of existing contracts, consolidation of web-based information, printing and commissioning of consultants to produce interim reports prior to regulation 19. However, efficiency savings can be achieved through the preparation of shared evidence, in-house technical studies, twin-tracked consultations and more efficient use of staff resources and expertise.

5.3 Wherever possible, costs associated with the preparation of joint evidence should be shared equally between city and district councils where it feeds into the preparation of Oxfordshire Plan and Local Plan reviews and any other adopted plans (e.g. Oxfordshire Waste and Minerals Plan).

Report author: [REDACTED]: Programme Lead of the Oxfordshire Plan

Contact information: [REDACTED]

Date: 24/01/2021

Oxfordshire Planning Policy Officers Meeting

16 February 2022 11am

MS TEAMS

AGENDA

Attendees: [REDACTED] (CH), [REDACTED] (LM), [REDACTED] (DP), [REDACTED] (AT), [REDACTED] (PW), [REDACTED] (PS), [REDACTED] (RW), [REDACTED] (AM)

Apologies: None

Agenda Item	Officer
1. Actions from previous meeting (see below)	ALL
2. Key plan/policy updates	ALL
3. Oxfordshire Plan 2050 update: - Timetabling - Further evidence on housing need	PW
4. Potential new 'ask' on HDT flexibility (see note overleaf)	CH/PS
5. Recording custom/self-build completions	CH
6. AOB	ALL

Date of next meeting: TBC – suggest either 6th or 27th April 2022

Actions from previous meeting 15 December

- PW offered to circulate both the formal note of the meeting and the OxPlan team's own fuller, informal note.
- All to provide PW with any specific questions they would like to raise through any follow-up meeting.
- PW to circulate a note/paper on the anticipated distinction between OxPlan content and Local Plan content
- PW to circulate next steps/timetable report asap.
- AT to circulate follow-up on alignment of OxPlan site assessment work and SHLAA/HELAA updates, seeking views on most appropriate way forward.
- PW and AT to review previous schedule of evidence base studies and share with all Districts to feedback accordingly.
- PW to prepare a brief note on translating the OGNA into a housing need figure, with a view to further discussion in the new year.

- All to liaise with their relevant Place Leadership Group representative/s in respect of the draft paper on new deal possibilities which has been prepared.
- CH to add issue of recording custom/self-build completions to future OPPO agenda

Housing Delivery Test (HDT Flexibility)

NPPF paragraph 76:

‘To maintain the supply of housing, local planning authorities should monitor progress in building out sites which have permission. Where the Housing Delivery Test indicates that delivery has fallen below 95% of the local planning authority’s housing requirement over the previous three years, the authority should prepare an action plan in line with national planning guidance, to assess the causes of under delivery and identify actions to increase delivery in future years’.

The following sanctions currently apply:

- From 2020 onwards, if delivery fall below 75% of the required amount set out in the five-year housing land supply target over the previous three years, the presumption in favour of sustainable development set out under paragraph 11 footnote 7 of the National Planning Policy Framework (NPPF) will apply. In 2019, this figure was 45%.
- Where delivery falls below 85% of the required amount, a 20% buffer is added to the housing target of that LPA.
- If an LPA falls below 95% in its delivery rates, the authority must publish an action plan in order to justify how it will increase their delivery rate over the coming years.

HDT results for each authority reproduced below for ease of reference.

Authority	2018	2019	2020
Cherwell	233%	213%	202%
Oxford	99%	70%	-
South Oxon	179%	206%	231%
Vale of White Horse	334%	236%	208%
West Oxon	103%	114%	153%

The following HDT flexibility was agreed as part of the original Oxfordshire Housing and Growth Deal:

- *Bespoke Housing Delivery Test measures for Oxfordshire will apply for 3 years following submission of the JSSP. Subject to the outcome of the White Paper consultation, the rates for November 2018 and November 2019, which are 25% and 45%, and which trigger the presumption in favour of sustainable development would remain as set nationally, but the figure from November 2020 would be a bespoke Oxfordshire figure subject to the submission of the JSSP by March 2020. MHCLG will work with Oxfordshire Districts to agree the levels for the bespoke delivery test for local consultation (see below).*
- *Application of these arrangements within national planning guidance will require changes through a formal process to secure the flexibilities set out above. MHCLG officials will make the necessary arrangements for this. The agreement of the deal set out in this document depends on these flexibilities being achieved.*

The question now being asked is whether we should be asking for this flexibility (or something similar) to be reinstated, or whether we should accept that it is not needed/beneficial.

Oxfordshire Planning Policy Officers Meeting

16 February 2022 11:00 – 12:30

In attendance: [REDACTED] (CH), [REDACTED] (LM), [REDACTED] (AM),
[REDACTED] (RW), [REDACTED] (AT), [REDACTED] (PS), [REDACTED]
[REDACTED] (PW), [REDACTED] (JW)

Apologies: [REDACTED]

1. Actions from previous meeting

The actions from the previous meeting were addressed in turn, with the majority having been addressed or part-addressed as follows:

- PW has circulated the informal and formal notes of meeting with PINS
- PW has circulated a note on the anticipated distinction between OxPlan content and Local Plan content
- PW has circulated next steps/timetable report.
- AT has followed-up on alignment of OxPlan site assessment work and SHLAA/HELAA updates.
- Evidence base schedule for the Oxfordshire Plan has been updated.
- Draft brief now prepared for further OGNA work.
- Liaison with Place Leadership Group representative/s in respect of new deal possibilities.
- Custom/self-build monitoring added to agenda

2. Key plan/policy updates

All Districts provided a brief overview of key plan progress (see written update notes attached to meeting note).

3. Oxfordshire Plan 2050 update

A discussion on two aspects of the Oxfordshire Plan 2050 – the proposed timetable and the commissioning of further evidence on housing need.

Essentially in terms of the timetable, this remains the subject of ongoing discussion and in terms of housing need, the Oxfordshire Plan team have taken on responsibility for preparing a revised draft brief.

Action: PW/AT to circulate housing need brief asap

4. Potential new ask on HDT flexibility

A discussion around the appetite (or not) for negotiating as part of any new deal with Government, additional flexibility around the Housing Delivery Test

(HDT). It was agreed that whilst it would be very beneficial to have the bespoke 3-year housing land supply arrangement re-instated, the flexibility around HDT was perhaps less important given that all LPAs except Oxford City have comfortably exceeded their requirements over the last 3 years. It was felt however that there would be no harm having this additional flexibility in place even if it wasn't called upon.

Action: PS to further progress paper on potential new asks of Government

5. Recording custom/self-build completions

A brief discussion on how each Council records custom and self-build completions in light of statutory provisions. CH explained that WODC were being challenged on not having permitted a sufficient number of self or custom build plots to meet the level of need identified on their register.

It was agreed that it would be useful to further consider this issue at a future meeting.

Action: LM to invite Self-Build Officer [REDACTED] to subsequent OPPO meeting

Agreed Actions:

- PW/AT to circulate housing need brief asap
- PS to further progress paper on potential new asks of Government
- LM to invite Self-Build Officer Oliver Margison to subsequent OPPO meeting

Date of next meeting:

6 April February 2022 – 11am – 12:30pm (format: MS Teams)

Written update notes:

Oxford City

- Local Plan 2040 – mainly working through themes for the Reg18 doc, gathering data and commissioning evidence etc.
- HELAA – lots of work going in to get this ready in time for OxPlan and LP
- First Homes – shortly to publish policy statement on how to apply our AH policies in the light of the requirement
- West End and Osney Mead SPD – slight delay to programme, TBC
- Technical Advice Notes – more being produced to support LP policies
- Central Conservation Area Appraisal – last section of work out for consultation to complete this
- Responding to consultations – e.g. LTCP, various EEH and NH projects on strategic transport corridors

West Oxfordshire

- Local Plan review – initial scoping/discussion paper type consultation scheduled for April 2022. Remainder of timetable subject to further discussion in light of other considerations including progress of the Oxfordshire Plan
- Salt Cross Garden Village AAP – additional work on the phasing of essential infrastructure now submitted to PINS. Awaiting advice on next steps towards main modifications
- Revised Developer Contributions SPD to be reported to Cabinet in April 2022
- Developer-led masterplan for West Eynsham SDA to be approved by Cabinet in March 2022
- SHLAA update ongoing

Cherwell

- LP Review 2040 progressing. Expect Reg 18 (Draft Plan) consultation Oct 22. Main focus for team.
- HELAA Stage 1 almost complete. Various technical evidence work ongoing. To commission HRA and GI work shortly.
- Consultation on x3 Partial Review site Development Briefs (6a, 6b and 7a) now complete.

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
28/3/22	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Joint Local Plan update <ul style="list-style-type: none"> o Reg 18 part 1 (of 2) issues consultation planned for mid May. o Not planning member briefing. o Website format consultation (interactive Story Map on Arc GIS; pdf also) – District will share draft with County soon o JLP/OCC meetings held 09/03/22 and 05/04/22. Next JLP meeting 24/05/22. <p>Transport Evidence base update</p> <p>OP2050</p> <ul style="list-style-type: none"> • Spatial Options – methodology being reviewed before wider circulation • OGNA brief about to be drafted. • Need to consider how to get best value out of evidence base work. <p>AMR</p> <ul style="list-style-type: none"> • Vale 2020/2021 AMR now published.

Oxfordshire Planning Policy Officers Meeting**6 April 2022 11am****MS TEAMS****AGENDA**

Attendees: [REDACTED] (CH), [REDACTED] (LM), [REDACTED] (DP), [REDACTED] (AT), [REDACTED] (PW), [REDACTED] (PS), [REDACTED] (RW), [REDACTED] (AM)

Apologies: None

Agenda Item	Officer
1. Actions from previous meeting (see below)	ALL
2. Key plan/policy updates	ALL
3. Oxfordshire Plan 2050 update including discussion on evidence base	PW/AT/ALL
4. Feedback on Oxfordshire Plan Process	PS
5. AOB	ALL

Date of next meeting: TBC – suggest 8th June 2022

Actions from previous meeting - 16 February 2022

- PW/AT to circulate housing need brief asap
- PS to further progress paper on potential new asks of Government
- LM to invite Self-Build Officer [REDACTED] to subsequent OPPO meeting

Oxfordshire Planning Policy Officers Meeting

6 April 2022 11:00 – 12:30

In attendance: [REDACTED] (CH), [REDACTED] (LM), [REDACTED] (AM),
[REDACTED] (RW), [REDACTED] (PS), [REDACTED] (PW), [REDACTED] (CT)
[REDACTED] (DP)

Apologies: None.

1. Actions from previous meeting

Updates on the actions from the previous meeting as follows:

- Several iterations of the revised housing needs brief (i.e. OGNA update/supplement) have been circulated. Final version now in circulation with a request for comments asap – preferably by close of play on 8 April.
- Paper on new ‘asks’ of Government has been prepared for consideration by the Place Leadership Group but effectively ‘parked’ due to other more pressing issues.
- [REDACTED] had been invited to the OPPO meeting to discuss custom/self-build but this will now be discussed at the next meeting in June.

2. Key plan/policy updates

No significant updates from either Oxford or Cherwell.

South Oxon - CIL review ongoing, Reg 18 Local Plan issues paper to be considered in May with Dalton Barracks SPD to be adopted shortly.

West Oxon main update in relation to the Garden Village AAP, with additional phasing work now consulted upon – hoping to move to main modifications in the next month or so.

Oxfordshire CC – LTCP5 consultation has now closed with over 1,000 representations received. Minerals and Waste LDS to be updated with revised timings for site allocations DPD and partial revision to Core Strategy.

3. Oxfordshire Plan 2050 update

PW provided an update on current progress including the proposed Member Workshop to be independently facilitated and part of a 6-step process for agreeing key aspects of the Oxfordshire Plan including the housing requirement. Further workshop to be held in June.

This was followed by an extensive discussion on the Oxfordshire Plan evidence base. CT provided an overview of the current position with a particular focus on the OGNA work as the most urgent priority.

Action:

- **All to feedback comments on the OGNA brief asap – ideally by 8 April**

RW expressed concerns regarding budget and the apportioned costs between each LPA of funding additional work relating to the Oxfordshire Plan. All agreed this was a concern and not yet formally agreed.

Action:

- **CH to raise this concern with Giles Hughes**

All agreed that in order to help refine the evidence base requirement (impacting on scope and therefore cost) it would be helpful to understand the thinking on the next iteration of the Oxfordshire Plan (assumed to be Reg 18 Part 3 consultation document).

PW explained that he is in the process of preparing a scoping paper/skeleton content and will aim to circulate this asap – aiming for 8 April.

Action:

- **PW to circulate scoping paper/skeleton content asap – ideally by 8 April. All to provide feedback.**

4. Feedback on Oxfordshire Plan Process

PS provided a summary overview of feedback from his recent discussions with colleagues on the Oxfordshire Plan process with a number of areas of commonality emerging.

This included the need for improved project management and a strengthened role for Planning Policy Managers in helping to steer the plan and assist with key decision-making.

The intention is to pull the findings together into a report for [REDACTED] with discussions on proposed way forward to then be considered by Heads of Planning.

It was agreed in the context of discussing the next OPPO meeting date that more regular Oxfordshire Plan specific meetings would be beneficial e.g. every other week.

Actions:

- PS to prepare Oxfordshire Plan 'process' report for [REDACTED]
- All to consider the introduction of more frequent Oxfordshire Plan focused meetings to augment the current cycle of OPPO meetings

5. AOB

None.

Agreed Actions:

- All to feedback comments on the OGNA brief asap – ideally by 8 April
- CH to raise budget concerns with [REDACTED]
- PW to circulate scoping paper/skeleton content asap – ideally by 8 April. All to provide feedback.
- PS to prepare Oxfordshire Plan 'process' report for [REDACTED]
- All to consider the introduction of more frequent Oxfordshire Plan focused meetings to augment the current cycle of OPPO meetings

Date of next meeting:

8 June 2022 – 11am – 12:30pm (format: MS Teams)

From: [Redacted]
To: [Redacted]
Subject: CDC HIA Brief for Procurement
Date: 28 April 2022 17:13:32
Attachments: [21.09.22 Draft HIA RFO.docx](#)

****EXTERNAL****

Hi [Redacted]

As promised here is a copy of CDC's brief for procuring the HIA to support the Cherwell Local Plan Review.

Kind regards

[Redacted]
[Redacted]
Principal Planning Policy Officer
Planning Policy and Conservation
Communities Directorate
Cherwell District Council

[Redacted]
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HIA Meeting

We are looking to undertake a HIA of our plan at certain stages, likely the Regulation 18 Part 2 stage (where we have preferred options), and then the Regulation 19 stage.

We have already drafted an SA for the Regulation 18 Part 1 which makes some health conclusions based on data, however I am sure this could be expanded at the next stage of consultation.

Questions

- (for Cherwell), why did you choose to undertake the scoping report internally, and how long did this take you?
- Can we utilise the baseline that WSP have developed for the Oxfordshire Plan more locally?
- How are you/savills planning to undertake the next stages HIA?
- How many more stages are you doing?
- Are they doing anything inventive?
- Could we please share the brief for the commissioning of the HIA?

Meeting Notes

Baseline from the SA was the starting point and then [REDACTED] and [REDACTED] came in with other health indicators, although it looks long a lot we already had

Best done locally for scoping stage as consultant would ask county insight team anyway. They are also more familiar with non-national data. The HIA baseline scoping report is now quite out of date.

The other useful thing is your mind thinks about other policy areas.

[REDACTED]

Neighbourhood plans informing scoping document and read through into – have they done more research into health stats/HIAs of their plans? Could they inform the baseline? Stakeholder involvement. They need to do an SA – could this hold any insight? Health issues/wellbeing concerns identified?

Provide [REDACTED] with high level timetable. HIAs are not a statutory requirement. [REDACTED] is Cherwell, - may be double that

Reg 18 full Draft plan autumn (bulk of work) and reg 19 (anticipated not much change) and evidence potentially and mods – they haven't limited the number of sites they need to assess at the moment 70, [REDACTED]

Census data is coming out in the autumn, which will change baselines potentially significantly, this input on the scoping work – if we could wait until x to do the scoping



Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
11/05/22	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Reg 18 part 1 consultation live here till June 23rd. • New LDS live here. • Next JLP meeting 24th May. <p>Transport Evidence base update</p> <p>OP2050 update</p> <ul style="list-style-type: none"> • New weekly Policy Managers group replacing Liaison Group. • Review of Scope -much shorter with condensed/revised policies. • OGNA review/refresh being commissioned. • Members meeting 17th June will look at housing number scenarios. • Climate change and nature recovery are Cllr priorities. • Framework to inform LPs rather than a DM document. • Timetable being discussed with government.

Subject: We'd like your views on our new Joint Local Plan

From: South Oxfordshire and Vale of White Horse District Councils
<planning.policy@southandvale.gov.uk>

Sent: 12 May 2022 18:17

To: planningpolicy@oxford.gov.uk

Subject: We'd like your views on our new Joint Local Plan

Dear Sir/Madam

We'd like your views on our new Joint Local Plan

South Oxfordshire and Vale of White Horse district councils have come together to work on a new Joint Local Plan. The Joint Local Plan will guide the kinds of new housing and jobs needed and where they should go, informing planning application decisions for the districts.

While development has been allocated up until 2031 for the Vale and 2035 for South Oxfordshire in our current Local Plans, councils must cover a 15-year period so this new plan will cover the extra years to 2041.

We want to hear your thoughts on the main issues facing our districts and how we could use the Joint Local Plan to address them.

We're also consulting on other supporting documents alongside the Joint Local Plan Issues consultation - these are:

- Sustainability Appraisal (SA) Screening and Scoping Report
- Habitats Regulations Assessment (HRA) Scoping Report
- Draft Settlement Assessment Methodology
- Duty to Cooperate Scoping Document

You can comment on our consultation from **Thursday 12 May until 11.59pm on Thursday 23 June 2022.**

How to view the consultation documents

All the consultation material can be viewed on the [South Oxfordshire](#) or [Vale of White Horse](#) planning webpages.

How to take part

We're offering a few different ways for you to respond.

1. **Answer on an interactive website**, which includes maps, a video and images to provide an easy way for you to explore the Issues consultation, which you can access via the webpages above. There are questions embedded throughout, so you can quickly and easily answer as many or as few questions as you like as you go. You don't have to register your name to answer like this. Please note that if you choose to answer the questions via the interactive website, we will not be able to link your response to your name/organisation/client when processing the consultation responses. Your comments will appear as anonymous when reported upon.

2. **Answer via survey** (link below). With this option everything you need to know is within the survey, and you can simply fill out all the questions in a single online survey form. Please also use this survey to comment on the other supporting documents. By using the following link, your response will be linked to your name or organisation.

<https://survey.southandvale.gov.uk/s/JointLocalPlanIssues/?m=62629692h6eu1>

Please note that this link is unique just for you and is tied to your email address. If you would like to forward this message to anybody else, please refer them to the [South Oxfordshire](#) or [Vale of White Horse](#) planning webpages to comment instead.


3. **Alternative formats**. If you're unable to take part in this survey online, you can answer on paper. You can find details on how to do this below. We'd prefer you choose option 1 or 2 if possible, as this saves paper and reduces admin costs for the taxpayer.

What happens next

We'll review all the comments we receive and summarise the main issues in a consultation statement. Your views will then help shape the draft of the Joint Local Plan for South Oxfordshire and Vale of White Horse. In early 2023, we expect to publish a Joint Local Plan 'Preferred Options' document that will set out proposed policies and sites for development. You will then have the opportunity to give your views on these 'Preferred Options'.

We look forward to hearing from you, thank you for your time.

Kind regards


Head of Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

The consultation documents are also available to view in alternative formats (e.g. large print, Braille, audio, email, Easy Read and alternative languages) on request. Please contact us on **01235 422425** or email haveyoursay@southandvale.gov.uk for support to access the consultation materials.

You can view hard copies of all the consultation documents at the district council offices on Milton Park (by appointment), at the districts' libraries and The Beacon in Wantage, Cornerstone Arts Centre in Didcot, and the Great Western Park District Community Centre in Didcot. You can fill in a paper comment form at these locations or you can request one by calling **01235 422425**. It can be returned by post to: Freepost SOUTH AND VALE CONSULTATIONS (no stamp needed) or email to: haveyoursay@southandvale.gov.uk. You can also use the form to comment on the other supporting documents.

Data protection

If you submit a comment on the Joint Local Plan Issues consultation (or a comment is submitted on your behalf), it may be published in full or as a summary alongside your name (where provided). If you submit a comment on behalf of a business/organisation or client, it may be published in full or as a summary alongside your name and the name of the business/organisation/client it is on behalf of (where details are provided). No other personal contact details will be published. If your comment relates to matters outside the scope of planning but falls within the remit of another team at the Councils, we may share your comments with these

internal teams where relevant.

To find out how your personal data is used for these consultations and for information on how the council holds, uses and stores your personal data, please refer to our Privacy Policy available on our website at southoxon.gov.uk/haveyoursay or whitehorsedc.gov.uk/haveyoursay

Opt out: If you do not wish to receive further emails from us like this, please contact the Planning Policy team via planning.policy@southandvale.gov.uk or call **01235 422600** and you will be removed from our mailing list. Please note, we may still need to contact you for certain consultations if we have a legal obligation to do so.

Introductions

Local Plan current stage for each council

Preparing joint S&V plan 2041 to update SOLP 2035 and VoWH LPP1 and 2
Launching first reg18 today – high level issues

Strong evidence on climate change will impact strategy incl employment strategy

Current Evidence Work

Looking to update our existing ELR's done for last round of LPs so a few years old now. Will commission new ELR to cover S&V...this year

Have jointly commissioned CE / Icini to do OGNA to support Oxplan – this will provide a jobs growth figure for the county and district breakdown. Final scope to be agreed. Will still need individual district ELRs to supplement OGNA work.

OGNA part 1 published July 2021:

Identifies Oxfordshire FEMA

Provided detailed commentary on Oxfordshire's housing and employment market

Incl covid addendum

OGNA update starting now, due September:

Update / review initial findings/data

review /update economic trajectories

provide overall and district jobs figures to 2050

Employment Evidence

Updates – see above

New thinking/impact of changing work patterns, Covid – important. Will be incorporated in our joint ELR and OGNA

Current employment need and future work

South Oxfordshire Minimum Employment Land Requirement 39.1 hectares between 1 April 2011 and 31 March 2035.

From AMR - During 2020/21 there was over 22 hectares of employment land permitted

VoWH LPP1 identifies 218 hectares of employment land to 2031

From AMR - 217 hectares of employment land permitted over the plan period so far

Way forward: exchange of letters or addendum to existing or new SoCG?

New SOCG most appropriate as preparing a joint plan with Vale, existing SOCG is between S only & WB

Any other topics we need to discuss?

Don't think so

From original email request:

We will be asking two questions:

- a. Do you have any employment needs that you require West Berkshire to consider?**

Have not established our employment needs for our next plan period (2041) yet.

- b. Do you have any employment areas that West Berkshire could use to meet its requirements for both industrial and office needs?**

Do not consider that S&V are locationally well positioned to meet West Berks needs due to distance and trying to reduce commuting. Happy to work together going forward and can consider through our ELR.

The West Berkshire Local Plan Review public Evidence Base:

<https://info.westberks.gov.uk/evidencebase>

From: Planning Policy S&V <planning.policy@southandvale.gov.uk>
Sent: 20 May 2022 12:20
To: Planning Policy S&V
Subject: Joint Local Plan: Duty to Cooperate Document, SA Screening and Scoping Report, HRA Scoping Report and Retail and Town Centres Study
Attachments: 2022_05_20 DTC SA and HRA.pdf

Dear Sir/Madam

Joint Local Plan:

**Duty to Co-operate Scoping Document
Sustainability Appraisal (SA) Screening and Scoping Report
Habitats Regulations Assessment (HRA) Scoping Report
Retail and Town Centres Study**

You will have recently received notification that South Oxfordshire and Vale of White Horse District Councils have come together to work on a new Joint Local Plan. This notification explained that we want to hear your thoughts on the main issues facing our districts and how we might be able to use the Joint Local Plan to address them.

We are also consulting on other documents alongside the Joint Local Plan Issues consultation - these are:

- [Duty to Cooperate Scoping Document](#)
- [Sustainability Appraisal \(SA\) Screening and Scoping Report](#)
- [Habitats Regulations Assessment \(HRA\) Scoping Report](#)
- [Draft Settlement Assessment Methodology](#)

Please find attached a letter addressing the documents mentioned above, for your attention.

Kind regards

The Planning Policy Team
South Oxfordshire District Council and Vale of White Horse District Council

Email: planning.policy@southandvale.gov.uk

Visit us at: <http://www.southoxon.gov.uk/> and www.whitehorsedc.gov.uk

Oxfordshire Planning Policy Officers Meeting

8 June 2022 11:00 – 12:30

In attendance: [REDACTED] (CH) [REDACTED] (LM), [REDACTED] (DP), [REDACTED]
[REDACTED] (PW) [REDACTED] (PS), [REDACTED] (RW), [REDACTED] (AM)
[REDACTED] (CA) [REDACTED] (SM) [REDACTED] (SN)
[REDACTED] (CR) [REDACTED] (RF) [REDACTED] (BI)

Apologies: None.

1. Actions from previous meeting held 6 April 2022

Updates on the actions from the previous meeting as follows:

- All to feedback comments on the OGNA brief asap – **complete and update work now underway**
- CH to raise budget concerns with [REDACTED] – **complete**
- PW to circulate scoping paper/skeleton content asap – ideally by 8 April. All to provide feedback – **complete and this has now been taken further in the form of a draft version of the Regulation 18 part 3 consultation paper**
- PS to prepare Oxfordshire Plan ‘process’ report for [REDACTED] – **complete**
- All to consider the introduction of more frequent Oxfordshire Plan focused meetings to augment the current cycle of OPPO meetings – **complete – regular meetings now being held on Thursday mornings**

2. Community Employment Plans

CA gave a presentation on the use of community employment plans (CEPs) – sometimes known as Employment Skills Training Plans (ESPs). See presentation slides attached separately. The presentation referenced a number of local examples including different scales of operation as well as best practice guidelines and a summary overview of the current policy position in Oxfordshire.

A Q&A session followed and as part of that, CA agreed as an action to produce a schedule of examples from elsewhere where CEPs/ESPs are being embedded into policy.

Action: CA to provide a schedule of CEP/ESP examples from elsewhere

3. Central Oxfordshire Travel Strategy and Core Schemes

RF and CR gave a presentation on the Central Oxfordshire Travel Strategy and core schemes which are being progressed in Oxford under the auspices of LTCP5. Presentation slides to follow.

Key points to note:

- LTCP5 to be adopted in July 2022
- Zero emission zones being trialled in some areas of Oxford and proposed to be extended to cover the whole of the City Centre
- Public consultation on the Oxford measures to take place later in the year
- Various other area strategies will follow on from LTCP5 and appear in the course of the next 12 months or so

Action: OCC to co-ordinate pre-cabinet engagement on core schemes

4. Housing and Data Requirements

BI gave an overview of OCC's drive towards more consistent and reliable monitoring of land use changes - in particular housing and employment land monitoring which is undertaken differently across the county.

She explained that OCC is developing a planning resource map.

The particular focus is housing but employment is also important. There is a need to look back at past completions as well as forward trajectories/pipeline commitments etc.

Links to the monitoring of the Oxfordshire Plan.

OCC have put together a list of data which is required.

Action: BI/DP to share further information on data requirements with City and Districts to enable further discussion

5. Key Plan / Policy Updates

It was suggested that given the lack of time available, it would be helpful to add a brief bullet point update on key plan / policy progress to the notes of the meeting – see attached.

6. Oxfordshire Plan Update

As above.

7. AOB

None.

Agreed Actions:

- CA to provide a schedule of CEP/ESP examples from elsewhere
- OCC to co-ordinate pre-cabinet engagement on core schemes
- BI/DP to share further information on data requirements with City and Districts to enable further discussion

Date of next meeting:

TBC – suggest 10th August 2022

Key Plan/Policy Updates

Cherwell

- Progressing a Local Plan Review for Reg 18 consultation commencing in October
- Contributing to Oxfordshire Plan 2050 Reg 18 Part 3 process/consultation

Oxford City

- Progressing a Local Plan Review for Reg 18 consultation commencing in October
- Contributing to Oxfordshire Plan 2050 Reg 18 Part 3 process/consultation
- SPD for the West End and Osney Mead out for consultation

Oxfordshire County Council

- LTCP went to Cabinet in June
- Work on the Minerals and Waste Site Allocations Plan is on-going
- The Strategic Planning Team continues to coordinate county council responses to various stages of local plan preparation by the city and districts.

South Oxfordshire

Vale of White Horse

West Oxfordshire

- Salt Cross AAP – Inspector has written to WODC confirming that the AAP can be found sound subject to main modifications. Consultation on those scheduled for July. Adoption in the autumn subject to outcome and final report from PINS etc.
- Local Plan 2041 – Initial scoping type consultation paper under Regulation 18 scheduled for August 2022 using new digital engagement platform (commonplace)
- Revised draft Developer Contributions SPD scheduled for consultation in August 2022 with adoption to follow in the autumn
- CIL – viability evidence about to be refreshed
- West Eynsham SDA – masterplan approved in March by Cabinet but decision subject to subsequent legal challenge

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
14/6/22	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Meeting re. transport modelling to be set up (<i>post meeting update – meeting took place 23/06/22</i>) • Natural England want transport modelling for City. • District to send draft transport brief. • JLP consultation. County to respond. <p>OP2050</p> <ul style="list-style-type: none"> • Icenis are now appointed to update the OGNA • Reg 18 (stage 3) planned for October - December 2022

Meeting date: 08/07/22

Meeting time: 10:30-12:30

Attendees: [REDACTED], Adrian Duffield, [REDACTED]
[REDACTED]

Apologies:

Item attendees:

Agenda item	Time	Owner
1. Updates	10:30-10:50	All
2. Member workshop agenda and step by step process paper	10:50-11:20	[REDACTED]
3. Budget implications and resourcing	11:30-11:40	[REDACTED]
4. Critical points / deadlines in the work programme	11:50-12:00	[REDACTED]
5. Outstanding evidence (HELAAs, spatial options and joint zero carbon work)	12:00-12:15	[REDACTED] and team
6. Policy drafting	12:15-12:30	[REDACTED]
7. Any other business		All

Papers to follow under separate cover:

- Abridged version of the Oxfordshire Plan Programme Plan
- Step by step engagement process

7-step process to securing consensus on the Oxfordshire Plan 2050

Stage	Description	Activity	Timeline
Step 1 –	Workshop x 1- Secure shared understanding of ‘where we are now’ plus a commitment to work together on an agreed process and timeline to reach consensus on the Oxon Plan 2050	<i>Opportunity for council leaders, housing portfolio leads, CEXs and heads of planning across the Future Oxfordshire Partnership to reach common understanding of where they are now, reaffirm their commitments to work together in partnership and secure agreement on this process to reach consensus on their 2050 joint plan.</i>	6 April 2022 Leaders, portfolio leads, CEX, key planning advisors
Step 2	Evidence based assessment of housing need, housing requirements and spatial planning options.	<i>Recognising that the 2050 plan must be ‘evidence based’, officers should collectively prepare a presentation summarising the key evidence relevant to decisions on housing matters, and the options that are available, highlighting where necessary any differences in professional opinion. The fit with government policy and expectations will be considered.</i> <i>Prior to the meeting, officers will produce a table shows how the OGNA options (including the proposed revised down transformational growth scenario, taking account of the changes in the economy over the past 3 years since the publication of the LEP) perform against the approved plan outcomes and the test-of-soundness.</i>	May - June 2022 Key planning advisors
Step 3	Presentation – workshop 2: Setting the scene	<i>The workshop will focus on the overall housing need, not the wider elements of the plan. The first part of the session will cover the legal and policy framework in which the housing need should be calculated, and an explanation of the methodology behind the OGNA.</i> <i>The second part of the session will discuss the housing growth scenarios/ options and related evidence. It will cover the potential capacity and distribution of numbers across the county and individual districts, including roughly how many additional sites / broad locations will be required under each of the scenarios/ options.</i>	14 th July 2022 Leaders, portfolio leads, CEX, key planning advisors
Step 4	Councils undertake internal reviews of ‘Oxon Plan 2050 evidence base and options’	<i>Each council to consider the presentation and to complete a template (second table) outlining their response and key priorities in relation to housing need.</i> <i>The template will be circulated ahead of the final workshop.</i> <i>This will cover the approach that should be taken at a county-wide level in terms of strategy, and for city/districts, the potential strategic locations (or approach to intensification) in their area.</i> <i>As part of their response to the wider partnership, each council will need to determine, what’s on the table, what’s off the table (redlines) and the planning assumptions underpinning them.</i>	July - August 2022 Informal discussions held within each council Key planning advisors and CEXs

<p>Step 5</p>	<p>Workshop x3- Political leadership to share plans, address differences and explore areas for compromise and consensus.</p>	<p><i>Presentation from each council setting out the response in their template (from step 4)</i></p> <p><i>This is the meeting at which political trade-offs are considered and commitment sought to county-wide growth, housing and planning targets. It is essential that the final agreement has political endorsement and leadership and is also evidence based.</i></p> <p><i>At this stage, we are aiming to identify as much common ground as possible and narrow down the range of options (numbers) that may need to be considered in late August and early September.</i></p> <p><i>Note that this might also require a series of iterative, political meetings to resolve difference and secure collective mandate, but the final decision will need to wait until the OGNA work has been completed.</i></p>	<p>2 August 2022</p> <p>Leaders, portfolio leads, CEX, Key planning advisors</p>
<p>Step 6</p>	<p>Workshop x4 - Political leadership to consider the findings of the final OGNA work and where agreement is needed on the final recommended approach</p>	<p><i>The final OGNA report will recommend what the housing need figure should be. Officers will need to consider how this translates into the requirement, informed by legal advice. There will need to be a clear recommendation ahead of the workshop.</i></p>	<p>30 August</p> <p>Leaders, portfolio leads, CEX & key planning advisors</p>
<p>Step 7</p>	<p>Commitment to new 2050 Oxfordshire Plan</p>	<p><i>Formal council decisions to approve the draft Oxfordshire Plan for consultation, including its content (which will include the identified housing requirement, strategy and theme-based policies) and the revised timetable</i></p>	<p>September / October 2022</p>

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
26/7/22	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • County provided comments on draft transport brief 15/07/22 (further discussion to take place 27/07/22). • Feedback on existing LP transport policies requested. • District reviewing responses to Issues consultation. <p>OP2050</p> <ul style="list-style-type: none"> • OGNA results and long list of broad locations for growth expected end of August/beginning September. • <i>Post meeting update work on OP2050 to end:</i> Joint statement from the leaders of South Oxfordshire District Council, Vale of White Horse District Council, Cherwell District Council, Oxford City Council, and West Oxfordshire District Council - South Oxfordshire District Council (southoxon.gov.uk)

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: OGNA revised method note - comments from South
Date: 28 July 2022 16:55:00
Attachments: [OGNA22 methodology final draft SODC + VOWH Comments.docx](#)

Dear [REDACTED]

Please see attached comments from South Oxfordshire District Council. We still have some fundamental concerns with the approach proposed by the OGNA consultants. We have been clear since the drafting of the brief that we expect total transparency from the consultants, which states:

"It is anticipated that the updated report will follow the fundamental main approach in the initial report but only after a review of the data, assumptions and methodologies used for the initial report... It will update and provide further background employment information at the County and district level including providing further detail and updates where needed on the assumptions and methodologies behind the economic forecasts and growth scenarios." (Paragraph 3.1)

We believe these inputs and assumptions are fundamental to the methodology. It is important that the consultants do not present outcomes before we understand, and agree, what inputs go into the model for each scenario. We have given specific comments on where we are concerned about this on the attached. Unfortunately we don't think the methodology responds to our previous comments and the brief. I appreciate this is frustrating, but we have been asking for this information since the brief was drafted, and have been asking the consultants for this information for several weeks now.

Happy to discuss

[REDACTED]

Planning Policy Manager
South Oxfordshire and Vale of White Horse District Council

[REDACTED]

From: [REDACTED] Oxfordshire County Council

Sent: 25 July 2022 20:45

To: [REDACTED]

Cc: [REDACTED]

Subject: OGNA revised method note

****EXTERNAL****

Hi all,

Please find attached the draft revised OGNA scenarios method produced by Adam to discuss tomorrow.

Agenda is:

- Presentation from consultants on the inputs and assumptions to the housing

and economic modelling that supports the scenarios

- Demographic discussion
- Data request issues and discussion
- Update on the progress on affordable housing need work
- Project Plan including expected date for draft housing need outputs

Many thanks.



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OGNA methodology – draft final consensus

The SG agreed that:

For simplicity and consistency purposes, the 2022 methodology should only diverge from the 2019 methodology in as much as is required to address criticisms and heightened uncertainties.

The main criticisms were:

- A lack of transparency in the assumptions as to how the scenarios were translated
- The scenarios themselves – both naming and method of production

The main increased uncertainties are:

- Changes in levels of remote working, and implications for the link between place of employment and housing demand
- Changes in macro-economic conditions altering employment trajectories

The updated 2022 methodology is as follows:

As before we will produce scenarios that will be assessed against a range of criteria. The scenario that is considered to produce the best outcomes for Oxfordshire will be used as the estimate of housing need. We will produce four rather than three scenarios:

- Standard method unadjusted
- Standard method adjusted to reflect new census data
- An employment-growth-trend-based scenario, based on CE local area projections
- A LEP-based scenario, reflecting existing economic plans rather than simple aspirations

This range of scenarios and their means of production should address a number of criticisms of the 2019 analysis. In particular:

- The release of census data removes the necessity of using alternative data sources to estimate district populations, a contended issue in the 2019 OGNA.
- The trend-based scenario is the latest CE forecast, produced using a methodology that takes into account: the global economic outlook for individual sectors; expectations around future UK macroeconomic policy; the tendency of local sectors to either under- or over-perform the national sectoral average. This is a forecast of demand; it essentially predicts the amount of goods and services that will be demanded from the Oxfordshire economy.
- The LEP-based scenario is no longer “transformational” or “aspirational”, but it based on concrete investment plans, many of which are already underway. This scenario is based on the trend based forecast, but with the impact of documented investment plans also factored in. This makes it a more feasible and defensible employment growth scenario.

Employment Growth-Housing Need Translation

The first two scenarios project housing delivery directly, the latter two project employment growth which must then be translated into housing need.

This is done using a series of steps, each of which require specific transparent assumptions – most of which are uncontentious, eg job/worker ratios and number of dependents/worker. However the central step, which requires estimating the relationship between the number of employed people working in Oxfordshire and the number of employed people living in Oxfordshire, requires some sensitivity analysis, given future uncertainties around remote working.

For the housing need options, we will make a central estimate as to the extent of future remote working at an occupational level using the latest literature. This will then be applied to the county by combining with district-level

Commented [ML1]: As set out in my email and I mentioned in the meeting, the SG did not agree this, South and Vale raised questions and WODC were absent. Please remove this statement.

Commented [RT2]: As set out in the brief, please can the detailed spreadsheet data from this forecast be provided to the councils for us to review.

To help understand the forecast, can the consultants clarify what has been assumed about the underlying expectations about UK macroeconomics. It would also be helpful to see the inputs to and/or outputs from the forecast for England on the key metrics such as total population growth, international net migration, total employment, economic activity rates, unemployment etc.

Is anything being done to review and/or moderate any of the baseline forecasts that it would be ambitious to achieve without targeted investment?

Commented [RT3]: We are still concerned about using this as a basis for housing need. It is still fundamentally based on the LIS and refers to itself as an aspirational document. It cannot fully take account of Covid as it was published in August 2020, merely 4 months after Covid hit. Furthermore, it does not reflect wider economic changes such as Ukraine, inflation etc.

The document also refers to key initiatives that are no longer happening, such as the arc, and makes references to projects that are not materialising (such as Begbroke station opening – (not in the Oxfordshire Rail Corridor Study).

We would recommend this scenario is either removed entirely, or the consultants caveat the significant uncertainties upon which it is based.

If it is modelled, presumably these will all be upward adjustments from the baseline resulting from specific investments mentioned in the LIP. How will they ensure that there is no “double counting” as the baseline may already be optimistic as it is influenced by past trends which may also have benefitted from specific investment.

Commented [RT4]: Should this not be projecting need not delivery?

Commented [RT5]: Please can these be set out now?

Commented [RT6]: What are the different scenarios to be tested about remote/hybrid working? Are WFH figures applied to just new jobs, or will you be applying them to the existing jobs in Oxon too?

Commented [RT7]: How will the literature-based estimates be applied to the local data?

occupational projections. Workers will be classified as a) fully workplace based, b) hybrid, or c) fully remote. Sensitivity analysis will then be done as a secondary step.

Commented [RT8]: Would the proportion of workers in each group for each sector be held constant, or would the proportions change over time?

Commented [RT9]: Can you confirm what these will be please?

Housing Need Options:

The resulting four housing need options are shown below (with very approximate estimates of like dpa shown)

- Standard method (approx. 3400dpa)
- Standard method adjusted for census data (maybe 4000-4500dpa)
- An employment-growth-trend-based scenario, with central remote working assumptions (around 4000dpa)
- A more realistic LEP-based scenario, with central remote working assumptions (around 4500dpa)

Commented [RT10]: Table 7.3.1 of the OGNA sets out that the standard method based on the “adjusted demographic baseline projections” yielded a local housing need of 3,386 dpa.

The presentation slides show that the adjusted demographic baseline projection for 2021 was broadly consistent with census data.

Why is adjusting for census data expected to yield a housing need figure of maybe 4000-4500 dpa (around 600-1,100 dpa higher than before) if the population data is largely the same?

Commented [RT11]: But still aspirational. Please see point above on the LIP.

Commented [RT12]: It appears that this scenario will always score best based on the identified criteria.

Commented [RT13]: Is this definitely a trend-based projection (where past trends are projected forwards) or will it be a trend-based forecast (where future employment takes account of past trends, but the information is combined with a range of different assumptions)?

Commented [RT14]: How does the new methodology address the criticisms ORS raised about affordability? eg methodology assumes every household forming has no equity or savings and must put it all on a mortgage. And how does it address single person vs couple households with more than one income? And should use lower quartile price for just some housing types eg LQ price of flats or LQ price of terraced housing, because currently LQ price is for all housing types including large detached housing which a newly forming household (eg first time buyer) would not expect to rent or buy.

Furthermore, re: affordability- does gross income estimate includes any income from housing benefit (or the housing component of Universal Credit) as it is arguable that all of that income (rather than only a percentage) should be allocated to housing costs.

Commented [RT15]: Is this not straying beyond the definition of housing need? If housing demand and housing supply are both defined as the number of homes needed to accommodate the change in resident workers, won't they be the same by definition? Doesn't this predetermine the outcome of the housing affordability calculation for this scenario?

Commented [RT16]: Will these be NET figures taking account of both in and out commuting? I think you have clarified in the past it is Net so sorry for asking again.

Commented [RT17]: What sensitivity analysis is proposed? How would the outcome from this analysis be factored into the appraisal?

Assessment of Options

We then need to assess these options based on implications for housing affordability and net commuting into the county. As this is an assessment of housing need, rather than housing requirement, it is not appropriate to take into account other factors, for example impacts on constrained infrastructure.

To do this fairly, we need to assess them all against a *single* employment scenario, in this case, the trend-based projection of employment growth.

Method:

For the standard method and standard method adjusted scenarios we would:

1. Calculate housing need using the specified methodology
2. Take employment growth from the trend-based scenario
3. Apply a central estimate of remote working
4. Calculate impact of employment growth and housing supply on net commuting
5. Estimate impact of housing demand and housing supply on relative housing affordability

For the trend-based employment-led scenario we would

1. Take employment growth from the trend-based scenario
2. Apply a central estimate of remote working
3. Apply a specified rate of net commuting (as in 2019)
4. Calculate level of housing delivery necessary to achieve this
5. Estimate impact of housing demand and housing supply on relative housing affordability

For the LEP-plan-led scenario we would

1. Take employment growth from the LEP-plan-led scenario
2. Apply a central estimate of remote working
3. Apply a specified rate of net commuting (as in 2019)
4. Calculate level of housing delivery necessary to achieve this
5. For consistency, now take employment growth from trend-based scenario
6. Calculate impact of employment growth and housing supply on net commuting
7. Estimate impact of housing demand and housing supply on relative housing affordability

Sensitivity Testing

The above procedure would then be repeated exactly – except with high and low assumptions for future levels of remote working. This analysis would *not* be used to derive a new housing needs figure, only to help quantify the degree of uncertainty.



You are here: [Latest news](#) / Joint statement from the leaders of South Oxfordshire District Council, Vale of White Horse District Council, Cherwell District Council, Oxford City Council, and West Oxfordshire District Council

Joint statement from the leaders of South Oxfordshire District Council, Vale of White Horse District Council, Cherwell District Council, Oxford City Council, and West Oxfordshire District Council

“The five Local Planning authorities in Oxfordshire have been working together on a joint plan for Oxfordshire to 2050. It is with regret that we were unable to reach agreement on the approach to planning for future housing needs within the framework of the Oxfordshire Plan.

“Local Plans for the City and Districts will now provide the framework for the long term planning of Oxfordshire. The Oxfordshire Plan 2050 work programme will end and we will now transition to a process focused on Local Plans. The issues of housing needs will now be addressed through individual Local Plans for each of the City and Districts. The Councils will cooperate with each other and with other key bodies as they prepare their Local Plans.”

Keep in touch



Make an enquiry

01235 422 422
(Text phone users add
18001 before dialing)

South Oxfordshire District Council
Abbey House Abbey Close
Abingdon OX14 3JE

Contact us

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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
23/08/22	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Housing needs assessment – alternatives to the OGNA being considered, in particular use of the standard method. Will need to take to Cabinet. • Aiming to keep to the LDS timetable (Reg 18 consultation Jan/Feb next year before elections). • Transport evidence brief being refined. <p>OP2050 - scope for making use of OP2050 evidence base:</p> <ul style="list-style-type: none"> • District consider it unlikely that any of the OP2050 evidence can be used for the JLP. • County looking at whether some the OP2050 studies could be adopted by OCC as guidance, in particular the nature recovery work and climate/carbon work could be further developed. Discussions with portfolio holder planned. • OCC site assessment work has been shared with districts.

Nutrient Neutrality - Local Plan considerations for Vale of White Horse

1. Introductions

- [REDACTED] (South & Vale)
- [REDACTED] (South & Vale)
- [REDACTED] (NE Area Lead)
- [REDACTED] (NE Nutrient Neutrality)

2. Vale update on district Nutrient Neutrality position

- a. Current local plan
 - *Produced pre-NN.*
- b. Determining applications
 - *No planning applications in Vale affected by NN to date.*
 - *It is not clear where developments outside of the catchment would increase flows from wastewater treatment works within the catchment. (Thames Water not providing information.) NE noted that NN boundaries are based on surface water catchments.*
- c. Work with local catchment partnership
 - *West Berks leading for the River Lambourn catchment. Moving quickly as significant developments affected.*

3. Natural England update on current Nutrient Neutrality situation

- *WMS issued July 2022. Stricter limits for WwTWs by 2030. Permits will change. Less mitigation required post-2030.*
- *NE seeking to keep the nutrient calculator up-to-date.*
- *Calculator to be tweaked to take account of SuDs. Updated CIRCA guidance will also be issued.*
- *PAS available to provide ongoing advice and support on NN issues.*
- *NE working with consultants (Ricardo) to produce mitigation guidance. Publication delayed – hopefully October 2022.*
- *Rivers Trust guidance on wetlands already published.*
- *NE developing a national mitigation scheme. It is likely that there will be prioritisation and so information for catchments is likely to be staggered. River Lambourn may be low priority as less impact on growth as compared to elsewhere.*

4. Vale update on Joint Local Plan

- a. Current position

OP2050

 - *3rd Aug decision – LPAs unable to reach agreement on the approach for planning for future housing needs.*
 - *Focusing on the Joint South and Vale Local Plan 2041*

Ecological/environmental policies

- *Cllrs keen to be ambitious in terms of nature recovery and climate change. Lots of interest/concern about water quality.*
- *Currently developing policy options and scoping/commissioning evidence.*

Allocations

- *Will establish growth requirements to understand need for allocations.*

b. Timeline

<i>Plan-Making Stage</i>	<i>Timescale</i>
<i>Issues Consultation</i>	<i>Spring/Summer 2022</i>
<i>Options Consultation</i>	<i>Early 2023</i>
<i>Draft Plan Consultation</i>	<i>Summer 2023</i>
<i>Plan Submission</i>	<i>Early 2024</i>
<i>Examination</i>	<i>Summer 2024</i>
<i>Adoption</i>	<i>Late 2024</i>

c. Nutrient Neutrality inclusion/references

- *Nutrient neutrality advice only affects a relatively small area of Vale, which is in the AONB – proportionate approach proposed:*
 - *Add light-touch reference to nutrient neutrality to policy on designated sites; and*
 - *Show nutrient neutrality catchment area on JLP policies map.*

d. Plan-level HRA

- *Scoping report published as part of issues consultation. Comments from NE received (██████).*
- *Will be commissioning consultations to undertake HRA.*

5. Open discussion

- Natural England views/questions/concerns on local plan proposals to date**
- How Natural England would like Nutrient Neutrality addressed in local plans**
 - *NE content with proposed JLP approach.*
 - *HRA is a separate legal requirement, no need to set out in detail in the JLP.*
 - *Examples of local plans in the Solent area also take a light touch approach.*
- Examples of local plans which address Nutrient Neutrality**
 - *Fareham Local Plan & HRA a good example. Currently going through EiP. SoCG agreed with NE. HRA calculates plan nutrient budget – if we are not likely to make allocations in the catchment then we should look at windfalls in the plan budget. (For example three year average.) Fareham has strategic NN solution identified and it makes it easier to have mitigation to point to. Given low level of NN impact in Vale as project level site-by-site appropriate may be more appropriate. Keep an eye on West Berks approach – Vale could tap into this depending on the location of the solution.*
 - *New Forest National Park (adopted 2019 – caution). Generic HRA policy with hooks to other documentation. NN a consideration on the planning application validation checklist.*

d. Useful evidence or guidance

From: A [redacted] M [redacted] [redacted] Cherwell [redacted]
Sent: 07 September 2022 11:46
To: M [redacted], L [redacted]; C [redacted] H [redacted]; W [redacted] R [redacted]
Subject: RE: OPPO meetings

****EXTERNAL****

Thanks L [redacted] (all),

Perhaps it would be helpful if I provide a quick summary of where I think we have got to with the wider Ox Plan evidence process:

1. All studies cease with limited exceptions (see below). P [redacted] to deal with any contractual tidying up etc. We could ask P [redacted] (or D [redacted]) for an update at the next meeting
2. OXIS 2 to continue. Led by FOP. We have requested a discussion with OCC and recommended the approach is reviewed to integrate it more effectively with planning and provide us with an opportunity to engage more with this work. We could ask D [redacted] for an update at the next meeting
3. GTNA. We need a new study. To be led by West. I've suggested we aim to use the November meeting as an inception meeting for this.
4. Climate Change. We have an action to have a discussion with Bioregional to explore how / what we could do to take this forward in the absence of Ox Plan. I've suggested we do this at our next meeting (end of Sept).
5. Water Cycle Study and SFRA – baseline work to be tidied up and published as standalone documents to assist/inform future work.

I'm not aware of anything else. Hopefully this explains my suggestion that there should be little more we need to do on this other than the actions listed above.

That said, I'm more than happy that we wrap up any outstanding issues in our update slot at the next meeting.

I hope that helps.

Kind regards,

A [redacted]

A [redacted] M [redacted] [redacted]

Planning Policy and Conservation Manager
Communities Directorate
Cherwell District Council
[redacted]

[Redacted]

[Redacted]

From: M [Redacted], L [Redacted]
Sent: 07 September 2022 11:17
To: C [Redacted] H [Redacted]; A [Redacted] M [Redacted]; W [Redacted] R [Redacted]
Subject: RE: OPPO meetings

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Hi all, I'm also free on 29th Sept.

I missed the meeting on 18 Aug, so I'm not all that clear on what the final list is which Oxon studies are carrying on, how that gets decided, who is paying, and who is managing those commissions? I sent P [Redacted] our South and Vale comments on the list last week (as attached). I think it could be useful to chat on studies to get a shared understanding (without needing to get into the detail study-by-study again A [Redacted]).

Thanks

L [Redacted]

L [Redacted] M [Redacted]
Policy Manager
South Oxfordshire and Vale of White Horse District Council

[Redacted]

Advance notice of leave: 5 September 2022

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From: C [Redacted] H [Redacted] [westoxon](#) [Redacted]
Sent: 07 September 2022 11:06
To: A [Redacted] M [Redacted] [Cherwell](#) [Redacted]; W [Redacted] R [Redacted] [oxford](#) [Redacted]; M [Redacted], L [Redacted] [southandvale](#) [Redacted]
Subject: RE: OPPO meetings

****EXTERNAL****

Hi A [Redacted]

That sounds fine and I am available on the 29th except for 3pm.

C [Redacted]

From: A [redacted] M [redacted] [redacted] [Cherwell](#) [redacted]
Sent: 07 September 2022 09:30
To: C [redacted] H [redacted] [redacted] [westoxon](#) [redacted]; W [redacted] R [redacted] [redacted] [oxford](#) [redacted]; M [redacted],
L [redacted] [redacted] [southandvale](#) [redacted]
Subject: RE: OPPO meetings

Thanks C [redacted],

I'm going to suggest we focus on the Bioregional discussion at the next meeting with a general update and perhaps a discussion on the next steps.

From my perspective, we've discussed the next steps for the evidence for the Ox Plan on two or three occasions and I believe agreement has been reached on the way forward. I'm not keen we spend more time discussing that again. Perhaps for a November discussion we could incorporate the inception meeting for the GTAA work; that should provide enough time for you to have circulated a brief and undertaken any procurement.

Can I ask what availability you have for the 29th Sept? I recall Thursday morning was most convenient with everyone. Or otherwise more general availability in the same week. I will also ask Bioregional for their availability.

Kind regards,

A [redacted]

A [redacted] M [redacted]

**Planning Policy and Conservation Manager
Communities Directorate
Cherwell District Council**

[redacted]
[redacted]
[redacted]

[redacted]
[redacted]
[redacted]

From: C [redacted] H [redacted] [redacted] [westoxon](#) [redacted]
Sent: 07 September 2022 08:33
To: A [redacted] M [redacted] [redacted] [Cherwell](#) [redacted]; W [redacted] R [redacted] [redacted] [oxford](#) [redacted];
M [redacted], L [redacted] [redacted] [southandvale](#) [redacted]
Subject: RE: OPPO meetings

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Hi A [redacted]

I think the main item would be us picking up the threads of the Oxfordshire Plan work – evidence base etc. as we are no longer meeting on a Thursday morning. I know we are all keen to commission a new GTAA for example and it was suggested that WODC could lead but I must confess to not having been able to get that underway as yet.

We probably need a discussion on more general housing needs evidence and how we are planning to proceed with our own local plan making.

Plus the issue of net zero which bioregional may well be able to assist us with.

Perhaps a meeting next week to focus on those sorts of things followed by a more general meeting in October as you suggest?

C

From: A [redacted] M [redacted] [redacted] [Cherwell](#) [redacted]
Sent: 06 September 2022 11:32
To: C [redacted] H [redacted] [redacted] [westoxon](#) [redacted]; W [redacted] R [redacted] [redacted] [oxford](#) [redacted]; M [redacted], L [redacted] [redacted] [southandvale](#) [redacted]
Subject: RE: OPPO meetings

Hi all,

Thanks C [redacted]!

Can I ask what agenda items anyone has for a possible meeting? I'm just wondering how urgent it is we have a meeting in the short term; we are quite pushed at the moment with our Local Plan timetable.

I'm happy to set up a meeting, but I wanted to get a sense of what we need to pick up that is relatively urgent, vs. general discussion points that don't necessarily need to be picked up now.

I think there was a recent action for us to set up a session with Bioregional to explore potential options for how the Ox Plan climate change work could be usefully taken forward. On that basis, my suggestion would be to use the next OPPO as an opportunity to do that, plus any more general updates and then have a further meeting in October. Does that work?

Many thanks for your help.

Kind regards,

A [redacted]

[redacted] A [redacted] M [redacted] [redacted]

Planning Policy and Conservation Manager
Communities Directorate

[Redacted]

[Redacted]

From: C [Redacted] H [Redacted] [Redacted] [westoxon](#) [Redacted]
Sent: 02 September 2022 10:24
To: W [Redacted] R [Redacted] [oxford](#) [Redacted]; A [Redacted] M [Redacted] [Cherwell](#) [Redacted];
M [Redacted], L [Redacted] [southandvale](#) [Redacted]
Subject: OPPO meetings

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Morning all – hope you are all well.

Just looking back at previous notes and agendas, I see that WODC took over the OPPO ‘baton’ 12 months ago, chairing the August 2021 meeting and all those since then, the most recent being in June this year.

On the basis of the meetings being held bi-monthly we should have met in August but what with it being holiday season and all we didn’t. A meeting in September would probably therefore be a good idea – particularly given we are no longer meeting regularly on a Thursday morning.

I understand responsibility for chairing OPPO rotates on an annual basis and alphabetically so can I assume A [Redacted] that CDC are happy to arrange the next meeting?

Agenda and notes from the previous one in June attached for ease of reference/cutting and pasting etc.

Kind regards

C [Redacted]
C [Redacted] H [Redacted]
Planning Policy Manager - West Oxfordshire District Council



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Meeting date: 09/09/22
 Meeting time: 10:30-12:30

Attendees: [REDACTED]		Adrian Duffield
Agenda item	Time	Owner
1. What happens next – principles	10:30-11:00	[REDACTED]
2. Update on evidence – legal / contractual issues	11:00-11:30	[REDACTED]
3. Future HOP / management arrangements	11:30-12:00	All
4. Local Plan timetables	12:00-12:15	All
5. Any other business	12:15-12:30	All

Papers to follow under separate cover:

- Spreadsheet of existing contractual and financial obligations (update)

Evidence (red = proposed to be discontinued) (orange = not complete agreement between authorities to progress) (Green = potential to progress/complete)	Taken forward without Oxfordshire Plan? (06/09/2022) - updated following HoP and PPM meetings/comments	Current study cost (fee proposal or estimated future cost under OX Plan)	Potential estimated cost of re-scoped work - (based on cost of existing study)	Status	Lead	Contact with consultant following pause and invoices (to be completed when known)
Sustainability Appraisal (SA)	No, as would have involved assessment of broad locations for Oxfordshire Plan which will no longer be needed. SA is specific to the OP2050 policies and strategy and therefore of no value in continuing for Local Plans.			Consultant has provided scope and method for the work and meetings attended. Some limited work undertaken on how assessment was to be undertaken and sent to OX Plan team but appraisal not started. Agreement was made with consultant to proceed with SA, but agreed contract was outstanding.	N/A	
OGNA	[REDACTED] but need to work together on housing need as Local Plans need to progress.			Work undertaken on scope and sent to OX Plan team. Consultants have attended meetings and data gathering had started but substantive work not undertaken. Final method notes from the consultants are available in addition to the brief. [REDACTED]	[REDACTED]	
Habitats Regulations Assessment	No, as would have involved assessment of broad locations which will no longer be needed. Joint cumulative impact assessment would not be effective due to different timings on Local Plans. Local Plans to undertake their own HRA's. Some aspects of the early HRA work can steer this process. Some information is available in the stage 1 report at reg 18(2). The screening and risk zones from 2019 are not made out of date by the OP2050 ceasing although some may not reflect recent nutrient neutrality issues.			Consultant has provided scope and method for the work and meetings held. Some information is available in the stage 1 report at reg 18(2). HRA from reg 18(2) and the screening and risk zones from 2019 are not made out of date by the OP2050 ceasing although some may not reflect recent nutrient neutrality issues. Further work was planned at reg 19. Agreement was made with consultant to proceed, but agreed contract outstanding.	Officer needs to assigned to complete and close down contract. [REDACTED] has been the lead contact up until the cancellation of the OX Plan.	
Development Potential Study	No, undertaken through city/district HELAAs. Peer review was planned way forward. Each LPA will need to undertake this through the duty to cooperate.			Not commissioned. HELAAs progressing (based on jointly agreed methodology).	N/A	
Green Belt Study	Green Belt review could be needed including to explore enhancement potential involving green infrastructure provision but likely to be difficult to produce jointly. Assessment of the Green Belt and/or impacts on it of any development/site options will be assessed through Local Plans instead.			Consultant has provided scope and methodology for the OX Plan to assess broad location options, but no work undertaken. Wider Green Belt review scope was on pause. No agreement or contract with consultant to proceed.		
Water Cycle Study	County wide study or planned existing baseline information will be beneficial to examine deficiencies/issues for Local Plans. Current scope is not appropriate as it would have involved an assessment of the broad location options for OP2050. Report planned to provide background information on waste water resources and supply, waste water network treatment and capacity, water quality, water neutrality, flood risk, storm overflows, and odour and climate change, constraints and opportunities. This would be useful but would be needed at a district scale instead. Scope of current study will need to re-examined with consultant to facilitate this.			Consultant has provided scope and method for the work and meetings held. Some work may have been undertaken on broad locations options appraisal and background work and this was expected imminently. Consultants contacted by CT to check progress on baseline report (22/08/22). Some baseline information is available in the stage 1 report at reg 18 (2). Agreement was made with consultant to proceed. Contract had been sent to the consultant to sign.	Officer needs to assigned an officer to lead on this work. [REDACTED] has been the lead contact up until the cancellation of the OX Plan.	
Transport Assessment	No, assessment of the broad locations for the OP2050 is no longer needed. Cherwell has already commissioned work for its Local Plan. OMM model needs progressing quickly for Local Plans. Need to ensure on-going coordination and consistency across the county on transport work such as working group. Information from stage 1 ITP report and good growth principles could be used to inform Local Plans.			Consultant has provided scope and method for the work and meetings held. Workshop held with consultant and county transport colleagues. No other work completed. Agreement with consultant to proceed, but agreed contract outstanding. Meeting with ITP took place to discuss 'decide and provide' guidance on 22/08/22 at ITP's request (so no fee expected) which is planned to be considered at county cabinet later in the year.	[REDACTED]	

Strategic Flood Risk Assessment	Baseline information/mapping being produced for level 1 SFRA. Scope needs to be revisited as broad locations/site assessment no longer required for OP2050. Baseline mapping information to be undertaken to inform Local Plans and/or site assessments asap with aim to be complete by end of September. [redacted] is keen work continues. Contract arrangements to be explored with consultants to ensure necessary information can be produced on time for Local Plans with aim of producing baseline report in September. Level 2 SFRA's undertaken for Local Plans if needed. [redacted]	[redacted]	Only level 1 SFRA has been commissioned to provide baseline report and assessment of sites. Work being undertaken on baseline flooding situation to inform Local Plans which is approximately a third complete, with most information obtained from the EA. Planned site assessments not started. Oxfordshire Plan sites and Cherwell sites planned to be assessed. [redacted] has put together list of local flooding incidents for Oxfordshire. Meeting was in diary for [redacted] to meet with consultants to discuss, but postponed. Timetable was for consultant to produce; baseline maps by end of August, site assessments by early September and draft report mid-September. [redacted]	Officer needs to assigned an officer to lead on this work. [redacted] has been the lead cotnact up until the cancellation of the OX Plan.
Landscape Study	N/A - consultants not commissioned. Should not be commissioned at County level. Studies to be undertaken for Local Plans where needed.	[redacted]	No commission. Intended potential commission for broad location assessment for Reg 19 next year.	[redacted]
Viability Assessment	No, viability assessments to be undertaken for Local Plans. As the viability assessment was to assess the OP2050 policies and sites, there is no value to anyone in continuing this commission.	[redacted]	Inception meeting held, no substantive work undertaken. Inception meeting note provided [redacted]	[redacted]
Air Quality Impact Assessment	No, to be undertaken through Local Plans instead. Dependent on transport modelling and HRA linkages. Difficult to commission an Oxfordshire wide study if there are different local plan timetables. Impacts can be dealt with under duty to cooperate.	[redacted]	[redacted] intended for reg 19 next year.	N/A
Zero Carbon Study	Could be a need for joint consistent evidence across Oxfordshire e.g. for design and construction/whole life cycle carbon and emissions to inform Local Plans. However robust evidence would be needed considering the Salt Cross decision. Meeting within the next 3 weeks with Bioregional to be arranged to explore potential way forward for evidence to inform Local Plans which is needed asap. Need to explore changing the Bioregional scope document to inform Local Plans and to form the basis of the meeting with consultants. This will assist in determining the way forward on this work including if it can be produced on joint basis. However, joint evidence could mean Local Plans with different timescales would delay progress; therefore not full agreement between authorities to undertake this.	[redacted]	Consultant has provided scope and method for the work and meetings held. The scope is focused around the assessment of the Ox Plan policies through a matrix with baseline information proposed to be provided which would have been the subject of further work. This has been sent to PPM's. [redacted] was intended for reg 19 next year.	Depends on outcome of discussion with HOP (9/09/22)
OXIS	Infrastructure related to broad locations options not required, but OXIS project should be taken forward as a county project to assist in infrastructure provision for county and Local Plans. How will this be funded? Further discussion needed on way forward. OXIS is separate from the Oxfordshire Plan and OXIS decisions in the past were undertaken by programme board so decisions on its way forward need to be taken outside the PPM group, but PPMs should be involved in discussions on how this will be progressed. It would be beneficial to ensure that there is greater tie up between Local Plans and OXIS going forward.	[redacted]	Transport colleagues consulted on transport infrastructure needs/those in the pipeline for broad locations, with the intention of this informing the reg 18 (3) consultation. No consultant commission, was intended for reg 19 next year.	[redacted]
Gypsy, Traveller and Travelling Showpeople Needs Assessment	County wide study to be required for Local Plans ASAP, but should use different consultants. Because of the nature of assessment and extent of traveller movement across boundaries, a recommission with all Oxfordshire partnership would be beneficial. Need to seek any current information held by consultants to use in a new study and retrieve any money back from consultants where possible. Legal to be involved on this if necessary. [redacted]	[redacted]	A draft (unpublished report) was completed and paid for which includes some Oxfordshire context. There is missing information - nothing sent to us on the survey results. [redacted]	[redacted]

Health Impact Assessment	Based on wider determinants of health - can be used as a template/useful tool kit for Local Plans and other relevant plans and strategies. Consultants instructed to complete work, but check needed on outcomes. Not needed for broad location options for Oxfordshire Plan.		Substantial work already completed and [redacted] including published reports at reg 18(2). [redacted] they will try to split out information regarding the spatial options assessment by district, although they state this may be difficult to achieve.		
Green Infrastructure Assessment/Nature recovery and natural capital (internal work)	Intent of reg 18(2) was to identify those parts of the county that are important for establishing a well-connected ecological network and use this mapped resource to shape the policies, define the spatial strategy and determine the spatial distribution of development in the OP2050, which should be considered going forward. The proposal was that the OP2050 will utilise the natural capital baseline mapping so that it can be used to guide strategic planning for development and green infrastructure investment. This ambition can still be explored but needed baseline assessment at local level anyway. Further discussion needed on this. This should be considered going forward at a local scale if agreement cannot be made at a county level. Work should be progressed by wider county/Local Nature Partnership. [redacted] will be continuing with this and he has put forward a proposal to DEFRA - could be potential for these matters to be wrapped up in a county wide green infrastructure study in line with EA and NE advice. Alternatively if district studies are undertaken, checking of consistency should be undertaken (No complete agreement between authorities to progress green infrastructure work).		No consultant involvement. Mapping of draft nature recovery network undertaken. Natural capital baseline work has been produced by Oxford University and Natural England are developing an 'environmental benefits from nature tool'. This was intended to inform the Oxfordshire Plan.	[redacted] - mapping based work (upload and transfer database)	
Totals					
Total current cost of evidence in this table					
Current cost of studies proposed to continue. (This figure will change based on next row)					
Potential estimated cost of re-scoped work for studies that will continue. (Will need confirming as scope is defined over next few weeks). (Does not include any 'claims' that existing consultant could make for existing work.)					
Total cost incurred from current commissioned studies. (Completed as contact made with consultants)					
General notes from/following PPM meeting	<p>Needs to be determined the further contact made with the consultants following the 'nause' email where work will not continue. Legal have been consulted and will advise on each discontinued study individually - OX Plan team have sent relevant information to legal. Wherever possible, any existing work completed by consultants should not be lost. There is a need to progress studies that remain asap to inform Local Plans. Needs to be determined, with senior officers if necessary, who will generally take forward the studies that will be retained in the short and long term as cited above. PPM meeting for Oxfordshire Plan to be stopped and OPPO to take over. Could be merit in making OPPO slightly more frequent. [redacted] to cancel PPM meetings.</p> <p>How can the work undertaken on the OX Plan policies be used and/or taken forward such as on the circular economy. West is undertaking a consultation over the next few weeks where this information will be useful. [redacted] circulated a version of the plan which will be banked and used subsequently to inform Local Plans.</p> <p>No detailed plans were made for the consultation on the OX Plan, such as venue booking, that was due to occur in the autumn but a draft communications strategy was produced.</p> <p>Discussion needed with senior officers on communication of the discontinuation of the Plan with Duty to Cooperate partners.</p> <p>Filing - CT is saving main information on the X drive but may not have access to all information which could be elsewhere such as on emails. [redacted] has access to the X drive and will be able to retrieve information going forward when it is needed. OX Plan information should be retained and transferred to: Planning and place, strategic infrastructure and planning, strategic planning where [redacted] can access it.</p>				

From: M [redacted], L [redacted]
Sent: 09 September 2022 17:08
To: c [redacted].h [redacted] westoxon [redacted]
Subject: Housing evidence

Dear C [redacted],

That was quite a bombshell at HoP this morning that City and Cherwell have commissioned Icenl to do their housing numbers evidence. Does this help your decision? Our door is still open!

As an aside – I don't know about you, but they did not invite us to be part of this before commissioning it, despite the City's [Cabinet paper](#) published this week saying "A detailed assessment of the specific housing needs for Oxford will be commissioned to support the Local Plan, ideally working with as many of our neighbouring districts as possible"

L [redacted]

L [redacted] M [redacted]
Policy Manager
South Oxfordshire and Vale of White Horse District Council

[redacted]

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From: [REDACTED]
Sent: 22 September 2022 15:24
To: [REDACTED]
Subject: RE: West Berkshire Duty to Co-operate on Employment

Dear [REDACTED]

Thank you for your email following on from our meeting in May this year.

We will be commissioning evidence on our employment needs in South Oxfordshire and Vale of White Horse to support our emerging joint local plan 2041. We are currently scoping out this evidence. Due to the Oxfordshire Plan 2050 no longer being progressed the scope of our employment evidence has changed to now include employment forecasts and projections (that previously would have formed part of the evidence for the Oxfordshire Plan).

Following the change to the strategic plan making arrangements in Oxfordshire, we are also reviewing our LDS.

The latest AMRs for [South](#) and [Vale](#) include monitoring data on employment land. These show that significant progress has been made to meeting our requirements.

Kind regards

[REDACTED]
Senior Planner
Planning Policy
South Oxfordshire and Vale of White Horse District Councils

From: [REDACTED]
Sent: 16 September 2022 19:54

To: [REDACTED]

Subject: West Berkshire Duty to Co-operate on Employment

Dear Duty to Co-operate Partner

Following our earlier meetings I intended to try and finalise this process in the summer but will be sending a formal request for assistance with employment land supply early in October with an intention to finalise any agreement or statement of common ground soon after that.

We have had a call for employment sites and have taken them through the HELAA process and are finalising an SA/SEA of them, in addition we are updating the employment need evidence using consultants. This work should be finalised at the end of September. Unfortunately having also updated our monitoring information as well we still are likely to have a substantial shortfall of employment land or space against our identified need, similar to the figures we sent you before. The new figures are likely to change in terms of the uses needed but are still likely to be of a similar magnitude.

It would be helpful if you could update us with any new additional information, particularly quantitative information and completed evidence studies or monitoring, on the topics we discussed earlier in the year.

Kind regards

[REDACTED]
Team Leader Planning Policy

Development & Regulation West Berkshire Council Market Street Newbury RG14 5LD

[REDACTED]

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To: Future Oxfordshire Partnership
Title of Report: Update on the Oxfordshire Plan 2050 Programme
Date: 27 September 2022
Report of [REDACTED] Senior Responsible Officer Oxfordshire Plan
Status: Open

Executive Summary and Purpose:

To provide an update to the Partnership following the announcement of the cessation of the Oxfordshire Plan 2050 programme and the transition to a process focused on Local Plans.

How this report contributes to the Oxfordshire Strategic Vision Outcomes:

Planning has a key role to play in delivering well-designed infrastructure and homes, sufficient in numbers, location, type, size, tenure, and affordability to meet the needs of our county, as set out in the Strategic Vision [here](#).

Recommendations:

1. Note that Local Plans for the City and Districts will provide the framework for the long-term planning of development in Oxfordshire.
2. Support the principles set out in paragraph 16 of this report outlining how the partners will take forward the Local Plan based approach.
3. Note that the end of the Oxfordshire Plan 2050 work programme requires a review of the Oxfordshire Plan 2050 Advisory Group's name and terms of reference.
4. Request that Officers develop draft terms of reference for a refreshed Planning Advisory Group of all six principal authorities for consideration at a future meeting.

Appendices: None

Introduction

- 1) The following statement was issued from the leaders of Cherwell District Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council, and West Oxfordshire District Council in August:

“The five Local Planning Authorities in Oxfordshire have been working together on a joint plan for Oxfordshire to 2050. It is with regret that we were unable to reach agreement on the approach to planning for future housing needs within the framework of the Oxfordshire Plan.

“Local Plans for the City and Districts will now provide the framework for the long term planning of Oxfordshire. The Oxfordshire Plan 2050 work programme will end and we will now transition to a process focused on Local Plans. The issues of housing needs will now be taken addressed through individual Local Plans for each of the City and Districts. The Councils will cooperate with each other and with other key bodies as they prepare their Local Plans.”

Background

- 2) The Oxfordshire Plan was a Joint Statutory Spatial Plan that was being jointly prepared by the City and District Councils in their roles as local planning authorities. It was intended to focus on strategic issues leaving local matters for individual Local Plans.
- 3) Formal decision making on the Oxfordshire Plan lay with the City and Districts Councils as the relevant local planning authorities, and the final plan would have needed to be adopted by each of them.
- 4) Aspects that the plan needed to cover, in order to be consistent with the National Planning Policy Framework, included identifying Oxfordshire’s future housing need, and the setting of the future housing requirements for the City and the Districts. These housing provisions would have needed to be agreed by all of the local planning authorities. Individual Local Plans would then set out how these housing requirements would be met and would allocate development sites.
- 5) During 2022 there have been a sequence of discussions and workshops to try and identify a commonly accepted approach between the local planning authorities to the evidence base needed to inform discussion on strategic housing issues. Unfortunately the local planning authorities were unable to reach agreement on the best approach to this. In the absence of an agreed approach to these central questions it was accepted that the Oxfordshire Plan programme will need to come to an end. Instead these issues will now be considered during the development of new Local Plans for the City and Districts.
- 6) Work on the Oxfordshire Plan was guided by input from the Oxfordshire Plan 2050 Advisory Group. This group included the relevant Cabinet Members from each of the Councils and provided a valuable forum to

discuss all aspects of the plan. While the group identified a wide range of issues on which there was common agreement it was not possible to reach an agreed approach on the evidence to inform strategic housing issues.

- 7) The City Council and all of the District Councils have adopted Local Plans currently in place, and the growth committed to in these plans is set. Oxfordshire's local planning authorities are all in the process of developing new Local Plans. These new plans will need to cover the housing questions and other matters that would have been addressed through the Oxfordshire Plan. There is a requirement on the local planning authorities in preparing these Local Plans to satisfy the Duty to Cooperate. The Duty to Cooperate is a legal test that requires cooperation between local planning authorities and other public bodies to maximise the effectiveness of policies for strategic matters in Local Plans. Discussions on strategic housing issues between relevant partners will be an important aspect of the Duty to Cooperate in Oxfordshire. Local Plan examinations will test whether the Duty has been satisfied and consider the soundness of submitted plans.

Oxfordshire Housing and Growth Deal

- 8) A commitment by the Oxfordshire Councils to prepare a joint statutory spatial plan covering the City and all of the Districts was an element in the Oxfordshire Housing and Growth Deal that was agreed with the Government in 2017/18 and runs until March 2023. The Housing and Growth Deal identified £215 million of government funding for Oxfordshire.
- 9) Discussions have taken place with officials from DLUHC to inform them that this element in the Housing and Growth Deal is now no longer being pursued. Further discussions with officials are due to take place in September on the implications of this decision. The decision to bring the Oxfordshire Plan work programme to an end does not affect the councils' commitment to delivery of the other aspects of the Housing and Growth Deal. There was a separate commitment to plan for and support the delivery of 100,000 new homes between 2011 and 2031. All of the City and District Councils have adopted plans in place which plan up to at least 2031 and these collectively plan for the necessary sites for Oxfordshire for the Housing and Growth Deal period.

Oxfordshire Strategic Vision

- 10) The Oxfordshire Strategic Vision, which was endorsed by the Partnership in March 2021 and approved by all of the Oxfordshire Councils, contains a vision which sets out a highly ambitious pathway for long-term change towards a more sustainable future.
- 11) The Strategic Vision includes a range of outcomes for Oxfordshire by 2050, defines what good growth means for the county, and includes guiding principles which form an overarching approach to long-term sustainable development.
- 12) The Strategic Vision will continue to help guide the development of Local Plans and other strategic documents in Oxfordshire. Local Plans continue to

provide an important vehicle for developing the spatial ambitions for the County linked to the Oxfordshire Strategic Vision.

Oxfordshire Infrastructure Strategy

- 13) The Housing and Growth Deal also contained a commitment by the Oxfordshire authorities to implement and roll forward the Oxfordshire Infrastructure Strategy.
- 14) A review of the Oxfordshire Infrastructure Strategy is taking place in two parts. The first of these was considered and endorsed by the Future Oxfordshire Partnership at its January 2022 meeting. The second phase of the project was related to the Oxfordshire Plan. Officers are considering how this work will now sit alongside and support Local Plan processes. Discussions between officers from the County Council and the City and Districts can explore how to closely integrate the next phase of work with Local Plans. The delivery of the appropriate infrastructure to support development is a key issue for Oxfordshire.

Next Steps

- 15) The bringing to an end of the Oxfordshire Plan work programme means that Oxfordshire's local planning authorities will revert to established mechanisms to bring forward plans for the long-term sustainable development of the County. The City, Cherwell, West, and Joint South and Vale Local Plans will address the key strategic matters set out in the National Planning Policy Framework.
- 16) Discussions between officers from the Councils have identified a number of principles for the Local Plan focussed approach:
 - That we collectively seek to deliver the outcomes of the Oxfordshire Strategic Vision
 - That we ensure a smooth transition from the Oxfordshire Plan back to Local Plans
 - That we continue to satisfy the requirements of the Duty to Cooperate
 - That we continue to work cooperatively and constructively in developing our respective Local Plans and other strategies, assisted by Statement(s) of Common Ground or memoranda of understanding where appropriate.
 - That we continue to work together on the Oxfordshire Infrastructure Strategy.
 - That the understanding achieved of countywide and district issues and priorities, are utilised, where appropriate, to support the preparation of these plans and strategies.
 - That the benefits and learning gained by the Oxfordshire authorities, through their long history of joint working and collaboration on planning and infrastructure matters, continue to be valued in seeking to achieve both common and individual goals.

- 17) To help retain good communication between the Councils on strategic planning matters it is proposed that the Oxfordshire Plan 2050 Advisory Group is renamed as the Planning Advisory Group and that its terms of reference are reviewed to set out a broader strategic remit around spatial planning. It would continue to report through to the Future Oxfordshire Partnership and be chaired by a member of the partnership. It would involve relevant Cabinet Members from the City and District Councils as local planning authorities, and from the County Council as the mineral planning authority, waste planning authority and key infrastructure provider. The group would be supported by respective Heads of Planning/ Planning Policy Managers who would also attend meetings. This refreshed advisory group could be a useful forum for the Councils to update each other on their respective plans as they are prepared, and for discussion on strategic planning issues.
- 18) Officers from the Councils will continue to engage closely with each other as plans are prepared in order to satisfy the Duty to Cooperate. The terms of reference of the officer Heads of Planning meeting and the Oxfordshire Planning Policy Officers meeting will be reviewed and these meetings will continue to provide a forum for discussion and cooperation.
- 19) Although the Oxfordshire Plan project may have ceased, there has been a lot of background work that will continue to be of value to the planning authorities as they develop their local plans. A wrap up exercise is underway to address consultant contract and human resources matters and help from partners is appreciated on this.
- 20) It is important that Oxfordshire learns from the experiences of the Oxfordshire Plan project and that these lessons inform future strategic or collaborative planning as appropriate.

Legal Implications

- 21) None arising from this report.

Other Implications

- 22) The adoption of a constructive approach from the Oxfordshire Councils to engaging with each other, and with other partners, on strategic planning matters can help deliver the spatial ambitions of the Oxfordshire Strategic Vision and reduce any impacts from the ending of the Oxfordshire Plan work programme.

Conclusion

- 23) This report outlines the shift in approach for the long-term strategic planning of development in Oxfordshire from the Oxfordshire Plan back to one focussed on district level Local Plans.
- 24) The report outlines principles for how the partners should take forward this new approach in order to help achieve the ambitions of the Oxfordshire Strategic Vision and to satisfy the Duty to Cooperate.

25) It is recognised that the name and terms of reference for the Oxfordshire Plan 2050 Advisory Group are no longer valid, so it is recommended that the group remit be updated to cover a wider range of strategic planning matters involving the County, City and District Councils.

Background Papers

None

Report Author: [REDACTED], Senior Responsible Officer for the
Oxfordshire Plan

Contact information: [REDACTED]

Supplementary Papers

The Future Oxfordshire Partnership

held in the Council Chamber, Cherwell District Council, Bodicote House,
Bodicote, Banbury, OX15 4AA
on Tuesday, 27 September 2022 at 2.00 pm

3. **Public participation** (Pages 2 - 10)

The written responses from the Future Oxfordshire Partnership to the public questions and addresses made at the

4. **Future Oxfordshire Partnership Scrutiny Panel update** (Pages 11 - 13)

The written response from the Future Oxfordshire Partnership to the recommendations made by the Future Oxfordshire Partnership Scrutiny Panel.

Public speakers

27 September 2022

1. [REDACTED] has asked the following question on behalf of the Oxford Civic Society

It was a huge surprise and disappointment when the district and city councils announced the abandonment of Oxfordshire 2050 Plan preparation.

Recommendation #1 The OCS recommends that good planning work achieved in the course of preparation of the Plan needs to be deployed in the updating of the Local Plans. In addition, the public have responded to Oxfordshire 2050 consultations in various ways and their contributions should not be abandoned.

OCS recommends that the Future Oxfordshire Partnership agrees to public discussions on making good use of work done to date on the Oxfordshire 2050 Plan.

Response

The update report on the agenda about the Oxfordshire Plan includes as one of its principles that the understanding achieved of countywide and district issues and priorities, is utilised, where appropriate. Each Council will consider this point as they prepare their plans and strategies, and there will be opportunities for the public to engage through the public consultations.

Recommendation #2 - At the same time OCS recognises that to update the Local Plans of the districts and city, some kind of agreement on Oxfordshire growth rate and distribution is still necessary: without evidence that the Local Plans have been prepared in cooperation with neighbouring local authorities (the 'Duty to Cooperate'), the Local Plans will not be approved by the Planning Inspectorate / Secretary of State.

Optimisation of strategic infrastructure investment could be a major casualty of the abandonment of the 2050 Plan – care needs to be taken to limit the damage.

OCS recommends that the Future Oxfordshire Partnership identifies and makes public the strategic infrastructure investment implications of each local planning authority establishing its own rate, pace and distribution of employment and housing growth.

Response

The Councils have each adopted the Strategic Vision for Oxfordshire, and remain committed to working together on strategic infrastructure issues. The update report on the agenda about the Oxfordshire Plan includes as one of its principles that we continue to work together on the Oxfordshire Infrastructure Strategy, and officers are considering how this will sit alongside and support Local Plan processes.

Recommendation #3 - As noted in the OCS report published just before the Oxfordshire 2050 Plan abandonment, the links between the Local Transport and Connectivity Plan (and its emerging Travel Plans), the Local Industrial Strategy, the Oxfordshire Infrastructure Strategy

and Pathways to Net Zero need to be carefully considered. Public discussion needs to continue on strategic (inter-local planning authority) planning matters and OCS will be pleased to contribute to this.

OCS recommends that as Oxfordshire strategic plans still need to be well coordinated and synchronized with, and integrated into, the local plans, the future Oxfordshire partnership should publicly debate how this is done.

Final point - An Oxfordshire spatial plan is a very useful tool if we are to optimise strategic infrastructure investment and achieve economic, social, and environmental goals. is it a profound mistake to abandon it? what message does abandonment send to government and private sector investors?

Response

The update report on the agenda about the Oxfordshire Plan outlines how the Councils can continue to work together and engage with each other on strategic planning issues. The Future Oxfordshire Partnership agreed the recommendation that it should retain an Advisory Group on Planning involving relevant Cabinet Members from each of the County, City, and District Councils. This will be a useful forum for the Councils to update each other on their respective plans as they are prepared, and for discussion on strategic planning issues, thereby helping coordination and synchronisation.

2. [REDACTED] has asked the following question on behalf of Need Not Greed Oxfordshire

Oxford City Council's Preferred Options document for its Oxford Local Plan 2040 will be out for public consultation at the start of October. This explains that the City intends to commission a piece of work to establish its housing need with "the methodology agreed with as many of our neighbouring districts as possible".

However, the document also states that the City considers that "circumstances are likely to exist in Oxfordshire that justify using an alternative method to calculate housing need, owing to its important role in the local and national economy".

We understand from these statements that Oxford City does not intend to adopt the Standard Method to calculate its housing need and will be looking for an alternative method which gives rise to a higher housing need, to support its economic growth ambitions. As it has in the past, Oxford City will be looking to the Districts to take its unmet housing "need".

Opinion Research Services, experienced housing market assessment consultants, did a report on the Oxfordshire Growth Needs Assessment (OGNA) for Cherwell Development Watch Alliance earlier this year. It stated: "Based on updated Office for National Statistics projections for Oxford City we consider that there may be exceptional circumstances in Oxford City (but not in the other Districts) for adopting a *housing need figure substantially lower than that given by the Standard Method* (as currently formulated)".

This statement is still valid but is directly at odds with the approach that Oxford City is taking by seeking to increase its housing requirement.

We believe there are really important issues of transparency and accountability here. We have phrased our questions as simply as possible and numbered them, as we wish to have a clear and full response to all questions.

1. Does the Partnership agree that the Duty to Co-operate is *not* a duty to cater for the growth ambitions of any particular local authority?

Response:

Paragraph 7 on the update report on the Oxfordshire Plan includes the following comment on the Duty to Cooperate:

“The Duty to Cooperate is a legal test that requires cooperation between local planning authorities and other public bodies to maximise the effectiveness of policies for strategic matters in Local Plans. Discussions on strategic housing issues between relevant partners will be an important aspect of the Duty to Cooperate in Oxfordshire. Local Plan examinations will test whether the Duty has been satisfied and consider the soundness of submitted plans.”

The Duty to Cooperate is not a duty to agree but it does require local planning authorities to engage constructively with each other on strategic cross boundary issues.

2. Does the Partnership agree that, given the fact that the OGNA was heavily criticised by a wide range of parties, it would:
 - a) Not be appropriate to use the same consultants in taking forward preparation of an evidence base for any of the emerging Local Plans

The procurement of consultants for a Local Plan evidence base is a matter for the relevant local planning authorities.

- b) The tendering process for any such consultants should take into account the amount of work they carry out for developers?

These tendering processes are the responsibility of the relevant local planning authorities. Local planning authorities will wish to satisfy themselves that any consultants they engage have the necessary expertise, and that there are no conflicts of interest for them in carrying out the work. It would be inappropriate to set procurement criteria discriminating against consultants who have worked for the development sector in the past.

3. **██████████** has asked the following question on behalf of CPRE Oxfordshire.

The questions below were raised to FOP members via an earlier letter and we are grateful for Councillor Wood’s reply on behalf of the FOP. However, we note that the update on the Oxfordshire Plan 2050 published as part of the FOP papers largely fails to address the issues raised and therefore think the questions bear repeating.

As long-standing supporters of strategic planning in the county, CPRE Oxfordshire has been concerned to learn of the demise of the Oxfordshire 2050 Plan.

It is disappointing that those Councils determined to pursue an aggressive growth agenda could apparently not be persuaded that this would be in conflict with the broader social, environmental, and economic Vision for the county that has previously been agreed.

The current situation raises a number of significant questions:

1. Transparency & democracy – the public is entitled to a clear explanation of where agreement was reached and could be fed into Local Plans, and where agreement could not be reached and for what reasons. How will this happen?

Response

The statement issued by the Leaders of the City and District Councils in August explained that it is with regret that they were unable to reach agreement on the approach to planning for future housing needs within the framework of the Oxfordshire Plan. On other aspects of the plan there was broad agreement, and the councils all remain committed to the Strategic Vision for Oxfordshire which they all adopted last year

2. Spatial strategy – if, as has been indicated, the disagreement is on the issue of housing numbers alone, is it not possible to proceed with establishing a broad spatial strategy that could guide whatever growth does finally come forward? This is vital in ensuring the protection of our key assets – our Areas of Outstanding Natural Beauty, the Oxford Green Belt and core nature recovery areas.

The housing questions were fundamental questions for the Oxfordshire Plan to address. The requirements on this issue are set out on the National Planning Policy Framework. It would not be possible to set out a sound spatial strategy without an understanding of housing need.

3. Key emerging policies - There were a number of strong emerging policies that clearly make most sense if applied at a county-wide level, such as those on zero carbon housing and nature recovery. These policies are urgent, to help meet our climate and biodiversity emergencies. Were these agreed? If so, how can they be taken forward in a logical and consistent way? If not, how will agreement now be reached?

Each of the City and District Councils will consider their policies in this area as they prepare their plans and strategies. The update report on the agenda about the Oxfordshire Plan includes as one of its principles that the understanding achieved of countywide and district issues and priorities, is utilised, where appropriate.

It is important to recognise that a new Local Nature Partnership has been established, this is linked to the Future Oxfordshire Partnership and can help develop Oxfordshire's approach to nature recovery. In addition, the Environment Advisory Group of the Future Oxfordshire Partnership is there to help coordinating work on climate action, including work on pathways to a zero carbon Oxfordshire and solar energy.

4. Renewables – at the moment, Oxfordshire's farmland is under threat from a wave of speculative applications for solar industrial units. There is an urgent need for a county-wide strategy, supported by public consultation and engagement, setting out the amount and spatial location for all renewables projects, balanced with other requirements such as food security, biodiversity, and landscape. How will this be taken forward?

The Environment Advisory Group of the Future Oxfordshire Partnership intends to consider this question.

4. Cllr Charlie Hicks, Oxfordshire County Council has asked the following question:

It appears that Officers are not following Oxfordshire County Council policies set out in the LTCP adopted in July 2022 in their criteria for the Review of Homes from Infrastructure Programme. When questioned on this point in FOP Scrutiny, senior Officers seemed to suggest that the policies that Officers are guided by in the Future Oxfordshire Partnership are those which were in place in 2017 when the Growth Deal was started, and that this is

unaffected by updates to any of the County Council's policies since then, including updates to the County Council's LTCP.

However, there are many references throughout the Growth Board papers from when it was set up that suggest the County Council's Local Transport Plan policies should be aligned to the work of the Growth Board/Future Oxfordshire Partnership. Which is right? Do the decisions on transport infrastructure, such as prioritisation of schemes made here in September 2022 in Agenda item 5c, need to align to the County Council's policies that have been adopted in July 2022 under the Terms of Reference of the Oxfordshire Growth Board? If not, please can it be specified where in the agreed arrangements of the Growth Board/Future Oxfordshire Partnership it states that policies set out in 2017 take precedent over more recently agreed council policies?

If the answer to the above questions is that existing County Council policies in the LTCP do matter for how decisions are made and projects prioritised in the Review of Homes from Infrastructure Programme, then I would expect to see this exercise re-run with updated criteria based on the latest agreed LTCP policies. Please can you let me know if this re-run of the prioritisation will happen?

Response

The proposals being presented for consideration around changes to the Homes from Infrastructure programme have been jointly produced by District, City and County officers, in an attempt to re-balance the programme and allow it to proceed.

The criteria for the Homes from Infrastructure (Hfi) programme were set out in the Housing and Growth Deal agreed with Government and have remained constant throughout the programme.

Broadly there are three criteria that successful schemes have to meet; these are:

- The schemes should be deliverable within the timescale - 5 years - of the Growth Deal.*
- The infrastructure scheme should accelerate already planned housing, such that it would come forward at a pace not previously programmed for by developers, within the 5 years of the Growth Deal.*
- The scheme should, in the view of the authorities concerned achieve value for money.*

It is these criteria that remain at the core of the assessment of schemes for the Hfi programme. Inevitably however, the assessment process is more nuanced than might be suggested by the terms of the Growth Deal.

The recent review did very much consider Active Travel but within the wider context of schemes delivering the accelerated housing.

It is not the case that OCC's LTCP and similar policy developments have not been factored into the review. Indeed, many of the schemes remain in the programme at least in part due to their Active Travel elements as opposed to purely the housing they will accelerate.

However, given we are now in the final year of the Housing & Growth Deal period the housing projected, the maturity of schemes and their ability to be delivered were also factors.

The proposals are also reflective of individual Councils' priority infrastructure considerations.

5. [REDACTED] on behalf of Cyclox has submitted the following address:

Thank you for letting me address this meeting of the Future Oxfordshire Partnership. I want to comment on the Growth Deal Schemes being agreed today, looking at them through the lens of the promotion of active travel, which is as you know a priority in the Local Transport and Connectivity Plan, and is critically important in ensuring Oxfordshire meets net zero and achieves Vision Zero.

The list of proposed infrastructure investments currently under review give the original allocation and the proposed allocation. Looking at the changes it is clear that higher priority has been given to road schemes that will increase motor traffic. The percentage spent on active travel schemes has reduced from the original proposals. This goes against the LTCP policies and will embed car use for years to come. All councils have declared climate emergency. There is nothing to suggest that the proposals will do anything but increase carbon emissions.

We feel particularly aggrieved at the removal of plans for Woodstock Road which would have been the first truly safe cycling infrastructure along any of the Oxford major roads. The planning for the Woodstock Road scheme had significant stakeholder involvement. I was one of the stakeholders. The time and effort of many was wasted.

We are concerned too about the eye watering cost of the Oxpens Bridge, which we have long said is situated in the wrong place and should have been above Osney Lock. There are better ways to spend £8.8million to create safe routes for cycling, wheeling and walking from the west of Oxford across the Thames.

It is unclear how the remaining active travel schemes will result in an increase in active travel, as we have seen no modelling. They appear not to be considered as part of a county wide integrated cycle network.

Overall, we feel we that the process that has got you to the point of approving these schemes has been very opaque, has not involved stakeholders, and fails to address the policies of the LTCP.

Response

It is unfortunate that any scheme has had to see a proposed reduction or removal in its funding allocations but, as I'm sure we are all aware, inflation pressures across the construction sector have made this somewhat inevitable.

Higher priority has not been given to road schemes. Where priority has been given is to the criteria and metric which secured the funding – the acceleration of housing. However, Active Travel delivery is a positive criterion also and has played its part into the proposed increased allocation for Banbury – Tramway Road and other schemes.

The excellent work and principles established in the co-production exercise across Woodstock Road will not be lost but will inform and be built upon as we move forward with that and other schemes. Any scheme which sees a reduction or removal of funding remains vital and needed infrastructure and so a priority for all Councils.

With regard to the Oxpens Bridge, the bridge is a requirement of the Oxford Local Plan to ensure high quality active travel connections from the strategic redevelopment site at Osney

Mead and will support the proposed mixed-use redevelopment of brownfield sites in the west end, which will create a new quarter of the city, releasing over 1,000 new homes. Given their location the developments should be car free and so it is extremely important that this new quarter has excellent walking and cycling connectivity. The bridge forms an integral piece of this infrastructure which will also improve cycling and walking connectivity from other areas of the city to the train station and west end.

Locating the bridge at Osney Lock is unlikely to be a simpler or cheaper option given expensive and onerous works that would be needed for safe access ramps and the complex land ownership issues. In addition, the current proposed location will provide better connection to the city centre, train station and wider cycle network than the Osney Lock option. Assessment of likely trip flows undertaken by the County Council suggests that the bridge will be well used, particularly after the development at Osney Mead is brought forward.

6. [REDACTED] on behalf of CoHSAT has submitted the following address:

I am [REDACTED], Co-Chair of CoHSAT, the Coalition for Healthy Streets and Active Travel in Oxfordshire. Thank you for the opportunity to speak.

We ask you to consider three things in your infrastructure decisions.

First, the elephant in the room. The £300m HIF1 roads programme goes against County LTCP strategy and County, Vale, and South Oxfordshire climate policies because it will increase emissions both from construction (288k tonnes, Prof Whitelegg) and traffic increases. It is unwanted by CoHSAT member groups, and by all five Parish Councils on its route.

Further, every cost increase in HIF1 drives out schemes that have wider benefit. 10% on HIF1 is £30m – two or three other schemes gone. If costs go up further, you'll have to axe more schemes or drop parts of the HIF leaving a patchwork.

For the A40 corridor, the County Council considered five strategic options including bus lanes (the eventual choice) and light rail. We don't know if you as decision-makers have been presented with strategic options for this corridor – certainly we as the public have not. We think you should take a step back before it's too late and take a look at more sustainable and affordable options – just as you did for the A40.

Second, the collateral damage of cost increases seems to fall most heavily on the sustainable transport. Witness the proposed retention of dual carriageway schemes, but the dropping of Milton Heights Pedestrian and Cycle bridge and the massive cuts to the promising co-produced Woodstock Road scheme. That is completely the wrong direction if you want to achieve your traffic reduction and Climate Change targets for 2030 and 2040. You need to put active travel and bus priority schemes first.

Third, the Oxpens bridge, now rising in cost to a ridiculous £8.8m. We like investment in active travel, but we said for years that this is in the wrong place – too far south to be useful for either Osney Mead or Oxpens, and it doesn't connect to any useful routes to the city centre or station. This will be a white elephant. Instead, there should be a simpler cheaper bridge at Osney Lock and use the money saved to improve the ramps on Grandpont Bridge. This creates two more useful routes for people on the new developments and for existing residents.

Response

The HIF1 Didcot roads programme mentioned is an OCC programme of work and is separate from the Housing & Growth Deal programme. The budgets are also entirely separate and it is not true to say schemes within the programme being discussed today are at risk of removal if there are cost pressures identified in the HIF1 Didcot programme. The HIF1 Didcot programme will be subject to review and scrutiny as all other OCC programmes of work are. Similarly, the HIF2 programme of work along the A40 is again an OCC programme of work and while there is more of a combined delivery plan for this infrastructure with the Housing & Growth Deal programme – due to the geographic proximity - they are again separate programmes.

Active Travel was and remains a key consideration for schemes within this programme but within the constraints of what the money was originally secured to deliver – accelerated housing. It is unfortunate indeed that schemes may have to be removed from this programme to accommodate the unprecedented inflation pressures across the construction industry but even if a scheme is paused it remains a clear priority for all Councils and attempts to identify and secure alternative funding will again be a priority for all.

With regard to the Oxpens Bridge, the bridge is a requirement of the Oxford Local Plan to ensure high quality active travel connections from the strategic redevelopment site at Osney Mead and will support the proposed mixed-use redevelopment of brownfield sites in the west end, which will create a new quarter of the city, releasing over 1,000 new homes. Given their location the developments should be car free and so it is extremely important that this new quarter has excellent walking and cycling connectivity. The bridge forms an integral piece of this infrastructure which will also improve cycling and walking connectivity from other areas of the city to the train station and west end.

Locating the bridge at Osney Lock is unlikely to be a simpler or cheaper option given expensive and onerous works that would be needed for safe access ramps and the complex land ownership issues. In addition, the current proposed location will provide better connection to the city centre, train station and wider cycle network than the Osney Lock option. Assessment of likely trip flows undertaken by the County Council suggests that the bridge will be well used, particularly after the development at Osney Mead is brought forward.

7. Councillor Fouweather, Oxford City Council

Colleagues, you are making a vital choice about allocating precious public resource to deliver benefit for the people of Oxfordshire. I need to be able to tell residents in my ward that decisions including whether and to what extent to fund desperately-needed safety improvements to a key route in their community were taken on the basis of a genuine like-for-like assessment of need, a proper analysis of the schemes themselves, and genuine public engagement. At the moment, there is a danger of this process being seen as decisions made behind closed doors, without democratic oversight, without scrutiny, without opportunity for public comment, and on the basis of council leaders round this table going in to bat for their own favourite scheme rather than a proper comparison of cost, benefit and deliverability.

To reassure my residents, I would like answers to these questions:

Are you content that you have had the opportunity to evaluate the current proposal for the Oxpens-Osney bridge properly, given that informed commentators have pointed out the lack of synergy with for example the imminent improvements to connectivity through the re-design of the Botley Rd bridge, the competing claims of other possible locations nearer to Osney

Lock which were identified in the original Spatial Strategy, the lack of progress since the original 6m was allocated, the continued failure by the city council to re-open the Grandpont bridge which actually is part of the National Cycle Network linking South Oxford to the city centre, the issues around the bridge landing in floodplain, and the fact that it is right next to a perfectly good and well-used existing bridge?

Have you had the opportunity properly to compare the benefits of the Osney/Oxpens scheme with Milton Heights, which takes a significant and frankly terrifying barrier to active travel out of a key route?

Have you been properly able to factor in the various possible ways of using these funds to support improved active travel on Woodstock Road in my ward, including funding the scheme already paid for and consulted on through the Growth Deal, and/or allocating further funds to a wider North Oxford strategy to help support the impact of large development to the north?

Are you content to make this decision without the choices before you having been through the proper Scrutiny process?

Are you content to make this decision without opportunity for public involvement via Scrutiny, which there certainly would have been if you had published the papers on time?

My residents and I will be holding you to account for your answers to these questions.

Response

We acknowledge and regret the late submission of the paper to the Scrutiny Panel. There has been an opportunity for public involvement via the FOP meeting itself, and there will be a further opportunity when the proposed programme is taken to the Cabinet at Oxfordshire County Council.

We have commented on specific schemes and on the overall assessment criteria in response to earlier questions in this document and we refer the questioner to the replies above.

Schemes which cannot be delivered using funding from the Housing and Growth Deal thanks to the inflationary cost pressures remain worthwhile and important schemes, and officers will vigorously pursue alternative funding opportunities.

Future Oxfordshire Partnership response to recommendations of the Partnership Scrutiny Panel made on 20 September 2022

The Future Oxfordshire Partnership is requested to provide a response to the recommendations of the Scrutiny Panel for decision at its meeting on 27 September 2022.

Recommendation	Comment
<p><u>Oxfordshire Plan 2050 Update</u></p> <p>Whilst acknowledging the concerted efforts to reach consensus on the issue of future housing need, the Panel noted the ending of the Oxfordshire Plan 2050 programme with deep regret and disappointment and regards this as a regressive step. In the Panel’s view the ending of the Programme will negatively impact on the delivery of sustainable development in Oxfordshire The Panel noted the good work already achieved as part of the programme and expressed concern that this is at risk of being lost unless councils across Oxfordshire go beyond their legal obligations under the Duty to Cooperate.</p> <p>The Panel therefore strongly supports the recommendations 2,3, and 4 set out in Update on the Oxfordshire Plan 2050 Programme report to the Future Oxfordshire Partnership and in the spirit of those proposals recommends to the Partnership that it:</p> <ol style="list-style-type: none"> 1. Agree the principle that the district, City and County Councils should continue to cooperate and collaborate on county wide future spatial planning matters related to the former 	<p><i>The Scrutiny Panel’s support for the recommendations in the report is noted and welcomed.</i></p> <p><i>It is important that the District, City and County Councils continue to cooperate and collaborate on County wide spatial planning matters, and the proposed Planning Advisory Group would be a useful forum to help facilitate that.</i></p>

<p>Oxfordshire Plan 2050 work programme, with the support of a planning advisory group. In doing so, they should aspire to achieve policy coherence and coordination in respective local plans. These topics for collaboration should include, but are not limited to, the Green Belt, carbon reduction, nature recovery, housing density and proximity of housing to employment sites, and active travel infrastructure connecting housing to urban centres.</p>	<p><i>The specific topics for collaboration mentioned by the Scrutiny Panel are relevant to the work of the Future Oxfordshire Partnership as well of that of the Councils, and we agree that they should be considered in developing the work programmes of the revised Planning Advisory Group and of the Environment, Infrastructure and Housing Advisory Groups.</i></p>
<p><u>Review of Homes from Infrastructure Programme</u></p> <p>The Panel understands and acknowledges the complex challenges in bringing the item forward and need for appropriate sign off. However, the Panel was very disappointed to receive the slides regarding the item on the afternoon of its meeting. It regards this as unacceptable and incompatible with the Panel's role to review and scrutinise plans, proposals and decisions related to the discharge of the Future Oxfordshire Partnership's functions and the delivery of the agreed Oxfordshire Housing and Growth Deal. It is also not conducive with general principles applicable to the relationship between scrutiny and executives.</p> <p>The Panel has also requested that further information be provided to it on the methodology and criteria used in determining the revised Hfl programme. This to include how the criteria has been applied to specific schemes, in particular a breakdown of the estimate of housing units that would be accelerated, (unlocked) by each scheme now recommended to be part of the revised programme versus schemes recommended to be removed or scaled back from the programme. In the absence of this information, whilst a number of members had grave individual concerns regarding the prioritisation of particular schemes over others, the Panel did not feel there was sufficient information and time for it and the Partnership to come to an overall judgement on the proposals. In terms of process, the Panel also requested</p>	<p><i>This was a joint proposal from Districts, City and County Councils which necessitated a very thorough sign-off process.</i></p> <p><i>Nevertheless, we acknowledge the lateness of what was presented for discussion at Scrutiny and we echo the Scrutiny Panel's disappointment.</i></p>

information on who signed off the proposed revised list and who will agree and make the final decision on the list.

Recommendations to the Future Oxfordshire Partnership:

2. That the Partnership respond to the concerns of the Panel and requests for further information as set out above.
3. That in addition to the consideration of the housing units accelerated by a particular scheme within the period of the Housing and Growth deal, the Partnership give higher priority to consideration of Active Travel factors, as a theme to determine the revised Hfl programme. This is to ensure in the absence of existing infrastructure, there is the creation of new safe walking and cycling infrastructure linking developments to nearby settlements.
4. That where a scheme is proposed to be removed from the Hfl programme and linked development has already taken place (e.g., Milton Heights), the Partnership reconsider its prioritisation weighting to include it in the Hfl programme or else do all it can to encourage and facilitate the identification of replacement funding.

2. The estimated housing numbers were provided by the City and District Councils and can be shared with the Scrutiny Panel.

The proposed programme was agreed by senior officers and shared with the FOP's Infrastructure Advisory Group. Now the proposals have been through the FOP they go finally to the OCC Cabinet.

3. This has been factored into the consideration and many of the schemes on the programme are either exclusively Active Travel schemes or those with significant Active Travel / modal shift objectives.

However, the key criterion, particularly as we are in year 5 of the original programme, is the acceleration of housing units, as agreed with national government at the start of the housing and growth deal.

4. Where any scheme is removed from the Hfl programme the identification of replacement funding becomes a key priority for all Councils. All schemes which have been within the programme over the past 5 years are infrastructure projects which are needed to support housing delivery. The need to amend funding allocations to maintain a balanced programme does not alter that.

GI Evidence Approach
Meeting with Oxfordshire County Council

Attendees:

OCC: [REDACTED]

S&V: [REDACTED]

Notes:

OxPlan GI Approach

- NM very involved in the evolution of OxPlan GI approach.
- Highlighted opportunities of working [REDACTED]:
 - [REDACTED] Mapping (also links to OxCam mapping)
 - HERO – Healthy Ecosystem Restoration in Oxfordshire
- OxPlan was exploring potential countywide GI standards.
- Draft NRN produced – limited weight.
- Identification of GI opportunity areas:
 - OxCam aspirations for strategic areas for nature recovery.
 - Existing CTAs (still have value - sound and tested).
 - Well established projects and initiatives.
 - Opportunities for beneficial uses of the Green Belt – potential to view the whole Green Belt as a strategic opportunity area.
 - Recognising the role of catchment partnerships – projects to improve water quality and habitats.

OCC work

- [REDACTED]
- LNRS – OCC progressing cautiously. Awaiting detailed regulations.
- There is a countywide ANGST assessment. This may be superseded by new standards introduced by NE.
- Adopted new trees policy – includes aspirations for greenspace in new development and the proportion of street tree coverage required for adoption. (Note challenges between street trees and street lighting.)
- Working on a verges and vegetation policy.

South and Vale 2017 GI Strategy

- Context has changed but on the ground opportunities/deficits much the same.
- Relies on ANGST standards, but amended to take account of the rural context – may become out of date when new standards are published.
- Aspirational – implementation challenges. Need to focus on practical outputs.

GI opportunities

- Need to explore interrelationship between natural capital, biodiversity net gain and GI.
- Be forward looking – may be too soon to deliver some aspirations but the work should help to move us forward/towards aspirations.
- Focus on links between people and nature – public health benefits (link to [REDACTED]).

- Use “Making the Case for GI Investment in Oxfordshire” as evidence to back up [REDACTED]

County Park Proposals

- Bernwood, Otmoor, Ray Project led by Becks Council. Cherwell involved. [REDACTED] is lead for S&V.
- LNRS could help to narrow down areas of search. Identify where GI could deliver the most benefits – nature recovery, net gain, carbon off-setting.
- Identification of willing landowners key to deliverability.
- [REDACTED]

LNP is likely to have a key focus on linking health and nature.

[REDACTED]

S&V to share emerging GI work with OCC [REDACTED]

[REDACTED]

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
4/10/22	<u>Joint Local Plan</u> <ul style="list-style-type: none"> • Timetable being reviewed. • HNA update – evidence to be commissioned. • Land safeguarded for schemes was reviewed 29/09/22 • Scope of Green Infrastructure being prepared as discussed at meeting 30/09/22. Brief to be shared for comment. • Call for land website being prepared – will be map based. • Transport evidence base <p>OP2050 - scope for making use of OP2050 evidence base?</p>

From: A [redacted] M [redacted] Cherwell [redacted]
Sent: 13 October 2022 09:49
To: L [redacted], A [redacted]; M [redacted], L [redacted]; r [redacted] w [redacted] Oxford [redacted]; C [redacted] H [redacted];
'D [redacted] P [redacted] Oxfordshire [redacted]'
Subject: OPPO

****EXTERNAL****

Morning!

Only a simple agenda for today I think:

1. General update – all
2. OCC Proposals – D [redacted]
3. Next steps - all
4. AOB - all

As we have discussed before, there are three outstanding actions:

1. Discuss a possible shared approach to considering climate change – action to arrange meeting with Bioregional.
2. GTNA work – West to commission. Inception meeting in November.
3. Consider how we may wish to engage with OXIS2 – action for OCC to set up a meeting/ discussion.

Speak shortly.

Kind regards,

A [redacted]

A [redacted] M [redacted]

Planning Policy and Conservation Manager
Communities Directorate
Cherwell District Council

[redacted]
[redacted]
[redacted]

[redacted]
[redacted]
[redacted]

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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
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Attendees include:

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- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
15/11/22	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Timetable update: This is being checked internally for approval this week, revised LDS to be published late November for Cabinet meetings on 1st (SODC) and 2nd December (VOWHDC). New LDS will include next JLP consultation after 2023 purdah. • HNA update: Assessment to be commissioned before Christmas. Will keep consultants to help respond on future consultation representations re housing numbers. • JLP steering group with members – had a previous meeting on transport policy & next on is 24/11 on housing. • Had JLP mtg with OCC 27/10 re transport policies, next mtg 24/11. • New schools & community use mtg tba (OCC & SODC/VOWHDC), • Leisure study – OCC contacts given 22/11/22. <p>OP2050 evidence</p> <ul style="list-style-type: none"> • Update? Within LDS report is further information about implications of no OP 2050 to be published 24th November to go to Cabinet's 1st & 2nd December.

Subject: West Berkshire Council, Local Plan Review, Regulation 19 Consultation proposal and Duty to Co-operate on Employment matters

From: [redacted] [westberks](mailto:westberks@westberks.gov.uk) [redacted]
Sent: 25 November 2022 15:19
To: [redacted]
[redacted] [Planning Policy S&V <planning.policy@southandvale.gov.uk>](mailto:planning.policy@southandvale.gov.uk);
[redacted]
Cc: [redacted]
Subject: West Berkshire Council, Local Plan Review, Regulation 19 Consultation proposal and Duty to Co-operate on Employment matters

****EXTERNAL****

Dear Duty to Co-Operate partner

I am notifying you that West Berkshire Council has a paper before full Council on the 1st December 2022, requesting authority to carry out a Regulation 19 consultation on our Local Plan Review (LPR) 2039 commencing the week beginning 3rd January 2023 for 6 weeks. If the council also agree to another recommendation we would like to submit the LPR in Mid-March 2023, subject to no material changes being required to the LPR. This is of course subject to full council agreeing to this approach.

For your information the link to the council reports is below:

<https://decisionmaking.westberks.gov.uk/ieListDocuments.aspx?CId=116&MId=6982&Ver=4>

Unfortunately the plan still has an unmet identified need for employment land for Office use and B2/B8 uses. The deficits are for Office use 51,000 sq m and for B2/B8 uses 22,000 sq m, the latter deficit has only recently arisen because a large potential allocation site was formally withdrawn from the draft plan by the owners.

For those authorities who have formally responded to our earlier requests for potential employment land availability and provided other updates and information as well, thank you. Where we have not reached a formal position as yet I will contact you again over the next few weeks to continue our co-operative work.

Kind regards

[redacted]

[redacted]
Team Leader Planning Policy
Development & Regulation West Berkshire Council Market Street Newbury RG14 5LD
[redacted]

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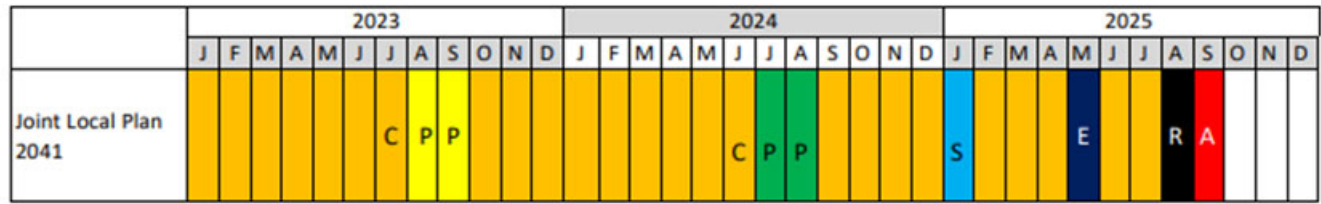
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From: M■■■■, L■■■
Sent: 02 December 2022 17:11
To: A■■■■ M■■■■; P■■■■, D■■■ - Oxfordshire County Council; W■■■■ R■■■■; c■■■■ h■■■■ westoxon■■■■
Subject: Evidence base

Dear all,

At South and Vale we've had our new LDS approved today ([Vale](#))/ yesterday ([South](#)) at Cabinets. Our new Local Plan timetable looks like this, with Reg 18(2) next summer to avoid the local elections:

Figure 1: Production timetable



Key	
Preparation, analysis and/or plan development	■
Cabinet Member, Cabinet or Full Council review and decision	C
Public Consultation on Preferred Options (regulation 18)	P
Public Consultation prior to plan submission for examination (regulation 19)	P
Submit plan and supporting documents to the Secretary of State for independent examination	S
Examination commencement of the plan by an independent Planning Inspector	E
Receipt of Inspector's Report	R
Formal adoption and publication of the Plan	A

We're wanting to crack on with evidence base procurement. We are planning to procure a Housing Needs Assessment, going out before Christmas with a mid-Jan response deadline. This will have 3 elements to the work with the main one being specialist housing needs

assessment, with additional optional elements that we could activate if Government changes the standard method, or if we need assistance with reviewing other HNA work in Oxon.

If anyone would like to join us in joint studies, very happy to discuss. If so, please get in touch. Other ones we hope to procure soon are climate change work (hopefully also out by Christmas) and hotel & tourism evidence (will probably be in the new year).

Are we hoping to meet up before Christmas for an OPPO?

L [REDACTED]

L [REDACTED] M [REDACTED]

Policy Manager

South Oxfordshire District Council & Vale of White Horse District Council

[REDACTED]

Advance notice of leave: 24 Dec – 2 Jan 2023

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From: A [redacted] M [redacted] [redacted] Cherwell [redacted]
Sent: 15 December 2022 15:46
To: [redacted] w [redacted] oxford [redacted]; M [redacted], L [redacted]; [redacted] w [redacted] oxford [redacted]
Cc: [redacted] D [redacted] P [redacted] Oxfordshire [redacted]
Subject: OPPO

****EXTERNAL****

Hi all,

Many thanks for your time this morning. Very helpful discussion!

Actions:

1. Meeting early Jan (12th) to cover: OCC Structure Update (areas relating to strategic planning); FOP Update (who, what, where, when); housing evidence + general update (including NPPF prospectus if published) .
2. Second meeting in Jan (26th) to cover: OCC Climate Adaptation Work-stream/ Bioregional discussion on climate policies + general update.
3. Two meeting options for Feb (6th or 9th) to cover: GTAA Inception + general update.

Another item not assigned to a specific meeting yet: update on OXIS 2 and

4. AM/ CH to arrange meeting with CDC CIL Lead to discuss any potential opportunities for collaborative working.

High level notes of areas discussed:

- i. Discussed meeting agenda for Jan/ Feb as above.
- ii. General Updates from each LPA:

City:

- LP Reg 18 2 consult Mar/April 2023 – Housing Need. Single issue consultation. + amended LDS.
- LP to Reg 19 Autumn 2023.
- West End SPD Adopted. AMR completed.

West:

- Garden Village Mods – 160 reps waiting for PINS Report in Jan. Adoption March 2023.
- LP consultation on spatial options March/ policy options Summer 2023.

South and Vale:

- South CIL adopted last week. (includes charging for elderly and student accommodation). + Developer Contributions SPD.
- New LDS (extends 11 months to LP programme).
- LP Reg 18 Aug/ Sept 2023.
- Staffing issues (x6 junior posts vacant).
- Vale 5yhls (6+). Updated statement published Nov. Appeal Feb (Grove -David Wilson Homes).

Cherwell:

- Focus on LP. Scrutiny/ Exec in early Jan. Reg 18 (draft plan) consultation late Jan (or early Feb) 6 weeks. + updated LDS.
- Reg 19 autumn 2023.
- AMR Feb. Considering reverting to LHN for 5YHLS monitoring – not confirmed.

Hopefully that covers the main points.

Kind regards,

A [REDACTED]

[REDACTED] A [REDACTED] M [REDACTED] [REDACTED]

**Planning Policy and Conservation Manager
Communities Directorate
Cherwell District Council**

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

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From: M [redacted], L [redacted]
Sent: 15 December 2022 11:46
To: R [redacted], T [redacted]; K [redacted], R [redacted]; H [redacted], R [redacted]; B [redacted], E [redacted]
Cc: L [redacted], A [redacted]
Subject: City & Cherwell HEENA

Hi, just passing on the updates I heard at OPPO today.

R [redacted] and A [redacted] M [redacted] confirmed that Oxford and Cherwell are working on a joint housing needs study, they are calling it a HEENA. It's nearly there. The specialist needs element is nearly done. They will tell us more in Jan 2023.

Next steps for Oxford City are that they will take a local plan consultation to their March 2023 Cabinet on the single issue of housing need (I guess they must not have elections in May?). With an updated LDS. They will then aim for Reg 19 in autumn 2023.

Also City's AMR and IFS have just been completed (I think R [redacted] said they have been to Cabinet).
And City has recently adopted the West End and Osney Mead SPD.

Cherwell is considering doing local plan review process like Vale and reverting to SM on basis of SHMA being out of date. I mentioned the appeal in Feb and A [redacted] will watch that closely.

West is planning to do a local plan consultation in March just on spatial strategy, before having housing numbers.

Hope that's of interest

L [redacted]

L [redacted] M [redacted]
Policy Manager
South Oxfordshire District Council & Vale of White Horse District Council

[redacted]

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From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: New FOP Planning Advisory Group
Date: 21 December 2022 15:51:16
Attachments: [Oxfordshire Planning Advisory Group Draft Terms of Reference v1 draft 1 Dec 22.docx](#)
[Oxfordshire Plan Report to FOP 270922 final ntc.docx](#)
Importance: High

****EXTERNAL****

Dear All

I hope this email finds you all well, and that you all have nice Christmas breaks planned. I'm getting in contact as your respective Chief Executive has nominated you to support the new Future Oxfordshire Partnership Planning Advisory Group (PAG), for which I am the Senior Responsible Officer.

As you will be aware, it was with regret that the five LPAs were unable to reach agreement on the approach to planning for future housing needs within the framework of the Oxfordshire Plan 2050. It was however recognised by all six of the authorities, the importance and value in cooperation across district boundaries on strategic planning matters, noting there were many areas where there was a broad agreement between the councils. It is therefore important that this work should be taken forward in a way that is compatible with a Local Plan based process, as the Future Oxfordshire Partnership (for which the six councils are voting members) remain committed as a collective group of partners, to the Oxfordshire Strategic Vision for Long Term Sustainable Development.

To help retain good communication between the Councils on strategic planning matters, a paper was submitted to the Future Oxfordshire Partnership (please see attached), which proposed that the Oxfordshire Plan 2050 Advisory Group be renamed to the Planning Advisory Group, and that its terms of reference be reviewed to set out a broader strategic remit around spatial planning. It was suggested that the revised group continue to report through to the Future Oxfordshire Partnership, be chaired by a member of the partnership, and involve relevant Cabinet Members from the City and District Councils as local planning authorities, as well as from the County Council as the mineral planning authority, waste planning authority and key infrastructure provider. It was also noted that the group would be supported by respective Heads of Planning/Planning Policy Managers, and proposed that this refreshed advisory group could be a useful forum for the Councils to update each other on their respective plans as they are prepared, and for discussions on strategic planning issues.

The FOP endorsed the recommendations within the paper, and requested that officers develop a draft terms of reference for a refreshed Planning Advisory Group of all six principal authorities, for consideration at a future FOP meeting. A draft TOR has now been worked up using the principles endorsed by the partnership; please see attached.

Can I ask that you review the attached draft TOR for the new member Planning Advisory Group, and offer any comments/suggestions from your perspective as a planning lead within your organisation. Unfortunately we are working to very tight deadlines with turning around this draft TOR to ensure it is ready for consideration at the January 23 FOP meeting; I will need any comments and amends returned to me by end of day on the 9th January – please copy Beth into your response – and thank you in advance.

You will be aware there is a heads of planning meeting scheduled for the 13th January 23 – this will now be replaced with a meeting of the officers nominated to support the new FOP Planning Advisory Group, of which you are one – an updated invite will be sent out shortly, and an agenda will be circulated ahead of the meeting. A key focus for the meeting will be to discuss the draft

TOR, and to consider areas within strategic planning, where it is productive to have a shared conversation across local planning authority boundaries.

I recognise you may not be that familiar with the FOP arrangements, so please do get in contact with [REDACTED] (FOP Manager) for any further information you may require.

Thanks again, and Happy Christmas!

[REDACTED]

[REDACTED]

Chief Executive

West Oxfordshire District Council

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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Oxfordshire Planning Advisory Group Terms of Reference November 2022

1. Purpose and Objectives

- 1.1 The purpose of the Oxfordshire Planning Advisory Group is to provide a forum in which local authority members can discuss county wide strategic planning matters, to support delivery of the [Oxfordshire Strategic Vision](#), which sets out the Future Oxfordshire Partnership's long term ambition for what the county will be like in 2050.
- 1.2 Local Plans for the City and District Councils now provide the framework for long term planning across Oxfordshire; nothing contained in these Terms of Reference affects the primacy and legitimacy of Local Plan decision making. The individual councils maintain sovereignty over the content of local plans through their own internal processes, as local planning authorities. The Oxfordshire Planning Advisory Group and wider Future Oxfordshire Partnership arrangements do not possess the ability or statutory footing to control the content within local plans, however they do offer a mechanism through which to work cooperatively and constructively in developing respective Plans and other key strategies.
- 1.3 The Oxfordshire Planning Advisory Group will operate within the remit agreed by the Future Oxfordshire Partnership, and its voting members. The role of the group is to:
 - 1.3.1 Work collectively to support delivery of the outcomes of the Oxfordshire Strategic Vision and the Future Oxfordshire Partnership, identifying opportunities for collaborative working to address key planning challenges, offering recommendations to inform policy development where appropriate to do so.
 - 1.3.2 Support the Duty to Cooperate (Localism Act 2011) - a legal test that requires cooperation between local planning authorities and other public bodies, in efforts to maximise the effectiveness of local plan preparation within the context of strategic cross boundary matters. Notwithstanding this support, each Local Planning authority retains its obligations under the Act.
 - 1.3.3 Enable Local Planning Authorities and the County Council to continue to work cooperatively in developing the respective Local Plans and other strategies, assisted by Statement(s) of Common Ground or Memoranda of Understanding where appropriate.
 - 1.3.4 Enable a smooth transition from an Oxfordshire Plan to Local Plans, ensuring that invaluable information generated during the Oxfordshire Plan process is fed into support the districts with their own local planning as appropriate.

- 1.3.5 Provide a forum for the Councils to update each other on their respective local plans and strategies as they are prepared.
 - 1.3.6 Develop and improve understanding of district and county-wide issues and priorities, to support in identifying collective solutions, which help to tackle challenges preventing delivery of the Oxfordshire Strategic Vision; where appropriate understanding of countywide issues and priorities, can be used to support the preparation of local plans and strategies.
 - 1.3.7 Work collaboratively with the Future Oxfordshire Partnership Infrastructure Advisory Group on updates to the Oxfordshire Infrastructure Strategy (OxIS).
 - 1.3.8 Broaden engagement and involvement in county wide discussions re: strategic planning matters, providing a councillor forum in which to examine and discuss relevant issues in more detail.
 - 1.3.9 Ensure that the benefits and learning gained by the Oxfordshire authorities, through their long history of joint working and collaboration on planning and infrastructure matters, continue to be valued in seeking to achieve both common and individual goals.
 - 1.3.10 Consider any additional matters that the Future Oxfordshire Partnership requires of them.
- 1.4 Whilst not a formal decision making body, the Oxfordshire Planning Advisory Group has the ability to offer recommendations and advice to the Future Oxfordshire Partnership, aimed at tackling strategic planning issues; the decision as to whether to act upon the recommendations resides with the individual planning authorities.
 - 1.5 The Advisory Group will work on the principle of consensus in advising Local Planning Authorities and the Future Oxfordshire Partnership, whilst at the same time each member will act as the individual lead and conduit for the authority they represent.
 - 1.6 The Oxfordshire Planning Advisory Group will be supported by a Senior Responsible Officer (SRO), as well as an officer Group, comprising an officer representative from each of the six councils.

2. Membership and appointments

- 2.1 The Advisory Group will comprise one executive member from each of the partner authorities, plus a chair appointed by the Future Oxfordshire Partnership. The partner authorities are as follows:
 - Cherwell District Council
 - Oxford City Council
 - South Oxfordshire District Council

- Vale of White Horse District Council
 - West Oxfordshire District Council
 - Oxfordshire County Council
- 2.2 Although not a Local Planning Authority, Oxfordshire County Council is recognised as a central partner in discussions regarding strategic planning across the county, as the mineral planning authority, waste planning authority and key infrastructure provider.
- 2.3 The Chair of the Oxfordshire Planning Advisory Group will be drawn from the voting membership of the Future Oxfordshire Partnership.
- 2.4 Each partner authority shall appoint one executive substitute member for the Oxfordshire Planning Advisory Group, who can substitute for their member as required. The substitute member shall have the same rights as the member for whom the substitution is made. In the event of the appointed executive member and executive substitute member both not being available, the advisory group Chair shall have discretion to agree to another executive substitute member for that meeting only.
- 2.5 Representatives of other relevant organisations will be invited to participate in meetings as the agenda requires.
- 2.6 Co-opted non-voting members may be appointed for specific items or a period of up to a year by the Oxfordshire Planning Advisory Group, with the agreement of the voting membership of the Future Oxfordshire Partnership.
- 2.7 Where the Chair is unable to attend a meeting, but still wishes for it to progress, the Oxfordshire Planning Advisory Group may elect a Chair for that meeting only.

3. Role of the Chair

- 3.1 The Chair must act in an independent and facilitative capacity to organise the Oxfordshire Planning Advisory Group's activities in support of the objectives of the Future Oxfordshire Partnership, and the Oxfordshire Strategic Vision. At all times, the Chair must use their discretion to act in the interests of Oxfordshire and the Future Oxfordshire Partnership, and not of their own political group or local authority area.
- 3.2 The Chair will manage meetings in accordance with the Oxfordshire Planning Advisory Group's terms of reference, and provide leadership and direction to the group in an open and transparent manner.
- 3.3 The Chair will report directly into the Future Oxfordshire Partnership on the work of the Oxfordshire Planning Advisory Group as agreed. In reporting to the Future Oxfordshire Partnership, the Chair will present the views of the group, and thus not necessarily their own views.
- 3.4 The Oxfordshire Planning Advisory Group is not a decision making body, and the Chair should aim to reach a consensus agreement on matters under

discussion. Where a consensus cannot be reached, the Chair shall present the split views of the Oxfordshire Planning Advisory Group to the Future Oxfordshire Partnership.

4 Role of Members

- 4.1 In addition to contributing to the overall role of the Oxfordshire Planning Advisory Group, members will be a proactive conduit between the work of the group and their respective council. This might include, for example, providing regular updates to their own council on the work of the advisory group.
- 4.2 The Oxfordshire Planning Advisory Group should be mindful of the work of the Future Oxfordshire Partnership Scrutiny Panel and any other Advisory Group to avoid any duplication of work. The Oxfordshire Planning Advisory Group should also be mindful of any work it may require of officers, and the impact this may have on existing priorities.

5. Meeting Arrangements & Structure

- 5.1 The Oxfordshire Planning Advisory Group will meet in accordance with an agreed schedule of meetings. The summary notes of meetings will be drafted and included in the agenda for the next available Future Oxfordshire Partnership meeting.
- 5.2 Meetings may be rearranged, cancelled, or additional meetings scheduled with the agreement of the Chair.
- 5.3 The quorum for a meeting shall be three members. Non-attendance of partner authorities shall not affect the legitimacy of the Oxfordshire Planning Advisory Group's conclusions.

6. Access to information

- 6.1 It is expected that the Oxfordshire Planning Advisory Group will have the right to see the same information as that of the Future Oxfordshire Partnership when advising on any given issue, in order that an informed view can be made.
- 6.2 The Oxfordshire Planning Advisory Group will meet in private. However, the conclusions of the Group shall be conveyed in public to the Future Oxfordshire Partnership at each of its meetings, except in circumstances where the matter under consideration contains exempt or confidential information, as set out in the Local Government Act 1972 (as amended).
- 6.3 The Oxfordshire Planning Advisory Group agendas and associated reports will be circulated to the members of the Advisory Group, and the designated officers of the respective partner authorities, at least three clear working days before the meeting. Nonadherence to this principal however will not invalidate a meeting.

6.4 The work of the Oxfordshire Planning Advisory Group will not be subject to scrutiny by the Joint Scrutiny Panel, although its reports to the Future Oxfordshire Partnership and the summary notes of meetings will be available to Scrutiny to comment on as published reports to the Future Oxfordshire Partnership.

7. Work Plan

7.1 The Oxfordshire Planning Advisory Group will establish a forward Work Plan of matters and items to consider, and the date at which they are to be deliberated.

7.2 The development and management of the Work Plan will be led by the Chair, having regard to the requirements of the Future Oxfordshire Partnership, the wishes of the Advisory Group, and the advice of the Senior Responsible Officer, and Planning Officer Support Group.

7.3 The work plan will be reviewed at each meeting.

8. General principles

8.1 Each partner authority agrees to support the purposes of the Oxfordshire Planning Advisory Group by ensuring that they collaborate and cooperate with one another in an open and accountable manner in the interests of the whole of Oxfordshire, whilst acting in good faith and adhering to the relevant statutory requirements.

8.2 The joint management of the Oxfordshire Planning Advisory Group will be conducted in such a way that no authority's capacity to deliver day to day services is disadvantaged more so than another through their commitment to the Advisory Group.

8.3 The normal rules as to declarations of interest will be applied to local authority members in accordance with the respective Council's Code of Conduct.

8.4 The Future Oxfordshire Partnership may amend these Terms of Reference or discontinue the work of the Oxfordshire Planning Advisory Group at any time.

To: Future Oxfordshire Partnership
Title of Report: Update on the Oxfordshire Plan 2050 Programme
Date: 27 September 2022
Report of [REDACTED] Senior Responsible Officer Oxfordshire Plan
Status: Open

Executive Summary and Purpose:

To provide an update to the Partnership following the announcement of the cessation of the Oxfordshire Plan 2050 programme and the transition to a process focused on Local Plans.

How this report contributes to the Oxfordshire Strategic Vision Outcomes:

Planning has a key role to play in delivering well-designed infrastructure and homes, sufficient in numbers, location, type, size, tenure, and affordability to meet the needs of our county, as set out in the Strategic Vision [here](#).

Recommendations:

1. Note that Local Plans for the City and Districts will provide the framework for the long-term planning of development in Oxfordshire.
2. Support the principles set out in paragraph 16 of this report outlining how the partners will take forward the Local Plan based approach.
3. Note that the end of the Oxfordshire Plan 2050 work programme requires a review of the Oxfordshire Plan 2050 Advisory Group's name and terms of reference.
4. Request that Officers develop draft terms of reference for a refreshed Planning Advisory Group of all six principal authorities for consideration at a future meeting.

Appendices: None

Introduction

- 1) The following statement was issued from the leaders of Cherwell District Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council, and West Oxfordshire District Council in August:

“The five Local Planning Authorities in Oxfordshire have been working together on a joint plan for Oxfordshire to 2050. It is with regret that we were unable to reach agreement on the approach to planning for future housing needs within the framework of the Oxfordshire Plan.

“Local Plans for the City and Districts will now provide the framework for the long term planning of Oxfordshire. The Oxfordshire Plan 2050 work programme will end and we will now transition to a process focused on Local Plans. The issues of housing needs will now be taken addressed through individual Local Plans for each of the City and Districts. The Councils will cooperate with each other and with other key bodies as they prepare their Local Plans.”

Background

- 2) The Oxfordshire Plan was a Joint Statutory Spatial Plan that was being jointly prepared by the City and District Councils in their roles as local planning authorities. It was intended to focus on strategic issues leaving local matters for individual Local Plans.
- 3) Formal decision making on the Oxfordshire Plan lay with the City and Districts Councils as the relevant local planning authorities, and the final plan would have needed to be adopted by each of them.
- 4) Aspects that the plan needed to cover, in order to be consistent with the National Planning Policy Framework, included identifying Oxfordshire’s future housing need, and the setting of the future housing requirements for the City and the Districts. These housing provisions would have needed to be agreed by all of the local planning authorities. Individual Local Plans would then set out how these housing requirements would be met and would allocate development sites.
- 5) During 2022 there have been a sequence of discussions and workshops to try and identify a commonly accepted approach between the local planning authorities to the evidence base needed to inform discussion on strategic housing issues. Unfortunately the local planning authorities were unable to reach agreement on the best approach to this. In the absence of an agreed approach to these central questions it was accepted that the Oxfordshire Plan programme will need to come to an end. Instead these issues will now be considered during the development of new Local Plans for the City and Districts.
- 6) Work on the Oxfordshire Plan was guided by input from the Oxfordshire Plan 2050 Advisory Group. This group included the relevant Cabinet Members from each of the Councils and provided a valuable forum to discuss all aspects of the plan. While the group identified a wide range of

issues on which there was common agreement it was not possible to reach an agreed approach on the evidence to inform strategic housing issues.

- 7) The City Council and all of the District Councils have adopted Local Plans currently in place, and the growth committed to in these plans is set. Oxfordshire's local planning authorities are all in the process of developing new Local Plans. These new plans will need to cover the housing questions and other matters that would have been addressed through the Oxfordshire Plan. There is a requirement on the local planning authorities in preparing these Local Plans to satisfy the Duty to Cooperate. The Duty to Cooperate is a legal test that requires cooperation between local planning authorities and other public bodies to maximise the effectiveness of policies for strategic matters in Local Plans. Discussions on strategic housing issues between relevant partners will be an important aspect of the Duty to Cooperate in Oxfordshire. Local Plan examinations will test whether the Duty has been satisfied and consider the soundness of submitted plans.

Oxfordshire Housing and Growth Deal

- 8) A commitment by the Oxfordshire Councils to prepare a joint statutory spatial plan covering the City and all of the Districts was an element in the Oxfordshire Housing and Growth Deal that was agreed with the Government in 2017/18 and runs until March 2023. The Housing and Growth Deal identified £215 million of government funding for Oxfordshire.
- 9) Discussions have taken place with officials from DLUHC to inform them that this element in the Housing and Growth Deal is now no longer being pursued. Further discussions with officials are due to take place in September on the implications of this decision. The decision to bring the Oxfordshire Plan work programme to an end does not affect the councils' commitment to delivery of the other aspects of the Housing and Growth Deal. There was a separate commitment to plan for and support the delivery of 100,000 new homes between 2011 and 2031. All of the City and District Councils have adopted plans in place which plan up to at least 2031 and these collectively plan for the necessary sites for Oxfordshire for the Housing and Growth Deal period.

Oxfordshire Strategic Vision

- 10) The Oxfordshire Strategic Vision, which was endorsed by the Partnership in March 2021 and approved by all of the Oxfordshire Councils, contains a vision which sets out a highly ambitious pathway for long-term change towards a more sustainable future.
- 11) The Strategic Vision includes a range of outcomes for Oxfordshire by 2050, defines what good growth means for the county, and includes guiding principles which form an overarching approach to long-term sustainable development.
- 12) The Strategic Vision will continue to help guide the development of Local Plans and other strategic documents in Oxfordshire. Local Plans continue to provide an important vehicle for developing the spatial ambitions for the County linked to the Oxfordshire Strategic Vision.

Oxfordshire Infrastructure Strategy

- 13) The Housing and Growth Deal also contained a commitment by the Oxfordshire authorities to implement and roll forward the Oxfordshire Infrastructure Strategy.
- 14) A review of the Oxfordshire Infrastructure Strategy is taking place in two parts. The first of these was considered and endorsed by the Future Oxfordshire Partnership at its January 2022 meeting. The second phase of the project was related to the Oxfordshire Plan. Officers are considering how this work will now sit alongside and support Local Plan processes. Discussions between officers from the County Council and the City and Districts can explore how to closely integrate the next phase of work with Local Plans. The delivery of the appropriate infrastructure to support development is a key issue for Oxfordshire.

Next Steps

- 15) The bringing to an end of the Oxfordshire Plan work programme means that Oxfordshire's local planning authorities will revert to established mechanisms to bring forward plans for the long-term sustainable development of the County. The City, Cherwell, West, and Joint South and Vale Local Plans will address the key strategic matters set out in the National Planning Policy Framework.
- 16) Discussions between officers from the Councils have identified a number of principles for the Local Plan focussed approach:
- That we collectively seek to deliver the outcomes of the Oxfordshire Strategic Vision
 - That we ensure a smooth transition from the Oxfordshire Plan back to Local Plans
 - That we continue to satisfy the requirements of the Duty to Cooperate
 - That we continue to work cooperatively and constructively in developing our respective Local Plans and other strategies, assisted by Statement(s) of Common Ground or memoranda of understanding where appropriate.
 - That we continue to work together on the Oxfordshire Infrastructure Strategy.
 - That the understanding achieved of countywide and district issues and priorities, are utilised, where appropriate, to support the preparation of these plans and strategies.
 - That the benefits and learning gained by the Oxfordshire authorities, through their long history of joint working and collaboration on planning and infrastructure matters, continue to be valued in seeking to achieve both common and individual goals.
- 17) To help retain good communication between the Councils on strategic planning matters it is proposed that the Oxfordshire Plan 2050 Advisory Group is renamed as the Planning Advisory Group and that its terms of reference are reviewed to set out a broader strategic remit around spatial planning. It would continue to report through to the Future Oxfordshire Partnership and be chaired by a member of the partnership. It would

involve relevant Cabinet Members from the City and District Councils as local planning authorities, and from the County Council as the mineral planning authority, waste planning authority and key infrastructure provider. The group would be supported by respective Heads of Planning/ Planning Policy Managers who would also attend meetings. This refreshed advisory group could be a useful forum for the Councils to update each other on their respective plans as they are prepared, and for discussion on strategic planning issues.

18) Officers from the Councils will continue to engage closely with each other as plans are prepared in order to satisfy the Duty to Cooperate. The terms of reference of the officer Heads of Planning meeting and the Oxfordshire Planning Policy Officers meeting will be reviewed and these meetings will continue to provide a forum for discussion and cooperation.

19) Although the Oxfordshire Plan project may have ceased, there has been a lot of background work that will continue to be of value to the planning authorities as they develop their local plans. A wrap up exercise is underway to address consultant contract and human resources matters and help from partners is appreciated on this.

20) It is important that Oxfordshire learns from the experiences of the Oxfordshire Plan project and that these lessons inform future strategic or collaborative planning as appropriate.

Legal Implications

21) None arising from this report.

Other Implications

22) The adoption of a constructive approach from the Oxfordshire Councils to engaging with each other, and with other partners, on strategic planning matters can help deliver the spatial ambitions of the Oxfordshire Strategic Vision and reduce any impacts from the ending of the Oxfordshire Plan work programme.

Conclusion

23) This report outlines the shift in approach for the long-term strategic planning of development in Oxfordshire from the Oxfordshire Plan back to one focused on district level Local Plans.

24) The report outlines principles for how the partners should take forward this new approach in order to help achieve the ambitions of the Oxfordshire Strategic Vision and to satisfy the Duty to Cooperate.

25) It is recognised that the name and terms of reference for the Oxfordshire Plan 2050 Advisory Group are no longer valid, so it is recommended that the group remit be updated to cover a wider range of strategic planning matters involving the County, City and District Councils.

Background Papers

None

Report Author: [REDACTED] Senior Responsible Officer for the
Oxfordshire Plan

Contact information: [REDACTED]

From: [REDACTED]
To: [REDACTED] [Duffield, Adrian](#)
Cc: [REDACTED]
Subject: Note for HoPs - HENA
Date: 06 January 2023 09:14:08
Attachments: [Note for HoPs - HFNA.pdf](#)

****EXTERNAL****

Good Morning [REDACTED] Adrian,

A happy new year to you both. I hope you are well.

Please find attached a short note having now published the Housing and Economic Needs Assessment produced for Cherwell and Oxford. The note is self-explanatory.

Adrian - my apologies I don't have the contact details for your counterpart in policy. I'd be grateful if you could forward as appropriate.

[REDACTED] will be able to assist your teams with any technical queries.

Kind regards and best wishes

[REDACTED]

[REDACTED]
Assistant Director
Planning and Development
Communities Directorate
Cherwell District Council

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Dear Colleagues

Cherwell and Oxford have been working on a Housing Economic Needs Assessment (HENA) to support their Local Plan work. Your planning teams will have been aware of the production of this work from meetings of the Oxfordshire Planning Policy Officer and Heads of Planning groups.

The Assessment is now complete and is available as a published document on the agenda for a meeting of Cherwell's Overview and Scrutiny Committee on 11 January (<https://modgov.cherwell.gov.uk/ieListDocuments.aspx?CId=116&MId=3873&Ver=4>).

The HENA assesses housing and economic needs for the period 2020-2040 on an objective basis. It does not determine whether and how housing need might be met.

The scenarios assessed in the HENA are based on the Oxfordshire Functional Economic Market Area (FEMA) and Housing Market Area (HMA). For that reason, all five of the Oxfordshire districts necessarily feature in the assessment, notwithstanding the fact that the purpose of the HENA is to inform the review of the Cherwell and Oxford Local Plans. It is recognised that the other districts will wish to rely on their own evidence which may or may not accord the with results of the HENA.

Section 7.5 of the assessment explains the results of the assessed scenarios. Section 7.6 explains the distribution of need by district. Table 7.12 presents the recommended distribution for each scenario.

Table 7.12: Distribution of District Housing Need by Distribution of Employment in 2040

CE Baseline Trend Employment Based Distribution Projected (2040) Distribution		SM	CA	CE-B	ED
Oxfordshire	100%	3388	4721	4406	5830
Cherwell	22.9%	776	1081	1009	1335
Oxford City	30%	1016	1416	1322	1749
South Oxfordshire	18%	610	850	793	1049
Vale of White Horse	16.2%	549	765	714	944
West Oxfordshire	12.8%	434	604	564	746

Cherwell and Oxford officers consider that the Cambridge Econometrics Baseline Scenario ('CE-B') in Table 7.12 represents the most appropriate assessment of housing need by district.

Cherwell's draft Local Plan Review is scheduled to be presented to its Executive on 19 January. Subject to approval, a public consultation will follow and be supported by the HENA. All comments and engagement will be welcome during the consultation period.

A separate consultation for the Oxford Local Plan will follow.

Any queries from your planning teams can be put to [REDACTED] at Cherwell and [REDACTED] at Oxford.

Cherwell and Oxford Planning Teams

6 January 2023

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
10/1/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Joint LDS approved in December 2022 <ul style="list-style-type: none"> • Consultation on Preferred Options (Reg 18) scheduled for August/September 2023 • Consultation on Pre-Submission (Reg 19) scheduled for July/August 2024 • Submission to SoS January 2025, Adoption September 2025. • HNA update <ul style="list-style-type: none"> • Out for procurement at moment, hope to appoint end of Jan. Still considering standard method numbers, our members are supportive of that and could be a modest housing number. • Cherwell DC and Oxford City Housing & Economic Needs Assessment – discussed at OPPO on 12/01. • Emerging Draft Cherwell Local Plan 2040 – Overview & Scrutiny Committee 11/01/23 • Any feedback on JLP steering group mtg with members on housing 24/11. See above. • Next JLP & OCC meeting 23/01/23 – need to arrange future meeting dates. February meeting could be non transport focussed/ or in part. • Team drafting possible policy wording at the moment. • Community use meeting held 09/12/22. Meeting notes circulated 14/12/22.

From: A [redacted] M [redacted] [redacted] Cherwell [redacted]
Sent: 10 January 2023 16:46
To: [redacted] w [redacted] oxford [redacted]; M [redacted], L [redacted]; C [redacted] H [redacted]; D [redacted] P [redacted] Oxfordshire [redacted]
Subject: OPPO

****EXTERNAL****

Hi all,

Happy New Year!

We have an OPPO meeting Thursday morning.

I believe we agreed that we would discuss:

1. OCC Structure Update
2. FOP Update (C [redacted]), could you please remind me if you managed to secure a representative from FOP to attend?
3. Housing Evidence: Quick update on where we all are with our own work streams
4. General Update:
5. AOB: including any discussion around the NPPF proposals.

I know D [redacted] that you have some climate items for the next meeting (26th Jan).

Please feel free to add other items under AOB if you wish to. Can I assume you will forward the invite to others if you wish any other officers to attend?

Many thanks for your help.

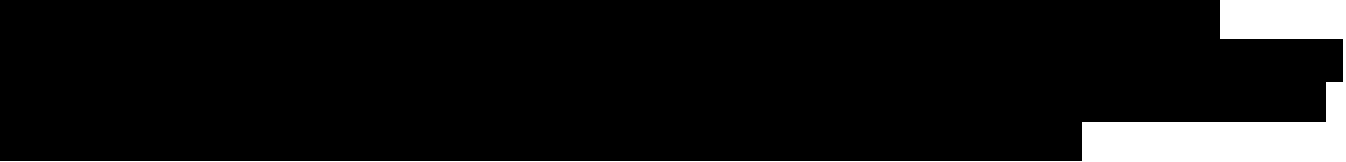
Kind regards,

A [redacted]

A [redacted] M [redacted]

Planning Policy and Conservation Manager
Communities Directorate
Cherwell District Council

[redacted]
[redacted]
[redacted]
[redacted]



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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
23/2/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Issues Consultation Results published • Priorities (from members) for JLP published Vale South • JLP Issues consultation being considered for a digital engagement award. <ul style="list-style-type: none"> • next OCC/JLP transport meeting 28/02/23 <ul style="list-style-type: none"> • Safeguarding • Non transport OCC/JLP meeting 22/02/23 <ul style="list-style-type: none"> • Draft heritage and archaeology policies received to review. <ul style="list-style-type: none"> • County/district catch up on the possible options re JLP and SESRO tba. • County/District discussion on Settlement Hierarchy (in light of Decide & Provide & 20minute neighbourhoods) tba. <p>HNA update</p> <ul style="list-style-type: none"> • Procurement successful - Yes, signing contract imminent. Results still anticipated in April. • Oxford Local Plan 2040 Housing Need consultation until 27/03/23. <ul style="list-style-type: none"> • OCC & SODC & VOWHDC responding to this consultation. • Emerging Draft Cherwell Local Plan 2040 consultation postponed.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

From: A [Redacted] M [Redacted] [Cherwel](#) [Redacted]

Sent: Tuesday, February 21, 2023 10:25:32 AM

To: C [Redacted] H [Redacted] [westoxon](#) [Redacted]; M [Redacted], L [Redacted] [southandval](#) [Redacted];
[W](#) [Redacted] [oxford](#) [Redacted]; D [Redacted] P [Redacted] Oxfordshire [Redacted]

Cc: M [Redacted], E [Redacted] - Oxfordshire County Council [Redacted]

Subject: OPDO

****EXTERNAL****

Hi all,

We have a climate change focused OPPO on Thursday afternoon with Bioregional joining us to assist our discussions. I have suggested that they join our discussions about what the next steps might be for taking the Ox Plan policies forward, rather than taking the time up with a presentation, but I've asked them to have some of their presentation material available, so they can dip into that as necessary.

I'm suggesting we have up to an hour available for that discussion with Bioregional, but obviously we can finish sooner.

We then have a Nature Recovery Network item from B [redacted] M [redacted] from OCC (c. 15 mins) and I suggest we just have a very quick round table update at the end (also c. 15 mins).

Does that sound ok. I think the other items suggested (GTAA/ other OCC Climate items) etc, are all for future meetings.

Many thanks for your help.

Kind regards,

A [redacted]

[redacted] A [redacted] M [redacted] I

Planning Policy and Conservation Manager
Communities Directorate
Cherwell District Council

[redacted]

[redacted]

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From: M [REDACTED], E [REDACTED] - Oxfordshire County Council [REDACTED]
Sent: 28 February 2023 09:45
To: F [REDACTED], A [REDACTED]
Cc: A [REDACTED], M [REDACTED]; M [REDACTED], L [REDACTED]; C [REDACTED], H [REDACTED], westoxon [REDACTED]; F [REDACTED], D [REDACTED] - Oxfordshire County Council
Subject: RE: Slides you gave at OPPO on Thursday about LNRN
Attachments: draftNRNreview220223.pptx

****EXTERNAL****

Dear All,

Thank you so much for your time on Thursday, please see attached the slides I shared.

It's great that Cherwell, South and Vale would be willing to contribute towards the shared cost of this piece of work to update the draft Nature Recovery Network. I'd be very grateful to hear from both City and West as to whether they would find an update to the draft NRN useful to inform their Local Plans, and whether they would also be able to contribute towards funding,

Please do get in touch if you have any queries.

Kind regards,

E [REDACTED]

E [REDACTED] M [REDACTED]
Principal Biodiversity Officer
Environment and Heritage
Environment and Place Directorate
Oxfordshire County Council
Speedwell House
Speedwell Street
Oxford
OX1 1NE

[REDACTED]

[REDACTED]

Please note, my working hours are: Mon-Wed 9am-3pm, Thur 9am-5pm, Fri 9am-3pm.

From: F [REDACTED], A [REDACTED]
Sent: 27 February 2023 15:01
To: M [REDACTED], E [REDACTED] - Oxfordshire County Council
Subject: FW: Slides you gave at OPPO on Thursday about LNRN

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi B [REDACTED] please could you forward the slides you showed us last week.

Thanks so much

Kind Regards

A [REDACTED]

[REDACTED] A [REDACTED] F [REDACTED] I Team Leader Planning Policy | Oxford City Council | Town Hall | St Aldates ahOxford | OX1 1BX |
[REDACTED]

Please note I do not work on Fridays.

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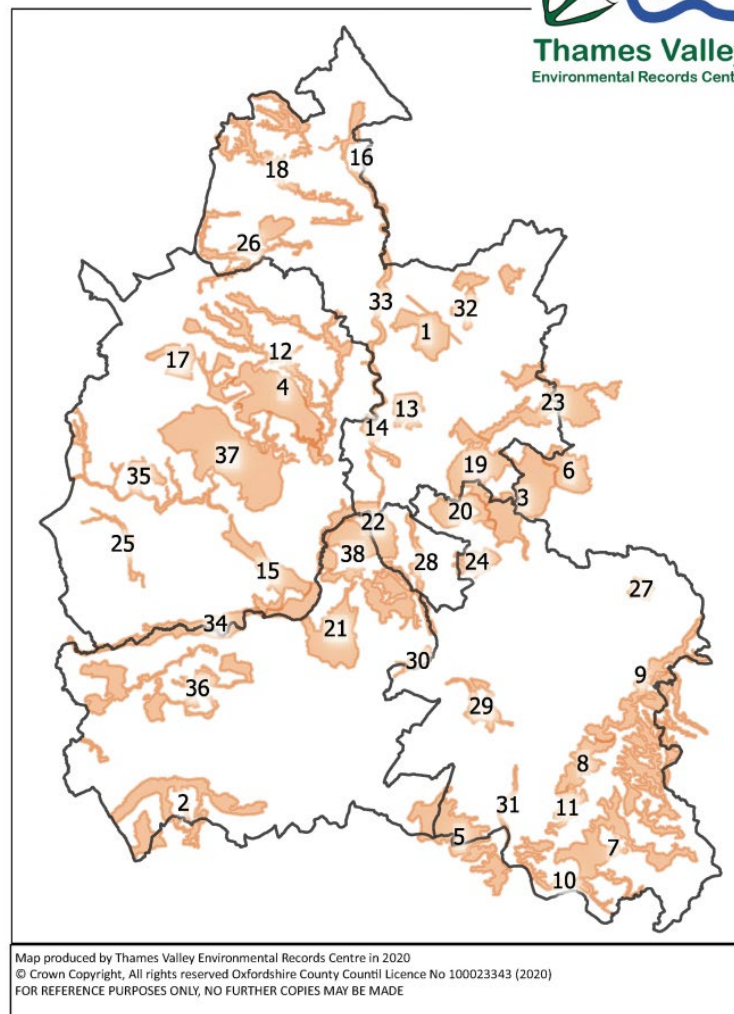
Oxfordshire draft Nature Recovery Network and Local Plans



- Conservation Target Areas (CTAs) 2006
- Draft Nature Recovery Network (NRN) 2020
- Future Local Nature Recovery Strategy (anticipated 2025)



- **Conservation Target Areas (CTAs) (2006)**
 - Mapped by TVERC through consultation with partners
 - Areas of greatest opportunity for strategic biodiversity improvement
 - Identified in Local Plans
 - Policy for biodiversity enhancements/net gains targeted towards delivering aims of CTAs

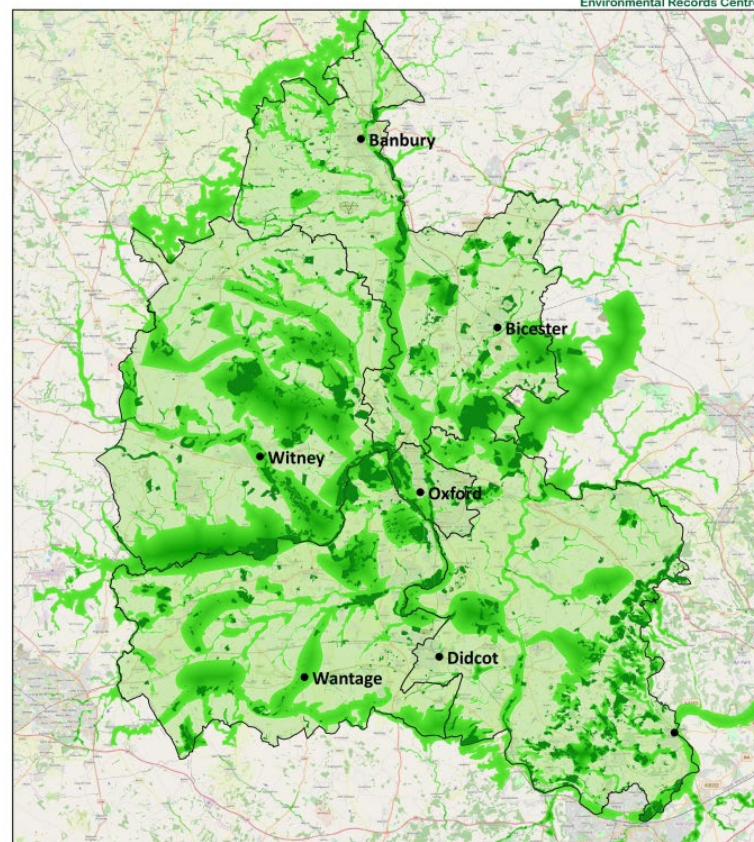




Draft Nature Recovery Network (2020)

- Mapped by TVERC in consultation with partners and wider stakeholders
- Produced to inform location of growth and policy in OP2050
- 3 zones:
 - Core
 - Recovery
 - Wider landscape

Draft Oxfordshire Nature Recovery Network



Key

Nature Recovery Network

- Core Zone
- Recovery Zone
- Wider Landscape Zone

Boundaries

- District Boundaries

Map produced by Thames Valley Environmental Records Centre in 2020
Contains TVERC data
Contains OS data (c) Licence number 100023343
Contains OpenStreetMap data
Contains Environment Agency Information (c) Environment Agency and/or database right



**OXFORDSHIRE
COUNTY COUNCIL**



Local Nature Recovery Strategy (LNRS)

- Statutory requirement under Env Act 2021
- OCC provisional Responsible Authority
- Awaiting publication of Regs and Guidance
- DEFRA – roll out from April 2023
- Likely 2 year production period (e.g. publication April 2025)
- Collaborative process to produce strategy which will:
 - agree priorities for nature's recovery and wider environmental benefits,
 - map the most valuable existing areas for nature
 - map specific proposals for creating or improving habitat for nature and wider environmental goals.



- **Refining the draft NRN map to inform Local Plans**
 - LNRS not available yet and wont be until late 2024/2025
 - Draft NRN updates and builds on CTAs but is in draft form
 - Update would include:
 - Updating data (e.g. designated sites, priority habitat)
 - Reviewing Recovery Zone boundaries: focussing on areas outside of CTAs and the flood zone.

Notes of a meeting between Oxford City Council, and South Oxfordshire and Vale of White Horse District Councils

Held on: Monday 27 March 2023, 10:00-11:30

In relation to: Housing need and the Oxford and Cherwell Housing and Economic Needs Assessment (HENA)

Venue: Microsoft Teams

In attendance:

RW: [REDACTED] (Planning Policy Manager, Oxford City Council)

SH: [REDACTED] (Planning Policy Team Leader, Oxford City Council)

LM: [REDACTED] (Policy Manager, South and Vale District Councils)

TR: [REDACTED] (Principal Planning Policy Officer, South and Vale District Councils)

Introduction

1. This is not a full minute of the meeting, instead a summary of the key points discussed and the actions arising.
2. The meeting was held to discuss the response from South Oxfordshire District Council (SODC) and the Vale of White Horse District Council (VOWH) to Oxford City Council's (City's) consultation on its Local Plan housing need, submitted on 17 March 2023.
3. South and Vale's points could broadly be split into three categories: (a) points of principle / general approach to housing need, (b) technical comments on housing need, and (c) matters relating to the housing capacity of Oxford.
4. LM advised that the two responses from South Oxfordshire and the Vale of White Horse were almost identical, with some additional commentary from South Oxfordshire in relation to the Green Belt.

Points of principle / general approach

5. LM raised concerns that HENA contains figures for all of Oxfordshire and that it shouldn't contain proposed housing needs for authorities who are not part of the study.
6. RW advised that that the cessation of work on the Oxfordshire Plan and associated Oxfordshire Growth Needs Assessment (OGNA) left a hole in the

evidence base of their plan. Alongside Cherwell District Council (CDC), the City commissioned the study to ensure their local plan timetables could be met. This timetable necessitated the study quickly, so both City and CDC considered it appropriate to roll forward the OGNA approach / methodology in this study. Both CDC and City were quite pleased with the OGNA while it was underway. RW pointed out that the HENA was by the same consultants as the OGNA and as the methodology is broadly the same, the approach and outcomes are unlikely to be a surprise.

7. LM questioned why City carried on with the OGNA methodology given it was contested. Why not learn from that, and why commission a study for the whole of Oxfordshire.
8. RW explained that CDC and City decided that the study should look at the Oxfordshire wide area. This was to assess the relationship between housing and employment across the county and how it operates as a housing and economic functional area. RW advised that it is difficult to assess Oxford individually, and therefore the City Council considered that this approach was the best, most robust methodology for City.
9. SH advised that they were careful to say that the consultation document didn't set housing need numbers for other districts. The City has been consistent in its public statements and documents that each council should assess and set their own housing needs. LM raised concerns that the local plan consultation document itself contained numbers for other districts, unlike Cherwell. RW explained this is because Cherwell were consulting on a draft plan, but the City's consultation document was to explain the evidence base and conclude, before drafting any policy... LM asked for assurances that the City's next version would not contain figures for other Oxfordshire councils. SH confirmed that the final Oxford local plan will not, but might need to refer to other's housing numbers.
10. LM raised a concern that the Reg18pt2 doc refers to Oxfordshire wide exceptional circumstances. During the meeting it was difficult to find this particular reference, although City agreed to be very careful in wording going forward not to imply this implicitly. LM will let City know if the reference to Oxfordshire wide exceptional circumstances is found. [LM subsequently referred to para 2.13 and 2.4]
11. SH updated that City would hold a Regulation 19 consultation for Oxford in late 2023.
12. LM asked whether the HENA would be revisited following consultation feedback. RW stated that they hoped they wouldn't need to but changes will be made to the HENA if technical evidence is brought up contradicting findings. City's intention is not to make methodological changes to the HENA but RW agreed that they would need to see what the responses looked like when the consultation

had closed. TR pointed out that it would be good to agree some things in advance of examination.

Points of detail from consultation response:

13. LM commented that City's justification to depart from the standard method is inconsistent and not clear throughout the consultation document. Furthermore, some of the exceptional circumstances for departing from the SM seem to have been dropped since the last consultation in November 2022.
14. RW summarised the HENA approach and that they were four reasonable approaches, quite clear and confirmed she is comfortable with the consultants' approach. She advised that the HENA tested the Standard Method, ran a second scenario based on household projects from Census (rather than the 2014 based-standard method figures). These are not City's preferred need scenarios, and the report also looks at trend based, and economic-led scenario. RW stated that the four scenarios are useful ways of looking at housing need; it will be a judgment for the City based on which need is the right one for them.
15. LM advised it would be helpful for City to express clearly and coherently its exceptional circumstances case. She expressed a view that the City hasn't married up its exceptional circumstances case with the alternative methodologies. SH confirmed that the exceptional circumstances to justify departure from the SM will be set in the draft plan at Reg 19. She pointed out that the NPPF consultation changes will be expanding the list of exceptional circumstances and suggest that Oxford may be covered by the new list of exceptional circumstances due to being a university town.
16. TR asked whether City intends to refer to the Growth Deal as an exceptional circumstance for departing from the standard method, as for the last local plan. SH advised that Growth Deal is currently part of the picture but that the City will not be relying on the Growth Deal as a sole exceptional circumstance.
17. LM asked about the difference in the HENA table between 2014-based figure (166,400) and 2021 Census figures (162,100), meaning around 4,300 fewer people in Oxford than expected. SH consider that the lower figure shows suppression of household formation in Oxford, where need was pushed out to the districts. TR pointed out that following that logic some of this suppression would have been met in the Oxon districts, meaning risk of duplication. SH argued that taking an Oxfordshire-wide 2021 figure would address this.
18. TR advised that jobs-led scenarios seem to result in inconsistent housing scenarios between earlier drafts of OGNA and the HENA. The HENA shows fewer jobs but more housing need. Why does a dip in jobs growth lead to more houses? SH noted this and will investigate with Icen.

19. On apportionment of the Oxon figures between the districts in the HENA based on job growth, TR asked what assumptions have been made on commuting patterns and working from home.
20. LM asked how the OGNA covid appendix have been rolled into the HENA, given the tide is towards more hybrid working . RW advised that the post-covid work is now embedded into HENA.
21. TR asked City to clarify if the assumptions were reflective of existing patterns, or aspirational (i.e. seeking to reduce commuting). SH advised that these are assumptions not aspirations, and that they reflect post-covid working from home and commuting patterns. RW advised that there is a section on this in the HENA and that more people work in physical workspaces in Oxford because of the specific market sectors in Oxford e.g., retail.

Capacity

22. LM flagged that the new Green Belt sites assessed looked small on the map. SH explained that they had checked some older sites, and tested some new sites too. Most of the Green Belt in Oxford isn't developable because it is wildlife sites, a large SAC, sports fields in use, allotments, and all these have been excluded. Of the extra sites assessed, none have been excluded purely due to policy protection.
23. LM asked about brownfield land intensification / redevelopment e.g. potential to build on car parks in Oxford. SH advised that the last local plan had already allocated a lot of car park land e.g. Diamond Place. She confirmed the HELAA work is going to be updated, re-examining capacity and looking at new sites.
24. TR asked if the windfall allowance in the plan / HELAA could be explained better and addressed more simply.

Action log

1. LM to identify and share references in City's consultation document to Oxfordshire-wide exceptional circumstances.
2. Re: next steps, all to review and check whether any involvement of consultants is needed.
3. Discussions will be escalated to senior managers if needed. However, through these meetings we will try and narrow down points for escalation.

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
28/3/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • OCC feedback given on draft Heritage policies. • Draft Infrastructure and Transport policies provided for OCC comments by 11/04/23 • Next JLP/OCC meeting 26/04/23 • Safeguarding – draft slides sent to OCC for comments by 13/4/23. Slides on safeguarding will go the members JLP steering group 24/04/23. • Draft SESRO policy almost ready to discuss with County – 18/04/23 • Draft Education/healthy place shaping policies meeting – 27/04/23 • County/Districts discussion on Settlement Hierarchy imminent. <p>HNA update</p> <ul style="list-style-type: none"> • Update on the Assessment (Specialist Housing Need Assessment Workshop 19th April – OCC reps attending). Initial outputs by end of April in time for summer consultation. • Planning to use Standard Method. Specialist Housing Need Assessment only for specialist housing needs. Discussion with our Housing team. • Oxford City Council Local Plan 2040 Housing Need consultation (ends 27/03/23). • SODC/VOWHDC have submitted and published their comments. • OCC have submitted their comments on 27/3.

From: [redacted] cherwell-dc@oxfordshire; oxford@oxfordshire; westoxon@oxfordshire; buckinghamshire@wokingham; reading@wokingham; westberks@swindon; cotswold@swindon; wiltshire@swindon; Oxfordshire County Council; Oxfordshire County Council

Subject: Specialist Housing Need Assessment Workshop - South Oxfordshire and Vale of White Horse

Start: 19 April 2023 13:00:00

End: 19 April 2023 15:00:00

Location: Microsoft Teams Meeting

Dear all,

If you are not the correct person for this email, please could you forward it to the correct persons and copy in myself and colleagues from ORS listed above

South Oxfordshire and Vale of White Horse Councils have commissioned Opinion Research Services (ORS) to undertake a joint Local Housing Needs Assessment, with a focus on specialist housing needs within the districts (such as elderly housing and affordable housing) We are writing to you to let you know about dates for an online workshop ORS will be running on the project

This workshop is intended to function as an opportunity for neighbouring councils to understand work on the project to date and feedback with any questions or clarifications they have on the study We have put this in for a few weeks' time so you are able to reserve space in your calendars, with details of the teams invite and timings below:

* 19th April 2023 at 13:00 – 15:00

If you would like to attend please accept the calendar invitation The link to join the teams meeting is included in the calendar invite

In the event you are unable to attend the workshop, ORS will prepare a presentation that can be circulated afterwards to anyone who missed the session This can also function as an opportunity for you to feed into the study as needed

If you have any questions please contact me on the details below Please also feel free to forward to a relevant member of your team if you are unable to make the meeting

Kind regards,

[redacted]

Microsoft Teams meeting

Join on your computer, mobile app or room device

[redacted]

[redacted]

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Notes of a Specialist Housing Need Assessment Workshop held by South Oxfordshire and the Vale of White Horse District Councils

Held on: 19/04/2023, 1300-1400

Venue: Microsoft Teams

Participants

Neighbouring authorities:

BD: [REDACTED] (Wokingham Borough Council, Growth and Delivery team)

AC: [REDACTED] (Oxfordshire County Council, Deputy Director Housing and Social Care Commissioning)

CT: [REDACTED] (Cherwell District Council, Principal Planning Officer)

DB: [REDACTED] (Buckinghamshire Council, Principal Planning Officer)

FH: [REDACTED] (Wokingham Borough Council, Head of Strategic Housing)

SH: [REDACTED] (Oxford City Council, Planning Policy Team Leader)

DH: [REDACTED] (Oxfordshire County Council, Strategic Commissioning Officer)

LH: [REDACTED] (Oxfordshire County Council, Principal Planning Officer)

MG: [REDACTED] (Swindon Borough Council, Planning Policy Officer)

SH: [REDACTED] (Oxfordshire County Council)

MW: [REDACTED] (Reading Borough Council, Planning Policy Manager)

CH: [REDACTED] (West Oxfordshire District Council)

Opinion Research Services:

NM: [REDACTED]

JL: [REDACTED]

South Oxfordshire and Vale of White Horse Councils

LM: [REDACTED]

TR: [REDACTED]

RK: [REDACTED]

CC: [REDACTED]

1. Presentation

- 1.1. NM from ORS gave a presentation on the methodology of the specialist housing needs assessment. These slides are distributed alongside this note of the question and answers session.

2. Q&A session

- 2.1. CH (West Oxfordshire): Noticed the standard method figure quoted for South Oxfordshire and Vale of White Horse in this presentation is lower than the figures in Oxford City and Cherwell District Councils' Housing and Economic Needs Assessment (HENA): 605 South Oxon & 628 Vale vs 650 South Oxon & 786 Vale.

NM: ORS is using the new affordability data published by Government at the end of March 2023, while the HENA is using the previous year's. The reduction is a result of the affordability ratio within the districts reducing.

- 2.2. DH (Oxfordshire County): To what extent will the study analyse specialist housing need for social care and the elderly; or it is more on a general housing needs analysis?

NM: Specialist housing needs, such as elderly care, will form part of the final study. Further consultation with key stakeholders necessary to inform this work, will take place between May and July 2023.

- 2.3. CH (West Oxfordshire): Please could you advise how you quantify people who are projected to climb out of affordable housing need?

Justifying including those who climb out of need:

NM: There are a significant number of students moving to Oxfordshire with low income who rent with a shorter contract; not all of them will stay in the district after graduation. Also, a portion of people who move to the district tend to have a lower income and spend a significant proportion of their salaries in renting houses. However, when looking over a twenty year plan period, many of these households will increase their salaries, as well as single person households forming couples. This increased income, over time, leads to many households no longer needing affordable housing. Councils often forecast people who will fall into housing need over the plan period (but who currently don't need it), i.e. becoming unemployed or homeless, but they rarely or never include people who are no longer in need of receiving housing benefits. ORS consider this to be inappropriate and inconsistent, and have successfully defended this approach at examination of local plans (example Inspectors' Reports have been distributed with this note)

Quantifying those who climb out of need (additional information added for this note):

NM: This is the change in the number of established households of each type in each age group identified as being unable to afford market housing. The analysis only considers established households, so households that form or dissolve during the period and migrant households are all excluded.

Established households are analysed on a cohort basis, using 5-year bands and periods. That means that the same households are considered at the start and the end of the period; so at the end of the period they will be 5 years older than at the start of the period.

For example, the number of established households aged 30-34 unable to afford market housing at the start of the period is compared with the number aged 35-39 at the end of the period 5 years later.

The analysis is undertaken based on a matrix of 15 age groups and 5 household types and repeated for 4 five-year periods. Those sub-groups where the number of established households unable to afford has increased are summed to identify the total falling into need. Those sub-groups where the number has reduced are summed to identify the total climbing out of need.

- 2.4. DB (Buckinghamshire): Do the Councils consider that they have the capacity to meet their needs, or will they be approaching neighbouring councils to accommodate unmet housing need?

TR: The Councils will publish a preferred options consultation in summer 2023. This will set out the councils' position on the overall need, and whether this can be met within the districts. At this stage though, it is very unlikely the councils will be approaching neighbours to accommodate unmet housing need.

- 2.5. SH (Oxford): Is the assessment based on Standard Method calculation, and will it derive the specialist housing needs from this?

NM / TR: Yes. The current report will combine with the employment study later once it is assessed. It is based on the Standard Method unless other calculation on housing needs come forward from the Central Government.

- 2.6. DH (Oxfordshire County): Will the study consider key worker housings in the districts?

NM: ORS will be undertaking stakeholder engagement with local employers and the care home sector and will seek these opinions – for example issues faced by workers in care homes.

- 2.7. CT (Cherwell): Will the housing needs study consider the relationship with job growth in the districts?

NM / TR: The Councils have recently commissioned a consultant to prepare an employment land needs assessment (ELNA) to support the local plan. As this work is still at an early stage, it has not produced results that can inform the housing study yet. There will be an integrated approach to ensure an appropriate relationship between job and housing growth for the districts.

2.8. MW (Reading): Please could you provide some examples of where ORS have defended the matter of people climbing out of affordable need over the course of the plan period?

TR / NM: These will be provided with the note of this meeting and slides (please see attached)

2.9. LH (Oxfordshire County): Please could you provide a stakeholder consultation timeframe?

NM / TR: The stakeholder engagement will take place in May to July 2023, while the local plan consultation will run later in the summer.

2.10. MG (Swindon): Does your model for people climbing out of affordable housing need assume some will be taking up homes in more affordable, neighbouring councils (such as Swindon)?

NM: This is addressed in the net migration figures factored into the standard method.

Oxfordshire Planning Policy Officers Meeting**26 April 2023 09:30-11:00****AGENDA**

Attendees: [REDACTED] (CH), [REDACTED] (LM), [REDACTED] (DP), [REDACTED]
[REDACTED] (EG); [REDACTED] (RW); [REDACTED] (SC)

Apologies:

Agenda Item	Officer
1. Round Table Updates (Policy and key appeals)	ALL
2. Gypsy and Traveller Accommodation Assessment Update	CH
3. Healthy Weight Initiative	RW
4. Terms of Reference and Future Meetings	All
5. Future Items: a. Infrastructure Levy	CH
6. AOB	ALL

Date of next meeting: TBC

Oxfordshire Planning Policy Officers

Teams Meeting

26 April 2023, 09:30-11:00

Meeting Notes

Attendees: [REDACTED] (CH), [REDACTED] (LM), [REDACTED] (DP), [REDACTED] (EG); [REDACTED] (RW); [REDACTED] (SC)

Item	Topic	Actions
1.	<p>Round Table Updates (Policy and key appeals)</p> <p>CDC – EG</p> <p>The Plan is currently in a hiatus and due to go to consultation after the Summer.</p> <p>Banbury Masterplan consultation to take place first after the Elections. Lead officer [REDACTED], Interim Banbury Programme Manager.</p> <p>Currently commissioning the landscape evidence for proposed settlements and Category A.</p> <p>Hearing at Finmere on 4 June. Enquiry from [REDACTED] starts 14 June for NW Bicester site challenging 5 year housing land supply, viability and definitions of zero carbon.</p> <p>Annual monitoring being completed. Slightly lower on completions approx. 100 dwellings on expected numbers. Due to lag on sites being completed during COVID and housebuilder sales.</p> <p>Oxford City - RW</p> <p>Still going through responses to the second Regulation 18 consultation on housing. Working on HELAA to get up to date and ready to go. Aiming for Reg 19 in November/December subject to committee approval end of Summer. Reg 18 was preferred options rather than draft Plan. Consultation dates will be ahead of CDC. Thinking of doing a partial review of CIL schedule as only had inflation increases since it was introduced.</p>	

<p>OCC - DP Minerals and Waste Local Plan agreed that a new plan needs to be submitted by March 2025. Taking Issues and Options paper to Cabinet in June then consultation in July. Just closed request for sites but reviewing as some operators didn't submit a site so going back to them.</p> <p>S&VDC - LM Joint plan moving forwards well. At the stage of reviewing the drafts for Reg 18 Part 2. It is preferred options but will include policy text that has been drafted. Currently deciding which policy is the best as it is new but focussing on climate change policy.</p> <p>Consultation on preferred options end August.</p> <p>Thank you to everyone who attended the specialist housing assessment workshop and draft notes to be circulated shortly.</p> <p>Elections next week therefore a lot depends on committee meetings that are sitting after the Elections.</p> <p>5 year housing land supply completions in progress and site visits should end by next week then onto contacting developers. Unwelcome new appeal decision on a site in Thame and Benson. Benson – inspectorate applied a 5 year test when Benson qualifies for a 3 year test as it has a recently made a Neighbourhood Plan and S&V considering whether to challenge.</p> <p>WODC - CH Local Plan - agreed a new LDS which should be online soon. Commissioning evidence at the moment. Next consultation June/July. on spatial strategy and evidence. Preferred options type doc in November, with Reg 18/19 Spring next year.</p> <p>Legal challenge on Saltcross Village Area Action Plan relating to struck out zero carbon policy. Rights Community Action, the TCPA and other interest groups have</p>	<p>LM to circulate Grove appeal to all. Completed 26/04/23.</p>
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	<p>submitted a challenge as a third party and we are waiting to hear back from sec of state on the pre-action letter.</p> <p>Picking up CIL again with viability. Lots of appeals on 5 year housing land supply.</p>	
2.	<p>Gypsy and Traveller Accommodation Assessment Update (GTAA) (CH)</p> <p>██████ (EF), Gypsy & Traveller Team at OCC, joined the meeting. The Team has two officers and manages six council owned sites across Oxfordshire. Have one unauthorised encampment. Attend encampments when needed and provide advice. Attend private sites twice a year for counting purposes and returns to Government.</p> <p>Discussion on bids received and issues raised for procuring the GTAA work from:</p> <p>██████ – could not start the work for 12 months. Advised able to discuss cost but unable to change timing.</p> <p>██████ – previous experience raised concerns.</p> <p>██████ – unknown company, not their main type of work.</p> <p>Hybrid working option with other districts/counties to carry out the field work unlikely due to capacity issues. RW offered resource to ‘number crunch’ if the data can be gathered.</p> <p>Likely next step to commission again although it is niche so unlikely to be anybody else to tender; or we don’t have anything in place and each authority commits to following up through a DBD. DP thanked EF for attending.</p>	<p>CH to raise with ████████ at DLUHC to make him aware and for advice.</p> <p>██████ (JB) to follow up with ██████ as they didn’t bid.</p> <p>EF to post a question on the G&T Forum for advice.</p> <p>JB to contact NAGTO (National Association of Gypsy Traveller Officers) for consultancy suggestions.</p> <p>JB to review ████████ bid for option to do some of the work.</p>
3.	<p>Healthy Weight Initiative (RW)</p> <p>Workshop being arranged for Planners by OCC on 22 June to discuss a countywide approach on how to manage healthy weight and public health issues. Request from OCC for a Planner to speak. RW advised most relevant topic – potential limit on takeaways. Discussion that ██████</p> <p>██████ OCC’s Head of Healthy Place Shaping leads on a round table discussion with</p>	<p>RW to forward speaker request to ██████</p> <p>██████.</p>

	Planners and has various links across other project working.	
4.	<p>Terms of Reference and Future Meetings (All)</p> <p>EG circulated draft ToR. Can be used as part of Duty to Co-operate stage for Reg 19. EG advised leaving CDC on 27/04/23. Agreed next meeting to be chaired by Oxford City.</p>	<p>All to feedback comments/amends on ToR to SC.</p> <p>Areas of disagreement to be discussed at the next meeting.</p> <p>RW to arrange the next OPPO meeting. <i>Completed 26/04/23.</i></p> <p>CW to set up the next GTAA review meeting.</p> <p>EG advised [REDACTED] to attend the next OPPO for CDC.</p> <p>LM advised [REDACTED] to attend future OPPO for S&V but currently on paternity leave for 6 weeks.</p>
5.	<p>Future Items (CH)</p> <p>(a) Infrastructure Levy – CDC currently preparing a response. RW suggested discussion once responses formed. EG advised [REDACTED] at CDC is happy to give a presentation depending on the next meeting date if it meets the response deadline. Agreed merit in attending even if late June.</p> <p>(b) Climate Adaptation Strategies – suggested for the next meeting. Invite [REDACTED].</p>	<p>All to share draft responses.</p> <p>All to share names of IL contacts at each authority. <i>Completed 26/04/23</i></p> <p>CW to forward email re Climate Adaptation meeting taking place tomorrow (27/04/23)</p> <p>CW to invite [REDACTED] to a future meeting.</p>
6.	<p>AOB</p> <p>OXIS – LM queried if anybody had received contact from [REDACTED] re the next phase of OXIS. Suggested future item for OPPO.</p> <p>Growth Deal letter – LM queried a reply to a letter from [REDACTED] re Growth Deal monitoring and new conditions and if anybody had received a copy.</p>	<p>CW to ask [REDACTED] to attend the next OPPO meeting to update on the Growth Deal new conditions and monitoring; and OXIS.</p>
	<p>DONM</p> <p>28 June, 09:30 – 11:00</p>	

OPPO: Terms of Reference (Draft for discussion)

Note: The following is intended as a series of points for discussion to provide a set of informal terms of reference for the OPPO group for clarity in relation to the Duty to Cooperate and its role in cross-authority working.

1. Members of OPPO
 - a. 1x representative from the Planning Policy Team at each Local Planning Authority and Oxfordshire County Council
 - b. Substitutes

2. Purpose of OPPO
 - a. Information and Knowledge sharing
 - b. No formal decision making e.g. advisory
 - c. Role in Duty to Cooperate

3. Frequency of Meetings
 - a. X per year or convened as required

4. Secretariat
 - a. Duration/how selected

Future Oxfordshire Partnership Planning Advisory Group Terms of Reference August 2023

1. Purpose and Objectives

- 1.1 The purpose of the Planning Advisory Group is to provide a forum in which local authority members can discuss county wide strategic planning matters, to support delivery of the [Oxfordshire Strategic Vision for Long Term Sustainable Development](#), which sets out the Future Oxfordshire Partnership's long term ambition for what the county will be like in 2050.
- 1.2 Local Plans for the City and District Councils and the Minerals and Waste Plan for Oxfordshire County Council now provide the framework for long term planning across Oxfordshire; nothing contained in these Terms of Reference affects the primacy and legitimacy of Local Plan decision making. The individual councils maintain sovereignty over the content of local plans through their own internal processes, as local planning authorities. The Planning Advisory Group and wider Future Oxfordshire Partnership arrangements do not possess the ability or statutory footing to control the content within local plans, however they do offer a mechanism through which to work cooperatively and constructively in developing respective Plans and other key strategies.
- 1.3 The Planning Advisory Group will operate within the remit agreed by the voting members of the Future Oxfordshire Partnership. The role of the group is to:
 - 1.3.1 Work collectively to support delivery of the outcomes of the Oxfordshire Strategic Vision, identifying opportunities for joint working where it is agreed there is added value in collaboration across district boundaries. Opportunities to include those which could be taken forward in the short term, as well as in the longer term, as we progress to 2050.
 - 1.3.2 Provide a councillor forum for innovative thinking, as well as the sharing of best practice and information on activity taking place within individual organisations and other partnerships of relevance to the Group, supporting collaboration where appropriate, and preventing duplication and wasted resource.
 - 1.3.3 Provide a councillor forum in which to examine and discuss strategic planning issues in more detail, developing understanding and knowledge to support in identifying innovative, collective solutions, drawing on opportunities to co-opt and engage with wider partners and sector experts to inform the Future Oxfordshire Partnership programmes.
 - 1.3.4 Provide strategic oversight and advice in the development and delivery of the Future Oxfordshire Partnership's programmes, helping to align cross cutting activities and priorities. This includes working collaboratively with the Future Oxfordshire Partnership Infrastructure Advisory Group on updates to the Oxfordshire Infrastructure Strategy (OxIS).

- 1.3.5 Broaden engagement and involvement in county wide discussions re: strategic planning matters, providing a councillor forum in which to examine and discuss relevant issues in more detail.
- 1.3.6 Horizon scan across the breadth of planning issues, offering recommendations and advice to the Future Oxfordshire Partnership, aimed at delivering the outcomes of the Oxfordshire Strategic Vision. Recommendations may relate to opportunities for joint working, wider linkages, and work programmes.
- 1.3.7 Support the Duty to Cooperate (Localism Act 2011) - a legal test that requires cooperation between local planning authorities and other public bodies, in efforts to maximise the effectiveness of local plan preparation within the context of strategic cross boundary matters. Notwithstanding this support, each Local Planning authority retains its obligations under the Act.
- 1.3.8 Provide a forum for the Councils to update each other on their respective local plans and strategies as they are prepared.
- 1.3.9 Ensure that the benefits and learning gained by the Oxfordshire authorities, through their long history of joint working and collaboration on planning and infrastructure matters, continue to be valued in seeking to achieve both common and individual goals.
- 1.3.10 Monitor data as required by the Future Oxfordshire Partnership, enabling progress against the outcomes of the Strategic Vision to be monitored.
- 1.3.11 Consider any additional matters that the Future Oxfordshire Partnership requires of them.

2 Membership and Appointments

- 2.1 The Advisory Group will comprise one executive member from each of the partner authorities, plus a chair appointed by the Future Oxfordshire Partnership. The partner authorities are as follows:
 - Cherwell District Council
 - Oxford City Council
 - South Oxfordshire District Council
 - Vale of White Horse District Council
 - West Oxfordshire District Council
 - Oxfordshire County Council
- 2.1 Although not a Local Planning Authority, Oxfordshire County Council is recognised as a central partner in discussions regarding strategic planning across the county, as the mineral planning authority, waste planning authority and key infrastructure provider.

- 2.2 The Advisory Group also includes a representative from the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB), who is re-appointed on an annual basis, as a non-voting member.
- 2.3 The Chair of the Advisory Group will be drawn from the voting membership of the Future Oxfordshire Partnership.
- 2.4 Where a member is unable to attend the Advisory Group, each partner authority is required to send a substitute drawn from their Cabinet. The substitute member shall have the same rights as the member for whom the substitution is made.
- 2.5 It is expected that the Group will engage, and operate in partnership with, wider partners and experts as required; representatives of other relevant organisations will be invited to participate in meetings as the agenda requires.
- 2.6 Co-opted non-voting members may be appointed for specific items or a period of up to a year by the Advisory Groups with the agreement of the voting membership of the Future Oxfordshire Partnership.
- 2.7 Where the Chair is unable to attend a meeting, but still wishes for it to progress, the Group may elect a Chair for that meeting only.

3 Role of the Chair

- 3.1 The Chair must act in an independent and facilitative capacity to organise the Group's activities in support of the objectives of the Future Oxfordshire Partnership and the Oxfordshire Strategic Vision. At all times, the Chair must use their discretion to act in the interests of Oxfordshire and the Future Oxfordshire Partnership, and not of their own political group or local authority area.
- 3.2 The Chair will manage meetings in accordance with the Group's terms of reference, and provide leadership and direction to the Group in an open and transparent manner.
- 3.3 The Chair will report directly into the Future Oxfordshire Partnership on the work of their Group as agreed. In reporting to the Future Oxfordshire Partnership, the Chair will present the views of their Group, and not necessarily their own views.
- 3.4 The Advisory Group is not a decision making body, and the Chair should aim to reach a consensus on matters under discussion. Where a consensus cannot be reached, the Chair shall present the split views of the Group to the Future Oxfordshire Partnership.

4 Role of Members

- 4.1 In addition to contributing to the overall role of the Advisory Group, members will be a proactive conduit between the work of the Group, other groups within the Future Oxfordshire Partnership arrangements, their respective council and/or the sectors they represent. This might include, for example, providing regular updates to their own council on the work of the Group.
- 4.2 In the pursuit of developing its forward work programme, the Advisory Group should also be mindful of any work it may require of officers, and the impact this may have on existing priorities. Where it appears that there are resource implications beyond business as usual activity, the Officer Group supporting the Advisory Group will assess the impact and report to the Local Authority Chief Executives as appropriate.
- 4.3 Each partner authority agrees to support the purposes of the Group by ensuring that they collaborate and cooperate with one another in an open and accountable manner in the interests of the whole of Oxfordshire, whilst acting in good faith.

5. Meeting Arrangements & Structure

- 5.1 The Advisory Group will meet in accordance with a schedule of meetings that satisfies the requirements of the relevant programmes of work.
- 5.2 Meetings may be rearranged, cancelled or additional meetings scheduled with the agreement of the Chair of the Advisory Group.
- 5.3 The quorum for a meeting shall be three members. Non-attendance of partner authorities shall not affect the legitimacy of an Advisory Group's conclusions. However, where the effect of a particular consideration could give rise to contractual or financial implications for a partner authority that is not in attendance, their views must be obtained and taken into account in the deliberations, before being reported to the Future Oxfordshire Partnership.
- 5.4 The Advisory Group will be supported by a Senior Responsible Officer (SRO) and Officer Group, with representation from the six councils.

6. Access to Information

- 6.1 It is expected that the Advisory Group will have the right to see the same information as that of the Future Oxfordshire Partnership when advising on any given issue, in order that an informed view can be made.
- 6.2 The Advisory Group will meet in private, and the meetings will not be subject to the provisions of s100 of the Local Government Act (LGA) 1972 as amended by The Local Government (Access to Information) Act 1985. However, the conclusions of the Advisory Group shall be conveyed in public to the Future Oxfordshire Partnership at each of its meetings, except in circumstances where the matter under consideration contains exempt or confidential information, as set out in the Local Government Act 1972 (as amended).

- 6.3 The Advisory Group's agendas and associated written reports will be circulated to the members of the Advisory Group, and the designated officer of the respective partner authorities, at least three clear working days before the meeting. Nonadherence to this principal however will not invalidate a meeting.
- 6.4 Where possible the draft notes and actions from the meeting will be made available to Advisory Group members and officers, three weeks after a meeting; notes will also be included in the agenda for the next Future Oxfordshire Partnership meeting, and shared with other Advisory Group Members and FOP Officer Groups to support join-up and information flow across the partnership.
- 6.5 The work of the Advisory Group will not be subject to scrutiny by the Joint Scrutiny Panel, although their notes will be available to Scrutiny to comment on as published reports to the Future Oxfordshire Partnership.

7. Work Plan

- 7.1 The Advisory Group will establish a forward work plan of matters and items to consider, and the date at which they are to be considered; the work plan will be reviewed at each meeting.
- 7.2 The development and management of the work plan will be led by the Chair, having regard to the requirements of the Future Oxfordshire Partnership, the wishes of the Planning Advisory Group, and the advice of the Executive Officer Group, and Planning Officer Support Group.
- 7.3 The Group may consider a range of planning topics, however, the Group must remain mindful of the work of the other Future Oxfordshire Partnership Advisory Groups and Scrutiny Panel, as well as those groups outside of the Future Oxfordshire Partnership arrangements, to avoid any duplication of work in areas of mutual interest.

8. General Principles

- 8.1 The joint management of the Advisory Groups will be conducted in such a way that no authority's capacity to deliver day to day services is disadvantaged more so than another through their commitment to the Advisory Groups.
- 8.2 The normal rules as to declarations of interest will be applied to local authority members in accordance with the respective Council's Code of Conduct.
- 8.3 The Future Oxfordshire Partnership may amend these Terms of Reference or discontinue the work of the Advisory Group at any time.

The Future Oxfordshire Partnership Environment Advisory Group Terms of Reference June 2023

1. Purpose and Objectives

- 1.1 The purpose of the Environment Advisory Group is to act in an advisory and consultative capacity to the Future Oxfordshire Partnership on county wide environment matters, providing strategic oversight in the development and delivery of key projects and programmes within its remit, which support delivery of the [Oxfordshire Strategic Vision for Long Term Sustainable Development](#). The Strategic Vision sets out the Future Oxfordshire Partnership's ambition for what the county will be like in 2050, and includes a commitment to net zero carbon.
- 1.2 Whilst the Environment Advisory Group does not possess any formal decision making powers, it does offer a mechanism through which to work cooperatively and constructively in scoping, commissioning, and developing programmes of work and strategies, facilitating and catalysing partnership working in areas aligned to the outcomes of the Strategic Vision.
- 1.3 The Advisory Group will operate within the remit agreed by the voting members of the Future Oxfordshire Partnership. The role of the Group is to:
 - 1.3.1 Work collectively to support delivery of the environment related outcomes of the Oxfordshire Strategic Vision, identifying opportunities for joint working where it is agreed there is added value in collaboration across district boundaries. Opportunities to include those which could be taken forward in the short term, as well as in the longer term, as we progress to 2050.
 - 1.3.2 Offer recommendations and advice to the Future Oxfordshire Partnership, aimed at delivering the environment related outcomes of the Oxfordshire Strategic Vision. Recommendations may relate to opportunities for joint working, wider linkages, strategy development, and the proposal of work programmes to support delivery of the Strategic Vision.
 - 1.3.3 Broaden engagement and involvement of the constituent councils in key areas of the Future Oxfordshire Partnership's work, and ownership of each constituent council's part in the delivery of the Future Oxfordshire Partnership programmes.
 - 1.3.4 Provide a councillor forum in which to examine and discuss strategic environmental issues in more detail, developing understanding and knowledge to support in identifying innovative, collective solutions, drawing on opportunities to co-opt and engage with wider partners and

sector experts to inform the Future Oxfordshire Partnership programmes.

- 1.3.5 Work collectively to provide strategic oversight and advice in the development and delivery of the Future Oxfordshire Partnership's programmes, helping to align cross cutting activities and priorities. This includes, playing a leading role in the development and oversight of the Oxfordshire Net Zero Route Map and Action Plan, which identifies carbon emission reduction targets necessary to achieve net zero by 2050, and broad delivery programmes to meet these targets.
- 1.3.6 Horizon scan across the breadth of environmental issues, enabling the identification of gaps in the Future Oxfordshire Partnership's approach to its climate and ecological ambitions, advising on how address those gaps.
- 1.3.7 Provide a councillor forum for innovative thinking, as well as the sharing of best practice and information on activity taking place within individual organisations and other partnerships of relevance to the Group, supporting collaboration where appropriate, and preventing duplication and wasted resource.
- 1.3.8 Monitor data as required by the Future Oxfordshire Partnership, enabling progress against the outcomes of the Strategic Vision to be monitored.
- 1.3.9 Consider any additional matters that the Future Oxfordshire Partnership requires of them.

2 Membership and Appointments

2.1 The Advisory Group will comprise of at least one executive member from each of the partner authorities which has relevant responsibilities, plus a chair appointed by the Future Oxfordshire Partnership. The partner authorities are as follows:

- Cherwell District Council
- Oxfordshire County Council
- Oxford City Council
- South Oxfordshire District Council
- Vale of White Horse District Council
- West Oxfordshire District Council

2.1 The Chair of the Advisory Group will be drawn from the voting membership of the Future Oxfordshire Partnership; chairing arrangements are reviewed at the first Future Oxfordshire Partnership meeting of the municipal year.

2.2 Where a member is unable to attend the Advisory Group, each partner authority is required to send a substitute drawn from their Executive. The

substitute member shall have the same rights as the member for whom the substitution is made.

- 2.3 Given the breadth of issues under the environment umbrella, it is expected that the Group will engage, and operate in partnership with, wider partners and experts as required; representatives of other relevant organisations will be invited to participate in meetings as the agenda requires.
- 2.4 Co-opted non-voting members may be appointed for specific items or a period of up to a year by the Advisory Group with the agreement of the voting membership of the Future Oxfordshire Partnership.
- 2.5 Where the Chair is unable to attend a meeting, but still wishes for it to progress, the Group may elect a Chair for that meeting only.

3 Role of the Chair

- 3.1 The Chair must act in an independent and facilitative capacity to organise the Group's activities in support of the objectives of the Future Oxfordshire Partnership and the Oxfordshire Strategic Vision. At all times, the Chair must use their discretion to act in the interests of Oxfordshire and the Future Oxfordshire Partnership, and not of their own political group or local authority area.
- 3.2 The Chair will manage meetings in accordance with the Group's terms of reference, and provide leadership and direction to the Group in an open and transparent manner.
- 3.3 The Chair will report directly into the Future Oxfordshire Partnership on the work of the Group as agreed. In reporting to the Future Oxfordshire Partnership, the Chair will present the views of the Group, and not necessarily their own views.
- 3.4 The Advisory Group is not a decision making body, and the Chair should aim to reach a consensus on matters under discussion. Where a consensus cannot be reached, the Chair shall present the split views of the Group to the Future Oxfordshire Partnership.

4 Role of Members

- 4.1 In addition to contributing to the overall role of the Advisory Group, members will commit to be a proactive conduit between the work of the Group, other groups within the Future Oxfordshire Partnership arrangements, their respective council and/or the sectors they represent. This might include, for example, providing regular updates to their own council on the work of the Group.

- 4.2 In the pursuit of developing its forward work programme, the Advisory Group should also be mindful of any work it may require of officers, and the impact this may have on existing priorities. Where it appears that there are resource implications beyond business as usual activity, the Officer Group supporting the Advisory Group will assess the impact and report to the Local Authority Chief Executives as appropriate.
- 4.3 Each partner authority agrees to support the purposes of the Group by ensuring that they collaborate and cooperate with one another in an open and accountable manner in the interests of the whole of Oxfordshire, whilst acting in good faith.

5 Meeting Arrangements & Structure

- 5.1 The Advisory Group will meet in accordance with a schedule of meetings that satisfies the requirements of the relevant programmes of work.
- 5.2 Meetings may be rearranged, cancelled or additional meetings scheduled with the agreement of the Chair of the Advisory Group.
- 5.3 The quorum for a meeting shall be three members. Non-attendance of partner authorities shall not affect the legitimacy of an Advisory Group's conclusions. However, where the effect of a particular consideration could give rise to contractual or financial implications for a partner authority that is not in attendance, their views must be obtained and taken into account in the deliberations, before being reported to the Future Oxfordshire Partnership.
- 5.4 The Advisory Group will be supported by a Senior Responsible Officer (SRO) and Officer Group, with representation from the six councils.

6 Access to Information

- 6.1 It is expected that the Advisory Group will have the right to see the same information as that of the Future Oxfordshire Partnership when advising on any given issue, in order that an informed view can be made.
- 6.2 The Advisory Group will meet in private, and the meetings will not be subject to the provisions of s100 of the Local Government Act (LGA) 1972 as amended by The Local Government (Access to Information) Act 1985. However, the conclusions of the Advisory Group shall be conveyed in public to the Future Oxfordshire Partnership at each of its meetings, except in circumstances where the matter under consideration contains exempt or confidential information, as set out in the Local Government Act 1972 (as amended).
- 6.3 The Advisory Group's agendas and associated written reports will be circulated to the members of the Advisory Group, and the designated officer of the

respective partner authorities, at least three clear working days before the meeting. Nonadherence to this principal however will not invalidate a meeting.

- 6.4 Where possible the draft notes and actions from the meeting will be made available to Advisory Group members and officers, three weeks after a meeting; notes will also be included in the agenda for the next Future Oxfordshire Partnership meeting, and shared with other Advisory Group Members and FOP Officer Groups to support join-up and information flow across the partnership.
- 6.5 The work of the Advisory Group will not be subject to scrutiny by the Joint Scrutiny Panel, although their notes will be available to Scrutiny to comment on as published reports to the Future Oxfordshire Partnership.

7 Work Plan

- 7.1 The Advisory Group will establish a forward work plan of matters and items to consider, and the date at which they are to be considered; the work plan will be reviewed at each meeting.
- 7.2 The development and management of the work plan will be led by the Chair, having regard to the requirements of the Future Oxfordshire Partnership, the wishes of the Environment Advisory Group, and the advice of the Executive Officer Group, and Environment Officer Support Group.
- 7.3 The Group may consider the full breadth of environmental issues, which includes air quality, water, woodlands and trees, agriculture, nature recovery, waste, transport, green space, carbon reduction, energy, retrofitting buildings, and, adaptation and resilience, when developing its work programme. However, the Group must remain mindful of the work of the other Future Oxfordshire Partnership Advisory Groups and Scrutiny Panel, as well as those groups outside of the Future Oxfordshire Partnership arrangements, such as the Local Nature Partnership and Oxfordshire Waste Partnership, to avoid any duplication of work in areas of mutual interest.

8 General Principles

- 8.1 The joint management of the Advisory Group will be conducted in such a way that no authority's capacity to deliver day to day services is disadvantaged more so than another through their commitment to the Group.
- 8.2 The normal rules as to declarations of interest will be applied to local authority members in accordance with the respective Council's Code of Conduct.
- 8.3 The Future Oxfordshire Partnership may amend these Terms of Reference or discontinue the work of the Advisory Group at any time.

The Future Oxfordshire Partnership Housing Advisory Group Terms of Reference June 2023

1. Purpose and Objectives

- 1.1. The purpose of the Housing Advisory Group is to act in an advisory and consultative capacity to the Future Oxfordshire Partnership on county wide housing matters, providing strategic oversight in the development and delivery of key projects and programmes within its remit, which support delivery of the [Oxfordshire Strategic Vision for Long Term Sustainable Development](#). The Strategic Vision sets out the Future Oxfordshire Partnership's ambition for what the county will be like in 2050, and includes a commitment to energy efficient and affordable homes.
- 1.2. Whilst the Housing Advisory Group does not possess any formal decision making powers, it does offer a mechanism through which to work cooperatively and constructively in scoping, commissioning, and developing programmes of work and strategies, facilitating and catalysing partnership working in areas aligned to the outcomes of the Strategic Vision.
- 1.3. The Advisory Group will operate within the remit agreed by the voting members of the Future Oxfordshire Partnership. The role of the Group is to:
 - 1.3.1. Work collectively to support delivery of the housing related outcomes of the Oxfordshire Strategic Vision, identifying opportunities for joint working where it is agreed there is added value in collaboration across district boundaries. Opportunities to include those which could be taken forward in the short term, as well as in the longer term, as we progress to 2050.
 - 1.3.2. Offer recommendations and advice to the Future Oxfordshire Partnership, aimed at delivering the housing related outcomes of the Oxfordshire Strategic Vision. Recommendations may relate to opportunities for joint working, wider linkages, strategy development, and the proposal of work programmes to support delivery of the Strategic Vision.
 - 1.3.3. Broaden engagement and involvement of the constituent councils in key areas of the Future Oxfordshire Partnership's work, and ownership of each constituent council's part in the delivery of the Future Oxfordshire Partnership programmes.
 - 1.3.4. Provide a councillor forum in which to examine and discuss strategic housing issues in more detail, developing understanding and knowledge to support in identifying innovative, collective solutions, drawing on

opportunities to co-opt and engage with wider partners and sector experts to inform the Future Oxfordshire Partnership programmes.

- 1.3.5. Work collectively to provide strategic oversight and advice in the development and delivery of the Future Oxfordshire Partnership's programmes, helping to align cross cutting activities and priorities. This includes receiving updates regarding housing accelerated by the delivery of the Homes from Infrastructure (Hfi) programme, on a quarterly basis.
- 1.3.6. Horizon scan across the breadth of housing issues, enabling the identification of gaps in the Future Oxfordshire Partnership's approach to its housing related ambitions, advising on how to address those gaps.
- 1.3.7. Provide a councillor forum for innovative thinking, as well as the sharing of best practice and information on activity taking place within individual organisations and other partnerships of relevance to the Group, supporting collaboration where appropriate, and preventing duplication and wasted resource.
- 1.3.8. Monitor data as required by the Future Oxfordshire Partnership, enabling progress against the outcomes of the Strategic Vision to be monitored.
- 1.3.9. Consider any additional matters that the Future Oxfordshire Partnership requires of them.

2. Membership and Appointments

- 2.1 The Advisory Group will comprise of at least one executive member from each of the partner authorities which has relevant responsibilities, plus a chair appointed by the Future Oxfordshire Partnership. The partner authorities are as follows:
 - Cherwell District Council
 - Oxfordshire County Council
 - Oxford City Council
 - South Oxfordshire District Council
 - Vale of White Horse District Council
 - West Oxfordshire District Council
- 2.2 The Chair of the Advisory Group will be drawn from the voting membership of the Future Oxfordshire Partnership; chairing arrangements are reviewed at the first Future Oxfordshire Partnership meeting of the municipal year.
- 2.3 Where a member is unable to attend the Advisory Group, each partner authority is required to send a substitute drawn from their Executive. The

substitute member shall have the same rights as the member for whom the substitution is made.

- 2.4 Given the breadth of issues under the housing umbrella, it is expected that the Group will engage, and operate in partnership with, wider partners and experts as required; representatives of other relevant organisations will be invited to participate in meetings as the agenda requires.
- 2.5 Co-opted non-voting members may be appointed for specific items or a period of up to a year by the Advisory Group with the agreement of the voting membership of the Future Oxfordshire Partnership.
- 2.6 Where the Chair is unable to attend a meeting, but still wishes for it to progress, the Group may elect a Chair for that meeting only.

3. Role of the Chair

- 3.1 The Chair must act in an independent and facilitative capacity to organise the Group's activities in support of the objectives of the Future Oxfordshire Partnership and the Oxfordshire Strategic Vision. At all times, the Chair must use their discretion to act in the interests of Oxfordshire and the Future Oxfordshire Partnership, and not of their own political group or local authority area.
- 3.2 The Chair will manage meetings in accordance with the Group's terms of reference, and provide leadership and direction to the Group in an open and transparent manner.
- 3.3 The Chair will report directly into the Future Oxfordshire Partnership on the work of their Group as agreed. In reporting to the Future Oxfordshire Partnership, the Chair will present the views of their Group, and not necessarily their own views.
- 3.4 The Advisory Group is not a decision making body, and the Chair should aim to reach a consensus on matters under discussion. Where a consensus cannot be reached, the Chair shall present the split views of the Group to the Future Oxfordshire Partnership.

4 Role of Members

- 4.1 In addition to contributing to the overall role of the Advisory Group, members will commit to be a proactive conduit between the work of the Group, other groups within the Future Oxfordshire Partnership arrangements, their respective council and/or the sectors they represent. This might include, for example, providing regular updates to their own council on the work of the Group.

- 4.2 In the pursuit of developing its forward work programme, the Advisory Group should also be mindful of any work it may require of officers, and the impact this may have on existing priorities. Where it appears that there are resource implications beyond business as usual activity, the Officer Group supporting the Advisory Group will assess the impact and report to the Local Authority Chief Executives as appropriate.
- 4.3 Each partner authority agrees to support the purposes of the Group by ensuring that they collaborate and cooperate with one another in an open and accountable manner in the interests of the whole of Oxfordshire, whilst acting in good faith.

5 Meeting Arrangements & Structure

- 5.1 The Advisory Group will meet in accordance with a schedule of meetings that satisfies the requirements of the relevant programmes of work.
- 5.2 Meetings may be rearranged, cancelled or additional meetings scheduled with the agreement of the Chair of the Advisory Group.
- 5.3 The quorum for a meeting shall be three members. Non-attendance of partner authorities shall not affect the legitimacy of an Advisory Group's conclusions. However, where the effect of a particular consideration could give rise to contractual or financial implications for a partner authority that is not in attendance, their views must be obtained and taken into account in the deliberations, before being reported to the Future Oxfordshire Partnership.
- 5.4 The Advisory Group will be supported by a Senior Responsible Officer (SRO) and Officer Group, with representation from the six councils.

6 Access to Information

- 6.1 It is expected that the Advisory Group will have the right to see the same information as that of the Future Oxfordshire Partnership when advising on any given issue, in order that an informed view can be made.
- 6.2 The Advisory Group will meet in private, and the meetings will not be subject to the provisions of s100 of the Local Government Act (LGA) 1972 as amended by The Local Government (Access to Information) Act 1985. However, the conclusions of the Advisory Group shall be conveyed in public to the Future Oxfordshire Partnership at each of its meetings, except in circumstances where the matter under consideration contains exempt or confidential information, as set out in the Local Government Act 1972 (as amended).
- 6.3 The Advisory Group's agendas and associated written reports will be circulated to the members of the Advisory Group, and the designated officer of the

respective partner authorities, at least three clear working days before the meeting. Nonadherence to this principal however will not invalidate a meeting.

- 6.4 Where possible the draft notes and actions from the meeting will be made available to Advisory Group members and officers three weeks after a meeting; notes will also be included in the agenda for the next Future Oxfordshire Partnership meeting, and shared with other Advisory Group Members and FOP Officer Groups to support join-up and information flow across the partnership.
- 6.5 The work of the Advisory Group will not be subject to scrutiny by the Joint Scrutiny Panel, although their notes will be available to Scrutiny to comment on as published reports to the Future Oxfordshire Partnership.

7 Work Plan

- 7.1 The Advisory Group will establish a forward work plan of matters and items to consider, and the date at which they are to be considered; the work plan will be reviewed at each meeting.
- 7.2 The development and management of the work plan will be led by the Chair, having regard to the requirements of the Future Oxfordshire Partnership, the wishes of the Housing Advisory Group, and the advice of the Executive Officer Group, and Housing Officer Support Group.
- 7.3 The Group may consider the full breadth of housing issues when developing its work programme, however, the Group must remain mindful of the work of the other Future Oxfordshire Partnership Advisory Groups and Scrutiny Panel, as well as those groups outside of the Future Oxfordshire Partnership arrangements, to avoid any duplication of work in areas of mutual interest.

8 General Principles

- 8.1 The joint management of the Advisory Group will be conducted in such a way that no authority's capacity to deliver day to day services is disadvantaged more so than another through their commitment to the Group.
- 8.2 The normal rules as to declarations of interest will be applied to local authority members in accordance with the respective Council's Code of Conduct.
- 8.3 The Future Oxfordshire Partnership may amend these Terms of Reference or discontinue the work of the Advisory Group at any time.

Future Oxfordshire Partnership Infrastructure Advisory Group Terms of Reference June 2023

1. Purpose and Objectives

- 1.1 The purpose of the Infrastructure Advisory Group is to act in an advisory and consultative capacity to the Future Oxfordshire Partnership on cross boundary infrastructure matters, providing strategic oversight in the development and delivery of key projects and programmes within its remit, which support delivery of the [Oxfordshire Strategic Vision for Long Term Sustainable Development](#). The Strategic Vision sets out the Future Oxfordshire Partnership's ambition for what the county will be like in 2050, and includes a commitment to net zero carbon, and transformed connectivity.
- 1.2 Whilst the Infrastructure Advisory Group does not possess any formal decision making powers, it does offer a mechanism through which to work cooperatively and constructively in scoping, commissioning, and developing programmes of work and strategies, facilitating and catalysing partnership working in areas aligned to the outcomes of the Strategic Vision.
- 1.3 The Advisory Group will operate within the remit agreed by the voting members of the Future Oxfordshire Partnership. The role of the Group is to:
 - 1.3.1 Work collectively to support delivery of the infrastructure related outcomes of the Oxfordshire Strategic Vision, identifying opportunities for joint working where it is agreed there is added value in collaboration across district boundaries. Opportunities to include those which could be taken forward in the short term, as well as in the longer term, as we progress to 2050.
 - 1.3.2 Offer recommendations and advice to the Future Oxfordshire Partnership, aimed at delivering the infrastructure related outcomes of the Oxfordshire Strategic Vision. Recommendations may relate to opportunities for joint working, wider linkages, strategy development, and the proposal of work programmes to support delivery of the Strategic Vision.
 - 1.3.3 Broaden engagement and involvement of the constituent councils in key areas of the Future Oxfordshire Partnership's work, and ownership of each constituent council's part in the delivery of the Future Oxfordshire Partnership programmes.
 - 1.3.4 Provide a councillor forum in which to examine and discuss strategic infrastructure issues in more detail, developing understanding and knowledge to support in identifying innovative, collective solutions, drawing on opportunities to co-opt and engage with wider partners and

sector experts to inform the Future Oxfordshire Partnership programmes.

- 1.3.5 Work collectively to provide strategic oversight and advice in the development and delivery of the Future Oxfordshire Partnership's programmes, helping to align cross cutting activities and priorities. This includes receiving updates on deliverables as part of the Homes from Infrastructure (Hfi) programme, on a quarterly basis, and, acting as the member steering group for the Oxfordshire Infrastructure Strategy (OxIS).
- 1.3.6 Horizon scan across the breadth of infrastructure issues, including for example, energy, rail, roads, transport, sewage etc., enabling the identification of gaps in the Future Oxfordshire Partnership's approach to its infrastructure related ambitions, advising on how to address those gaps.
- 1.3.7 Provide a councillor forum for innovative thinking, as well as the sharing of best practice and information on activity taking place within individual organisations and other partnerships of relevance to the Group, supporting collaboration where appropriate, and preventing duplication and wasted resource.
- 1.3.8 Monitor data as required by the Future Oxfordshire Partnership, enabling progress against the outcomes of the Strategic Vision to be monitored.
- 1.3.9 Consider any additional matters that the Future Oxfordshire Partnership requires of them.

2 Membership and Appointments

- 2.1 The Advisory Group will comprise of at least one executive member from each of the partner authorities which has relevant responsibilities, plus a chair appointed by the Future Oxfordshire Partnership. The partner authorities are as follows:
 - Cherwell District Council
 - Oxfordshire County Council
 - Oxford City Council
 - South Oxfordshire District Council
 - Vale of White Horse District Council
 - West Oxfordshire District Council
- 2.2 The Advisory Group also includes the Chair of the Oxfordshire Strategic Transport Forum (OSTF), who is re-appointed on an annual basis, as a non-voting member.

- 2.3 The Chair of the Advisory Group will be drawn from the voting membership of the Future Oxfordshire Partnership; chairing arrangements are reviewed at the first Future Oxfordshire Partnership meeting of the municipal year.
- 2.4 Where a member is unable to attend the Advisory Group, each partner authority is required to send a substitute drawn from their Executive. The substitute member shall have the same rights as the member for whom the substitution is made.
- 2.5 Given the breadth of issues under the infrastructure umbrella, it is expected that the Group will engage, and operate in partnership with, wider partners and experts as required; representatives of other relevant organisations will be invited to participate in meetings as the agenda requires.
- 2.6 Co-opted non-voting members may be appointed for specific items or a period of up to a year by the Advisory Groups with the agreement of the voting membership of the Future Oxfordshire Partnership.
- 2.7 Where the Chair is unable to attend a meeting, but still wishes for it to progress, the Group may elect a Chair for that meeting only.

3 Role of the Chair

- 3.1 The Chair must act in an independent and facilitative capacity to organise the Group's activities in support of the objectives of the Future Oxfordshire Partnership and the Oxfordshire Strategic Vision. At all times, the Chair must use their discretion to act in the interests of Oxfordshire and the Future Oxfordshire Partnership, and not of their own political group or local authority area.
- 3.2 The Chair will manage meetings in accordance with the Group's terms of reference, and provide leadership and direction to the Group in an open and transparent manner.
- 3.3 The Chair will report directly into the Future Oxfordshire Partnership on the work of their Group as agreed. In reporting to the Future Oxfordshire Partnership, the Chair will present the views of their Group, and not necessarily their own views.
- 3.4 The Advisory Group is not a decision making body, and the Chair should aim to reach a consensus on matters under discussion. Where a consensus cannot be reached, the Chair shall present the split views of the Group to the Future Oxfordshire Partnership.

4 Role of Members

- 4.1 In addition to contributing to the overall role of the Advisory Group, members will commit to be a proactive conduit between the work of the Group, other

groups within the Future Oxfordshire Partnership arrangements, their respective council and/or the sectors they represent. This might include, for example, providing regular updates to their own council on the work of the Group.

- 4.2 In the pursuit of developing its forward work programme, the Advisory Group should also be mindful of any work it may require of officers, and the impact this may have on existing priorities. Where it appears that there are resource implications beyond business as usual activity, the Officer Group supporting the Advisory Group will assess the impact and report to the Local Authority Chief Executives as appropriate.
- 4.3 Each partner authority agrees to support the purposes of the Group by ensuring that they collaborate and cooperate with one another in an open and accountable manner in the interests of the whole of Oxfordshire, whilst acting in good faith.

5 Meeting Arrangements & Structure

- 5.1 The Advisory Group will meet in accordance with a schedule of meetings that satisfies the requirements of the relevant programmes of work.
- 5.2 Meetings may be rearranged, cancelled or additional meetings scheduled with the agreement of the Chair of the Advisory Group.
- 5.3 The quorum for a meeting shall be three members. Non-attendance of partner authorities shall not affect the legitimacy of an Advisory Group's conclusions. However, where the effect of a particular consideration could give rise to contractual or financial implications for a partner authority that is not in attendance, their views must be obtained and taken into account in the deliberations, before being reported to the Future Oxfordshire Partnership.
- 5.4 The Advisory Group will be supported by a Senior Responsible Officer (SRO) and Officer Group, with representation from the six councils.

6 Access to Information

- 6.1 It is expected that the Advisory Group will have the right to see the same information as that of the Future Oxfordshire Partnership when advising on any given issue, in order that an informed view can be made.
- 6.2 The Advisory Group will meet in private, and the meetings will not be subject to the provisions of s100 of the Local Government Act (LGA) 1972 as amended by The Local Government (Access to Information) Act 1985. However, the conclusions of the Advisory Group shall be conveyed in public to the Future Oxfordshire Partnership at each of its meetings, except in circumstances where

the matter under consideration contains exempt or confidential information, as set out in the Local Government Act 1972 (as amended).

- 6.3 The Advisory Group's agendas and associated written reports will be circulated to the members of the Advisory Group, and the designated officer of the respective partner authorities, at least three clear working days before the meeting. Nonadherence to this principal however will not invalidate a meeting.
- 6.4 Where possible the draft notes and actions from the meeting will be made available to Advisory Group members and officers, three weeks after a meeting; notes will also be included in the agenda for the next Future Oxfordshire Partnership meeting, and shared with other Advisory Group Members and FOP Officer Groups to support join-up and information flow across the partnership.
- 6.5 The work of the Advisory Group will not be subject to scrutiny by the Joint Scrutiny Panel, although their notes will be available to Scrutiny to comment on as published reports to the Future Oxfordshire Partnership.

7 Work Plan

- 7.1 The Advisory Group will establish a forward work plan of matters and items to consider, and the date at which they are to be considered; the work plan will be reviewed at each meeting.
- 7.2 The development and management of the work plan will be led by the Chair, having regard to the requirements of the Future Oxfordshire Partnership, the wishes of the Infrastructure Advisory Group, and the advice of the Executive Officer Group, and Infrastructure Officer Support Group.
- 7.3 The Group may consider the full breadth of infrastructure issues, which includes roads, rail, active travel, water and sewage, digital connectivity, and energy when developing its work programme. However, the Group must remain mindful of the work of the other Future Oxfordshire Partnership Advisory Groups and Scrutiny Panel, as well as those groups outside of the Future Oxfordshire Partnership arrangements, to avoid any duplication of work in areas of mutual interest.

8 General Principles

- 8.1 The joint management of the Advisory Group will be conducted in such a way that no authority's capacity to deliver day to day services is disadvantaged more so than another through their commitment to the Group.
- 8.2 The normal rules as to declarations of interest will be applied to local authority members in accordance with the respective Council's Code of Conduct.

8.3 The Future Oxfordshire Partnership may amend these Terms of Reference or discontinue the work of the Advisory Group at any time.

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
13/6/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • OCC/JLP Meeting 24/05, next on 27/06/23 • 2nd draft education/healthy place shaping policies, initial comments sent back 2/06/23 • Draft site allocations policies sent – various meetings held to discuss with OCC & JLP team. Further points can be raised at consultation stage. • OCC comments on reservoir policy sent. • Draft Community Facilities Policy received. • Safeguarding detailed topic paper will be sharing soon with county • SA consultants being drip fed policies when they are ready. <p>JLP members steering group membership changed. 3 existing members and 3 new members.</p> <p>Transport evidence base</p> <ul style="list-style-type: none"> • Transport modelling meeting 21st June re modelling options. Pre-meeting discussion arranged for 16/6. <p>HNA update</p> <ul style="list-style-type: none"> • Not finalised – a later version being considered

Notes from Meeting South Oxfordshire and Vale of White Horse District Councils 26th June 2023

11.30-12.30pm, MS Teams

Attending

South & Vale: [REDACTED]

Oxford City: [REDACTED]

1. General update on Oxford Local Plan 2040 progress and headline strategy

Since the previous meeting on 27th March, City has been continuing to work on the evidence base and writing the draft Reg 19 Plan policies and site allocations. Still working to the same timetable of Reg 19 consultation in Nov/Dec 2023 (committee cycles starting October). Key principles in the strategy to maximise residential capacity: policies on density – reviewed the density assumptions overall and also done more detailed urban design work for the site allocations to review the capacities; heights policy reviewed; policies for ‘Areas of Focus’ as well as site allocations to be supportive about development and residential; allowing for an element of residential on employment sites, even Category 1 sites, and assuming some Category 3 employment will go to residential or other uses; intensify employment site to meet all employment needs (no new employment sites). Generally strategy is positive towards residential.

Even with this permissive approach, still have many landowners currently saying they want to retain employment uses when we engaged with them, especially with the current high demand/high values for R&D over the last year or so in Oxford. This is also borne out in the draft Viability study, which indicates that some uses are now more viable than residential (even if affordable housing provision was zero). Previously student accommodation was a very viable option too but even that has been superseded by landowner desires for R&D on sites we formerly assumed might go to student accommodation. A whole range of types of sites in class E are getting interest for R&D, including city centre locations too. In some instances even sites currently allocated for residential the landowners are now seeking R&D, we have had to push back to retain the residential allocation.

Hospital sites are slightly different, permissive approach to employer-linked affordable housing onsite but the main function as a hospital must not be compromised so plan does not allocate residential numbers unless there are firm plans from the Trust (eg a planning permission). Regularly engage with the key employers and will continue to do so, to understand if their position changes regarding introducing residential on their sites.

Windfall re-calculated to take account of latest completions data. Windfalls include prior approvals of office to residential. Has not been specifically increased to reflect the change in policy direction towards employment sites because if landowners have indicated that they wish to bring forward residential then it would already be counted in identified supply. SODC & VOWH felt windfall should be higher.

Offered to share list of evidence base studies in progress. Intention is to publish all evidence at Reg 19.

2. Update on evidence base, including recap of the HENA, and the latest capacity assessment (HELAA)

Current draft working assumptions (final figures still being refined eg monitoring data for 2022/23 is not yet finalised, and still pending landowner site capacity estimates for some sites):

- **Oxford's need 2020-2040 is 26,440, or 1,322 pa (HENA)**
- **Oxford's capacity is c. 10,736 (537pa) (HELAA)**
- **Resulting in an unmet need for Oxford of c.15,704 (785pa)**

In the context of:

- **Total of existing unmet need sites from last round of plans 14,300 to 2036**
- **Additional unmet need 2036- 2040: 1,404**

This is more encouraging than had been anticipated previously at Reg 18 stage. More detailed HELAA work has managed to maximise capacity through the measures set out in (1) above to leave c1400 additional unmet need to be addressed beyond that accommodated in current round of local plans. In addition to the urban-design led capacity assessments for site allocations, the HELAA is also informed by extant planning permissions for many sites which adds certainty to the capacity estimates, and because the plan period is 2020-2040 then some sites are already built out since 2020. Last 3 years of completions are roughly on track against targets.

Propose these headline numbers as the basis for next stage of discussions with Oxfordshire districts, as a series of conversations on this complex issue. OPPO could be a forum for some of these discussions, and for scoping out the sequencing for discussions with relevant senior officers and members as well.

SODC & VOWH intend to commission consultants to review both the HELAA and the HENA, to reach their own conclusions about level of need, capacity, and unmet need for Oxford. SODC & VOWH do not presently accept that there is a justified unmet need to consider. City propose that discussions can continue in the meantime and it would not be prudent to hold up the issue while a consultant is appointed and undertakes the work.

City offered to share HELAA in next few weeks.

At Reg 18 consultation SODC & VOWH raised queries about the HENA, City responded to these at the previous meeting. Agreed both sides would like to seek to reduce the scope of differences in opinion. However, City remain confident in the robustness of the HENA and is not looking to make any significant revisions to the study. The differences seem to be more about the philosophical approach of going beyond the minimum Standard Method figure, rather than about the technical robustness of the modelling per se. City will be writing up the details of the case for exceptional circumstances to go beyond the SM to support the Plan.

3. Update on South & Vale joint Local Plan progress and timelines

Revised LDS last week. Reg 19 is now summer 2024, Reg 18 later this year. Includes a HELAA update. Plan is a fully merged plan for South and Vale to supersede SODC LP and Vale LP Parts 1 & 2. Plan period is 2021-2041.

4. Update on delivery of unmet need sites to 2036, including planning applications

Ran out of time in meeting – *perhaps SODC & VOWH could add a few notes here to update.*

5. Statement of common ground

Ran out of time in meeting. See topics listed below suggested basis for a first iteration to reflect the points raised at the meeting. It is then intended that this can be regularly updated between now and the submission of the OLP2040.

6. AOB

n/a

Actions:

RWi & LM to raise at OPPO (30.06.23) about how to take forward the conversation about Oxford unmet need

LB to share HELAA in coming weeks.

Statement of common ground topics:

Windfall assumption: SODC & VOWH believe City should consider windfalls being higher eg to include an assumption about residential coming forwards on employment sites resulting from new policy

HELAA: SODC & VOWH query the assumption about only marking a site as Available if there is clear landowner intention.

Exceptional circumstances: SODC & VOWH believe it has not been justified the case for not using the housing need figure directly from the Standard Method calculation. Believe City should use the baseline Standard Method figure of housing need. City believe the HENA and Reg18 part 2 consultation flag the reasons why it is appropriate and justified to use an alternative housing need figure for Oxfordshire. (This will be worked up in more detail to accompany the next consultation.)

From: W [REDACTED] R [REDACTED] I [REDACTED] oxford [REDACTED]
Sent: 23 June 2023 11:49
To: C [REDACTED] H [REDACTED]; M [REDACTED], L [REDACTED]; D [REDACTED] P [REDACTED] Oxfordshire [REDACTED]; C [REDACTED] C [REDACTED]
Cc: L [REDACTED], T [REDACTED] - Oxfordshire County Council
Subject: OPPO

****EXTERNAL****

Thanks for your replies everyone. Here's an agenda for next Friday's Teams meeting at 9.30.

(T [REDACTED] I've put you on first so that you don't have to sit through the rest of the meeting)

Agenda

- Climate adaptation evidence base and strategy - T [REDACTED] L [REDACTED] (County)
- Local Plan updates (all)
- County-wide SOCG (CC)
- Other updates (all)
 - GTAA
 - FOP - PAG Officer meeting
 - OXIS
 - Any Other Business

Thanks, see you next week,

R [REDACTED]

[REDACTED] R [REDACTED] W [REDACTED]
Planning Policy and Place Manager | Oxford City Council
Town Hall, St. Aldate's, Oxford, OX1 1BX
[REDACTED]

My usual working hours are 8.00-14.00, Monday to Friday.

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Oxfordshire Planning Policy Officers Meeting

Friday 30th June 2023

Minutes

Attendees:

- ██████████ – Oxford City (RW)
 - ██████████ – Cherwell (CC)
 - ██████████ – West (CH)
 - ██████████ – South and Vale (LM)
- For Item 1 only: T██████ L██████ - Oxfordshire County (TL)

Apologies:

- ██████████ – Oxfordshire County (DP)

Item	Notes	Actions
1	<p>Climate adaptation evidence base and strategy</p> <p>TL outlined the recent restructure in the County team to add emphasis to adaptation alongside mitigation. Work emerges from recognition that even with best mitigation measures we still need adaptation and that we're relatively poorly prepared. County keen to assess and understand vulnerabilities. Working with Atkins to develop evidence base as first stage of work towards strategy. TL shared slides outlining the work (circulated with these minutes)</p> <p>Evidence base report from Atkins due to be received this week</p> <p>Note that EA are also working on mapping areas of resilience for future development</p> <p>CH: will it link with the LAEP mapping being produced by County?</p> <p>TL: yes, potential for wider benefit, need to understand the audience and what's helpful output</p> <p>CH: evidence base on adaptation will be helpful but timings are important</p> <p>TL: Stage 1 reports next week, Stage 2 will take 3 months (but scope may be extended) so aim for completion by end of the year</p> <p>CH: what is the main influence on the heat mapping? Is it urban heat island effect?</p> <p>TL: uses lots of data sources and will be worked up in report</p> <p>LM: very helpful work, note effect of heat on elderly. This study has happened really quickly, how and who's been involved?</p> <p>TL: all district climate officers have been involved as the main points of contact. Member drive to get this work done has helped with speed and Atkins are well prepared</p> <p>LM: who is funding it?</p> <p>TL: County as want a leadership role</p> <p>LM: there will be a sensitivity if the work goes into identifying climate resilient locations for locating future development</p> <p>TL: that's the EA's work not this report</p> <p>CC: it's encouraging, I was unaware of it, will be good to see the outputs</p> <p>TL: I can come back an share if that would be helpful</p> <p>CC: Timing of complete by Christmas would be very helpful for LP programme</p>	

		<p>RW: Echo timing point as City on same timeframe. What comes next?</p> <p>TL: A Strategy with action points/programmes and associated budget requirements</p> <p>RW: question the programme arrangements and governance when it comes to identifying priorities if County are not owners of all the actions others will need to be involved in prioritisation</p> <p>TL: plan is to identify actions first</p> <p>ACTION: ask TL to return to next meeting and share outputs from forthcoming Stage 1 report</p> <p>All: agreed lack of awareness of the project, keen to stay in the loop</p>	RW
2	District updates	<p>S&V:</p> <ul style="list-style-type: none"> • Work continues on Joint LP; lots of new members and all keen to engage in LP; they've been very happy with what they've been reading • New LDS agreed last week to provide for additional member engagement at this stage (additional 2 months) although no slippage of submission date • Oct/Nov 23 consultation on Reg18pt2 (including some draft policy text) • Reg19 next Summer (2024) <p>West:</p> <ul style="list-style-type: none"> • LP report to Executive in July on Reg18 discussion paper (objectives, patterns of development, call for ideas, high level indication of proposed policy areas) • Developer contributions SPD to be adopted next month – proceeding with CIL given details of the IL provided in recent government consultation • Salt Cross AAP, waiting on news of 3rd party legal challenge, seems to be gaining momentum <p>Cherwell:</p> <ul style="list-style-type: none"> • Now have a confirmed minority Conservative administration, Cllr Wood is still the Leader • Proceeding with LP with same draft policies and evidence base, will take to Executive on 4th September. Some editing work to make the LP more punchy and compact and make it clear that not all policy areas are fixed given it's Reg18 • Corporate changes require more scrutiny and member briefings. Significant workload pressures in the Policy team due to vacancies <p>Oxford:</p> <ul style="list-style-type: none"> • Working towards Reg19 at Cabinet in Autumn and commence consultation before end of calendar year • Also working on CIL partial review of charging schedule – linked to LP viability evidence • In process of series of bi-lateral conversations with other districts on housing issue. One round of meetings following consultation on Reg18pt2 (HENA), this week a follow up round of meetings on 	

		capacity (HELAA). Agreed with all it would be good to discuss the process for continuing those conversations maybe on a more collective Oxfordshire basis	
2B	Conversations on need/unmet need	<p>RW took opportunity (as segue into item 3) to ask for ideas on how to progress the housing conversation now that some of the previous governance arrangements have ended</p> <p>CH: reflection on meeting earlier in the week with City is that the number is not as scary as might have been predicted. Would be interesting to see set out what the numbers look like in practice, e.g. if HENA and HELAA numbers are accepted, what is remaining? Then a conversation on that work. Is FOP advisory group an option, even as not able to provide decisions?</p> <p>CC: keen on SoCG as a live document. Important to consider timing of publication of any further work on numbers. Cherwell have explained they may want to revisit approach to apportionment following Reg18 consultation in the Autumn.</p> <p>RW: several things have moved on, not least City HELAA with increased capacity from that which we included in Reg18pt2 consultation.</p> <p>LM: Wariness of collective decision taking for this issue e.g. using FOP as there is no Oxfordshire Plan. Need to take internal soundings on approach and process. Note that S&V have already critiqued HENA (Reg18pt2 consultation) and will be commissioning advisor to critique City HELAA.</p> <p>ACTION: Would West and Cherwell want to join that commission?</p> <p>CH: Will S&V Reg18 make assumption of no unmet need?</p> <p>LM: at the moment yes, as we've had no formal request from the City on unmet need.</p>	CC and CH to respond to LM
3	County wide SoCG	<p>CC: Ideally we'd like to publish SoCG alongside Reg18pt2 consultation, these would be live documents and can be adapted/updated over time</p> <p>LM: Little appetite for a joint Oxfordshire SoCG. What is minimum required for City Reg19 publication? Can a SoCG simply explain where discussions are at?</p> <p>RW: Ideally we'd be able to say this is where our maths takes us and this is the process we've embarked on to resolve it, with more detail to be provided before submission</p> <p>CC: there is lots we can agree in in a joint SoCG (other policy areas) and we can still document where we don't agree. Would like joint and bi-lateral SoCG</p> <p>CH: Practice guide provides lots of detail on SoCG, they are new since last round of plans, would be good to review requirements</p> <p>ACTION: Review requirements for SoCG and proposed approach in each district, come back and discuss at next meeting</p> <p>RW: can all please take internal soundings around how they would like to take forward the conversation with the City on need/unmet need?</p> <p>ACTION: All to discuss internally and feedback</p>	All All
4	Other updates: • GTAA	<p>GTAA:</p> <p>CH: Arc4 proposal now fully evaluated and working with WODC procurement to commission and appoint ASAP</p>	

	<ul style="list-style-type: none"> FOP - PAG Officer meeting OXIS 	<p>CC: Cherwell flag some previous concerns on quality of survey work from Arc4 CH: we've been reassured that they have a new approach now CH: please return signed partnership agreements ACTION: All to return agreements FAO Janice Bamsey at Woodgreen address</p> <p>OxIS: RW: raise it to see if others felt they were still in the loop on progress and plans for the new OxIS All: agreed we were now less included than we had been last time LM: seems to be being driven by FOP Infrastructure Group and no policy planners are on the IAG officer group All: agreed that whilst that may be the right place for it there is still a role for planners as we'll be reliant on it as part of LP evidence bases and it needs to work for that ACTION: RW to find someone working on OxIS to come to next meeting and update us</p> <p>FOP PAG: All: Struggle to see what the role of PAG is given other groups and their work programmes and where PAG can add benefit. May become clearer as they work on their own work programme</p>	<p>All</p> <p>RW</p>
5	Any Other Business	<p>OMM LM: Wanted to raise OMM (County's planned new transport model) as an issue. County have informed S&V that the model will not be ready to support the LP, need to revert to OSM or excel based approach RW: City are proceeding on basis of OSM, much inferior model. OMM had been promised as imminent when we started work on OxPlan several years ago – subject to series of rolling delays CC: OSM doesn't even cover Banbury – no model does currently, have escalated issue LM: S&V likely to write to note concerns</p> <p>Light and dark skies evidence base: LM: flag that S&V have commissioned some data/analysis from LUC on issue and satellite data received covers City and parts of Cherwell ACTION: all to discuss further with [REDACTED] at S&V where appropriate.</p>	<p>All to contact S&V where appropriate</p>
	Next meeting	<p>Given several pressing issues and keen to keep up momentum, next meeting will be held early on: Wednesday 19th July between 9.00-10.30 on Teams ACTION: RW to set up invite</p>	<p>RW</p>

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
18/7/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • OCC/JLP 27/06 meeting held, next one 21/07 • Update on JLP policies. • Update on JLP allocations – draft allocations chapter • County to review draft allocations chapter • OCC to update on safeguarding topic paper <ul style="list-style-type: none"> • Specific update on South Abingdon route requested of OCC. • Proposed timetable: Joint Scrutiny 21st Sept/Cabinet/Consultation – start mid Oct 2023 • Anticipate planning apps in response to policy changes (determined in accordance with current plan) • IDP to be produced for draft Plan stage next summer • Transport Evidence base - S&V in process of seeking legal/planning advice on MHCLG guidance on LP transport evidence base.

From: W [redacted] R [redacted] [redacted] oxford [redacted]
Sent: 12 July 2023 10:42
To: M [redacted], L [redacted]; D [redacted] P [redacted] Oxfordshire [redacted]; C [redacted] H [redacted]; C [redacted] C [redacted]
[redacted] Cherwell [redacted]
Subject: OPPO agenda for 19th July

****EXTERNAL****

Morning all, here's an agenda for next Wednesday:

Agenda

- Actions from last meeting not on the agenda
- Local Plan updates
- County-wide and bi-lateral Statements of Common Ground (ACTION: we'd agreed to refresh our memories of requirements and come back to this point)
- Conversations on Oxford's housing numbers (ACTION: I was looking for some feedback on how districts would like to progress the conversations)
- GTAA
- HRA
- Future meeting dates
- Any Other Business

N.B. [redacted] doesn't want to come back to us just yet but maybe the next meeting; [redacted] can't make this one on OxIS either, he will come to a future meeting though.

Thanks, see you next week,

R [redacted]

[redacted] R [redacted] W [redacted]
Planning Policy and Place Manager | Oxford City Council
Town Hall, St. Aldate's, Oxford, OX1 1BX
[redacted]

My usual working hours are 8.00-14.00, Monday to Friday.

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Oxfordshire Planning Policy Officers Meeting

Wednesday 19th July 2023

Minutes

Attendees:

- █ – Oxford City (RW)
- █ – Cherwell (CC)
- █ – West (CH)
- █ – South and Vale (LM)
- █ – Oxfordshire County (DP)

Joined the meeting during item 4: █ – South and Vale (TR)

Item	Notes	Actions
1	<p>Actions not an agenda</p> <p>S&V had offered other districts the opportunity to get involved in their commission on reviewing Oxford's capacity – offer still open</p> <p>S&V had offered everyone to contact them to discuss their Dark Skies work. LM shared the mapping on screen (data and proposed policy approaches). All found this helpful.</p> <p>LM: would others be comfortable with these maps being published as they cross boundaries?</p> <p>All: agreed the data mapping was not controversial but the policy layers could benefit from being cropped to S&V's boundaries</p>	
2	<p>District updates</p> <p>S&V:</p> <ul style="list-style-type: none"> • HIF1 planning application, County Planning Committee resolution to refuse yesterday, this risks the content and the timetable of the work on the Joint LP • LP work has been progressing well, aiming for Oct/Nov 23 consultation on Reg18pt2 and Reg19 next Summer (2024) <p>Cherwell:</p> <ul style="list-style-type: none"> • Still on track to take LP to Executive on 4th September and will likely start consultation on 18th. <p>West:</p> <ul style="list-style-type: none"> • Reg18 discussion paper will go to Executive in July and consultation will start in mid-August • Salt Cross AAP, waiting on news of 3rd party legal challenge, maybe mid-November <p>County:</p> <ul style="list-style-type: none"> • Minerals and Waste Local Plan is further delayed, Issues and Options was planned for July but now likely to be November <p>Oxford:</p> <ul style="list-style-type: none"> • Working towards Reg19 at Cabinet in Autumn and commence consultation before end of calendar year • Alongside CIL partial review of charging schedule 	
3	<p>County wide SoCG</p> <p>CC: Requirements for SoCG are clear in the NPPF/NPPG. They are the main tool for demonstrating Duty to Co-operate. They need to be live working documents, updated as work progresses</p> <p>CH: When do we need to publish them?</p>	

		<p>CC: At each stage the earlier in the project the better to start work RW: I will need to publish them alongside my Reg19 in the Autumn LM: we're not keen on a county-wide SoCG, we're more likely to do bi-lateral SoCGs CH: It will be helpful to have something collective on agreed strategic issues, we can use it to document extent of our discussions CC: We also have a preference for county-wide SoCG RW: We support that too CH: We'd support a county-wide SoCG with bi-lateral ones in support e.g. Oxford airport, Woodstock RW: Shall we scope out the structure and outline content to see what it might look like? CC: If we decide we can't do one, at least we've tried CH: We've got lots of good joint work we can report on (Oxfordshire Strategic Vision, climate etc)</p> <p>ACTION: CH agreed to start by looking at other examples and scoping out potential areas for us to discuss as a group</p>	CH
4	Conversations on need/Unmet need	<p>RW: has anyone managed to have any internal discussions about how their authority would like to take forward the conversation on Oxford's need and unmet need? CH: not yet discussed but would like a paper setting out the figures to help inform that conversation</p> <p>ACTION: RW to circulate paper as soon as possible</p> <p>CH: Using the FOP structure could be difficult RW: I propose OPPO as the primary forum as this is a (in city's view) smaller and technical task. We could carry out the main work and then refer back up our internal reporting lines and back down to OPPO to continue the work LM: City needs to write to make a formal request on unmet need, addressed to the Chief Executive. FOP PAG is not a broker. It needs to be an officer and member discussion and involve Chief Execs. CC: Cherwell would be comfortable with OPPO taking the lead LM: But senior officers would need to be involved RW: they would need to be briefed by us though anyway CH: Would seem sensible for the mechanics and number crunching to be done at OPPO and then fed back up as and when DP: I'll need to talk to [REDACTED] about it</p>	RW
	Additional item	<p>T [REDACTED] R [REDACTED] joined the meeting and shared some slides: Query over deducting existing unmet need:</p> <ul style="list-style-type: none"> not possible to net off all the previous unmet need sites as they were meant to cover the period 2011-2031 and HENA is now only looking at 2020-2040 (therefore there are 9 years that can't count this time). Has the need been re-based? The supply, with the exception possibly of South, only covers need arising from period 2011 to 2031. Therefore, using the housing numbers in district's local plans to offset Oxford's needs from 2031 to 2040 may not align with the strategy / evidence / agreed position to date. <p>Underdelivery:</p>	

		<ul style="list-style-type: none"> • Can't see how the HENA has accounted for underprovision in previous years although required where alternative approach to SM has been used by NPPG para: 2a-011-20190220 • maybe as the previous need had been "outsourced" maybe that covers it? <p>CH: There's no surprise that SM results in no new need. Salt Cross was meant to have delivered by now but still will. We'll be resetting the evidence and moving on</p> <p>LM: We can't net off all the previous unmet need as some was actually providing for the previous LPs. We're worried about establishing the principle and then the numbers go up.</p> <p>ACTION: TR to share the slides as they'll be needed for the minutes</p> <p>RW: TR can you sum up your main point for the minutes?</p> <p>TR: Main concern is that we shouldn't be netting off supply prior to 2020. It may be that it can be rebased but we wanted to flag it as something developers might spot.</p>	TR
5	GTAA	<p>CH: █████ made noise about due process in procurement, we tried to convince procurement team but have ended up readvertising the commission</p>	
6	HRA	<p>CH: Has anyone been having any issues with HRA or the nutrient neutrality?</p> <p>CC: no problems</p> <p>LM: Nutrient affected in the Vale but away from main settlements. We've appointed Urban Edge but we don't have the traffic modelling to support the air quality modelling and the impact on the Oxford Meadows. Have the Oxford transport measures been assessed? There was an action in previous HRAs that we ought to work more closely together on monitoring.</p> <p>ACTION: All HRA officers to have a separate meeting to work through where any issues are. RW to arrange (Include █████ at S&V, █████ at West and █████ at City)</p>	RW
7	Future meetings	<p>Future items agreed include:</p> <ul style="list-style-type: none"> • SoCG • OxIS – █████ is happy to attend a future meeting • Climate Strategy – █████ is keen to come back with the report he spoke to last meeting – agreed to leave this until a later meeting <p>Next meeting: Tuesday 5th September between 10-11.30 on Teams</p> <p>ACTION: RW to set up invite</p>	RW

Notes

OF A MEETING OF THE

The Future Oxfordshire Partnership Planning Advisory Group

HELD ON FRIDAY 21 JULY 2023 AT 10.00 AM
HR TRAINING ROOM, WEST OXFORDSHIRE DISTRICT COUNCIL, WOOD
GREEN, WITNEY, OX28 1NB

Present:

Members: Councillor Andy Graham (Chair), Councillor Duncan Enright,
Councillor Neil Fawcett, Councillor Dan Levy, Peter Redman, Councillor Dan Sames,
Councillor Anne-Marie Simpson and Councillor Louise Upton

Officers: [REDACTED] (Oxford City Council), [REDACTED] (Cherwell District Council),
[REDACTED] (Oxfordshire Partnerships), [REDACTED] (South and Vale Councils),
[REDACTED] (West Oxfordshire District Council), [REDACTED] (Future Oxfordshire
Partnership), [REDACTED] (West Oxfordshire District Council), [REDACTED] (South and
Vale Councils), [REDACTED] (Oxfordshire County Council), [REDACTED] (Oxfordshire
County Council), and [REDACTED] (Future Oxfordshire Partnership).

1 Apologies for absence and notification of substitutes; declaration of interests; Chair's announcements

An apology for absence was received from Councillor Carl Rylett, (West Oxfordshire District Council) who was substituted by Councillor Dan Levy. There were no declarations of interest.

The Chair welcomed members and supporting officers to the first meeting of the advisory group and introductions were made. He commented that he was committed to the building of a positive collaborative relationship focussing on areas where there were areas of common ground amongst the councils and stakeholders.

Councillors Upton and Enright indicated that would need to leave to leave the meeting early to attend other important commitments.

2 Planning Advisory Group Terms of Reference

The Terms of Reference of the advisory group as approved by the Future Oxfordshire Partnership were noted.

With regard to the advisory group's forward work programme, it was felt there was some ambiguity around how this would be set. It was noted and agreed that although potential topics might be suggested by officers, the work programme in future would be set and agreed by the members of the advisory group.

3 The Role of the Future Oxfordshire Partnership & the Oxfordshire Strategic Vision

Future Oxfordshire Partnership Manager, gave an introductory presentation which set out the background of the Future Oxfordshire Partnership, (FOP), an outline of the Oxfordshire Strategic Vision for Long Term Sustainable Development and how FOP supported its delivery, suggested roles for the Planning Advisory Group and a summary of work streams in progress within the other advisory groups.

In response to a question regarding the role of the advisory group in monitoring the delivery of the strategic vision outcomes, members were informed that in light of the significant amount of work to be delivered, activity programme trackers had been developed for each advisory group. These could be used to spotlight discussions, key changes and risks to programme delivery.

Officers acknowledged that there was a degree of cross-over between the group in terms of ownership of areas of work and strategic vision outcomes. This was felt to be inevitable to an extent as it was not possible for all the areas to be discretely managed although each advisory group did have areas of key focus. The risk of overlap and duplication could be mitigated by the sharing of information amongst officers and the members of the group themselves. In addition, the notes of an advisory group were copied to agenda of the other groups to support information sharing. Both members and officers were encouraged to contact their colleagues within the other groups.

It was also possible to arrange joint meetings of advisory groups were there would be value in doing so.

4 Identifying Areas for Collaborative Working

Future Oxfordshire Partnership Manager, gave a presentation on the process for identifying opportunities for joint working aligned to the outcomes of the Oxfordshire Strategic Vision. It was explained that the process had identified some 50 potential opportunities so far, but these would be filtered down with the aim of a refined list being considered by the FOP at an offline workshop on 26 September. Potential ideas for opportunities for joint working aligned to Planning Advisory Group were identified, but it was stressed they were made as an aide to prompt discussions only and were not recommended or agreed.

The Chair and members queried how they as a newly established advisory group could contribute to the process in terms of suggestion for additional ideas and in influencing the workshop selection process. It was explained that the members of all working groups would be invited to attend the workshop and there was still an opportunity for the Planning Advisory Group to add its input, potentially by using the next meeting on 15 September for a planning related discussion on ideas that could feed into the workshop.

A wide ranging discussion took place on potential areas for joint working within the planning space including the potential ideas summarised within the presentation. Matters discussed at a high level included the following, but no decisions were made:

- Energy planning systems, (including local energy plans, infrastructure and renewables)
- Land use principles
- NHS planning for future needs to support identification of the location of primary and secondary care facilities to support Local Plan processes.
- Housing need and affordability

The point was made by several members that it remained important for the advisory group not to stray into areas which in their view were matters for determination by the city and district Local Plans as the Future Oxfordshire Partnership did not have a remit to make decisions in this area. Resourcing and funding to support the group's work also needed to be considered carefully.

The Chair suggested that the approach would not be to duplicate or encroach on Local Plan matters, but there was an opportunity for the group to discuss and share valuable learning and best practice which in part might help inform and support individual council decision making mechanisms. With regard to resources, Beth Wilks responded that there was the potential to seek funding to support the advisory group's work from the Housing and Growth Deal Capacity Fund.

The update was noted.

Councillors Upton and Enright left at the conclusion of this item.

5 Update on Local Plan Progress

The Chair commented that this item was a useful opportunity for the members of the group to update one another on the progress of their Local Plan to support existing channels of communications. Members present with the support of officers provided a summary of the status of their Local Plans.

Themes emerging from the updates and discussion included:

- Each council's Local Plan development were at different points in the statutory process although some were closer than others.
- Although there were areas of common ground, individual councils would come to different policy positions on issues within their local plans and were at different stages of the Local Plan process which needed to be recognised in the context of opportunities for joint working in the planning space.
- Status and availability of Oxfordshire County Council policies such as the Minerals and Waste Plan and Local Transport and Connectivity Plan and evidential documents such as traffic modelling data such as the Oxfordshire Mobility Model and the relationship of these policies to Local Plan production.

It was suggested by [REDACTED] that transport including the Local Transport and Connectivity Plan could be a future work programme item.

The updates were noted.

6 Chair's update from the Future Oxfordshire Partnership Meeting

██████████ referred to the meeting of the Future Oxfordshire Partnership held on 13 June 2023 and the reference to a meeting with the three electricity Distribution Network Operators covering Oxfordshire regarding the challenges in planning for future energy needs. In addition, reference was made to work undertaken by officers supporting the Environment Advisory Group in developing suggested pointers for best practice with regard to considering solar farm applications.

7 Future Oxfordshire Partnership Advisory Group Meeting Notes - for information

The notes of meetings of the meetings of the Environment, Infrastructure and Housing Advisory Group were noted.

8 Dates of future meetings

The dates of future meetings of the advisory group were noted.

The Chair referred to future meeting arrangements and commented that his preference was for face to face meetings as on balance he felt they worked better, but that he understood that this would not always be possible for everyone all the time and therefore it was intended to proceed on the basis of hybrid capability, potentially moving the physical venue around the county.

A number of members commented on the advantages of on-line meetings with regards to reduced travel, environmental impact and that they could make attendance for members easier given diary pressure.

The Chair commented that he understood and noted these points and that he was seeking to arrive at a balance. Members were encouraged to feedback on how they felt the meeting had gone from a logistical basis.

The meeting closed at 12.00 pm

From: Planning Policy S&V
Sent: 16 August 2023 17:06
To: planningpolicy@oxford.gov.uk; planning.policy@cherwell-dc-gov.uk;
planning.policy@westoxon.gov.uk
Cc: [REDACTED]
Subject: HELAA Joint Methodology – South and Vale HELAA Assumptions

FOA the Planning Policy Team

South and Vale are in the process of preparing our joint Housing and Economic Land Availability Assessment. When we collaborated on the Joint HELAA methodology in 2021/2022, it was agreed within that methodology that we would engage with each other on the assumptions that we have made in our individual HELAAs.

We are therefore seeking comments or other feedback on the **Density Assumptions, Employment Assumptions and Developable Area Assumptions** which we intend to use in the preparation of the South and Vale HELAA.

Density Assumptions

A location-based density assumption depending on whether the site is within or outside a settlement:

- Inside settlement – 45dph
- Outside / Adjoining settlement – 30dph

South Oxfordshire Local Plan Policy STRAT5 expects sites in existing settlements and served by public transport to achieve densities of at least 45dph.

Vale Local Plan Part 1 has a policy that requires new developments to have a minimum density of 30pdh, with higher densities expected close to public transport routes.

We have therefore applied density assumptions based on our current policy approaches.

Employment Assumptions

We are proposing to apply a consistent 40% plot ratio for all employment sites.

Developable area assumptions

We will apply a developable area threshold depending on the size of the site. This is to give a more realistic estimation of the capacity of the site, by removing a percentage of the site that will not have development on e.g. open space, road infrastructure.

We apply the developable area assumptions after we have removed any absolute constraints from the site area (e.g. removing land that is in FZ3b). We recognise that constraints can double up as infrastructure e.g. land in flood zone could provide SUDS infrastructure) and that therefore there can always be the change of double counting the amount of land taken out of the developable area.

We will apply assumptions based on the size of the site (as per previous South approach):

Figure 8 Net developable area assumptions

Site size (ha)	Net developable area ratio (%)
< 1	100
1 to <5	90
5 to < 10	80
10 and above	65

We would appreciate any feedback that you have on these assumptions by Wednesday 6th September, with your comments sent to planning.policy@southandvale.gov.uk

Kind regards,

[Redacted]
Enquiries/Assistant Planning Policy Officer
Planning Policy
South Oxfordshire and Vale of White Horse District Councils

[Redacted]

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From: [redacted] westoxon [redacted]
Sent: 25 August 2023 14:49
To: Planning Policy S&V <planning.policy@southandvale.gov.uk>
Cc: [redacted]
Subject: RE: HELAA Joint Methodology – South and Vale HELAA Assumptions

****EXTERNAL****

Hi there

Many thanks for advising us of the fact you are producing an updated HELAA. The overall approach you are suggesting appears clear and well justified but raises a number of minor issues as outlined below which you may wish to further consider.

Density Assumptions

I note the proposal to adopt a density of 45dph for sites inside settlements which is based on Policy STRAT5 of the South Oxfordshire Local Plan which expects sites within existing settlements and served by public transport to achieve densities of at least 45 dph. This raises the obvious question of whether the 45dph is to be treated as a minimum and will be increased for certain sites e.g. those that are particularly well-served by public transport and/or lend themselves to higher density flatted development etc.

It also raises the question of what density assumption would apply to a site within the built up area but that is not served by public transport or is less well served. Would the 45dph assumption be reduced in such circumstances?

In terms of the assumption of 30 dph outside or adjoining settlement boundaries, I would simply observe that this is relatively low but note that it is based on established policy. It does however raise the question of what density would be used for a site that is close to a public transport route if 30dph is the minimum. What would be the increase in such cases?

Employment assumptions

I note the proposed use of a 0.4 plot ratio for employment land which is a fairly standard approach which we also use.

Developable Area Assumptions

The sliding scale assumptions based on site size look entirely reasonable but you may wish to explain what they are based on for clarity and certainty. I assume it is a selection of previous schemes of different scales that have come forward in South and Vale previously?

I hope this helps but do let me know if you need anything further.

Kind regards

[redacted]

[redacted]

Planning Policy Manager - West Oxfordshire District Council





ENHANCED LEVEL AWARD

From: [REDACTED] Cherwell-DC [REDACTED]
Sent: 13 September 2023 18:45
To: Planning Policy S&V <planning.policy@southandvale.gov.uk>
Subject: RE: HELAA Joint Methodology – South and Vale HELAA Assumptions

****EXTERNAL****

Hi,

Thank you for the opportunity to comment on South and Vale's proposed HELAA assumptions. We are currently working on our HELAA which we will be publishing for public consultation alongside our proposed submission Local Plan next year. We will consider the representations we receive to the draft Cherwell Local Plan Review and supporting documents (which will be published for public consultation later in September) which will help inform our HELAA methodology.

We have no concerns in principle with the assumptions you are proposing in your email which are in line with those we are considering for our HELAA. The HELAA should take account of the Oxfordshire joint methodology but there will likely be variations in each of the Oxfordshire authorities methodology. The HELAA should be consistent with the relevant government guidance unless justified. We would welcome an opportunity to comment on a draft of your HELAA in due course.

We look forward to discussing these matters further, including under the Duty to Cooperate, as our Local Plans progress.

Many thanks.

[REDACTED]

[REDACTED]
Principal Planning Policy Officer
Planning Policy, Conservation and Design
Environment and Place Directorate
Cherwell District Council

[REDACTED]

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From: [redacted] oxford [redacted]
Sent: 04 October 2023 14:33
To: Planning Policy S&V <planning.policy@southandvale.gov.uk>
[redacted]
Subject: Re: HELAA Joint Methodology – South and Vale HELAA Assumptions

****EXTERNAL****

Dear [redacted]

Thank you for consulting us on this, and sorry for the delay in response from Oxford City Council. We do not have significant comments in relation to the methodology. However, we do consider that the density assumptions should be higher on the sites next to Oxford. In similar locations on the edge of Oxford within the city boundary we would normally assume 50-60 dwellings per hectare. In addition, the developable area ratios for large sites do seem high, especially given that bits of the site that can't be developed for flood reasons and so on are already excluded. These ratios seem to be to account for infrastructure (above the general access roads and so on that would be assumed in a general density multiplier anyway) and open space. For many of the very largest sites enough information is probably known to make a bespoke judgement on the likely land take of open space and so on, which would probably lead to a higher assumption of capacity.

Kind regards,

[redacted]

[redacted]

Team Leader | Planning Policy | Oxford City Council | [redacted]

[redacted]

[redacted]

[redacted]

[redacted]

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From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RF: OPPO
Date: 25 August 2023 14:40:16
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[Note for OPPO Aug23 West South Vale comments.docx](#)

Dear [REDACTED]

Please find attached from South and Vale. These are our constructive comments at this time on your draft, which we recognise is not finalised. We reserve our position to comment further on the next version. We are keen to engage with everyone to ensure that the note can be finalised either as a shorter version without the disputed elements included, or a more complete note that flags all relevant concerns.

I'm happy to have more frequent OPPO meetings in the months to come. I'd also like to bring [REDACTED] to OPPO when unmet housing need is on the agenda as [REDACTED] our lead officer on Duty to Co-operate, and I assume we have two seats (one for South, one for Vale).

Your note hasn't addressed the query [REDACTED] raised at the last meeting about the pre-2020 period – I think you were planning to ask the HENA consultants for a view on this?

Thanks

[REDACTED]

Policy Manager

South Oxfordshire District Council & Vale of White Horse District Council

[REDACTED]

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From: [REDACTED]
Sent: 22 August 2023 10:28

To: [REDACTED]
[REDACTED]

Subject: Re: OPPO

****EXTERNAL****

Thanks [REDACTED] - this is very helpful, I appreciate you taking the time to annotate it. We'll have look and see if we can make it clearer/more helpful.

Can I please take the chance to see if anyone else had any thoughts on that note please? If you do, it would be great if you could do the same as [REDACTED] and we'll consider all the comments in the round and get a new version if appropriate back around the group ahead of the next OPPO meeting on 5th.

I saw that [REDACTED] survived a *very long* Scrutiny meeting on Cherwell's plan - well done [REDACTED]!

In terms of the next OPPO meeting, I've booked [REDACTED] in to come and talk OxIS, we need to come back to the Statement of Common Ground issue (building on [REDACTED]' note), and I propose

some time on the Oxford housing needs note too. Let me know if you think there are other pressing issues to discuss.

I don't know what other people think, but it feels like we have several meaty issues to get to grips with and a list of guest speakers to try to squeeze in, so I wonder about making our meetings a bit more frequent over the next few months to keep up some momentum. Let me know what you think,

Thanks,

[Redacted]

From: [Redacted]

Sent: 21 August 2023 4:06 PM

To: [Redacted]

[Redacted]

[Redacted]

[Redacted]

Subject: RE: OPPO

Hi [Redacted]

Many thanks for the note on housing numbers which I've just had a read of. I've not seen any follow up comments on this but have attached some of my own thoughts/questions which may or may not be useful. I assume we can further discuss on the 5 September but would welcome any further thoughts before then.

Kind regards

[Redacted]

[Redacted]

Planning Policy Manager - West Oxfordshire District Council

[Redacted]

[Redacted]

[Redacted]

From: [Redacted]

Sent: 11 August 2023 14:29

To: [Redacted]

[Redacted]

[Redacted]

[Redacted]

Subject: OPPO

Dear all,

Here are the finalised minutes of the last meeting.

I've also attached the note that I'd promised under item 4 on Oxford's housing need. This note

contains information that we'd previously shared with each of you when we met recently but hopefully pulls some of the maths together in a useful format.

Our next meeting is on 5th September - I'll come back to you nearer the time to discuss the agenda but at the moment we have [REDACTED] confirmed to update us on OxIS and we need to come back to the Statement of Common Ground issue, building on the research that [REDACTED] has helpfully started for us.

On a linked point, although it's a different type of document, I thought I'd mention that we intend to publish a slightly updated Duty to Co-operate Statement shortly - I'll send the link when it's available.

Let me know what you think when we meet, but I think it would be helpful at our next meeting (now that we're past the holiday season) to programme in a few dates ahead. While we can continue to be flexible and call meetings when needed, this would help me book guests in and probably help us all with our diary planning.

Thanks,

[REDACTED]

[REDACTED]

Planning Policy and Place Manager | Oxford City Council

Town Hall, St. Aldate's, Oxford, OX1 1BX

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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Note on Oxford's Housing Numbers – August 2023

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Commented [BE1]: The comments provided by South and Vale on this note should be read in conjunction with formal consultation responses made by South and Vale to the previous consultations undertaken by Oxford City.

We make specific comments within this note in response to the text included. There are deeper issues with the HENA and the approach to unmet need which remain unresolved and not specifically repeated below, but will need to be resolved in future engagement.

Commented [BE2]: We haven't discussed the contents of our previous responses - S&V are awaiting a response to the key matters of the HENA issues and exceptional circumstances

Introduction

Oxford City Council is preparing its new Local Plan covering the period to 2040; when adopted this will replace the Oxford Local Plan 2036.

At each consultation stage the other Oxfordshire Districts and the County Council made representations on the published material and bi-lateral conversations have been held with each party. At the OPPO meeting in June it was suggested that a note setting out the City Council's workings would be helpful to those conversations. This note sets out the City's calculations to date. It is drafted in the full knowledge that some of the districts intend to challenge the work behind constituent parts of the City Council's evidence base but is intended to provide a helpful outline of the City's work thus far.

This note presents the key elements of the City Council's evidence base as follows:

A)	Housing Need (the HENA)	minus	Housing Capacity (the HELAA)	equals	Oxford's Unmet Need
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And then:

B)	Oxford's Unmet Need	minus	Sites previously allocated in Oxfordshire Districts for Oxford's unmet need (Current Local Plans)	equals	Additional Unmet Need for Oxford Local Plan 2040
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Commented [BE3]: This approach needs agreement.

Do they have assurance that all sites previously allocated will continue to be?

A) Housing Need minus Housing Capacity

Housing need (HENA):

The Housing and Economic Needs Assessment (HENA) (jointly commissioned by Cherwell and Oxford) uses four scenarios for calculating housing need. Two housing led scenarios and two employment led scenarios:

Figure 1: HENA scenarios

Cherwell and Oxford have agreed that the most appropriate scenario (based on Cambridge Econometrics economic forecasts) results in Oxfordshire's housing need from 2020 to 2040 as 4,406 dwellings per annum.

	Housing led scenarios		Employment led scenarios	
	Standard Method	2021 Census Adjusted	2022 CE Baseline	Economic Development Led
Housing Need (per annum)	3,388	4,721	4,406	5,830

(The City Council acknowledges that it will need to make the case for the approach taken in the HENA and the exceptional circumstances immediately in order to progress a proactive engagement, at examination and that South and Vale intend have initially (and may continue to) challenge the HENA and that no response to the original issues raised has yet been provided.)

As this need is Oxfordshire-wide it is subsequently necessary to apportion this between the constituent local planning authorities. The HENA attempts to plug the gap left by the Oxfordshire Plan by testing a range of ways of doing this apportioning need that it claims is Oxfordshire-wide, including by using the same proportion as application of the Standard Method, according to distribution of jobs at baseline date, or according to distribution of jobs at the end of the study period. The City Council, based on the consultants' advice,

Commented [BE4]: What is the basis of the agreement - why is this process not evidence led, i.e. with exceptional circumstances demonstrated?

Also NPPF contains no guidance about housing need calculations having a relationship to Functional Economic Market Areas.

Commented [ML5]: Why are we talking about Oxfordshire's housing need - no OxPlan anymore

Commented [BE6]: It is unacceptable to leave a key element of the unmet need approach to be resolved at examination. There is no transparency here to the other Oxfordshire authorities, and demonstrates very poor cooperation. We cannot seriously discuss types of apportionment until the issues with the amount of unmet need and the exceptional circumstances are responded to.

We have been clear in our formal responses in November 2022 and March 2023 that to go above standard method you need a reason - an exceptional circumstance. Whilst City have critiqued the standard method, this isn't an exceptional circumstance.

Commented [BE7]: Suggest deleting this sentence - there is no basis to establish Oxfordshire wide need.

How can it be Oxfordshire wide need if City haven't got Oxfordshire wide (or any) exceptional circumstances to go above Standard Method? S&V can't agree to take more on a whim and then daim to everyone else that it is 'need' and let them face the consequence of that un-evidenced decision

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considers that the latter of these options is more appropriate. The HENA does not attempt to set the need for other districts, but the results of that apportionment are shown for information:

CE Baseline Trend Scenario with Employment Based Distribution	Projected (2040) Distribution	
	% of jobs in 2040	Associated number of homes per annum
Oxfordshire	100%	4,406
Cherwell	22.9%	1,009
Oxford City	30%	1,322
South Oxfordshire	18%	793
Vale of White Horse	16.2%	714
West Oxfordshire	12.8%	564

Figure 2: Indicative apportionment of HENA figure

Housing capacity (HELAA):

Due to a range of factors that limit the City's ability to accommodate need, Oxford has now had a housing requirement based on capacity for several plan cycles. The City Council is keen however to explore every opportunity to accommodate need within its own boundaries. A draft Housing and Economic Land Availability Assessment (HELAA) was published in Autumn 2022 alongside the Preferred Options consultation. That draft HELAA identified sites and windfalls that would total 9,147 dwellings for the Local Plan period 2020-2040. Since that draft was published, further work has been carried out to refine that capacity figure. This has included updated completions monitoring data, and planning permissions, an updated windfall assumption and work on 2040 Plan site allocations and updated landowner intentions. The total capacity now currently stands as 9,623 dwellings in total over the Plan period, or 481 dwellings per annum. (The capacity figure of the adopted Oxford Local Plan 2016-2036 was 10,884, 1,934 of which were delivered in the years 2016-2020, prior to the base date of the 2040 plan).

Calculating unmet need:

On the basis that the findings and recommendations of the HENA report and the Oxford City HELAA were to be accepted, Oxford's unmet need can therefore be calculated as follows:

		Total for plan period 2020-2040	Homes per annum
	Oxford's Need (HENA)	26,440	1,322
Minus	Oxford's Capacity (HELAA)	9,623	481
Equals	Oxford's Unmet need	16,817	841

Figure 3: Calculating Oxford's unmet need

B) Unmet need minus previously allocated sites

The majority of the 2040 plan period overlaps with that of the previous round of Local Plans; the adopted Oxford Local Plan runs until 2036, the Local Plans in other districts run to 2031 or 2035. A series of sites to accommodate Oxford's unmet needs were identified and adopted in those Local Plans following Duty to Cooperate conversations, joint cross-county work on the Oxfordshire Strategic Housing Market Assessment 2014 (SHMA) and the signing of the Oxfordshire Housing and Growth Deal with the government in 2018.

The SHMA identified housing need for Oxfordshire over the previous period (2011-2031) was 100,060 homes. The working assumption of Oxford's unmet housing need was 15,000 homes for the period 2011-2031, apportioned and allocated as follows through a Memorandum of Understanding:

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Commented [BE8]: City council selecting the best way to replace the Oxfordshire plan isn't agreeable or appropriate. S&V previously commented to the City Councils March 2023 consultation that the NPPF does not recognise Housing Market Areas as the basis for calculating housing need.

When HENA issues are resolved, this needs to be discussed

Commented [BE9]: It clearly does, it expresses need by District and on an Oxfordshire basis and this note confirms that the City chosen unmet need process considers that to be the case

Commented [ML10]: Same comment - we are working on local plans not the OxPlan

Commented [ML11R10]: We haven't agreed to work on Oxfordshire wide figures or to the HENA methodology of doing this by job distribution at the end of the study period

Commented [ML12R10]: Also how have these job distribution numbers been arrived at? We were not involved in any way in this

Commented [CH13]: [redacted]'s email of 2 August suggests a capacity figure of 10,298 (probably me being dim but is there an obvious reason for the difference?).

Commented [BE14R13]: Unacceptably low

Commented [ML15R13]: Agree - why has this gone down from the figure over 10,000?

Commented [ML16]: So for this part Oxford has deducted completions prior to plan period, consistency issue with approach to unmet need

Commented [CH17]: I think this needs some careful consideration. The West Oxon Local Plan was quite specific in stating that the Oxford unmet need would kick-in from 1st April 2021 onwards. The sites we identified are also yet to deliver so I am confident that in re-setting our housing requirement through the new Local Plan from 1st April 2021 onwards that we can identify the two sites (Garden Village and West Eynsham) as current commitments and that they would therefore contribute towards any identified housing requirement figure in the period 2021 - 2041. However, were other local plans as specific as this?

Commented [RT18]: I don't think this addresses the points we raised in the last OPPO meeting. As the HENA departs from the standard method it will need to address previous under delivery:

Can strategic policy-making authorities take account of past under delivery of new homes in preparing plans? The affordability adjustment is applied to take account of past under-delivery. The standard method identifies the minimum uplift that will be required and therefore it is not a requirement to specifically address under-delivery separately. ... (1)

Commented [ML19]: No - the years before 2020 are missing

Commented [BE20]: The MOU didn't make allocations, choose more appropriate term like 'distributed'

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District	Apportionment (2011-2031)
Cherwell	4400
Oxford	550
South Oxfordshire	4950 (South Oxfordshire did not sign the MoU although this figure is incorporated within the South Oxfordshire Local Plan 2034)
Vale of White Horse	2200
West Oxfordshire	2750
Total	14,850

Figure 4: MoU working assumption of apportionment of Oxford's unmet need

Each of the Oxfordshire authorities made provision for the above figures through the last round of Local Plans. In total, the other Oxfordshire districts made provision for and allocated sites to accommodate **14,300** dwellings (14,850 minus the 550 re-apportioned to Oxford). Many of these sites have started to be delivered or are in pre-application or planning application stages. In addition, nominations agreements over the affordable housing element of that provision have also been signed with WODC, SODC and VoWH.

Calculating Additional Unmet Need:

Beyond the already allocated sites for Oxford's unmet need in current Local Plans, the figures above lead to additional unmet need of 1,404 homes over the plan period calculated as follows:

		Total for plan period 2020-2040
	Oxford's Unmet Need	16,817
Minus	Already allocated sites for Oxford's Unmet Need	14,300
Equals	Oxford's Additional Unmet Need outside of already allocated sites	2,517

Figure 5: Calculating Oxford's Additional Unmet Need

Whilst the overall unmet need for Oxford over the plan period (2020-2040) totals 16,817, 14,300 of those homes have already been allocated in Local Plans, the vast majority of which did not (or will not) deliver before the end of current plan periods. These allocations could therefore be re-allocated to meet the new unmet need. The additional unmet need beyond this, to cover the whole period to 2040 is 2,517. For comparison, the sites allocated for Oxford's unmet need in the last round of plans was 14,300 or 715 dwellings per annum. Oxford's unmet need calculated for the period 2020-2040 is 16,817, or 841 dwellings per annum, which is a difference increase of 126 dwellings per annum compared to the previous plan period.

Commented [ML21]: I think this wording is giving an optimistic view. Progress has been slower than anticipated at the local plan examinations on most unmet need sites including on the site that Oxford City Council part owns. This impacts on the districts' SYLS pipeline of sites and is a major disincentive to considering taking more.

Commented [CH22]: It would be useful to understand how many of the 14,300 homes allocated for Oxford's unmet need have been completed to date. Presumably any that have already been completed cannot then also be counted as being able to offset any further unmet need in the period 2020-2040 as to do so would be double-counting?

Commented [RT23]: These timescales do not align with the timescales in the previous table (i.e. 2011 to 2031)

Commented [CH24]: Is it as simple as this or do you need to take off any homes completed pre 1st April 2020?

Commented [BE25R24]: Plus other plans need to progress and need agreement that they will remain allocated

Commented [BE26R24]: As this paper is asking for more again, is there a risk that the 550 that was apportioned to Oxford last time also needs to be minus off this figure? (City is the one with demonstrable backlog and its ongoing) 2517 + 550 = 3,067

Commented [ML27]: Why should they be outside of already allocated sites? Some sites may deliver more than originally expected.

Commented [ML28]: No consideration here of the point Tom has raised. Can Oxford share an update please on what the HENA consultants thought of Tom's points?

Commented [ML29]: Sense check - is there a missing word here?

Commented [CH30]: Not sure they need to be re-allocated as such. Presumably they would be identified as existing commitments as the principle of development has already been established.

Commented [ML31]: Why doesn't this match 2,517 in table above?

Commented [BE32]: Or 3,057?

Commented [BE33]: Still the issue of the choice of not going for SM means backlog is an issue, this figure will go up as that is factored in

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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
05/09/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Update on JLP timetable (and LDS publication) <ul style="list-style-type: none"> • LDS update imminent – September version on website soon – <i>post meeting update – now online</i> Reg 18 consultation scheduled to start in January. <ul style="list-style-type: none"> • LP needs to be submitted to PINS by end of June 25 (final date before new LP reforms) • Reg 19 in Autumn 24 • JLP policies, site allocations <ul style="list-style-type: none"> • OCC comments sent back 9th Sep • S&V putting content into consultation software • Transport evidence base update <ul style="list-style-type: none"> • County has drafted a brief which is being reviewed internally on transport evidence approach - County to share with S&V as priority for comments • Discussion on HIF1 inquiry and Reg 18 consultation (Reg 18 consultation in January 24)

Oxfordshire Planning Policy Officers Meeting Tuesday 5th September 2023 Minutes

Attendees:

- █ – Oxford City (RW)
- █ – Cherwell (CC)
- █ – South and Vale (LM)
- █ – Oxfordshire County (DP)

In addition:

- █ – Oxfordshire County (LH)
- █ – Oxford City (SH) – left the meeting after item 4
- █ – South and Vale (EB) – joined for item 4
- █ – FOP (PS) joined the meeting for item 5

Apologies:

- █ – West (CH)

Item	Notes	Actions
1	Actions not an agenda Any other business items: DP – request from NHS for data on housing – meeting agreed they should be sent the County held annual returns LM – GTAA, Elderly Persons Accommodation Study and Transport modelling	
2	District updates Cherwell: <ul style="list-style-type: none"> • Local Plan went to Executive yesterday (4th September) and was approved for consultation • Consultation will start during the week of 18th September • New LDS was also approved at the same meeting S&V: <ul style="list-style-type: none"> • LP Reg 18 was due for the Autumn but now a 3 month delay following HIF situation, now aim to consult in January • HIF inquiry will be held in December County: <ul style="list-style-type: none"> • Minerals and Waste Local Plan Issues and Options is planned for late October/November • Working on government consultation responses • Thames Water have published their updated Water Resources Plan which includes the reservoir but not the Severn to Thames transfer project Oxford: <ul style="list-style-type: none"> • Reg19 will go to Cabinet on 18th October and commence consultation in early/mid November, likely to run until New Year • Alongside CIL partial review of charging schedule 	
3	County wide SoCG As CH was unable to attend the meeting decided to leave this item to the next agenda ACTION: RW to add to next agenda	RW

4	Conversations on need/Unmet need	<p>Since the last meeting RW completed the action to circulate a paper on the housing numbers from a City point of view. S&V, West and County have responded with comments (all comments have been collated into a single version attached) and County also circulated a separate paper just ahead of the meeting (attached). Agreed that LH and EB would talk the meeting through the main issues raised.</p> <p>LH shared her paper on screen and highlighted the following points:</p> <ul style="list-style-type: none"> • County’s role in the conversation • That only Vale had committed to meeting any of the existing unmet need in the period pre-2020 and that there are few completions (around 11 – can Vale please confirm?) <p>ACTION: Vale to correct if necessary the 11 completions pre-2020 towards Oxford’s unmet need</p> <ul style="list-style-type: none"> • County want to see unmet need accommodated in good locations, close to need • County would find it helpful for clarity if there can be agreement that all the houses in Table 2 of their note are for Oxford’s unmet need <p>ACTION: All to review table 2 of the County’s note and confirm if the homes on those sites are for Oxford’s unmet need – or provide a revised list if appropriate</p> <ul style="list-style-type: none"> • County would find it helpful for clarity if the percentage of affordable housing on those sites was agreed and for an update on the housing nominations process <p>ACTION: All to review the list of sites with reference to affordable housing percentage and provide update on nominations agreement</p> <ul style="list-style-type: none"> • Note: paper has not yet gone to politicians <p>EB shared their annotated version of the City’s paper on screen and highlighted the following points:</p> <ul style="list-style-type: none"> • All these comments should be read in conjunction with the comments made previously (at Reg18 pt 2, and in TR’s slides shared at the last meeting) for example regarding exceptional circumstances, use of Oxfordshire-wide need, accounting for previous under delivery • Query over final capacity number in the paper • Paper is optimistic in stating that many of the sites have started to deliver or are in pre-application or application stage • What happens to the 550 that was apportioned to the city last time? <p>ACTION: City to review comments made by all in detail and issue a new version of the paper resolving issues where possible</p> <p>Further discussion took place as follows: LM – If allocated sites were to accommodate additional units (over and above the plan’s assumption) would they cover unmet need? What happens to pre-2020 need? LH – You always do a new Housing Need Assessment and start again with a new plan period</p>	<p>LM/EB</p> <p>All</p> <p>All</p> <p>RW</p>
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		<p>EB – That seems like an easy fix, a neat way to parcel it up. You do need to account for under delivery in previous years though – that’s explicitly addressed when you use SM</p> <p>SH – There are two HENA scenarios which use SM and therefore account for under delivery. It’s difficult to say logically that the higher number of the chosen scenario doesn’t therefore also take under delivery into account</p> <p>LM – Have you taken legal advice on these points?</p> <p>SH – We took barrister’s advice and he agreed that rebadging need for 2020 is appropriate. We believe the approach taken in the HENA does account for under delivery</p> <p>LM – can you share the advice?</p> <p>RW – it was in a con rather than in writing, but if it would help I can ask him to put it in writing and circulate it</p> <p>ACTION: RW to seek written legal advice on this point</p> <p>LH – explaining the narrative on this will be important when it becomes public</p> <p>EB – there is a lack of co-operation by not sharing exceptional circumstances. We’ve not yet got to a point of considering allocations in the new Local Plan. We think 70 homes have been delivered in Vale pre-2020</p>	RW
5	OXIS	<p>P ■ S ■ joined the meeting to update on the project to deliver the new OxIS.</p> <p>PS – FOP want to deliver a new OxIS but there are questions around what it looks like. A note went to EOG and the Infrastructure Advisory Group (IAG) (circulated and attached). Criticisms have included that OxIS last time was too focussed on Planning and on County projects. Trying to set up a working group to help draft the scope and brief to go out to tender.</p> <p>ACTION: All to nominate an officer for the working group and let PS know</p> <p>We have a query about the previous contract with City Science, can D ■ help put me in touch with someone in county procurement to help?</p> <p>ACTION: DP to help PS with contact in County Procurement</p> <p>RW – we’d be interested in helping to shape the scope so it can be helpful to future work.</p> <p>LH – it needs to be small in size due to officer resource limitations</p> <p>CC – it could concentrate on cross-boundary infrastructure issues</p> <p>LM – Who is funding this?</p> <p>PS – it’s the capacity fund</p> <p>LM – could it just be a workshop? Does it need to wait for the LAEP work to report back first? Where will the decision making take place? Can we just take it as a saving? It’s not core work, who advised it was necessary?</p> <p>PS – FOP want it to happen, they’ve made a decision.</p> <p>RW – It could be as simple as a collation of our IDP’s if we just want a document produced and published. There are probably just a few options for scope available and then a decision could be taken between them</p> <p>PS – There is a PAG Officer Group on Friday where it will be discussed</p>	All DP

		ACTION: All to prep those colleagues who will be attending on Friday to aid the discussion ACTION: PS to feedback to [REDACTED]	All PS
6	Future meetings	Discussed meeting monthly for a period as there are many items to discuss and it would help booking in visitors ACTION: RW to set up invites	RW
The allotted time had been used on previous items, LM, LH and RW stayed on the call and discussed the AOB items below:			
7	AOB	GTAA – ACTION: return to at another time Elderly Persons Accommodation review – LM enquired on progress which LH shared: <ul style="list-style-type: none"> • Understand it has not progressed very far, it is unlikely to be available in the next few months, maybe be as far as 6 months away potentially • Housing LIN are going to undertake the work LM – that’s disappointing given history of their model. We need them to talk to our consultants who are working on ours now, we don’t want two sets of data RW – we’ve already published ours as part of the HENA Transport Modelling – LM enquired what others are doing in the absence of the new OMM model RW – we’ve been holding on for it but have now had to concede that we need to revert to the OSM instead, it’s not a great position to be in though ACTION: return to at the next meeting	All All
8	Next meeting	3rd October 2023 – 10.00 -11.30	

Note on Oxford's Housing Numbers – August 2023

Introduction

Oxford City Council is preparing its new Local Plan covering the period to 2040; when adopted this will replace the Oxford Local Plan 2036.

At each consultation stage the other Oxfordshire Districts and the County Council made representations on the published material and bi-lateral conversations have been held with each party. At the OPPO meeting in June it was suggested that a note setting out the City Council's workings would be helpful to those conversations. This note sets out the City's calculations to date. It is drafted in the full knowledge that some of the districts intend to challenge the work behind constituent parts of the City Council's evidence base but is intended to provide a helpful outline of the City's work thus far.

This note presents the key elements of the City Council's evidence base as follows:

A)	Housing Need (the HENA)	<i>minus</i>	Housing Capacity (the HELAA)	<i>equals</i>	Oxford's Unmet Need
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And then:

B)	Oxford's Unmet Need	<i>minus</i>	Sites previously allocated in Oxfordshire Districts for Oxford's unmet need (Current Local Plans)	<i>equals</i>	Additional Unmet Need for Oxford Local Plan 2040
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A) Housing Need minus Housing Capacity

Housing need (HENA):

The Housing and Economic Needs Assessment (HENA) (jointly commissioned by Cherwell and Oxford) uses four scenarios for calculating housing need. Two housing led scenarios and two employment led scenarios:

Figure 1: HENA scenarios

Cherwell and Oxford have agreed that the most appropriate scenario (based on Cambridge Econometrics economic forecasts) results in Oxfordshire's housing need to 2040 as 4,406 dwellings per annum.

	Housing led scenarios		Employment led scenarios	
	Standard Method	2021 Census Adjusted	2022 CE Baseline	Economic Development Led
Housing Need (per annum)	3,388	4,721	4,406	5,830

(The City Council acknowledges that it will need to make the case for the approach taken in the HENA and the exceptional circumstances at examination and that South and Vale intend to challenge the HENA.)

As this need is Oxfordshire-wide it is subsequently necessary to apportion this between the constituent local planning authorities. The HENA tests a range of ways of doing this including by using the same proportion as application of the Standard Method, according to distribution of jobs at baseline date, or according to distribution of jobs at the end of the study period. The City Council, based on the consultants' advice, considers that the latter of these options is more appropriate. The HENA does not attempt to set the need for other districts, but the results of that apportionment are shown for information:

CE Baseline Trend Scenario with Employment Based Distribution	Projected (2040) Distribution	
	% of jobs in 2040	Associated number of homes per annum
Oxfordshire	100%	4,406
Cherwell	22.9%	1,009
Oxford City	30%	1,322
South Oxfordshire	18%	793
Vale of White Horse	16.2%	714
West Oxfordshire	12.8%	564

Figure 2: Indicative apportionment of HENA figure

Housing capacity (HELAA):

Due to a range of factors that limit the City's ability to accommodate need, Oxford has now had a housing requirement based on capacity for several plan cycles. The City Council is keen however to explore every opportunity to accommodate need within its own boundaries. A draft Housing and Economic Land Availability Assessment (HELAA) was published in Autumn 2022 alongside the Preferred Options consultation. That draft HELAA identified sites and windfalls that would total 9,147 dwellings for the Local Plan period 2020-2040. Since that draft was published, further work has been carried out to refine that capacity figure. This has included updated completions monitoring data, and planning permissions, an updated windfall assumption and work on 2040 Plan site allocations and updated landowner intentions. The total capacity now currently stands as **9,623 dwellings** in total over the Plan period, or 481 dwellings per annum. (The capacity figure of the adopted Oxford Local Plan 2016-2036 was 10,884, 1,934 of which were delivered in the years 2016-2020, prior to the base date of the 2040 plan).

Calculating unmet need:

Oxford's unmet need can therefore be calculated as follows:

		Total for plan period 2020-2040	Homes per annum
	Oxford's Need (HENA)	26,440	1,322
Minus	Oxford's Capacity (HELAA)	9,623	481
Equals	Oxford's Unmet need	16,817	841

Figure 3: Calculating Oxford's unmet need

B) Unmet need minus previously allocated sites

The majority of the 2040 plan period overlaps with that of the previous round of Local Plans; the adopted Oxford Local Plan runs until 2036, the Local Plans in other districts run to 2031 or 2035. A series of sites to accommodate Oxford's unmet needs were identified and adopted in those Local Plans following Duty to Cooperate conversations, joint cross-county work on the Oxfordshire Strategic Housing Market Assessment 2014 (SHMA) and the signing of the Oxfordshire Housing and Growth Deal with the government in 2018.

The SHMA identified housing need for Oxfordshire over the previous period (2011-2031) was 100,060 homes. The working assumption of Oxford's unmet housing need was 15,000 homes for the period 2011-2031, apportioned and allocated as follows through a Memorandum of Understanding:

District	Apportionment (2011-2031)
Cherwell	4400
Oxford	550
South Oxfordshire	4950 (South Oxfordshire did not sign the MoU although this figure is incorporated within the South Oxfordshire Local Plan 2034)

Vale of White Horse	2200
West Oxfordshire	2750
Total	14,850

Figure 4: MoU working assumption of apportionment of Oxford's unmet need

Each of the Oxfordshire authorities made provision for the above figures through the last round of Local Plans. In total, the other Oxfordshire districts made provision for and allocated sites to accommodate **14,300** dwellings (14,850 minus the 550 apportioned for Oxford). Many of these sites have started to be delivered or are in pre-application or planning application stages. In addition, nominations agreements over the affordable housing element of that provision have also been signed with WODC, SODC and VoWH.

Calculating Additional Unmet Need:

Beyond the already allocated sites for Oxford's unmet need in current Local Plans, the figures above lead to additional unmet need of 1,404 homes over the plan period calculated as follows:

		Total for plan period 2020-2040
	Oxford's Unmet Need	16,817
Minus	Already allocated sites for Oxford's Unmet Need	14,300
Equals	Oxford's Additional Unmet Need outside of already allocated sites	2,517

Figure 5: Calculating Oxford's Additional Unmet Need

Whilst the overall unmet need for Oxford over the plan period (2020-2040) totals 16,817. 14,300 of those homes have already been allocated in Local Plans, the vast majority of which did not (or will not) deliver before the current plan periods. These allocations could therefore be re-allocated to meet the new unmet need. The additional unmet need beyond this, to cover the whole period to 2040 is 2,317. For comparison, the sites allocated for Oxford's unmet need in the last round of plans was 14,300 or 715 dwellings per annum. Oxford's unmet need calculated for the period 2020-2040 is 16,817, or 841 dwellings per annum, which is a difference of 126 dwellings per annum compared to the previous plan period.

Oxfordshire County Council Note

Housing Need and Oxford's Unmet Need

Introduction

1. Oxfordshire County Council will respond on upcoming Local Plan Regulation 18 consultations and Oxford City Council's Regulation 19 Draft Local Plan.
2. The County's key interest in the issue of housing numbers is in understanding that the need for more housing and other uses is well evidenced as any new allocations are likely to have transport, education and other implications of particular interest in relation to our statutory functions. The County Council can also act to support the districts and city in highlighting issues where there are differences in approach and offering a way forward for example in relation to infrastructure needs.
3. Oxfordshire County Council responded on the Oxford City Council Regulation 18 consultation on housing need in March 2023. We indicated concern about the Housing Needs Assessment (HENA) and the implications of Oxford City choosing firstly a scenario for Oxfordshire's housing with higher figures than the Standard Method then a distribution scenario which results in a high proportion of the total being attributed to for Oxford City. We are aware that while Oxford City and Cherwell are using this HENA, that the HENA is not accepted by South Oxfordshire, Vale of White Horse and West Oxfordshire Districts.
4. If Oxford City Council's Local Plan covering the period 2020-2040 is adopted prior to the other Local Plans in Oxfordshire, then it will establish not only its own level of need but a level of unmet need. This is because Oxford City Council's capacity 2020-2040 is currently assessed through the HELAA as less than the level of need under any scenario. Some figures are set out in Table 3 at the end of this paper.
5. Local Plans are 'sound' if they are, inter alia, positively prepared which means (para 35, NPPF) 'providing a strategy which, as a minimum, seeks to meet the area's objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development'. Given paragraph 35 of the NPPF it may not be necessary for any particular quantum of unmet need to be addressed in each district if it is not practical to do so.

Current Agreements

6. There is agreement in the Districts' local plans to make provision for 14,300 homes towards Oxford's unmet need as in Table 1 below.

Cherwell	4,400 to be supplied 2021-2031
South Oxfordshire	4,950 to be supplied 2021-2035
Vale of White Horse	2,200 to be supplied 2019-2031
West Oxfordshire	2,750 to be supplied 2021-2031

7. In only one of the Districts (Vale of White Horse) was there any agreement to supply the houses before the start of the new Oxford City Local Plan period i.e. 1 April 2020.

8. Oxfordshire County Council seeks to understand whether any houses were supplied by Vale of White Horse District Council specifically for Oxford's unmet need. The Vale of White Horse District Council agreed to provide houses from the Abingdon and Oxford Fringe Sub-Area. Of the allocated sites in that area, there were 11 homes completed by 1 April 2020 on the South Kennington site (source = VOWHDC Annual Monitoring Report 2019-2020).
9. The Districts and the City should identify completions for Oxford's unmet need over a longer period e.g. to 1 April 2023 in the coming months as part of their Local Plan evidence.

Where the Unmet Need is Accommodated

10. There was much discussion throughout the last Local Plan preparation period about how Oxford's unmet need would be accommodated, helped by a post-SHMA working group which included County Council representation. The County Council's position has been, and continues to be, that any site allocations should be well located in relation to the people they are intended to accommodate. Our particular focus has been on the County Council's statutory highways functions, although wider County policies are functions are also relevant. The Oxfordshire Plan 2050 would have addressed the issue of housing need, but that proposal for a joint plan was discontinued in August 2022. While it may be possible for each Local Plan to consider the issue separately, we would like to see some agreements in advance which could be reflected in a Statement of Common Ground.
11. More housing could be accommodated in sites already allocated close to Oxford as set out in Table 2:

Table 2: Allocated sites which are close to Oxford		
District site	Allocated housing number	Comment
<u>Cherwell</u>		All of the sites below were specifically allocated to address Oxford's unmet need.
PR6a East of Oxford Rd	690	Outline application for up to 800.
PR6b West of Oxford Rd	670	No application yet, so assume 670.
PR7a South East of Kidlington	430	Two applications for 370 + 96 = 466.
PR7b At Stratfield Farm	120	Two applications for 118 + 4 = 122.
PR8 East of the A44	1950	One application for approximately 1,800, EIA scoping on another part for 300. May be more on smaller parts. Assume 2,100.
PR9 West of Yarnton	540	Outline application for 540.
Total (All require 50% affordable housing)	4,400 (same as reqt)	<i>Running total above = 4,698</i>
<u>South Oxfordshire</u>		No sites were specifically identified in the Local Plan, but these three sites require 50% affordable housing recognising their location close to Oxford.
Bayswater Brook	1,100	Outline application for up to 1,570 (including 120 assisted living units)
Northfield	1,800	No application yet, so assume 1,800
Grenoble Road	3,000	No application yet, so assume 3,000
Total (The three sites above require 50% affordable housing)	5,900 (950 more than reqt)	<i>Running total above = 6,370</i>

<u>Vale of White Horse</u>		The Local Plan refers to providing sites in the Abingdon and Oxford Fringe Sub-Area which would include the allocated sites below as well as others in Marcham, East Hanney and Kingston Bagpuize.
North Abingdon	800	Consent for 950. No completions before March 2020. 8 homes completed by March 2022.
North West Abingdon	200	Consent for 200. No completions before March 2020. 42 homes completed by March 2022.
Dalton Barracks	1,200	No application yet, so assume 1,200, even though there is a wider site with a known larger capacity.
South Kennington	270	Consent for 288. 11 houses completed before March 2020. 100 homes completed by March 2022.
North West Radley	240	Consent for 240. No completions before March 2020. 39 homes completed by March 2022.
Total (These sites require 35% affordable housing)	2,710 (510 more than reqt)	<i>Running total above = 2,878</i>
<u>West Oxfordshire</u>		The Local Plan records that 550 houses out of the 1,000-house allocation at West of Eynsham and all 2,200 houses at the Garden Village are identified for Oxford's unmet need.
West of Eynsham	550 (out of 1,000)	Consent for 160. Consent for 77. Completions data not available. Application for 180. Assume 1,000.
Salt Cross Garden Village	2,200	Outline application for 2,200.
Total (These sites and others require 50% affordable housing)	2,750 (same as reqt)	<i>Running total above – 3,200.</i>
		<i>Grand Running total = 17,146 (2,846 more than agreed)</i>

12. If there can be agreement that all houses in future on the Table 2 sites are for Oxford's unmet needs, that would be helpful, as it would aid clarity and provide for additional levels of unmet need into the future.
13. If a decision is made by any District Council to identify that completions on windfall sites in certain areas are to be for Oxford's unmet needs, then this should be clear.
14. If a decision is made by any District Council to allocate new sites, the County Council seeks that it be clear whether those sites are for Oxford's unmet needs. The County Council may raise concerns if new proposed site allocations for Oxford's unmet needs are not well related to Oxford, for example by means of active travel and public transport. We may also query proposals to allocate new sites for Oxford's unmet needs further from Oxford than other proposed allocations which are closer.

Affordable Housing

15. We recognise that the level of affordable housing required in a Local Plan depends not only on the level of housing need identified but also issues of viability.
16. The current Oxford City Local Plan requires all qualifying sites to provide 50% affordable housing and some, but not all, of the allocated sites near to Oxford also require that. If possible, there should be agreement between the City and District as to the level of affordable housing to be required on sites addressing Oxford's unmet need.

17. The County Council would appreciate clarity on the process of housing nominations that has been agreed between the Districts and the City in respect of affordable housing on sites which are identified for Oxford's unmet need.
18. The County Council has an interest in affordable housing provision in respect of its social care functions, as well as more general objectives and policies. The County Council has commissioned its own research on the needs for specialist housing for older people, such as extra care housing, in order to update our current Market Position Statements on that. Some affordable housing on sites might be for specialist housing, such as is proposed on the Bayswater Brook site.

Table 3: Some relevant figures	
HENA Oxfordshire need figure 2020-2040 (88,120) using 'Cambridge Econometrics Economic Baseline' is divided up between City and Districts by 'Employment in 2040'.	City figure = 26,440
Standard Method Oxfordshire need figure 2020-2040 (67,760) divided up between City and Districts by Standard Method	City figure = 15,240
Latest HELAA figure for City 2020-2040 (not yet published)	10,298
Already agreed figure of unmet need being accommodated in Districts	14,300

4 September 2023

Habitats Regulations Assessment – Joint Local Plan Need for Evidence on Combined Effects

Meeting with Oxfordshire Authorities – 12 Sept 2023

Attendees:

R [REDACTED] W [REDACTED] – Oxford City
J [REDACTED] B [REDACTED] – West Oxfordshire
K [REDACTED] B [REDACTED] – OCC (Minerals and Waste)
M [REDACTED] D [REDACTED] – Cherwell
A [REDACTED] W [REDACTED] – South Oxfordshire and Vale of White Horse

From previous discussions (primarily with Oxford City), Natural England appear to be most concerned with air quality on Oxford Meadows SAC.

In terms of progress with the next round of Local Plans, Oxford City are now the 'frontrunners' followed by Cherwell, then South and Vale and finally West Oxon.

City [REDACTED] to undertake some transport modelling to support their Plan preparation. Given the delays with the county's OMM transport model, they have reverted back using the OSM model. Didn't want to be in a position where a Local Plan was the first to test out the new model.

Natural England have said that they want each authority to take into account the cumulative impact of all planned development in the forthcoming plans in turn.

OCC have looked at transport modelling in terms of their traffic filters in Oxford City. They looked at trip generation and determined that there were projected to be more trips than the HRA screening threshold. However, because background levels of emissions are falling (e.g. due to cleaner engines, more electric cars, diesel scrappage schemes etc.), any additional nitrogen deposition resulting from planned growth wouldn't be in excess of the screening threshold.

RW said that he thought it was all looking positive at the moment with regard to impacts on Oxford Meadows SAC. He recalled that there was evidence of recreational impacts a long time ago, but that the nature of the current vegetation here was not particularly sensitive to trampling from visitors/dog walkers etc.

With regard to assessing cumulative impacts and carry out effective transport modelling, we (all the authorities) would need to know our housing and employment allocations first – West Oxon are not quite there yet, which makes it very difficult to commission any air quality evidence collectively at the moment. **Action – Keep in touch with each other at regular intervals.**

Previously Cherwell and Vale [REDACTED] prepare a combined HRA for both authorities. Then, the cumulative impacts from South and Oxford City were taken into account for Oxford Meadows.

However, RW's gut feeling is that Natural England aren't overly worried about Oxfordshire now. There has been a reduction in planned growth levels following the demise of the Oxfordshire Plan, certainly when compared to the forecasts from the OGNA 'high growth' scenario. So, cumulative impacts will hopefully be less than previously anticipated.

We might be in a situation this time where, whilst vehicular trip thresholds are still triggered, the nitrogen deposition levels are lower and don't tip over the screening thresholds.

Action – Re-consider the need for jointly-commissioned evidence on nitrogen deposition resulting from planned growth across Oxfordshire (once West Oxfordshire are clearer on their housing and employment allocations).

No-one was sure whether there is a need to consider the cumulative effects of just adopted Local Plans or also submitted Local Plans? – **may need to ask Natural England.**

Post meeting note – We only discussed HRA in relation to Oxfordshire today, but we will also need to consider any cumulative impacts across our other shared boundaries – i.e. with Buckinghamshire and Berkshire authorities.

Our HRA consultants [REDACTED] suggest that we get in touch with Natural England, post consultation on our Reg 18 Part II Preferred Options, to establish the levels of air quality evidence they will require to adequately assess any cumulative impacts on designated sites.

Notes

OF A MEETING OF THE



The Future Oxfordshire Partnership Planning Advisory Group

HELD ON FRIDAY 15 SEPTEMBER 2023 AT 10.00 AM
VIRTUAL MEETING VIA MS TEAMS

Present:

Members: Councillor Andy Graham (Chair), Councillor Duncan Enright, Councillor Neil Fawcett, Peter Redman, Councillor Carl Rylett, Councillor Dan Sames, Councillor Anne-Marie Simpson and Councillor Louise Upton

Officers: [REDACTED] (Oxford City Council), [REDACTED] (South and Vale Councils), [REDACTED] (West Oxfordshire District Council), [REDACTED] (West Oxfordshire District Council), [REDACTED] (South and Vale Councils), [REDACTED] (Cherwell District Council), [REDACTED] (Oxfordshire County Council) and [REDACTED] (Future Oxfordshire Partnership).

9 Apologies for absence and notification of substitutes; declaration of interests; Chair's announcements

There were no apologies for absence or declarations of interest.

The Chair welcomed members to the meeting.

10 Notes of previous meetings

The notes of the meeting of the advisory group held on 21 July 2023 were agreed as a correct record.

11 Opportunities for Joint Working

The advisory group held a discussion on potential opportunities for joint working between the local authorities within the planning space.

[REDACTED] Chief Executive of West Oxfordshire District Council and Senior Responsible Officer for the Planning Advisory Group introduced the item commenting that it was intended to set out the ideas for potential joint working in each of the four advisory group remits and to discuss the prioritisation of these ideas. There was a need to focus on

areas where working together under the umbrella of the Future Oxfordshire Partnership could add value and there was widespread support amongst partners.

The advisory group was updated on the plans for the Future Oxfordshire Partnership Focus and Delivery Workshop scheduled for 26 September 2023. This was intended to cover all aspects of the potential work programme and to also discuss the theme of the economy.

It was suggested that the impacts of the First Homes initiative on the viability of development would more appropriately sit within the remit of the Planning rather than Housing Advisory Group and that energy infrastructure provision including solar farm provision also linked to planning policy. Officers explained that it was understood and accepted that there should be cross-fertilisation of the ideas across the remits of the different advisory groups, but for governance a sponsor advisory group needed to be assigned to each idea. This did not prevent joint working between the groups.

With regard to the Oxfordshire Infrastructure Strategy, (OxIS) and local area energy planning this was considered to be most closely aligned to the remit of the Infrastructure Advisory Group, but this would be kept under review and the links to planning policy were recognised.

An Energy Planning Executive Steering Board reporting into the Infrastructure Advisory Group chaired by Andrew Down, the Future Oxfordshire Partnership Director was also being established.

It was noted that National Grid were due to host a number of in person virtual workshops around local energy planning and it was **agreed** that details of the workshops should be circulated to advisory group members.

Opportunities for joint working in the planning space

██████████ introduced X suggestions for joint working in the planning space. These suggestions were the result of discussions at officer level from across all of the councils:

- Opportunities for a joint approach around developer challenges to viability assessments.
- Opportunities for a joint approach to challenges to Bio-Diversity Net Gain.
- Opportunities for a joint approach to modern methods of construction, (MMC).

Viability

The advisory group was informed that securing contributions from developers as part of the S106 process was an important area of common interest for all the councils and cut across the issues of affordable housing, infrastructure, and biodiversity net gain delivery. Challenges by developers to requested contributions on the grounds of economic viability, both on specific planning applications and as part of the Local Plan process were felt to be becoming more common and it was felt there could be collective strength in the councils working together. This would not replicate existing work by individual councils but help support that work.

In discussion, members commented that they felt that there was value in the proposal on the grounds that it would help in not unnecessarily duplicating work and in sharing best

practice around responding to viability challenges as long as there was also recognition of the need not to overstep into the role of individual local authority Local Plans. There was also concern that local councils might have to make difficult decisions around seeking to secure contributions in one area instead of another,

Biodiversity net gain

It was noted that from January 2024, all planning permissions, (with a few exceptions) would have to deliver at least 10% biodiversity net gain and that in preparation of this new requirement there was felt to be value in working together on the issue to set up arrangements that were effective across Oxfordshire. By way of example, this might include looking at increasing the number of sites for offsite mitigation.

It was recognised that individual councils would be responsible for setting biodiversity policy in their areas through the Local Plan process.

In response to a question, the advisory group was informed that the Oxfordshire Local Nature Partnership was looking at the issue and developing policy suggestions and had suggested that the planning aspects of biodiversity be considered by the advisory group.

Modern methods of construction

The objective of this suggestion was to improve the quality and speed of delivery of housing using modern methods of construction through collaboration, sharing research and knowledge and in encouraging developers to adopt this construction method which also assist in improving environmental standards.

In discussion, the Chair and members of the advisory group commented that they felt that the greater use of modern methods of construction would assist in reducing carbon emissions. It was also suggested that there was a need for the councils to be more proactive about raising the awareness of local residents about heat pumps and other green technology and in training to provide the skills base within the local economy to deliver it. It was noted that skills was one of the issues that OxLEP was considering as part of its Strategic Economic Plan.

It was **agreed** that officers should further break down the three suggested ideas discussed to assist the attendees at the Future Oxfordshire Partnership Focus and Delivery Workshop.

The advisory group then discussed other potential work programme areas for joint working and the planning of future health needs was suggested. Members commented that when major planning applications were considered a lack of access to GP and other healthcare services were often raised by residents as significant concerns. Although it was recognised that the issues around this were complex, it was felt there should be an effective mechanism to secure the provision of health sites from developers.

It was suggested that Oxfordshire County Council would have a formal role in this process, but that the nature of this was unclear.

██████████ representing the Buckinghamshire, Oxfordshire and Berkshire Integrated Care Board indicated that it would be possible to produce a briefing note to the advisory group setting out the challenges and issues involved in delivering health projects.

It was **agreed** that an item should be added to the advisory group's work programme on planning for health infrastructure and that officers also be asked to establish the role of the County Council as part of that process.

12 Update on Local Plan Progress

Each member presented an update on the progress of their council's Local Plan.

13 Future Oxfordshire Partnership Advisory Group Meeting notes for information

The notes of meetings of the Environment, Infrastructure and Housing Advisory Groups were noted. Members' attention was drawn to Environment Advisory Group notes from 7 July 2023 which had included consideration of an item on Solar Farm best practice.

14 Work Programme

It was noted that that it was currently intended to bring two items to the 15 December meeting:

- An item on planning for health infrastructure, (as discussed above)
- An update on the Oxfordshire County Council Local Transport and Connectivity Plan and the link between this and the districts and city council Local Plans.

Members were encouraged to submit ideas for future agenda items.

15 Dates of future meetings

The dates of future meetings as set out in the Agenda were noted.

The meeting closed at 12.00 pm

Oxfordshire Planning Policy Officers Meeting Tuesday 3rd October 2023 Minutes

Attendees:

- ██████████ – Oxford City (RW)
- ██████████ – Cherwell (CC)
- ██████████ – South and Vale (LM)
- ██████████ – Oxfordshire County (DP)
- ██████████ – South and Vale (EB)

Apologies:

- ██████████ – West (CH)

Item	Notes	Actions
1	<p>Actions not an agenda / AOB</p> <p>Conversations on need/Unmet need – Four of five actions from the last meeting not yet complete so are carried forward: ACTION: Vale to correct if necessary the 11 completions pre-2020 towards Oxford’s unmet need ACTION: All to review table 2 of the County’s note and confirm if the homes on those sites are for Oxford’s unmet need – or provide a revised list if appropriate ACTION: All to review the list of sites with reference to affordable housing percentage and provide update on nominations agreement ACTION: RW to seek written legal advice on this point</p> <p>OxIS – Actions were completed. PAG meeting had discussed the issue, but it was not a detailed conversation ACTION: RW to contact ██████████ for an update to be reported to the next meeting</p> <p>GTAA – Inception meeting due to be held this week. S&V offer capacity to the project if this would be helpful ACTION: CH to consider and revert</p> <p>Elderly Persons Accommodation Study – ██████████ Hughes sent a note ahead of the meeting (circulated with the minutes). S&V would like to discuss prevalence rates with the County’s consultants ACTION: DP to relay this to the team</p> <p>Transport modelling – LM reported that S&V had received a response to their letter to the County around the availability of the OMM. This confirmed that it would not be available for their Local Plan. CC noted that they would have 3 separate models for their Local Plan and still nothing covering Banbury or several rural areas.</p> <p>Any Other Business: RW had received an email from the County regarding their Central Oxfordshire Movement and Place Framework (COMPf). No-one else in the meeting had received similar nor knew of the project. ACTION: RW to contact ██████████ to liaise with the Mobility and Place Team and revert</p>	<p>LM/EB</p> <p>All</p> <p>All</p> <p>RW</p> <p>RW</p> <p>CH</p> <p>DP</p> <p>RW</p>
2	<p>Cherwell:</p>	
	<p>District updates</p>	

		<ul style="list-style-type: none"> Local Plan consultation has been launched and will run until 3rd November Plan to submit the Plan in January 25 <p>Oxford:</p> <ul style="list-style-type: none"> Reg19 will go to Cabinet on 18th October, Council on 7th November and commence consultation in early/mid November, likely to run until New Year Alongside CIL partial review of charging schedule <p>S&V:</p> <ul style="list-style-type: none"> Local Plan Reg 18, aim for approval in late November/early December and to consult in January 5YHLS is 4.2 in SODC, confident in Vale due to switch of basis to standard method; however, strategic sites not coming forward as quickly as planned HIF inquiry is now delayed until February <p>County:</p> <ul style="list-style-type: none"> Minerals and Waste Local Plan Issues and Options is planned for Cabinet in November and consultation in December/January 	
3	Updates on joint work/ evidence base	<p>Mainly covered under item 1</p> <p>HRA – LM recalls a commitment in the previous HRA work to working together next time. RW suggested that as nominated officers have met previously as requested to liaise on the matter, maybe they need a clearer steer. Meeting agreed that they should meet again with a focus on identifying and assessing risk, particularly with regard to Natural England; and how to approach traffic modelling from various sources in lieu of OMM</p> <p>ACTION: RW to ask the group to reconvene on this basis</p>	RW
4	Main item: Statements of Common Ground workshop	<p>RW had circulated two documents ahead of the meeting (circulated with the minutes) one detailing the contents pages of SoCG from LPs adopted in 2023 and one proposing a potential structure of an Oxfordshire SoCG based on the approach taken in Leeds and adapted to be structured around the Outcomes of the Oxfordshire Strategic Vision. RW observed that the examples vary enormously and that we'd previously expressed a preference for a high-level approach. Meeting agreed to use the proposed structure as the basis and spent the rest of the meeting collectively working it, populating ideas for points that could be documented under each objective.</p> <p>ACTION: RW to type up the first draft SoCG and circulate (circulated with the minutes)</p>	RW
5	Future meetings	<p>Dates are now set for future meetings:</p> <p>Tuesday 7th November 10.00</p> <p>Friday 1st December 10.00</p> <p>Meeting discussed future work programme, ideas included developing the SoCG, HRA, return visit from [REDACTED] on climate adaptation evidence base and strategy</p>	

Suggestions for inclusion under each Outcome of the Vision.

(Green pre-populated by RW, Blue suggested at the workshop)

Our natural environment will be in a better state than that in which we found it

- Conservation of species and biodiversity net gain (work with LNP)
- Conservation of landscapes (work with NE)
- Green and blue infrastructure
- Partners of LNP
- Committed to working collectively on Oxfordshire Nature Recovery Network Strategy
- Maximise net gain
- Potential future work on collating GI studies
- Collaborate on boundary sites re GI
- Flood Alleviation Channel work
- Work closer together on HRA

We will already be carbon neutral and accelerating towards a carbon negative future

- Mitigating climate change
- Net zero
- Flood risk (work with EA)
- PAZCO work
- Project Leo
- [REDACTED] work
- Close working between teams – joint bids
- LAEP
- FOP agreed note on solar farm planning good practice (via EAG)
- Deliver the LTCP – targets
- Location of development: reducing the need to travel and focus on sustainable modes
- Active travel infrastructure – Saturn?
- Adaptation and mitigation
- Standards in Local Plans that exceed Building Regs
- Building materials and waste
- Renewable energy

Our residents will be healthier and happier, and overall wellbeing will have improved

- Health infrastructure (work with BOB ICB, and NHS Trusts)
- Healthy place shaping - HIAs
- Healthy Place Shaping Group ([REDACTED])
- HIA toolkit – jointly agreed
- Work with the ICB
- Education

Our local economy will be globally competitive, sustainable, diverse and inclusive

- Employment need, key sectors – (work with LEP, SEP)
- LIS key locations?
- Diverse and inclusive employment – employment plans
- We will establish our own employment needs
- Key sectors to support Oxfordshire's economy
- Working collectively – SEP (when it develops)
- Community Employment Plans
- Inclusive Economy Partnership
- Education – school places
- Education – SEND

Our county will be a more equal, fair and inclusive place for everyone

- Housing need
- Delivery of affordable housing (work with HE)
- Delivery/safeguarding of diverse job opportunities
- Education and training
- We will assess our own levels of Housing need
- Importance of affordable housing, maximum viable level
- Work in partnership with government agencies for leverage
- Specialist homes and needs
- Joint GTAA
- Address deprivation and regeneration
- Engage more people in planning (LP consultations)

Our vibrant historic and cultural offer will be rich, diverse and enhanced

- Protect and enhance heritage assets (work with HE)
- Cultural offer
- LEP Destination Management Plan
- Enhancing PRoW
- Importance of good design
- High quality places
- Integrity of historic settlements

We will have energy efficient and affordable homes in the right number, location and tenure

- Housing – affordability, understand pipeline?
- Specialist accommodation needs
- Quality of housing - energy efficient homes, design/space standards?
- Plan to ensure sustainable patterns of development?
- Maximising Affordable Housing
- Don't agree on the right number/unmet need – we will continue to discuss
- Building regs – energy efficient homes, exceed standards in LPs
- National space standards

Our county's connectivity will be transformed in ways that enhance wellbeing

- Infrastructure need – OxIS, align funding/funding bids (HIF bids etc)
- Transport - LTCP etc, Rail improvements (work with HE and NR)
- Utilities etc - LAEP?
- Joint work on OxIS
- Saturn work
- Bus Improvement Plan
- Digital rollout

Our diverse and vibrant communities will thrive with a strong sense of identity

- Retail and leisure need
- Security/police
- Community/cultural needs
- Rural communities
- Oxford's role in the County
- Voluntary sector
- Approach to hierarchy

Duty to Co-operate Meeting between South Oxfordshire and Vale of White Horse District Councils and Reading Borough Council

6th October 2023, MS Teams

NOTES OF MEETING

Present: [REDACTED] (SO&VOWHDC), [REDACTED] (SO&VOWHDC), [REDACTED] (SO&VOWHDC), [REDACTED] (RBC), [REDACTED] (RBC)

1. Introductions

2. Updates on Local Plan process

Reading

- Local Plan adopted November 2019, so five year review date is up November 2024
- Local Plan Review undertaken March 2023, identified need for Partial Update based in particular on housing need, but also other matters
- Local Development Scheme approved March 2023, expects Regulation 18 consultation November 2023 and Regulation 19 consultation July 2024 followed by submission by November 2024
- Currently working on Regulation 18 consultation, which will set out a direction of travel for each policy rather than a draft.
- Submission before 2025 will mean duty to co-operate still applies.

South Oxfordshire

- Joint Local Plan across South Oxfordshire and Vale of White Horse, consulted on Regulation 18 stage last summer.
- Next Regulation 18 stage to go through committee cycle in November, but not expected to be published until the new year. It will contain all draft policies.
- Aiming for submission **before** April 2025
- Oxford City Council due to publish Regulation 19 consultation in November with an unmet need figure that causes a duty to co-operate issue with the South and Vale plan.

3. Housing needs and supply issues

Reading

- Existing Local Plan based on Strategic Housing Market Assessment need figure of 699
- Standard methodology currently produces a figure of 877 per year, due mainly to the 35% urban uplift.
- Commissioned ORS to generate a figure for local need, and this work is still ongoing but likely to be higher than existing policy but lower than standard methodology.
- Hope had been that ORS would lead stakeholder engagement on draft figure prior to consultation, but this is now unlikely to be the case.
- Capacity is likely to be around 800 per year. So likely situation will be that an unmet need only arises if the standard methodology is used. Not therefore clear whether there will be an unmet need, but RBC is likely to

make a DtC request regarding unmet need under standard methodology at some point.

- It is likely that the figure RBC ultimately plans for will be the capacity figure.
- Agreements within the existing plan with Western Berkshire authorities re unmet need are only valid for the unmet need from the 2016 SHMA. None of those other authorities' plans (none of which are yet adopted) explicitly contain an allowance for Reading's unmet need, but they do express a range which goes above their minimum need, so there is some flexibility across the wider area.

South Oxfordshire

- A workshop on housing need was already undertaken earlier this year which RBC attended
- Emerging plan based on standard methodology figure, which are lower than the existing plan figures that were [linked to the Oxfordshire Growth Deal](#)
- ORS commissioned to look at the detailed elements of housing need e.g. accommodation for elderly people
- Revised spatial strategy will need to be considered taking into account the changing levels of housing need. Focusing on Science Vale and Tier 1 settlements.
- Not expecting to need any additional allocations
- Currently approximately 4.2 years' housing land supply [in South](#)

4. Sites on boundary of South Oxfordshire/Reading

- Reading Golf Club: Reading part of Golf Club land now permitted for 223 dwellings including reserved matters, due to start imminently. Not clear yet if allocation will be amended in line with consent or removed entirely.
- Caversham Park: Outstanding planning application for conversion of house to residential care and additional development within grounds. Site is a registered park/garden, and still lots of issues to resolve.
- Sites at Play Hatch and north of Emmer Green (in South Oxfordshire) submitted to plan process in both authorities by Gladman. RBC met with Gladman to discuss. Offer includes a park and ride on A4155, but RBC would need to consider whether this had a positive effect overall on transport in Reading.
- Other sites put forward to South and Vale plan on the boundary are mainly those in previous process, e.g. remainder of Reading Golf Club, Palmers Riding Stables. Exception is proposal for employment at Caversham Lakes.

5. Transport infrastructure

Transport Strategy progress

- Process of new Transport Strategy began before Covid and was then paused, in particular to allow post-Covid movement patterns to settle and to wait for some delayed DfT guidance.
- Recently started consultation on draft Transport Strategy (LTP4).
- Consultation likely to last until December or new year.
- Earliest possible date for adoption is Spring 2024.
- Includes Cross Thames travel and mobility hubs
- Adopted LCWIP to make improvements to walking and cycling, jointly with West Berks and Wokingham to cover the Reading urban area parts of those authorities.

- Rights of Way Improvement Plan in progress
Action: CM to send consultation details to LD

Cross Thames travel

- Formerly considered as Crossing of the Thames in Reading's documentation, now called Cross Thames Travel to look at the issue in the round.
- This is contained within the Draft Reading Transport Strategy, albeit that it would not be within Reading.
- Any further work on this will go through the Cross Thames Travel Group on which both parties are represented.
- SO&VoWHDC likely to only support public transport and active travel solutions
- Within Transport for the South East (TfSE) strategy, albeit not wholly within their area.

Park and ride/mobility hubs

- Three proposed corridors for mobility hubs in draft Reading Transport Strategy that cross the South Oxfordshire/Reading boundary, as has been the case in the past.
- No specific sites identified, but there is no space in Reading so would need to be in South Oxfordshire
- Would be more than just park and ride, with mobility hubs indicating a wider range of modes.
- Referenced within Transport for the South East strategy

Local Plan transport matters

- Reading Local Plan updates will mainly be to accommodate and reflect Transport Strategy
- No transport modelling commissioned yet for Reading, this will require more information on development levels and location
- In South Oxfordshire, matters are complicated by the fact that the Oxfordshire mobility model is not available yet, so exploring other options.

6. Employment and commercial needs

Reading

- No work yet commissioned on employment and commercial needs.
- Situation in existing plan is that needs for industrial and warehouse, office and retail need can all be met within authority.
- Not expecting significant increases in need, so this situation is unlikely to change and not therefore expecting there to be unmet needs to be exported.

South Oxfordshire

- Work from AECOM is reporting.
- High employment need in the past against which delivery has been good, so not expecting a particularly significant need this time.
- Some convenience retail need identified [around Science Vale](#), some of which can generally be accommodated within the large allocations.
- Not expecting this issue to have particular cross-boundary implications.

- Both authorities have responded to West Berkshire duty to co-operate request regarding employment needs to state no scope to meet these needs in the respective areas.

7. Gypsies and travellers

Reading

- Not intending to update the relevant policy or carry out another assessment.
- Situation remains that there are unmet needs for 10-19 permanent pitches, and RBC will continue to seek opportunities for these to be met in neighbouring areas.
- Transit needs will be met through a new permission.

South Oxfordshire

- Work underway at an Oxfordshire level on updating gypsy and traveller need.
- Existing strategy is to deliver pitches within larger allocations, but these are still outstanding.

8. Statement of Common Ground

- Existing Statement of Common Ground dates from period of South Oxfordshire examination, May 2019.
- Neither authority intending to need an updated version ready before their respective consultations, but consider an updated version would be useful.
- Suggested that draft text for SO&VOWHDC Duty to Co-operate Statement be the basis for a revised SoCG. **Action: EB to send draft text to MW.**

9. Any other business

- Agreed not to set a date for a next meeting at this stage, but likely to need something in the new year.

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
10/10/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Timetable: <ul style="list-style-type: none"> o 27th Nov Joint Scrutiny o 30th Nov SODC Cabinet o 1st Dec VOWHDC Cabinet o 10th January for 6 weeks public consultation • JLP/OCC next Meeting 9th October held, next one 14th November (hybrid). • Set up a Climate Change meeting. <p>Transport evidence base update</p> <ul style="list-style-type: none"> • Comments received from district. • Urgent decisions needed on Atkins work. OCC to ask Atkins to do review and will also sense check internally with own data. • S&V to confirm what needed from Transport modelling to feed into other aspects of evidence base. • Confirm costings of Transport evidence (OSM) and agreement of how cost is split.

From: [REDACTED]
To: [REDACTED]
Subject: Minutes and Actions for Oxfordshire GTAA Inception Meeting 5th October 2023 FOR CIRCULATION
Date: 11 October 2023 16:06:42
Attachments: [image705926.png](#)
[image602946.png](#)
[image954404.png](#)
[image569180.png](#)
[Minutes and Actions for Oxfordshire GTAA Inception Meeting 5th October 2023 FOR CIRCULATION.docx](#)

****EXTERNAL****

Hi all

Please see attached which hopefully captures everything we discussed earlier on. [REDACTED]

[REDACTED]
[REDACTED]
Planning Policy Manager - West Oxfordshire District Council



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Minutes and Actions – Oxfordshire Local Authorities – Gypsy, Traveller and Travelling Showperson Accommodation Assessment including Boat Dwellers

Meeting: Inception Meeting

Venue: Via Teams

Date/Time: 5th October 2023 at 3pm to 4pm

Attended: [REDACTED] (arc4), [REDACTED] (West Oxfordshire District Council), [REDACTED] (South Oxfordshire and the Vale of White Horse District Councils), [REDACTED] (Oxford City Council), [REDACTED] (Cherwell District Council).

Apologies: [REDACTED] (West Oxfordshire DC) - [REDACTED] (Cherwell District Council).

Item	Minutes/Actions
1.	<p>Introductions</p> <p>Everyone introduced themselves at the meeting.</p>
2.	<p>Reason for the study and local context</p> <p>The overall purpose of the GTAA is to provide an assessment of the accommodation needs of Gypsies and Travellers, Travelling Showpeople and boat dwellers over the period 2023 to 2041. The GTAA is an important part of the evidence base to inform the review of the Local Plan and the overall scope of the project is:</p>

	<ul style="list-style-type: none"> • To inform the emerging Local Plans within Oxfordshire through a quantitative and qualitative assessment of future needs for plots/pitches and mooring requirements across Oxfordshire and by District; • To look at transit requirements for travellers and establish whether there is a need for formal transit provision in the county; • To set out the most appropriate, recommended approaches for meeting future identified needs; • To develop and recommend a set of locational criteria which can be fed into local plan policies and used to assess potential new/expanded sites and moorings in consistent way across the county; • To assess existing sites for their suitability for new/expanded pitches/plots/moorings; and • To identify the need for the provision of public and private pitches/plots/moorings.
<p>3.</p>	<p>Feedback on proposal</p> <p>It was confirmed arc4 scored the highest and Councils are happy to be working with the team.</p> <p>It was agreed a brief set of location criteria would be included, as stated in chapter 9. But MB mentioned that although this is asked in the household survey, few people give specific information.</p>
<p>4.</p>	<p>Information and Data Requirements Stakeholder Contacts Draft Stakeholder Questionnaire Data Sharing Agreement (sample) Stakeholder Privacy Statements (below) https://www.arc4.co.uk/privacy/privacy-notice-stakeholder-survey Data Protection Impact Assessment (DPIA) Household Survey Data Protection Impact Assessment (DPIA) Stakeholder Survey</p> <p>Action: CH to provide contact details for the Oxfordshire District Council GTA Liaison officer and any other contacts for all Councils.</p> <p>ALL to send JB relevant contact details (enforcement, licencing, housing etc.). JB to then send to Arc4 along with contact details for the OCC liaison officer – [REDACTED]</p> <p>Action: Councils to provide information and data requirements as outlined in the agenda item, including a high-resolution logo.</p>

ALL to send logos to JB.

Action: MB send template to Councils regarding unauthorised encampments. COMPLETE.

JB to ask for information from [REDACTED]. ALL to check internally for any other additional information held by each Council and provide to JB as appropriate.

Action: Councils to provide the Housing Waiting List data, this will provide a sense of who is on the housing register, waiting list and what type of accommodation they are looking for (local authority sites).

JB to check what information may be held by [REDACTED] and to also check with Arc4 what information they need. Subject to the outcome, ALL to speak to housing teams.

Action: Councils to provide site lists as soon as possible in preparation for November visits.

JB to first check with OCC to see if this info is held centrally. Assuming so, JB to then co-ordinate and circulate for any others to comment/add to as appropriate.

Action: Councils to provide any information on moorings (more relevant to Oxford), as an LPA to expedite additional moorings.

ALL to speak to Council Tax and send info to JB.

Action: Councils to forward stakeholder contacts to LS. Are elected members being involved in the process?

See point 1 above. JB to also check with OCC re: adjoining LPAs and other key contacts e.g. Thames Valley Police, Education

Action: Councils to send any amends to the stakeholder questionnaire to MB/LS.

ALL to review and let JB know of any suggested changes.

Action: CH to check with GDPR Dept to ascertain if they wish to use their own Data Sharing Agreement or use arc4's. The agreement will cover all Councils with Oxford County Council being the lead authority.

JB has shared with Data Protection Officer with comments awaited. JB to inform all of outcome.

MB explained the importance of having a Joint Data Sharing Agreement in place as this allows free flowing of shared information.

MB pointed out DPIAs have been prepared for the Household and Stakeholder Surveys.

	<p>In terms of stakeholder consultation, due to GDPR Council will need to send an email to stakeholder contacts prior to arc4 making contact. Sample below:</p> <p>Re: Gypsy and Traveller Accommodation Assessment, including Boat Dwellers</p> <p>Arc4 will be carrying out a Gypsy and Traveller Accommodation Assessment (GTAA) on behalf of Oxfordshire City Council. As part of their research, they will be sending out a questionnaire for you to complete and return to back to arc4.</p> <p>Once you have received the questionnaire if you would prefer to speak to [REDACTED], Managing Partner at arc4, then this can be arranged for you. Everything will be explained in their email, including contact details, which will be forwarded in the next few weeks.</p> <p>Thank you in anticipation for your support.</p> <p>With kind regards,</p> <p>CH to amend. ALL to review.</p> <p>Name: Title:</p>
<p>5.</p>	<p>Proposed Household Questionnaire and Easy Read Flier</p> <p>MB confirmed arc4 has developed a comprehensive and culturally sensitive questionnaire which has been designed in consultation with Councils and community representatives. The questionnaire process is carried out in an informal conversational format [REDACTED]. This system works extremely well and provides an accurate picture of current living arrangements. It's about getting out there and genuinely engaging with people, whilst gaining information on any potential new or existing land. It is proposed 384 interviews will be carried out. The easy read fliers will be posted to every household.</p> <p>Action: Councils will need to provide a Council Site Observation Letter on Oxfordshire Council's Letter Headed Paper. Sample below:</p> <p>To whom it may concern</p> <p>Arc4 Ltd has been employed by Oxfordshire Council to prepare a Gypsy, Traveller and Travelling Showperson Accommodation Assessment, including Boat Dwellers. One aspect of the study is to visit all sites and update information on the current number of pitches and caravans on sites.</p> <p>This is an essential piece of work which the Council needs to be carried out.</p>

Interviews with residents are expecting to take place **Exact Date TBC**.
 If you require further confirmation of this work, please contact me directly.

Yours faithfully

Name:
 Title:
 Phone No:
[Email:](#)

JB to produce a letter on WODC headed paper and send to Arc 4 – copying everyone in for completeness.

Action: Councils to confirm any amendments or additional questions for the household survey.

ALL to review and let JB know of any changes.

Action: Councils to provide maps of each area (liaise with planning teams).

JB check with OCC re: GIS layer in first instance. If not, may need to look at other options e.g. screen grabs.

6. Timescales and Milestones

Deadline dates discussed at the meeting are as follows:

MB confirmed site observation visits will be carried out on in November/December/January (use buffer if required).
 Interim findings report in March.
 Final report in April.

The following Milestone Key and Summary Information is proposed based on the final start date of the project being later than envisaged in our proposal.

Stage	Milestone key and summary		
		Starts	Ends
Stage 1	1A. Context, background work, site visits	02-Oct-23	06-Nov-23
	1B. Analysis of data sources	30-Oct-23	27-Nov-23
Stage 2	2A. Stakeholder consultation	30-Oct-23	18-Dec-23
	2B. Household survey	20-Nov-23	29-Jan-24
Stage 3	3. Data analysis	12-Feb-24	11-Mar-24
Stage 4	4A. Interim findings	11-Mar-24	25-Mar-24
	4B. Final reporting	11-Mar-24	20-May-24

	4C. Presentations	27-May-24	27-May-24
7.	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>		
8.	<p>Communication (future meetings)</p> <p>Action: LS to arrange a progress meeting at the end of December.</p> <p>Action: LS to arrange an Interim Report Findings Meeting in March.</p> <p>Action: Council to confirm lead person in terms of practicalities.</p> <p>JB to confirm to Arc4.</p>		
9.	<p>Any Other Business</p> <p>Action: As previously discussed, MB to provide an interim statement to support evidence in terms of regulation 19 consultation.</p>		

Email: [REDACTED]
Date: 18/10/2023
My ref: Wokingham LPU: Engagement with Oxfordshire local authorities



WOKINGHAM BOROUGH COUNCIL

Via email



Dear Sir / Madam,

WOKINGHAM LOCAL PLAN UPDATE: ENGAGEMENT WITH OXFORDSHIRE LOCAL AUTHORITIES

I am writing to provide you with an update on the progress of Wokingham Borough Council's (WBC) Local Plan Update (LPU), including key matters that have potential cross boundary implications. I am writing to all Oxfordshire authorities included within our Duty to Co-operate Rescoping Statement (2021)¹ together, in the interests of efficiency and to enable co-ordinated engagement if required.

WBC approved a new Local Development Scheme in July 2023. This sets out the anticipated publication and consultation on a Proposed Submission Plan in November 2023. This programme was predicated on the proposed government reforms to national planning policy being published in good time to allow us to reflect on them before confirming the Proposed Submission Plan. With the government yet to publish these reforms, we expect our programme to slow accordingly.

Turning now to cross-boundary matters, the DtC Rescoping Document (2021) identified the following as being of relevance with authorities in Oxfordshire:

- Housing need and supply (South Oxfordshire District Council)
- Gypsy and Traveller, Traveller Show People (South Oxfordshire District Council)
- Supply of employment land (South Oxfordshire District Council and Vale of White Hores District Council)
- Town centre and retail (South Oxfordshire District Council)
- Development allocations (all types) (Oxfordshire County Council and South Oxfordshire District Council)
- Education (Oxfordshire County Council and South Oxfordshire District Council)
- Health facilities (South Oxfordshire District Council)
- Flood risk (Oxfordshire County Council and South Oxfordshire District Council)
- Strategic transport links (Oxford City Council, Oxfordshire County Council and South Oxfordshire District Council)
- Landscape including Green Belt (South Oxfordshire District Council)

¹ Available at: <https://www.wokingham.gov.uk/sites/wokingham/files/2023-07/WBC%20DtC%20Re-Scoping%20Document%20November%202021.pdf>

- Historic Environment (Oxfordshire County Council and South Oxfordshire District Council)
- Climate change (All)

Development needs

To comment briefly on housing, employment, Gypsy and Traveller, and retail need and supply:

WBC is seeking to accommodate overall housing need consistent with the NPPF and therefore it is not expected there will be any unmet housing need arising from Wokingham Borough. With there being very limited opportunities for development on previously developed land within Wokingham Borough, the vast majority of housing need will be met through greenfield development. While we expect to meet our overall housing need, there are few opportunities to significantly exceed this outside the Green Belt.

With regard to likely proposed allocations for housing, whilst we are happy to engage with you further, our view is that none are likely to impact or raise significant infrastructure implications for any of the Oxfordshire local authorities. The emerging proposed allocations are broadly similar to those consulted on in the Revised Growth Strategy Consultation 2021², with limited development in the north of Wokingham Borough.

Turning to the supply of employment land, recent evidence³ has identified higher needs for storage, industrial and distribution floorspace than earlier studies, with the minimum need being 18ha. The initial assessment shows there is insufficient land which is suitable, available and achievable within Wokingham Borough to meet this need in full. This includes taking account of commitments and the consideration of the council's own landholdings, which are not suitable for large scale industrial/warehousing uses. For the avoidance of doubt, there is no anticipated unmet need for office floorspace.

We have already contacted our neighbouring local authorities within Berkshire to understand whether opportunities exist in their areas to accommodate likely unmet need for storage, industry and distribution floorspace, which has not yielded any additional options. We are now approaching other authorities outside Berkshire posing the same question. As a result, please consider this as a formal request asking for assistance in meeting unmet need for warehousing / industrial land. In making this request, we recognise that identifying land for industrial floorspace is a challenge across the wider south-east region and not unique to Wokingham Borough.

In addition to unmet employment need, it should also be noted that we expect there to be an unmet need for Gypsy and Traveller pitches based on our recently published Gypsy and Traveller and Travelling Showperson Accommodation Assessment (2023) (GTAA)⁴. Wokingham Borough has a greater Gypsy and Traveller population than neighbouring and nearby local authorities. Site assessment work is ongoing, but we expect to be writing to adjoining authorities in the first instance to seek assistance in meeting unmet need. In the event that this does not present options to assist, we may then need to consider two small

² Available at: <https://www.wokingham.gov.uk/planning-policy/planning-policy-information/local-plan-update/revised-growth-strategy-consultation>

³ Available at: <https://www.wokingham.gov.uk/sites/wokingham/files/2023-10/Wokingham%20Employment%20Land%20Needs%20Review%202023.pdf>

⁴ Available at: https://www.wokingham.gov.uk/sites/wokingham/files/2023-09/Wokingham%20GTAA%202023%20Final%20report%20August%202023%20%28accessible%29_0.pdf

areas of land within Green Belt that are available for Gypsy and Traveller use. This is discussed further below.

Regarding retail need, we have prepared an updated Retail and Commercial Leisure Study (2023). The study assesses the future requirements of convenience, comparison goods, and commercial leisure floorspace in Wokingham Borough to 2040. It takes into account the impacts of Covid 19 and changes to permitted development rights and the Use Class Order. The study identified no need for comparison goods floorspace and a need for between 14,700 and 17,200sqm convenience goods floorspace. The study also forecast a growth in leisure spending, with the majority anticipated to be in the form of restaurants and cafes. Given scale of needs, the location of main settlements and emerging proposed housing allocations, we do not anticipate this having cross boundary implications.

Our proposed strategy concerning town centres seeks to protect and support our town and other centres, consistent with the current development plan approach, but with greater flexibility for non-retail uses. The planned rejuvenation of Wokingham Town Centre is largely complete, providing additional floorspace for retail, leisure and entertainment uses and diversifying the type of uses available in Wokingham Town Centre. There are no firm plans to regenerate other existing centres, but emerging policies intend to support the evolution and improvement of existing centres in line with their current role if the opportunity exists. Our proposed new strategic allocation will include local / district centre provision as has been achieved for our current strategic sites. These are intended to support the proposed new communities.

Transport

We have recently completed draft transport assessment work to inform impact to the highway network. Throughout our work we have been engaging closely with National Highways. We would not envisage any significant impacts which would affect local authorities within Oxfordshire, but would be happy to work with you to discuss areas of interest, which is likely to be primarily the A321 corridor towards Henley. For your information, we provide the link to the transport assessment in the email accompanying this letter.

As regards the potential for a third Thames Crossing, the LPU will continue to safeguard land for a potential route, which is based on the early-stage outline business case that has been completed to date. We do however emphasise that the emerging strategy proposed by the LPU is not reliant on a crossing being delivered to enable planned development or to mitigate its impacts. We also fully recognise that the scheme is not deliverable at this point in time and would require significant additional work, discussion, and agreement in principle, before such a decisions could be taken. Notwithstanding, we consider that safeguarding the land remains a pragmatic way to ensure the opportunity to deliver a scheme at this location is not lost through inappropriate development.

Infrastructure

Turning to education, our proposed strategic allocation will be masterplanned to facilitate primary and secondary school capacity to meet the needs of the new community. Whilst there are short term pressures regarding secondary school places, which is being driven by inward migration of overseas nationals, the council is acting to address this short term pressure. The timing of new development is not likely to drive the need to expand schools in proximity to Oxfordshire.

We are engaging with health bodies to understand related infrastructure needs. Where needs are identified, these will be reflected in our Infrastructure Delivery Plan.

Flood risk, historic and natural environment and landscape

On the matter of flood risk, we have recently completed a Level 1 and Level 2 Strategic Flood Risk Assessment. This work included a Cumulative Impact Assessment which has taken account of planned and potential future development within Wokingham Borough and adjoining authorities. This has already been shared with adjoining authorities, but we would be happy to share this work more widely, recognising that Wokingham Borough lies upstream within the Thames catchment of parts of Oxfordshire.

A small part of the borough is located within the Metropolitan Green Belt, and no significant release of Green Belt land is expected with other options preferred. As referred to above, there are two small areas of land within Green Belt that are available for Gypsy and Traveller use. Whether exceptional circumstances exist to justify the release of this land would need to be further considered. Notwithstanding, the sites would only yield a very modest number of pitches which would not assist significantly in meeting needs.

In terms of open space, we do not envisage there to be any cross boundary implications from our proposed policy approach, which is broadly consistent with the existing development plan. We have recently produced a Playing Pitch Strategy to be used to inform the provision of formal sports pitches.

Regarding heritage, the emerging LPU does not propose development close to the shared boundary with Oxfordshire County and South Oxfordshire District and therefore no cross boundary impacts are expected.

Lastly, on the matter of climate change, while this is a hugely important issue, we do not foresee any cross boundary impacts that would need to be taken into account through cooperation. For transparency, we intend to include ambitious policies provided we can evidence the continued viability of development.

To conclude, we invite you to comment on the matters set out above and views on whether there are any other relevant matters. Further information, for example copies of any parts of the evidence base, can be provided. Likewise, we are also happy to arrange a meeting/s to discuss any of these matters in more detail. Please let us know if you would find this beneficial and I would be grateful if you could respond to this letter by 6 November 2023.

I trust the above is helpful, but if you have any further questions please don't hesitate to contact me (details below) or my colleague [REDACTED] (Principal Planner,

Yours sincerely,

[REDACTED]

[Redacted]

Head of Planning Policy

[Redacted]

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
07/11/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Update on progress. <p>Consultation will include:</p> <ul style="list-style-type: none"> • Reg 18 JLP 500 + pages • Site review doc • 10 topic papers • 7 evidence-based papers, including Housing study, Employment land need, Net zero carbon study, Transport evidence • Any relevant changes in draft JLP to be aware of? 2011 Policy T6 old rail routes didn't go in 2035 plan. Revival of this policy as IN2 former rail lines safeguarded for active travel routes in emerging plan. • Details of any public consultation events planned/being planned. TBC • Timetable: <ul style="list-style-type: none"> o 27th Nov Joint Scrutiny o 30th Nov SODC Cabinet o 1st Dec VOWHDC Cabinet o 10th January for 6 weeks public consultation <p>Transport Evidence base</p> <ul style="list-style-type: none"> • Brief drafted to be sent to Atkins.

From: W [redacted] R [redacted]
To: C [redacted] C [redacted] Cherwell [redacted]; M [redacted] J [redacted]; C [redacted] H [redacted]; E [redacted] D [redacted] -
 Oxfordshire County Council
Subject: OPPO agenda - 7th Nov
Date: 03 November 2023 09:51:12

****EXTERNAL****

Morning all,

I usually try to get this email out a week ahead of our meeting but what with half term I'm afraid I've been a bit behind all week ...I know you'll all know that feeling!

When we met in October we focused on the structure of a SoCG, we made some good progress on agreeing a structure and an approach (based on the Strategic Vision) and started to drop in potential points under each heading. I'd typed that up and circulated it with the minutes. I suggest that if each of us has any time before the meeting we reflect on that and then pick the conversation back up. I think the best case scenario is that we just need to formulate some more formal wording for each point identified and top and tail it (well fingers crossed anyway!).

I've arranged also with T [redacted] L [redacted] to come back to the group now his project has progressed further. With those two items and the usual updates etc I suspect that's a pretty full meeting. Please shout though if you have any other items AOB to add.

Agenda:

1	Actions not an agenda / AOB	All
2	Climate adaptation evidence base and strategy	T [redacted] L [redacted]
3	Updates on joint work/ evidence base	All
4	Statement of Common Ground	All
5	AOB	
6	Future meetings	All

Thanks - see you (virtually this time) next week,

R [redacted]

[redacted] R [redacted] W [redacted]
 Planning Policy and Place Manager | Oxford City Council
 Town Hall, St. Aldate's, Oxford, OX1 1BX

[redacted]

My usual working hours are 8.00-14.00, Monday to Friday.

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Oxfordshire Planning Policy Officers Meeting

Tuesday 7th November 2023

Minutes

Attendees:

- █ – Oxford City (RW)
- █ – Cherwell (CC)
- █ – South and Vale (LM)
- █ – Oxfordshire County (DP)
- █ – West (CH)
- █ – South and Vale (EB)
- █ – County (TL) for item 1 only

Item	Notes	Actions
1	<p>Climate adaptation evidence base and strategy</p> <p>T █ L █ joined the meeting for the item</p> <p>TL returned to the group and shared how his work has moved on since his last visit in June (his slides were circulated with these minutes)</p> <p>Recap of the project: the production of an evidence base document for Oxfordshire that provides insights into vulnerability to climate change and related health impacts. Mapping has been produced for vulnerability to flooding and heatwaves. Vulnerability assessment will be shared.</p> <p>Next steps: moving onto work package 2 to include more detailed environment risks assessment, an action plan, financial costs of actions and vision/strategy.</p> <p>The meeting thanked TL for his presentation and asked some questions:</p> <p>LM: delighted this is being done, hope it will give some answers to Member's questions. When will we be able to feed this into Local Plans?</p> <p>TL: there is a challenge on timing, it could be used as evidence base</p> <p>CH: what are the next steps? Will it include a model policy for Local Plans?</p> <p>TL: there will be an action plan, some of those will be recommendations for planning, based on best practice. The strategy and action plan won't been too detailed given the geography</p> <p>CH: will it link with the energy asset mapping project?</p> <p>TL: lots of interest in aligning range of projects but it could get very complex</p> <p>CH: what is the time frame of the data and the basis for population growth</p> <p>TL: will find out and let us know</p> <p>ACTION: TL to let the group know the timeframe for the data used and the basis for population growth assumptions</p> <p>LM: how will people use the data? It could be used to critique current allocations?</p> <p>TL: it could be used to guide future development</p> <p>LM: thematic recommendations for Local Plans would be good, best practice wording around adaptation policies</p> <p>TL: I can circulate some examples</p>	<p>TL</p>

		<p>ACTION TL: circulate some examples of best practice adaptation policies for Local Plans</p> <p>CC: what is the timing for the next stage of work? TL: start work package 2 in December and it'll take 3 months RW: will work package 1 be published? What is the likely governance? FOP? TI: publication would be good, FOP is an option</p>	TL
2	<p>Actions not an agenda / AOB</p>	<p>Conversations on need/Unmet need – At the September meetings some actions were identified to update the note L [REDACTED] [REDACTED] (County) had provided to that meeting. South and Vale have since circulated updated figures.</p> <p>ACTION: DP to check if L [REDACTED] now has the information to answer her questions and update her note</p> <p>There was an action from last time for RW to seek and circulate legal advice on the HENA points raised by T [REDACTED] R [REDACTED]'s (TR, S&V) powerpoint which was shared at the July meeting. This legal advice was circulated on 16th October. There was a brief discussion around whether this advice helped address the issues raised by TR. LM stated that they would be taking their own legal advice when their barrister was appointed. EB stated that there were still planning issues outstanding with regards to S&V concerns on the HENA. RW recognised this was always likely to be the case. CH: if City are happy with the risks related to their work but others have concerns that'll be dealt with at examination.</p> <p>HRA: At the last meeting LM recalled a commitment in the previous HRA work to working together next time: Adopted Vale Local Plan Core Policy 34 states: <i>The Council will continue to work with Highways England, Oxfordshire County Council and other partners to develop an air quality monitoring framework associated with the A34 within the Vale of White Horse District to monitor any impact on the Oxford Meadows SAC.</i></p> <p>Meeting agreed that lead officers should meet again with a focus on identifying and assessing risk, particularly with regard to Natural England (especially Oxford Meadows); and how to approach traffic modelling from various sources in lieu of OMM</p> <p>ACTION: RW to ask the group to reconvene on this basis</p>	<p>DP</p> <p>RW</p>
3	<p>District updates</p>	<p>West:</p> <ul style="list-style-type: none"> Local Plan consultation (early Reg 18) has just closed with a good response Now working on responses, a consultation report and fleshing out preferred options in Spring (maybe ahead of elections) Hearing on AAP programmed for mid-November Working on viability for CIL – examination next year Completed Reg10a review of the Local Plan – housing number was out of date, now revert to Standard Method. Results in 5.4 years <p>Cherwell:</p> <ul style="list-style-type: none"> Local Plan consultation closed on Friday with a good response but is challenging as team is short staffed 	

		<ul style="list-style-type: none"> • Aim to publish Reg19 in September 2024 • Producing CIL for first time next year <p>S&V:</p> <ul style="list-style-type: none"> • Joint Local Plan Reg 18 part 2 will go to Scrutiny in November and Cabinets in November and December. • Consult in January/February on a hybrid Preferred Options + approach • Next Summer/Autumn (2024) for Reg19 • There was an error in the minutes of the previous meeting 5YHLS in SODC is actually 4.2 years (amended October minutes recirculated with the November minutes) • HIF1 inquiry is now delayed until February to May 2024, pre-inquiry meeting this week <p>County:</p> <ul style="list-style-type: none"> • Minerals and Waste Local Plan Issues and Options is planned for Cabinet in December subject to a discussion about the ability to complete the work within the transition period to the new plan-making system <p>Oxford:</p> <ul style="list-style-type: none"> • Reg19 will go to Council tonight and commence consultation in early/mid November, likely to run until New Year • Alongside CIL partial review of charging schedule 	
4	Updates on joint work/ evidence base	<p>GTAA:</p> <ul style="list-style-type: none"> • Inception meeting has now taken place. Janice Bamsey (West) is co-ordinating collection of information for the consultants. <p>Elderly Persons needs:</p> <p>ACTION: DP to seek out an update and share with the group</p> <p>Transport modelling:</p> <ul style="list-style-type: none"> • S&V have been advised to proceed with an update to the OSM model; Cherwell in position of having 3 models but still not comprehensive coverage 	DP
5	Statements of Common Ground	<p>The last meeting had taken the format of a workshop discussion, using the approach to SoCG taken in Leeds and adapted to be structured around the Outcomes of the Oxfordshire Strategic Vision. RW had circulated a typed up version of the notes from the last meeting's workshop with the minutes of that meeting.</p> <p>The meeting discussed where this had taken us and what the next steps were. CH observed that the structure based on the vision was potentially quite complex and that the next step might be to thematically group things to make it more straight forward. Others agreed that this would likely help. CH volunteered to have a first go at taking this on the next step. Group to return to this at a future meeting.</p> <p>ACTION: CH to take the note of the workshop and thematically group points</p>	CH
6	AOB	None	
7	Future meetings	<p>Dates are now set for future meetings:</p> <p>Wednesday 6th December 10.00 (N.B. date amended)</p> <p>Tuesday 9th January 10.00</p> <p>Tuesday 6th February 10.00</p> <p>Tuesday 5th March 10.00</p>	

		<p>Meeting discussed future work programme, ideas included developing the SoCG, update on OxIS from [REDACTED], [REDACTED] on Green finance and off-setting</p> <p><i>Post meeting note: RW has been approached by [REDACTED] of the LEP who'd also like to return to OPPO to share further on Community Employment Plans</i></p>	
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[REDACTED]
Date: 29/11/2023

My ref: Wokingham LPU: GRT unmet needs engagement with neighbouring authorities



**WOKINGHAM
BOROUGH COUNCIL**

Via email

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Dear Sir / Madam,

WOKINGHAM LOCAL PLAN UPDATE: REQUEST FOR ASSISTANCE TO MEET IDENTIFIED NEED FOR GYPSY AND TRAVELLER PITCHES UNDER THE DUTY TO CO-OPERATE

As you may be aware, Wokingham Borough Council (WBC) is in the process of preparing a new local plan, known as the Local Plan Update (LPU). WBC consulted on a full LPU: Draft Plan in (2020) and more recently consulted on a LPU: Revised Growth Strategy (2021). Dependent on the timely publication of the Government's anticipated updates to the National Planning Policy Framework (NPPF), we expect to publish and consult on a LPU: Proposed Submission Plan in the first part of 2024. At the time of writing, no decisions on final recommendations for the LPU: Proposed Submission Plan have been made, with the process ongoing. However, we are in the process of finalising evidence and have an emerging picture of options and preferred direction.

At the time of consultation on the LPU: Draft Plan (2020), we proposed to allocate 3 sites for Gypsy and Traveller pitches which, along with pitches delivered through planning applications, would have allowed us to meet our need for pitches in accordance with the Planning Policy for Traveller Sites (PPTS).

Subsequent to the LPU: Draft Plan there have been several changes which WBC has had to consider. Firstly, an updated assessment of need has been undertaken – the Gypsy and Traveller and Travelling Showperson Accommodation Assessment (GTAA) 2023¹. Secondly, like all local planning authorities, WBC has needed to consider the implications of the Court of Appeal ruling [2022] EWCA Civ 1391² of 31 October 2022, which found that the definition of Travellers in the PPTS was discriminatory and there was no proper justification for that discrimination.

In light of these changes, WBC is now likely to have a shortfall in pitches, which is explained in more detail below. We are therefore writing to ensure that we have investigated opportunities for delivery beyond Wokingham Borough. To assist, the background to the position is set out below.

¹ Available here: https://www.wokingham.gov.uk/sites/wokingham/files/2023-09/Wokingham%20GTAA%202023%20Final%20report%20August%202023%20%28accessible%29_0.pdf

² Available here: <https://www.bailii.org/ew/cases/EWCA/Civ/2022/1391.html>

Gypsy and Traveller needs

Wokingham Borough has a comparatively large Gypsy and Traveller community. This is a key driver of future need and as such the assessed need for additional pitches is the highest in Berkshire and neighbouring local authorities. The assessed need is 86 pitches for 'cultural' Gypsy and Travellers, of which 53 pitches represent the 'nomadic' need, that is those households who meet the definition of Gypsies and Travellers found at Annex 1 of the PPTS. For the avoidance of doubt, the cultural and nomadic need figures are two overlapping representations of need with cultural need being the need of all households which identify as Gypsy and Traveller, regardless of whether they live a nomadic or settled lifestyle.

Actions to assist in meeting needs

WBC has explored a number of options to meet future need:

- Calls for sites were carried out in 2016 and 2017 which included promotions for Gypsy and Traveller pitches. Landowners have also been encouraged to promote sites through all consultation exercises, including those in 2020 and 2021, and in any other engagement activities;
- A targeted call for sites specifically for Gypsy and Traveller sites was undertaken in January and February 2023;
- Existing Gypsy and Traveller sites have been reviewed for opportunities and their suitability for expansion / intensification, and applications invited where relevant;
- A review of WBC land assets has been undertaken to identify potentially suitable land in public ownership.

Emerging supply

Through the call for sites exercise, few opportunities have been promoted for Gypsy and Traveller pitches. The review of WBC assets has resulted in the promotion of site for 15-20 pitches.

Work is ongoing to finalise the assessment of sites, however initial work suggests only few developable opportunities exist. These are insufficient to fully meet the assessed need over the plan period.

To meet as much of the assessed need as reasonably possible, the emerging policy approach is a combination of the following actions:

- Protecting existing Gypsy and Traveller and Travelling Showpeople pitches from redevelopment or change of use to other uses;
- Allocating sites for additional Gypsy and Traveller pitches, where assessed as suitable;
- Requiring strategic scale development (sites over 500 dwellings) to include appropriate and proportionate onsite provision of Gypsy and Traveller pitches as part of a mixed community;
- Establishing a criteria based policy to enable suitable unidentified opportunities to be approved through the planning application process.

The first of these actions is intended to lead to no net loss of pitches.

Turning to the allocation of sites, our emerging assessments suggest there are 4 potentially suitable sites capable of delivering 40-45 pitches. This includes the WBC land to deliver around 20 pitches. In addition, the requirement for strategic scale development to provide pitches is considered to have the potential to deliver a further 20 pitches.

Lastly, regarding windfall developments, WBC has a good track record of granting planning permission utilising the adopted criteria-based policy in the Managing Development Delivery Local Plan. Future windfall developments can be anticipated, but there is some uncertainty as to what might come forward. Consequently, we are not in a position to conclude with confidence that windfall development could address the likely shortfall of approximately 21-26 pitches for cultural Travellers.

In summary, if the delivery of above sources of supply is achieved, a shortfall against 'cultural' need of approximately 21-26 pitches is anticipated.

Exceptional circumstances

Part of the London Metropolitan Green Belt extends into the northern part of Wokingham Borough, covering approximately 14% of the total borough area. WBC is aware of two small sites for Gypsy and Traveller pitches that are situated within the Green Belt. Each site comprises a single pitch and benefits from temporary consent, allowed via appeal, for 5 years (until 2027 and 2028 respectively). There is modest potential for each site to accommodate a further pitch or up to a maximum of 2 additional pitches per site.

Being situated within the Green Belt, exceptional circumstances would need to be demonstrated in order for the land to be released to allow development. The NPPF (paragraph 141) is clear that before concluding that exceptional circumstances exist to justify changes to Green Belt boundaries, the strategic policy-making authority should be able to demonstrate that it has examined fully all other reasonable options for meeting its identified need for development, including having discussions with neighbouring local authorities about whether they could accommodate some of the unidentified need for development.

WBC invites any views you may have on whether exceptional circumstances could be successfully demonstrated for the release of the sites within the given context. For clarity, these sites are not included in the 4 potential allocations referenced above. Material to this consideration is the fact the sites would only yield a very modest number of pitches which would not assist significantly in meeting needs.

Meeting potential unmet needs

Notwithstanding the potential for the release of Green Belt land, an unmet need for Gypsy and Traveller pitches is anticipated.

In order to inform the plan making process, we are now writing under the duty to co-operate to ask whether your local authority would be able to assist in meeting the anticipated unmet need arising from Wokingham Borough. We recognise that this may be difficult in many cases and that some local authorities have made similar approaches to WBC.

I look forward to receiving your response, which I would be grateful to receive by **Wednesday 20 December 2023**. Please send your response to LPU@wokingham.gov.uk

Should you have any queries regarding the above, or would like further discussion, please do not hesitate to contact my colleague [REDACTED]

Yours sincerely,

[REDACTED]

[REDACTED]
Head of Planning Policy

[REDACTED]

Oxfordshire Planning Policy Officers Meeting Tuesday 6th December 2023 Draft Minutes

Attendees:

- █ – Oxford City (RW)
- █ – Cherwell (CC)
- █ – South and Vale (LM)
- █ – Oxfordshire County (DP)
- █ – West (CH)
- █ – South and Vale (EB)
- █ – Oxfordshire County (LH)
- █ – LNP (MW) for item 1 only
- █ – South and Vale (DB) for item 1 only

Item	Notes	Actions
1	<p>LNP's current thinking on offsetting: BNG and carbon</p> <p>M █ W █ joined the meeting for this item</p> <p>D █ B █ joined the meeting for this item</p> <p>ML provided an outline of the LNP, his role and focus of work (his slides were circulated with these minutes)</p> <ul style="list-style-type: none"> • Oxfordshire Nature Finance Strategy: need to leverage private money to help deliver desired outcomes for nature recovery • BNG 4 guiding principles: (minimum 20% BNG policy, S106 – share and learn, onsite delivery, offsite delivery (local availability)) • PAG recommendations • Offsetting <p>The meeting thanked MW for his presentation and asked some questions including on terminology, practicalities of application and asks of us.</p> <p>MW is keen to engage with LPAs on drafting policies, will respond to LP consultations, and is keen for planners to get involved (alongside biodiversity and climate change colleagues) and invited us to join the next BNG group meeting (likely to be late January – contact Matt for details)</p>	
2	<p>Actions not an agenda / AOB</p> <p>Housing note: L █ H █ attended to pick up the action from the previous meeting regarding her note on housing figures (see item 5 below).</p> <p>HRA: RW has asked █ to ask the HRA group of officers to reconvene - a date is being arranged</p> <p>County study on Elderly Persons needs: RW has booked █ to come to the next meeting to update the group</p>	
3	<p>Updates on joint work/ evidence base</p> <p>GTAA: CH mentioned that █ who is co-ordinating the work reports that it is progressing well and on track</p> <p>Transport modelling: no further update</p>	
5	<p>AOB: County note on housing numbers</p> <p>LH shared her note from a previous meeting which has been updated with some data provided by the districts.</p> <p>CH: we can move some of this material into the SoCG</p>	

		<p>RW: as an update from the City, you'll have seen our consultation material, we have booked meetings with each authority over the next week or so to discuss housing in more detail, we will be sending a formal letter requesting help with unmet need very shortly</p> <p>CC: we are not in a position to agree this note</p> <p>EB: it's a helpful collation of the numbers; we'll have to come back to the AH issue given the new LP policy in the City</p> <p>RW: in summary then this is a County working document, it's helpful if we all keep the numbers updated, there are politics that stop it being a commonly agreed note but we can lift material from it to inform the SoCG</p> <p>CH: what are the base dates of the Local Plans?</p> <p>CC: 2020-2040</p> <p>RW: 2020-2040</p> <p>LM: 2021-2041</p> <p>CH: 2021-2041</p>	
4	Statements of Common Ground	<p>The last meeting had agreed that a more straightforward approach might be helpful. CH provided a redraft just ahead of the meeting (circulated with these minutes) and ran the group through it.</p> <p>There are some key questions for the group to consider:</p> <ol style="list-style-type: none"> 1. Do we want other bodies involved in this SoCG? 2. Can we explain this geography? 3. Who signs this off? 4. Are these the right strategic matters? And are they in the right order? 5. Is the suggested proforma approach for each issue the right one? 6. What do we say about document availability? 7. What if anything do we say about arbitration? <p>ACTION: All to review the document and provide answers to these questions and consider which issue each can prepare a first draft for. Please send to RW by 2nd January to enable:</p> <p>ACTION: RW to collate these answers with a view to identifying any differences to be discussed at the next meeting</p>	<p>All</p> <p>RW</p>
Post meeting information			
	Council updates	<p>West:</p> <ul style="list-style-type: none"> • Local Plan consultation (early Reg 18) has just closed with a good response • Now working on responses, a consultation report and fleshing out preferred options in Spring (maybe ahead of elections) • Hearing on AAP programmed for mid-November • Working on viability for CIL – examination next year • Completed Reg10a review of the Local Plan – housing number was out of date, now revert to Standard Method. Results in 5.4 years <p>Cherwell:</p> <ul style="list-style-type: none"> • Team working through responses to the Reg 18 consultation. Target remains to publish Reg19 in September 2024 • 2023 AMR (including Housing Delivery Monitor) approved by Executive 4 Dec. Indicates a 5.5 year HLS. 	

		<ul style="list-style-type: none"> • Work progressing on producing a CIL charging schedule as set out in the LDS. • Corporate Banbury Vision 2050 public consultation underway. <p>S&V:</p> <ul style="list-style-type: none"> • Joint Local Plan Reg 18 part 2 will go to Scrutiny in November and Cabinets in November and December. • Consult in January/February on a hybrid Preferred Options + approach • Next Summer/Autumn (2024) for Reg19 • There was an error in the minutes of the previous meeting 5YHLS in SODC is actually 4.2 years (amended October minutes recirculated with the November minutes) • HIF1 inquiry is now delayed until February to May 2024, pre-inquiry meeting this week <p>County:</p> <ul style="list-style-type: none"> • Minerals and Waste Local Plan Issues and Options is planned for Cabinet in December subject to a discussion about the ability to complete the work within the transition period to the new plan-making system <p>Oxford:</p> <ul style="list-style-type: none"> • Reg19 consultation has commenced and runs until 5th January • Alongside CIL partial review of charging schedule 	
	Future meetings	<p>Dates are now set for future meetings:</p> <ul style="list-style-type: none"> • Tuesday 9th January - [REDACTED] (OxIS) and [REDACTED] (County: specialist housing study) and SoCG • Wednesday 7th February - [REDACTED] (CEP) and HRA feedback? • Thursday 7th March 	

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
12/12/23	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • SODC and VOWHDC Cabinets recommended the Joint Local Plan proceed to its Reg 18 consultation in January (starting 10th January – 21st February). • Joint Scrutiny meeting considering Thursday 7th December. <ul style="list-style-type: none"> • Some minor amendments from this session. Focus on accompanying JLP in a nutshell document. • Details of any public consultation events planned/being planned? <ul style="list-style-type: none"> • TBC • Request for OCC Active Travel team to potentially attend events. • Details to be sent to OCC – including which events OCC presence is requested at. • Playing pitch strategy - is this part of the new evidence base documents for JLP? Consultation draft to be published after JLP reg 18 consultation. • Overview of evidence documents, topic papers to be published. <ul style="list-style-type: none"> • To be covered in next JLP meeting. <p><u>Transport Evidence Base update</u></p> <ul style="list-style-type: none"> • Fee proposal being reviewed to be signed off • Work hopeful to start mid-Dec • OCC requested in writing from S&V confirmation of fee split.

Notes

OF A MEETING OF THE

The Future Oxfordshire Partnership Planning Advisory Group

HELD ON FRIDAY 15 DECEMBER 2023 AT 10.00 AM
MEETING ROOM 1, ABBEY HOUSE AND HYBRID VIA TEAMS

Present:

Members: Councillor Andy Graham (Chair), Councillor Diana Lugova, Councillor Charlie Maynard, Councillor Anna Railton, Peter Redman, Councillor Judy Roberts, Councillor Dan Sames and Councillor Anne-Marie Simpson.

Officers: [REDACTED] (Oxford City Council), [REDACTED], (Future Oxfordshire Partnership), [REDACTED], (West Oxfordshire District Council), [REDACTED] (West Oxfordshire District Council), [REDACTED] (Future Oxfordshire Partnership), [REDACTED], (South and Vale Councils), [REDACTED], (Cherwell District Council), [REDACTED], (Oxfordshire County Council) and [REDACTED], (Future Oxfordshire Partnership).

16. Apologies for absence and notification of substitutes; declaration of interests; Chair's announcements

Apologies for absence were submitted by Councillor Louise Upton, Oxford City Council, (substituted by Councillor Anna Railton).

There were no declarations of interest. The Chair welcomed those present to the meeting.

17. Notes of previous meetings

The notes of the previous meeting held on 15 September 2023 were agreed as a correct record subject to:

- [REDACTED] to be shown as an officer representative of the Future Oxfordshire Partnership at PAG meetings.
- Minute 11, page 6, first sentence under the heading 'Opportunities for joint working in the planning space' to be amended to read: 'Giles Hughes introduced ~~X~~ a number of suggestions in the planning space.'
- Minute 11, pages 6- 7, last sentence at top of page 7 under the heading 'Viability' to be amended to read 'There was also concern that local councils might have to make difficult decisions around seeking to secure contributions. ~~in one area instead of~~

~~another~~ It was also pointed out that local councils must individually make the difficult decisions around what kind of contributions they want to prioritise e.g. affordable housing, net zero, zero carbon, biodiversity net gain.'

18. Planning for Health Infrastructure

The advisory group received two presentations relating to planning for health and health infrastructure.

██████████ Head of Healthy Place Shaping, Oxfordshire County Council spoke to the aim of healthy place shaping to:

- Develop health and sustainable communities
- Reduce health inequalities
- Work together to improve health and wellbeing
- Support climate action
- Strengthen the building blocks of health

The advisory group was informed that public health comment was provided to local authorities and developers at pre-application and planning application stage relating to strategic development sites and advice was provided on the use of Health Impact Assessments, (HIA) which were now required by the majority of the Oxfordshire councils. A detailed break down of the HIA evaluation was provided.

Information provided included the provision of relevant local health and wellbeing data within the Joint Strategic Needs Assessment that would show how a particular development might impact on existing health inequalities. This included factors such as levels of air pollution, housing factors including affordability, walking and cycling infrastructure plans and access to local services.

Regular monthly meetings took place between the public health team and planning policy managers within the Oxfordshire district councils and the public health team also commented if there was a need for primary care facilities linked to new housing. It was important to maintain these links between health and planning professionals and to broaden them to increase liaison with council development managers.

In discussion, members asked how air pollution was measured and whether concerns around pollution had led to any recommendation to councils that they refuse planning permission on a specific site. Officers responded that there was not an Oxfordshire wide approach, but strategic level sites were looked at in terms of what the impact on health might be, (including from additional pollution) and whether any mitigations were necessary.

In discussion, a number of advisory group members referred to challenges the councils faced in seeking to plan for future health needs and in facilitating the health infrastructure needed to support development. The advisory group was informed that the Integrated Care Board was responsible for decisions around the provision of primary care NHS facilities, but that public health did look at applications to assess whether it was appropriate to request a developer contribution towards health. It was for the NHS to determine how that contribution could best be used.

It was suggested that a webinar to refresh planning policy officers and planning development managers on public health considerations could be useful. Giles Hughes

indicated that he would consider a potential webinar and the best to deliver it outside of the meeting.

The advisory group then received a detailed presentation from [REDACTED], Senior Programme Manager - Primary Care Estates, [REDACTED], Head of Primary Care Infrastructure and [REDACTED], Senior Primary Care Estate Manager, NHS Buckinghamshire Oxfordshire and Berkshire West Integrated Care Board, (ICB). The presentation covered the constraints and challenges in delivering new primary care estate including:

- funding arrangements for GP premises
- the limited ability of the ICB to own estate which currently meant that the ICB did not own any estate including GP accommodation
- the limited nature of the procurement method for new estate
- a general lack of funding
- the complexity around the use of developer contributions
- The possible partial solution offered by Section 2 of the NHS Act 2006 which allows for agreements between a Local Authority and NHS England.

In discussion, the Chair and various members of advisory group whilst acknowledging the scale of the challenges expressed the view that there did not appear to be a long vision from the NHS as to how the challenges in providing NHS estate, particularly primary care and GP surgeries might be overcome. Access for residents of new developments to GP surgeries and pressure from development on existing facilities was felt to be an issue across the county.

The advisory group was informed of the work being undertaken as part of the development of the ICB's new draft Primary Care Strategy which was shortly to be published. The strategy was intended to set out primary care including general practice, community pharmacy, optometry and dentistry services would be transformed in the future.

Although a document primarily aimed at setting how primary care services needed to change and be reshaped in the way they worked, the draft strategy would give some direction around on estate issues and this could be feedback to the advisory group at a future meeting in spring 2024.

Co-operation between local authorities and the ICB through the One Public Estate initiative and through co-development were also potential opportunities rather than provision of health estate through third party developers.

[REDACTED] commented that planning for health infrastructure was a complex issue, but that councils were well placed to know the needs of the populations they served and to feed into a longer-term strategy. He indicated that further consideration was needed of the issues by the council officers supporting the advisory group.

19. Proposals for joint working on Biodiversity Net Gain

[REDACTED] Policy and Projects Officer introduced a report that set out proposals for how and where the councils in Oxfordshire might work together most effectively to promote Biodiversity Net Gain, (BNG). This followed the approval by the Future Oxfordshire Partnership at its meeting on 28 November 2023 of a project in this area under the sponsorship of the Planning Advisory Group.

It was noted that (BNG) was an approach to development and land management that hopes to leave biodiversity in a measurably better state than it was before. In England, BNG was at the time of the meeting due to come into legal effect in January 2024. As local planning authorities, councils would be required to decide whether to approve biodiversity gain plans that developers were required to submit. Councils would also be required to check any significant on-site enhancements or off-site gains were appropriate, legally secured and that a maintenance and monitoring plan would be in place for 30 years.

It was stressed that the suggested recommendations which had been previously discussed by the officer group supporting the advisory group were based around the principles of sharing best practice and cooperation where it was felt there would be added value and nothing was proposed that might duplicate with the individual powers and responsibilities of the councils as sovereign local planning authorities.

After detailed discussion, it was agreed to:

1. Request that officers look into the provision of BNG training options for both Members and relevant council officers.
2. Requests that officers arrange for key Planning and Development Management Officers (as appropriate) from each council to meet with Legal colleagues from each local authority to work on the development of a S106 template for BNG, based on the Planning Advisory Service best practice examples from other areas and best practice of work already undertaken by Oxfordshire Local Planning Authorities.
3. Request that council officers compile a comprehensive inventory of in-house and contracted biodiversity officer capacity across the councils. This with a view to highlighting shortfalls and available capacity and facilitating the potential sharing of resources where councils think this would be of mutual benefit. It is noted that endorsement of this recommendation does not constitute an agreement by any council to share any staff or other BNG resource
4. Request that council officers explore the option of a shared resource across councils for onsite BNG spot-checking.
5. Request that council officers explore the creation of a local register of available offsite BNG credits.
6. Request that council officers investigate options to support the provision of offsite BNG in our districts.

20. Oxfordshire Local Transport and Connectivity Plan (LTCP)

██████████ Head of Strategic Planning and ██████████ Head of Transport Policy, Oxfordshire County Council presented a report and summary presentation that provided an overview of the Oxfordshire Local Transport and Connectivity Plan, (LTCP) and how it might be used by the district councils as local planning authorities to inform the development of Local Plans and the determination of planning applications in respect of transport issues. The LTCPs Monitoring Report 2022-2023 was also included.

Members' attention was drawn to a table setting out progress against LTCP targets. It was noted that the target to increase the number of cycle trips in the County from the 2019 baseline of 600,000 to 1 million was not being met following a significant decline during Covid, but that another target on bus patronage had been met with some 33.6m bus trips in 2022/2023 against a target of 31.4m.

In discussion, members raised the following points in summary:

- The data on the number of bus journeys was disappointing but needed to be seen in the context of the pandemic. It would be useful to compare Oxfordshire's data with the other areas.
- It was felt that there was a strong relationship between the LTCP and other County Council strategies for walking and cycling parking standards lacked sufficient teeth. In response officers commented that they were constantly checking at the national parking standards to ensure local requirements were as robust as possible.
- It would be useful to know the impact of Area Travel Plans, (ATPs) by district and timelines for the integration of ATPs into all Oxfordshire Local Plans.
- Further clarification was needed of the legal status of the LTCP in the context of Local Plans and the determination of individual planning applications by local planning authorities.
- The need to consider the impact of speed limits on bus viability when planning development.

Officers agreed to consider the above actions.

21. Forward work programme

██████████ commented that it was intended to bring an item about potential opportunities for joint working between the councils with regard to responding to developer challenges on grounds of viability to the advisory group's next meeting.

22. Update on Local Plan Progress

Each member presented an update on the progress of their council's Local Plan.

23. Future Oxfordshire Partnership Advisory Group meeting notes for information

The notes of the following advisory groups were received:

- Environment Advisory Group 8 September 2023 and 9 November 2023
- Housing Advisory Group 12 September 2023
- Infrastructure Advisory Group 4 September 2023

24. Any other business or updates

No other business was raised.

25. Dates of Future meetings

The dates of future meetings as set out in the Agenda were noted.

Notes from Meeting South Oxfordshire and Vale of White Horse District Councils 19th December 2023

11.30-12.30pm, MS teams

Attending

South Oxfordshire & Vale of White Horse: [REDACTED]

Oxford City: [REDACTED]

- Playing pitch strategy

S&V queried is the Playing Pitch Strategy online the correct version, as only to 2036. OCC stated the version ¹ is correct version and no further work on playing pitches assessment is proposed prior to submission.

- HELAA and HENA work

S&V work with consultants to review the HELAA and HENA is completed and both reports are intended to be appended to the S&V Reg 19 response. S&V gave a verbal update about some key headline conclusions from their HELAA review. (headlines from the HENA review were also included in the Reg part ii response earlier in 2023). S&V queried whether a technical response is pending from Icenii in response to HENA matters raised by S&V in March 2023. OCC stated that no need currently identified for further technical work. (OCC have previously shared the legal response to the legal queries raised, as well as sharing with OPPO). OCC stated that this would be a matter for the Oxford City Local Plan examination to consider. S&V also seeking legal advice on this amongst other matters.

- Formal request about unmet housing need

OCC confirmed intention to issue a formal request to all districts to ask for assistance with meeting unmet housing needs. The letter will be sent from Chief Executive to Chief Executives.

- Statements of Common Ground

Still aiming for a joint Statement of Common Ground as per discussions via OPPO. To start drafting topic sections/themes in January, OCC aiming to also include agreement of unmet need to 2036 at least. OCC also looking to supplement the joint SoCG with bilateral SoCG as some matters will vary across the districts. Likely to mainly be matters related to housing and Duty to Cooperate. The bilateral can also set

¹<https://mycouncil.oxford.gov.uk/documents/s68947/Appendix%203%20-%20Oxford%20Playing%20Pitch%20Strategy.pdf>

out areas of disagreement such as concerns raised by S&V about the HENA. OCC aiming to start drafting and discussing in January, to be ready to submit to PINs alongside the Plan at the end of March 2024.

- S&V Reg 18 consultation commencing in January. OCC offered to help with publicity to groups, members, etc in the vicinity to Sandford.



Chief Executive's Office
Town Hall
Oxford
OX1 1BX

Website: www.oxford.gov.uk

Mark Stone
Chief Executive
South Oxfordshire District Council

22 December 2023

SENT VIA EMAIL

Dear Mark

Oxford Local Plan 2040: Formal request to assist with Oxford unmet housing need

I write to you regarding the Oxford Local Plan 2040 and in particular the challenge Oxford faces in meeting its housing needs.

You will be aware that Oxford City Council has recently published its Regulation 19 stage of the Local Plan 2040, which considers how to manage the competing challenges facing the city of housing, the economy, environment and infrastructure. A fundamental challenge in this is that the housing need for Oxford far exceeds the capacity of the city: this is a long-standing issue and has been discussed for many years with the Oxfordshire local planning authorities through various collective forums and collaborative working initiatives both at officer and member levels.

We all worked collectively to address the unmet need identified in our current Local Plan 2036, through the Oxfordshire Growth Board forums, and ultimately this culminated in an apportionment of the unmet need for each district. Subsequently, each district incorporated their apportionment into the current round of Local Plans and included site allocations accordingly. It is a very positive step that many of the identified sites related to Oxford unmet need are already now under construction, and several more are in the planning process.

As the Oxford Local Plan 2040 looks slightly further ahead to 2040, the evidence needs to revisit the housing need for Oxford and the subsequent level of need that cannot be accommodated within the city boundaries. The updated housing need evidence is set out in the Housing and Economic Needs Assessment (2022) (HENA) and the updated evidence on capacity is set out in the Housing and Economic Land Availability Assessment (2023) (HELAA). The HENA identifies a housing need in Oxford of 1,322 dwellings per annum. [The Housing Need Background Paper 1](#) sets out the exceptional circumstances for not using the Standard Method and explains how the need figure has been derived. The housing requirement set out in the submission draft Oxford Local Plan 2040 is 481 dwellings per annum, which is based on the capacity identified in the HELAA (9,612 homes over the plan period).



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The level of unmet need in the Local Plan 2040 is therefore calculated as follows:

Total need 2020-2040	26,440
Total capacity 2020-2040	9,612
Unmet need 2020-2040	16,828
Provision already made in current local plans (which had not been delivered before 2020)	14,300
Remaining unmet need 2020-2040 to be addressed	2,528

The Oxford Local Plan 2040 includes a number of policies designed to maximise housing capacity and delivery in order to minimise unmet need, including:

- Site allocations for residential development, including minimum housing numbers where appropriate;
- Minimum housing numbers and capacity assumptions being based on highest appropriate density assumptions;
- Including assumptions for windfall housing developments within the capacity assessment;
- Allowing housing on all employment sites;
- Assessing all greenfield sites for their intrinsic value and allowing development on some (where surplus or can be replaced, in compliance with NPPF approach);
- Not allowing loss of dwellings
- Including a policy preventing the loss of existing homes; and
- Allowing uses other than new homes only in city and district centres and where already established as a lawful use, and also not allocating new sites outside the areas for other uses, thus prioritising housing.
- Delivery of housing, particularly affordable housing, is a key priority of the City Council, and there are further measures from across the council more widely to increase the supply of housing in Oxford, including setting up the housing company OX Place to deliver over 2,000 homes in the next 10 years, including on sites that would not be considered commercially viable. It has already successfully delivered 6 schemes in the city, with two more to be available shortly, delivering 215 homes so far (including 20 homes at The Curve, Between Towns Road; 90 homes at Railway Lane, Littlemore and 43 homes in Rose Hill).

However, despite taking a very positive approach to delivering housing in Oxford, the highly constrained nature of the city and the lack of land for expansion of the city means there is a limited supply of new sites and not enough to meet identified needs. The tightly drawn boundary around the city and lack of available land means that that there is simply no way that a greater number of homes can be delivered in a sustainable manner.

A substantial amount of work has been undertaken between respective authorities to address the Duty to Co-operate in recent years. As part of this process, officers from our Planning Policy Team have been liaising with officers from your authority throughout the preparation of the OLP2040 and in the lead up to the Regulation 19 stage consultation through various channels. We intend to set up further meetings in January to discuss the Statement of Common Ground that we would like to have in place between our respective authorities before the end of March when we formally submit the OLP2040 for Examination.



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We appreciate that districts in Oxfordshire are at different plan-making stages. We also understand the very real pressure you have in meeting your own needs. However, under the 2011 Localism Act and the provisions of the National Planning Policy Framework (NPPF), I am writing to you now to formally ask whether your authority would be able to meet any of Oxford's unmet housing need? I look forward to hearing from you on this important issue and would be grateful for a response by 31st Jan 2024.

Yours sincerely




Chief Executive



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Oxfordshire Planning Policy Officers Meeting Tuesday 9th January 2024 Minutes

Attendees:

- █ – Oxford City (RW)
- █ – Cherwell (CC)
- █ – South and Vale (LM)
- █ – Oxfordshire County (DP)
- █ – West (CH)
- █ – South and Vale (EB)

Present for part of the meeting:

- █ – FOP (PS) for item 1
- █ – County (DH) for item 2
- █ – South and Vale (RK) for item 2 only

Item	Notes	Actions
1	<p>Update on OxIS brief and project plan</p> <p>█ joined the meeting for this item</p> <p>PS provided an outline of the intended project</p> <ul style="list-style-type: none"> • The FOP IAG will oversee the work • Brief has been circulated asking for comments back by 12.1.24 • Chief Execs view the new OxIS as an investment document, hope to attract government funding as previous version did • This is also seen as part of the (very early) devolution conversation • New OxIS will be very high-level and strategic, it maybe related to key growth areas, it will be related to LAEPs, focus on zero-carbon <p>The meeting asked some questions:</p> <p>█</p> <p>█</p> <p>CH – what is the likely timing?</p> <p>PS – This will happen quickly, monthly progress reports will go to █ as the lead Chief Exec. The brief will go to EOG for approval 25.1.23, █ complete September</p> <p>CH – the methodology is left open in the brief?</p> <p>PS – that'll need to be worked through, there will be a requirement to look at the carbon cost of infrastructure and a look at deliverability</p> <p>RW – also query the methodology, it was actually the first OxIS █</p> <p>█ – not the more complex MCA approach of the second one. What kind of commitment is envisaged for the working group?</p> <p>How do the timings work with other projects - LAEP won't be available</p> <p>PS – yes it was the first OxIS that won the funds. The working group will need to put some time in at certain points but this will vary throughout. I've been told OxIS can't wait for LAEP, maybe there will need to be an update</p> <p>LM – our new LP won't have any new growth areas and we can't risk OxIS identifying any new infrastructure not in the LP</p> <p>PS – that would be unlikely, they'll use the same evidence and officers</p> <p>LM – what was the reference to devolution about?</p> <p>PS – in the Autumn Statement the government named 7 areas for future devolution and Oxfordshire was one. Leaders wrote back to say they would be interested in a conversation</p>	

2	County Specialist Housing Study	<p>██████ joined the meeting for this item</p> <p>DH provided an update on the ██████ :</p> <ul style="list-style-type: none"> • The study will take a 20 year view • Analysis work started in December and runs through January • Draft report due in February, final report due in March • Will produce a housing delivery programme and a prospectus • Further work to produce a market position statement <p>The meeting asked some questions: RK – S&V would like a meeting between their and County’s consultants to align their work on needs DH – happy to arrange those conversations LM – we particularly want to understand your assumptions on prevalence rates DH – we’re also keen to capture tenure better than in previous years CH – will the study give quantitative outputs? What if other’s studies don’t align? DH – Yes it will give quantitative outputs. There is always a risk with alignment. The outputs previously were only Oxfordshire-wide, these will be at district level and by tenure CC - how fine grain will the outputs be? DH – for extra care needs it’ll be district level, I’ll need to check on other areas ACTION: DH to check on level of outputs CC – will there be locational and scale asks of policy? DH – yes where there is the evidence to support that. Smaller sites can be less sustainable operationally RW – how do we minimise the risk of misalignment with studies already published? CH – can we review a draft report? DH – I’ll have to come back to you ACTION: DH to check on ability to share the draft report</p>	DH
3	Actions not on agenda / AOB	<p>There were no actions not on agenda</p> <p>Takeaways:</p> <p>RW – Can I just double-check if any of you are planning to pursue a policy around availability of takeaways? CH – still thinking about it but not yet convinced CC – No, our HIA consultant doesn’t support it LM – No change to policy</p>	DH
4	Council updates	<p>Cherwell:</p> <ul style="list-style-type: none"> • Working through responses to the Reg 18 consultation. Target remains to publish Reg19 in Autumn <p>West:</p> <ul style="list-style-type: none"> • No news on Salt Cross, indications for a January written judgement • LDS to Executive in February • Processing Reg18 reps and commissioning studies ready for Reg18 after the elections and Reg19 in late Autumn <p>S&V:</p> <ul style="list-style-type: none"> • Consultation on Reg18 part2 starts tomorrow • October/November for Reg19 <p>County:</p> <ul style="list-style-type: none"> • Need to check on Minerals and Waste Local Plan 	

		<p>Oxford:</p> <ul style="list-style-type: none"> • Reg19 consultation closed on 5th January • Still aiming to submit by end March • We're pressing on with our draft energy efficiency policies despite the WMS just before Christmas <p>CH – there are plans for a legal challenge to the WMS CC – Bioregional are advising</p>	
5	Statements of Common Ground	<p>RW – The plan had been to collate everyone's answers to CH's questions on the previous version to inform this item but only EB responded yesterday. I've concluded that we won't get that version agreed in time for my submission so yesterday circulated a suggested interim approach for my LP whilst we also progress the main joint one (Email and attachment circulated with these minutes). Did anyone have any thoughts on that approach?</p> <p>LM – no views yet</p> <p>CH – some sense in it, Housing is the thorniest issue. It seems to offer some benefit for the Inspector, in principle support it whilst we also progress the broader SoCG alongside it</p> <p>CC – support what CH says, twin-track them</p> <p>EB – it needs refinement, and an Oxford rebuttal is not appropriate</p> <p>CH – should avoid summarising the full reps, less is probably more</p> <p>RW – can each authority pull together a few bullets that they think should be included by the end of next week and I can collate them and circulate a new draft ahead of our next meeting? Next meeting needs to be refining a nearly final version</p> <p>ACTION: All to send RW some draft wording (or few bullets) for collation by 19th January</p> <p>CH – I can carry on trying to flesh out the main SoCG</p> <p>ACTION: CH to progress the fully SoCG</p> <p>RW: At the last meeting I promised a formal letter requesting help with unmet need – you all received that before Christmas. Does anyone have any thoughts or comments?</p> <p>CH: we're having a meeting tomorrow, it's helpful that the letter has been sent</p> <p>DP – has the County been sent that?</p> <p>RW – they are not an addressee but I can check if they were cc'd in</p> <p>ACTION: RW to check if County have a copy of the letter</p> <p>LM – we're meeting this afternoon to discuss it</p> <p>CC – we've committed to assist with unmet need but we don't yet know how it gets apportioned, we can't take everyone's share</p> <p>RW – where does the conversation go next?</p> <p>CH – Leader, Portfolio Holder and Chief Exec level conversation?</p> <p>CC – Heads of Planning first?</p> <p>RW – is it a series of bi-lateral meetings or a collective?</p> <p>CH – if people respond to the letter by 7th February we could discuss at the next OPPO meeting</p> <p>EB – we can ask for advice at this afternoon's meeting</p> <p>LM – I know we're all agreed that FOP is not the place for this</p>	<p>All</p> <p>CH</p>
	Future meetings	<ul style="list-style-type: none"> • Wednesday 7th February <ul style="list-style-type: none"> ○ [REDACTED] (CEP) 	

		<ul style="list-style-type: none">○ refinement of interim joint SoCG○ responses to City's letter○ HRA feedback?	
		<ul style="list-style-type: none">• Thursday 7th March	

From: South and Vale District Councils <jointheconversation@southandvale.gov.uk>
Sent: 10 January 2024 18:00
To: Planning Policy S&V <planning.policy@southandvale.gov.uk>
Subject: We're consulting you on our Joint Local Plan Preferred Options consultation

[View this email in your browser](#)



South Oxfordshire and Vale of White Horse **Joint Local Plan 2041**

We're consulting you on our Joint Local Plan Preferred Options consultation

We would like to hear your thoughts on our work towards the Joint Local Plan 2041.

Using feedback from our first Joint Local Plan consultation in 2022 and a range of new research, we've drawn up different options and drafted new planning policies that help address the climate emergency, protect and restore nature, and meet the needs of our residents. And now we'd like to hear from you on our Preferred Options, emerging policies map and supporting documents, which include a Sustainability Appraisal, Habitat Regulations Assessment and Equalities Impact Assessment. We also have also published an Interim Duty to Cooperate Statement, and a range of evidence studies and topic papers.

We invite you to view our proposed approaches and share your thoughts across a range of topics, including:



Climate



**Housing
and jobs**



Environment



**Community
facilities**



And more!

We are also holding a number of drop-in events across both districts. Find out more via the link below.

The consultation will run from 10 January 2024 until 21 February 2024 at 11.59pm.

Click here to respond to the consultation

Click here to respond to the consultation



If you have any questions about the consultation, undertaken in accordance with Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), please email planning.policy@southandvale.gov.uk or call 01235 422600.

If you require this consultation in an alternative format (for example: large print, Braille, audio, email, Easy Read or alternative languages) please email jointheconversation@southandvale.gov.uk or call 01235422425.

Data protection

Please view our Privacy Notice regarding how your personal data is used for this consultation, available on our websites: [South Oxfordshire webpage](#) and [Vale of White Horse webpage](#).

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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
23/01/24	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • SODC and VOWHDC Joint Local Plan Reg 18 Consultation 10th January – 21st February. • Overview of supporting documents and evidence studies published here • Changes to from Cabinet version? AS5 Sandhills – partial deallocation. ‘Need’ to ‘requirement’ based on NPPF changes. Ministerial statement published before Christmas could impact policy Viability surveys sent to all sites. • Cowley Branch line OCC update: 2 proposed stations Oxford Littlemore, Oxford Cowley in South Oxfordshire. Work being progressed on contributions strategy. Will be considered in our JLP response. <p><u>Transport Evidence Base update</u></p> <ul style="list-style-type: none"> • Validation work underway, meeting again 23/01/24 for update, further work for Vale sites. Work progressing as expected.

Oxfordshire Planning Policy Officers Meeting Tuesday 7th February 2024 Draft Minutes

Attendees:

- █ – Oxford City (RW)
- █ – Cherwell (CC)
- █ – South and Vale (LM)
- █ – Oxfordshire County (DP)
- █ – West (CH)
- █ – South and Vale (EB)

Present for part of the meeting:

- █ – OxLEP (CA) for item 1
- █ – County (AS) for item 2
- █ – County (AC) for item 2 only

Item	Notes	Actions
1	<p>Update on Community Employment Plans</p> <p>█ A █ joined the meeting for this item</p> <p>CA presented some slides to update the group since her last visit on the topic (circulated with the minutes). These provides a report of progress over the past year and information about resources and evidence available.</p> <p>The meeting asked some questions:</p> <p>CH – Can you help with the drafting of a policy? What do you think about trying to secure long-term commitments beyond the construction phase?</p> <p>CA – yes very happy to support you. we don't have many end-use plans in place at the moment.</p> <p>LM – We've shared our proposed policy wording and look forward to your response on that. Keen to look at the evidence base you've produced</p> <p>CA – different Inspectors have taken different viewpoints over time</p> <p>RW – We failed at the last attempt as the Inspector didn't like the idea, but we do still get some plans anyway like Oxford North. We're going to try again. What would you like from us as a group?</p> <p>CA – please feel free to get in touch wherever we can help and support</p>	
2	<p>County Specialist Housing Study</p> <p>A █ S █ and A █ C █ joined the meeting for this item</p> <p>As explained that they worked at the County on zero-carbon issues including responding to Local Plans on climate matters. Keen to understand whether they could be more pro-active and what would help?</p> <p>The meeting asked some questions:</p> <p>LM – how do you provide feedback?</p> <p>AS – as part of the wider County Council response</p> <p>CH – it's a timely offer of help for West, welcome offer</p> <p>CC – Cherwell are being supported by Bioregional, considering the WMS and working towards Reg19</p> <p>AS – how are you handling the WMS?</p> <p>CC – will need to tweak the wording</p> <p>RW – we've decided to carry on, the WMS allows it with criteria and we'll be setting out to demonstrate the local case for a specific approach</p> <p>LM – we've not decided on our approach yet. Are you also involved in LAEPs?</p>	

		AS – you need to speak to [REDACTED] on that	
3	Actions not an agenda / AOB	There were no actions not on agenda	
4	Council updates	<p>S&V:</p> <ul style="list-style-type: none"> • During consultation on Reg18 part2, using new locations for events and trying to reach harder to reach groups <p>Cherwell:</p> <ul style="list-style-type: none"> • Target remains to publish Reg19 in Autumn, 1/3 elections in May. • Also work on Banbury Vision and to be followed on Kidlington Vision (wider than just planning) • CIL draft charging schedule for approval in April to consult after the elections <p>West:</p> <ul style="list-style-type: none"> • No news on Salt Cross, would like to take report through March cycle if at all possible • Aiming for a Preferred Options paper in June/July • Housing needs study out for procurement currently • Updating evidence base for CIL – March/April consultation • Have been using AI to help with processing reps (CH circulated more details on the software package after the meeting) <p>County:</p> <ul style="list-style-type: none"> • No update on Minerals and Waste Local Plan • Responding to S&V consultation; South East Strategic Reservoir Option Workshop <p>Oxford:</p> <ul style="list-style-type: none"> • wanted to ask about your approaches to the Botley Solar Farm (West: taking lots of officer time, LM: appointing an NSIP Officer) • Still aiming to submit by end March 	
5	Statements of Common Ground	<p>RW – I re-circulated our interim SoCG. Any thoughts?</p> <p>CH – Can we make it less specifically about Oxford's Local Plan?</p> <p>RW – I'd wondered if that would make it easier to sign off</p> <p>CH – it looks okay to me</p> <p>EB – we sent comments from our barrister on the previous version, some of those comments are still relevant</p> <p>RW – can you send me those comments that are on the new version please?</p> <p>EB – will send it now</p> <p>DP – what about the County? As drafted we're not involved</p> <p>CH – you could be, but do you need to be?</p> <p>RW – this SoCG is limited in scope to housing numbers which is not directly relevant to County but maybe when it's drafted you could see if you want to sign it?</p> <p>RW – do we agree to delete the extra material at the end saved from the previous version?</p> <p>All – yes</p> <p>RW – are we agreed to append the letters on unmet need?</p> <p>All – yes</p> <p>LM – S&V's letter is already on our website</p> <p>RW – can we get this agreed by us this week to start it getting circulated as this hasn't been anywhere beyond me in Oxford?</p>	

		<p>CC – nor me in Cherwell CH – nor me in West</p> <p>ACTION: All to review the latest draft with intention to agree it between ourselves within a week to start circulating more widely</p>	All
6	AOB	<p>CH – GTAA is on track for March/April with an interim statement for the City ahead</p> <p>ACTION: All to check their own officer the outcome of the HRA meeting and whether bringing the issue back onto the work programme would be helpful</p>	All
7	Future meetings	<ul style="list-style-type: none"> • Thursday 7th March - County: Circular Economy (TBC) • Tuesday 16th April - ICB (TBC – invite Jeffery Ng) • Tuesday 7th May <p>After May meeting chairing will pass to South Oxfordshire</p>	

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
29/02/24	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • 1 week extension for OCC response agreed till 4th March. • Overview of OCC draft response. • Overview feedback on representations received. • Timeline until Autumn Reg 19 consult. • Evidence base update. • IDP work commencing (7th March JLP meeting) <p>Working timetable is papers go live end of September for Reg 19.</p> <p>If/when the General Election is scheduled the timetable may need to change.</p> <p>All commissioned work underway, reps will be taken into account (Water Cycle Study & Green Infrastructure).</p> <p>Before Reg 19 – Leisure Facilities Assessment & Playing Pitch Strategies – 4 strategies in total – 5 week consultation – starting before Easter.</p> <p><u>Cowley Branch Line</u></p> <ul style="list-style-type: none"> • Overview of work/project provided in Rail meeting on 26th Feb. • Specific CBL OCC/City Council/SODC/VOWHDC meeting tba in March/April. <p><u>Transport Evidence Base update</u></p> <ul style="list-style-type: none"> • Atkins work progressing, next to look at outputs.

DRAFT Cherwell District Council, South Oxfordshire District Council & Vale of White Horse District Council

Duty to Cooperate Engagement Meeting Notes

7 March 2024 – 10am

Attendees: [REDACTED]

Relevant context to the engagement meeting includes:

- South and Vale (S&V) responses to Oxford City Regulation 19 Local Plan including Duty to Cooperate (DtC) compliance matters being raised;
- S&V response to Cherwell District Councils (CDC) Regulation 18 Local Plan;
- CDC responses to S&V Regulation 18 Joint Local Plan;
- Letter about the HENA from CDC to S&V dated 12 February 2024
- Invite from S&V to CDC to engage in DtC meetings or Statements of Commons Ground.

It was agreed this meeting relates to the Local Plan development of both Districts, as we are at the same stage, preparing for Regulation 19 stage in October 2024.

CC asked for clarity about the extent of the DtC issues in relation to the Cherwell Local Plan/HENA, so matters can be focussed on potential resolution.

EB explained that the engagement and communication about the methodology, the purpose of the HENA content (including all Oxfordshire authorities), and lack of involvement or invite to be involved in evidence base (specifically the HENA), is the outstanding DtC issue.

EB said S&V raised several DtC matters in S&V response to the Oxford City Regulation 19 on HENA and other matters.

It is only these HENA issues regarding engagement, lack of involvement and communication about the methodology and the purpose of the content of the HENA that would be unresolved strategic matters between the authorities.

It was discussed and agreed that we intend to resolve DtC issues prior to our Regulation 19 consultations.

LM explained that some quotes and statements made in the 12 February letter are at odds with S&V recollection of events and are not true. One specific quote made in the letter needed to be put into context, as LM explained that the email quoted was from a former Cherwell officer about the next stages of commissioning of the OGNA (Phase 3) when the Oxfordshire Plan was still being prepared, and not related to the HENA work that Cherwell and Oxford subsequently took forward. **Action: LM agreed to respond to the 12 February 2024 letter or forward some background to this and its relationship to the OGNA phase 3 /HENA.**

CDC would benefit from paper copies of information related to these stages to help cover transitions in workforce planning.

It was discussed that very little from Oxfordshire Plan evidence based was agreed to continue or has since materialised as being relevant to take forward for Local Plan evidence. OGNA next stages was not something S&V would ever have agreed to continue with in the context of the issues with the earlier phases.

Post Oxfordshire Plan OPPO meetings were discussed, but there is little paperwork on file in the period after the August 2022 cessation of the Oxfordshire Plan. Some other emails point to there being a gap in OPPO meetings around this time. Cherwell were charing then with an officer who has since left the authority. **Action: LM to try to find OPPO minutes from late 2022 notes to share.**

It was agreed that we cannot correct any wrongs in relation to engagement and communication with the HENA commission.

It was agreed that there needs to be a solution agreed to move forward, noting that S&V don't agree with the HENA and have soundness concerns with it, but the focus of this meeting is the DtC resolution.

CDC agreed that they don't believe the intention of the HENA is to try and evidence the housing needs of S&V. It was agreed that we will prepare a Statement of Common Ground, with a key resolution being a statement to explain that the HENA has no intention of directing or dictating housing methodology across Oxfordshire.

On this basis, LM confirmed that S&V currently have no intention to raise DtC matters about other choices that CDC have made.

CDC asked if S&V had seen their representations to Oxford City Regulation 19 consultation. **Action: CC to circulate Cherwell Responses to Oxford City to S&V officers**

Apportionment was discussed. CC explained that Cherwell's approach in the Regulation 18 Local Plan was just an approach to tackling it, but that it doesn't mean that's the way they will take it forward in the Regulation 19. CDC explained that they have pushed back to Oxford on matters such as the capacity of the City, and therefore haven't agreed a level of unmet need. CDC expect that the figure would be absorbed into the overall District figure, with control over the strategy for that development in the District.

LM explained that the legacy of accepting unmet need from Oxford has created significant land supply issues. With sites for Oxford not delivering, it has affected supply, which is frustrating when the City Council themselves own some of those allocated sites and then ask for more to be found. It perpetuates the land supply issues. CDC stated that they see a risk with either approach (absorbing or partial review/ringfencing) unless there is delivery. With a partial review over an area or ringfence, it constrains Cherwell affordable housing need being delivered in that

ringfenced area. CDC state there are still some things to navigate to agree the approach.

It was agreed that CDC and S&V have a common issue with Oxford City Local Plan relating to the amount of employment proposed or retained in their local plan. Particularly the plans to maintain an oversupply of employment and not trying to mix uses in those sites. This perpetuates job growth and has knock on housing supply issues.

Air quality and impacts on Oxford Meadows SAC was discussed. CDC believe a collective Oxfordshire wide response from Natural England is imminent.

There are shared concerns that this matter hasn't had enough of a profile at OPPO. It was discussed that EA used to be effective in engaging on it more closely (SPIP meetings) but we have lost that engagement. **Action: LM to raise SAC air quality impacts at OPPO tomorrow (8 March), also need to raise sewerage capacity issues that have recently emerged.**

It was agreed our response should aim to be Oxfordshire based.

S&V are doing some new traffic evidence for the Joint Local Plan which might feed into any work that we do in future on the air quality impacts on Oxford Meadows SAC.

MD asked about our transport modelling approach, LM responded confirming that the OMM delay was not helpful, but we are joining evidence from S&V with Atkins commissioned to do a new run of the old District wide model with new housing and new traffic data post pandemic.

MD expressed some concern about different approaches across Oxfordshire. It was suggested that we have OCC come to OPPO to talk about the approaches.

It was confirmed both Local Plans are in track for Regulation 19 for October 2024. There are shared concerns about the impact of potential general election timing.

CDC also have May 2024 elections and any fall out from those will need to be considered. It was confirmed that the Labour group in Cherwell is seen as pro-growth (with affordable housing and economic growth focus) and supported the HENA.

It was agreed that both CDC and S&V Local Plans are at the stage of needing SOCG prior to Regulation 19, so the scope of the SOCG can be dual purpose covering both of our Plans strategic matters and resolutions.

Action: Prepare a SOCG which covers at least the following matters:

- **HENA clarifications**
- **Capacity of Oxford**
- **Employment in Oxford**
- **Air quality impacts on Oxford Meadows SAC**

Oxfordshire Planning Policy Officers Meeting Friday 8th March 2024 Minutes

Attendees:

- ██████████ – Oxford City (RW)
- ██████████ – Cherwell (CC)
- ██████████ – South and Vale (LM)
- ██████████ – Oxfordshire County (DP)
- ██████████ – West (CH)
- ██████████ – South and Vale (EB)

Present for part of the meeting:

- ██████████ – County (RB) for item 1
- ██████████ – S&V (RK) for item 1 only

Item	Notes	Actions
1	<p>Update on County's work on Circular Economy</p> <p>R██████ B██████ (and R██████ K██████) joined the meeting for this item</p> <p>RB presented some slides to explain to the group the work her team is involved in (circulated with the minutes). R██████ is currently writing a Circular Economy Strategy for the County Council. Lots of good work is already being done in this area but is not recorded or badged as such. County wants to know what else can be done. In time the plan is for a wider Oxfordshire Strategy.</p> <p>The meeting asked some questions:</p> <p>CH – Salt Cross AAP has a policy to require a circular economy strategy and it's likely that the Local Plan will take that on. Is the LEP doing anything on this?</p> <p>RB – yes lots of good work is taking place, this is about creating links and documenting. The LEP is doing some work even if it's not badged as such, we're keen to bring them into the Oxfordshire strategy.</p> <p>LM – We've got several references in the joint Local Plan such as re-using buildings and local sourcing. When we're asked "how does the circular economy grow jobs when we need to buy fewer things?" what do we answer?</p> <p>RB – some of it is about a shift in approach such as design and choice of materials, repair and deconstruction jobs. Do we simply measure success in terms of GDP or more widely as wellbeing? I'll send a report on through on the issue.</p> <p>CC – We also have it in our Local Plan but how is viability built in? It is still cheaper to knock-down and build new – is it education and persuasion?</p> <p>RB – It's about economics and the true / full life costs. Some of the changes around extending the producers responsibility for disposal help. We need to start rethinking our initial choices and costs such as looking for S106 and CIL towards school provision at a high quality to start with.</p> <p>CC – that'll be crucial to understand as more funds towards schools for example would likely mean less towards affordable housing.</p> <p>LM – Are you going to take this through FOP?</p> <p>RB - yes</p>	
2	<p>Actions not an agenda / AOB</p> <p>We were going to ask our HRA officers whether the issue needed to come back on our agenda. Meeting agreed it would be best to</p> <p>ACTION: RW to add to agenda for May meeting</p>	RW

		ACTION: All to send on the invite to appropriate HRA officer	All
3	Council updates	<p>Cherwell:</p> <ul style="list-style-type: none"> • Target remains to publish Reg19 in Autumn • CIL draft charging schedule for approval in April to consult after the elections <p>County:</p> <ul style="list-style-type: none"> • Work on Minerals and Waste Local Plan paused <p>West:</p> <ul style="list-style-type: none"> • Aiming for a Preferred Options paper in June • CIL to go to Executive after elections • Salt Cross – High Court challenge was successful; order confirms that the Inspector’s Report on the issue is quashed; meeting the barrister to discuss what’s next and will be getting back to PINs for next steps. Piece of open legal advice might help others: https://www.essexdesignguide.co.uk/climate-change/essex-net-zero-evidence/essex-open-legal-advice-energy-policy-and-building-regulations/ <p>S&V:</p> <ul style="list-style-type: none"> • Just closed the consultation on Reg18 part2, 1,200 reps made; extra work on outreach was positive and effective • October/November for the next consultation stage to try and submit before June 2025 deadline • HIF inquiry – very confident on the need aspect, there’s a pause now then noise and landscaping issues, then planning balance. will run into April. <p>Oxford:</p> <ul style="list-style-type: none"> • Still aiming to submit by end March 	
4	Statements of Common Ground	<p>RW – Latest version was emailed 5th March. Only a few points remain, as mentioned in email the final proposed change from S&V needs thought and I’m checking with my barrister</p> <p>Meeting discussed different ways to deal with the point on DtC and whether the plan is ready to be submitted. Potential for it to be added to the end of an existing sentence at paragraph 4 instead.</p> <p>ACTION: RW to draft that and circulate (rest of tracks accepted)</p> <p>In terms of sign-off:</p> <p>West – has been discussed internally and happy; Giles Hughes to sign</p> <p>Cherwell – comfortable with draft; David Peckford to sign</p> <p>S&V – need to see final tweak; Mark Stone to sign</p> <p>RW – I understand you each have a draft bi-lateral SoCG with City too, it’s important to get these agreed this week.</p>	RW
5	AOB	<p>LM – do we have Terms of Reference for OPPO?</p> <p>Meeting felt that we did</p> <p>ACTION: all to check files</p> <p>LM – have others been invited to an OxCam meeting?</p> <p>Yes, everyone had but was reticent to commit to the resources requested. S&V were not going to participate as they are not formally part of the Arc. Meeting agreed it would be good as a collective to keep an eye on the project</p>	RW

		<p>DP – did you all adopt the OxCam Environmental principles? County did and wanted to check – it was in the Summer-Autumn of 2022</p> <p>ACTION: All to check</p>	All
6	Future meetings	<ul style="list-style-type: none"> • Tuesday 16th April - ICB - J [REDACTED] N [REDACTED] • Tuesday 7th May - HRA discussion <p>ACTION: All to send on the invite to their respective HRA officers After May meeting chairing will pass to South Oxfordshire</p>	All

Notes

OF A MEETING OF THE



The Future Oxfordshire Partnership Planning Advisory Group

HELD ON FRIDAY 15 MARCH 2024 AT 10.00 AM
VIRTUAL VIA MS TEAMS

Present:

Members: Councillor Diana Lugova, Councillor Charlie Maynard, Councillor Judy Roberts and Councillor Louise Upton

Officers: [REDACTED] (Oxford City Council), [REDACTED] (Future Oxfordshire Partnership), [REDACTED] (West Oxfordshire District Council), [REDACTED] (West Oxfordshire District Council), [REDACTED] (Future Oxfordshire Partnership), [REDACTED] (Cherwell District Council), [REDACTED] (Oxfordshire County Council), [REDACTED] (Oxfordshire County Council), [REDACTED] (Future Oxfordshire Partnership) and [REDACTED] (Future Oxfordshire Partnership)

26 Election of Chair for the meeting

In the absence of Councillor Andy Graham as Chair of the advisory group, Councillor Louise Upton was elected as Chair for the meeting.

27 Apologies for absence and notification of substitutes; declaration of interests; Chair's announcements

Apologies for absence were submitted by Councillor Andy Graham, Councillor Dan Sames, (Cherwell District Council) and Councillor Anne-Marie Simpson, (South Oxfordshire District Council).

There were no declarations of interest.

28 Notes of previous meetings

[REDACTED] outlined comments on the draft notes made by Councillor Simpson which had been circulated to members in advance of the meeting by email.

Following discussion of these points, the notes of the previous meeting held on 15 December 2023 were agreed as a correct record subject to the amendment of:

- Minute 18, page 7 second paragraph to read as follows: “the limited ability of the ICB to own estate which currently met that that the *Buckinghamshire, Oxfordshire and Berkshire West* ICB did not own any estate including accommodation. *It was noted that there currently there was only one known instance of an ICB owning estate in England.*”

29 Update on joint working with regard to viability assessments

The advisory group considered a report on potential opportunities for joint working between the councils about the issue of development viability following the identification of this issue at the Future Oxfordshire Partnership’s workshop in September 2023.

The report which was presented by [REDACTED] Planning Advisory Group Senior Responsible Officer and [REDACTED], Future Oxfordshire Partnership Policy and Project Officer explained the development viability issues might best be solved or improved upon through closer partnership working and how this might be taken forward following an officer group on the subject held in November 2023.

[REDACTED] and [REDACTED] commented that increasingly the councils were collectively receiving an increasing number of viability objections from developers at Local Plan making stage and on the grounds of viability on individual development viability through the planning application process. This represented a challenge for the councils in delivering local policy objectives around issues such as affordable housing, biodiversity net gain etc. A series of next steps for operational collaboration on viability challenges had been identified as set out on pages 14-15 of the agenda which the advisory group was asked to note and comment upon.

In the advisory group’s discussion, Councillor Upton referred to the comments made by Councillor Anne-Marie Simpson that the proposed next steps were operational in nature with without a role for councillors and expressing concern about the resource impact of taking the proposed next steps through the Planning Advisory Group, recognising that individual council Development Managers already corresponded and shared best practice about viability.

In response, officers commented that impact on resources had been considered and it was fully recognised that such conversations between Development Managers took place already. Whilst operational, the next steps had been designed to seek to make it easier for officers to work in a more systemic way across the county and to add additional value to the existing arrangements. It was also felt that the next steps and focus on the issues around viability would not have been discussed and taken forward in the same way had viability challenges not been identified as a common challenge at the FOP workshop.

Other members commented that much of the data around viability challenges was already recorded by the councils and that it was a question of how this might be better presented and organised. It was also suggested that there could be value and benefit to all the councils if a more consistent and joined up approach was taken across the county. This might allow councils to respond to challenges more effectively.

██████████ stressed that a key aim was around encouraging the sharing of best practice so that if a council was faced with a developer challenge it could have knowledge and a broader picture of whether other councils had faced similar challenges and how they responded so as not to be blindsided, whilst remaining cognitive of local differences.

RESOLVED: That the report the report including next steps for Future Oxfordshire Partnership and Planning Advisory Groups officers below be noted:

1. Produce a resource sharing best practice in relation to the drafting of S106 agreements where viability is accepted to be more marginal and on practices around transparency and public availability of viability assessments.
2. Arrange a meeting to discuss County contributions and how to assess infrastructure contributions, affordable housing and other factors in the context of overall development viability.
3. Support the taking forward Stage II of OXIS, noting its potential to help identify funding streams associated with strategic infrastructure and its potential importance in compiling strong bids.
4. In relation to the green spaces, share best practice between Councils on any alternative stewardship delivery models that have already come forward or are proposed to come forward.
5. Explore a common framework agreement to speed up procurement of viability assessments.
6. Explore sharing information on benchmark (threshold) land value assumptions across Oxfordshire in order to ensure greater consistency of understanding and to potentially expedite any viability assessments which are undertaken on behalf of the LPAs.

30 Salt Cross Garden Village - The Net Zero Debate

██████████ Planning Policy Officer, West Oxfordshire District Council gave a presentation on the Salt Cross Garden Village development and the potential wider implications of the successful third party high court challenge to the Planning Inspector's 2023 decision that the requirements set out the Salt Cross Area Action Plan, (AAP) for proposals for development at Salt Cross to demonstrate net zero operational carbon were inconsistent with national planning policy and unjustified.

The advisory group were advised of the ██████████ conclusion in their judgement that the Planning Inspectorate had made errors in its analysis of then applicable Written Ministerial Statement in 2015 which affected how it had considered West Oxfordshire District Council's on Net Zero set out in the APP.

Whilst the judgement was applicable to the 2015 Written Ministerial Statement only and not the most recent statement in 2023 it was felt that the judgement had reiterated that local planning authorities were entitled to set their own local energy efficiency standards including standards more than the Future Homes Standard if they could support this in light of other planning considerations, for instance around viability.

In discussion, members of the advisory group strongly welcomed the decision and its potential implications for local planning authorities within the county.

RESOLVED: That the presentation be noted.

31 Update on Local Plan progress

Officers and Members presented a summary of progress in respect of each council's Local Plans.

32 Forward work programme

██████████ referred to the presentation the advisory group had received in December 2023 from colleagues at the Buckingham, Oxfordshire and Berkshire Integrated Care Board, (BOB) regarding the constraints and challenges in delivering new primary care health estate. The lack of what was felt to be an effective delivery model for new primary care estate to meet the needs of residents remained an issue of concern across the councils and he suggested to the advisory group that officers work with ICB colleagues to bring an item to the group's next meeting in July around how local authorities and the ICB could work together.

There was a need for Local Plans to take account of future models for delivering care which might impact on the provision of health estate and to have a delivery model for new primary care estate where expansion of existing facilities was not practical or would not provide sufficient additional capacity.

██████████ spoke to these elements and informed the advisory group that representatives of the ICB now had quarterly regular meetings with Development Managers from across the county, although it was important to recognise their capacity was limited given the size of the BOB area.

It was suggested that a potential joint item might be focused around the following lines of enquiry although they would need to be discussed further with BOB colleagues:

1. An overview of the new primary care strategy and its implications for primary care estates (including spatial requirements)
2. What the ICB strategy was for meeting the needs of residents in new housing if it cannot be accommodated either through existing capacity or extension of existing premises
3. What is the commissioning approach if practices near new housing do not wish to expand.
4. How local authorities could support the ICB to make new premises viable.
5. What plans were in place to increase the capacity of the BOB primary care estates team.

In discussion, members of the advisory group supported bringing the item to its next meeting and also referred to the role that principles around shared facilities, mixed models of development and One Public Estate might provide in finding potential solutions to the current constraints and challenges.

RESOLVED: That an item on planning for future primary care health estate be added to the advisory group's forward plan.

33 Dates of future meetings

The provisional date of the next meeting was noted.

The meeting closed at 11.20 am

Cothill Fen SSSI/SAC - Hydrological Catchment

From [REDACTED]
Date Wed 3/20/2024 9:25 AM
To [REDACTED]
Cc: [REDACTED]

Dear Natural England,

South Oxfordshire and Vale of White Horse District Council are considering including a fen specific policy in the emerging Joint Local Plan.

Do you have any archived records or shapefiles of the hydrological catchment of Cothill Fen SSSI/SAC which you could share?

It is noted that the following extract was obtained from the former Nature on the Map portal.

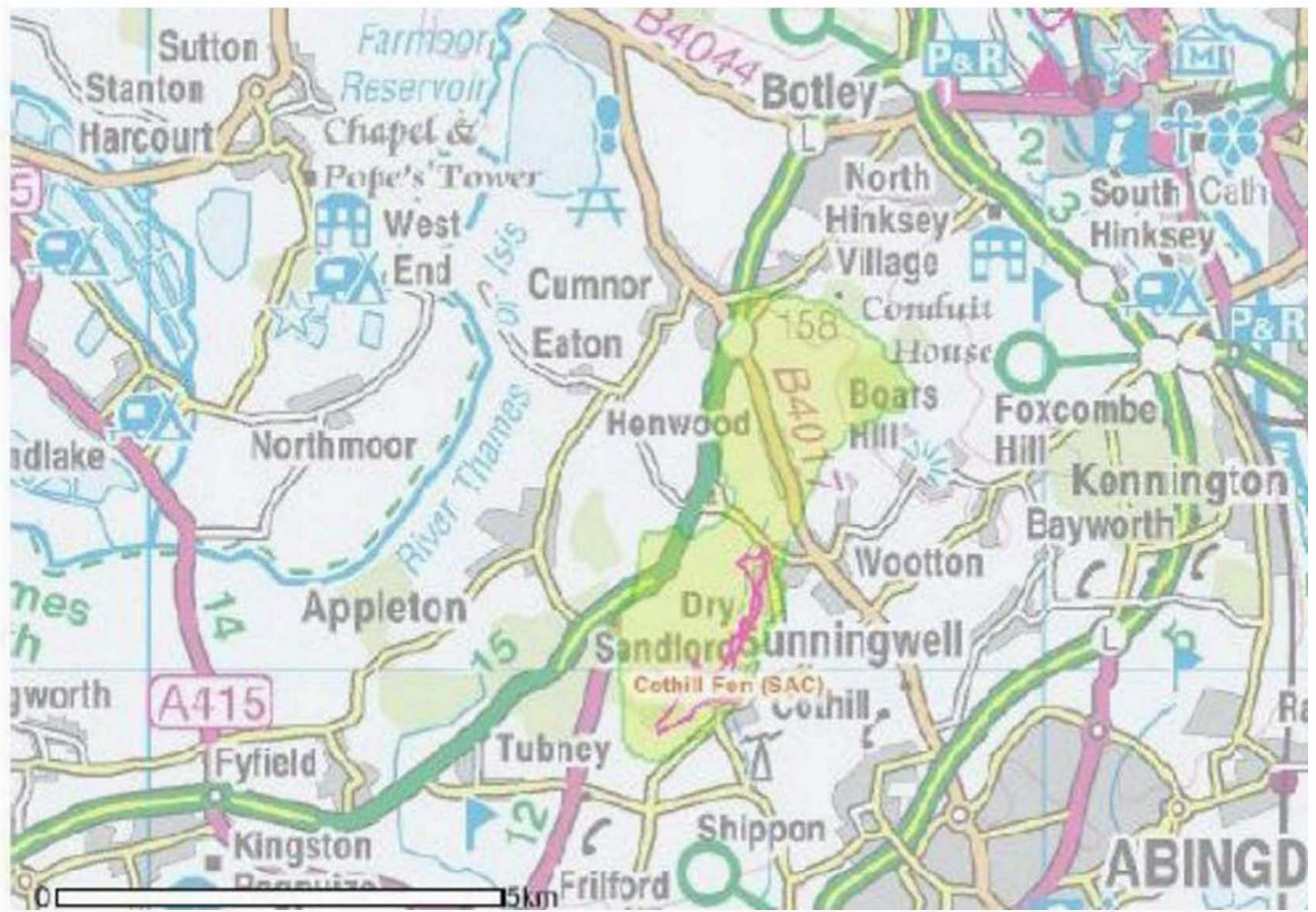


Figure 5.3: Approximate Cothill Fen SAC Hydrological Catchment

Kind regards,

[REDACTED]
Senior Ecology Officer
Planning Department
South Oxfordshire and Vale of White Horse District Councils

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
25/03/24	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Follow up meetings TBA with OCC Property and M&W team to discuss OCC comments to JLP. • Update on other reps received as appropriate. Approximately 1300 responses 50/50 spilt Nutshell responses and main responses • IDP update - Workshop for sites for new IDP (transport & non transport sessions) OCC to host on 30th April. • Evidence base update includes: Older housing strategy, Water cycle study, HRA progressed for sustainability appraisal, Landscape evidence, Net Zero study. • Playing Pitch and Leisure Facilities Strategies Consultation Deadline for comments 17th April* now extended till 24th April*. • Viability assessment work ongoing (sites responses). <p><u>Cowley Branch Line</u></p> <ul style="list-style-type: none"> • Awaiting request to arrange meeting from SODC/VOWHDC with themselves and OCC and City Council to discuss further. <p><u>Transport Evidence Base update</u></p> <ul style="list-style-type: none"> • Employment number delays – 2 weeks – 8th April for final results of modelling targeted.

From: [REDACTED]
Sent: 28 March 2024 15:02
To: [REDACTED]
Subject: Lowland Fen Hydrological Catchments

Good Afternoon,

South Oxfordshire and Vale of White Horse District Councils are considering including specific policy protections for lowland fens in our new Joint Local Plan. Given the water dependent nature of these habitats, understanding their hydrological catchments will be key to the successful implementation of any policy approach.

I am contacting you to ask if the EA might be able to supply or advise on the hydrological mapping needed?

Kind Regards

[REDACTED]

[REDACTED]
Senior Planner
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Oxfordshire Planning Policy Officers Meeting Friday 16th April 2024 Minutes

Attendees:

- █ – Oxford City (RW)
- █ – Cherwell (CC)
- █ – South and Vale (LM)
- █ – Oxfordshire County (DP)
- █ – West (CH)
- █ – South and Vale (EB)

Present for part of the meeting:

- █ – County (SH) for item 1

Item	Notes	Actions
2&4 AOB	<p>CC: How is the GTAA progressing? CH: Field work is progressing nicely (104 out of 271 completed), largely on track. Position statement for the City completed. Consultants would like to see any statements submitted as part of planning applications</p> <p>RW: How are others finding working with Thames Water and EA? CH: issue is very high on corporate agenda, looking at Grampian condition on occupation. CC: EA gave very detailed response to Reg18 but difficult to engage further; TW say everything will be fine; NE asking for more; Electricity capacity at Bicester becoming an issue. LM: EA gave strong rep to Reg18 also flagging other sewerage works issues, next step is to meet EA RW: we found it difficult to engage with them outside of formal consultation periods</p> <p>RW: Does anyone know anything more about the Local Nature Recovery Strategy which we all got an email about? DP: It's a County responsibility, need a final report by 2025, being led by C █ E █ at County. Meeting discussed lack of understanding about what it's trying to achieve or what's needed in the spreadsheet that was sent around to fill in. LM: I had queries about the software being used and whether it's necessarily suited to Oxfordshire</p> <p>ACTION: DP to find more background information (was circulated on 22.4)</p>	<p>DP</p>
1 Update on LAEP's	<p>S █ H █ joined the meeting for this item</p> <p>SH explained to the group the work she and colleagues are involved in. Sarah is working with M █ S █ on the project. She shared a table setting out the high level benefits of LAEPs, of particular interest to the group were:</p> <ul style="list-style-type: none"> • Reduce the risk of Councils, communities and industry of projects being unable to proceed due to grid constraints by informing targeted infrastructure investment and enabling 	

		<p>alternative solutions such as flexibility and renewable generation</p> <ul style="list-style-type: none"> Local Plans, Neighbourhood Plans, AAPs are better positioned, more effective and more likely to be realised. Improved response to Distribution Future Energy Scenarios (DFES) including reduced workload for authorities <p>The meeting asked some questions: CH – how does this fit with OxIS? SH – LAEP is not a strategy but a data piece; strategy is an input, an action plan is the output; need to talk to P [redacted] S [redacted] about how they fit together LM – We would find timings useful (and how they fit with other work), purpose and outputs. Need to understand how they interface with decision making. SH – we could share more at another OPPO. The Oxfordshire LAEP is quite different to others, what’s the best way to explore this? A separate meeting? LM – Yes, I still have questions, this needs to be demystified to be accessible – role, purpose, stages, decisions etc CH – we had a useful meeting last week but I would still struggle to explain what a LAEP is and how it links to Local Plans SH – [redacted] CH – LENZA tool (SSEN tool) seems to have a lot of useful data but do others use it? [meeting indicated not] SH – It comes from LEO it’s quite a new tool and won’t be widely used yet SH – in a separate meeting, would it be more helpful to approach to from where difficulties in planning are and how LAEPs can help? CH – it’s a bit chicken and egg LM – the information so far is not quite hitting the mark, we need a different style of conversation SH – we need to consider the timing for planning input into the project ahead of FOP decision, would 1-2-1 meetings with each authority help instead? How does the EPWG help? CC – the EPWG have very technical meetings most of which is not relevant to planners so that makes them difficult to prioritise SH – maybe we need a planning sub-group or planning session CC – would welcome that SH – DFES process: DNOs are engaging with planning to understand future scenarios; their scenario is currently 7 years behind. Looking to integrate this into the LAEP process CH – Catapult had sent a questionnaire which indicated a workshop involving them which would be good SH – can I work with your reps on developing a workshop? We’re proposing capacity needed over 2 years of the programme and that needs to be discussed with you ACTION – SH to work with reps on developing a workshop SH – Concern around timing of upgrades for infrastructure capacity improvements. Key is making sure DNOs have a good understanding of what’s planned where</p>	<p>SH</p>
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		CC – there's a problem with speculative developers booking a slot for connection which may never come forward but which stops others. DNOs should already know what's planned where, as it's in Local Plans	
3	Council updates	<p>Oxford:</p> <ul style="list-style-type: none"> Submitted plan before Easter break. CIL will follow after Cabinet meeting in June. Indication is PINs are ready and waiting, they seem to have few plans being submitted <p>Cherwell:</p> <ul style="list-style-type: none"> LP Reg19 will go to Autumn Executive CIL draft charging schedule was approved and will be consulted on after the elections <p>█</p> <p>S&V:</p> <ul style="list-style-type: none"> Still proprocessing reps Early November for the next consultation stage to try and submit before June 2025 deadline HIF inquiry – closing starts this week. CPO process carries on afterwards <p>West:</p> <ul style="list-style-type: none"> Salt Cross – AAP examination being reopened with a new Inspector, likely to try and align with the new WMS to minimise risk Aiming for a Preferred Options paper in July CIL to go to Executive after elections <p>County:</p> <ul style="list-style-type: none"> No change to the Minerals and Waste Local Plan Aim to circulate draft Older Persons Study to districts in May 	
5	Future meetings	<ul style="list-style-type: none"> Tuesday 7th May - ICB - █ N█ and HRA discussion <p>After May meeting chairing will pass to South Oxfordshire</p>	

From: [Redacted]
To: [Redacted]
Cc: [Redacted]
Subject: Wokingham and South & Vale Local Plan meeting notes
Date: 30 April 2024 12:29:18
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[2024-04-25 WBC and South & Vale Dtc Meeting notes - Draft v1.docx](#)
[SSEN LENZA Introduction.pdf](#)
[FW Rollout of LENZA Tool Facilitating Local Net Zero Ambition.msg](#)

****EXTERNAL****

Hi [Redacted]

Thank you once again for your time last week to discuss the Local Plan Update and emerging South & Vale local plan. Please find attached a note of the meeting – please let me know if you'd like to make any changes or if you have any queries.

The actions arising were as follows:

- WBC to share link to evidence base page – this can be found here: <https://www.wokingham.gov.uk/planning-policy/evidence-studies>
- WBC to share transport modelling evidence once progressed – as discussed, we anticipate this being in a position to share around June.
- WBC to provide email in relation to SSEN's LENZA tool – see attached PDF and email chain.

Kind Regards,

[Redacted]

[Redacted]
Principal Planning Policy Officer
Wokingham Borough Council

[Redacted]
[Redacted]

[Redacted]
[Redacted]



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Wokingham Borough Council and South Oxfordshire and Vale of White Horse District Councils

Duty to Cooperate Meeting

25 April 2024

11.00-12.30

Online meeting via Teams

In attendance:

Wokingham Borough Council (WBC):



South Oxfordshire and Vale of White Horse District Councils (S&V):



AGENDA

1. Introductions

Each attendee was introduced.

IB thanked everyone for time and outlined the intention of the meeting was to provide an initial overview of where WBC is within the process of preparing the new local plan and for S&V to provide the same. This included confirming that WBC has made no decisions on final recommendations, with the process ongoing. However, the process had reached a point where WBC can share further evidence and the emerging picture of options and emerging preferred direction.

IB indicated that the intention was to provide an overview and that WBC would be happy to progress any necessary detailed conversations separately.

2. Local Plan timetables

IB outlined that WBC's published LDS is no longer up to date. The intention had been to progress to Reg 19 consultation in November 2023, but this was predicated on the NPPF updates being published in good time. This was expected to include proposals to take account of past oversupply, which for WBC is around 2,000 dwellings. Given the NPPF came out too late to achieve the published programme, the decision was made to progress Reg 19 post the elections which are occurring next week (2 May). The changes around oversupply were not introduced in the

published NPPF, meaning extra land will need to be allocated. Extra time has been required to understand the next best options for this.

IB confirmed that the informal position is we are looking to take Reg 19 plan to Council in late July. This is on the basis no substantial political change from the elections. The main technical risks to achieving the programme was transport modelling, with this required to inform the air quality work as well as sustainability appraisal and habitat regulation work.

EB confirmed that S&V's published LDS remains accurate. S&V is currently finalising its evidence base. Internal member engagement is anticipated in the summer, with agreements from the required cabinets programmed for October, and Reg 19 consultation anticipated in November. While this may be impacted by a potential general election in the autumn, the upcoming local elections are only minor in nature. EB summarised that the ambition is submission by June 2025 before national changes to the planning system.

3. Evidence base overview

JM briefly outlined the evidence base supporting the local plan process.

Published documents include the Landscape Character Assessment (LCA), climate change evidence, Employment Land Needs Study, Local Housing Need Assessment (LHN), Gypsy and Traveller Accommodation Assessment (GTAA) and the Water Cycle Study (Phase 1).

Evidence which is available in final draft include assessments of retail and leisure development needs, Water Cycle Study (Phase 2), Playing Pitch Strategy, Strategic Flood Risk Assessment (Levels 1 and 2) (SFRA) and air quality assessments.

Other evidence being prepared includes a viability assessment, work to consider valued landscapes, transport modelling, an Infrastructure Delivery Plan (IDP), Housing and Economic Land Availability Assessment (HELAA) and the Sustainability Appraisal (SA) and Habitat Regulations Assessment (HRA), further Climate Change work to evidence our approach, which we'll come on to later.

S&V were invited to highlight any evidence they would wish to have specific sight of and/or engagement on, even if it isn't necessarily a cross boundary issue but merely an area of interest. EB confirmed that initially S&V officers have reviewed the GTAA and employment evidence already in light of unmet need approach, and that there is nothing else at this stage of particular interest (barring transport modelling work discussed below).

EB sought clarity on the sensitive receptors affecting WBC in terms of HRA. IB explained this was primarily the Thames Basin Heaths Special Protection Area (TBHSPA) which is located outside the borough. A strategic partnership has been in place for a number of years to coordinate the response to this issue. WBC expect larger sites in the LPU to self-mitigate with regard to recreational impacts and indicated that agreement is in place to use WBC owned land to mitigate smaller sites. IB indicated that air quality work undertaken as part of the Revised Growth Strategy (RGS) Consultation indicated no significant impact. Discussions with Natural England suggested that no further work would be required should transport flows of new modelling be similar to that previously assessed. Material changes may lead to further work which would delay the LPU programme.

ACTION – WBC to share link to evidence base page.

EB highlighted the emerging Oxfordshire GTAA which is being jointly prepared across all other Oxfordshire authorities with West Oxfordshire taking the lead. The work is progressing well, with survey work almost complete. It is likely to report next month, with publication soon after given Oxford City Council has submitted their plan without this evidence and will therefore need to publish this soon. EB confirmed that at present S&V does not have an adequate supply of pitches. This is further impacted by the loss of expected provision at a site in Didcot. The likelihood is therefore that sites will need to be found and that unmet need will exist from other Oxfordshire authorities.

EB discussed that there is emerging work to identify need for elderly person housing. This is expected to be high and may require further consideration on how to meet this.

4. WBC Overview of options / reasonable alternatives

The emerging plan period is 2023 to 2040. Extending the period would move beyond the technical evidence base and is considered a disproportionate approach.

Over 370 areas of land have been promoted to WBC for potential development, which are being assessed by officers using the agreed Berkshire HELAA base methodology. Few areas of land are subject to hard constraints, meaning a large number of sites are being assessed in detail. WBC has introduced a two stage sifting approach to discard sites in open countryside that are not well related to a settlement and generally less sustainable. Site assessments utilise professional judgement and are not based on a scoring mechanism. The outcome of the HELAA will help inform the Sustainability Appraisal.

The HELAA shows that few options exist to meet housing needs. Many areas of promoted land are not suitable or sustainable. There is very little demonstrably available PDL. This includes employment land which WBC has reviewed, with owners wanting to retain employment uses. This is also consistent with employment evidence.

Few suitable opportunities exist on the edge of the borough's main settlements. As a result the local plan strategy will rely on strategic scale proposals. This is consistent with the adopted Core Strategy which also proposed strategic scale developments.

The suitable and sustainable options are generally unchanged from the RGS consultation and therefore similar to what S&V have been able to comment on before.

IB indicated that the emerging preferred strategy can be summarised as:

1. Optimisation of sustainably located previously developed land.
2. Sustainable extension of major settlements
3. Evolution and sustainable extension of adopted SDL
4. The allocation of a new sustainable strategic development
5. Proportionate development on the edge of minor settlement

Three larger areas of land have been promoted for strategic scale housing:

- Ashridge (up to 3,000) homes
- Hall Farm (up to 4,000 homes),
- Twyford/Ruscombe (up to 2,500 homes)

Twyford/Ruscombe is the closest to S&V in terms of distance.

The location, constraints and opportunities of each site was briefly discussed.

Land at Ashridge is located between the A329(M) and M4, and has been assessed as potentially suitable for development. The land promoter's masterplan proposes various associated infrastructure and links into Wokingham town.

Land at Twyford/Ruscombe is located in the east of Wokingham Borough, and is situated within the Metropolitan Green Belt.

Hall Farm / Loddon Valley is located on land between Shinfield, Sindlesham and Arborfield. The promotion is broadly split with employment uses to the north west, including Shinfield Studios, and the proposed housing areas to the south and east, separated by the Loddon river valley.

Geographically, the Hall Farm / Loddon Valley promotion is the preferred strategic scale development, being viewed as the most sustainable and deliverable option. IB indicated that the proposal is likely to propose fewer dwellings than previously, with promoters currently showing 3,750-3,900 dwellings.

Smaller housing allocations are planned around smaller settlements, which are likely to be larger than those identified in the adopted local plan, with sites proposed of 50-100 dwellings.

It was noted that preferred allocations are not located on the doorstep of S&V.

5. Discussion on key parts of the emerging preferred option

Housing need

Housing needs calculated using the standard method is currently 748 dwellings per annum, down from 795 last year. The housing requirement will be a combination of these figures which we expect to meet in full. IB reassured that there is no expectation of unmet housing need.

AWE Burghfield

The Atomic Weapons Establishment (AWE) Burghfield is located to the west of the borough. The Detailed Emergency Planning Zone (DEPZ) relating to the facility extends into the western part of Wokingham borough. It was previously proposed that a sustainable Garden Town at Grazeley, providing up to 15,000 homes would be located in the area of Grazeley. This is now entirely within the DEPZ and is therefore no longer deliverable. IB noted that no allocations are envisaged within the DEPZ. WBC confirmed that land at Grazeley had been promoted for employment development, but through engagement very clear objections had been expressed by AWE and ONR. In light of this, any allocation is not envisaged.

Loddon Valley Garden Village

Discussed above.

Transport assessment and emerging modelling

JM explained that WBC has prepared a new model with a 2021 base, which has been validated and calibrated. This takes into account all known development and commitments in adjoining areas and includes the period up to 2040. Microsimulation work has been undertaken on the strategic M4 corridor, at junctions 10 and 11. That has provided outputs in terms of infrastructure package which is being worked through, including bus services and a new bridge over the M4 to feed into the Hall Farm / Loddon Valley development.

Further update work has been commissioned to consider additional sites. The modelling will provide an update to the work done to date, including the additional quantum of development. The alternative strategic options (discussed above) which are not expected to be preferred, are nonetheless also being tested through this work for comparison. JM explained the intention to share this work with S&V and other neighbouring authorities prior to the Reg 19 consultation being published, likely around June.

EB confirmed S&V will be happy to review the transport modelling work, but doesn't believe this will give rise to any cross boundary issues. EB also confirmed that the housing options seem reasonable and endorsed WBC seeking to meet need in full.

ACTION – WBC to share transport modelling evidence once progressed

6. South and Vale Joint Local Plan

Regulation 18 consultation outcomes and key issues

EB outlined that Reg 18 consultation closed a few weeks ago. S&V are in the unusual situation of having a current standard method figure which is significantly lower than the adopted plan housing requirement. The adopted plan contains a number of large strategic allocations to meet and exceed the previous housing requirement, with many having not yet delivered. The preferred strategy consultation proposed that the majority of allocations will be retained, despite much lower housing need, and as a result no active call for sites exercises have been necessary for the local plan update. This will also enable unmet needs from Oxford City to be met.

EB explained that one strategic allocation at Chalgrove airfield is no longer proposed. An application was submitted but objections from the MOD and CAA raised deliverability concerns meaning the application wasn't able to be determined. On this basis, the allocation can no longer be demonstrated as deliverable, though it is expected the promoter will continue to endorse the proposals through the examination process.

EB further explained that the delivery of some sites allocated in the adopted plan has been affected by delays in Thames Water (TW) progressing required infrastructure upgrades delays. Electricity capacity has also proven to be an issue with delivery of sites.

IB confirmed that TW have not raising any red flags with the emerging LPU and aren't objecting to proposals. JM provided a brief overview of SSEN's Local Energy Net Zero Accelerator tool which appears to be a useful initiative to share information and assist in network capacity being identified.

ACTION – WBC to provide email in relation to SSEN's Local Energy Net Zero Accelerator (LENZA) tool.

Regarding employment land, the situation is similar to housing. The adopted plan contains some very large allocations which haven't completed.

EB outlined that, with regards to engagement, Reading Borough Council have begun conversations with S&V on its local plan review. The principal issue is the Thames Crossing which Reading Borough Council continues to support. Engagement is ongoing with Oxford City Council concerning its unmet need. Additionally, Swindon Borough Council has begun its plan review process and is engaging. Gypsy and Traveller need is an issue that will require ongoing DtC engagement within Oxfordshire.

West Berkshire has approached S&V for assistance with meeting emp need. No further comments were provided by West Berkshire to the recent Reg 18 consultation.

IB provided update on West Berkshire Council and their local plan process which is approaching the examination hearing stage. EB expected comments to reg 18 given past engagement re employment. Bracknell Forest Council, West Berkshire Council and WBC have similar issue in terms of lack of promoted land to meet needs. Inspectors examining the Bracknell Forest Local Plan accepted that need would not be met.

7. Unmet needs

Employment

JM highlighted that the recent Employment Land Needs Review had been shared with S&V, alongside a request to assist with meeting unmet needs for industrial and warehousing floorspace. JM thanked S&V for their written response which noted that they would be unable to assist.

IB outlined that land in the south west of the borough around Grazeley has been promoted for industrial, logistics and energy uses. Given the location inside the DEPZ around AWE Burghfield, the Office for Nuclear Regulation (ONR), the AWE/Ministry of Defence, and emergency planners have been specifically engaged to request their opinion on the proposal suitability. Responses indicated strong objections would be received due to potential impacts on the AWE off site emergency plan and on the operation of AWE. As a result, WBC have viewed the proposal as unsuitable.

LD noted that Reading Borough Council, in their engagement, had identified some surplus available employment land. I B responded that he believes this was office space, which WBC is able to meet.

GTAA

JM summarised the recent WBC GTAA, which identified an overall cultural need of 86 pitches. In light of the PPTS updates in December 2023, this represents the relevant policy need and will constitute the pitch target in the plan. JM outlined that a large part of need will be met through 4 specific allocations which include WBC owned land for 20 pitches. This allocations result in a remaining need of around 40 pitches, of which approximately 25 pitches will be met through provision of the Hall Farm and South Wokingham SDL extension sites. Remaining needs are expected to be met (around 15 pitches) through windfall applications assessed against a criteria based policy.

JM noted the recent request to neighbouring authorities for assistance in meeting need and that S&V are unable to assist. IB confirmed that the DtC approach was a precautionary one and that it is hoped an Inspector will consider windfall development to meet the remaining need to be a sound approach.

8. Other matters

Local energy standards

JM outlined WBC's emerging climate change policies, which include delivering on site net zero for both residential and non residential developments in terms of operational carbon emissions. Residential development of 50+ dwellings will also be required to submit a whole life carbon assessment to demonstrate actions taken to reduce embodied carbon emissions. It was noted that this approach now conflicts with the December 2023 WMS. WBC were a signatory authority to the TCPA letter to the Secretary of State and expect to produce some updated evidence to justify this approach being preferable to the government's expected alternative. The legal challenge to the WMS was noted. The steer from Members is to continue with this ambitious approach, with the risk considered one of unwanted main modifications rather than the plan failing on unresolvable soundness grounds.

EB commented that we are in good company in this regard, with the recently submitted Oxford City plan following the same approach and the emerging S&V plan likewise going down this route.

JM stated that any support for WBC's approach, if S&V felt able to, would be welcomed.

Third Thames Crossing

IB noted the potential Third Thames Crossing is within the regional transport body's current plans. On that basis, the LPU proposes to safeguard the route in order to protect that potential option, should necessary further work show it is deliverable. Notwithstanding, IB reiterated that the LPU isn't proposing its delivery and no proposed development is reliant on it.

EB and LD confirmed that S&V would take a different approach and only safeguard land where a scheme was clearly deliverable, but WBC's reasoning was noted.

9. Next steps/further engagement

IB noted that in terms of demonstrating engagement, WBC has been seeking to agree MoUs and SoCG with statutory bodies and neighbouring authorities as appropriate and that WBC would look to engage S&V on a Statement of Common Ground in due course.

EB noted that significant cross boundary issues appeared unlikely, and that S&V would be happy to enter into a SoCG (or multiple to reflect each plan) focussed on matters of detail and evidence.

IB thanked everyone for attending and contributing to the meeting.

Meeting ends c. 12.30

**Notes of meeting with Natural England
to discuss HRA/ their representations on Reg 18 Part 2 JLP consultation**

1 May 2024 – virtual meeting over MS Teams

Attendees:

██████████ (Oxon), ██████████ (Bucks/Berks) - Natural England
██████████ - South & Vale
██████████ UEEC (our HRA/SA consultants)

Scope of transport modelling (including outputs required to assess in-combination effects)

NE concerned with air quality impacts from an ‘in-combination’ perspective in Oxfordshire. Concerned primarily with impact on Oxford Meadows SAC.

For the last round of local plans (approx. 2017/18), the Oxon authorities only considered the impact of their own planned development, plus growth identified in any plans that had come before – so it didn’t provide a complete picture in terms of the scale of development coming forward, which could potentially have had air quality impacts on SACs in South & Vale.

NE also advised that they were not supporting planning applications for strategic sites where these relied on Local Transport and Connectivity Plan (LTCP) policy to justify the development proposals from an HRA perspective, as this policy does not provide accepted mitigations for air quality impacts on SACs.

NE have already shared similar concerns through representations to Oxford City and Cherwell on their emerging plans. They intend to write to the Oxon authorities in a few weeks’ time to request a strategic approach to assessing the potential for adverse traffic/air quality impacts on Oxford Meadows SAC.

██████████ explained that we (through AtkinsRéalis) are using the Oxfordshire Strategic Model (OSM), which factors in both housing and employment growth. AtkinsRéalis ran their South & Vale model over the weekend and we are meeting soon to discuss the results. OSM has separate tabs for each Oxon authority, but has limitations – e.g. it doesn’t automatically transfer any growth plugged into the model for one authority into the others. Also, the agreed parameters for modelling in each area are different, so results are not always consistent across Oxfordshire.

Action - To progress with a ‘strategic approach’ to traffic and air quality modelling with Oxford City and Cherwell, we may need to run a separate model and to agree in advance with the other districts, which sites and/or road schemes we want to include for modelling for HRA purposes.

We explained to NE that we were due to discuss HRA (and options for a strategic county-wide approach) at the next OPPO meeting on Tues 7 May.

█ advised that we need to be including planned development in draft, as well as adopted, local plans (i.e. those that have reached Reg 18 Preferred Options and beyond) – NB West Oxfordshire are still some way behind the other 4 authorities in terms of plan preparation timeframes.

█ confirmed that NE did not have the same concerns regarding air quality impacts from M40 on Aston Rowant SAC given the topography of the area (M40 lies in a cutting as it passes the site, so air quality impacts are minimal).

Action – Keep NE informed via email about emerging traffic/air quality modelling outputs. They would like to meet with us again prior to Reg 19 consultation and said they'd be happy to answer any of our questions in the meantime.

Hydrological Impacts to Cothill Fen SAC

In their Reg 18 response, NE disagreed with our proposed 'screening out' of these effects. Carter Jonas' 2017 hydrological report is the most recent evidence on drainage/hydrology of the Dalton Barracks site.

NE have asked whether there is any more recent catchment mapping they could review. We confirmed that nothing has been produced yet, although we are planning to commission some lowland fen catchment mapping.

Action – investigate whether we could extend our consultancy brief to include hydrological catchment mapping for Cothill Fen SAC and Frilford Heath SSSI.

NE will seek help internally on interpreting hydrological evidence – as very technical subject.

Recreational disturbance effects to Cothill Fen SAC

NE keen to input on mitigation strategy (GI provision) for this site.

█ at NE has been involved in recent discussions over GI provision at Dalton Barracks.

Second GI workshop planned - █ will be arranging with our GI consultants LUC – will ensure NE are invited to participate. (NB: We have already shared NE's JLP representations with LUC).

Action – Discuss with LUC whether Dalton Barracks could be identified as a GI Priority Area, as part of their recommended GI Strategy for South & Vale.

NE confirmed that they don't have particular concerns about recreational disturbance effects on Cothill Fen, given the extent/location of new GI planned for the Dalton Barracks site.

Other non-HRA related matters discussed

NE would like to see more detailed GI plans for the south of Oxford strategic sites (including Grenoble Road), to ensure that the SSSIs in the vicinity are not put under too much pressure.

Action – [REDACTED] to raise this with LUC.

Oxfordshire Planning Policy Officers Meeting Tuesday 7th May 2024 Minutes

Attendees:

- ██████████ – Oxford City (RW)
- ██████████ – Cherwell (CC)
- ██████████ – South and Vale (LM)
- ██████████ – Oxfordshire County (DP)
- ██████████ – West (AT)
- ██████████ – South and Vale (EB)

Apologies: C██████ H██████ - West

Present for Item 1 only:

- ██████████ – BOB ICB (JN)

Present for Item 2 only:

- ██████████ – City (RAW)
- ██████████ – Cherwell (MD)
- ██████████ – SODC/Vale (AW)
- ██████████ – SODC/Vale (LD)
- ██████████ – County (LMO██████)
- ██████████ – County (AM)

Item	ICB Updates	Notes	Actions
1	ICB Updates	<p>J██████ N██████ of the Primary Healthcare Estate Team of the BOB ICB joined the meeting to explain their work and desire to work with LPAs in formulating Local Plans and delivering infrastructure.</p> <ul style="list-style-type: none"> • The focus of the team is on GP, Dentist and Pharmacy provision. • The ICB is a Duty to Co-operate body. • The ICB hasn't previously got very involved in Local Plan consultations or major schemes. • Mitigations include provision, S106 and CIL • Challenges: practices are privately owned and ICB reimburse nominal rent; ICB have no funding for pre-project work; timescale to get S106 monies is too late • Keen to get involved in pre-app and LP and NP consultations <p>The meeting asked some questions: CC – Do you personally cover the whole ICB area? JN – Yes alongside ██████████ and ██████████ CC – Cherwell received no response from ICB to Reg18 consultation. There is a lack of evidence for contributions and of strategy for provision in key towns. How can we fill those gaps? Some contributions asks now may not be helping the overall aim. JN – We do respond to application consultations without a wider strategy RW – Like Cherwell, we had no response at Reg18 and then very full response at Reg19 which is not the best timing given the ability to make changes is then much reduced and public consultation has passed. Planners want to help and deliver facilities, we can add hooks to LPs but only when provided with the information needed. CC – We don't need fully worked up schemes for LPs, we just need to know the outline of need. LM – Lack of GPs is calling problems in growing towns and blighting options for further development. What does good look like?</p>	

	<p>JN – good is a percentage of CIL like in South. It means we don't have to request through applications. CIL offers us more flexibility, we can use it to fund studies.</p> <p>LM – Do you have data on capacity?</p> <p>JN – There is DoH data but it's not really reliable or consistent. CIL could fund district wide feasibility studies</p> <p>RW – Just to check it would be possible to produce an area wide piece of work that looked at capacity, need and worked towards a strategy with the necessary funding? I've not heard that offered as a possibility before</p> <p>JN – yes it would other areas have done that</p> <p>RW – It seems to me that that's something that FOP could potentially look at. Can you provide us with an example from elsewhere and an idea of the likely cost?</p> <p>ACTION: JN to find an example and indicative cost</p> <p>LM – How is spending CIL working?</p> <p>JN – we can't force GPs to implement projects, there are often difficulty with leases</p> <p>CC – important to consider that we can increase capacity in ways other than building projects, like IT and diagnostic investment instead</p>	<p>JN</p>
<p>2</p>	<p>HRA specialists from each council joined the meeting for this item. They had all met previously to discuss overlapping issues and the relationships with Natural England and OPPO wanted to pick up the conversation.</p> <p>CC – it is difficult to carry out the required HRA modelling without a single up to date transport model, cumulative impacts</p> <p>LD – when we spoke to Natural England they were clear we needed to consider cumulative impacts of non-adopted plans too. We need to agree what's in the OSM, no emerging schemes are currently included</p> <p>AM – We do need to discuss what's in the model and understand how much work is needed</p> <p>RAW – Need to agree the fundamental inputs but NE are also concerned about growth from the adopted unmet need sites even when we looked at all cumulative growth (in the do-minimum scenario) – NE seem to think we haven't though. The work S&V/Cherwell did on NOx deposition for the last plan demonstrated there is headroom and since then the baseline has fallen</p> <p>LMd [REDACTED] – We need to take a step back and see how each authority is approaching it e.g. S&V: OSM; Cherwell: can't use OSM as not validated. But have National Highways Saturn model and Bicester model, HIF2 planning application material. Will use best available information. We need a technical note for each authority and then what are the impacts for the next Local Plan. It needs to be proportionate</p> <p>MD – Agree on proportionality. Can we all follow the same data assumptions? - set out a paper that explains the approach we've been taking, what's already been tested. it would be good to get NE to agree to considering Reg19 plans only.</p> <p>RAW – we were surprised NE wanted Reg18 included as that's not reasonable, we should push back to Draft Plans only. There is a mechanism for plan/project level assessments and then scheme level</p>	

		<p>to assess further and provide mitigation - we need to be reasonable, and happy that what's proposed will "be unlikely to have significant effects". We could offer common wording on later assessments</p> <p>AW – NE have said that they'd be in touch. M■■■■'s suggestion would be helpful. NE seemed happy with the OSM approach at S&V</p> <p>LMo■■■■ – But the baseline validation of OSM isn't as good in other areas but we do have other models</p> <p>MD – We need to explain that point to NE in the same note. NE accept that their requests on sites are a bit ad-hoc. NE just want us to follow a process. There does seem to be room for manoeuvre</p> <p>RAW – NE seemed to be concerned based on Oxfordshire Plan – this needs to be explained. We did agree an approach collectively for the last LPs, additive approach</p> <p>LD – NE want to move away from the additive approach</p> <p>RAW – it was agreed by all LP Inspectors last time</p> <p>AM – take a model which is suitable, use demand which is consistent and log uncertainties</p> <p>LMo■■■■ – we can explain that in using the additive approach we're giving the worst-case scenario. When is this needed?</p> <p>AT – West needs it in the Summer</p> <p>MD – Cherwell need endorsement of this approach this month</p> <p>LM – the earlier the better. Where is OMM?</p> <p>AM – OMM is not yet ready, OSM is the best model we have</p> <p>LMo■■■■ – OMM is not going to be available for this task</p> <p>LM – have we modelled the traffic filters?</p> <p>RAW – yes it is included and on the County website: https://www.oxfordshire.gov.uk/residents/roads-and-transport/connecting-oxfordshire/oxford-traffic-filters (scroll down to the bottom of the page and click on the "Reports" tab)</p> <p>LM – has the growth in jobs been factored in?</p> <p>RAW – yes, the jobs are also factored in. The guidance asks for "draft plans" to be considered – I think that's Reg19 only</p> <p>LMo■■■■ – I can offer to do some drafting</p> <p>ACTION – RW to include rough list of items to be included in the note from these minutes (see below)</p> <p>ACTION - RAW to find a date for HRA officers to meet and work that up</p> <p>LMo■■■■ to start drafting on that basis</p>	<p>RW</p> <p>RAW</p> <p>LMo■■■■</p>
3	Council updates	<p>Oxford:</p> <ul style="list-style-type: none"> Hearings start w/c 10th June <p>S&V:</p> <ul style="list-style-type: none"> Reg19 planned for before Christmas to try and submit before June 2025 deadline Reg18 stage consultation nominated for a Planning Resource award <p>Cherwell:</p> <ul style="list-style-type: none"> Likely to have a progressive alliance of some sort – TBC <p>West:</p> <ul style="list-style-type: none"> Salt Cross – AAP examination being reopened with narrow focus Aiming for a Preferred Options paper in Summer and Reg19 in November <p>County:</p> <ul style="list-style-type: none"> No change to the Minerals and Waste Local Plan 	

4	AOB	LM – S&V still waiting for liaison on draft Older Persons Study with their consultants ACTION – DP to chase	DP
5	Future meetings	18 th June at 10 - chairing passes to South Oxfordshire	

Items raised to be covered in the note on HRA for NE:

- Explanation of the situation for each adopted LP and their HRAs – what’s already been tested and approved - this forms the starting point for this round of HRAs
- Explanation of the end of the Oxfordshire Plan
- Explanation of the variety of transport models available to each authority and why
- Additional work/modelling that is available to be drawn on and what’s been included (e.g. traffic filters in Oxford, HIF2 application)
- Position on what’s included – the guidance only references “Plans that have been drafted but not submitted” - this is Reg19 onwards (N.B. may need to be careful with terminology around Reg18 in future)
- Any agreed data assumptions/approaches
- Position on additive approach and why
- Position on proportionality and agreed wording to be included to make link with future scheme level assessments which will determine mitigation

South Oxfordshire and Vale of White Horse District Councils Joint Local Plan (JLP) meeting with the Environment Agency Water Quality and Flood Risk Issues

10:30 - 12:00 Wednesday 8 May 2024 (MS Teams)

Attendees:

- Planning Specialist, Environment Agency
- Flood Risk Officer, Environment Agency
- Environment Agency (Water Quality)
- Environment Agency (Flood Risk)
- Planning Policy Team Leader, South & Vale
- Infrastructure Planning Team Leader, South & Vale
- Principal Planning Policy Officer, South & Vale
- Senior Planning Policy Officer, South & Vale
- Senior Planning Policy Officer, South & Vale
- Senior Flood Risk Engineer, South & Vale
- Principal Consultant, Wallingford HydroSolutions (WCS)
- Director, Wallingford HydroSolutions (WCS)
- Principal Analyst, JBA Consulting (SFRA)
- Analyst, JBA Consulting (SFRA)

Meeting Notes:

1. **Introductions**
2. **Brief update on JLP progress and next steps (including timescales)**
 - The councils have a long history of joint working and have shared officers. The decision to produce a joint plan was made in 2021.
 - A JLP Reg 18 (Part 1 - issues) consultation took place in 2022.
 - A JLP Reg 18 (Part 2 - preferred options) consultation took place in Jan/Feb 2024 and the councils are currently considering the responses received.
 - The councils are preparing for a Reg 19 consultation in Nov/Dec 2024.
 - The councils are aiming to submit the JLP for examination by the end of April 2025, prior to the government's June 2025 deadline for submitting plans under the current system.
 - Most of the development proposed in the JLP is provided by allocations rolled forward from the existing local plans.
3. **EA Reg 18 (Part 2) comments on water quality/infrastructure capacity**
 - a) **Oxford STW - site allocations affected: Grenoble Road, Northfield, Bayswater Brook & Harcourt Hill, plus capacity for new development within Oxford itself**
 - The EA raised serious concerns about the capacity of Oxford STW in their Reg 18 (Part 2) response.
 - TW were due to deliver upgrades during AMP7 (by March 2025), but these are delayed. TW's response to the IDP engagement did not commit to timescales. Delivery unlikely to be before 2030.

- Permit limits will be revised next year. It is expected that Oxford STW will be further non-compliant.
- As it stands, any additional flows discharging to Oxford STW present a significant environmental risk. The EA will have to object, including to some applications within Oxford itself.
- The EA is conscious of the implications of their objection and is seeking legal advice.
- Resolving this issue is dependent on TW.
- Important for the WCS to consider the impact of development (dry flow) and whether there will be water quality (ammonia, phosphate) deterioration.

ACTION: S&V to share trajectories for development delivery with the EA.

b) Didcot STW – site allocations affected: Didcot Gateway, Rich’s Sidings & Broadway, NW Valley Park, Harwell Campus

- Concern about capacity given the amount of development taking place in this area.
- This is a high spilling site.
- The EA would expect TW to request a dry weather flow permit imminently.
- Important for the WCS to consider water quality (phosphate) deterioration.

c) Culham STW - site allocations affected: Berinsfield, Culham, Culham Science Centre

- WCS should assess headroom.
- Not a particular concern at this point.

d) Abingdon STW - site allocations affected: Dalton Barracks

- Needs a new dry weather flow permit.
- Question if some flows from development at Dalton Barracks will go to Appleton STW? Appleton has a delayed AMP 7 scheme, but this should be coming forward fairly soon. STW has had some noticeable issues in the past.

e) Wantage STW - site allocations affected: North West of Grove

- STW is close to capacity
- Will require a new permit soon.
- SESRO proposals could affect Wantage STW as it affects downstream water flows from STW.

f) Benson STW - site allocations affected: Crowmarsh

- Improvement for storm tanks implemented - dry weather flow limit potentially to consider - WCS to investigate for peace of mind.

4. JLP Water Cycle Study

- Phase 1 Scoping Study underway.
- Currently undertaking data collection and identifying where there may be evidence gaps and/or capacity issues.
- Awaiting data from TW.

- [REDACTED] team can advise on the need for modelling.

ACTION: S&V, WHS & EA to meet again to discuss Phase 1 findings (when available), if a Phase 2 study is needed and, if so, what would be an appropriate scope/approach for Phase 2.

5. Flood Risk

a) Review of SFRA method statement

- S&V are keen to agree the SFRA modelling approach with the EA as soon as possible to progress the SFRA.
- There is limited time available to complete the SFRA prior to Reg 19.
- The EA's Evidence and Risk Team need to review the modelling approach. Additional information is required for them to do this.

ACTION: S&V to send the EA additional information on modelling and sites (provided by JBA). [Action completed: 09/05/2024]

ACTION: EA Evidence and Risk Team to review SFRA method statement ASAP.

ACTION: S&V, JBA & EA to meet again to agree SFRA modelling approach ASAP.

b) SFRA modelling and new national flood modelling

c) Sequential test and exception test for rolled forward site allocations

- The EA agreed that it would not be reasonable to subject rolled forward allocations that already have planning permission to the sequential test.
- It was noted that rolled forward allocations without planning permission are already in adopted local plans and have previously been subjected to the sequential test. However, the EA would want to see the sequential test repeated using the latest flood risk data.
- It was noted that most of the allocations are large sites some with areas of FZ2/3, however all development can be located in FZ1.

6. Lowland Fens Hydrological Catchment Mapping

The councils are considering including specific policy protections for lowland fens in the JLP. Given the water dependent nature of these habitats, understanding their hydrological catchments will be key to the successful implementation of any policy approach. We contacted the EA via the [REDACTED] inbox on 28/03/24 to ask if they might hold the hydrological mapping needed?

ACTION: [REDACTED] to consider if anyone in the EA may be able to help answer this.

ACTION: S&V to approach Natural England to see if they hold this information.

7. Further engagement between the councils and the EA

Policy AS2: Land adjacent to Culham Science Centre

- The EA's Reg 18 (Part 2) submission included fisheries and biodiversity comments for this site which stated: *"the ecological buffer zone for the river Thames must be free from development and infrastructure including footpaths, cycle paths, lighting and recreational infrastructure."*
- The councils were surprised by this comment as the existing allocation includes provision for a new bridge.
- It would be helpful to explore this comment further.
- Oxfordshire County Council have had discussions with [REDACTED] at the EA in relation to infrastructure supporting active travel.

ACTION: [REDACTED] to review the details of the preferred options response and update the S&V with any further considerations.

S&V happy to facilitate a further meeting and involve OCC colleagues if this would assist in this.

EA Reviews of WCS & SFRA Outputs

- It would be beneficial for the EA to review draft WCS and SFRA outputs and to approve the final studies for submission.

ACTION: S&V to share timescales for WCS and SFRA outputs with the EA.

Statements of Common Ground

- To be prepared for submission.

8. AOB

None.

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
16/5/24	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Follow up meetings TBA with OCC Property and M&W team to discuss OCC comments to JLP. • IDP workshop held 30th April. County & District actions to be completed. • Evidence base update? HRA Data to send over. • OCC response to the 4 playing pitch and leisure draft strategies submitted – requested a follow up meeting re -tba? • Viability assessment work update? • Developer Forum being set up. • County specialist housing need – draft report due to be completed this month re update of County Market Position Statements. • OCC’s Local Flood Risk Management Strategy is being updated. Potential consultation end of Summer 2024. • Storm Henk – SODC/VOWHDC affected far more than rest of County re flooding. <p><u>Cowley Branch Line</u></p> <ul style="list-style-type: none"> • Rail Strategy meeting 22nd May. CBL updates on agenda (+ other rail updates). Post meeting update – meeting cancelled – new date in June sought for CBL focussed session. Email updates on other rail matters circulated. • Central Place Team response to CBL questions 16/5/24. <p><u>Transport Evidence Base update</u></p> <ul style="list-style-type: none"> • Modelling output update • Next steps – Review the outputs in more detail, review/write up accompanying report.

From: [REDACTED]
Sent: 03 June 2024 17:39
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: South & Vale Joint Local Plan

Follow Up Flag: Follow up
Flag Status: Completed

****EXTERNAL****

Hi [REDACTED]

Sorry about the delay in coming back to you. We have some initial advice which we are happy to share with you – we wonder whether this may negate the need for a meeting at this stage?

Thank you for sending us the shapefile, spreadsheet and word document.

To clarify, there is no requirement to undertake modelling for a Level 1 SFRA but an LPA may wish to undertake modelling to get a better understanding of flood risk in the area. However, modelling may be required for a Level 2 SFRA if no appropriate modelling is available (please note if available modelled events are precautionary, for example the 1% AEP plus 30% CC is available but not the required 1% AEP plus 21% CC, then the available modelling could be used as it is larger than the required event).

In relation to your proposed options in Section 3 of your Modelling Method Statement (dated April 2024):

- Option 1 – we would welcome an update to all models in your area. This is not required, and it is not likely we would be able to sign off the modelling without hydrology updates
- Option 2a and 2b – again we would welcome this additional modelling, though it is not likely we would be able to sign off the modelling without hydrology updates. The modelling proposed in Option 2b may be required for your Level 2 SFRA if there is no available precautionary flood extent data that could be used instead.
- Option 3 – this may be acceptable for a Level 1 SFRA as there is no requirement for modelling. It should however be demonstrated that FZ2 is appropriate to be used as a proxy for climate change in your catchments. In addition, this option may not be appropriate for a Level 2 SFRA if there is no available precautionary flood extent data that could be used instead.

To help inform your decision on how to proceed with your SFRA's, we recommend that your spreadsheet is expanded upon to include the following:

- It's our understanding you intend to use 3.3% AEP to define FZ3b – it would be helpful if a column was added to the spreadsheet to clearly show which models already have the 3.3% AEP available or if a precautionary event is available that you would be happy to use as a proxy.
- Similarly, it would also be useful to have additional column(s) discussing the available CC allowances in comparison to the latest CC allowances. These would identify whether the correct allowance, or a precautionary allowance that you would be happy to use as a proxy, is available
- Comparing both bullet points above with your proposed allocations, and setting out your preferred approach for each model

For example, it maybe that for Chalgrove 2022 you are satisfied that the 50yr event can be used to inform FZ3b (as this is precautionary). The modelling already uses up to date CC allowances so then no additional modelling would be required for this model. On the other hand, for the Letcombe Brook 2009, if you are not happy to use 1% AEP as a proxy for FZ3b (and potentially 0.1% AEP as a proxy for CC if this is appropriate in this catchment) then you may wish to rerun the model. As it is a 2009 model, it would be beneficial to update

the model to use up to date model inputs. Without this it is not likely that we would not be able to accept the modelling at the planning application stage or share the data with applicants in our flood model products, but it may be acceptable for the SFRA if the extents look reasonable compared to the existing modelled extents.

We hope this is of use – please let us know if you still wish to discuss any of this with us?

Many thanks,

[Redacted]

[Redacted]

Sustainable Places team | Environment Agency, Thames area

[Redacted]

From: [Redacted]

Sent: Monday, June 3, 2024 11:40 AM

To: [Redacted]

Cc: [Redacted]

Subject: RE: South & Vale Joint Local Plan

Hi [Redacted]

Apologies for chasing, but is there any update on potential dates for a meeting?

Many Thanks

[Redacted]

[Redacted]

Senior Planning Policy Officer

Policy and Programmes

South Oxfordshire and Vale of White Horse District Councils

[Redacted]

[Redacted]

[Redacted]

[Redacted]

From: [Redacted]

Sent: Tuesday, May 28, 2024 7:28 PM

To: [Redacted]

Cc: [Redacted]

Subject: RE: South & Vale Joint Local Plan

Hi [Redacted]

That would be great, thank you.

At this stage, our immediate priority is agreeing an appropriate way forward for the SFRA.

When we last met, we also spoke about having a further meeting with [REDACTED] to discuss the WCS in more detail, once we have the Phase 1 outputs, and to consider the need for a Phase 2 detailed assessment. This is less of an immediate priority, but perhaps something that we could look to arrange for later in June? We would be happy to share the draft report with [REDACTED] for review prior to meeting.

Many Thanks

[REDACTED]

[REDACTED]
Senior Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Tuesday, May 28, 2024 6:12 PM
To: [REDACTED]
Subject: RE: South & Vale Joint Local Plan

****EXTERNAL****

Hi [REDACTED]

Thanks for your email – sorry about the delay in coming back to you. I will get in touch with colleagues here and will respond as soon as I can.

At this stage, can I confirm that it's just the SFRA that you wish to discuss?

Many thanks,

[REDACTED]

From: [REDACTED]
Sent: Tuesday, May 28, 2024 12:05 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: South & Vale Joint Local Plan

Hi [REDACTED]

I've just left you another voicemail.

We are keen to arrange a follow up meeting to discuss an appropriate modelling approach for our SFRA as soon as possible. We would be grateful if you could please provide some dates/times when relevant EA specialists are available.

Many Thanks

[REDACTED]

[REDACTED]
Senior Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[Redacted]

[Redacted]

From: [Redacted]
Sent: Tuesday, May 21, 2024 4:49 PM
To: [Redacted]
Cc: [Redacted]
Subject: RE: South & Vale Joint Local Plan

Hi [Redacted]

I've left you a voicemail this afternoon.

I am on leave tomorrow, but if you are able to come back with dates or have any questions then my colleague [Redacted] (copied in) will be able to help in my absence.

Many Thanks

[Redacted]

[Redacted]
Senior Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[Redacted]

[Redacted]

From: [Redacted]
Sent: Tuesday, May 21, 2024 10:04 AM
To: [Redacted]
Subject: RE: South & Vale Joint Local Plan

Hi [Redacted]

I hope you are well.

I just wanted to follow up on arranging a date to discuss the flood risk modelling. We are keen to arrange a date ASAP as our SFRA is currently on hold pending EA advice on the most appropriate approach.

Any dates/times you are able to propose in the next week or two would be much appreciated.

Kind Regards

[Redacted]

[Redacted]
Senior Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[Redacted]

[Redacted]

From: [Redacted]
Sent: Wednesday, May 15, 2024 3:40 PM
To: [Redacted]
Cc: [Redacted]
Subject: South & Vale Joint Local Plan
Importance: High

Hi [Redacted]

Thank you for the really helpful meeting last week. Please find attached our meeting notes, including actions. Do let me know if you have any comments.

We are keen to arrange a follow up meeting with your flood risk specialists to agree an appropriate approach to modelling for our SFRA as soon as possible, as we are unable to progress our SFRA without this. We would be grateful if you could please suggest some convenient dates/times in the next week or two.

Kind Regards

[Redacted]

[Redacted]
Senior Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[Redacted]

[Redacted]

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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
18/6/24	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Viability assessment work update? • Developer Forum (single meeting) being set up. • Specialist Housing need – awaiting an internal update on this. • Working on policies drafting. Targeting mid July for policy review with County colleagues potentially. HP2 and Dalton Barracks policies specifically County would wish to review. <p><u>Cowley Branch Line</u></p> <ul style="list-style-type: none"> • Meeting arranged for 26th June. <p><u>Transport Evidence base update</u></p> <ul style="list-style-type: none"> • Draft report from Atkins received. Have sent comments back.

**Oxfordshire Planning Policy Officers Meeting
 Tuesday 18 June 2024
 10.00-12.00 via Teams**

Minutes

Attendees:

- █ – Oxford City (RW)
- █ – Cherwell (CC)
- █ – South and Vale (LM) - Chair
- █ – Oxfordshire CC (DP)
- █ – South and Vale (EB)
- █ – West Oxfordshire (CH)
- █ – South and Vale (HB) - Minutes

Present for Item 2 only:

- █ █ (OCC)

Item	Notes	Actions
1	<p>Notes of the last meeting on 7 May</p> <p>Introductions to █</p> <p>No feedback raised on the notes of the last meeting</p>	
2	<p>Guest speaker: █ █ of OCC on Local Nature Recovery Strategy for Oxfordshire</p> <p>█ █ of OCC joined to talk about the Local Nature Recovery Strategy (LNRS) for Oxfordshire. █'s presentation is attached to the minutes. █ confirmed that any questions or concerns can be raised with your relevant officer and brought to either the steering group meetings or the Supporting Authority working groups.</p> <p>Relevant officers: Cherwell: █ █ Oxford City Council: █ █ South and Vale: █ █ West: █ █</p> <p>The LNRS is designed to support city/district and county planners to make decisions. Planners must have a regard to future LNRSs. There will be some DEFRA guidance coming out (post elections) on how the LNRS links to planning and how planners are supposed to use it.</p> <p>Formal consultation will be Sept – October 2024, which will include a draft version of nature recovery map. You can sign up for updates on when the consultations will open using the QR code in the attached presentation.</p> <p>Documents we can expect to next see from the LNRS during the consultation:</p> <ol style="list-style-type: none"> Statement of biodiversity priorities. Lays out a priority e.g. improving condition of freshwater environment, will have measures which sit under that e.g. re-wiggling rivers 	

2. List around species – important species that could be helped by LNRS, including measures
3. Description of the strategy area – long written description of Oxfordshire
4. Map

The meeting asked some questions:

CE - Confirmed that the actions recommended are not compulsory, for example there is no legal requirement for landowners to take the actions that the LNRS has suggested.

CH - If there are areas on the map with potential to become areas of particular importance for biodiversity, or areas which are already of particular importance, do you have to look for landowners and let them know that the consultation is happening/give them the opportunity to comment through the consultation?

CE – No, we are not able to get in touch with everyone. We've raised awareness, but the next step is using our partners e.g. NFU to reach landowners as well as going to events (such as the Royal Berkshire Show or Blenheim Game Fair) to raise awareness and get in touch with people who might want to know about the LNRS

CH – Do the four elements, which will be shown in the consultation, link together?

CE – Yes. The statement of biodiversity priorities is being fed into by the description of the strategy area and the species documents. From there, the priorities are mapped. An example of this is chalk streams: we know we have them as they are in the description of strategy area and we know they are important to people as they cannot be replicated elsewhere, so they migrate towards the statement of biodiversity priorities, alongside that, we might get species like the white-clawed crayfish. That information then amalgamates into the statement of biodiversity priorities and from there we look at which of those can be mapped.

Some biodiversity priorities won't be mappable, a good example of this is improving our control of things like deer and grey squirrels. You can't map that specifically, but overall across the entire county it would help improve our various habitats.

CC - What documents will we be provided with that we need Members to sign off in August?

CE – As set out in the Procedure Regulations 2023, all supporting authorities (each of the city/district councils) need to be provided with the draft before consultation. It's an opportunity to object and an authority's response must be made within the 28-day deadline.

CC - Will you just be providing us with the documents or also a covering report?

CE – O [redacted] will send them the drafted documents as well as a report. This will be an OCC report which she will be preparing that wraps around all of the information. This will be shared with each of the officers so they can use it for their own purposes

CC – If a partner authority doesn't raise an objection at the pre-consultation stage, is there still the option to raise objections later?

	<p>CE – Yes. There will be two opportunities to raise comments and/or objections, including during the main public consultation.</p> <p>RW - Would like confirmation that authorities don't need to provide anything in writing, they just need to have been given the opportunity to make comments and/or raise objections. Would like to know whether CE is anticipating something in writing from all authorities? RW raised concerns with being able to bring this to Members in the 28-day window</p> <p>CE – That's correct, authorities don't need to provide anything in writing</p> <p>CC – Hard to achieve member sign off in August because of meeting calendar. Suspects the portfolio holder will want to see it before it goes out to consultation as some Members are aware that this work is ongoing and are very interested in the LNRS, so not involving them might be problematic</p> <p>CH - Just going to go through informal version of our Executive. H [REDACTED] K [REDACTED] has plotted a route forward for this, assuming there is no delay with us receiving the materials</p> <p>LM - South and Vale are looking at an ICMD so it will be a portfolio holder decision, D [REDACTED] L [REDACTED] is officer leading on this process.</p> <p>RW- Flagged that a 2–3-month time-period is unlikely to be enough time and that authorities will need a clear 6 weeks between the drafted report and committee and that they will need time before that to review and draft a report.</p> <p>LM - Is anybody planning to put the emerging LNRS work within their local plan?</p> <p>CH – Think so. Works well for us in terms of timing</p> <p>CH - Is any of the previous nature recovery network (NRN) carried through into the LNRS?</p> <p>CE – The project groups working with us on this were responsible for creating the draft NRN as well as the CTAs so we've got close involvement.</p> <p>LM – Latest work from TVERC seemed to be making up about 29% of Oxfordshire, so approaching the 30% by 2030 government target. Are you thinking that the new LNRS will or won't be around that number/ a smaller area?</p> <p>CE – It is likely that most LNRSs will come out with something like 30%</p> <p>LM – Last time there were Core and Recovery areas, similar?</p> <p>CE – Confirmed that the new terminology is 'areas of existing biodiversity' and 'areas that could become of particular important for biodiversity'</p> <p>LM – Have you monitored and tracked the future with the aim that you pull those zones into the areas of existing importance over a certain target time?</p> <p>CE – The LNRSs are designed to run for between 3-10 years so we're looking at actions that could happen in the timeline of the next 10 years. They have suggested there may be money coming forward for monitoring the LNRSs and then updating and reviewing, so maybe some of the locations which are currently categorised as 'could become important' may have achieved that status. The intention would be to monitor, report and update but we haven't yet heard how this would be funded. LNRS staff contracts are to July 2025.</p>	
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		<p>LM – We don't have an Oxfordshire-wide Green Infrastructure Strategy, and LNRS isn't covering everything that green infrastructure encompasses, but do you see the LNRS process as duty to cooperate type work towards Oxfordshire's green infrastructure?</p> <p>CE – Has been pulling together the outcomes people want to see for the county and actions that people want to see as well and she has pulled that from the survey and the workshops so far. Next step is to bring in things from existing reviews and strategies from across Oxfordshire. Some of that then refers to local level green infrastructure and the elements of those which are transferable to the LNRS and also local plans</p> <p>LM – If there are things that are useful but don't make it in, it would be good to have them in some sort of noted form as outputs e.g. recommendations that support Oxfordshire green infrastructure</p> <p>CE – Lots of things have been brought up that the LNRS can't do e.g. cycling infrastructure. We are looking to put this online, so when you go to the development tab you'll be able to see lots of useful data on things that people across the county felt were priorities</p> <p>CC: Will the LNRSs replace CTAs?</p> <p>CE: CTAs still exist, it is not yet clear whether CTAs would change as a result of the LNRS. Those who work closely with CTA leads are involved in the creation of the LNRS. This is still to be discussed and agreed as we approach the final version of this first LNRS in 2025</p>	
3	GTAA Update	<p>CH led on this –</p> <p>CH confirmed that arc4 consultants are doing this work for Oxon. They seem to have achieved a good % response rate from the fieldwork. They have produced an executive summary and an excel spreadsheet which have previously been shared. There will be an officer meeting on 19 June to discuss.</p> <p>C█ shared the executive summary (provisional) 2024 and went through it, including the indications of a high level of need for Gypsy and Traveller communities.</p> <p>The meeting asked some questions:</p> <p>LM: Have the consultants taken into account supply of pitches from turnover over the plan period, especially given these are travelling communities. The need won't all need to be met by new pitches presumably – has this been factored in?</p> <p>CH: Don't know. Assuming these are net figures, it doesn't sound like supply arising has been factored in</p> <p>ACTION: CH to raise in the meeting on 19 June</p> <p>LM: Have couples forming in the future been taken into account (e.g. not all children will need their own pitch in future if people live together)?</p> <p>ACTION: CH to bring this to the meeting on 19 June</p>	<p>CH</p> <p>CH</p>

	<p>DP: Is the County Council represented at this meeting tomorrow?</p> <p>ACTION: CH to invite E ■ F ■ of OCC to the meeting on 19 June or organise a separate meeting should she not be able to make it</p> <p>LM: In the response rate, were some sites completely unreachable?</p> <p>Chris: The document plots where there were no responses (ES1 and ES2 tables) and where they didn't get a response, they used secondary data e.g. a redacted copy of an appeal statement.</p>	CH
Local Plan Updates	<p><u>Oxford City Council</u> RW gave an update - Oxford City Council's first round of hearing's happened last week. The Inspector said that they would hear back soon after the elections.</p> <p><u>Cherwell</u> CC gave an update – Cherwell are working towards Reg 19 in the autumn. Likely to get sign off in the autumn with the consultation taking place in December/ January.</p> <p>Will also be consulting on CIL after the election in early July, this will be CIL based on the adopted local plan.</p> <p><u>South and Vale</u> EB gave an update – Currently reviewing the last of the Reg 18 representations and making policy edits. Should be able to go to Members informally in July, and looking for September dates for Scrutiny and Cabinet, with October/November the aim for Reg 19, and meeting the current June 2025 for submission.</p> <p><u>West</u> CH gave an update – The Saltcross AAP examination has been re-opened on the Policy 2 zero carbon issue, with a new Inspector, ■■■■■■■■■■. Additional evidence gathering will take place over the next 2-3 months, which will be submitted to the Inspector and ■■■■■■■■■■ will decide which matters and/or questions need consideration. There will then be a chance to comment, followed by a focused hearing session in October/November. Aiming for adoption in Spring 2025.</p> <p>Local Plan - the original intention was to consult on a Preferred Options local plan document in the summer, without the inclusion of specific sites. However, now pushing that back to October with a view to including specific draft site allocations. Then Reg 19 in February/March 2025.</p> <p>Updated Local Development Scheme through the executive this month.</p>	

		<p>CIL is going through the committee cycle in July to agree a revised draft charging schedule and should be out for consultation from late July onwards.</p> <p><u>Oxfordshire County Council</u> DP gave an update – Minerals and waste: no progress. Still wanting to get a decision from Cabinet as to how they progress with the Minerals and Waste Local Plan, however this is delayed because of the election.</p> <p>Specialist housing: DP received an email from D [REDACTED] H [REDACTED] w/c 10 June letting her know he was having a catch up on 14 June when he will receive an updated timeline from consultants. Looking at mid- July for the final publication, taking into account a 1-2 week city/district consultation.</p> <p>ACTION: DP to email [REDACTED] for the update and relay to OPPO members</p>	DP
5	HRA	<p>LM asked if any updates on HRA (habitat regulations assessment) following last OPPO meeting, any progress on HRA note?</p> <p>RW confirmed that L [REDACTED] M [REDACTED] of OCC is going to take a lead on the first draft of the note.</p> <p>ACTION: DP to follow up with her colleague Lynn re: progress of HRA note</p> <p>[REDACTED]</p>	DP
6	AOB	No other business	
7	Future meetings	<ul style="list-style-type: none"> • Weds 17 July at 13:00 to 14:30 (EB to chair) • Thurs 15 August at 10:00 to 11:30 	

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
16/7/24	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Almost at the end of review all consultation responses received for Reg 18 consultation. Majority of policies staying same, some minor amendments to others. • JLP meeting 22/7 – too early to actively review the latest draft policies. Mtg tba for late July for this. • LDS update – this is a delegated item and will be updated on our website in due course. Please let OCC know when the updated version is live on the website. • Viability assessment work – workshop on 2/8. Place Planning and OCC Estates (Northfield) reps to attend. • ECH – County update sent to districts for comment. • IDP – comments sent. • Draft policies <ul style="list-style-type: none"> • HP2 updated draft provided for OCC review (by COP 25th July). • LEP Integration query to OCC. Please see 19/7/24 Performance and Corporate Services Overview and Scrutiny Committee are meeting with LEP Integration on the agenda for more details (item 8 Agenda for Performance & Corporate Services Overview & Scrutiny Committee on Friday, 19 July 2024, 10.00 am Oxfordshire County Council). <p><u>Cowley Branch Line update</u></p> <ul style="list-style-type: none"> • Project update meeting held 15/7. Network Rail working on finalising the business case. Timetable issue resolved. Engagement event held 120ppl. Sandy Lane Bridge report to be published in next few weeks. • District Rep is ok to attend relevant meetings as appropriate. • OCC emailed S&V on 17/7. <p><u>Transport Evidence base update</u></p> <ul style="list-style-type: none"> • Following provision of comments on the first draft of the transport modelling report now awaiting the updated draft. AtkinsRealis have been chased for this and it is hoped that it will be received w/c 22nd

	<p>July. It is expected that following officer review, further amendments may be required, and a third draft produced.</p>
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Oxfordshire Planning Policy Officers Meeting
Wednesday 17 July 2024
13.00-14.30 via Teams

Minutes

Attendees:

- █ – Oxford City (SH)
- █ – Cherwell (CC)
- █ – Oxfordshire CC (LH)
- █ – South and Vale (EB) - Chair
- █ – West Oxfordshire (CH)
- █ – South and Vale (HB) – Minutes

Present for Item 2 only:

- █ (DY)
- █ (PS)

Apologies: █ - Oxford City; █ - South and Vale; █ - Oxfordshire County Council

Item	Notes	Actions
1	<p>Notes of the last meeting on 18 June</p> <p>No feedback raised on the notes of the last meeting</p>	
2	<p>OxIS</p> <p><u>OxIS</u></p> <p>PS provided an update on the Oxfordshire Infrastructure Strategy (OxIS).</p> <p>PS confirmed that the strategy is currently progressing: █ █ █ █</p> <p>The timing of OxIS was discussed amongst partners, regarding having a pause in the process due to NPPF, but it has been agreed that OxIS will continue without a pause.</p> <p>PS has been liaising with the working group made up of officers from each council:</p> <ul style="list-style-type: none"> • South and Vale: T █ R █ • West: K █ • Cherwell: M █ • City: R █ • County: N █ <p>The meeting asked some questions:</p>	

		<p>CC: We are keen at Cherwell to have a high level strategic OxIS. We support OxIS and would provide some resource to assist. We want to reinforce that we don't want it to be a mesh up of all IDPs, we want the focus to be on strategic issues and the issues around infrastructure and delivery as that is becoming an increasing problem for us.</p> <p>[REDACTED]</p> <p>LH: Where does the County Council fit in?</p> <p>PS: The County Council is the accountable body for the partnership e.g., holding the budget and all the procurement and legal arrangements for the contract are being dealt with by County colleagues.</p> <p>CH: Will the LAEP work run in parallel to OxIS? Are they going to overlap/will one defer to the other on certain topics?</p> <p>PS: If the LAEP identifies infrastructure related requirements related to energy then they need to be fed and suitably prioritised through OxIS. In an ideal world, you do then LAEP and you do the OxIS afterwards – originally there was discussion to delay OxIS until the LAEP was completed, however the LAEP will not be completed until late 2025 and we didn't want to wait. Some tweaking of OxIS may be required once the LAEP is concluded.</p> <p>[REDACTED] – this will need to be part of the project management arrangements.</p> <p>CH: What is the rough time frame for OxIS?</p> <p>PS: The revised timetable talks about the Spring of next year.</p> <p><u>Healthcare infrastructure note</u></p> <p>An instruction came down from leaders that we needed to engage in a collective conversation with the health sector about how we work together. PS and DY put together a draft report and circulated to the group. However, there are clear issues with the report.</p> <p>Action: PS to rewrite a report which really tries to say in high level that there's a willingness on both sides to work well together, and to share with OPPO group when complete, possibly in August.</p>	PS
3	Lowland Fen Brief	<p>EB briefed on Lowland Fens: a piece of work has been commissioned by South and Vale to identify and map the hydrological catchments of lowland fens which could cross boundaries due to catchments. Draft outputs are expected in early September and will be shared.</p>	

	Green Belt	<p>SH stated that there's going to be an expectation that we all review green belts. Councils gave an update as to where they are with this.</p> <p><u>Oxford City</u> SH confirmed that they have begun to review their green belts and make it clear which parcels of land are not developable due to flood zones and SSSIs and which are potentially developable. Posed the question as to whether everybody is still happy with the methodology used [REDACTED]</p> <p><u>South & Vale</u> At a very similar stage of green belt work to Oxford City. [REDACTED] we now have the final version available to publish with Reg 19. EE confirmed that they are still happy with [REDACTED] methodology.</p> <p><u>Cherwell</u> A focused review of parcels was conducted 12/18 months ago. There is an updated assessment which was published for the Reg 18, however it doesn't cover the whole of the green belt in Cherwell. CC confirmed Cherwell are happy with the methodology used [REDACTED]</p> <p><u>West</u> CH stated that they haven't actioned anything as of yet and hadn't envisaged conducting a review via consultants. However, if changes to the planning system mean that we all need to review, they will. CH confirmed they have no issues with the [REDACTED] methodology.</p> <p>EB noted that we all seem content on methodology which, if needed, pointed to a good starting point to considering joint work if we need to respond to it.</p> <p>Action: HB to include Green Belt on the agenda for OPPO on 15 August in anticipation of understanding then if we are required to do further work</p>	HB
	Local Plan Updates	<p><u>Oxford City Council</u> Nothing received yet from the inspector. Have been following up and should expect correspondence in early August. Oxford City are trying to get material agreed to upload on examination webpage. [REDACTED]</p> <p><u>Cherwell</u> Still scheduled to get Reg 19 through and published in November/December, a little later than October originally envisaged. Currently consulting on a CIL draft charging schedule for 6 weeks.</p> <p><u>South and Vale</u></p>	

		<p>Gearing up for scrutiny for September cabinets in October for reg 19. Likely to have consultation November/December.</p> <p><u>West</u> Charging schedule is going through committee on 18 July and will go to executive next week. Consultation will begin at the end of July. Saltcross AAP is as per the notes from the last OPPO meeting. Presumed adoption of that in springtime 2025 unless further delay/legal challenge.</p> <p><u>Oxfordshire County Council</u> No change from last meeting's notes</p> <p>Specialist housing – LH believes [REDACTED] emailed draft to Districts yesterday for comments by 30 July.</p>	
5	GTAA	<p>CH and EB discussed GTAA update, regarding high level of need numbers for South & Vale and agreed feedback by the end of the month. All suggested feedback possible for that time period.</p> <p>All agreed to check if further data is needed to be sent to ARC4.</p> <p>Agreed to discuss further and potentially meet with [REDACTED] ARC4 once we have provided comments on the draft (around mid-August), as well as discussing how to meet numbers with ARC 4 for advice if possible.</p>	
6	HRA	<p>Updates on HRA, progress on HRA note was discussed.</p> <p>[REDACTED] has agreed to draft first note by 31 July.</p>	
7	AOB	No other business	
8	Future meetings	<p>Thurs 15 August at 10:00 to 11:30 Thurs 12 September at 10 to 11:30 Action: HB to book in OPPO meeting for September</p>	HB

South Oxfordshire and Vale of the White Horse Level 1 SFRA

6 August 2024

Main document

We welcome the development of this joint Level 1 SFRA in support of the evidence base for the South Oxfordshire and Vale of the White Horse Local Plan. We are commenting mainly on the main river and EA responsibility sections. This is due to limited time to review the large amount of provided material.

Page xi of the SFRA refers to 18 sites that have no or partial planning permission that you proposed to allocate. We were provided with a shapefile of 50 allocations within your districts, please can you confirm that the other 32 already have planning permission? If this is not the case, please can you provide further information on these other sites.

Please see attached our comments on the 18 sites provided to us. For any site in Flood Zone 3b, it will also need to be demonstrated, and included in local policy, that there shall only be water compatible or essential infrastructure within FZ3b. We welcome that this is outlined in your Strategic Recommendation A in Appendix D of your Level 1 SFRA.

It is good to see that the SFRA makes recommendations for your local polices as outlined in the Executive Summary and in the main document. We welcome these key local policy requirements, however there are missing issues that should be covered by local policy, as discussed below.

We welcome that section 1.5 refers to SFRA future proofing, and that throughout the SFRA it is clearly stated that the Flood Map for Planning should be checked at the planning application stage as it may differ from extents in the SFRA. As a major change to the Flood Map for Planning is due to happen in Spring 2025, we recommend this is highlighted in section 1.5. Unfortunately, the release of this data set will make elements of this emerging SFRA out of date. Please see our advisory on the New National Model at the end of this document for more information.

We believe you intend to publish your maps online, please can you reference this and provide a link in Section 1.5?

In Section 3, can you state the source of the image in Figure 3-1.

Please include reference to 'fluvial' in section 3.1.1 for clarity, for example 'River or fluvial flooding...'. This would match how you refer to surface water and pluvial flooding in the following section.

5.2.1.1: There is incorrect information here. The final sentence states: '*Didcot, Chalgrove and Watlington in South Oxfordshire, are each at risk of flooding from unnamed tributaries of the River Thames*'. Didcot is at risk from the Moor Ditch and tributaries, which are tributaries of the River Thames but not the River Thame. The Chalgrove Brook (which is a tributary of the River Thames) flows through Chalgrove and Watlington. Please let us know if you would like further information on names of watercourses within your authorities.

We note you highlight inconsistencies in the Flood Map for Planning in section 5.2.1.1. This may be due to a lack of fluvial modelling of watercourses in smaller catchments. Thank you for providing the example at Tetsworth, where the tributary of the Haseley Brook is an 'unmodelled watercourse' in terms of fluvial flood risk and so it not shown in the Flood Map for Planning. We

agree it is important for flood risk from all watercourses is considered. We recommend you include a section in your SFRA on how fluvial flood risk from 'unmodelled' watercourses should be considered at the Local Plan stage as well as future planning applications. For example, you may wish to use a proxy: such as a certain number of metres from the watercourse or a certain surface water flood extent that's hydraulically connected to the river, or in some instances require detailed modelling to be undertaken to better understand flood risk. We have briefly looked into the Tetsworth area where the surface water mapping does appear to provide a reasonable approximation of flood risk associated with the watercourses in this area. We welcome that sites shown to be at risk of surface water flooding are to be identified at the site screening process.

Section 5.2.1.1 refers to detailed modelling in the Tetsworth area. We are not aware of this modelling, please can you provide further information? If this is fluvial modelling, it may be worth exploring whether this is suitable to be used in the Flood Map for Planning.

In 5.2.2 there is a paragraph outlining the history of flood zones, is this needed?

In 5.2.2 the Catchment Flood Management Plans (CFMPs) haven't been updated recently. Can you provide reference to the Thames Flood Risk Management Plans and River Basin Management Plans.

It is our understanding that you intend for Flood Zone 3b to be defined using the 3.3% annual exceedance probability (AEP) in line with the PPG. However, this is not clearly stated in your Level 1 SFRA. Section 5.2.3 needs expanding to define the local definition of Flood Zone 3b, including an overview of the different scenario's such as when the 3.3% AEP is not available. This may differ between your strategic level 1 assessment to your detailed site assessment and what developers use in site specific FRAs. We have reviewed Appendix B where detail is provided on some of these scenarios, however this should be summarised in the main SFRA for clarity and to signpost others to the appendix for further detail.

In relation to Appendix B, further clarity should be provided on the appropriateness of the proxies chosen. Are these approaches over or under estimating flood risk? We would welcome a shapefile of the Flood Zone 3b functional floodplain as defined in the SFRA and Appendix B which would aid our understanding. It is good to see that future functional floodplains are included. We support your conservative assessment however this may prevent most development in flood risk areas. Are you happy with this approach?

Section 5.4 refers to JBA's 5m Groundwater Flood Risk Map and additional knowledge of groundwater flood risk in your authorities. We welcome that this section states groundwater flood risk should be '*considered on a site-by-site basis in development planning*' including for your site allocations. Ideally, this information should be used in your Sequential Test, and at the very least in a Level 2 SFRA. If groundwater risk is deemed too high in the Level 2 SFRA you may then need to revisit the Sequential Test to find a replacement site for your allocations. We agree with your caution of using some of the risk layers e.g. the JBA groundwater dataset for site specific assessment, however if it is the best available information then it should be used in your site assessments. You may wish to flag to future developers of sites that their Flood Risk Assessment will need to incorporate detailed modelling/assessments in order to demonstrate groundwater flood risk to the site and surrounding area.

From section 5.5 it is not clear how flood risk from sewers will be taken into account in your local plan, including site allocations, and future planning applications. Please provide more detail.

In section 5.6.1. “reservoirs should be regulated from 25,000m³ to 10,000m³” is stated as under review. This is already in place under the FWMA 2010 section 33 “Schedule 4 (reservoirs) shall have effect. “

We acknowledge that cumulative impacts are considered, and that the cumulative assessment methodology used is described in Appendix E. We welcome the visualisation in Figure 2.2 showing which WFD catchments would be sensitive to cumulative impacts. Without access to the data processing steps, we have a slight concern regarding how properties at risk have been spatially counted. Using postcode points could over or underestimate areas due to the size differences between postcodes. The methodology is summarising aggregated data at the catchment level. We would welcome confirmation and justification that the postcode point methodology is suitable for this assessment.

We welcome the list of strategic solutions in section 5.8 (page 39 of the main SFRA). We recommend exploring how some of these points could be bought forward in to local flood risk policy to reduce flood risk where possible in SODC and VoWH.

In 5.8 it is good to explore opportunities for flood risk reduction including use of storage within the floodplain.

It is good to see section 5.8.2 regarding safeguarding area for flood storage. However, we have noted the wording of “**Where possible**, South Oxfordshire District Council and Vale of White Horse District Council **may** look to allocate land designed for flood storage functions through the Joint Local Plan.”. We would welcome some stronger wording to confirm that land will be safeguarded for flood storage such as replacing ‘may’ with ‘will’.

We confirm that the climate change allowances used in this assessment are in line with the published climate change allowances which can be found here: [Climate change allowances for peak river flow in England \(arcgis.com\)](https://arcgis.com). We welcome that the ‘future functional floodplain’ has also been assessed. Please see our comments above on functional floodplain for our comments on proxies. We recommend future functional floodplain is referenced in your list of recommendations for local policy (or supporting text) to highlight this information to developers.

Catchment map fig 5-6 is very similar to figure 5-5 on Page 42. Could these figures be merged?

We acknowledge the summary of the available EA models in Table 5-4. We confirm you are using the best currently available models. It is good to see that the flood risk and other datasets will be available through an online GIS map. Please can you confirm that in parallel that you will be providing draft SFRA maps that provide a snapshot of the data used for the document development?

We welcome the inclusion of Section 5.10 on historic flood risk. The 2007 flooding event is not mentioned. The 2007 event impacted a large area, see page 21 in PFRA 2011. Didcot is in the list of areas affected.

The SFRA includes a summary of EA flood defence assets based on the Spatial Flood Defences dataset in section 5 – 5.11. It is good to see that this information will be available through an

online map. Please can you provide a link to this map? We acknowledge that the Oxford Flood Alleviation Scheme (OFAS) and the strategic Thames Valley Flood Scheme (TVFS) are listed. The developing TVFS could provide opportunities for flood reduction schemes with the two administration areas.

Natural Flood Management (NFM) is discussed regarding opportunities for reducing flood risk. Working with Natural Processes (WwNP) is described and referenced in section 5.11.5. Can you also reference a follow up mapping project to this national dataset? The Thames RFCC carried out a local assessment called the Thames NFM opportunity mapper dataset. More information on this can be found at [Thames RFCC Natural Flood Management Opportunity and Priority Map – Government Geography Profession \(blog.gov.uk\)](#). Also, are there any conclusions from this section that you wish to take forward into your local policy?

We welcome the second paragraph of section 6.3 and would support similar wording in your local policy:

South Oxfordshire District Council and Vale of White Horse District Council should seek to avoid inappropriate development in areas at risk from all sources of flooding, where applicable, by directing development away from areas at highest risk and ensuring that all development does not increase risk and where possible can help reduce risk from flooding to existing communities and development.

Points 1 to 5 in the blue box at the top of page 68 could also reference existing fluvial floodplain and areas where this could be increased to provide additional storage.

We are concerned by the reference on page 68 to the spreadsheet in Appendix C being used as evidence of the Sequential Test. Whilst some of the information will be useful, all sites on this spreadsheet are in areas at flood risk and proposed to be allocated. We would normally expect a Sequential Test to include a greater number of sites, including ones that are rejected due to high flood risk as well as ones at low flood risk (with clear explanations if any are not taken forward).

We also have concerns on the lack of all sources of flooding being considered in your sequential test. All sources of flooding to and from your site allocations need to be considered in your flood risk evidence base even if this is at a high level. There should be a way of rejecting sites where flood risk from any source is too great to support allocation of vulnerable development, whether this is during your Sequential Test or following a more detailed assessment in your Level 2 SFRA. Please expand section 1.3.1 in Appendix D of your SFRA to include further reasons why sites may be rejected. This could be if the Level 2 SFRA identifies that the works are likely to increase flood risk elsewhere and there is insufficient space for compensation, unacceptable danger in access and egress routes, unacceptably high groundwater flood risk, etc.

Section 6.5.2 is missing flooding considerations such as resistance and resilience measures including appropriate finished floor levels, and ways to prevent increases in flood from sources of flooding other than surface water, such as through level for level compensation.

We acknowledge that site specific flood risk assessments will be required for developments in line with the NPPF. We welcome that this is linked through to the local plan policy. In the list following 'In summary, the FRA should address the following' on page 75, we suggest 'safe access and egress' is moved further down the list as considerations such as probability and climate change should feed into the assessment of safe access and egress. In point 8, we

suggest changing the wording to 'make sure there are no impacts **offsite**' as some works such as new bridges can increase flood risk upstream.

The first sentence of Section 6.8 should be justified, including through your Sequential Test. Is development needed in areas at flood risk in SODC and VoWH? We welcome the discussion of opportunities to reduce the causes and impacts of flooding within the SFRA, particularly the wording in section 6.8.1 where it states that "Flood risk should be considered at the first stage in planning the layout and design of a site to provide an opportunity to reduce flood risk within the development." We suggest the following change to 6.8.1: '~~while less vulnerable~~ **development that is in a lower vulnerability category (such as e.g., vehicular parking, recreational space) may be suitable** ~~can be~~ in higher risk areas that may be on lower ground'. Please note car parking is 'less vulnerable' development and so is not appropriate in Flood Zone 3b.

Section 6.8.3: please amend to 'care must be taken as raising land ~~above~~ **in** the floodplain' and 'Compensatory flood storage should be provided and ~~would normally~~ **should** be on a level-for-level...'. Otherwise, we are happy with and welcome the inclusion this section.

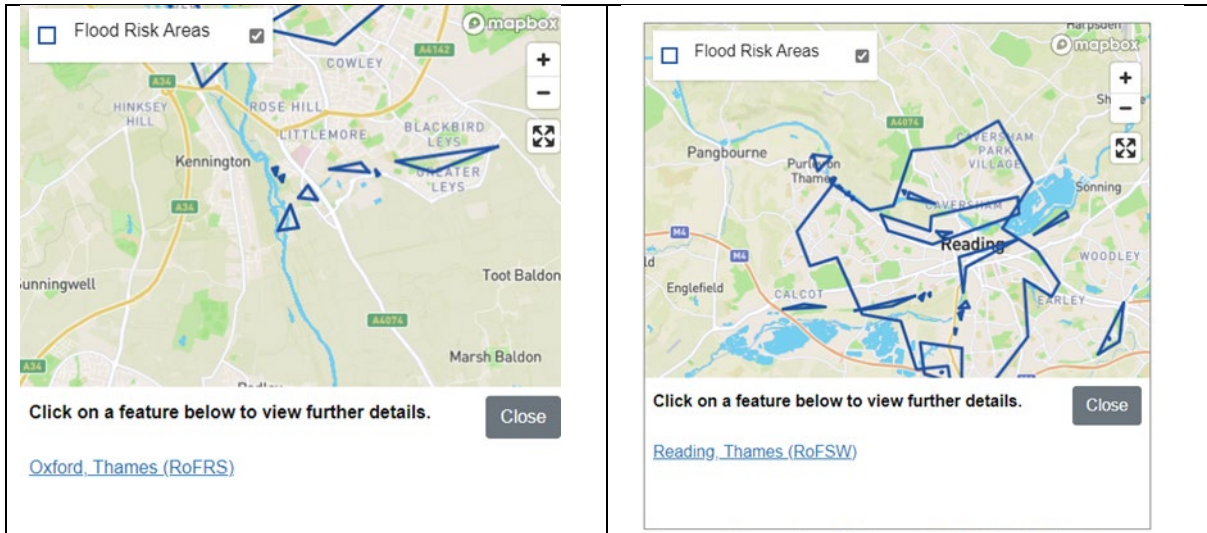
More detail could be provided in Section 6.9 on what you, as the LPA's, would find acceptable at the planning application and site assessment stages. It is not clear when you could find Flood warning and emergency evacuation plans acceptable, and when safe access and egress will be required. Please can you clarify to help future developers, as well as to aid in your review of your proposed allocated sites.

In 6.9.1 the LLFA is not a Cat1 responder. Other functions / departments within OCC are.

In 6.9.1.4 It was published in 2015 covering a date range from 2015 to 2021.

The recommendations in section 7 includes future work and assessments in Table 7-1. Your LLFA is currently updating its local flood risk management strategy. We are mostly raising this for awareness only as we're aware it may not fit in with your current timescales. However, it may be worth referencing this future document in your SFRA, potentially as a trigger for when the SFRA should be reviewed/updated? A water cycle study is likely to be required for the Joint Local Plan; Table 7-1 should be updated to reflect this.

Flood Risk Management Plans (FRMP) are briefly mentioned within the main document. Can you include more information on the FRMPs in both the main document and Appendix A? There are no nationally defined Flood Risk Areas within South Oxfordshire and Vale of the White Horse. However, there are two Flood Risk Areas that slightly overlap with the SODC and VoWH administration boundaries. These are the Oxford Thames RoFRS and the Reading Thames RoFSW FRMPs. These should be checked in order to include any relevant measures for this SFRA.



Otherwise, there are no other nationally defined Flood Risk Areas within both administration boundaries. [Find out about flood risk management plans – Flood Plan Explorer \(data.gov.uk\)](#)

There is also the Strategic Oxford – Cambridge Arc area. Please include the reference to the Thames river basin district flood risk management plan.

[Thames river basin district flood risk management plan - GOV.UK \(www.gov.uk\)](#)

Can you include a reference to River Basin Management Plans in the main text and link it to Appendix A.

Appendix A

In Table 1 can you change the wording to reflect section 9.5 in the act e.g. “The LLFA has a duty to be **consistent** with national flood and coastal risk management strategy principles and objectives in respects of its flood risk management functions.”

In A.2.6 River Basin Management Plans there’s an opportunity to include background on Flood Risk Management as stated above.

Appendix B

Can the bullet points in 3.1 relating to the modelled flood outline proxies be converted to a table. This would make the information easier to read and digest.

Can the bullets points in section 3.1 relating to the modelled flood outline proxies be converted to a table.

In the “The hierarchy of methods used to define Flood Zone 3b is outlined below” on page 4-5 we suggest the following wording:

1. Use of *the 3.3% AEP from* detailed model outputs where they are available. Only final and approved model outputs have been used to delineate Flood Zone 3b (Table 3 1).

2. Use of a proxy approach in areas subject to detailed modelling, where approximate outputs are available (e.g. in areas where outputs for the 3.3% AEP event are not available, but where alternative AEP events are available and can be used as a proxy) (Table 3 1).
3. Use the current Flood Zone 3 (June 2024) outline in areas where no detailed modelling outputs are available (Table 3 2).
4. Use of the 1% AEP Risk of Flooding from Surface Water outline along ordinary watercourses in the absence of detailed modelling and Flood Zone 3 or use of the buffered watercourse (8 metres either side of the channel) and delineated Flood Storage Area layers (Table 3 2), whichever is larger.

In Table 3-1 can you change the field heading from Annual Exceedance Probability (AEP) to AEP used to define flood zone 3b.

Should the Flood Storage Area layer (mentioned in the hierarchy of measures) be added to Table 3-2.

Section 4 outlines the GIS methodology used to define flood zone 3b. Can you provide the shapefile of the output flood zone 3b. Also, can you confirm if this layer will be available on the online mapping portal?

Appendix C

There are some sites within the shapefile provided which fall within Flood Zones 2 or 3 (including FZ3b functional floodplain) which are not included in Appendix C. Please can you let us know why these sites have been excluded, for example have these sites already been granted planning permission? If this is not the case, these sites should be added to this screening spreadsheet for review.

Please see our comments in the spreadsheet for site specific comments.

Appendix D

We have not had time to review App D in detail. Please see points in the section above. If you have any queries then please contact us.

Appendix E

See response above regarding the query related to how the cumulative impact areas have been determined.

In Table 2-4, can you confirm how the assumption “30% allowance for landscaping and requirements for SuDS” has been determined.

Informative – New National Model (NNM)

A new national model is expected to be released in early 2025. This will replace the current national modelling (JFLOW). This is likely to change the Flood Zones on some of your site allocations, and should provide additional information on climate change and Flood Zone 3b. More information on this new dataset can be found here: [Updates to national flood and coastal erosion risk information - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/updates-to-national-flood-and-coastal-erosion-risk-information) . Could this also potentially be used as a trigger for when the SFRA should be reviewed/updated?

Some watercourses in SODC and VoWH are not currently modelled and are identified as 'unmodelled watercourses'. These watercourses may be covered by the new national modelling in future. Please see our comments above on how you may wish to take flood risk from these watercourses into account in this level 1 SFRA as well as future Level 2 SFRA and site-specific FRA's submitted with planning applications.

From: [REDACTED]
Sent: 13 August 2024 09:27
To: Planning Policy S&V
Subject: South Oxfordshire and Vale of White Horse Fen Evidence
Attachments: JLP Fens Evidence Specification_Final.pdf

Good Morning,

As part of our work on the South Oxfordshire and Vale of White Horse Joint Local Plan we have commissioned some new evidence on lowland fens. This evidence will help us to better protect these irreplaceable wetland habitats from potential harm.

To summarise, this commission will:

- Identify and map lowland fens;
- Identify and map their hydrological catchments; and
- Assess whether mapped hydrological catchments can be subdivided into 'risk zones' where different types/scales of development are likely to change water quantity, quality, and flow, such that adverse impacts on a lowland fen may result.

Please find attached a copy of the full specification for information.

The focus of this commission will be on South Oxfordshire and Vale of White Horse, however there may be situations where fens' hydrological catchments cross administrative boundaries. Where this is the case, we will let you know you and it may be helpful to discuss the approach in more detail. (Please note that we expect to have draft outputs in early September.)

Please let us know if you have any questions about this commission and/or if you would like to discuss it further.

Kind Regards

[REDACTED]
Senior Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

**Oxfordshire Planning Policy Officers Meeting
 Thursday 15 August 2024
 10.00-11.30 via Teams**

Minutes

Attendees:

- ██████████ - Oxford City (RW)
- ██████████ - South and Vale (LM) - Chair
- ██████████ - Cherwell (CC)
- ██████████ - Oxfordshire CC (LH)
- ██████████ - West Oxfordshire (AT)
- ██████████ - South and Vale (HB) – Minutes

- Apologies:** ██████████ - Oxfordshire County Council, ██████████ – West Oxfordshire (CH),
 ██████████ – South and Vale (EB)

Item	Notes	Actions
1	Notes of the last meeting on 17 July	
2	Local Plan Updates	
	<p><u>Oxford City</u> Awaiting news on local plan from PINS, have submitted material. CIL charging schedule has been submitted for examination.</p> <p><u>Cherwell</u> Currently number crunching and putting a paper together regarding the NPPF. Will start to make decisions w/c 19 August. CIL charging schedule - the consultation has another week or so to run.</p> <p><u>South and Vale</u> Published a new LDS this week. Currently accelerating the JLP with plans to hold the Reg 19 in October followed by a rapid process of reps consideration and submission in December 2024.</p> <p><u>West</u> Likely to be a delay to the next stage whilst the potential changes to the NPPF are digested. Wanted to go out for further Reg 18 this year but as the deadline has been pushed to 2026 it gives breathing space and time to take stock. Are considering updating their LDS. Area action plan – Saltcross examination scheduled for December. In process of working up additional evidence and will be submitting by September. CIL – will be consulting on draft charging schedule until the end of September.</p>	
3	Draft NPPF	
	The meeting discussed the draft NPPF and agreed that the councils are happy to share thoughts and draft responses, but questions whether there will be time to do this before the deadline.	

		<p>South and Vale will share a press release on 15 August stating that they will be responding in due course.</p> <p>Cherwell plans to request better clarification on what is meant by grey belt and the criteria for releasing grey belt, as the way it is written is open to interpretation.</p> <p>LH confirmed that Reading sent an email to Oxfordshire CC, asking for a response by 23 August (written before the draft NPPF was released) letting them know that they have identified their housing need as being 735 dpa and that they will be proposing an 800 dpa figure in their local plan, meaning that there will be unmet need and possible implications for Oxfordshire. LH is planning to respond and ask what their plan is for this unmet need.</p> <p>LM doesn't believe that Reading have contacted South and Vale.</p> <p>ACTION: LH to share email from Reading</p>	LH
	Green Belt	<p>RW confirmed that they have been carrying out some further work on the Green Belt, as described in the previous OPPO. They have offered to share this with the Inspector, and he is willing to receive. They are likely to add to this with what they know from the NPPF regarding grey belt.</p> <p>AT: Do you think there's an appetite for doing a new [REDACTED] study?</p> <p>RW: It seems sensible but will likely depend on the amount of time each council has available.</p> <p>CC: I don't think Cherwell are going to reopen that too much. [REDACTED] [REDACTED] In the longer term though, we might do a comprehensive review of the Oxfordshire Green Belt, looking at the purposes of it and whether it can be changed.</p> <p>LM: We don't have capacity to think about this at the moment due to the JLP but feel it's important to keep on the agenda.</p>	
5	GTAA	<p>LM raised that South and Vale have some concerns about the methodology and the numbers that it has generated. [REDACTED] [REDACTED] LM requested that the group have a thorough review and go back to [REDACTED] [REDACTED]</p> <p>LM requested that nobody publish the draft report before there is an opportunity for it to be reviewed.</p> <p>LM brought up specific issues which have been pinpointed:</p> <ul style="list-style-type: none"> - It is unclear how [REDACTED] have justified their in-migration rates and it's not identifying a known identified need. 	

		<ul style="list-style-type: none"> - [REDACTED] have used an assumption regarding bricks and mortar that is not based on any evidence. They have said that 'an allowance for households moving from bricks and mortar dwellings to a pitch would result in an additional need for 10 pitches across Oxfordshire' but have not explained how they produced this figure or why it is equally split between each authority. - [REDACTED] have used a household formation rate of 3.5%. Normal GTAA studies look at about a 1.5% household formation rate - for South Oxfordshire, this makes for a 30-pitch difference. - the definition of a traveller used by [REDACTED] results in an inflated need. They have assumed that everybody on pitches meets the definition of nomadic habit of life. - The baseline data doesn't seem to be correct for two sites in Vale. <p>[REDACTED]</p> <p>Agreed working group to discuss these concerns and whether they need to be brought up to [REDACTED]</p> <p>ACTION: LM to let [REDACTED] know to reach out to reconvene the working group, copying in CC and M [REDACTED].</p> <p>LM confirmed that South and Vale are not currently willing to sign off or publish the GTAA and raised that they would like to able to publish a GTAA when they go for Reg 19 in October.</p>	LM
6	HRA	<p>LH confirmed that L [REDACTED] M [REDACTED] sent round the HRA note on 1 August to [REDACTED] at Cherwell, L [REDACTED] D [REDACTED] and A [REDACTED] W [REDACTED]. There have been emails since in an attempt to set up a meeting to discuss it for 27/28 August.</p> <p>RW confirmed that the note was going to set out/summarise the various and varying positions of the different districts in terms of traffic model and air quality data.</p> <p>RW suggested that each council checks whether the note represents each of the council's positions clearly and then the note can be shared with National England.</p> <p>LM brought up that South and Vale have a pressing need for numbers so that those can feed into their HRA. For example, Cherwell's traffic modelling data for the A40 and A34 would be useful to have if it is available.</p> <p>CC confirmed that the traffic modelling data will not be available until October.</p>	

7	AOB	<p><u>Oxford Sewage Treatment Works</u></p> <p>LH confirmed that the County Council haven't yet received an application from Thames Water to improve Oxford Sewage Treatment Works, expected that Thames Water will be putting in an application towards the end of 2025. LH asked the meeting how they will be including this in the local plans.</p> <p>Oxford City have a statement of common ground with Thames Water and the EA which is available in the examination library and have attended meetings with MHCLG and DEFRA. They are currently working on an updated statement of common ground that they can add to the library for the next phase of hearings.</p> <p>South and Vale said that they might look at an occupancy condition to policy e.g. homes aren't occupied until the issue has been resolved.</p> <p>Cherwell have been approached regarding levels of growth.</p> <p><u>Health and Planning Presentation</u></p> <p>Oxford City received an email from the Health team at the County Council requesting to present to members about health and planning. RW asked the meeting whether every council has received this.</p> <p>CC is having a pre-meeting with the Health team in a week to discuss and agree what they are planning to present. CC will be at the presentation.</p> <p>AT is not aware that West have been approached.</p> <p>LM is not aware that South and Vale have been approached.</p> <p><u>Statements of common ground</u></p> <p>LM confirmed that South and Vale will be reaching out for statements of common ground over the next three months. [REDACTED] will be in touch.</p>	
8	Future meetings	<p>Thurs 12 September at 10:00 to 11:30</p> <p>Thurs 10 October at 9:30 to 11:00</p> <p>ACTION: HB to book in October OPPO</p>	HB

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
9/9/24	<p><u>Joint Local Plan</u></p> <ul style="list-style-type: none"> • Comments sent on update site allocation policies. • New LDS with accelerated timetable. Reg 19 Oct-Nov. Submission Dec 2024. Joint Local Development Scheme (southoxon.gov.uk) • 18th September VOWHDC Special Cabinet, Special Council. • 19th September SODC Cabinet, Special Council. • Scheduled consultation dates 1st October – 12th November • Statement of Common Ground to be prepared (update county wide one prepared for Oxford LP + one specific to County Council) • Duty to Co-operate • S&V Education topic paper to be prepared (updated version of SODC LP one). <p>Cowley Branch Line</p> <ul style="list-style-type: none"> • Infrastructure Place Strategy and contributions strategy work progressing. • Project Manager appointed at County Council 2 days a week and City Council also appointed someone for CBL work. <p>Transport Evidence Base</p> <ul style="list-style-type: none"> • ETI reviewing the draft report underway.

**Oxfordshire Planning Policy Officers Meeting
 Thursday 12 September 2024
 10.00-11.30 via Teams**

Minutes

Attendees:

- █ - Oxford City (RW)
- █ - South and Vale (LM) – Chair
- █ – South and Vale (EB)
- █ – Cherwell (CC)
- █ - Oxfordshire County Council
- █ – West Oxfordshire (CH)
- █ – South and Vale (HB) – Minutes

Present for item 1 only:

- █ – Arc4 (MB)
- █ – South and Vale (RH)

Apologies

Item	Notes	Actions
1	<p>GTAA (joined by the GTAA working group and Arc4) (main item)</p> <p>Officers at the meeting introduced themselves to MB from Arc4.</p> <p>LM set the scene that the GTAA is in its advanced stages and South and Vale are keen to reach an agreement through this meeting to see the report finished in time for South and Vale’s JLP intended Regulation 19 launch on 1 October.</p> <p>MB introduced the GTAA, emphasising the difference in the scale of need reported in the current report compared with the previous GTAAs, noting the change back to the original definition which includes anybody who identifies as gypsy and traveller regardless of their travelling behaviours.</p> <p>MB noted that many GTAAs completed post-2015 massively underestimated need. The need was still there, however the planning policy shifted in a different direction. The genuine levels of need are now being reassessed and showing higher levels.</p> <p>MB suggested that Arc4 could present an alternative position and explore household growth rates but he was cautious as the younger demographic for Oxfordshire does support higher household formation rate. He tries to strike a balance with an understanding that he will be challenged by others. MB confirmed that they could provide alternative calculations based on household growth rates in a matter of days.</p> <p>The meeting discussed each of the points which have been brought to the attention of Arc4:</p> <p style="padding-left: 40px;">1. In and out migration assumptions</p> <p>RH raised unclear justification of in-migration rates/not identifying a known identified need. RH suggested separating out in-</p>	

		<p>migration from the overall level of need and reflecting that it is based on an assumption rather than an identified need.</p> <p>ACTION: MB to rerun the analysis without in/out migration, remove the assumption and see what impact that has on the numbers. He has taken this approach once before at Fylde Coast.</p> <p>CH commented that including no migration seems artificial, what do Inspectors expect, have previous GTAA's factored in migration?</p> <p>MB confirms that the standard approach is to include migration. He is nervous about changing the typical approach.</p> <p>ACTION: MB agreed that two sets of numbers will be presented in the report so authorities can choose: the figures with in/out migration included and the figures without.</p> <p>RH commented that he is happy for the assumption to remain there, but it should be stated that it is an assumption, and a policy decision for the local authorities on how they address this, one way being through a development management criteria-based policy.</p> <p>LM suggested stripping the in-migration figure out of the need table and presenting it in a separate table. MB agrees.</p> <p>2. Bricks and mortar assumptions</p> <p>ACTION: MB to implement the same technique as with in/out migration.</p> <p>ACTION: MB to include information in the report such as that migration tends to be from sites to bricks and mortar rather than the other way around, as well as more clearly explain how the figure of 10 has been arrived at (an assumption that 5.3% of the G&T population shown in the census in bricks and mortar want to move onto pitches).</p> <p>3. Household formation rate</p> <p>Arc4 have used a technique that approximates to a household formation rate of 3.5%. Some other consultants for GTAA studies look at about a 1.5% household formation rate - for South Oxfordshire, this makes for a 30-pitch difference.</p> <p>MB explains that 50% of children are expected to stay in the area and form new households.</p> <p>MB suggests that it would be useful to include assumptions around growth rates e.g. 1.5% / 2% / 2.5% / 3% to give us a</p>	<p>MB</p> <p>MB</p> <p>MB</p> <p>MB</p> <p>MB</p>
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	<p>sense of what the alternatives look like compared with the absolute data that we've currently got.</p> <p>MB explains that Inspectors will want confidence over the plan period and some Inspectors are very hot on it, this approach has worked with them.</p> <p>RW comments that we ought to be very cautious of extracting and comparing one element from within a package of measures used by different consultants when they are a package and there is a link back to migration. This approach seems defensible and logical.</p> <p>RH comments that we have the demographic picture now, but that things will change over time and so it needs to build in flexibility and the assumption is that we will roll out GTAAs every 5 years which will give that greater clarity as we move forward.</p> <p>ACTION: MB to run sensitivity testing and share with the group to see how we should move forward. However, notes that he would prefer to look at demographic evidence.</p> <p>4. Definition of traveller</p> <p>S&V consider that Arc4 used the wrong definition of a traveller resulting in an inflated need. They have assumed that everybody on pitches meets the definition of nomadic habit of life.</p> <p>MB confirmed that Gypsies and Travellers are a culturally defined group of people, within which nomadic habits of life can happen, might have happened, and may happen again in the future, but that is now not any determinant as to whether somebody meets the definition or not. MB stated that he would robustly defend the position they take in terms of assumptions around whether the people identify as gypsy traveller or not.</p> <p>[REDACTED]</p> <p>RH countered that the GTAA should still separate out those that meet the nomadic way of life test from the cultural need and then it's a policy decision on how we would best meet that need.</p> <p>MB confirmed that he has got data on ethnicity, he can recognise whether a site is being occupied by gypsy and traveller households. He did ask in the survey whether people still travelled or not. He can share the raw data.</p> <p>CC confirmed that Cherwell are happy with the definition and want a strong robust piece of work.</p> <p>MB confirmed that the MCLG website states that the government reverted to the 2012 PPTS definition in December 2023 for plan and decision making.</p>	<p>MB</p>
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		<p>ACTION: MB to share data regarding who met the old definition in their findings, split into categories</p> <p>5. Site specific issues</p> <p>The baseline data doesn't seem to be correct for the Windmill Road Watchfield site or the Twelve Oaks Kingston Bagpuize site.</p> <p><u>Windmill Lane</u> MB confirms that they've spoken to the planning agents working at Windmill Lane who has said that there are 10 occupied plots, potentially with multiple families on each one but this can't be confirmed. MB advises that if we research this further then it has potential to increase the need.</p> <p>MB confirms that they have been considered as need but that it has been assumed that there is one household per plot.</p> <p><u>Twelve Oaks</u> LM questions who is living on the Twelve Oaks site and would like it confirmed whether or not they are travellers.</p> <p>MB confirms that the site was gated and was inaccessible, so no data was able to be collected. They suspected that the occupants were renter rather than travellers due to the characteristics of the site but were unable to obtain any further information.</p> <p>RH questions whether this site would be removed as part of the weighting if it is found that travellers are not occupying the space.</p> <p>MB confirmed that the weighting only applies to known gypsy traveller households.</p> <p>Arc4 have assumed that there are 6 gypsy/traveller households on this site due to not knowing for sure as a result of not being able to engage with the occupants.</p> <p>MB confirmed that if we can provide any information as to whether the occupants are gypsy/traveller or not, then these plots can be stripped from the need.</p> <p>MB agreed to aim for 19 September for any outcomes.</p>	MB
2	Notes of the last meeting on 15 August	Meeting ran out of time for this item. Chair asked for comments by email afterwards, none received	
3	Local Plan Updates (followed by email)	<p><u>Cherwell</u></p> <p><i>Local Plan Review</i></p> <ul style="list-style-type: none"> - 2 December 2024 – Reg 19 Plan considered by Council's Executive - 20 December 2024: Reg 19 consultation launch (8 weeks) - Taking advantage of NPPF transitional arrangements 	

- LDS to be updated at 2 December meeting.

CIL

Draft Charging consultation completed.
Assessing responses before confirming forward plan.

South and Vale

Have accelerated the timetable for the Joint Local Plan. The next milestone will be Reg 19 launching 1 October and running to 12 November. Then submission in December 2024. LM shared a link to Cabinet Papers, to provide an early preview and help give more for responding to the Reg 19. The Joint Local Plan is item 8 appendix 1 here:

<https://democratic.southoxon.gov.uk/ieListDocuments.aspx?CId=121&MId=3442&Ver=4>

West

Salt Cross AAP

Examination re-opened to consider Policy 2 Net Zero Carbon Development

Modified policy and updated evidence to be submitted by 27 September

Examination hearings expected in December

Inspector's report – Jan/Feb

Adoption – March/April

CIL

Consultation on draft charging schedule taking place until 27 September.

Submission in October/November

Examination in January

Examiner's report – February

Adoption – March/April

Local Plan 2041

Regulation 18 preferred option consultation to be pushed back to spring 2025 due to NPPF proposed changes including standard method.

Regulation 19 – autumn 2025

Submission – winter 2025

Updated LDS with more precise timings likely to be agreed / published in November.

 Oxfordshire CC (LH)

No change to the Minerals and Waste LP update.

Oxford City

Same report as last month.

4	Statement of Common Ground	<p>HB shared on the morning of the meeting a draft Joint Statement of Common Ground between Cherwell District Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council and West Oxfordshire District Council. This is a track changes update of the version for Oxford's submission in March 2024.</p> <p>EB confirmed that South and Vale are looking to get these signed off at the beginning of December and directed the meeting to suggestions/questions within the document which need to be answered/commented on.</p> <p>CC suggests that they may need to make extensive changes to Cherwell's position due to taking their Reg 19 plan to executive on 2 December. CC confirms that the confirmation of Cherwell's position won't be available until 2 December.</p> <p>Agreed upon 10 October as deadline for reviewing, for discussion on 10 Oct.</p>	
5	Any other business	No other business.	
6	Future meetings	Thurs 10 October at 9:30 to 11:00	

Subject: FW: 23102 RE: South & Vale Joint Local Plan 2041 - Evaluation of Transport Impacts (CONFIDENTIAL)

From: [redacted] Oxfordshire County Council [redacted]
Sent: 13 September 2024 16:29
To: [redacted] [nationalhighways](#)
Cc: [redacted] Oxfordshire County Council [redacted]
[redacted] [jacobs](#) [redacted] - Oxfordshire County Council
'Planning SE' <planningse@nationalhighways.co.uk>; [redacted] [jacobs](#)
[redacted] [nationalhighways](#) [redacted] Oxfordshire County Council
[redacted] Oxfordshire County Council
[redacted] [southandvale](#) [redacted]
Subject: RE: 23102 RE: South & Vale Joint Local Plan 2041 - Evaluation of Transport Impacts (CONFIDENTIAL)

****EXTERNAL****

Hi [redacted]

Following our meeting back in June, we are now pleased to share with you the final draft of the modelling report for the South and Vale Joint Local Plan (JLP) 2041.

Please note that this should be treated as **strictly confidential** as we wanted to share this with you in advance of it being published as part of the districts' Regulation 19 consultation, which is due to commence in October.

It is also worth noting that, following the recent changes to housing supply and local development plans announced by central government, the development of the JLP is now following an accelerated timetable (see updated LDS [here](#)), meaning that the districts are intending to submit the plan to the Secretary of State in December.

We finalised the modelling report only last week but wanted to share the draft report with you at the earliest available opportunity so that, should there be any matters that you wish to discuss, we can have a conversation between yourselves, VoWHDC, SODC, and OCC in advance of (or alongside) the formal Regulation 19 consultation process.

Given the limited changes in respect of the key housing and employment allocations in the existing adopted LPs compared with the proposals in the JLP, OCC officers are of the view that the outputs of this modelling report represent a suitably proportionate evidence base to help demonstrate that the JLP is sound in transport terms.

For ease of reference, here is a quick summary of some of the key changes to previous local plan modelling reports:

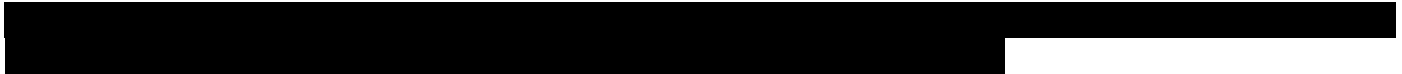
- Key changes in allocations are shown in Figure 4-1 (p.34), of particular note are:
 - The housing allocation at Dalton Barracks of 1,200 units (as allocated in the Vale of White Horse Local Plan 2031 Part Two), which is included in the 'do-minimum' scenario has increased to 2,750 (as proposed in the JLP), which is included in the 'do-something' scenario;
 - The housing allocation at Chalgrove Airfield of 3,000 units and 5ha of employment (as allocated in the South Oxfordshire Local Plan 2035), which is included in the 'do-

minimum' scenario has been removed from the 'do-something' scenario given the proposal to de-allocate the site;

- Highway scheme assumption changes are shown in Figure 4-3 (p.38); and
- The base year model has been updated from 2013 (which was used in the previous LP modelling reports) to 2018, the process for developing this new base year model is detailed in Chapter 3 of the report.

Are you and colleagues able to review the attached please?

If you have any matters you wish to discuss arising from this review, we would welcome the opportunity to go through these with you at the earliest available opportunity in the hope that we can address and resolve any such matters in advance of the formal submission of the plan to the Secretary of State in December.



Kind regards,



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Notes

OF A MEETING OF THE



The Future Oxfordshire Partnership Planning Advisory Group

HELD ON FRIDAY 13 SEPTEMBER 2024 AT 10.00 AM
VIRTUAL VIA MS TEAMS

Present:

Members: Councillor Andy Graham (Chair), Councillor Hugo Ashton, Councillor Diana Lugova, Councillor Lesley McLean, Councillor Judy Roberts and Councillor Louise Upton.

Officers: [REDACTED] (Oxford City Council), [REDACTED] (South Oxfordshire and Vale of White Horse District Councils), [REDACTED] (BOE ICB), [REDACTED] (West Oxfordshire District Council), [REDACTED] (West Oxfordshire District Council), [REDACTED] (Future Oxfordshire Partnership), [REDACTED] (BOB ICB), [REDACTED] (Oxfordshire County Council), [REDACTED] (Oxfordshire County Council), [REDACTED] (Future Oxfordshire Partnership), [REDACTED] (Future Oxfordshire Partnership).

1 Apologies for absence and notification of substitutes; declaration of interests; Chair's announcements

Apologies for absence were submitted from Councillor Jean Conway, (Cherwell District Council), substituted by Councillor Lesley Mclean, [REDACTED] (Buckingham, Oxfordshire and Berkshire West ICB), and Councillor Anne-Marie Simpson, (South Oxfordshire District Council).

There were no declarations of interest.

As well as councillors and officers, the Chair welcomed [REDACTED], Senior Primary Care Estate Manager Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, (ICB) and [REDACTED] Head of Primary Care Infrastructure, Buckinghamshire, Oxfordshire and Berkshire West ICB to the meeting.

2 Notes of previous meetings

The notes of the meeting held on 15 March 2024 were agreed as a correct record subject to the following amendment to the fourth paragraph of note 29 as follows, (amendments shown in italics and strike through text):

“In the advisory group’s discussion, Councillor Upton referred to the comments made by Councillor Anne-Marie Simpson that the proposed next steps were *very* operational in nature *and it was not clear what the role here was with/without a role* for councillors and expressing concern about the resource impact of taking the proposed next steps through the Planning Advisory Group, recognising that individual council Development Managers already corresponded and shared best practice about viability.”

3 Planning for primary healthcare infrastructure across Oxfordshire

The advisory group considered a briefing paper on planning for primary care infrastructure across Oxfordshire. [REDACTED] Policy and Projects Officer, Future Oxfordshire Partnership and [REDACTED] Programme Manager, Future Oxfordshire Partnership introduced the paper explaining that it had been produced in consultation with NHS colleagues who they paid tribute to and that it was intended to improve understanding of the challenges to the development of health infrastructure in Oxfordshire that could potentially be influenced by councils and to support future joint working between the councils and the NHS.

It was noted that following circulation of the paper, NHS colleagues had suggested several minor amendments and that these would be incorporated into a final version for future reference.

It was highlighted that the paper focussed on town planning issues given the remit of the Planning Advisory Group, whilst still acknowledging the importance and impact of non-planning factors on health care infrastructure delivery. The group was asked to support the principle of taking this work forward via a task and finish group arrangement.

Prior to discussion, [REDACTED] Head of Primary Care Infrastructure, Buckinghamshire, Oxfordshire and Berkshire West ICB commented that from her perspective it was important to find ways for the NHS and Oxfordshire councils to work together, acknowledging that this worked well in many areas, but not so well in others. She referred to the appointment of [REDACTED] as Senior Primary Care Estate Manager for the ICB and his role to work with councils across the Buckinghamshire, Oxfordshire and West Berkshire areas. The Chair referred to the shared council and NHS objective to achieve successful health infrastructure outcomes and how the discussion might fit into the wider picture so delivery of healthcare infrastructure could be achieved.

In response to a question, [REDACTED] outlined his role to seek to coordinate planning matters and improve communications with local authorities across the BOB geographical area, bringing specialist in house professional planning expertise and knowledge. In summary, this included acting as a bridge between the BOB and councils by being involved in pre application discussions and formal representations from the BOB on individual planning applications as part of development management process, (particularly those of around 200 plus new dwellings). Since coming into post, he had been seeking to put in place a common framework to improve understanding around how the BOB would respond across the BOB area including a request that local authorities specifically consult the BOB on certain types of application, considering that the BOB was not always a statutory consultee. Whilst ever effort was made to engage it was not always possible given the limits on capacity as a single officer and partners needed to be cognitive of this.

The advisory group was also informed of the regular role [REDACTED] played as the BOB's representative on various existing regular local authority officer groups relating to strategic planning and public health/wellbeing. Development Management officer colleagues were also to be invited to attend these meetings on a quarterly basis. This allowed for appropriate issues raised to be taken back and considered with the Integrated Care Board but it was important to be mindful of his capacity as a single officer covering the entire BOB area. Whilst the BOB ICB would like to increase resources it like other ICBs had been affected by a 30% reduction in budget.

A summary of the issues and subjects raised by the members of the advisory group or responded to by officers in the discussion is presented below:

- Although not 'planning issues', the current national inability of Integrated Care Boards to own their own estate, the status of GP surgeries as independent businesses and a lack of central funding were difficult issues to overcome and represented the biggest barriers to GP provision. However, the idea of looking at ownership models and developing contribution arrangements like those used in the affordable housing sector were worth examining or where local authorities acted as landlords for health care facilities.
- There was no HM Government guidance on how the capacity of General Medical practice premises should be calculated compared to the existing population which might inform the level of developer financial contributions requested for primary care infrastructure.
- Buckinghamshire Council had adopted a Supplement Planning Document, (SPD) that set out its ask of developers but the introduction by the new Government of a revised National Planning Policy Framework meant there was a need to be cautious on whether such an approach might be used in Oxfordshire.
- It was not always viable or necessary to form new practices in response to development and a thorough business case had to be made. Often existing GP practices could be expanded, for instance via satellite branches.
- As well as linking to strategic planning and district council local plans it was suggested that planning for primary healthcare infrastructure should feed into the next iteration of the Oxfordshire Infrastructure Strategy, (OxIS). Members were informed that OxIS would be positioned at a strategic infrastructure level looking at key requirements for development and OxIS was not intended to have the level of granularity of individual council Infrastructure Delivery Plans which were linked to their Local Plans. The tender specification for consultants to lead the development of the next OxIS included provision of health issues and it was expected there would be discussions and involvement of health colleagues in OxIS development. This was welcomed by advisory group.
- The lack of central funding meant that the BOB had no resources available for pre project planning and development work.
- Several members commented that in addition to GP surgeries it was important to also consider the need for pharmacies in local communities. Officers informed the group that the importance of pharmacies was fully recognised, but separate regulations applied to the provision and planning of pharmacies which the Health and Wellbeing Board was responsible for via the Pharmacy Needs Assessment, (PNA) process. It was noted that a new PNA A new PNA was being developed for Oxfordshire, incorporating strategic sites, and building on previous assessments.
- Use of Section 106 funding for pre-project funding for pre-project improvements in over capacity GP practices - A Planning Inspectorate decision had approved the use

of S106 funds for this purpose. **Action:** It was agreed to circulate this decision to PAG members and officers.

- Community Infrastructure Levy (CIL) funding is recognized for its flexibility of use over Section 106 but is not typically used for GP pre-project work.
- Primary Care Infrastructure was wider than GP surgeries alone and given the move towards the prevention of ill health, could now be argued to include other community facilities such as health and leisure facilities, linking health services to prevention efforts. There was a need for a collaborative approach in planning service delivery to enhance health outcomes and this raised the possibility of colocation.
- Colocation of facilities – there were challenges around the integration of various services providers in one space under different contractual arrangements. Members commented that if it could be achieved, the colocation of health services, community centres and schools had potential to improve the accessibility of services to residents.
- ██████████ commented that from a public health perspective, the colocation of health and leisure facilities was being investigated with the district health and wellbeing teams as part of a ‘building blocks for life approach’. Whilst not a matter of planning policy, it was possible for councils to influence and encourage colocation through the tender and contract process with providers. Colocation had the benefit that the financial viability of facilities and their accessibility to local residents could be improved. In Oxford City the leisure centre contract now supports and encourages a range of health providers including the NHS to provide services in leisure facilities. Outside Oxfordshire, co-location of a GP practice with other community services is being tested e.g. at [Ebbfleet Garden City](#).
- It was also felt that councils could consider planning policy to encourage developers to think about community facilities provision in a non-siloed way.
- Role of Health Visitors and Family Hubs – comment was made that there had been a transition of responsibilities from midwives to health visitors and it was suggested family hubs could connect various health services.
- Dentistry was another area where a strategic approach could be helpful, but this was also governed by a separate needs assessment process.
- The Chair commented that in his view, if possible, it would be sensible to include health infrastructure colocation policies within Local Plans.
- Several members reiterated that the single biggest blocker to providing the local health infrastructure that everyone wanted appeared to be around ownership and suggested that given the aspirations of the new Government around improvements in health outcomes, it could be an opportune time to lobby for changes to the current regulations.

At this point the Chair referred to the suggestion within the report that consideration be given to the establishment of an officer task and finish group to consider the issues identified with the report and in the discussion and to explore the structural and strategic needs of health service delivery.

In discussion, members and officers expressed a range of views around whether such a piece of work should be undertaken within existing cross council officer collaboration structures, such as the Oxfordshire Planning Policy Officer Group, the OxIS Officer Working Group or the Health and Wellbeing Health Forum or if the establishment of a dedicated task and finish was the appropriate in this instance. Concern was expressed regarding the already high level of pressure on resource and officer time and that it was important to avoid duplication.

It was felt that there was a need for clarity around the membership and configuration of any group and how the output of any further work, either from a task and finish group or existing structures could be reported back or shared with members. It also felt that any work needed to be time limited.

Members and officers also referred to and acknowledged the wider potential impact of the review of the Future Oxfordshire Partnership itself and advisory groups including the Planning Advisory Group.

It was suggested that give the amount of detail to be considered, the Planning Advisory Officer Group could be the appropriate forum to initially discuss the most appropriate way to progress matters from a planning policy and development management perspective and scope any ongoing work.

Councillor Roberts suggested that the questions and issues raised be collated and then the answers reported back to Members.

Action:

- Consider at the PAG officers' group how best to take forward the ideas and suggestions raised in the report and PAG meeting:
 - Can the ideas and suggestions raised be actioned through existing partnership groups like the OxIS Steering Group, OPPO or forums connected to the Health and Wellbeing Board or is a new task and finish group in some form justified?
 - **If** a new task and finish group is required, what would the membership be?
 - Where would any output from existing groups or a task and finish group report to? Direct to FOP or to PAG?
 - Can a timeline for the issues be addressed?

4 Dates of future meetings

██████████ Senior Future Oxfordshire Partnership Democratic Services referred to the schedule of future meetings set out in the agenda but commented that several ongoing conflicts with the dates had been established and that he would be looking to rearrange all the dates in due course.

Councillor Roberts referred to the expected publication by HM Government of a revised National Planning Policy Framework and suggested that the implications of this could be an appropriate future agenda item to allow for a cross county discussion of the implications of the new framework.

The meeting closed at 11.42 am

From: [REDACTED]
To: planningpolicy@westberks.gov.uk
Subject: South Oxfordshire and Vale of White Horse Joint Local Plan update
Date: 20 September 2024 15:27:00

Dear sir or madam,

South Oxfordshire and Vale of White Horse District Council would like to update you that we have a slight update to the South Oxfordshire and Vale of White Horse Joint Local Plan Programming.

Our Regulation 19 Publication version of the Joint Local Plan has received approval to commence on 1 October 2024. We are accelerating the planned submission of the plan a little, so instead of submission next Spring, we plan to submit the Joint Local Plan in early December 2024.

Of course, we hope that you can review and decide if you want to comment at Regulation 19 stage.

Once you have reviewed it, I would appreciate it if you could reply to discuss whether you would want to progress a Statement of Common Ground with us for our December submission.

Kind Regards

[REDACTED]

[REDACTED]
Planning Policy Team Leader
Planning Policy
South Oxfordshire and Vale of White Horse District Councils

[REDACTED]

[REDACTED]

[REDACTED]

From: Planning Policy <planning.policy@southandvale.gov.uk>
Sent: 01 October 2024 17:57
To: jointtheconversation <jointtheconversation@southandvale.gov.uk>
Subject: Next steps in shaping our districts' future

****EXTERNAL****

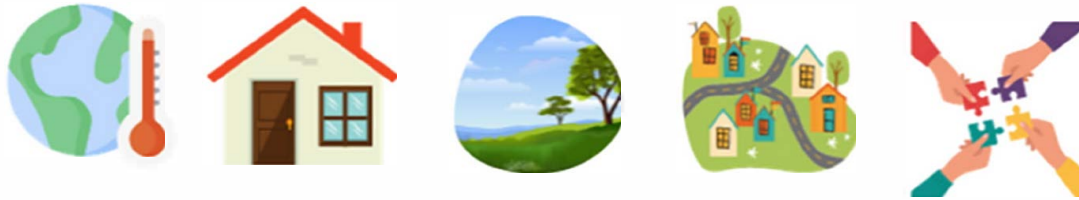
[View this email in your browser](#)



Next steps in shaping our districts' future: proposed Joint Local Plan Publication Stage

Dear Sir/Madam

In January 2024, we asked for your input on our Joint Local Plan Preferred Options Consultation, covering topics such as climate change, housing, jobs, infrastructure, transport, nature recovery, and healthy places.



Thank you to everyone who shared their feedback. Your comments have been thoroughly reviewed and considered. You can view the [consultation summary report here](#). The feedback we received has played a crucial role in shaping the Joint Local Plan for South Oxfordshire and Vale of White Horse, and we now invite you to view and comment on the publication version.

You can find out more about this publication stage in the [Statement of Availability and Representations Procedure document](#).

This stage of the process differs from our previous two consultations. It is a more formal and technical stage focused on ensuring that the plan meets all relevant requirements.

This is the last stage before the Plan is submitted to a Government Planning Inspector for independent examination. Rather than seeking ideas on what the plan should contain like our May to June 2022 Issues consultation, or asking for views on options as we did in the January-February 2024 Preferred Options consultation, this stage involves providing everyone with an opportunity to comment on legal compliance, the soundness of the plan and whether the councils have complied with their Duty to Cooperate, prior to its submission to government. We will gather the feedback and submit it to the government-appointed Planning Inspector for examination.

The period for responding on the publication stage Joint Local Plan opens today and runs **until Tuesday 12 November 2024 at 11.59pm.**

[Find out more and respond here](#)

Please note, this is a unique link just for you and is connected to your email address. If you would like to forward this email to anybody else, please refer them to the [Joint Local Plan webpage](#).



If you have any questions about the Joint Local Plan publication stage, undertaken in accordance with Regulation 19 of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), please email planning.policy@southandvale.gov.uk or call 01235 422600.

If you require the Joint Local Plan publication stage comment form in an alternative format (for example: large print, Braille, audio, email, Easy Read or alternative languages) please email planning.policv@southandvale.gov.uk or call 01235 422600.

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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
7/10/24	<p>Joint Local Plan</p> <ul style="list-style-type: none"> • Reg 19 consultation started till 12th November. • IDP also released. • Numerous evidence and supporting documents also published. • Microsoft Word - Duty to Cooperate Statement Reg 19 (southandvale.gov.uk) • Education Topic paper to be prepared. • Targeting submission in December (w/c 9th). <p>Cowley Branch Line</p> <ul style="list-style-type: none"> • Walk the CBL event, Lord Hendy given his approval for it. • Cowley Pedestrian and Cycle Bridge Oxford City Council • County considering if JLP says enough on CBL. <p>Transport Evidence Base</p> <ul style="list-style-type: none"> • Available online here (scroll down the page).

**Oxfordshire Planning Policy Officers Meeting
 Thursday 10 October 2024
 09.30-11.00 via Teams**

Minutes

Attendees:

- ██████████ - Oxford City (RW)
- ██████████ - South and Vale (LM) – Chair
- ██████████ – South and Vale (EB)
- ██████████ – Cherwell (CC)
- ██████████ - Oxfordshire County Council (LH)
- ██████████ – West Oxfordshire (CH)
- ██████████ – South and Vale (HB) – Minutes

Apologies: ██████████ - Oxfordshire County Council (DP)

Item	Notes	Actions
1	<p>Notes of the last meeting on 12 September</p> <p>Comments received via email tracked changes from RW and LH prior to meeting.</p> <p>The meeting discussed the minutes from the August and September OPPO meetings, making necessary changes.</p> <p>ACTION: HB to send out altered August and September minutes [complete]</p>	<p>HB</p>
2	<p>GTAA</p> <p>Meeting discussed and reviewed note shared by CH following GTAA meeting on 30 September. LM and RW made comments via email.</p> <p><u>In-Migration Assumptions</u></p> <p>South and Vale’s latest view is that migration should net to zero and there should not be figures in a table, based on advice received from S██████████ J██████████ (the ORS consultant) after the previous OPPO.</p> <p>Oxford, Cherwell and West Oxfordshire agree that the final GTAA report should include two sets of figures.</p> <p>CH asked LM whether she could get on board with a version of the report which does include two sets of figures.</p> <p>LM explained that at the end of the GTAA meeting, MB said he would speak with SJ. LM doesn’t want to confirm S&V’s position regarding presenting two sets of figures until MB has spoken with SJ.</p> <p>CH confirmed that following the GTAA meeting, MB requested to speak with him.</p>	

		<p>away from that definition. CC is eager to get this resolved due to Cherwell's local plan timeline.</p> <p>ACTION: CH to discuss with MB.</p> <p>CH would like legal proof that MB is misinterpreting the definition of a traveller in order to make a change in the final GTAA report.</p> <p>LM believes that South & Vale have run this past the appeals barrister. CH confirms that a statement from the appeals barrister giving their opinion in conjunction with that of PINS would be very helpful to see.</p> <p>On escalation point as discussed at meeting on 30 September, LM confirmed she has spoken with her manager who is planning to reach out to their counterparts at Cherwell and West Oxfordshire to have a conversation at that higher level.</p> <p>RW requested for Oxford to also be contacted.</p>	<p>CH</p>
<p>3</p>	<p>Local Plan Updates</p>	<p><u>Cherwell</u></p> <p><i>Local Plan</i></p> <p>Planning for: overview and scrutiny on 12 November, will be in public domain on 4 November, will take to their executive on 2 December and consultation on 20 December (preliminary date). Going with Reg 19 transitional arrangements – 200 within the new standard method figure. Looking at submission in Spring 2025.</p> <p><i>CIL</i></p> <p>Has been parked to move forward with the plan. Completed draft charging schedule a little while ago: received 40 reps. Viability consultants are currently reviewing. Are considering whether they merge it with the local plan timetable due to the charging schedule originally being based on the 2015 adopted plan. However, due to the timescale, they are going to converge it with the new plan.</p> <p><i>DTC</i></p> <p>Round of Duty to Cooperate meetings.</p> <p><u>South and Vale</u></p> <p><i>Local Plan</i></p> <p>Out to Reg 19 until 12 November.</p> <p>LM updated that South's planning committee on 9 October had approved outline permission for the Land North of Bayswater Brook, the first of the strategic allocations on the edge of Oxford.</p> <p><u>West</u></p>	

		<p><i>Local Plan</i></p> <p>Delayed due to new NPPF. Planning for informal Reg 18 in Spring, to go to members in March and go to consultation after elections in Spring. Depending on this and whether they are able to include draft site allocations, they will hopefully go to Reg 19 stage in Autumn.</p> <p><i>Salt Cross AAP</i></p> <p>Aiming to submit some updated evidence in the modified policy next Friday due to hearings in December.</p> <p>Currently an issue with the written ministerial statement on energy efficiency. KC advice on risks of going beyond WMS. However, members have raised a piece of open legal advice from a KC regarding Essex authorities, which states that the written ministerial statement is important, but they are not bound by it and that they can progress something that goes beyond. Currently aiming for next week but likely that members suggest pausing for legal confirmation.</p> <p>LM shared a link to South & Vale's Net Zero Carbon Study Local Circumstances Report.</p> <p><i>CIL</i></p> <p>Consulted on draft charging schedule which closed a few weeks ago - similar number of reps to Cherwell. Plan to hopefully submit in the next month or so.</p> <p><u>Oxfordshire CC</u></p> <p>No change to the Minerals and Waste LP update.</p> <p><u>Oxford City</u></p> <p>RW confirmed that they received the letter from the Inspector and that there is no other news as of yet.</p>	
4	Joint Statement of Common Ground	<p>Statement of Common Ground was shared on 12 September. Agreed at OPPO that councils would take it away and come back with changes to discuss during this meeting. EB appreciates that councils may want to form views on South & Vale's Reg 19 version of the plan prior to commenting.</p> <p>EB confirmed that South & Vale will have a 3 week window between the end of the consultation and submitting the plan and that they are aiming for submission w/c 9 December. Ideally would have signed Statements of Common Ground to pair with the submission package.</p>	

		<p>CH confirms that he has not yet been able to look at the SoCG.</p> <p>EB confirms that it would be an updated version of the county-wide one agreed for Oxford's plan.</p> <p>CH asks whether we will also be carrying out individual inter-authority statements of common ground as well – EB confirms that South & Vale are very open to do this and suggests doing this once authorities have had time to form an opinion on the Reg 19 JLP.</p> <p>EB says that South and Vale are hoping to do one with the County Council on a range of issues, as well as the possibility of doing one between Cherwell and South & Vale. States that happy to do with West and City as well if there are individual issues that need to be picked up.</p> <p>RW suggests starting fresh with the joint SoCG as the original was based on Oxford City's 2040 plan.</p> <p>RW suggests we may not want to limit the SoCG to housing need entirely. It was a key issue for Oxford City, but there might be other topics that might benefit from being collective agreed this time.</p>	
5	Habitat Regulation Assessment	<p>LM confirmed that there is a working group for the HRA and offered that A [REDACTED] W [REDACTED] from South & Vale lead on next stages.</p> <p>Agreed that A [REDACTED] W [REDACTED] from South & Vale will organise the working group and move things forward.</p> <p>CH asked about the note that L [REDACTED] from OCC lead on and its status.</p> <p>RW states that the note was the first output of the working group and that the idea of the note is that the councils collectively set out their own positions and how they all slot together and present to Natural England.</p>	
	County wide projects	<p>RW aware there are county-wide projects that require things from each council and will have impacts on all. She suggested some time at each OPPO could be designated to discussing anything relevant. This was agreed.</p> <p>LM raised 'Our Oxfordshire Story' as an example.</p> <p>LH shared some links We Are Oxfordshire and video Our Oxfordshire Story - launch event 18 September 2024 - YouTube</p> <p>LH explained that Our Oxfordshire Story is being used as a way to increase investment in Oxfordshire.</p>	

5	Any other business	No other business.	
6	Date of next meeting	LM suggested the next meeting be in person. The meeting agreed that it would take place at the County Council building. Date agreed Thursday 7 November 10-12 ACTION: HB to arrange the next few meetings via email.	HB

Summary Notes

Duty to Cooperate Meeting

Cherwell District Council, South Oxfordshire and Vale of White Horse District Councils

15th October 2024 2pm to 4pm (TEAMS)

██████████ (South and Vale)

██████████ (Cherwell)

██████████ (South and Vale)

██████████ (Cherwell)

- Both parties agreed to take summary notes and combine after to agree a set of notes.

Cherwell Local Plan Review update:

- Aiming for Overview and Scrutiny on November 12th, with papers public by November 5th.
- The executive decision is set for December 2nd, with public consultation of Reg19 starting December 20th, lasting eight weeks.
- The first draft has been shared internally with Councillors, and the plan will be to only approve for public consultation at the executive meeting.
- The final submission decision will be sought at a separate meeting in the spring after consultation.
- The approach to housing figures has been to move away from HENA, except with regards to Specialist Housing Need, rollback on the previous evidence base, using the current Standard Method Numbers and like S&V are adding Oxford City's agreed unmet needs of 4,400 units. The new figures are now within the 200 units range of the new Standard Method, which will allow CDC to take advantage of the transitional arrangements. Newly elected Members are keen to see the Plan in place.
- The Plan period is to be extended by 2 years to 2042 to allow for 15 years from the point of adoption.
- All the sites allocated to meet the City's unmet needs are being rolled forward.
- There may be a period of time just before adoption of the Plan when the delivery issues, despite a good pipeline of sites, means site are not coming forward and that's outside CDC's control. Issues with electricity supply and water hampering delivery on larger sites.
- Taken out some of the sites proposed at Reg 18 Plan and added a few employment sites as the previous version was not really meeting the needs in full

(50ha short). Even though need figures have changed there is now a small oversupply in terms of employment land supply. Will be using previous LSH employment evidence.

- Since the elections in May, work has been done to identify new sites and have adopted an urban design approach to developable areas, supply has been reduced due to design constraints.
- The conversation touches on the potential re-examination of the plan and the impact of new Standard Method figures. The importance of considering all Oxford sites for employment and housing needs was highlighted.
- GTAA remains a critical matter to resolve for CDC.

Joint South and Vale Local Plan update

- JLP is currently at Reg19 engagement stage. Only eight responses received so far.
- S&V have a PINS advisory meeting scheduled for next week on 23 November.
- Reg 19 consultation closes on 12th November, and S&V aim to submit the plan on 9 December.
- S&V are completing various strands of work such as agreeing a service level agreement with PINS, appointing the program officer etc. S&V are hoping the examination will be held in Spring subject to PINS resources, obviously given others may be seeking to submit under the transitional arrangements, such as neighbours Wokingham.
- The approach to housing figures haven't changed from Reg 18 to Reg 19 which has remained consistent, with the use of the Standard Methods figures for each of the districts with the additional uplift to address Oxford City's unmet needs which flow through from the adopted plans (4,900 for South Ox and 1,830 for Vale)
- Altogether South Ox allocations show 19,978 units against the housing requirement of 16,000 and Vale allocations show 19,779 against the requirement of 14,490 resulting in a slight oversupply which provides a nice buffer.

CDC response to South and Vale Reg.18

- CDC previously queried the approach around housing need, whether or not there had been any assessment of looking at any other housing needs, and whether or not any alternatives had been explored and whether exceptional circumstances existed to depart from the standard method but it was whether or not there had been any consideration, whether there might be any need before it was a sound method. SAV clarified that no options testing of other options regarding housing need are tested, because we don't recognise that any exceptional

circumstances to deviate from the Standard Method exist in S&V. There are explanations about our approach to housing need in updated topic papers.

- CDC previously commented that the housing requirement should consider the government's ambition of 300,000 homes. S&V also suggested that it's for the Standard Method methodology itself to factor in the government's ambition of 300,000 homes, which is evident by this being one of the reasons behind the change of methodology for the new Standard Method figures.
- CDC previously commented that it wasn't clear if housing and employment aligned, and whether higher employment may be a reason for more homes. S&V stated that since Reg18 they have approached this matter by having two consultants for ELNA and HNA working to confirm alignment of their conclusions and SAV consider the issues can be confirmed to be in alignment now.
- An issue was raised by CDC at the last Reg 18 in relation to re-evaluation of sites allocated for the City's unmet needs and whether this unnecessarily opened up sites for challenge. S&V confirmed all strategic sites have gone through the process of re-evaluation, particularly the South Oxfordshire sites, but resulting in no change with regards to those sites. The Chalgrove site remains excluded in the emerging joint local plan because of significant delivery issues. S&V stated they had to be reasonable and open up the review of sites to all of them. The airfield operators are re-evaluating how to secure the runway. S&V states they remain committed to the other strategic allocations, and have seen Land North of Bayswater Brook granted planning permission last week, and keen for others to come forward. From that perspective, this issue raised last time by CDC has fallen away. S&V agree with the CDC view about the importance of sites for Oxford agreed unmet need. S&V emphasized that is an opportunity through review to raise the standards that we would expect from sites. This provided the opportunity for new Councillors to have their input on their sites. It was agreed that challenges persist especially because standards have changed, and there are new viability issues and new infrastructure asks too.
- S&V confirmed SA work undertaken by Urban Edge.
- Oxford City's response to the Inspector and their next steps were speculated on, as it was queried what the potential implications may be for both Plans going forward, but both agreed we need to know what Oxford intend to do next.
- CDC are yet to look at the S&V Reg 19 plan, but will be looking back at previous responses to see what's changed and take account of some of the clarification, and it can be expected that some of those concerns will have fallen away.
- Discussion took place on how S&V may treat the planning permission with higher capacity than the allocation on allocated Oxford sites, S&V clarified that this has happened at land north of Bayswater brook, with some good masterplanning and sensitive design. S&V don't distinguish needs in South Ox, so higher delivery makes an overall contribution as a completion.

- It was discussed how we are preparing for the period between the publication of the NPPF imposing higher Standard Method requirements and the adoption of the Plans, and whether this situation brings new challenges of 'tilted balance', which we both accepted would be a possibility, although it may be tempered by the timing of such applications which would take time to gain permission.
- The new NPPF publication date was speculated upon, S&V last heard January potential, CDC heard first week of December.
- Discussion on the previous CDC comment about a lack of reference of HIF. S&V explained that the JLP makes references at Policy SP3 (Didcot garden town) which makes active travel references and in four strategic allocation Policies that ask for alignment with and contributions to HIF, and Policy IN3 which safeguards the land for HIF and S&V draw attention to JLP Reg 19 Para's 13.25 and 13.26 which make references to the critical importance of HIF.

South and Vale response to CDC Reg. 18

- S&V previously raised issues about Green Belt, options for unmet needs, and housing needs and employment supply.
- S&V previously commented to ask whether exceptional circumstances existed for the option to release land from Green Belt. CDC clarified that there is no intention to release land from the Green Belt now. Housing supply is good but sites are not coming forward and not intending to be setting out any exceptional circumstances.
- S&V previous questioned whether other options to meet housing need other than to agree Oxfords new unmet need has been tested, as S&V believed this left CDC vulnerable. CDC clarified that the option to provide unmet housing needs has been tested. Those sites were from the previous specific plan for Oxford need and are not being reopened. The alternative to not meeting unmet needs has been considered but that does not align with CDC's growth strategy and any reduction will lead to the housing figures falling outside the 200 units range from the new Standard Method figures. Both parties agree that the issue has fallen way.
- S&V raised previous that a housing need approach based on HENA would bring significant challenge to S&V, which although CDC has previously clarified was not the intention, in reality this challenged has happened with many in the development industry seeking to use the HENA figures for S&V to undermine the JLP. Both agree that by not following the HENA approach, this would resolve this issue of dispute.
- CDC clarified that the approach to be taken is the Standard Method plus unmet needs as the practical approach, and aim to have the Plan submitted before the new regime kicks in. There are five-year supply issues.

- CDC believe the 50 ha employment shortfall issue has been addressed by reverting to previous evidence.
- S&V raised that they didn't raise any DtC issues with CDC at the Reg18, believing the matter to be addressed first at the Oxford City Local Plan hearings.

Transport Corridors and Active Travel

- Potential impact of plans on transport corridors and active travel was raised but no significant linkages apparent.
- The conversation included the importance of the knowledge spine and the role of the Housing Infrastructure Fund (HIF).
- The discussion touched on the importance of aligning with transport schemes and the potential benefits for increased movement around the A34 corridor.

Cross-Boundary Issues and GTAA

- Both parties reliant and raised concerns around the GTAA commission and the need for the evidence to support CDC Reg 19 and S&V submission, it needs to come to a resolution.
- S&V has provided an update on the progress of the GTAA study following discussions the previous day between consultants, and there being the potential for a standard approach to be agreed between those experts (matter ongoing with meeting re-scheduled for next Monday).
- The conversation included the importance of resolving issues around household formation and migration figures.
- CDC asked what S&V response would be if matters could not be resolved, S&V stated they didn't have a view on what may happen yet, as they are hopeful of a mutual resolution.
- CDC emphasized the need for a resolution in the next few weeks to support their local plan evidence, and an email likely to follow early next week.

Health Provision and ICB Engagement

- Challenges of engaging with the ICB and the importance of health provision in the plan was discussed and noted mutually as an issue.
- The conversation included the potential for new GP surgeries and the impact of delays with COVID-19.
- CDC highlighted the importance of health provision in their allocations and the need for meaningful engagement with the ICB.
- The discussion touched on the challenges of getting responses from the ICB and the potential for future collaboration. S&V have a good response from the ICB covering the south-west of Vale.

Future Collaboration and Unmet Need

- Both parties agreed that there needs to be an indication from Oxford about their next steps, and we can both respond accordingly.
- Both parties agreed on the importance of ongoing discussions.
- The conversation included the role of meetings to resolve issues like OPPO and FOP (and confirmed we both send attendees to the FOP sub-groups). Both parties had heard a call for those FOP meetings to work better to support on planning matters, but have not heard that there is an actual call for/potential for those to be reviewed. Heads of Planning meetings raised but S&V structures means it's not the best forum for plan-making matters. S&V Planning Policy Manager attends HOP occasionally but the last meeting was challenging and S&V are wanting to give Oxford the space to come to their conclusions about next steps. No point speculating about next steps.
- The discussion touched on the rumours of strategic planning (such as Thames Valley area including Oxfordshire).

Statement of Common Ground and Informal Engagement

- Both parties agreed that engagement on the statement of common ground should continue and S&V expressed the importance of informal relationships and offer informal chats about policy matters.

South Oxfordshire and Vale of White Horse Joint Local Plan 2041 Water Cycle Study Detailed Report

Attendees

[REDACTED] (Senior Planning Policy Officer, South & Vale)
[REDACTED] (Senior Planning Policy Officer, South & Vale)
[REDACTED] (Principal Consultant, Wallingford HydroSolutions)
[REDACTED] (Director, Wallingford HydroSolutions)
[REDACTED] (Environmental Planning Specialist - Water Quality, Environment Agency)

Meeting Notes

1) Introduction - including brief discussion around scoping study outcomes

- Proposed submission version of the Joint Local Plan (JLP) and its evidence base published for comments on soundness and legal compliance (Reg 19) on 1 October. There is a six week period for representations to be submitted, ending on 12 November.
- WCS Scoping Report published at Reg 19. This identified some areas of uncertainty to be addressed through a detailed study:
 - STW capacity (headroom capacity assessment needed);
 - potential impacts on water quality (SIMCAT modelling needed); and
 - appropriate mitigation options.
- Prior to Reg 19, in the draft Scoping Report, WHS had suggested that the detailed study focuses on specific STWs and watercourses where particular issues/sensitivities were identified. However, the EA's comments on the draft report suggested all affected STWs and watercourses should be considered. (The EA's standard advice.)

ACTION: WHS to provide EA with a list of focused STWs and watercourses. EA to advise if this is acceptable.

2) Programme for local plan - Tight timeframe if WCS can't be delivered alongside local plan.

- JLP timetable has been accelerated to submit the JLP for examination under the current NPPF.
- Aiming for submission of the JLP for examination on 9 December.
- Aiming to have the detailed WCS for submission. There are risks associated with submitting without this.
- Timescales for producing the detailed WCS are extremely tight. We want to produce the best possible evidence within the time available. Will need to streamline/prioritise. Do we need to assess all STWs/watercourses?
- Noted that detailed WCSs usually take months to produce. The timescales are very ambitious.
- WHS questioned if the WCS could be separated from the JLP timetable i.e. not produced for submission. DS suggested a call with [REDACTED] (EA) ASAP. S&V would also need to discuss internally and possibly take legal advice as there could be significant risks for the JLP.

ACTION: S&V to arrange meeting with [REDACTED] (EA) ASAP.

3) Proposed approach to detailed study - considering budget and programme constraints

- Need to consider cumulative impacts, including cross-boundary impacts.
- Can not rely on Thames Water to fully assess water quality deterioration or permit limits. This needs to be done through the WCS.

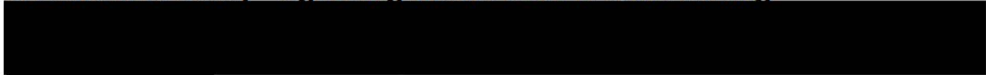
4) Availability of EA models and Data

- Need SIMCAT model from the EA for the Thames watercourses spanning both districts.
- SIMCAT model requests can take 20 working days to process. DS will assist in emphasising the urgency for this to colleagues.
- S&V need to formally request in writing. (Email ok.) Need to confirm that WHS have been appointed to produce the WCS and that is why they need modelling access.
- The councils and EA will need to sign a data sharing agreement before the model can be shared.
- Not expected that WHS would need to build any additional models or update the model. Existing SIMCAT should be sufficient as it is a relatively new model.

ACTION: S&V to submit a written request to the EA for WHS to access the SIMCAT model.

ACTION: S&V to alert their legal team to the need for this agreement and the urgency.

5) EA Involvement in study - agreeing method for WQ modelling

- 
- Limited time available to review detailed documents. Engagement by MSTeams calls may be most efficient.
- EA agreement of approach and method upfront important.

6) Project outcomes - what would all parties like to see as a result of the study

- Need a robust, proportionate assessment to support the JLP.
- The EA has significant concerns about water quality in the districts which need to be appropriately assessed. They need to be reassured that development in the JLP would not result in the deterioration of water quality. If we do not have sufficient evidence, there is the risk of EA raising a soundness issue.

7) A.O.B

- None.

From: [REDACTED]
Sent: 23 October 2024 16:15
To: Planning Policy S&V
Subject: South Oxfordshire and Vale of White Horse Fen Evidence

Good afternoon,

We wrote to you back in August to let you know that we had commissioned some new evidence on lowland fens to support the emerging South Oxfordshire and Vale of White Horse Joint Local Plan (please see the email below). We are now able to provide an update on this work, specifically where it is identified that a fen or its catchment crosses boundaries.

To summarise, the assessment identified six lowland fen sites in neighbouring authority areas with hydrological catchments that extend into South Oxfordshire and Vale of White Horse:

- Buckinghamshire (one fen site);
- Cherwell (one fen site); and
- Oxford City (four fen sites).

In addition, it was found that lowland fens located in South Oxfordshire and Vale of White Horse have hydrological catchments that extend into:

- Buckinghamshire
- Cherwell
- Oxford City
- Swindon
- West Berkshire
- West Oxfordshire
- Wiltshire

The report 'Lowland fens: Identifying sites and mapping hydrological risk zones in South Oxfordshire and Vale of White Horse' (Freshwater Habitats Trust, 2024) forms part of the evidence base for our Joint Local Plan and is available to view on the [supporting documents](https://www.southandvale.gov.uk/app/uploads/2024/09/Lowland-Fens-Identifying-Sites-and-Mapping-Development-Risk-Zones-in-South-and-Vale.pdf) page of our website, and directly using this link: <https://www.southandvale.gov.uk/app/uploads/2024/09/Lowland-Fens-Identifying-Sites-and-Mapping-Development-Risk-Zones-in-South-and-Vale.pdf>

Please let us know if you have any questions about this assessment and/or if you would like to discuss it further.

Kind Regards

[REDACTED]

[REDACTED]
Senior Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[REDACTED]
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Tuesday, August 13, 2024 9:27 AM

To: Planning Policy S&V <planning.policy@southandvale.gov.uk>
Subject: South Oxfordshire and Vale of White Horse Fen Evidence

Good Morning,

As part of our work on the South Oxfordshire and Vale of White Horse Joint Local Plan we have commissioned some new evidence on lowland fens. This evidence will help us to better protect these irreplaceable wetland habitats from potential harm.

To summarise, this commission will:

- Identify and map lowland fens;
- Identify and map their hydrological catchments; and
- Assess whether mapped hydrological catchments can be subdivided into 'risk zones' where different types/scales of development are likely to change water quantity, quality, and flow, such that adverse impacts on a lowland fen may result.

Please find attached a copy of the full specification for information.

The focus of this commission will be on South Oxfordshire and Vale of White Horse, however there may be situations where fens' hydrological catchments cross administrative boundaries. Where this is the case, we will let you know you and it may be helpful to discuss the approach in more detail. (Please note that we expect to have draft outputs in early September.)

Please let us know if you have any questions about this commission and/or if you would like to discuss it further.

Kind Regards

[Redacted]

[Redacted]
Senior Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[Redacted]

[Redacted]

[Redacted]

South Oxfordshire and Vale of White Horse District Councils Joint Local Plan 2041 - Water Cycle Study Detailed Report

Wednesday 30 October 2024 (MS Teams) 15:00-16:00

Attendees

 (Senior Planning Policy Officer, South & Vale)
 (Senior Planning Policy Officer, South & Vale)
 (Principal Consultant, Wallingford HydroSolutions)
 (Director, Wallingford HydroSolutions)
 (Sustainable Places Team, Environment Agency)
 (Environmental Planning Specialist - Water Quality, Environment Agency)

Meeting Notes

1) Introductions

2) Joint Local Plan update (including new timetable)

- The JLP is currently at the Reg 19 stage. Comments on legal compliance and soundness to be submitted by 12 November.
- Brief refresh on JLP approach - not making new allocations, raising standards for new development.
- WCS Scoping Report published at Reg 19. Identified that more detailed assessment is needed on STW capacity and water quality.
- The JLP is following an accelerated timetable to be assessed under the current NPPF. Aiming to submit the JLP for examination on 9 December.

3) Alignment of the JLP and the detailed WCS

Note provided by Wallingford HydroSolutions on a possible approach.

- It is not possible to complete water quality modelling before the Reg 19 period ends. EA likely to raise a soundness issue.
- Is there an interim assessment that could be produced for submission that does not rely on water quality modelling but that could provide the EA with confidence? Could modelling then be undertaken post-submission or not be needed? (See WHS note.)
- There was detailed discussion regarding how water quality would be assessed if modelling is not undertaken. WHS proposed headroom assessments, reviewing STW permits, what might be possible through improvements at STW using Best Available Technology (BAT), and correlating the results with water quality data, particularly where watercourses are considered vulnerable. Directed EA to the note that WHS produced.
- Could a SoCG be agreed for submission that acknowledges the EA objection, but which sets out that we are proactively working together to resolve this and have agreed steps for doing so?
- The EA has significant concerns about any development resulting in additional flows to Oxford STW. Improvement schemes are planned but are delayed and only address current/historic capacity issues. Planned improvements do not take account of future development – the JLP WCS needs to assess this.

ACTION: EA [REDACTED] to consider WHS note and discuss approach with colleagues. To provide a view by the end of this week/Monday.

ACTION: EA and WHS to agree Best Available Technology (BAT).

4) EA review of list provided by Wallingford HydroSolutions of the most sensitive sites for the detailed WCS to focus on

- [REDACTED] discussing via email.

ACTION: EA & WHS ([REDACTED]) to continue to discuss via email. Aim to resolve this week.

5) SIMCAT model request update

- The EA has provided access to the SIMCAT model.

6) A.O.B

- South and Vale have sent the EA a duty to co-operate email and have offered a meeting to discuss the pre-submission JLP.
- SoCG to be arranged. JJ primary EA contact for this.
- EA likely to submit Reg 19 response on 12 November.

Meeting between South Oxfordshire and Vale of White Horse Councils and Wokingham Borough Council

5th November 2024

Attendees

- ██████████ - Head of Planning Policy, Wokingham Borough Council
- ██████████ - Local Plan Manager, Wokingham Borough Council
- ██████████ - Planning Policy Team Leader, South Ox and Vale of White Horse
- ██████████ - Senior Planning Officer, South Ox and Vale of White Horse

Notes

EB provided an update on the South and Vale Joint Local Plan:

- Regulation 19 Pre Submission document was published on 1st October 2024.
- Publication period due to close on 12th November 2024. Approximately 100 representations had been received on the date of the meeting.
- An advisory visit with the Planning Inspectorate took place on 23rd October 2024.
- Much of the evidence is now complete. Some additional documents will be published at the point of submission.

IB provided an update on Wokingham's Local Plan:

- Regulation 19 Proposed Submission document was published on 30th September 2024.
- Publication period due to close on 13th November 2024. Approximately 100 representations had been received on the date of the meeting.
- WBC is progressing Statements of Common Ground with neighbours and a Memorandum of Understanding with the Environment Agency and National Highways.
- An advisory visit has taken place with the Planning Inspectorate.

Matters for Discussion

Statement of Common Ground between South and Vale and WBC is being prepared. The parties are aiming to sign this prior to the submission of both plans.

Housing Matters: Both parties are aiming to meet their respective housing requirements and Gypsy and Traveller needs in full. No requirement to accommodate unmet housing or G&T needs elsewhere.

WBC asked for sight of South and Vale's GTAA prior to Statements of Common Ground being signed and EB confirmed that it would be shared as soon as it is complete.

Employment Floorspace: WBC confirmed that there is no unmet need for office or industrial floorspace. Confirmation email to be sent to South and Vale for inclusion in the South and Vale duty to co-operate statement of compliance.

Infrastructure: Both parties agreed that planned growth in the respective local plans will not generate infrastructure needs in adjoining authorities.

Third Thames Crossing: JG noted the reference to South Oxfordshire in policy SS16 of WBC's emerging Plan. For completeness, South and Vale's position on the crossing could be reflected in the supporting text to this policy. WBC did not agree with this view.

Next Steps

Both parties agreed to provide written representations on the emerging plans.

Both parties agreed to work towards signing the SoCG.

Notes of meeting with Natural England and South Oxfordshire & Vale of White Horse District Councils to discuss Joint Local Plan matters

6 November 2024 – held virtually via MS Teams

Attendees:

████████████████████ - Natural England
██ - South & Vale
████████████████████ - UEEC (the councils' HRA/SA consultants)

Reg 18 (2) Preferred Options Representations

Key issues raised by Natural England (NE) in their response dated 26 February 2024:

- Comments on individual JLP policies
- Approach to HRA (in particular, the need for a collective Oxfordshire-wide approach to the assessment of traffic/air quality impacts of planned development on Oxford Meadows SAC)
- Comments on the 'Edge of Oxford' site allocations and Dalton Barracks Garden Village

Reg 19 Representations

NE are currently considering the Reg 19 plan and evidence base and will submit their representations by the deadline of 12 Nov. They will acknowledge receipt of the draft HRA Appropriate Assessment and Oxford Meadows Explanatory Note in their reps and will respond fully once they've had the chance to review in detail. EB asked if NE could specifically state in their Reg 19 response that further engagement with the councils is still needed. This was agreed. NE expressed that they would do their best to meet our deadlines.

Overall NE expressed that, aside from HRA matters to be resolved, the Plan is looking really positive.

████ had questions/comments about several JLP policies:

CE5 (Renewable Energy) – Q: Is there any mapping of solar development potential and hydro power opportunities accompanying the Plan? A: Yes, within the Policy Map Booklet published alongside the Policies Map. The policies booklet [HERE](#) (within the wider JLP work [HERE](#)).

Biodiversity Net Gain – Seeking 20% as a BNG policy requirement is very positive. Noticed an error in the Berinsfield site policy though – says 10% rather 20%. [*Action – S&V to add to modifications schedule.*]

Local Nature Recovery Strategy – Q: Has this been factored into the Site Allocations policies and mapping? The LNRS has biodiversity actions that would be

helpful to incorporate into the site policies. [*Action – S&V to follow up with a brief email note to answer this question.*]

GI Plans – Good to see this included as a developer requirement in the site policies. [NB: ██████████ at NE will be reviewing our GI evidence and policies.]

Oxford Meadows Explanatory Note

NE will pass the Explanatory Note on to their national air quality specialists, who will be best placed to comment on the suggested approach being put forward to assessing traffic/air quality impacts by the Oxon authorities.

████████ provided an overview on how the note had been drafted, what assumptions had been made etc.

NE queried if the Local Transport and Connectivity Plan targets had been applied to the traffic modelling. ██████████ confirmed that targets to reduce car trips (by 1 in 4 car trips and then a further 1 in 3 car trips) have not been applied.

████████ referred NE to the modelling report that can be found [HERE](#) (within the wider JLP evidence base work [HERE](#)).

Statement of Common Ground

NE don't usually sign a SoCG unless, after engagement with a local authority, there are any matters of dispute/concern remaining. They would, however, be happy to revisit whether a SoCG would be helpful once they have made their Reg 19 representations.

If we agree to produce a SoCG, ██████████ has authorisation to sign off on NE's behalf.

Next Steps

We agreed to meet again prior to JLP Submission – **11am on Wed 4 December** (virtually via MS Teams) – invites now sent.

Oxfordshire Planning Policy Officers Meeting
Thursday 7 November 2024
10:00-12:00 in person at County Hall and via Teams

Minutes

Attendees:

- ██████████ - Oxford City (RW)
- ██████████ - South and Vale (LM) – Chair
- ██████████ – South and Vale (EB)
- ██████████ – Cherwell (CC)
- ██████████ - Oxfordshire County Council (DP)
- ██████████ – West Oxfordshire (AT)
- ██████████ – South and Vale (HB) – Minutes

Present for Item 2 only:

- ██████████ (CE - OCC)
- ██████████ (BM - OCC)

Apologies:

- ██████████ – West Oxfordshire

Item	Notes	Actions
1	<p>Notes of the last meeting on 10 October 2024</p> <p>ACTION: CH to speak with MB on 11 October. CH to relay information to meeting and come to conclusion via email [complete]</p> <p>ACTION: CH to discuss with MB whether stripping out Bricks and Mortar figures was previously proposed [complete]</p> <p>ACTION: LM to ask PINS at meeting on 23 October on the definition of a traveller [complete]</p> <p>ACTION: CH to discuss with MB the definition of a traveller [complete]</p> <p>ACTION: HB to arrange the next few meetings via email [complete]</p> <p>No feedback raised on the notes of the last meeting of 10 October.</p> <p>ACTION: HB to send out final October minutes. [complete]</p>	<p>HB</p>
2	<p>LNRS Update</p> <p>Officers introduced themselves and the guest officers from OCC provided an update on the LNRS.</p> <p>CE made the meeting aware that the LNRS is now open for consultation until 1 December 2024 and talked the meeting through how to access this online, providing links to the consultation itself as well as the LNRS Draft Local Habitat Map.</p> <p>CE explained that whilst Oxfordshire County Council’s LNRS is a draft version, the West of England Combined Authority has published their final LNRS which includes information regarding the ‘Role of LNRS’ in regard to planning policy (accessible here).</p> <p>AT questioned whether it would be possible to share the maps with district councils in order to help with their analysis.</p>	

		<p>CE and BM confirmed that they don't currently have this available but would ask TVERC whether this would be possible.</p> <p>ACTION: DP to find out from CE whether it would be possible to share the draft LNRS maps with district councils and share with OPPO members</p>	
3	GTAA	<p>LM introduced the item saying that [REDACTED] (MB) had circulated a table of four scenarios and suggested that he is willing to have a meeting to go through these final aspects to conclude the issues.</p> <p>LM asked the meeting what we could usefully discuss on this topic today [REDACTED]. AT mentioned that he would appreciate a discussion or update as to where we are going with it at this moment.</p> <p>CC raised a question to LM as to whether she has shifted her position at all on any of the disagreements that have been had.</p> <p>LM raised that there are four scenarios out there and the latest position is that we need to go through the process of discussing those four scenarios that M [REDACTED] has proposed but that we haven't yet discussed.</p> <p>RW mentioned that she is not sure we can move this forward anymore as a group and that we are not getting any closer to resolution.</p> <p>CC said she is keen to get the documents signed off as Cherwell is happy with the methodology and they are getting to the point in their schedule where they need to sign off the GTAA.</p> <p>LM said she believes that we still need to have a conversation to ask M [REDACTED] questions and try to move things on, and that her preference would be to have a further meeting with the GTAA officers and M [REDACTED]. LM highlights that M [REDACTED]'s scenarios produce very different results so they need to be discussed.</p> <p>CC raised that M [REDACTED] mentioned at the last meeting that he was nervous about some of the changes that he was proposing, and that Cherwell, West Oxfordshire and Oxford City had reservations that the changes were starting to undermine the overall methodology and starting to question whether this would affect the robustness of the report.</p> <p>LM felt that adding in social relets as the solution will be adding more potential areas of challenge into the study. LM also had a question regarding double counting with household dissolution which she wanted to have the opportunity to ask M [REDACTED] as well.</p>	

RW felt we have spent a lot of time looking into whether there are any logical moderating elements that can be done to assist with South & Vale's position and that we have got as far as we can with that. The more we move away from M [REDACTED]'s methodology, the more nervous RW is due to the councils needing M [REDACTED] to sit by each of them in examination and defend their work [REDACTED]

[REDACTED] RW is not willing at this point to move further from this methodology.

LM raised that the latest scenario testing didn't make a difference to Oxford City and Cherwell's numbers, and that it would have the most impact on South & Vale and West Oxfordshire.

RW appreciated that and raised concerns over the integrity of the study and the willingness of the consultant to stand by it when tested.

LM was concerned about the robustness of the latest approach that M [REDACTED] has proposed (social re-lets) and said she thinks we need to have one more meeting with him to discuss this.

LM asked the councils if they are willing to attend the suggested meeting.

CC agreed that if it can be held in the next week then they will attend, otherwise they will need to draw a line under it as they need to have it signed off.

ACTION: HB to book in a final meeting to discuss the GTAA with M [REDACTED] and the lead GTAA officers. [complete – organised by CH]

EB queried whether Cherwell have published the draft GTAA figures in their Reg 19 papers. CC confirmed that they did.

LM raised that she had requested at a previous OPPO meeting that the draft GTAA not be published until concerns over the methodology were resolved.

RW asked for confirmation that they will have one more meeting and no more after that. LM agreed and suggested two hours in order to be able to cover everything.

CC stated that South & Vale need to shift their position.

LM stated that she feels it is reasonable if taking part in a shared study to be able to interrogate the methodology, check the results and then finalise the study.

CC said she understood this and mentioned that the meeting had talked about having two sets of figures regarding with migration and without migration, and that was the compromise that was agreed to.

HB

		<p>LM asked whether Cherwell have included migration in the published figures.</p> <p>CC confirmed that Cherwell have put the migration figures in as this makes a big difference for them. CC believed we had been through this and that two sets of figures would be included so councils were free to choose and stated that the figures cannot be suppressed.</p> <p>LM stated that South & Vale's issue with it is the robustness of including a migration figure in the identified need as these are not known needs but based on assumptions.</p> <p>RW raised that LM asked whether having two sets of figures was an alternative that could be considered, and that M [REDACTED] said he would look into that.</p> <p>CC cannot agree to not having in-migration figures, that Cherwell are happy to have both figures included, but not none.</p> <p>LM asked whether the County GTAA liaison officer has been involved, as she might have insights about levels of social site re-lets.</p> <p>RW didn't think County has been at the last 3/4 GTAA meetings.</p> <p>Councils agree that County GTAA liaison should be invited to the meeting with M [REDACTED]</p> <p>ACTION: HB to invite [REDACTED] from OCC to final meeting to discuss the GTAA with M [REDACTED] and the lead GTAA officers.</p>	<p>HB</p>
<p>4</p>	<p>Local Plan Updates</p>	<p><u>Oxfordshire CC</u> No change to Minerals and Waste Local Plan update and no updated LDS.</p> <p><u>South & Vale</u> <i>Joint Local Plan</i> Currently out to Reg 19 until 12 Nov at 11:59pm. Sent out a reminder yesterday. Not able to grant any extensions of time. The plan is to finalise and submit in December. PINS meeting in October went well. Helpful feedback was received.</p> <p><u>West Oxfordshire</u> <i>Local Plan</i> Intention is to go out to Reg 18 in May 2025, followed by a draft plan in October 2025 and submission in March 2026. Council is delaying further progress whilst awaiting NPPF changes.</p> <p><u>Saltcross AAP</u> Re-opened examination has been pushed back to beginning of February.</p>	

		<p><i>CIL</i> PINS appointing examiner for draft Charging Schedule– process slow</p> <p><i>DM</i> Applications and screening requests are coming in. Come November/December they may see far more speculative applications.</p> <p><u>Cherwell</u> Taking LDS to executive on 2 December and will launch consultation on 20 December for 8 weeks. Hoping to submit in Spring.</p> <p><u>Oxford City</u> <i>Local Plan</i> Not much has changed externally and haven't yet received any response from the Inspector to the Council's letter. RW is planning on getting a report to cabinet and council with a plan of action in January.</p> <p><i>CIL</i> PINS aren't responding to prompts about progress on examining the submitted CIL charging schedule.</p>	
5	Joint Statement of Common Ground (SOCG)	<p>EB set out proposed scope of Joint Statement of Common Ground: Housing Need and Supply, Retail Employment, Climate Change, Infrastructure, Natural Historic Environment, Joint Evidence Base (GTAA and HRA).</p> <p>EB is aware that the councils will need to form their opinions of South & Vale's Reg 19 before being able to fully comment on the Joint SOCG.</p> <p>The meeting reviewed the matters of principles section of the SOCG.</p> <p>RW commented on number of paragraphs reflecting on Oxford City's Local Plan, with a suggestion to remove some text.</p> <p>RW recommended adding headings, for example 'this party believes this'.</p> <p>LM brought attention to point 3.13 regarding West Oxfordshire commissioning a new housing needs assessment and asked AT whether they are planning to use the new standard method. AT confirmed that they will be using the standard method as a starting point.</p> <p>EB confirmed that South & Vale would like to have completed the Joint SOCG before submitting their plan, however they recognise</p>	

	<p>that this might not be possible for all SOCG, and they are happy for some bilateral SOCG to be submitted later, if necessary.</p> <p>RW noted that she wasn't certain when Section 4.5 had been discussed 'Employment Strategy has been a regular feature for OPPO agendas', that we may have previously spoken about community employment plans but that this may be embellishing it slightly.</p> <p>LM agrees with RW that the main focus on this at OPPO had been on community employment plans.</p> <p>RW raises that Section 4.7 is quite a bold statement and that she isn't sure that we have discussed this. EB agrees.</p> <p>CC mentioned that she would like a bit of time to think about the Climate Change Section.</p> <p>EB suggested including a sentence which explains the choices that each council have made.</p> <p>LM raised that she believed we were currently commissioning OxIS 3, not 2 as is written currently in Section 6.3 in the draft Joint SOCG.</p> <p>ACTION: EB to check the OxIS study numbering.</p> <p>LM asked whether a section on wastewater is needed. CC suggested including a general statement about the constraints of national infrastructure. RW agrees.</p> <p>LM suggested commenting that Cherwell, City and South all have wastewater going to the Oxford sewage treatment works.</p> <p>EB confirmed that there currently isn't anything written regarding transport links and that she wasn't sure how far to go without County being involved.</p> <p>RW states that County weren't included in the previous SOCG for City and questions whether it would be a benefit for County to be a party to this.</p> <p>LM believes we will still need a separate SOCG with County on all the more detailed matters, but that it might be useful to also include County in the Joint SOCG.</p> <p>DP states that L [REDACTED] H [REDACTED] will be the person to speak to regarding this but to copy her in also.</p> <p>ACTION: EB to contact LH to ask if OCC would like to join the Joint SOCG [complete]</p> <p>On the Joint Evidence Base and the Habitats Regulation Assessment, EB explained that she attended a meeting yesterday with Natural England and A [REDACTED] W [REDACTED] shared the</p>	<p>EB</p> <p>EB</p>
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	<p>prepared note with NE. EB states that Natural England understood the note and that each of the district council's plans were at a different stage.</p> <p>EB confirmed that Natural England have agreed to take part in a SOCG with South & Vale.</p> <p>LM wondered whether the LNRS could be included in the Joint Evidence Base.</p> <p>AT suggested it is more of an influencer than a piece of evidence at the moment.</p> <p>RW said that she would consider it to be a County Council piece of work that we are feeding into.</p> <p>EB explained that when putting together Statements of Common Ground, S&V are not planning to include large sections on proposed modifications. This means that some Statements of Common Ground might include a summary of modifications promoted by the signatory in representations, together with appending their relevant reps for visibility.</p> <p>LM asked the meeting who the signatories will be. AT said that C [REDACTED] H [REDACTED] will likely continue to be the signatory for West Oxfordshire but that he will confirm.</p> <p>EB states that South & Vale will leave the Joint SOCG with the other district council whilst they form their Reg 19 reps. EB requested comments back on the circulated Joint SOCG version in the form of tracked changes. EB will then prepare a final draft.</p> <p>ACTION: the meeting to return comments back to EB on the Joint SOCG by 19 November.</p> <p>The meeting agreed to have the signing process for the Joint SOCG on the agenda for the next meeting.</p> <p>EB gave an update on other bilateral Statements of Common Ground: progress with Historic England, Natural England, National Highways and potentially Thames Water. The only other authorities South & Vale currently have an agreement to do a SOCG with are Wokingham, Reading and Cherwell and County.</p> <p>RW offered a bi-lateral SoCG with the City if it would be helpful, City would take a cue from S&V as to what it needs to cover. LM confirmed that it would be helpful. LM offered to do a bilateral SoCG with City and West.</p> <p>AT stated that there are fewer cross boundary issues between South & Vale and West Oxfordshire, but will see if there is anything that needs to be resolved when compiling the Reg 19 reps.</p>	<p>ALL</p>
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		LM suggested that even if no issues a SOCG could simply confirm that.	
	County-wide projects	<p><u>Botley West Solar Farm</u></p> <p>AL updated that expecting submission of the Botley West Solar Farm NSIP before Christmas. First step is districts will have 14 days to respond to adequacy of the consultation and 28 days post submission to form council view. Should it be accepted for examination the timetable will be in PINS had. Likely 3 months of pre-examination period.</p> <p>[REDACTED]</p> <p>The meeting agreed to go back and check in with guests who have previously spoken at OPPO and request they speak again e.g. P [REDACTED] S [REDACTED]. Suggested that it would be useful to schedule a few speakers.</p> <p>LM suggests A [REDACTED] on the HRA.</p> <p>ACTION: LM to invite AW to speak at next OPPO and explore further speakers for future OPPOs.</p>	LM
5	Any other business	No other business	
6	Date of next meeting	<p>The meeting discussed dates for the next three months.</p> <p>ACTION: HB to book these into the calendar [complete]</p> <p>Thurs 5 December at 9:30 to 11:00</p> <p>Tues 14 January at 9:30 to 11:00</p> <p>Thurs 13 February at 9:30 to 11:00</p>	HB

Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
11/11/24	<u>Joint Local Plan</u> <ul style="list-style-type: none"> • Consultation closes 12th November. • SoCG sent to County. Comments to come following Reg 19 rep submission. • Discussion on Sandhills Appeal/s. Greenbelt/white land discussion. Feedback to district after internal OCC meeting on appeals. • JLP submission still targeting w/c 9th Dec.

From: L M [REDACTED]
To: C L H [REDACTED]; W [REDACTED] R [REDACTED]; G [REDACTED] G [REDACTED] cherwel [REDACTED]; E [REDACTED] E [REDACTED]; R [REDACTED] H [REDACTED];
M [REDACTED] G [REDACTED] cherwel [REDACTED]; E [REDACTED] K [REDACTED]
Cc: M [REDACTED] E [REDACTED]
Subject: RE: GTAA meeting - key points arising
Date: 15 November 2024 14:25:00
Attachments: [REDACTED]

Dear C [REDACTED],

Thank you for doing the note – some edits from me which I've added in blue.

Thanks

L [REDACTED]

As agreed, I am circulating a brief summary of the agreed points/actions from our GTAA meeting yesterday. They are purposefully brief and so hopefully not a lot to correct but if you do disagree with anything that I have captured, please let me know.

The discussion focused on 3 key issues:

- Definition of gypsies and travellers
- Re-letting of social pitches
- Alternative scenarios/sensitivity testing based around demographic, household formation and migration assumptions

Dealing with each in turn.

Definition of gypsies and travellers

It was noted that the survey work undertaken by Arc4 provides limited data upon which to provide any meaningful analysis of need based on the 2015 PPTS definition and that in any event, following the L [REDACTED] S [REDACTED] Judgement, the Government position on this is clear that the previous 2012 definition is to be used for the purposes of plan-making and decision-taking at the current time. There is a split in view between consultants working in this sector over whether the 2012 definition which begins “For the purposes of this planning policy “gypsies and travellers” means: Persons of nomadic habit of life...” indicates that some previous travelling is required or not.

Point of agreement 1 - It was therefore agreed that the current definition being used by Arc4 in the GTAA study is all this study can use, because questions were not asked to determine whether a household had ever travelled, is appropriate but that the text of the report should be updated to reflect the fact that the agreed definition has evolved during the course of the study due to the above case law. And also that the report, either in the main text or as a footnote, should state that the Government intends to review the approach to this area of policy and case law in 2024, with a footnote giving as an example the proportion of households in South and Vale that would meet the 2015 definition.

Reletting of social pitches

M [REDACTED] outlined that the intention with the analysis he has undertaken is to identify a potential source of supply that West, South and Vale the LPAs could point to (if they wish to) as a way of

meeting their identified needs. Whilst it was agreed that this information is useful to see, there was some discussion about the risk of **relying on including** such data in the study e.g. it being used to undermine the case for new pitch provision being made.

Point of agreement 2 - It was agreed that the study should ~~not include specific~~ **provide evidence and indicative annual** figures relating to the re-letting of social pitches but should ~~instead, refer in more general terms to the fact that any such re-lets form a potential source of supply for some LPAs and that those LPAs should not net these off the pitch requirements in the table,~~ **allowing LPAs to have regard to this and consider how much they wish to rely on it,** in determining how best to meet the identified level of need.

Alternative scenarios/sensitivity testing

There was a discussion on the spreadsheet circulated by M [REDACTED] on 26 October which outlined 4 alternative need-based scenarios A1, A2, B1 and B2, varying assumptions around household data, household growth rates and migration. M [REDACTED] explained that the first scenario A1 is effectively the baseline scenario which reflects his normal methodology in such studies and the need figures which have been presented in the draft GTAA to date. It was noted that Cherwell have already published their scenario A1 need figure as part of their Regulation 19 plan.

Point of agreement 3 - It was agreed that (subject to practical considerations re: report authoring) it would be appropriate 'in principle' to include different scenarios within the GTAA and that there is a precedent for such an approach in other studies (e.g. SHMA, OGNA and HENA). It was agreed that the A1 baseline scenario should be presented as the primary scenario as this aligns with Arc4's standard methodology. It was also agreed that any other scenarios should be presented in a factual, neutrally worded way, that simply explains what alternative data has been used and how/why that impacts on the level of need identified.

Point of disagreement - Notwithstanding all parties accepting the principle of including alternative scenarios in the GTAA report, a point of disagreement then arose on the use of external data to derive those alternative scenarios – in particular household formation rate assumptions used by S [REDACTED] Ja [REDACTED] of ORS who are not part of this commission. Whilst S&V [REDACTED] and have no concerns about incorporating some of their data assumptions into the Arc4 study, all other LPAs expressed concerns about this, including the practical implications for examination [REDACTED]
[REDACTED]

Potential way forward?

Unless I have misunderstood, other than the use of ORS data, I think we are nearly there with this. So, in the interests of moving to a conclusion, M [REDACTED] – I am wondering if there is any way in which you can use your own or some other independent data to effectively give us the same or a similar output? As outlined above, I think we are all comfortable with the inclusion of alternative need scenarios and the concern lay more with the source data that has been used.

Perhaps if you can let us know your thoughts on this, we may be able to turn it into another point of agreement and get the study boxed off within the next couple of weeks.

L [REDACTED]

L [redacted] M [redacted]
Policy Manager

South Oxfordshire District Council & Vale of White Horse District Council

[redacted]

To find out more about how the council holds, uses and stores your personal data, please click on the appropriate council's link: [South](#) / [Vale](#)

From: C [redacted] H [redacted] [redacted] westoxon [redacted]
Sent: Thursday, November 14, 2024 12:06 PM
To: W [redacted] R [redacted] oxford [redacted]; d [redacted] d [redacted] cherwel [redacted]; L [redacted]
M [redacted] [redacted] southandvale [redacted]; E [redacted] B [redacted]
[redacted] southandvale [redacted]; R [redacted] H [redacted] southandvale [redacted];
m [redacted] d [redacted] cherwel [redacted]; P [redacted] K [redacted] oxford [redacted]
Cc: M [redacted] B [redacted] [redacted]
Subject: GTAA meeting - key points arising

****EXTERNAL****

Morning all

As agreed, I am circulating a brief summary of the agreed points/actions from our GTAA meeting yesterday. They are purposefully brief and so hopefully not a lot to correct but if you do disagree with anything that I have captured, please let me know.

The discussion focused on 3 key issues:

- Definition of gypsies and travellers
- Re-letting of social pitches
- Alternative scenarios/sensitivity testing based around demographic, household formation and migration assumptions

Dealing with each in turn.

Definition of gypsies and travellers

It was noted that the survey work undertaken by Arc4 provides limited data upon which to provide any meaningful analysis of need based on the 2015 PPTS definition and that in any event, following the L [redacted] S [redacted] Judgement, the Government position on this is clear that the previous 2012 definition is to be used for the purposes of plan-making and decision-taking at the current time.

Point of agreement 1 - It was therefore agreed that the current definition being used by Arc4 in the GTAA study is appropriate but that the text of the report should be updated to reflect the fact that the agreed definition has evolved during the course of the study due to the above case law. And also that the report, either in the main text or as a footnote, should state that the

Government intends to review the approach to this area of policy and case law in 2024.

Reletting of social pitches

M [REDACTED] outlined that the intention with the analysis he has undertaken is to identify a potential source of supply that the LPAs could point to (if they wish to) as a way of meeting their identified needs. Whilst it was agreed that this information is useful to see, there was some discussion about the risk of including such data in the study e.g. it being used to undermine the case for new pitch provision being made.

Point of agreement 2 - It was agreed that the study should not include specific figures relating to the re-letting of social pitches but should instead, refer in more general terms to the fact that any such re-lets form a potential source of supply for some LPAs and that those LPAs should have regard to this, in determining how best to meet the identified level of need.

Alternative scenarios/sensitivity testing

There was a discussion on the spreadsheet circulated by M [REDACTED] on 26 October which outlined 4 alternative need-based scenarios A1, A2, B1 and B2, varying assumptions around household data, household growth rates and migration. M [REDACTED] explained that the first scenario A1 is effectively the baseline scenario which reflects his normal methodology in such studies and the need figures which have been presented in the draft GTAA to date. It was noted that Cherwell have already published their scenario A1 need figure as part of their Regulation 19 plan.

Point of agreement 3 - It was agreed that (subject to practical considerations re: report authoring) it would be appropriate 'in principle' to include different scenarios within the GTAA and that there is a precedent for such an approach in other studies (e.g. SHMA, OGNA and HENA). It was agreed that the A1 baseline scenario should be presented as the primary scenario as this aligns with Arc4's standard methodology. It was also agreed that any other scenarios should be presented in a factual, neutrally worded way, that simply explains what alternative data has been used and how/why that impacts on the level of need identified.

Point of disagreement - Notwithstanding all parties accepting the principle of including alternative scenarios in the GTAA report, a point of disagreement then arose on the use of external data to derive those alternative scenarios – in particular household formation rate assumptions used by S [REDACTED] of ORS who are not part of this commission. Whilst S&V [REDACTED] and have no concerns about incorporating some of their data assumptions into the Arc4 study, all other LPAs expressed concerns about this, including the practical implications for examination [REDACTED]

Potential way forward?

Unless I have misunderstood, other than the use of ORS data, I think we are nearly there with this. So, in the interests of moving to a conclusion, M [REDACTED] – I am wondering if there is any way in which you can use your own or some other independent data to effectively give us the same or a similar output? As outlined above, I think we are all comfortable with the inclusion of alternative need scenarios and the concern lay more with the source data that has been used.

Perhaps if you can let us know your thoughts on this, we may be able to turn it into another point of agreement and get the study boxed off within the next couple of weeks.

Kind regards

C [REDACTED]

C [REDACTED] H [REDACTED]
Head of Planning



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From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: OCC/Swindon/VOWHDC Liaison Meetings and update requests
Date: 25 November 2024 17:50:51
Attachments: [REDACTED]

Good afternoon [REDACTED],

Thank you for your time earlier. Following my request for the liaison meeting between ourselves and Oxfordshire County Council (OCC), I can confirm that you will only need to arrange the meeting (in c. January / February 2025). OCC will be arranging the agenda, minutes and scheduling the next meeting (all three tasks fall to each council in rotation).

As discussed, please find previous meetings and associated materials I've got as follows:

- 31/01/22 (SBC) – Officer pre-meet
- 14/02/22 (OCC) – Liaison minutes
- 26/07/22 (SBC) – Liaison minutes
- 19/06/23 (S&V) – Liaison minutes
- 11/12/23 (SBC) – Agenda (I don't link minutes were shared)

Best wishes

[REDACTED]

-----Original Appointment-----

From: [REDACTED]
Sent: Wednesday, November 20, 2024 4:34 PM
To: [REDACTED]
Subject: OCC/Swindon/VOWHDC Liaison Meetings and update requests
When: 25 November 2024 15:00-16:00 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.
Where: Microsoft Teams Meeting

Good afternoon [REDACTED]

Thank you for your swift reply on this matter. Please find the current Vale of White Horse Local Plan Part 2 SOCG with Swindon BC here:

https://data.whitehorsedc.gov.uk/java/support/dynamic_serve.jsp?ID=900069056&CODE=FFE905F3271E5C2F30FDB6E3E08C99BE

This time around, as we are undertaking a joint plan, this will also include South Oxfordshire DC (which includes the same officers from a planning policy perspective as Vale).

Noting you are new to the role and the wider liaison meeting is a less pressing matter, are happy to keep the focus of this meeting to SOCG, and we arrange a

separate liaison meeting where further information sharing (such as progress of Local Planning in Swindon will be requested) and wider Duty to Cooperate matters can be discussed? Alternatively, I could extend both the meeting length and invitation to Oxfordshire County Council officers to see if they are available (likely to comprise [REDACTED] and [REDACTED], perhaps one or two others who would be keen to attend), which would be your preference?

Best wishes

[REDACTED]

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

[REDACTED]

For organizers: [Meeting options](#)

From: [REDACTED]
Sent: Wednesday, November 20, 2024 2:23 PM

To: [REDACTED]
[REDACTED]
[REDACTED]

Subject: RE: OCC/Swindon/VOWHDC Liaison Meetings and update requests

****EXTERNAL****

Hi [REDACTED]

I have taken over from [REDACTED] at Swindon.

I suggest 3pm on Monday 25th would be fine with us.

Is there a recent past statement between us to look at first?

Thanks,

[REDACTED]

Planning Policy Service Manager – Interim

Inclusive Economy and Sustainability
Swindon Borough Council

From: [REDACTED]
Sent: 20 November 2024 11:00
To: [REDACTED]
Subject: FW: OCC/Swindon/VOWHDC Liaison Meetings and update requests

See below regarding the periodic "Duty to cooperate" meetings with OCC and VOWH.
Is there anyone within your team who can pick up on this in the absence of [REDACTED]

From: [REDACTED]
Sent: 20 November 2024 10:37
To: [REDACTED]
Subject: RE: OCC/Swindon/VOWHDC Liaison Meetings and update requests

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Good morning [REDACTED]

Noting maternity leave [REDACTED] and left the council [REDACTED] bounce back emails from Swindon colleagues I believe you may be left holding the fort. I appreciate you may therefore be stretched, however it would be particularly helpful to progress with a liaison meeting please, whether that be just between ourselves or additionally with the county council.

It is of particular interest to us at South and Vale to coordinate a Statement of Common Ground with yourselves ahead of our Joint Local Plan submission. We intend to complete SOCG documents by the 2nd week of December, thus please find meeting options below:

25 November 11:00-14:00, 15:00-17:30
26 November 14:00-17:30
27 November 11:30-17:30
28 November 12:00-17:30
29 November 10:00-12:00, 14:00-17:00

2 December 14:00-15:00, 16:00-17:30
3 December 11:30-13:30, 15:00-17:30
4 December 10:00-11:00, 12:00-17:30

5 December 14:30-17:30

Best wishes

[REDACTED]

From: [REDACTED]

Sent: Thursday, October 24, 2024 9:36 AM

To: [REDACTED]

[REDACTED]

Subject: RE: OCC/Swindon/VOWHDC Liaison Meetings and update requests

Good morning all,

Thanks [REDACTED] for the reminder for this liaison. If at all possible, it would be better for S&V to engage sooner for our emerging Joint Local Plan.

Could some dates in early November be identified please.

We have the following availability, suggest we schedule 1-1.5h:

- 7 Nov 14:30-17:00
- 13 Nov 10:30-17:00
- 14 Nov 10:00-17:00
- 15 Nov 13:00-14:30, 15:00-17:00

Do any of these dates / times work for County and Swindon colleagues?

Best wishes

[REDACTED]

From: [REDACTED]

Sent: Thursday, October 24, 2024 9:01 AM

To: [REDACTED]

Subject: OCC/Swindon/VOWHDC Liaison Meetings and update requests

EXTERNAL

Good morning [REDACTED]

Hope you are well. I'm sure SODC/VOWHDC have already advised you of their current Reg 19 consultation until 12th November on their Joint Local Plan, [JLP - Join the conversation - South Oxfordshire & Vale of White Horse - Citizen Space](#).

We wanted to continue the Liaison meetings that were being held between the three councils. My colleague [REDACTED] did email [REDACTED] several times on regarding arranging a meeting earlier this year but did not hear back. Perhaps January maybe a suitable time – if so could you suggest some dates please - though [REDACTED] do advise if you would prefer a different timing?

Would you also be able to provide an update on your Local Plan work please?

[REDACTED]

If you have any queries regarding OCC's work which have arisen do let me know and I will endeavour to assist.

Thanks

[REDACTED]

[REDACTED]

Principal Strategic Planner
Strategic Planning & Infrastructure

[REDACTED]

Oxfordshire County Council, [REDACTED]

[REDACTED]

From: [REDACTED]

Sent: 03 October 2023 15:42

To: [REDACTED]

[REDACTED]

[REDACTED]

Subject: RE: Swindon Local Plan Reg 18 consultation timeframe?

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[REDACTED]

Thanks for the e-mail. With the change in administration earlier this year at Swindon and work to embed refreshed priorities in work programmes (and local plan) plus delays through contract appointments on evidence we are on a revised timeframe for the Local Plan and looking at a full Reg 18 just after the elections next year (all matters remaining the same) and Reg 19 by the end of the calendar year if we are able to turn it around with a bit of a push on resources and then a

run with many into the June 30th 2025 deadline for the Reg 22 submission. New LDS going to Cabinet in November, which highlights the challenges. Also pulling minerals and waste work (Swindon bit) under the one plan as unlikely to be able to fund a separate DPD in the future.

Update note on evidence work attached – who is doing what essentially – discussed when we last met. We are currently out on the market with the HRA update and soon to go out on G&T updated evidence. I am having to flatten also some of the expenditure and split across financial years. Some type of joint session with other authorities to be arranged on Local Area Energy Plan matters, but left to others to move forward for now.

I had a DtC meet with Wiltshire and Cotswold a few weeks back and prior to the Wiltshire plan consultation going live but would be useful to cross-over with others on any evidence work and any plan 'flashpoints'. Also aiming to take a more progressive approach to transport planning which no doubt [REDACTED] has mentioned and this is subject to member policy discussions over the next few months.

I have copied in [REDACTED] who is giving the team a bit of a hand on DtC and work planning for info. Will be in touch again.

Hope this is useful.

[REDACTED]

From: [REDACTED]
[REDACTED]
Sent: 03 October 2023 14:59
To: [REDACTED]
[REDACTED]
Subject: Swindon Local Plan Reg 18 consultation timeframe?

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Hi [REDACTED]

I wondered if I could have an update on the targeted timeframes for the new Local Plan please?

There are many of the Oxfordshire Districts with Local Plan Reg 18 and Reg 19 consultations this Autumn/Winter so it would help with work planning to understand your targeted timeframes.

You may have seen the South Oxfordshire, Vale of White Horse new Joint Local Plan timetable has changed - [Local Development Scheme - South Oxfordshire District Council \(southoxon.gov.uk\)](#) with their Reg 18 consultation now scheduled for January 2024.

Thanks,

[REDACTED]

Principal Planner
Strategic Planning

[REDACTED]

Oxfordshire County Council, [REDACTED]

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Data Protection Act 2018 and Freedom of Information Act 2000, the contents may have to be disclosed. The contents may be subject to recording and/or monitoring in accordance with relevant legislation This footnote also confirms that this email has been swept by Anti-Virus software for the presence of computer viruses. However, Swindon Borough Council cannot accept liability for viruses that may be in this email and we recommend that you check all emails with an appropriate virus scanner.

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**Joint Local Plan Regulation 19 & Duty to Co-operate - South and Vale District Council
 and Oxford City Council**

Thursday 28 November 2024 - 10am MS Teams

MINUTES

Attendees: ██████████ (RW), ██████████ (SH), ██████████ (WS), ██████████
 ██████████ (EB), ██████████ (AL), ██████████ (TR), ██████████ (BD), ██████████ (OM), ██████████
 ██████████ (HB)

Apologies:

NOTE

Within this minute there is a point of disagreement between the parties regarding the discussion. This is marked in square brackets [x] and is under items 2 (background to meeting). Aside from this point, the rest of the minutes are agreed.

1	<p><u>Introductions</u></p> <p>Welcome and introductions.</p>
2	<p><u>Background to meeting</u></p> <p>EB provided background to the meeting, raising that South and Vale (S&V) wanted to meet after reviewing the Oxford City (OC) representation to the JLP Reg 19. As part of their Reg 19 representation, OC referenced engagement issues and Duty to Co-operate (DTC) failures.</p> <p>[It was acknowledged by both S&V and OC that a letter had been sent from Mark Stone to OC's Chief Executive related to the DTC and future unmet need EB explained that S&V's intention for this meeting was to focus on other matters and not to repeat or discuss the DTC or any of the matters raised in the letter.] Oxford City account - noted but not agreed by South and Vale</p> <p>[It was acknowledged by both S&V and OC that a letter had been sent from Mark Stone to OC's Chief Executive related to the DTC and future unmet need, and that the agenda of this meeting was not to repeat the matters raised in the letter.] South and Vale account – noted but not agreed by Oxford City Council</p> <p>S&V set out that the agenda of today's meeting is specifically to discuss key soundness issues that OC have raised, and to address why these are of concern to OC. EB hopes that this can be productive and informative for both councils and help to inform S&V's and OC's bilateral Statement of Common Ground (SOCG).</p> <p>AL updated the meeting on the background of the JLP and the next steps: the Reg 19 stage concluded on 12 November and S&V have completed</p>

	<p>identifying issues from respondents, remaining on track for submission w/c 9 December. AL stated everything is in place for S&V to submit.</p>
<p>3</p>	<p><u>Employment</u></p> <p>EB presented a summary of OC's rep as it appears to S&V: that there will be a range of social and environmental impacts resulting from the proposed employment policies of the JLP, such as a large amount of proposed employment and associated impact and limited amounts of new homes to support it.</p> <p>EB advised that the JLP does not suggest significant economic growth, it does propose to allocate new sites but these are not significant new allocations, with the JLP suggesting potentially one or two new allocations. EB therefore asked what specifically in the JLP is of concern and how this impacts OC: whether there are a particular set of policies, if it is just the general employment supply, or if there are particular allocations potentially close to OC that are of concern.</p> <p>SH confirmed that OC hasn't said that there is too much employment, although when considering the JLP's full employment evidence base as published at Reg 19, OC believe that the employment figure is very significant, and more than expected. OC's issue is regarding how this is growth is being planned for, and whether the impact has been properly understood/assessed/mitigated. SH references that as part of OC's rep, they highlight that the JLP is proposing a large number of jobs and questions whether this has been fully acknowledged in terms of infrastructure needs and what the cross-boundary impacts will be.</p> <p>EB raised a question about the formula within OC's rep which provides an assumption of what OC believes S&V's jobs increase would be. SH confirmed that this was the case, and that the formula uses information from S&V's ELNA in terms of the ratios of floor space and jobs. This made some assumptions, but is based on the ELNA, about the types of employment likely to come forward to different sites.</p> <p>EB raised that she believes the calculation done by OC assumed that all the employment would be delivered by 2041. EB highlighted that it is highly unlikely that all of the proposed employment supply would come forward within the plan period, due to the type of sites that are within that supply.</p> <p>OM queried if OC's concerns were regarding the impact that this level of employment supply would have on commuting including into Oxford, and asked OC for clarification for the reasoning of the formula used. SH clarified that the point OC wanted to make is that with significant job growth, assuming some or all would come forward in the proposed plan period, that there will be potential cross boundary impacts, for example, if there are many jobs but not enough houses to support it then it will create commuting impacts and a cross-boundary effects – not necessarily coming from the city, but around and through the city. EB stated that it is not S&V's intention to elevate jobs numbers because that would leave the JLP vulnerable to challenge, such as the examples raised by OC. EB confirmed that the JLP would not generate a significant employment supply as that puts the standard method approach at risk. EB raised that S&V have not made any</p>

	<p>significant new allocations for employment, and that S&V are confident that their supply position has the flexibility to meet future need.</p> <p>OM explained that he had tried to recreate the numbers stated by OC in order to liaise with S&V's consultant but couldn't get to those same numbers. OM asked whether OC would be happy to share more detail on this. RW agreed to this if request could go into an email pointing out the figures required.</p>
4	<p><u>Housing Need:</u></p>
4a	<p><u>Annualised housing requirements</u></p> <p>EB summarised S&V's interpretation of the OC representation as: OC does not believe S&V have correctly identified Oxford's unmet housing need, and believe that S&V need to change their approach to the JLP housing requirements, as the current way unmet need is expressed isn't working. EB asked why this is the case.</p> <p>SH asked that the discussion starts with the Vale's annualised approach.</p> <p>EB advised that the JLP uses the same approach that has been used previously in adopted plans, and asked if the issue was specifically regarding the 2 years (2019-2021) of Oxford unmet need which will no longer feature in the Vale housing requirement because of the change of plan periods. TR explained that Vale's adopted Local Plan Part 2 provides for delivering unmet need between 2019 and 2031. When Vale adopted the plan, this allocated additional housing in the Abingdon and Oxford Fringe Sub-Area, but that this was not specifically ringfenced as the delivery of Oxford's unmet need. TR confirmed that although the approach of the JLP is to continue with the delivery of Oxford's unmet need between 2019 and 2031, that the JLP's plan period starts from 2021. TR confirmed that this is why the 2 years of unmet need from 2019-2021 are not included within the housing targets in the JLP.</p> <p>In response, SH stated that the comment had been made because those 2 years of need have been taken off the housing requirement in the JLP, and although S&V are stating that it has been completed from a point of view of Vale's overall numbers, OC consider that the delivery of Oxford's unmet need, including affordable housing, has not been evidenced. SH stated that it may be difficult to come to agreement on this point in this meeting in the absence of further information.</p> <p>TR explained that from S&V's perspective, S&V have never specified and ringfenced sites that aim to deliver unmet need. TR advised with market housing there is no way of controlling who from Oxford is going to move into specific sites, hence why unmet need is instead calculated as part of a housing requirement and addressed throughout the district. TR explained that with sites in both plans, which are geographically close to Oxford, there is no requirement in national policy or in set out in the current adopted plans that specify which homes are to be provided as unmet need. However, nomination rights for the affordable element (50%) are separate. S&V acknowledge that we signed memoranda of understanding on nomination rights on specific sites allocated in the local plans. .</p>

	<p>BD raised that the memoranda of understanding on the housing allocations policies set out the approach to delivery on the affordable units, in terms of the percentage from the spatially located sites and the mix.</p> <p>EB advised that the JLP approach aligns with other plans that address unmet need at other councils, for example, Luton and Central Bedfordshire had a similar disagreement, and the conclusion from the Inspector's report clarifies that the same approach taken by the JLP is a sound approach. EB doesn't believe there is a need for a change of approach now since the JLP hasn't proposed any change of approach since it was adopted, so there will remain a disagreement on this issue. RW advised that Oxford are not aware of this dispute and whether any similarities can be drawn. RW agreed to review the relevant information.</p> <p>RW confirmed that OC is not realistically expecting a change of position by South and Vale on any matter at this meeting as S&V's plan is being submitted next week, RW explained that OC are happy to add clarity to anything included in their representation.</p>
4b	<p><u>Standard Method and alternative methods</u></p> <p>EB believes that OC are suggesting in the representation that there are alternatives to the standard method that should have been explored. EB explained that the Standard Method is something S&V have used since beginning the JLP process. S&V doesn't accept that there is a justification for an alternative. RW understands that S&V have taken this stance, but explains that one of the points in the OC representation was that they would have liked to see S&V explore and test other options, as this is a sensible approach to plan-making in a South and Vale context.</p>
4c	<p><u>Delivery of housing supply</u></p> <p>EB explained that there is a sufficient supply of housing delivery for unmet needs. EB stated S&V will likely be preparing more information on trajectories for submission. BD confirmed that S&V are preparing some fresh housing land supply statements that will be published on submission. These will include the trajectory information for all of the sites that make up the housing supply, including the strategic allocations, and the evidence for why S&V have developed trajectories as they are. This takes into account significant engagement with the stakeholders and the agents of those sites. TR confirmed that as soon as S&V have finished this process, it will be undertaken again, as it is likely that they will be examined in the 24/25 monitoring year. TR stated that this will be coming out early in the new monitoring year.</p> <p>EB asked whether there is anything S&V could address in a SOCG in terms of delivery/what is being delivered for unmet need. RW confirmed that OC is happy to see what S&V can propose that might help. RW suggested that S&V table something and OC can help contribute to it.</p> <p>ACTION: TR/BD to consider what delivery information could be shared with OC</p>
5	<p><u>Lowland Fens</u></p>

EB summarised the South and Vale interpretation of Oxford's Reg 19 representation, that OC stated that they had not been informed of cross boundary impact of the Lowland Fens Study. EB wanted to clarify that the study only identifies where there is potential for impacts and that those would need to be explored in more detail at development management stage on a site-by-site basis. EB stated that there is a potential guidance note being prepared for this policy's implementation, and so if there are any specific concerns about impacts on Oxford they can be picked up in the note.

EB asked OC about the specific impacts of the study for Oxford. WS raised that one of the main issues was that areas in Oxford have been mapped within the study, these include buffer zones which cross the boundary into Oxford's administrative area and in addition overlap OC's own site allocations. WS: this mapping and information is now publicly available. WS stated that at the outset of the study, S&V suggested that OC would be made aware of any issues that might arise, however they were only made known when S&V's Reg 19 was published. WS states that there are definite cross-boundary impacts because of the study and that no discussion on its content or the use of the mapping was discussed with Oxford.

EB stated that S&V are happy to take Oxford off the mapping for the study if this helps resolve specific issues, however OC raised concerns with this approach, stating that as the study was already published in the public domain and the S&V evidence overlaps the city including site allocations in Oxford.

RW: we didn't have the benefits of seeing the outcomes of a study before it was published. This is problematic for us. Our advice is that we consider it will be worse to remove it now and have unintended consequences. We cannot advise on the best course of action to address it. EB advised that S&V can share an approach.

SH added that OC looked at fens themselves and considered them in discussion with Natural England. OC had agreed a bespoke approach with Natural England and included that approach in their emerging local plan 2040. SH was concerned that S&V's study had a different approach to OC's. SH explained that the publication of the study created issues with OC due to the study including buffer zones within the city. This has gained the interest of active interest groups who are concerned about development in those areas. SH was concerned that if Oxford is taken from the S&V study map now, that it will be even more confusing for interested parties. EB suggested taking Oxford out of the study with some added context to explain that there is an alternative approach bespoke to Oxford that OC has previously agreed with Natural England.

RW and SH raised that this would not have been an issue if S&V had spoken with OC about this previously. EB stated that at the beginning of the study, S&V invited everyone to get in contact about the study and its methodology and to engage and ask questions, however OC did not get in contact. SH raised that S&V previously clearly stated in the email that if during the study cross-boundary impacts became evident then S&V would contact OC, but that they weren't notified of anything further. SH said that it wasn't accurate to blame OC for not knowing prior to the study being

	<p>published that there were going to be cross-boundary issues that would then be mapped, designated and published without further discussion . S&V are not blaming OC for not engaging, however S&V attempted to engage and to offer further engagement on the matter with OC. EB stated that S&V had originally offered three things: to speak to them at the onset of the study, that S&V will engage with OC subsequently if there are any cross-boundary impacts that became evident, and that S&V would seek engagement when there were things to share from the study. SH agreed that this had been offered at the outset, but that S&V had not followed through with this.</p> <p>RW believed that it would be worse to remove buffer areas from within the city boundary from the S&V study now. EB stated S&V would like to look into this issue and try to resolve it RW couldn't advise a good way to resolve this issue at this point, but suggested that if S&V can resolve it then to please contact them. EB suggested that it be left with S&V and that they will contact OC if they find they can resolve the issue.</p> <p>AL asked whether there is anything from Natural England available regarding this or whether the discussions about the OC approach were all verbal e.g. a joint statement or a document on how the discussion with them concluded on fens. SH confirmed that whilst the discussions were largely in meetings, to have a look at the SoCG online in their examination library alongside their draft plan if S&V would like to view this, searching for "peat" specifically (as opposed to fens).</p> <p>ACTION: S&V to email OC with their suggested approach to address the Lowland Fens mapping concerns</p>
6	<p><u>Infrastructure</u></p> <p><i>Cowley Branch Line (CBL)</i></p> <p>EB confirmed that S&V have had discussions with Oxfordshire County Council (OCC) on this matter, and that the position of the adopted plan is maintained in the JLP, so nothing had warranted a change as to how the sites near Oxford relate to the CBL. It is not a mitigation measure for specific sites.</p> <p>RW asked what conversations S&V had with OCC which OC would be interested in hearing about to gain further understanding of the matter. RW confirmed that OC had discussions with OCC on the CBL also. From OC's point of view, the CBL is a very live and important project and the OC is working closely with OCC to deliver it. OC were asked to make provision for CBL contributions within their local plan and this was supported by OCC. Therefore, OC are maintaining the position they reached with OCC previously. RW confirmed that OC asked S&V, at earlier points in their plan, for S&V to take a similar position as that seemed logical.</p> <p>TR confirmed that S&V had some meetings with OCC and the Regeneration and Economy Team from OC in late Spring/early Summer 2024 where they spoke about the operational side and asked how they could be involved in terms of developing the later stages of the business case and detailed proposal for the CBL, but have not engaged with the Regeneration and Economy Team regarding the detail of that proposal to date. TR explained</p>

that OCC asked S&V to make specific references to the CBL within the policies in the JLP, but that the JLP doesn't make explicit reference as it wasn't needed to justify the allocations of Grenoble Road and Northfield in the adopted South Local Plan 2035, or the emerging JLP. TR elaborated that S&V were concerned that if a commitment was made to the CBL in the policy and the CBL was delayed then it may cause delivery issues e.g. conditions for when the CBL needs to be in place before housing delivery can be commenced. S&V included a catchall in the policy referring to all other sustainable modes of transport. TR explained that a more general approach has been taken; details of exact mitigation measures for these sites will be determined at planning application / section 106 signing stage, where they are informed by detailed from the transport assessments and the latest evidence are needed. As drafted, TR considers that the IDP would enable these sites to contribute to CBL if justified at that stage.

Thames Water and Treatment Works

TR explained that S&V are undertaking the second stage of a Water Cycle Study. S&V are currently engaging with Thames Water and the Environmental Agency (EA). OC have provided requested data to assist with this.

Within the JLP, S&V have had engagement with Thames Water who have confirmed improvement works are to be delivered by 31 March 2030. From S&V's perspective, the trajectories for the Grenoble Road and Northfield sites will not see any housing coming forward until after 2031, and so S&V they are not expecting these homes within their 5-year land supply and are not relying on those sites.

TR explained that S&V have assumed a worst-case scenario for the delivery of both sites which gives flexibility if the sewage treatment works improvements don't come in until the end of the next asset management plan period or the start of the next.

RW asked for clarification, were S&V's assumptions on the delivery timescale of those unmet need sites has been influenced by their understanding on the sewage treatment works?

TR explained that when you look the sites' current planning status, and the average lead-in times for sites of that size, based on past site delivery rates in S&V, these sites wouldn't start delivery until 2031 anyway. S&V don't have planning applications in on the remaining large sites and there is a 6-year lead-in time from submission of application to first completion. S&V have applied those averages and these coincided with when the improvements to the sewage treatment works would take place.

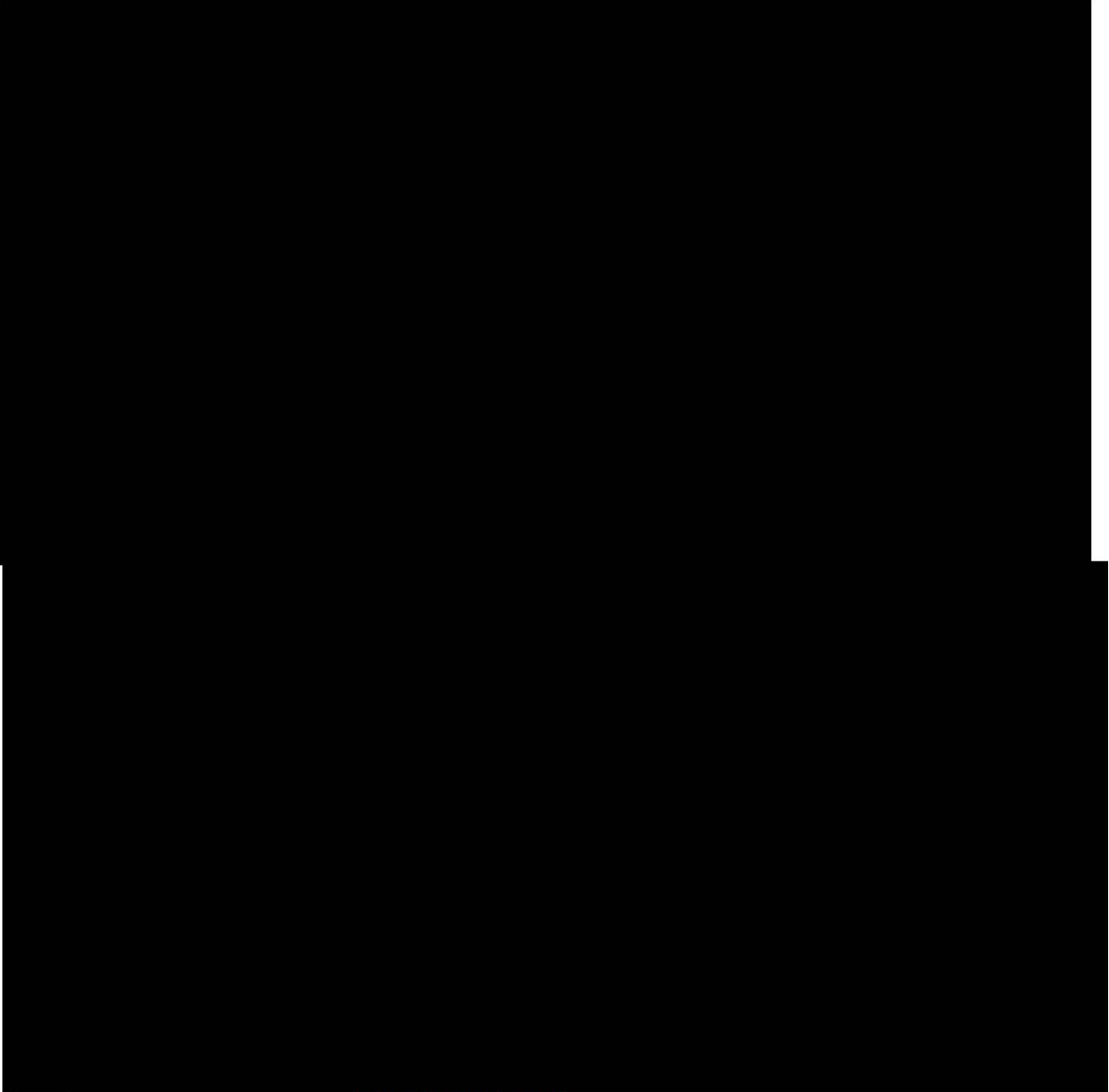
RW said that OC had expressed surprise at timing of delivery of some of the sites in their response. RW asked does this mean that the assumed delivery dates were not based solely on conversations with the landowners/potential developers, but that S&V have adapted them slightly and that, by coincidence, brings those sites beyond projected improvements to the sewage treatment works?

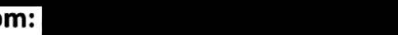
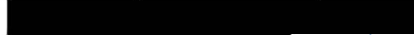

	<p>TR confirmed that they will inform our proformas for the sites, we engage with the site promoters to corroborate the proforma and also ask for their views. This process put the timescales beyond the Asset Management Plan improvement period stated by Thames Water.</p> <p>TR raised that if they can find a solution to the works capacity that is agreed by the EA, Thames Water, S&V and OC, there is no reason why sites could not come forwards sooner. A short term solution for Land at Bayswater Brook has been identified,.</p> <p>EB raised that S&V are starting engagement on a SOCG with Thames Water.</p>
7	<p><u>AOB</u></p> <p>EB thanked RW for a quick response on capacity and job figures to inform the Water Cycle Study.</p> <p>EB confirmed that the GTAA is not on the agenda but believed that there is a meeting tomorrow. AL clarified that there is not a meeting but that the draft will be arriving tomorrow. RW confirmed that she didn't have a meeting in the diary.</p> <p>EB confirmed that S&V received OC's comments on the Joint Oxfordshire SoCG and that she will be likely next be sending out a clean version incorporating the comments. RW asked when EB is expecting to be able to send the Joint SOCG. EB confirmed that she will send it either today or tomorrow.</p> <p>RW had previously offered to work on a bilateral SOCG with S&V when it is shared with OC. RW: We are available to review a draft of a bi-lateral SOCG RW asked that advanced notice of this would be helpful. EB confirmed that S&V would like to have this ready for submission, but it may be later because of capacity before submission.</p> <p>EB: confirmed notes of this meeting to be provided asap. AL asked for confirmation of what site allocations to look for regarding the lowland fens in the SOCG with Natural England. SH confirmed that would include Meadow Lane, Iffley.</p>



 Outlook

FW: South Oxfordshire & Vale of White Horse Joint Local Plan



From:  naturalengland.org.uk>
Sent: Thursday, November 28, 2024 11:13 AM
To:  southandvale.gov.uk>
Cc:  naturalengland.org.uk>
Subject: RE: South Oxfordshire & Vale of White Horse Joint Local Plan

****EXTERNAL****

Dear 

Thank you for providing us with a copy of the draft South and Vale Habitats Regulation Assessment and the Habitats Regulation Assessment Explanatory Note regarding air quality impacts on Oxford Meadows Special Area of Conservation (SAC).

Natural England are not currently in a position to agree with all of the conclusions within the HRA. Likely significant effects were identified in relation to the Cothill Fen SAC associated with recreational disturbance in combination with other plans and projects. We agree with the appropriate assessment that when taking account of the mitigation measures incorporated within Policy AS10 of the Joint Local Plan, no adverse effects to the integrity of Cothill Fen SAC are predicted.

We cannot agree with the HRA in relation to the conclusion of no likely significant effects on the Oxford Meadows SAC either alone or in combination with other plans and projects in relation to air quality impacts. We will therefore require further information in relation to the air quality impacts as a result of the plan on this site.


We advise that there should be a full assessment of AADT associated with development coming forward as part of the prepared draft joint local plan, which should not be compared to previous local plans in terms of the do something and the do minimum to reach a comparative figure. The figure that is the AADT resulting from the proposed draft joint local plan should then be taken forward to assess whether there are in combination impacts with other local plans.

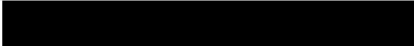

Natural England advises that your authority follow the approach set out in [Natural England's approach to advising competent authorities on the assessment of road traffic emissions under the Habitats Regulations - NEA001](#).

We advise that the AADT figures should be presented alongside a summary of the traffic data used in the assessment. This should include information regarding the availability of traffic data for the A34 and A40, information on the model used to generate the data and information regarding each of the modelled scenarios presented.

With regard to the AQ explanatory note, we note that there is reliance on the data put forward by other local authorities as part of the local plan process. At this time we have not yet seen the supporting information and data to clarify how these figures have been reached so we are not able to agree to the contents of the note. We have had an initial meeting with Cherwell and are expecting to receive further information from them as part of their Reg 19 local plan consultation. We advise that the assessment should also consider the existing West Oxfordshire Local Plan 2031 as the best available data for this area, large scale warehousing development and its associated traffic (such as that located at the M40 junction 9) and the Minerals and Waste Plan for Oxfordshire.

Best wishes


Sustainable Development Higher Officer
Thames Solent Team

From:  southandvale.gov.uk>
Sent: 27 November 2024 16:54
To:  naturalengland.org.uk>
Subject: RE: South Oxfordshire & Vale of White Horse Joint Local Plan
Importance: High

Hi 

Sorry to chase, but are you able to share your comments on the Oxford Meadows explanatory note and draft Appropriate Assessment for South & Vale yet? We would like some time to consider these before we meet next Wednesday, and we are also due to meet

with counterparts in the other Oxfordshire districts to discuss the note and our collective approach to assessing traffic/air quality impacts.

Kind regards

From: [redacted] [\[redacted\]@naturalengland.org.uk](mailto:[redacted]@naturalengland.org.uk)
Sent: Friday, November 22, 2024 10:36 AM
To: [redacted] [\[redacted\]@southoxon.gov.uk](mailto:[redacted]@southoxon.gov.uk)
Subject: RE: South Oxfordshire & Vale of White Horse Joint Local Plan

****EXTERNAL****

Dear [redacted]

Thank you for your email and sending the notes through that's great. We are still in the process of reviewing the explanatory note and draft HRA and anticipate providing you with our feedback early next week.

Best wishes

From: [redacted] [\[redacted\]@southoxon.gov.uk](mailto:[redacted]@southoxon.gov.uk)
Sent: 18 November 2024 15:34
To: [redacted] [\[redacted\]@naturalengland.org.uk](mailto:[redacted]@naturalengland.org.uk); [redacted] [\[redacted\]@naturalengland.org.uk](mailto:[redacted]@naturalengland.org.uk)
Subject: South Oxfordshire & Vale of White Horse Joint Local Plan

Dear [redacted]

Thank you again for meeting with us the other week and for submitting your representations on our Reg 19 Plan.

I drafted some brief notes on what we discussed, so thought it would be helpful to share these with you.

Do you have any update for us please on when we might receive your response on both the **Oxford Meadows SAC Explanatory Note** and our **HRA Appropriate Assessment report**? Whilst we have our meeting booked in for 4 December, if you think it would be useful to have a quick call before then, do let me know and I can check diaries.

Kind regards

[redacted]
Principal Planning Policy Officer
Planning Policy
South Oxfordshire and Vale of White Horse District Councils

Visit us at: <https://www.whitehorsedc.gov.uk> <https://www.southoxon.gov.uk>

To find out more about how the council holds, uses and stores your personal data, please click on the appropriate council's link: [South/Vale](#)



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Notes of meeting with Natural England and South Oxfordshire & Vale of White Horse District Councils to discuss HRA of the Joint Local Plan

4 December 2024 – held virtually via MS Teams

Attendees:

[REDACTED] - Natural England (NE)
[REDACTED] - South & Vale
[REDACTED] – UEEC (the councils' HRA/SA consultants)

Apologies:

[REDACTED] – South & Vale
[REDACTED] – Natural England

Draft HRA Appropriate Assessment

NE sent response by email on 28 November – they are not yet able to agree the AA, as it is their view that likely significant air pollution effects cannot currently be ruled out for Oxford Meadows SAC, Cothill Fen SAC and Aston Rowant SAC because there are roads which fall within 200m of these sites.

S&V and NE agreed it would be helpful to engage in ongoing discussion about the scope of modelling work required to inform the assessment of air quality impacts on these three European Sites.

NE's main concern is that allocated sites in the adopted plans for S&V which are yet to come forward must be taken into account in the traffic modelling for this HRA.

With regard to Aston Rowant SAC, whilst NE accepted that there would be no impact on the integrity of the site based on the information presented in the draft AA, they would like us to assess the air quality impacts again, by including allocated sites yet to come forward within our traffic modelling.

Alone and In-Combination Assessment of Air Quality Impacts

S&V/UEEC raised the following clarification points/questions:

1. How does NE interpret the DEFRA guidance, which sets out 4 scenarios whereby previous HRAs for adopted local plans can be relied upon?

Action - UEEC to share a link to the GOV.UK website

Action - NE to provide their interpretation of the DEFRA guidance and clarify their position on previous HRAs that accompanied the adopted SOLP 2035 and Vale LPP2 (2031).

NB: NE's previous advice was provided very soon after both the Wealden decision and the publication of the NE HRA Guidance 2018. NE will now be looking at air quality impacts in Oxfordshire 'with a clean slate'.

2. Does Natural England have information on changes in condition of the protected species/sites since 2018?

Action – NE to clarify

3. Can the traffic modelling baseline include all allocated sites that have permission regardless of the stage of construction reached - i.e. can it include any site allocated within the adopted local plans, where planning permission could be implemented any time before the JLP is adopted?

Action – NE to clarify

4. As the base year of our existing traffic data is 2018 and the JLP looks to 2041, can we use the data we already have and break it down on a per annum basis to reach today (2024)?

Action – NE to clarify

NE explained that if the traffic modelling for S&V alone predicted negative or 'de minimis' AADTs resulting from planned growth, then there would be no need to look at in-combination impacts. However, it is very difficult to determine what 'de minimis' actually looks like, and this will vary from authority to authority. Ultimately the risk lies with the competent authority if it decides not to proceed to an Appropriate Assessment and fails to meet the legal requirements of the Habitats Regulations.

Action – NE to provide interpretation of para 4.47 of their 2018 AQ guidance (NEA001 Advising CAs on Road Traffic and HRA, June 2018) with regard to avoiding unnecessary combination of the insignificant effects of the JLP with any significant effects of neighbouring authorities' local plans.

S&V asked NE what information would be needed from our neighbouring authorities to determine growth from a given base year (i.e. do we need to establish which allocated sites in their adopted plans have yet to come forward?). One would usually rely on published HRAs to explain what growth is included/excluded in the modelling (although this doesn't help S&V).

NE are concerned that in-combination impacts were pushed down the line to the last authority in the previous round of plan making in Oxfordshire. They strongly suggest a strategic county-wide approach to the assessment of in-combination impacts this time.

NE were intending to uphold their challenge to the Oxford City Local Plan on HRA grounds if the Examination had continued.

Action – S&V to discuss revisions to the collective approach to assessing in-combination impacts (set out in the Explanatory Note) with our neighbouring authorities.

Statement of Common Ground

If we agree to produce a SoCG, [REDACTED] has authorisation to sign off on NE's behalf.

Next Steps

We agreed to meet again post JLP Submission – **Date tbc** (virtually via MS Teams).

[Post meeting note 1: S&V submitted their HRA on the 9 December alongside the Joint Local Plan and associated evidence documents. An SoCG was also signed and submitted, stating that:

*'The parties agree that the South Oxfordshire and Vale of White Horse Joint Local Plan 2041 can be considered compliant with the Conservation of Habitats and Species Regulations 2017 (as amended), with regard to Aston Rowant SAC, Chiltern Beechwoods SAC, Cothill Fen SAC, Hackpen Hill SAC, Hartslock Wood SAC, Kennet & Lambourn Floodplain SAC, Little Wittenham SAC, Oxford Meadows SAC and River Lambourn SAC, for all impact pathways **except for atmospheric pollution, on which further work will be undertaken.**']*

[Post meeting note 2: Natural England provided responses to the questions posed at this meeting via email on 5 December 2024]

**Oxfordshire Planning Policy Officers Meeting
 Thursday 5 December 2024
 9:30-11:00 via Teams**

Minutes

Attendees:

- Oxford City (RW)
- Oxford City (RWy)
- South and Vale (LM) – Chair
- South and Vale (EB)
- South and Vale (LD)
- Cherwell (CC)
- Oxfordshire County Council (DP)
- West Oxfordshire (AT)
- South and Vale (HB) – Minutes

Apologies:

- (CH), (AW)

Item	Notes	Actions
1	<p>Notes of the last meeting on 7 November 2024</p> <p>The meeting discussed comments received on the previous minutes from RW.</p> <p>The meeting agreed to this text: <i>RW offered a bi-lateral SoCG with the City if it would be helpful, City would take a cue from S&V as to what it needs to cover. LM confirmed that it would be helpful. LM offered to do a bilateral SoCG with City and West.</i></p> <p>ACTION: HB to edit November minutes and share final draft.</p>	HB
2	<p>HRA update</p> <p>LM provided an update on behalf of AW.</p> <p>Following on from Natural England's (NE) formal Reg 19 reps on the Joint Local Plan, S&V received an email from NE to our draft HRA report and the county-wide Explanatory Note on 28 November confirming that can't agree the conclusion of 'no likely significant effects on Oxford Meadows, either alone or in combination with other plans and projects in relation to air quality impacts'. They were also not able to agree the contents of the joint Explanatory Note as they hadn't yet seen the background information and traffic modelling data from neighbouring authorities to understand how the AADT figures had been reached.</p> <p>On S&V's HRA, NE advised them to carry out a full assessment of AADTs arising from development coming forward as part of their JLP, (including AADTs arising from adopted plan growth in all the Oxfordshire Districts). LM explained that this is different to the proposed approach in the Explanatory Note, which only assesses the impacts of emerging Plan growth. It raises questions about how we can establish from an agreed baseline point, what site</p>	

	<p>allocations are yet to come forward in all of our adopted plans. And it also poses difficulties when we're using the OSM model which takes its base year as 2018.</p> <p>NE advised that the AADT figure (resulting from JLP growth) should be taken forwards to assess whether there are in-combination impacts with other local plans.</p> <p>ACTION: LM to share email regarding Natural England's response to S&V's HRA report with the group. [Complete]</p> <p>S&V met with NE local team on 4 December. M [REDACTED] A [REDACTED] (their national air quality lead) was unable to attend. NE reiterated their views but agreed to take away points and come back to S&V.</p> <p>S&V asked Natural England to come back on these points:</p> <ul style="list-style-type: none"> - NE's opinion on DEFRA guidance which sets out four conditions to whether you can rely on an HRA previously carried out by another competent authority. (This is what the councils agreed to do in the Explanatory Note, by only assessing future impacts.) - NE's interpretation of Para 4.47 of their own guidance (NEA001) and whether it's still their view that we need to include the traffic growth from the earlier S&V adopted plans in an in-combination assessment, even if that growth could be shown to be "<i>significant</i>" in AADT terms. (Natural England's approach to advising competent authorities on the assessment of road traffic emissions under the Habitats Regulations - NEA001) - We asked for clarification over what development is already captured in the baseline. S&V's view was that at least sites with planning permission should be included, but that adopted plan sites could be considered as 'committed' as they could secure planning permission at any time. <p>S&V confirmed that they acknowledged receipt of NE's comments, asked the questions above and didn't agree/disagree on any points.</p> <p>NE said they will reply to the questions above as soon as they can.</p> <p>S&V agreed another meeting with them (including M [REDACTED] A [REDACTED]), to agree scope, methodology and timelines for S&V's standalone modelling of traffic/air quality impacts.</p> <p>S&V will submit a draft HRA with their JLP on Monday, but it won't cover air quality impacts, acknowledging that further work will be required on air quality.</p> <p>LM suggested that it is possible Cherwell may get the same comments back from NE at Reg 19, and that the piece of work that S&V need to do will likely look identical to what Cherwell will need soon, so there is mutual interest in doing this rapidly together.</p>	<p>LM</p>
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		<p>RWy discussed that they have also faced issues with NE and suggested that NE are potentially conflating the project level HRA with the plan-led one (future growth). We've already demonstrated significant headroom in previous rounds of plans, the County's traffic filter HRA assessment as agreed by NE, confirms that the future emissions baseline falls due to reductions in emissions due to move to electric vehicles. RWy requested all Oxfordshire councils are included in the next meeting with NE on methodology due to the implications of any conclusions on other's work too.</p> <p>CC raised that M [REDACTED] attended a meeting with NE and Cherwell's consultants (AECOM). The feedback they received was constructive and NE confirmed they were happy with what Cherwell was doing.</p> <p>LM confirmed that that was S&V's position last week with NE, but it appears that the intervention of NE's national lead has changed everything.</p> <p>CC stated that she will need to revisit this and check with M [REDACTED]. CC believes that the uncertainty logs that Cherwell have used for the air modelling have included other developments in the area, but that M [REDACTED] and AECOM will need to advise on that. CC confirmed that Cherwell will be happy to get involved in this if it affects them.</p> <p>[REDACTED]</p> <p>RW suggested that the councils work together on this piece of work due to separate piecemeal plans on different timelines being on part why NE struggle with Oxfordshire. RW stated that City would like to be involved in this work, especially if it sets a precedent for future plans.</p> <p>LM confirmed timescales that the piece of work needs to be ready at adoption stage, therefore they will be proceeding with submission of the JLP on Monday and picking this up to follow.</p> <p>ACTION: LM to discuss with A [REDACTED] inviting the working group members to the next S&V meeting with NE.</p> <p>LM suggested to DP that L [REDACTED] and A [REDACTED] at OCC be involved. DP agreed.</p>	LM
3	GTAA	<p>LM read out an email from CH who was unable to join the meeting but had shared by email his thoughts on the most recent draft of the GTAA, which was some minor comments and no major comments.</p> <p>LM confirmed that S&V are not entirely happy with the outcome and have noted the same typos as CH but that they are willing to</p>	

		<p>sign off the draft report. LM stated that there is one S&V specific site that they need to confirm with Michael, for consistency.</p> <p>CC confirmed that M [REDACTED] had read through the most recent GTAA, and that Cherwell can live with the current methodology. CC stated that it would have been better if the principal scenario had been more prominently highlighted, with the rest of the scenarios coming secondarily.</p> <p>CC stated that Cherwell had a couple of technical issues specific to their council that they need to go back to, but that they aren't fundamental to the methodology. Subject to this Cherwell are happy to sign off.</p> <p>[REDACTED]</p> <p>RW raised a couple of City specific queries regarding boat dwellers which need more clarity within the report.</p> <p>RW raised that she believes the report has suffered from the changes that the councils have worked through over the last few months and that the key message of the report has been lost. RW stated that she is disappointed in this.</p> <p>RW confirmed that subject to clarity on how the ORS query has been resolved, the specific boatdweller issue and the typos which had been previously mentioned, Oxford City is willing to sign off.</p> <p>In light of S&V's JLP submission being on Monday, the meeting agreed that each council will make their edits to the current report and send back to M [REDACTED] today, M [REDACTED] will make any edits over the weekend and the councils can have a final look and sign off on Monday.</p>	
4	Local Plan Updates	<p><u>Oxfordshire CC</u> No change to Minerals and Waste Local Plan update and no updated LDS.</p> <p><u>South & Vale</u> S&V are planning to submit the JLP on 9 December.</p> <p><u>West Oxfordshire</u> AT confirmed no further updates from West Oxfordshire. They are aiming for Reg 18 to May 2025 committees, Reg 19 in October 2025, and submission in March 2026</p> <p><u>Cherwell</u> CC confirmed that executive will hopefully sign off today to go to Reg 19. Will go to consultation on 18 December for 8 weeks, submitting by Easter.</p>	

		<p><u>Oxford City</u> <u>Local Plan</u> RW stated that City have a report that will go to the January cycle of Cabinet and Council, regarding next steps for the Local Plan.</p> <p><u>CIL</u> RW confirmed that City will be finding another approved examiner for the draft CIL charging schedule due to PINS not being able to assign an Inspector since they submitted in March 2024.</p>	
5	Joint Statement of Common Ground (SOCG)	<p>EB confirmed that she had the latest version of the Joint SoCG that CH commented on that morning, but that she had only received comments from CH on this version so far. EB stated that RW sent an email saying she also has comments to make.</p> <p>RW asked EB if she could send her the SoCG with EB's replies to RW's comments on it.</p> <p>LM confirmed that the covering email to the councils included a summary of how S&V responded to RW's points. EB agreed to send RW the document, but explained that it might be confusing as the comments may now be out of date/not aligned anymore with the more recent clean version.</p> <p>EB confirmed she is happy to take on all of CH's comments.</p> <p>The meeting discussed the points at para numbers below:</p> <p>2.1 – the meeting agreed to take out the identical text.</p> <p>2.3 – S&V confirmed that there is no bilateral with West currently, but that they would like to action this post-submission of their JLP.</p> <p>EB asked CC whether she has been able to look through the S&V/Cherwell bilateral SoCG yet. CC had not yet been able to but will read today.</p> <p>RW raised that City do not yet have a bilateral with S&V. EB confirmed that this will likely be post-submission as well.</p> <p>2.8 – RW suggested adding a footnote/weblink to 'A Strategic Vision for Oxfordshire'. LM agreed.</p> <p>3.15/16 – LM suggested updating this point to include that the GTAA was completed in December 2024.</p> <p>3.2 – the meeting agreed with CH's suggestion to add the following text <i>'The South and Vale JLP includes policies on the housing requirement (Policy HOU1 Housing requirement), affordable housing (Policy HOU3 Affordable housing), and meeting the needs of and safeguarding for gypsies, travellers and travelling showpeople (Policies HOU10 and HOU11).'</i></p>	

		<p>5.3 – CH suggested in his previous notes to add that the leaders of the Oxfordshire councils agreed to commission the development of a Local Area Energy Plan and that a memorandum of understanding is currently being agreed. CC agreed.</p> <p>6.3 – The meeting agreed to rework this point to the following <i>‘The Parties were involved in the initial stages of OXIS and continue to work together on the next stage of OXIS which has been commissioned through the Future Oxfordshire Partnership’</i>.</p> <p>CC confirmed that she will need to read through the SoCG before agreeing to sign off. RW concurred.</p> <p>LM raised that if anyone has any points they would like to discuss then she has time today and tomorrow.</p> <p>The meeting agreed that each council would provide their feedback on the current SoCG by EOD 5 December and EB would incorporate any comments and share with the group by midday 6 December. Then each council will sign the SoCG by midday 9 December.</p> <p>RW confirmed that she will do her best to get back to S&V, but that she is the only one who commented on the first draft and she was expecting a tracked document back to comment on. RW understands that S&V are under pressure.</p>	
	County- wide projects	<p>DP raised that there have been some minor changes to the LTCP, with a new headline target to reduce vehicle miles. This went to OCC Cabinet on 19 November.</p> <p>ACTION: DP to circulate the revised LTCP to the meeting. [Complete]</p> <p>LM raised that there has been a review of FOP, that the advisory groups will not be going forward and instead there will be more of a ‘task and finish group’ approach.</p> <p>LM asked if there were any updates on Botley West Solar Farm. AT confirmed that there have been no updates since the last meeting and that everything is following the same schedule. There are lots of documents about the NSIP on the PINS website which will need input from specialist teams, and an upcoming deadline of 13 December.</p>	DP
5	Any other business	No other business.	
6	Date of next meeting	<p>Tues 14 January at 9:30 to 11:00</p> <p>Thurs 13 February at 9:30 to 11:00</p>	

Subject: [REDACTED]

From: [REDACTED]

Sent: 05 December 2024 14:18

To: [REDACTED]

Subject: Re: Clarifications on JLP Reg 19 Rep

****EXTERNAL****

Hi [REDACTED],

Many thanks for explaining your queries clearly. Please see the following responses, in red.

Kind regards,

Question 1: Policy *JT2: Protecting our employment sites* concerns the retention of existing employment sites, so it doesn't set out requirements that would lead to an increase in jobs created. I don't follow how the 'intentions of sites protected in Policy JT2' factored into your calculations?

Policy JT2 deals with the current suite of employment sites. The policy allows for intensification and modernisation of these sites. The Culham Campus example simply shows that these sites are not static, and that there is a programme of modernisation and intensification in the form of a publicly available framework masterplan (dated July 2022). <https://culham.org.uk/framework-masterplan/>

This framework masterplan essentially sets out the landowners' ambitions for the site in the short-, medium-, and long-term. The short term is to 2025, medium term is from 2025-35 and the long-term is from 2035-50. In order to be pragmatic, we considered the short-, and medium-term ambitions deliverable within the S&V plan period. Page 48 of this document shows the floorspace for the short-term ambitions, while page 50 shows the medium-term ambitions. Both short- and medium-term ambitions are set out in sqm (GIA).

In summary,

- Short term total floorspace: 49,183sqm
- Medium term total floorspace: 77,756sqm

Total floorspace in short and medium term = 126,936sqm.

AECOM consider land requirements in hectares rather than floorspace and they use a blended plot ratio of 0.56 when making calculations about employment land more generally. As such, an equivalent land requirement for this amount of employment floorspace would be 22.67ha.

As Policy JT1 only allocates 2.3ha of remaining employment land at Culham Campus, it is clear that this publicly available information relating to the supply of employment land will result also

from Policy JT2 - i.e., intensification on existing land creating a supply that comes forward alongside the land requirements provided within Policy JT1.

To reiterate what we said in the meeting, our comments were not suggesting an objection to employment growth. The point is that we do not think that the likely employment growth is acknowledged in or account for in the plan. We do not think it necessarily follows, or is the case here, that a limited amount of new employment land will result in limited growth and impacts. Given the existing level of car use to these sites and existing housing pressures, there will clearly be significant cross-boundary impacts from the expansion plans.

Question 2: There are assumptions that you have used from the ELNA, can you explain those assumptions so that I can follow your methodology?

Table 8.1 of the ELNA sets out the relevant assumptions that were applied. See extract from the ELNA

Table 8-1 Employment density and plot ratio assumptions

Use class	HCA Employment Density Guide (2015)	Employment density assumption used (m ² per full-time equivalent (FTE) job)	Plot Ratio (% of site area)
E(g)(i)	Offices – 8-13 m ² NIA per FTE job	11.3	100%
E(g)(ii)	R&D space – 40-60 m ² NIA per FTE job	50	40%
E(g)(iii)	Light industrial – 47 m ² NIA per FTE job	47	40%
B2	Industrial & Manufacturing – 36 m ² GIA per FTE job	36	40%
B8	Storage & Distribution – 70-95 m ² GEA per FTE job	70	45%

Chapter 7 of the ELNA provides information about the business uses and employment use classes for each site/ cluster of sites that were looked at as part of the Employment Land Assessment. Some sites, e.g., Site S1 Culham Science Centre, were shown as having office/ R&D and industrial/ warehousing uses, whereas others such as, Site S2 Southmead Industrial Estate, were shown to have only industrial/ warehousing uses.

Sites broadly fell into "office" (i.e., Office/R&D) use or "industrial" (i.e., light industrial/ B2/ B8 use) or both. Neither the individual site allocations nor Policy JT1 specify any more specific information than "employment" uses. As such, it was assumed that the existing use classes as set out in chapter 7 would continue (in terms of the land allocated). Where new employment land was proposed (e.g., 10ha of additional space at the Land South of Grenoble Road), and no use classes were specified. It was assumed that 50% of the allocation would be delivered as "office" floorspace and 50% as "industrial floorspace".

Using the 10ha of allocated employment land south of Grenoble Road as an example, this would mean that 5ha was for office, and then 5ha for industrial land. The first step is to convert the

amount in ha to sqm. So 5ha becomes 50,000sqm. Then the plot ratios were applied. For R&D this is 40% (see above). This results in a total sqm of 20,000sqm. The employment density is then applied.

AECOM recommended that the labour demand scenario was used to predict the number of jobs for office and R&D uses. This resulted in a total of 6,867 jobs for Office and 1,702 jobs for R&D. The total number of jobs for the two authorities for the plan period was 8,569. This is a ratio of 80:20 in terms of office: R&D jobs. As such in calculating the number of jobs for the "office" (i.e., Office/R&D) land the relevant ratio was applied to each of the totals so for R&D 20% of 400 is and that was added to 80% of the office total to give 3,716 jobs. By way of a similar size of floorspace, plots 23-26 at the Oxford Science Park proposes 41,598sqm of mixed office/ R&D floorspace and suggests that it would deliver 2,355 jobs.

Due to the higher plot ratios and lower employment densities for "industrial" land, much lower numbers of jobs are predicted for the same area of land. 5ha of "industrial" land would deliver 394 jobs using the plot ratios, employment densities and the relationship and ratio of the three "industrial" use classes. Overall, the 10ha at South of Grenoble Road was considered to deliver 4,111 jobs.

Delivery of 50% of this site for "office" uses and 50% of the site for "industrial" uses would account for more than 43% of the "office" jobs predicted in the labour demand scenario and over 26% of the "industrial" jobs derived from the past-take up scenario.

Question 3: Please could you advise where you sourced the quoted net increase in floorspace and job numbers? I cannot see these figures referenced in policy JT2 as you stated in your rep.

As set out above, these come from the Culham Campus Framework Masterplan. <https://culham.org.uk/framework-masterplan/>

Floorspace in the ELNA

The text below is from your rep:

There is an unexplained increase of 40,500sqm between Table 6-5 of the ELNA (page 71 of the PDF), which presents a profile of industrial properties and floorspace, and Row C of Table 9-2 (page 120 of the PDF) which calculates the Industrial land requirements set out in Policy JT1. This will have an impact on the overall land requirement in both Councils for industrial uses.

Question 4: Please could you advise specifically which figures you are referring to in tables 6-5 and 9-2? I cannot see a difference of 40,500sqm in the figures.

The table below is from your rep:

	Ch 7 ELAA Existing employment land (ha)	Ch 7 ELAA Equivalent Existing floorspace (sqm)*	Tables 6-2 and 6-5 equivalent Existing employment land (ha)*	Tables 6-2 and 6-5 Existing floorspace (sqm)
South Oxfordshire	292.1	1,373,244	154.1	724,733
Vale of White Horse	412.4	2,059,028	210.0	1,048,593

Table 2: Differences between existing employment land and floorspace presented within the ELAA Chapter 7 and Tables 6.2 and 6.5

*Equivalent floorspace (sqm) and land (ha) are estimated using the employment densities and plot ratios provided in Table 8-1 of the ELNA (pages 107-108 of the PDF)

The table above does not relate to the differences between Tables 9-2 and Table 6-5 (Industrial Floorspace). You need to look in the ELNA itself to see those discrepancies.

The above table instead shows a discrepancy between the total employment floorspace (as shown from Co-star), and the actual amount of employment land when all the sites within chapter 7 of the ELNA are added together. We applied the same "blended" ratios as are applied in chapter 9 of the ELNA that discusses the planning pipeline which are wider Office Plot Ratio of 0.56 and wider Industrial Plot Ratio of 0.44. We first amended the errors in the size of employment sites in chapter 7. For instance, site S15 Oxford Science Park, Grenoble Road was assessed as being 151ha and in actual employment use, when it is proposed to be a 10ha extension to the Oxford Science Park (currently wholly located within Oxford City Council's administrative area). S14 Land at Berinsfield also included the entire of the site allocation area (over 130ha). As the employment allocation was for 5ha, we amended this as well. There were a number of other sites considered to be in use but which actually had land available. We removed these from the total too.

[REDACTED]

Planning Policy Team Leader | Planning Policy

Planning and Regulatory Service



[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: 29 November 2024 17:15
[REDACTED]

Subject: RE: Clarifications on JLP Red 19 Rep

[REDACTED]

Hi [REDACTED]

A response early next week would be really helpful, thank you.

In the meantime I hope you have a nice weekend.

Kind regards

[REDACTED]

[Redacted]

Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils

[Redacted]

[Redacted]

From: [Redacted]

Sent: Friday, November 29, 2024 4:03 PM

To: [Redacted]

[Redacted]

Subject: Re: Clarifications on JLP Reg 19 Rep

****EXTERNAL****

Hi [Redacted]

Many thanks for this. We will get back to you as early as possible next week- it's really helpful to see your specific queries.

Kind regards,

[Redacted]

[Redacted]

Planning Policy Team Leader | Planning Policy

Planning and Regulatory Service



[Redacted]

[Redacted]

Oxford Town Hall, St Aldate's, Oxford, OX1 1BX

From: [Redacted]

Sent: 29 November 2024 14:07

To: [Redacted]

[Redacted]

Subject: Clarifications on JLP Reg 19 Rep

[Redacted]

Dear [Redacted]

It was a pleasure to meet you yesterday in the South and Vale Joint Local Plan and DTC meeting. Please could you forward this email to [Redacted]? I don't have his email address.

Thank you for agreeing to provide some further details on your Regulation 19 rep, this will help my understanding of the issues that you raised.

Jobs arising from economic growth

The text below is from your rep:

To understand the significance of the proposed growth and potential implications on the already existing housing crisis, and significant levels of in-commuting experienced we calculate this could be 10,538 jobs in South Oxfordshire and 87,728 jobs in Vale of White Horse. This takes the employment land set out in Policy JT1, and the intentions of sites protected in Policy JT2 and applies assumptions from the ELNA (including Table 8.1 plot ratios and proportions of jobs from Chapter 8 from the preferred scenario) to make this initial calculation.

Question 1: Policy JT2: *Protecting our employment sites* concerns the retention of existing employment sites, so it doesn't set out requirements that would lead to an increase in jobs created. I don't follow how the 'intentions of sites protected in Policy JT2' factored into your calculations?

Question 2: There are assumptions that you have used from the ELNA, can you explain those assumptions so that I can follow your methodology?

For questions 1 and 2 above, if it is simpler for you to provide the calculations you did to arrive at those job figures then that would be equally helpful.

Additional supply at Culham Campus

The text below is from your rep:

The additional identified supply at Culham Campus (a net increase of 126,936sqm of floorspace or 5,099 jobs) including additional floorspace and employment plans on known development sites are not recognised as part of the overall employment land supply set out in Policy JT1.

Question 3: Please could you advise where you sourced the quoted net increase in floorspace and job numbers? I cannot see these figures referenced in policy JT2 as you stated in your rep.

Floorspace in the ELNA

The text below is from your rep:

There is an unexplained increase of 40,500sqm between Table 6-5 of the ELNA (page 71 of the PDF), which presents a profile of industrial properties and floorspace, and Row C of Table 9-2 (page 120 of the PDF) which calculates the Industrial land requirements set out in Policy JT1. This will have an impact on the overall land requirement in both Councils for industrial uses.

Question 4: Please could you advise specifically which figures you are referring to in tables 6-5 and 9-2? I cannot see a difference of 40,500sqm in the figures.

The table below is from your rep:

	Ch 7 ELAA Existing employment land (ha)	Ch 7 ELAA Equivalent Existing floorspace (sqm)*	Tables 6-2 and 6-5 equivalent Existing employment land (ha)*	Tables 6-2 and 6-5 Existing floorspace (sqm)
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Vale of White Horse	412.4	2,059,028	210.0	1,048,593

Table 2: Differences between existing employment land and floorspace presented within the ELAA Chapter 7 and Tables 6.2 and 6.5

*Equivalent floorspace (sqm) and land (ha) are estimated using the employment densities and plot ratios provided in Table 8-1 of the ELNA (pages 107-108 of the PDF)

Question 5: Please could you advise the methodology you used to calculate the figures quoted in this table? I tried to recreate your numbers but could not.

Thank you in advance for helping me to understand the issues that you have raised in your rep. If any of my questions are unclear please do let me know, I'm happy to have a follow up conversation either via Teams or email.

Kind regards



Planning Policy Officer
Policy and Programmes
South Oxfordshire and Vale of White Horse District Councils



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From: [REDACTED]
Sent: 06 December 2024 15:55
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Statement of Common Ground
Attachments: Wokingham and South and Vale SoCG - Clean Final.docx

Dear [REDACTED]

Further to the attached Statement of Common Ground, you asked for an update on our Gypsy, Traveller and Travelling Showperson Accommodation Assessment (GTAA).

The GTAA will be published on Monday and the consultant is just re-calculating the pitch need numbers to add a single pitch permission that has been granted recently, so pitch needs will change slightly (downwards as a pitch moves from unauthorised to authorised). Our consultant has provided a range of figures, based on different scenarios of household formation and migration, so there is a lower and higher scenario for each district.

The latest GTAA is a joint 2024 study conducted with West Oxfordshire, Cherwell and Oxford City Council. This shows a need in South Oxfordshire of between 49 and 68 pitches for Gypsies and Travellers and up to 5 plots for Travelling Showpeople over the plan period. It shows a need in Vale of White Horse of between 26 and 41 pitches for Gypsies and Travellers and no plots for Travelling Showpeople over the plan period.

For Gypsy and Traveller pitches - the components of supply identified in part 1 of emerging JLP policy HOU10:

- a) implementation of extant planning permissions;
- b) extending or intensifying existing authorised sites or yards where possible to meet the needs of existing residents and their families;
- c) through the regularisation of unauthorised sites / pitches or sites / pitches with temporary permissions where there would be no unacceptable harm in doing so; and
- d) requiring provision of between 6 to 10 pitches on each of the following housing allocations within this plan: together with a supply from household dissolution and re-lets on public sites, meet the identified needs in full within each district within the plan period.

For Travelling Showpeople's plots - the need is from the households on private sites and given the modest size of the need and the supply from household dissolution, there is scope for meeting this on those exiting sites.

In summary, there will be no unmet needs generated from South or Vale for the travelling community.

I hope this clarifies matters and that you are now able to sign the SoCG. This is my last day at South and Vale, so please direct any queries to [REDACTED], who are copied on this message.

Kind Regards,

[REDACTED]
Senior Policy Officer
Planning Policy
South Oxfordshire and Vale of White Horse District Councils

To find out more about how the council holds, uses and stores your personal data, please click on the appropriate council's link: [South/Vale](#)

From: [REDACTED]
Sent: Monday, December 2, 2024 4:41 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Statement of Common Ground

Hi Both

Please find attached the final version of the Statement of Common Ground for your consideration. This version includes the comments you made on the first draft.

I'd be grateful if you could please add your logo to the front cover.

I understand that you would like to see a copy of our GTAA before signing – we'll aim to get this to you before the end of the week.

[REDACTED]

Thanks and regards,

[REDACTED]
Senior Policy Planner
Planning Policy
South Oxfordshire and Vale of White Horse District Councils

[REDACTED]

[REDACTED]

[View this email in your browser](#)

Joint Local Plan 2041: Consultation on Technical Addendum to the Sustainability Appraisal Scoping Report



Please note, you may receive this email more than once if you're signed up to multiple mailing lists.

Dear Sir/Madam

We have prepared a Sustainability Report as part of the combined Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA) process for the Joint Local Plan 2041.

The first stage in the SA process was the production of a SA Screening and Scoping Report, which was published in 2022. This report included a review of other plans, policies and programmes already in place which could influence the Joint Local Plan. The report went on to establish the baseline environmental, social and economic conditions in the districts to help define key opportunities and challenges facing the area which might be addressed by the Joint Local Plan.

We have published a Technical Addendum for consultation which provides supplementary detail on how the 'future baseline' in the two districts is likely to evolve without implementation of the Joint Local Plan.

We are inviting comments on the technical addendum from **Friday 6 December 2024 until Friday 17 January 2025 at 11.59pm.**

Find out more and respond here

Please note, this is a unique link just for you and is connected to your email address. If you would like to forward this email to anybody else, please refer them to the [general consultation on Technical Addendum link](#).



Listening Learning Leading



If you have any questions about the consultation on the Technical Addendum to the Sustainability Appraisal Scoping Report (published in accordance with Schedule 2 of the Environmental Assessment of Plans and Programmes Regulations 2004) or require this email in an alternative format (for example: large print, Braille, audio, email, Easy Read or alternative languages), please email planning.policy@southandvale.gov.uk or call 01235 422600.

Data protection:

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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
9/12/24	<u>Joint Local Plan</u> <ul style="list-style-type: none"> • OCC Reg 19 representation submitted. • All comments from Reg 19 to be made available online with submission. • Submission update – planning to submit today. • SOCG SODC/VOWHDC/OCC update. • SOCG SODC/VOWHDC/OCC – with NH update. • Education Topic paper. • Sustainability Appraisal Technical addendum consultation 6/12-17/1. • Natural England correspondence.

From: [REDACTED]
To: [REDACTED]; [Planning Policy](#); [REDACTED]
Cc: [REDACTED]
Subject: Re: New unmet need
Date: 09 December 2024 09:04:57

****EXTERNAL****

As you'd expect we've been having Duty to Co-operate meetings with Cherwell. One meeting included their approach to housing numbers and this was held after the receipt of our Inspectors' letter. In that meeting we told Cherwell that the current position for Oxford is our current, adopted Local Plan 2036.

The statement below was written by them. We will in due course I'm sure enter into a bi-lateral Statement of Common Ground with them, but we've not yet reached that stage.

Our position on the South and Vale Plan (including on unmet need) is unchanged from our submitted representations. As you know we have offered to enter into a bi-lateral Statement of Common Ground with yourselves if that would assist. If so, please send me a first draft to consider and I'll do my best to respond promptly.

Thanks,

[REDACTED]

From: [REDACTED]
Sent: 05 December 2024 4:13 PM
To: [REDACTED] Planning Policy
<planningpolicy@oxford.gov.uk>; S [REDACTED]
[REDACTED]
Cc: [REDACTED]
[REDACTED]
Subject: New unmet need

Hi everyone

I've been skimming through the Cherwell Interim Statement of Common Ground [Appendix 6 - Interim Regulation 19 Duty to Cooperate Statement pdf](#)

Paragraph 4.13 says "Under either scenario above there is housing need to meet for Oxford, and we are continuing with our commitment to meet the identified need for 4,400 homes previously agreed by retaining relevant Local Plan policies. We do not, however, consider that we need to accommodate additional housing need for Oxford in this Local Plan. At a meeting on 15th October 2024, under the Duty to Cooperate, Cherwell and Oxford City Council reached an understanding that the 4,400 dwellings would be brought forward to meet unmet need. No additional accommodation was requested at that meeting."

Would you be able to confirm the same applies elsewhere including South and Vale e.g. that nothing new is requested at this stage?

Thanks

[REDACTED]

[REDACTED]

Planning Policy Team Leader

Planning Policy

South Oxfordshire and Vale of White Horse District Councils

[REDACTED]

[REDACTED]

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**Oxfordshire Planning Policy Officers Meeting
 Tuesday 14 January 2025
 9:30-11:00 via Teams**

Minutes

Attendees:

██████████ - Oxford City (RW)
 ██████████ - South and Vale (LM) – Chair
 ██████████ - Cherwell (CC)
 ██████████ - West Oxfordshire (AT)
 ██████████ - South and Vale (HB) – Minutes

Present for Item 2 only:

██████████ – South and Vale (AW)

Apologies: ██████████ – South and Vale (EB), ██████████ - Oxfordshire County Council (DP)

Item	Notes	Actions
1	<p>Notes of the last meeting on 5 December 2024</p> <p>The meeting discussed RW’s amendment to the minutes (shared on 19 December) and all agreed to the addition.</p> <p>ACTION: HB to issue final version.</p>	<p align="center">HB</p>
2	<p><u>South & Vale</u></p> <p>LM updated that S&V submitted their JLP on 9 December 2024. They have now had their Inspectors appointed: ██████████ and have their Programme Officer in post ██████████</p> <p>LM confirmed that they are now waiting on the Inspectors’ questions and are hoping for hearings in May/June.</p> <p><u>West Oxfordshire</u></p> <p>AT confirmed that West are aiming to consult on Reg 18 in May 2025, consult on a draft plan in October 2025, and submit in March 2026.</p> <p>AT stated that West are now progressing with their evidence base. ██████████</p> <p><u>Cherwell</u></p> <p>CC updated that Cherwell launched their Reg 19 in December 2024 and they have extended the deadline until 25 January 2025.</p> <p>CC added that Cherwell have four new exhibitions starting w/c 20 January. They are aiming to submit the plan around Easter 2025.</p> <p><u>Oxford City</u></p>	

		<p><i>Local Plan</i></p> <p>RW confirmed that a report will be going through scrutiny tonight, cabinet next week and council the week after, confirming that City would like to withdraw their local plan and asking for approval of a new LDS. RW stated that the new LDS schedules their Reg 18 in June/July 2025, Reg 19 in November/December 2025 and submission in April 2026.</p> <p><i>CIL</i></p> <p>RW also mentioned that the report requests that the examination of the CIL Charging Schedule be removed from PINS due to delays in appointing an Inspector.</p>	
2	Habitats Regulations Assessment (HRA) update	<p>AW gave an update on the status of S&V's HRA:</p> <p>Officers met with Natural England (NE) on 4 Dec to discuss both the draft HRA for the JLP and the Explanatory Note (drafted collectively by the Oxon authorities), which set out a proposed county-wide approach to the assessment of traffic/air quality impacts on Oxford Meadows SAC).</p> <p>At that meeting, NE still had concerns regarding air pollution impacts on 3 SACs (Oxford Meadows, Cothill Fen and Aston Rowant) and as a result they weren't yet able to agree either S&V's draft HRA or the Explanatory Note. It was agreed that S&V and NE would sign a SoCG, which screened out all impact pathways except atmospheric pollution from further assessment.</p> <p>S&V submitted their HRA alongside the JLP on 9 Dec, on the understanding that there would need to be ongoing engagement with NE to assess atmospheric pollution impacts on the 3 SACs.</p> <p>NE specifically asked S&V to include any allocated sites in the adopted local plans, which had yet to come forward for development, in future traffic modelling.</p> <p>In subsequent email exchanges, NE advised S&V to seek consistency between their own modelling base year and the national APIS air quality monitoring base year. AW believes the APIS data is published on a 3-year average, meaning the most recent data published covers 2020-2022 data with 2021 being the base year. NE seem to be saying that they want S&V to change their base year from 2018 to 2021 to match APIS. S&V have looked at the issue surrounding the consistency between the two datasets and believe that it doesn't make sense to change their modelling base year to match the APIS base year, primarily because 2021 was during the Covid pandemic and the data will show an unrepresentative reduction in traffic flows.</p> <p>S&V officers are working with their HRA consultants (Urban Edge Environmental Consulting) on an HRA methodology paper to be</p>	

		<p>shared with NE for their review and agreement. S&V will explain the rationale behind using 2018 as the base year for traffic modelling.</p> <p>S&V's transport officer and colleagues at OCC will review whether it is possible to take any undelivered growth (i.e. allocated sites in the S&V adopted plans yet to come forward) out of the existing model run for the 'future year without the JLP', in order to address NE's concerns. However, this would require complex re-modelling.</p> <p>AW stated that a key task now is to ask NE for another meeting, where all the councils will be in attendance, as well as requesting that NE's Air Quality Specialist (M [REDACTED] A [REDACTED]) be at the meeting.</p> <p>ACTION: AW to organise a meeting with NE and all councils.</p> <p>RW stated that this was really helpful and echoes their experience that NE are seeking an Oxfordshire-wide piece of work. RW confirmed that City supports the joint meeting and offers their help.</p> <p>RW expected that NE will continue to ask for more modelling work to be completed. She advised that R [REDACTED] W [REDACTED] recommended that this part of the work be skipped, simply moving to Stage 4B. RW suggested this be explored at the collective meeting with NE.</p> <p>RW shared a link to NE's 2018 guidance which explains the stages: https://publications.naturalengland.org.uk/file/5431868963160064.</p> <p>CC confirmed that Cherwell are happy to cooperate as much as they can. AT stated that West are happy to engage in a collective meeting with NE.</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	<p>AW</p>
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3	County- wide projects	<p>Ox/S</p> <p>CC mentioned that there had been a meeting regarding Ox/S.</p> <p>AT confirmed that it was an inception meeting [REDACTED] new Ox/S, using the [REDACTED]</p>	
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	<p>information from the previous OxIS Stage 1. AT assumes that there is someone involved from all Oxfordshire authorities, stating that it is K■■ H■■ from West and that he believes P■■ S■■ to be coordinating.</p> <p>LM confirmed that T■■ R■■ from S&V is on the working group.</p> <p>RW suggested that it might be worth having OxIS as a feature item in one of these future meetings.</p> <p>ACTION: LM to contact P■■ S■■ and ask if he would like to attend a future OPPO meeting to update the team on OxIS [Complete].</p> <p><i>GTAA</i></p> <p>LM thanked everyone for finishing the GTAA and notified the meeting that S&V will be submitting it as a post-submission document.</p> <p><i>LNRS</i></p> <p>RW raised that the weight of the County LNRS is going to be looked at and that the government will possibly be retrospectively retrofitting it with some status.</p> <p>AT confirmed that guidance was expected before Christmas and that there is now an anticipated date. The colleagues working on the LNRS will be looking to contact authorities in early February to discuss it and will give an indication as to whether further work needs completing.</p> <p>RW suggested having C■■ E■■ back to OPPO to speak on the LNRS.</p> <p>ACTION: AT to discuss with his officer (M■■) and reach out to C■■ if necessary to attend another OPPO meeting.</p> <p><i>National Landscapes (formerly AONBs)</i></p> <p>LM raised that there is new government advice regarding National Landscapes on the amended Section 85 of the Countryside and Rights of Way Act, which have implications for South, Vale and West as they include part of the national landscapes. Available at: Guidance for relevant authorities on seeking to further the purposes of Protected Landscapes - GOV.UK</p> <p>LM confirmed that the amendments affect the weight to be given to the conservation and enhancement of the National Landscape in making Plans (including Local and Neighbourhood Plans), and also in DM decision-taking.</p> <p>LM raised that there is a National Association of national landscapes (formerly AONBs) have produced guidance as well.</p>	<p>LM</p> <p>AT</p>
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	<p>ACTION: LM to circulate the link shared by S&V's DM officers regarding Section 85 of the Countryside and Rights of Way Act [Complete].</p> <p><i>Devolution & Government Reorganisation</i></p> <p>The meeting briefly turned to the devolution white paper, with RW noting that letters sent to government from Oxfordshire County Council and separately from Oxford City Council.</p> <p><i>Local Area Energy Planning</i></p> <p>RW raised that LAEP is something that the meeting should keep an eye on and that it might be worth having it as an item as some point in the duration of that project.</p> <p>AT stated that there is a meeting to discuss this on 15 January, and suggested there is potentially someone lined up to carry it out.</p> <p>LM wondered to what extent OxIS would overlap with LAEP work.</p> <p>CC confirmed that they are separate pieces of work and RW stated that they are both going at the same time.</p> <p>AT raised that S [REDACTED] H [REDACTED] at County would be the main contact for this.</p> <p>ACTION: LM to reach out to S [REDACTED] [REDACTED] and ask whether she would like to come to an OPPO meeting to present progress on the LAEP work.</p> <p><i>Botley West Solar Farm</i></p> <p>AT confirmed that the next milestone for engagement with the DCO application is the submission of the relevant representation – the mechanism through which you present the principle matters for discussion at examination. Each of the host authorities (specifically Vale, Cherwell, West, and County) will need to submit this representation by 27 February.</p> <p>AT raised that the pre-examination period will last a minimum of 3 and a maximum of 5 months and will move to examination in around May 2025. [REDACTED]</p> <p>[REDACTED]</p> <p>LM asked for an update on the earlier stage. AT confirmed that PINS had judged the consultation to be adequate, although noting it could have been improved. AT added that they had a duty to send out notification to say the application had been accepted and this was shared w/c 6 January.</p> <p>[REDACTED]</p>	<p>LM</p> <p>LM</p>
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		<p style="text-align: center;">[REDACTED]</p> <p><i>Culham</i></p> <p>LM raised a new government announcement that Culham Campus is to be the first AI Growth Zone in the UK. S&V are waiting to find out more about what this means and the exact area this will cover.</p>	
5	Any other business	<p><i>New LDS</i></p> <p>LM raised the letter from the Chief Planner, received on 13 December 2024 requesting each district council submit a new LDS by March 2025.</p> <p>CC confirmed that there is an online form to fill in, that it is very straightforward.</p> <p><i>5-Year Land Supply</i></p> <p>LM stated that South had been in a good position, above the required 4 years' supply when they published their 5-year land supply on the day they submitted their JLP. The NPPF was then released which changed the requirement to 5 years, so they are now not in a good position for South Oxfordshire but are for Vale. S&V will update the two statements as there is a new 5% buffer requirement. LM confirmed they will retain the same supply figures as in the recently published statements but will need up increase the requirement and the overall calculation.</p> <p>AT queried whether there was an instant change needed to comply with the new standard method or whether there was a grace period.</p> <p>LM stated that it depends on the age of the plan. The South Oxfordshire Local Plan was less than 5 years old, so uses they use the requirement figures in the adopted Plan for calculating their supply until their Plan is 5 years old. The Vale Plan is more than 5 years old and so uses the new standard method numbers.</p> <p>AT assumed that they will have double the requirement with the same supply, that they haven't yet considered City's unmet need or applied the buffer.</p> <p>CC stated that Cherwell's numbers were very low and that they have had to do a combined 5-year land supply with both Cherwell and City's unmet needs. Until a few months ago, they were doing two separate calculations (one for their 2015 plan which is more than 5 years old, and one for their partial review plan which is less than 5 years old). They have now received appeal decisions which state that they need to merge into one housing land supply. They will now be merging the two calculations which gives them one bigger number. CC confirmed that they will be taking a new AMR to their executive on 3 February. Part of this include housing delive</p>	

	<p>monitoring, as well as the new 5-year housing land supply calculations.</p> <p>AT requested that CC share the appeal decisions with the meeting.</p> <p>ACTION: CC to share Cherwell’s appeal decisions with the meeting [Complete].</p> <p>CC shared that Cherwell are considering preparing a housing delivery action plan and requesting that, as part of applications going forward, applicants demonstrate that they would be able to deliver within 5 years.</p> <p><i>FOP</i></p> <p>RW raised FOP and mentioned lack of meetings. LM noted that upcoming advisory group meetings had been cancelled. She understood that a revised structure was to be considered at a January meeting.</p> <p><i>Statements of Common Ground</i></p> <p>RW raised that E [REDACTED] B [REDACTED] indicated that there might be a SoCG to come City’s way and reiterated that the offer is still there to complete one with City.</p> <p>LM confirmed that they had achieved more SoCGs than they had expected to get done for JLP submission, including completing ones with Reading, Wokingham, Swindon and West Berkshire. The SOCG with Cherwell is not finalised, S&V have not yet drafted the City SOCG. LM asked CC if Cherwell’s was almost complete.</p> <p>CC confirmed that it is with her and that she needs to make some changes to it but that it shouldn’t take too long.</p> <p>LM asked AT whether the West SoCG has been started.</p> <p>AT confirmed that nothing has been started but the offer is still there if necessary.</p> <p>CC raised that Cherwell will begin on SoCGs in the next few months, following their Reg 19.</p> <p><i>ICB</i></p> <p>RW asked the meeting whether they are having any issues with the ICB.</p> <p>LM stated that ICB agreed to complete a SoCG with S&V, that they have had ongoing discussions about issues and how to fix them.</p>	<p>CC</p>
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6	Date of next meeting	Thurs 13 February at 9:30 to 11:00 Thursday 13 March at 9:30 to 11:00 Thursday 10 April at 9:30 to 11:00 ACTION: HB to book March and April OPPO dates into diaries [Complete].	HB
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Oxfordshire County Council/South Oxfordshire & Vale of White Horse District
 Council Planning Liaison meetings extract

Attendees include:

County Council:

- Strategic Planning Team
- Place Planning and Coordination Team (formerly Localities Team)
- Transport Development Management Team
- Transport Policy team
- Specialist attendees on occasion include other teams such as Infrastructure Funding, Pupil Place Planning.

District Council:

- Planning Policy team
- Development Management Team

Date of Meeting	Meeting Notes
20/01/25	<u>Joint Local Plan</u> <ul style="list-style-type: none"> • TBC on examinations Apr/May/Jun • Inspectors appointed. • Anticipating initial questions next month from inspectors • OCC have asked Democratic Services re Examination & potential County Elections at same time in April. Awaiting response. • Natural England correspondence. • NE SoCG collating and being sorted with consultant end of this week send something over. Need more guidance on approach. • OPPO update pushing for joint Oxfordshire approach to NE.

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