

Agenda

Oxfordshire Growth Board

Date: **Thursday 30 November 2017**

Time: **2.00 pm**

Place: **The Old Library, Town Hall**

For any further information please contact:

Jennifer Thompson

✉: democraticservices@oxford.gov.uk ☎: 01865 252275

Voting Members 30/06/2017-30/06/2018

Chair - Leader of Oxford City Council	Councillor Bob Price
Vice- Chairman - Leader of South Oxfordshire District Council	Councillor John Cotton
Leader of Cherwell District Council	Councillor Barry Wood
Leader of Oxfordshire County Council	Councillor Ian Hudspeth
Leader of Vale of White Horse District Council	Councillor Matthew Barber
Leader of West Oxfordshire District Council	Councillor James Mills

Non- voting Members 30/06/2017-30/06/2018

Chairman of OXLEP	Jeremy Long
Vice Chairman and Skills Board Representative	Adrian Lockwood
Universities Representative	Professor Alistair Fitt
OXLEP Business Representative – Bicester	Phil Shadbolt
OXLEP Business Representative – Oxford City	Richard Venables
OXLEP Business Representative – Science Vale	Andrew Harrison
Homes and Communities Agency Representative	Kevin Bourner
Oxfordshire CCG Representative	David Smith
Environment Agency Representative	Veronica James

Note: Members of the Board may be accompanied at the table by senior officers from their organisation.

As a matter of courtesy, if you intend to record the meeting please let the Committee Services Officer know how you wish to do this before the start of the meeting.

AGENDA

PART ONE PUBLIC BUSINESS

Pages

1 **APOLOGIES FOR ABSENCE AND SUBSTITUTE MEMBERS**

2 **DECLARATIONS OF INTEREST**

3 **MINUTES OF THE LAST MEETING**

7 - 12

Purpose: to confirm as a correct record the minutes of the meeting of the Oxfordshire Growth Board held on 30 October 2017.

4 **CHAIR'S ANNOUNCEMENTS**

Purpose: to receive communications from the Chair.

5 **PUBLIC PARTICIPATION**

Members of the public may ask questions of the Chairman of the Growth Board, or address the Growth Board on any substantive item at a meeting, subject to the restrictions set out in the public participation scheme.

The total amount of time allowed for public participation at a meeting shall not exceed 30 minutes unless the Chairman consents to that in the interests of the proper conduct of the business of the Board.

A person speaking to the Board may speak for up to 3 minutes. The Board members may ask questions for clarification.

Asking a question

Questions (in full and in writing) must be received before 5pm on Friday 24 November 2017 by the Chief Executive of the host authority. A written or verbal answer will be provided by the Chairman at the meeting. The questioner may ask a supplementary question directly related to either the original question or the reply received.

Addressing the Board

Notice of a wish to address the Board must be received before noon on Wednesday 29 November 2017 by the Chief Executive of the host authority.

Petitions

Petitions on matters directly relevant to matters in which the Board has powers and duties must be received before 5pm on Friday 24 November 2017 by the Chief Executive of the host authority. The representative of the petitioners may speak. Petitions are referred without discussion to the next meeting.

Questions, petitions and notice of addresses should be submitted to the committee secretary at democraticservices@oxford.gov.uk or delivered/ posted to the Chief Executive at Oxford City Council.

6 BUDGET 2017 - IMPLICATIONS FOR OXFORDSHIRE

Gordon Mitchell and/or Caroline Green, Oxford City Council will give a presentation.

Purpose: to inform and allow the Board to discuss any announcements in the 2017 Budget relevant to the Board's work.

7 HOUSING AND GROWTH DEAL

Gordon Mitchell and/or Caroline Green, Oxford City Council will give a presentation.

Purpose: to inform and allow the Board to discuss any announcements in the 2017 Budget about the Housing and Growth Deal or other funding for the County, and to set out the implications and/or recommendations to partner councils and/or OXLEP for support.

8 MATTERS ARISING FROM OXLEP

A representative of OXLEP will provide a verbal update about the work of the Partnership.

9 GROWTH BOARD FORWARD PLAN

Purpose: the Board's Forward Plan is attached for information.

Recommendation: that the Board note and comment on the Forward Plan.

10 OXFORDSHIRE LOCAL PLANS PROGRESS REPORT - NOVEMBER 2017

Purpose: to update the Growth Board with progress towards the adoption of Local Plans across the county

Recommendation: that the Board note the report.

11 NATIONAL INFRASTRUCTURE COMMISSION (NIC) OXFORD - CAMBRIDGE CORRIDOR - PRESENTATION

Bev Hindle, from Oxfordshire County Council, will give a presentation on the National Infrastructure Commission report.

12 SUB-NATIONAL TRANSPORT BODY

Purpose: to consider a presentation by Oxfordshire County Council on the proposed Sub-national Transport Body (STB).

Recommendation: that the Board consider and note the presentation.

13 UPDATES ON MATTERS RELEVANT TO THE GROWTH BOARD

Growth Board members and officers may verbally update the Board on progress on matters previously before the Board for consideration, listed in the work plan, or relevant to the Board's future decisions.

This is for the sharing of information and no decisions will be taken.

14 DATES OF NEXT MEETINGS

Dates for future meetings are:

1 February 2018

27 March 2018

11 June 2018

All meetings are to be held 2.00pm to 4.00 pm in the Oxford Town Hall, Old Library.

Councillors' duties on declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Member's Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Minutes of a meeting of the OXFORDSHIRE GROWTH BOARD on Monday 30 October 2017

Voting members of the Committee present:

Councillor Bob Price	Chair - Leader of Oxford City Council
Councillor John Cotton	Vice- Chairman - Leader of South Oxfordshire District Council
Councillor George Reynolds (substitute for Cllr Barry Wood)	Deputy Leader of Cherwell District Council
Councillor Ian Hudspeth	Leader of Oxfordshire County Council
Councillor Matthew Barber	Leader of Vale of White Horse District Council
Councillor James Mills	Leader of West Oxfordshire District Council

Non-Voting members of the Committee present:

Jeremy Long	Chairman of OXLEP
Adrian Lockwood	Vice Chairman and Skills Board Representative
Professor Linda King (substitute for Professor Alistair Fitt)	Universities Representative
Richard Venables	OXLEP Business Representative – Oxford City
Kevin Bourner	Homes and Communities Agency Representative
Veronica James	Environment Agency Representative

Officers:

Paul Staines	Oxfordshire Growth Board Partnership Programme Manager
Caroline Green	Assistant Chief Executive, Oxford City Council
Gordon Mitchell	Interim Chief Executive, Oxford City Council
Peter Clark	Chief Executive, Oxfordshire County Council
Andrew Down	Head of Devolution and Government, South Oxfordshire and Vale of White Horse District Councils
Yvonne Rees	Joint Chief Executive of South Northamptonshire and Cherwell District Councils.
Caroline Gore	Strategic Director, West Oxfordshire District Council
Nigel Tipple	Chief Executive, OXLEP
Bev Hindle	Environment and Economy, Oxfordshire County Council
Lorna Baxter	S151 officer, Oxfordshire County Council
Adrian Colwell	Head of Strategic Planning and the Economy South Northamptonshire and Cherwell District Councils
Jennifer Thompson	Committee and Members Services Officer, Oxford City Council

Apologies:

Apologies were received from: Councillor Barry Wood, Professor Alastair Fitt, Phil Shadbolt, and Andrew Harrison.

26. Declarations of interest

There were no declarations or interest.

27. Minutes of the last meeting

The Board confirmed as a correct record the minutes of the meeting of the Oxfordshire Growth Board held on 26 September 2017

28. Chair's Announcements

There were no announcements.

29. Public Participation

In accordance with the public participation scheme the Chair invited those who submitted addresses and questions to speak to the Board.

The Board heard:

- A question submitted on behalf of CPRE Oxfordshire and read by Peter Collins, emphasising the need for public engagement, consultation and accountability in developing the Joint Spatial Plan.
- A question submitted and read out by Colin Thomas, Need not Greed Coalition, emphasising the need for adequate public accountability and transparency in the Joint Spatial Plan process.

Full details of the questions and responses are in the supplement to these minutes.

30. Joint Spatial Plan business case

The Board considered the report and the business case for a Joint Spatial Plan (JSP) for Oxfordshire.

Gordon Mitchell and Adrian Colwell introduced the report and set out the rationale for having a Joint Spatial Plan, namely to provide an Oxfordshire-wide integrated strategic planning framework and supporting evidence base to support sustainable growth across the county, including the planned delivery of the new homes and economic development, and the anticipated supporting infrastructure needed. It was noted that as the JSP would in part replace elements of current local plans that there would be

consequent savings that could be reinvested and that the business case had attempted an initial estimate of this although more detailed budget analysis was required.

In discussion the Board noted comments including but not confined to:

- Councillor Cotton was in favour of starting from the basis of a statutory plan as this would give greater control and certainty, and the agreement and the overseeing body should be set up at the outset. He commented however that it was difficult to agree to the process when no funding was agreed and no money available.
- Much of the work required in the initial stages of evidence collection was identical for both the non-statutory or statutory JSP options. Consequently, while the status of the plan must be agreed in a timely manner and legal advice taken into account, this decision point did not prevent the JSP progressing.
- The timetable set out in the report was provisional and dependent on a number of external factors including any agreement of progressing the spatial plan with government and any proposed new NPPF regulations that will be changed upon the conclusions of the current consultation on the calculation of Objectively Assessed Need.
- The costs of preparing the plan, were outlined in the Business case. All councils noted that it was not possible to complete the JSP without adequate additional resources.
- The deficit in infrastructure was holding back growth and a JSP would allow key and major pieces of infrastructure to be planned across district boundaries.

The Board resolved to note the comments and to recommend to constituent councils:

- 1. that they work together to take forward a Joint Spatial Plan; and**
- 2. within the first stages of the project and in discussion with government, seek to agree the most appropriate arrangements to take forward a Joint Spatial Plan; and**
- 3. that the Chief Executives of the Oxfordshire Local Authorities take forward the necessary programme of work to achieve a Joint Spatial Plan.**

31. Housing and Growth (Place Based) Deal update

Gordon Mitchell gave an update on the progress of discussions with Government officials on developing a housing and growth (Place based growth) Deal for Oxfordshire. He reported: progress with the discussions with government covering various funding initiatives (HIF, business rates pooling;); in return for commitments from Oxfordshire to promote the growth identified in the SHMA. Gordon reported that there was interest in transferring aspirations into reality; and it was hoped that the government's commitments might become clear after or shortly before the Budget speech on 22 November. As well as working with government as a delivery partner, it was essential to work with all parts of the county to find an acceptable way to meet the terms and aspirations of any deal.

Kevin Bourner explained the HCA's position that Oxfordshire was a key area for growth and development and the Agency expected housing to be a key part of the budget's focus.

Nigel Tipple outlined the discussions with government on productivity including partnership working on innovation in business, skills, and young people.

The Board noted the updates.

32. Business Rates update

The Board considered a report (published after the agenda) setting out the application from the six councils of Oxfordshire to be considered as a pilot for the 100% Business Rates Retention Scheme for 2018-19.

The Board noted that:

- the proposal had been submitted on 27 October and a decision on the pilot areas would be announced shortly after 22 November;
- if the bid was successful, additional funding would be distributed via the Growth Board: if unsuccessful then the current pooling arrangements would continue;
- the pilot was for one year initially and the scheme would have to be reviewed before committing to any extension;
- Councillor Cotton's comments that there was a need to be cautious and not overcommit or over-offer.

The Board agreed to formally record its support for the application.

33. Oxfordshire 2050 transport vision - video

Councillor Hudspeth and Bev Hindle introduced the short film, available on YouTube, released to coincide with the launch of the Oxfordshire 2050 transport vision and setting out the aspirations and ideas for delivering transport improvements and innovations to support growth.

The film was played for the Board.

34. Living Labs - Developing a placed based approach to the industrial strategy

Llewelyn Morgan gave a presentation (attached to the minutes) informing the Board about the 'Living Labs' project, and an overview of the work already in progress and planned to develop and implement transformative technologies in a synergistic manner through cross-collaboration and cross-fertilisation of ideas both in laboratory and real world situations.

He highlighted the innovation strategy; the Smart Oxford initiative; and existing projects including the Go Ultra Low Oxford project installing and testing on-street electric vehicle

charging points, work on autonomous vehicles, and the technological synergy involved in developing a low-cost network of flood detectors.

The Board noted the presentation.

35. Matters arising from OXLEP

Nigel Tipple provided a verbal update on:

- the Transformative Technologies Science and Innovation Audit (SIA) process, currently in the evidence gathering stage, the outcome of which was to support innovation in four areas of new technology and allied disciplines to lead to commercial applications.
- the status of the four Innovation Centres agreed as part of the City Deal programme:
 - Culham Advanced Manufacturing Hub is near capacity
 - Begbrooke Innovation Accelerator is at about 80% occupancy.
 - Harwell Innovation Hub is nearing completion
 - Oxford Bioescalator (Churchill Hospital/ Old Road Oxford) is nearing completion

36. Updates on matters relevant to the Growth Board

Councillor Price noted the need for a formal relationship between the Growth Board and Swindon to discuss the impacts of new housing, industry and infrastructure in the south west of the county and the proposals for an Oxford-Cambridge link. Proposals for this would be brought back to a future meeting.

37. Dates of next meetings

The Board noted the dates of future meetings.

The meeting started at 2.00 pm and ended at 3.30 pm

Chair

Date: Thursday 30 November 2017

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Growth Board 30th November 2017
Agenda item Growth Board Forward Programme
Contact: Paul Staines; Growth Board Programme Manager
E- mail Pstaines@Oxford.gov.uk

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Oxfordshire Growth Board Work Programme

1st December 2017 to 30th June 2018

Executive Work Programme and Notices required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Agenda Item 9

There is a legal requirement for local authorities to publish a notice setting out the key decisions that will be taken by the appropriate decision maker at least 28 clear days before such decisions are to be taken. This Work Programme sets out the executive decisions (including key decisions) which are intended to be taken by the Oxfordshire Growth Board. Whilst this document provides details of known decisions for the following month, where details of decisions to be made after this period are known, they are provided for information.

The plan also sets out where, if at all, it is anticipated that part of a meeting will be held in private. This is where confidential or exempt information (as defined in the constitution of the lead authority) is likely to be made known. Notice is hereby given that it may be necessary for part of a meeting to be held in private because it becomes apparent at the meeting that confidential or exempt information will otherwise be made known. Should this become apparent at the meeting the relevant part of the meeting will only be held in private upon the passing of a resolution which (where exempt information will be made known) describes the description of exempt information pursuant to Schedule 12A of the Local Government Act 1972.

The Programme will be updated and rolled forward on a quarterly basis. As this takes place, the programme will be adjusted and further decisions will be added or anticipated ones may be rescheduled or removed. A likely date of decision is shown, but it is possible that a decision may be rescheduled to a later month.

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For further information on the Growth Board Work Programme, please contact:

Paul Staines
Growth Board Programme Manager
Based at Oxford City Council
St Aldates Chambers
St Aldates
Oxford
OX1 1BX
E mail: Pstaines@Oxford.gov.uk

Chairman and Leader of Oxford City Council	Councillor Bob Price
Vice chairman and Leader of South Oxfordshire District Council	Councillor John Cotton
Leader of Cherwell District Council	Councillor Barry Wood
Leader of Oxfordshire County Council	Councillor Ian Hudspeth
Leader of Vale of White Horse District Council	Councillor Matthew Barber
Leader of West Oxfordshire District Council	Councillor James Mills

Growth Board – Non voting members

Chairman of OXLEP	Jeremy Long
Vice Chairman and Skills Board Representative	Adrian Lockwood
Universities representative	Professor Alistair Fitt
OXLEP Business representative- Bicester	Phil Shadbolt
OXLEP Business representative-Oxford City	Richard Venables
OXLEP Business representative- Science Vale	Andrew Harrison
Homes and Communities Agency Representative	Kevin Bourner
Environment Agency Representative	Veronica James
Oxfordshire Clinical Commissioning Group Representative	TBC

Dates of Growth Board meetings

Date	Time	Venue
26th July 2017	2-4 pm	Oxford Town Hall
26th September	2-4 pm	Oxford Town Hall
30th November	2-4 pm	Oxford Town Hall
1st February 2018	2-4 pm	Oxford Town Hall
27th March	2-4 pm	Oxford Town Hall
11th June	2-4 pm	Oxford Town Hall

DRAFT

Issue to be Considered	Decision required	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Contact Officer	Documents to be Submitted to Growth Board EOG	Date of report Sign off by CEO
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Key Decisions and matters to be considered

1 st February 2018						
City Deal Programme Report- Dec 2017	No		No	Paul Staines	15 th January 2018	TBC
Growth Fund Programme Report- Dec 2017	No		No	Paul Staines	15 th January 2018	TBC
Review of Growth Board ToR	Yes	No	No	Paul Staines	15 th January 2018	TBC
Place Based Deal-Delivery Programme and assurance Framework	Yes	No	No	TBC	15 th January 2018	TBC
Joint Spatial Plan-Delivery Programme	Yes	No	No	Paul Staines	15 th January 2018	TBC
Strategic Transport Forum: Feedback and discussion	No		No	TBC	15 th January 2018	TBC

Issue to be Considered	Decision required	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Contact Officer	Documents to be Submitted to Growth Board EOG	Date of report Sign off by CEO
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27th March 2018						
Joint Spatial Plan-progress report	No		No	Paul Staines	12 th March 2018	TBC
Statement of Common Ground	Yes	No	No	Paul Staines	12 th March 2018	TBC
Growth Deal Programme Report –March 2017	No		No	Paul Staines	12 th March 2018	TBC
City Deal Programme report – March 2017	No		No	Paul Staines	12 th March 2018	TBC
Energy Strategy	No		No	OxLEP	12 th March 2018	TBC
Feedback on Industrial Strategy	No		No	OxLEP	12 th March 2018	TBC
Strategic Transport Forum: Feedback and discussion	No		No	TBC	12 th March 2018	TBC
11th June 2018						
Joint Spatial Plan-progress report	No		No	Paul Staines	21 st May 2018	TBC

Issue to be Considered	Decision required	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Contact Officer	Documents to be Submitted to Growth Board EOG	Date of report Sign off by CEO
Growth Deal Programme Report –March 2017	No		No	TBC	21 st May 2018	TBC
City Deal Programme report – March 2017	No		No	TBC	21 st May 2018	TBC
Feedback on Industrial Strategy	No		No	OxLEP	21 st May 2018	TBC
Strategic Transport Forum: Feedback and discussion	No		No	TBC	21 st May 2018	TBC

Future decisions and matters for consideration: Dates TBC						
Health Engagement	No		No	TBC	TBC	TBC
Innovative approaches to housing delivery presentation/ discussion	No		No	TBC	TBC	TBC

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Oxfordshire Local Plans: Progress Report

Purpose of report

To update the Growth Board with progress towards Local Plans adoption across the county

Recommendation

That the Growth Board note the report

Background- Progress to date

Cherwell

The council are undertaking a Partial Review of the adopted Cherwell Local Plan 2031, Part 1 to incorporate the Growth Board's apportionment of Oxford's unmet housing needs to Cherwell. A new LDS was approved in November 2017. The timeline for completion is:

- Consulted on Issues January to March 2016
- Consulted on options Nov 2016-Jan 2017
- Consulted on Proposed Submission document 17 July – 10 October 2017
- Council meeting scheduled February 2018
- Submission scheduled March 2018 (start of Examination)
- Examination Hearings anticipated June/July 2018
- Adoption anticipated November 2018 (est.)

Oxford City

Oxford are preparing a Local Plan to 2036. The timeline for completion is;

- Consultation on Preferred Options 30 June - 25 August 2017
- Consultation on Proposed Submission document summer 2018
- Submission December 2018
- Examination Spring 2019
- Adoption mid/late 2019

South Oxfordshire

South Oxfordshire are preparing a Local Plan to 2033 to provide for the district's own housing needs plus an element of Oxford's unmet needs with a commitment to undertake a partial review of its plan once Oxford City have adopted the City Plan. The timeline for completion is;

- Consultation on Proposed Submission document –Oct-Nov 2017
- Submission Dec 2017 Jan 2018
- Examination March-April-May 2018
- Adoption August- September 2018

Vale of White Horse:

LPP1 was adopted in December 2016 and the council are preparing a Local Plan to 2031, Part 2. This will incorporate the Growth Board's apportionment of Oxford's unmet housing needs to the Vale (plus further sites for the district's own needs). The timeline for completion is;

- Consultation on Proposed Submission document Oct-Nov 2017
- Submission February 2018
- Examination July 2018
- Adoption Dec 2018

West Oxfordshire

West Oxfordshire are preparing a Local Plan 2031 to provide for the district's own housing needs and the Growth Board's apportionment of Oxford's unmet housing need. The timeline for completion is;

- Submission of proposed main modifications – March 2017
- Stage 2 examination hearings – May 2017
- Stage 3 examination hearings – July 2017
- Submission of further suggested main modifications – September 2017
- Focused consultation on additional evidence (Sustainability Appraisal Addendum, Landscape and Heritage Advice, AONB Topic Paper, Woodstock Topic Paper) – November/December 2017
- Inspector's interim findings expected – January 2018
- Consultation on main modifications – January/February 2018
- Inspector's Report/Adoption late spring 2018

The processes detailed above are demonstrated on a timeline attached as an appendix to this report

PLAN MAKING ACTIVITY	2017												2018												2019												2020																		
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC							
OXFORDSHIRE COUNTY COUNCIL																																																							
Minerals and Waste Strategy: Part 1		MM					A																																																
Minerals and Waste Strategy: Part 2 (sites)	I&O						PO						PS									E					A																												
CHERWELL																																																							
Partial Review of Local Plan part 1	I&O							PS					S				E				A																																		
Local Plan Part 2 Development Management & Sites																	PO					PS			S																														
Developer Contributions SPD		C									C		A											C		A																													
Bicester masterplan SPD											C			C		A																																							
Banbury Canalside Development Area SPD											C			C		A																																							
Bolton Road Development Area SPD																																																							
Cherwell Design Guide SPD													C		A																																								
Sustainable Buildings in Cherwell SPD																																																							
OXFORD CITY																																																							
Local Plan review to 2036																																																							
CIL Review																																																							
SOUTH OXFORDSHIRE																																																							
Local Plan Review																																																							
VALE																																																							
Local Plan Part 2																																																							
WEST OXFORDSHIRE																																																							
Local Plan Part 1																																																							

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