

Agenda

OXFORDSHIRE

G R O W T H B O A R D

Oxfordshire Growth Board

Tuesday 31 July 2018 at 2.00 pm

Didcot Civic Hall, Britwell Road, Didcot, OX11 7JN

From 1 July 2018 to 30 June 2019, the Oxfordshire Growth Board meetings are managed by South Oxfordshire District Council.

Contact: Steve Culliford

E-mail: democratic.services@southandvale.gov.uk

Telephone: 01235 422520

Website: www.oxfordshiregrowthboard.org

Voting members 1 July 2018 to 30 June 2019

Leader of South Oxfordshire District Council
(which holds the chairmanship)

Leader of Vale of White Horse District Council
(which holds the vice-chairmanship)

Leader of Cherwell District Council

Leader of Oxford City Council

Leader of Oxfordshire County Council

Leader of West Oxfordshire District Council

Councillor Jane Murphy

Councillor Roger Cox

Councillor Barry Wood

Councillor Susan Brown

Councillor Ian Hudspeth

Councillor James Mills

Non-voting members 1 July 2018 to 30 June 2019

Chairman of OxLEP

Vice-Chairman and Skills Board representative

Universities representative

OxLEP business representative - Bicester

OxLEP business representative – Oxford City

OxLEP business representative – Science Vale

Homes England representative

Oxfordshire Clinical Commissioning Group
representative

Environment Agency representative

Jeremy Long

Adrian Lockwood

Professor Alistair Fitt

Phil Shadbolt

TBC

TBC

Catherine Turner/Kevin Bourner

Louise Patten

Lesley Tims

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 contact officer know in advance of this meeting.

AGENDA

PART ONE – PUBLIC BUSINESS

- 1 **Apologies for absence**
- 2 **Declarations of interest**
- 3 **Minutes** (Pages 7 - 20)

To adopt as a correct record the minutes of the Oxfordshire Growth Board meeting held on 11 June 2018.

- 4 **Chairman's announcements**
- 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 extend that time in the interests of the proper conduct of the business of the Growth Board.

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

Asking a question

Questions (in full and in writing) must be received **by 5pm on Wednesday 25 July 2018**. 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 Growth Board by making a statement must be received **by 12 noon on Monday 30 July 2018**.

Petitions

Petitions on matters directly relevant to matters in which the Growth Board has powers and duties must be received **by 5pm on Wednesday 25 July 2018**. The representative of the petitioners may speak. Petitions are referred without discussion to the next meeting.

Questions, petitions and notice of addresses must be submitted to democratic.services@southandvale.gov.uk or delivered/posted to the Chief Executive at South Oxfordshire District Council, c/o Democratic Services, South Oxfordshire District Council, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB.

6 Local industrial strategy

To receive a presentation from Ahmed Goga, Oxfordshire Local Enterprise Partnership.

7 Homes England presentation

To receive a presentation from Kevin Bournier, Homes England, on its role in supporting the Oxfordshire Housing and Growth Deal.

8 Oxfordshire Housing and Growth Deal (Pages 21 - 30)

To consider a report from Caroline Green on progress with the Oxfordshire Housing and Growth Deal.

9 Joint Statutory Spatial Plan (Pages 31 - 32)

To consider a report (attached) from Giles Hughes on preparatory work for the Joint Statutory Spatial Plan.

10 Oxfordshire planning freedoms and flexibilities

To consider a report (to follow) from Giles Hughes updating on the planning freedoms and flexibilities.

11 The Letwin Review (Pages 33 - 36)

To consider a report from Adrian Duffield on The Letwin Review and its relevance for Oxfordshire.

12 Oxfordshire Local Economic Partnership update

To receive a verbal update from Nigel Tipple, Chief Executive of Oxfordshire Local Enterprise Partnership.

13 Sub-national transport body

To receive a verbal update from Sue Halliwell/Bev Hindle.

14 Rail connectivity update

To receive a presentation from Sue Halliwell/Bev Hindle.

15 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 forward plan, or relevant to the Board's future decisions. This is for the sharing of information and no decisions will be taken.

16 Dates of next meetings

The dates of future Growth Board meetings are below. These will be held on Tuesdays at 2pm in Didcot Civic Hall.

- 25 September 2018
- 27 November
- 29 January 2019
- 26 March
- 4 June

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 Councillors' 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 11 June 2018

Voting members of the Committee present:

Councillor Susan Brown	Chair - Executive Member of Oxford City Council
Councillor Jane Murphy	Vice- Chairman - Leader of South Oxfordshire District Council
Councillor Barry Wood	Leader of Cherwell District Council
Councillor Ian Hudspeth	Leader of Oxfordshire County Council
Councillor Roger Cox	Leader of Vale of White Horse District Council
Councillor James Mills	Leader of West Oxfordshire District Council

Non-Voting members of the Committee present:

Adrian Lockwood	Vice Chairman of OXLEP and Skills Board Representative
Catherine Turner	Homes England Representative
Julie Dandridge (substitute for Lou Patten)	Oxfordshire CCG Representative
Lesley Tims	Environment Agency Representative

Officers:

Paul Staines	Oxfordshire Growth Board Partnership Programme Manager
Nigel Tipple	Chief Executive, OXLEP
Gordon Mitchell	Chief Executive, Oxford City Council
Peter Clark	Chief Executive, Oxfordshire County Council
Giles Hughes	Head of Strategic Planning, West Oxfordshire District Council
Christine Gore	Executive Director, West Oxfordshire and Cotswold District Councils
Yvonne Rees	Joint Chief Executive of South Northamptonshire and Cherwell District Councils.
Andrew Down	Head of Partnership and Insight, South Oxfordshire and Vale of White Horse District Councils
Bev Hindle	Strategic Director, Oxfordshire County Council
Rachel Williams	JSSP Programme Lead
Patsy Dell	Head of Planning, Sustainable Development & Regulatory Services, Oxford City Council
Jennifer Thompson	Committee and Members Services Officer, Oxford City Council

Apologies:

Apologies were received from:

Jeremy Long	Chairman of OXLEP
Professor Alistair Fitt	Universities Representative
Phil Shadbolt	OXLEP Business Representative – Bicester
Peter Nolan	OXLEP Business Representative – Oxford City
Lou Patten	Oxfordshire CCG Representative

91. Appointment of Chair and Vice-Chairman for this meeting and following meetings

The meeting was opened by Councillor Brown, as the Leader of Oxford City Council which has held the Chair since 1 July 2017.

The Board confirmed by assent the appointment of Councillor Brown as Chair and Councillor Murphy as Vice-Chairman of the Board for this meeting and until the next meeting of the Board (scheduled for 31 July 2018).

From the date of the next meeting

On being proposed and seconded, the Board confirmed the appointment of Councillor Murphy as Chairman from the start of the next meeting of the Board.

On being proposed and seconded, the Board confirmed the appointment of Councillor Cox as Vice-Chairman from the start of the next meeting of the Board.

92. Declarations of interest

None.

93. 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 April 2018.

94. Chair's Announcements

There were no announcements.

95. Public Participation

In accordance with the public participation scheme the Chair invited those who had submitted questions to speak to the Board. The Board had before them the written questions and written responses from the Chair.

1. **Cllr Debby Hallett, Chairman of Scrutiny Vale of White Horse District Council**, submitted a written question and asked a supplementary question about the Deal's and the Board's governance arrangements and accountability through the Joint Scrutiny Committee.

The Chair outlined the arrangements proposed (Minute 99) for oversight and accountability through Sub-Groups and a Scrutiny Committee.

2. **Cllr Judy Roberts, Vale of White Horse District Councillor**, asked for assurance that the viability and costs of the electrification of Didcot to Oxford and the whole of the East West rail link would be included in the Oxfordshire Rail Corridor Study.

Councillor Hudspeth outlined the remit of the study and the East West Rail delivery board.

3. **Ian Green, Oxford Civic Society**, asked if further follow-up with the Oxford Civic Society on the Statement of Community Involvement could proceed quickly; if the Board would consider the Society's report 'Oxford Futures and smarter growth in Central Oxfordshire'; and expressed support for the principle of the JSSP.

The Chair said the Board would be happy to receive the report and to consider how its recommendations can be taken forward in the JSSP.

Full details of the written questions, summaries of the supplementary questions, and the responses are in the supplement to these minutes.

96. Presentation from Oxford University

At the invitation of the Growth Board, Dr David Prout, University of Oxford Pro-Vice-Chancellor (Planning and Resources), spoke to the Board about the University's plans for expansion and provision of housing for students and staff.

In his presentation and in answer to questions from the Board he said in summary:

1. The University was preparing a plan and priorities for new development to 2023 to ensure it remained a world-leading institution both for teaching and research, could cope with the consequences of success, and ensure its future success both as a top university and a contributor to wider economic growth in the county.
2. 40% of its estate had been built since 2000 and numbers of graduates had doubled since 2008. The majority of accommodation was provided by colleges which had their own plans for expansion.
3. The University planned to construct 1000 graduate student units and 1000 units of subsidised housing for junior staff. They were working with SODC and Cherwell District Councils to find a location and were seeking development partners to build the graduate student units and a new community for staff.
4. A total investment of £1.5bn over 10 years would improve facilities across the University and colleges, including expanded facilities across the county: science parks at Begbrooke and Osney Mead; commercial and start-up operations; staff and student accommodation.

5. There were challenges: finding suitable sites; economic uncertainty; capacity to undertake an ambitious growth programme.
6. He asked the Board to work with the University to deliver the University's vision and to develop shared strategic objectives to provide the right level of accommodation and facilities and spin-off for the wider economy – and a coherent transport strategy to link the county – in order to provide sustainable expansion.

Board Members made comments, summarised as:

1. There was a substantive link between the work of the Growth Board and Oxford University's plans, as the University's growth and the county's success were inter-related. The Board has a remit to ensure all economic activities remained balanced and the county remained a good place to live and work.
2. Building dedicated accommodation for their staff and graduates may be the best way forward: the Board noted Cambridge's success in this and that discussions had taken place between the universities.
3. The Board were sympathetic to the University's plans while being mindful of the need to balance the effects and consequences of all the varied activities across the county.
4. Further discussions would be helpful: the University should consider with the Growth Board how to dovetail its expansion plans into the overall plans for the county, and make a strong coherent case to government for the economic and research benefits of the University's plans in the context of the overall Growth Deal
5. The agreed Oxfordshire Infrastructure Strategy has mapped out key infrastructure requirements and priorities.
6. Growth also required other essential infrastructure such as communications and IT, and further discussion between the University and Growth Board to define requirements would be helpful.

The Environment Agency representative reminded the University to discuss their plans with the agency at an early stage and not just approach them as a statutory consultee.

97. Oxfordshire Rail Corridor Study

The Board considered a report proposing the Board's involvement in developing a rail corridor study for Oxfordshire. The report proposes that the Board:

- Work with Department for Transport, Network Rail and Oxfordshire train operators to develop a brief for the Oxfordshire Rail Corridor Study;
- Provide a governance framework and accountable body role for the Study including establishing an Oxfordshire Growth Board Rail Sub-Group;
- Provide an element of local match funding in the form of resource capacity to support the completion of this project.

The Board noted in discussion:

- Whilst the Board noted the need to develop the central rail spine of Oxfordshire, then report also needed to reflect the need for wider consideration. For example the Cotswold Line and stations needed to be included in the investment and improvement plans given its role in providing good transport links from new developments in West Oxfordshire.
- The Board asked that the narrative of the study brief should clarify why only the central area of Oxfordshire was included at this stage as a first tranche on necessary development, from which other developments such as upgrades to the Cotswold Line could then progress.
- Oxford Station played a central place-making role as the main entrance into the city for many people, was a significant transport hub in its own right and had an impact on surrounding transport links to and past the station concourse. The place-making aspect of the station redevelopment was absent from the project remit.

The Growth Board resolved to:

1. Endorse the draft remit for the Oxfordshire Rail Corridor Study as set out in Annex 1 (to follow), subject to final DfT and Network Rail approval.
2. Confirm a Growth Board contribution of up to £200,000 towards the study (*delegating the detailed award of funding to the Executive Officers Group: to be reported via the Deal financial monitoring*), to be supplemented by other funding sources set out in this paper.
3. Agree that the County Council as strategic transport authority and accountable body for the Growth Board should act as the lead authority on the study for the Growth Board, including leading on commercial and funding arrangements, drawing in technical and other input from partner authorities, to be coordinated via the proposed Oxfordshire Corridor Study Steering Group.

98. Housing and Growth Deal Delivery Plan update report June 2018

The Board considered a report setting out progress on meeting the targets of the Oxfordshire Housing and Growth Deal.

They noted the advice of officers that the Deal Team were twin tracking both the mobilisation and initial delivery phases of a large and complex programme and that whilst progress was being made the Board should not underestimate the challenges this was posing to the Programme.

Notwithstanding this all relevant key milestones committed to in the Deal had been met in the 10 weeks since the Deal was signed. There are ongoing discussions and work to create sufficient capacity and recruit staff to deliver the outcomes in the Deal; and a further update would be given at the July meeting including the first of the quarterly performance reports required by the Deal .

The Growth Board noted the progress towards the Housing and Growth Deal Milestones as set out in the agreed Delivery Plan.

99. Joint Statutory Spatial Plan

The Board considered a report updating the Board on progress on meeting the targets in the Joint Statutory Spatial Plan (JSSP) work stream and an update from Rachel Williams, JSSP Programme Lead.

The Board noted that the initial milestones for the JSSP had been delivered and was advised that regular reports on progress with the JSSP would come to future Board meetings.

The Growth Board noted the report and progress to date.

100. Endorsement of appointments to Programme Boards and the scrutiny committee

The Board considered a report setting out appointments from council partners to the three Housing and Growth Deal Advisory Sub Groups and the Growth Board Scrutiny Panel to provide oversight of the delivery of the Deal.

Councillor Wood confirmed that Councillor Woodcock would take Cherwell District Council's third place on the scrutiny committee.

The Board recommended that all councils formalise their arrangements for substitute members for the sub-groups. They also recommended that all Sub-group members were sent minutes for all other Sub-groups as the work of the groups were inter-related.

The Growth Board resolved to:

- 1. note and endorse the appointments to the three Housing and Growth Deal Advisory Sub Groups and Scrutiny Panel as set out below, and noting that Oxfordshire County Council would confirm their appointments on 19 June.**
- 2. confirm nominations for the independent Chairs of the sub groups as set out below.**

	Chair	Cherwell	OCC	Oxford	SODC	Vale	WODC
JSSP Advisory Sub Group	Cllr James Mills	Cllr Colin Clarke	TBC* (observer status)	Cllr Alex Hollingsworth	Cllr Will Hall	Cllr Anthony Hayward	Cllr Jeff Haine
<i>Substitutes</i>					<i>All Conservative Group</i>	<i>All Conservative Group</i>	<i>Cllr Toby Morris</i>
Housing Advisory Sub Group	Cllr Susan Brown	Cllr John Donaldson	TBC*	Cllr Mike Rowley	Cllr Imran Lokhon	Cllr Janet Shelley	Cllr Jeff Haine
<i>Substitutes</i>					<i>All Conservative Group</i>	<i>All Conservative Group</i>	<i>Cllr Toby Morris</i>
Infra-structure Advisory Sub Group	Cllr Ian Hudspeth	Cllr Lynn Pratt	Cllr Yvonne Constance	Cllr Linda Smith	Cllr David Nimmo-Smith	Cllr Mike Badcock	Cllr Jeff Hain
<i>Substitutes</i>					<i>All Conservative Group</i>	<i>All Conservative Group</i>	<i>Cllr Toby Morris</i>
Growth Board Scrutiny Panel		Cllr Neil Prestidge Cllr Sean Gaul Cllr Sean Woodcock	Cllr Nick Carter Cllr John Sanders Cllr Emily Smith	Cllr Andrew Gant Cllr David Henwood TBC	Cllr Elaine Hornsby Cllr David Turner Cllr Ian White	Cllr Debby Hallett Cllr Ben Mabbett Cllr Chris Palmer	Cllr Derek Cotterill Cllr David Harvey Cllr Julian Cooper

*Appointments at [19 June Cabinet meeting](#) were confirmed as:

- *Housing Advisory Sub Group – Cllr Liz Brighthouse (sub Cllr Yvonne Constance)*
- *JSSP Advisory Sub Group – Cllr Mike Fox-Davies (sub Cllr Jeanette Matelot)*

101. South Oxfordshire Local Plan Update - June 2018

The Growth Board considered a report on the current position of the South Oxfordshire Local Plan (circulated after the agenda publication) and an update from Giles Hughes (Head of Strategic Planning, WODC).

The Board noted that it was not unusual for a local planning authority to find itself advised or required to reassess the strategic housing allocations proposed in an emerging Local Plan as the Plan's development proceeded.

However in the case of SODC the reassessment period was extremely constrained by the key milestone in the Growth Deal requiring all Oxfordshire Councils' local plans to be submitted by 1st April 2019. It was therefore in the Board's interest to support each local authority in meeting the Deal milestones and targets.

The Growth Board welcomed the further work SODC was undertaking to reconsider sites for development. They agreed that if SODC is able to find a way to achieve this, the Board would want to use the flexibility provided to use Deal investment, combined with an effective Local Plan for South Oxfordshire to deliver the Government’s agenda for increased housing delivery.

Board members proposed, and the Board agreed recommendations to South Oxfordshire District Council as the Local Planning Authority as below.

The Growth Board resolved to recommend SODC, the Local Planning Authority to:

1. Consider sites that address Oxfordshire’s housing need, including the need for housing in sustainable locations and in support of people who work or use services in Oxford City;
2. Bring forward sites that are viable and have sufficient confidence of delivery to pass through inspection whilst securing preparation for sites that might viable in the longer term;
3. Closely examine the options that would allow them to bring forward a viable plan in the timescales set by the Deal.

and that the Chair write to SODC on behalf of the Board.

102. Matters arising from OXLEP including LIS and the Oxfordshire City Deal Programme

Nigel Tipple, Chief Executive of OxLEP, drew attention to the details in the circulated operating plan and reported that OxLEP were working apace on the Local Industrial Strategy, consulting on this over the summer and aiming to submit this to government in October. There was discussion with BEIS on international aspects of the strategy. This was not a bid for funds as such but set out an investment plan for government and the private sector. The strategy would come to the Board in December.

He reported that the Growth Board members from OxLEP for 2018/19 would be:

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	Peter Nolan
OXLEP Business representative- Science Vale	To be confirmed on appointment of the relevant Director

103. Oxford to Cambridge Growth Corridor - growth issues

Bev Hindle, Strategic Director Oxfordshire County Council, gave a short update on the working groups across the Oxford-Cambridge Growth Corridor.

Councillor Wood reported he had been elected as the new Chairman of the Oxford-Cambridge cross-corridor Leaders' Group.

Nigel Tipple explained that the three LEPs and the Combined Authority across the corridor were recruiting consultants to work across the 4 areas to co-ordinate the Local Industrial Strategies, report back through the various project boards, with the aim of developing a coherent vision for the region.

104. Growth Board Forward Plan- June 2018

The Board considered the Forward Plan.

They asked, and Catherine Turner (Homes England) confirmed, that the proposed report on the *Role of Homes England in supporting the Housing and Growth Deal* including their enabling, monitoring and evaluating roles would definitely be taken at the 31 July meeting.

The Board noted the Forward Plan and list of decisions to come to future meetings.

105. Oxfordshire Local Plans progress report - June 2018

The Growth Board considered and noted the update on progress on each district council's Local Plan.

106. Updates on matters relevant to the Growth Board

There were no updates.

107. Dates of next meetings

The Board noted the meeting dates; that meetings would be held at Didcot Civic Hall, Didcot; and responsibility for management of these would pass to South Oxfordshire District Council with the Chairmanship.

The meeting started at 2.00 pm and ended at 3.15 pm

Chair

Date: Tuesday 31 July 2018

This page is intentionally left blank

GROWTH BOARD QUESTIONS AND WRITTEN RESPONSES**11 June 2018****1. Question from Cllr Debby Hallett, Chairman of Scrutiny Vale of White Horse District Council**

The district and city councils have signed up to a deal with Government to provide a number of new houses that is significantly more than is needed (according to the housing minister). Growth Board says it needs effective scrutiny, yet as of this question's deadline, there is no scrutiny committee appointed to scrutinise whether signing this agreement was a good idea, nor the work progressing now.

- i. Who is the member of the Growth Board responsible for ensuring good governance practices (including Scrutiny) are set up and operating as expected and providing the value we all think they should?
- ii. What steps are being taken, by whom, reporting how, to ensure good governance of this Growth Deal?
- iii. How will Growth Board balance the need to get things done and progress the work, with your responsibility to be accountable to the people of Oxfordshire, and to ensure your decisions benefit residents?

Written Response

- i. Since its establishment in 2014, the responsibility for the scrutiny of any decisions made by the Growth Board has rested with the scrutiny arrangements in each of the six Oxfordshire councils that make up the Growth Board. Since this date several councils have taken up this option periodically. These arrangements reflected the fact that the Board has no Executive decision making powers of its own, save for those that are delegated to the council leaders in their capacity as that council's Board representative.
- ii. The decision by Government to rest the task of oversight of the delivery of the Oxfordshire Housing and Growth Deal with the Growth Board highlighted a need to adopt appropriate new scrutiny arrangements and the partners committed to this as part of the Deal. We are now in the process of establishing this scrutiny regime and council partners have been asked and provided nominations to a Growth Board Scrutiny Panel. Once these are approved at today's meeting, officers will be working with the nominees to set up the meetings, drawing up terms of reference etc. with a view to establishing a timetable of meetings as soon as possible.
- iii. The Governance arrangements for the Housing and Growth Deal are designed to balance the need for delivery, as required by the Deal with the transparency and accountability required for all local authority work. Cross partnership officer arrangements, up to and including Chief Executives will ensure a high quality output and this will be overseen at a detailed level by three Housing and Growth Deal Advisory Sub- groups , populated by councillors drawn from across the partnership, the Growth Board itself in its role as the strategic

governing body and both the scrutiny arrangements for the Board set out earlier in the response and the complimentary scrutiny arrangements that each council has in place to examine the work of the Board. The Board will review the effectiveness of these arrangements periodically to ensure they are fit for purpose.

Supplementary question

How does the Growth Board see its responsibility to create good governance and ensure the scrutiny committee is functioning effectively? Who has responsibility for this? It is disappointing that four months after the Deal was signed this committee has not yet met.

Response

At this meeting the Growth Board are appointing and noting the membership of the Sub-Groups and Scrutiny Committee. After this the first meetings of these will be set up to agree terms of reference and functions. There is no requirement for a dedicated scrutiny committee for the Growth Board but we considered this necessary for good governance. We hope it will allow you to have a strong oversight of the Board's work.

2. Question from Cllr Judy Roberts, Vale of White Horse District Councillor

Given that the Oxfordshire Rail Corridor Study is to identify the short/ medium and long term rail strategy, can I have the assurance of the Growth Board that the viability and costs of the electrification of Didcot to Oxford and separately the whole of the East West rail link will be undertaken as part of this study?

Written Response

The study will be taking account of and considering the electrification of Didcot to Oxford, although whether this project goes ahead will not be determined by the study alone

Electrification of East-West Rail (EWR) will not be considered, as this has been taken out of the Project Scope by Government, so there are no current plans for this part of the railway to be electrified. However where new structures are being built as part of EWR, they are being constructed to make provision for possible future electrification.

Supplementary question

Integration of the different delivery boards and including all relevant information is critical to the project. Are there any other identifiable sources of finance that can be used to support and enhance the study and programme of improvements before 2020?

Response from Cllr Hudspeth

The delivery board for East-West Rail project is established and work is in progress. There are separate project boards for each of the growth corridor and the expressway.

3. Question from Ian Green, Oxford Civic Society – referring to the JSSP

1. We would like to thank the OGB for following up our request that the Oxford Civic Society and other stakeholders participate in the finalisation of the Statement of Community Involvement for the JSSP: I was pleased to meet an officer from the JSSP Project Team for a preliminary discussion and look forward to further follow-up.

We note that the Statement of Community Involvement is planned to be presented to the next OGB meeting at the end of July and ask for confirmation that further follow-up with the Oxford Civic Society and other stakeholders can proceed quickly.

2. The Oxford Civic Society and URBED have prepared a report ‘Oxford Futures and smarter growth in Central Oxfordshire’ which we would like to submit to the OGB for consideration as shaping the JSSP proceeds.

The report reflects the Oxford Civic Society and URBED earlier report with the same title which four years ago, in 2014, proposed setting up an Oxford Futures Commission as a first step in drawing up ‘a spatial growth plan and charter for sustainable development’. With this history it is perhaps not surprising that OCS and URBED very much welcome the Oxfordshire Joint Statutory Spatial Plan (JSSP) and look forward to contributing to its preparation and implementation.

The report includes a discussion of the relevance of garden city principles, JSSP priorities and objectives, where developments could be located, what forms of transport should be promoted and how investment can be funded. The benefits of engaging communities and interest groups in the preparation of the JSSP are also discussed. The new report has been prepared in the spirit of constructive collaboration and is intended, at this early stage of JSSP preparation, to support those considering the scope of the JSSP.

Can you please confirm that the OGB will receive the report (copies will be e-mailed) and consider the suggestions made in it? The OCS and URBED will be pleased to discuss the report or any aspects of it with members of the OGB and the JSSP project team.

Written Response

The Board welcome the report and the spirit of collaborative co-operation with which it is offered. We are happy to receive the report and to consider how its recommendations can be taken forward in the Joint Strategic Spatial Plan.

Supplementary statement

The Civic Society’s *Oxford Futures and smarter growth in Central Oxfordshire* 2014 report, revised in 2018, discusses a sustainable development and growth charter; the relevance of garden city principle; integrated transport; and objectives for growth – relevant in a wider context than simply Oxford or the JSSP. We are pleased you will consider the report and are happy to meet to discuss this and other aspects of the Board’s work. We would ask for the Draft Statement of Community Involvement to be sent out to consultation.

This page is intentionally left blank

Oxfordshire Housing and Growth Deal Update

1.0 Purpose of report

- 1.1 To update the Board on progress with the five year Oxfordshire Housing and Growth Deal, agreed with Government in March this year.

2.0 Recommendation

- 2.1 That the Growth Board notes the report and the progress on the Housing and Growth Deal Delivery Programme.

3.0 Background

- 3.1 The Oxfordshire Housing and Growth Deal provides £215 million of additional Government funding for Oxfordshire to deliver the key infrastructure required to bring forward already proposed housing development, additional funds to increase the supply of affordable housing and proposals to support economic growth in key industry sectors. The Deal also includes a commitment to provide planning freedoms and flexibilities for the Oxfordshire Local Planning Authorities that will offer protection from speculative development whilst we complete a countywide Joint Statutory Spatial Plan to 2050.
- 3.2 The Deal sets out our commitments as a partnership and established key milestones for delivery. In terms of governance, the Growth Board has responsibility for oversight of the Deal and requires regular reports on progress.
- 3.1 The key elements of the Deal are:
- Infrastructure Programme
 - Housing From Infrastructure and Affordable Housing Programme
 - Joint Statutory Spatial Plan and Planning Flexibilities
 - Productivity

4.0 Summary of Progress

- 4.1 Good progress has been made in developing confidence in our ability to deliver against the five year Deal programme, the key challenge that remains is scaling up capacity and capability across the partnership to deliver a programme of this scale and complexity.
- 4.2 Progress to date should be viewed in the context of the five-year Deal programme and with recognition that the early stages of the Deal requires significant effort and focus on programme establishment and mobilisation to allow for acceleration to delivery at pace during year 1.
- 4.3 Good progress has also been made in quarter one of the Deal programme on assessing delivery confidence of the programme, establishing the programme

management arrangements and putting in place systems and resources needed to support the scale up for delivery of the programme. Work is also underway on addressing delivery challenges and to improve delivery confidence; project delivery has begun but will need to accelerate over the summer months.

5 Developing monitoring and reporting arrangements

- 5.1 Work is still in progress with Homes England to establish the monitoring and reporting requirements for the Deal. Given that the Oxfordshire Housing and Growth Deal is the first deal of its kind, the monitoring and reporting arrangements will set a precedent for other Housing Deals. This is requiring extensive work with Homes England to ensure that processes are fully robust and will withstand audit. In addition, Homes England needs to ensure that they are taking an approach that is consistent with other funding programmes that they are responsible for, such as the Housing and Infrastructure Funding programme. We expect that these arrangements will be finalised over the coming weeks in time for the first formal report to Homes England at the end of Quarter 2.
- 5.2 A key element of the work with Homes England is developing the methodology for attributing housing delivery to investment in infrastructure under the Deal. Since the deal was agreed we have put considerable time into refining our understanding of how we will demonstrate how that investment is accelerating housing delivery.
- 5.3 Oxfordshire's baseline and delivery record remains exceptionally high, with very significant delivery levels continuing particularly in the Vale, Cherwell and South Oxfordshire. This is in the context of some shifts in the market, with delivery slowing on some larger sites but picking up on smaller sites, resulting in a higher 2017/18 record than that achieved in 2016/17.
- 5.4 This has reinforced the need for a more sophisticated approach to how we evaluate housing delivery and what is accelerated through new investment, directly, indirectly and through wider influence in the market.
- 5.5 The trailblazing nature of the Deal brings with it a significant additional burden and challenge in working with government on developing the reporting framework. The work we are doing with Homes England will inform the methodology that will be applied across other deals and funding streams. It will also help inform the development of our investment programme in future years.
- 5.6 In addition, the focus on meeting the housing acceleration targets in the Deal raises a challenge for Oxfordshire to further develop our understanding of the delivery systems and to develop working practices across the partnership to align planning, infrastructure delivery, site control and preparation to support housing delivery.

6.0 Infrastructure Programme

- 6.1 As reported to the June meeting of the Growth Board, the Growth Deal Programme Board identified the need to build resource capacity and capability in the first of the financial year to September 2018. This work is underway and progress has been made in establishing core delivery arrangements. Further work will include a

master-schedule of detailed project plans identifying resources required across the programme.

6.2 Status for the infrastructure programme year 1 milestones is as follows:

- Delivery of year one-project programme milestones for March 2019: Current delivery confidence assessment indicates that the current project list may not be delivered in full. Assessment of options to address any possible variance will be considered by the Growth Deal Programme Board in August.
- Development of years 2-5 infrastructure projects plan by the end of September 2018: The delivery of the year 2-5 plan milestone is on track with work underway to develop the Project Prioritisation Framework and to inform development of an updated project list for consideration in years 2 to 5 of the programme. Work on housing attribution methodology will inform this process.

6.3 As highlighted above, the reporting requirements for this work stream are also the subject of discussion with Homes England and MHCLG and are expected to be in place in time for the first half year report to Homes England at the end of Quarter 2.

6.4 A full report on the programme and reporting arrangements will be presented to the Infrastructure Sub Group in September.

7.0 Housing from Infrastructure and Affordable Housing Programme

7.1 The Delivery Plan includes a target for year one of 414 homes accelerated by the Deal infrastructure investment. Our ability to evidence this is subject to agreeing the attribution methodology with Homes England as set out above.

7.2 The status for the year one Affordable Housing Programme milestones is as follows:

- The programme is currently on track to meet the target of delivering 148 affordable homes by March 2019 but more work is needed to improve confidence in delivery timescales for some projects. A meeting is taking place with Homes England to review the programme on 25th July.
- Work is underway on developing the programme for years 2 and 3 though this will need to be accelerated over August to meet the milestone to produce the plan by the end of September 2018. A key part of this work is to identify land in public ownership which could be brought forward as sites for years 2 and 3. This will involve discussions with the One Public Estate Steering Group over the summer. In addition, we are exploring opportunities to link this discussion to opportunities for key worker housing.

7.3 A key challenge for the programme is in engaging with delivery partners including Registered Providers, developers and landowners. Discussion and engagement with existing partners is underway at district level, however we need to promote the

programme to a wider range of partners. To assist in this we are developing a prospectus for the Oxfordshire Affordable Housing Programme and planning is underway for a launch event in September. As part of wider discussions with partners we will be considering opportunities to for innovation to optimise delivery

- 7.4 A full report on the programme and engagement activities will be presented to the Housing sub-group in September.

8 Joint Statutory Spatial Plan (JSSP)

- 8.1 The first milestone, in the JSSP programme, the development of a draft Oxfordshire-wide Statement of Common Ground (SoCG) was completed by the deadline of 31 March 2018. The second key milestone is the establishment of a Joint JSSP Project Board to oversee the formal section 28 process. This is due to be completed by in July 2018, but is subject to publication of the National Planning Policy Framework (NPPF) and confirmation of the planning Freedoms and Flexibilities (F&F) to be provided by Government under the Deal. At the time of writing, we are awaiting the publication of the NPPF. We have completed a public consultation on the proposed flexibility of a three year land supply and submitted the results of the consultation to Government. This is the subject of a separate item for discussion at this meeting.

- 8.2 The timescales for development of the JSSP remain extremely challenging and preparatory work is underway to ensure we are on course to meet future programme milestones, including formal decisions by individual councils on statutory documents in Autumn. The focus to date has been on scoping the future work programme, identifying resource requirements, and preparing draft project documents. These are subject to a separate report to the Board at this meeting.

9.0 Productivity Programme

- 9.1 An integral component of the Oxfordshire Deal, the Productivity strand is being led by the LEP. A fuller report from the LEP on progress on this strand is included at appendix 1 to this report.
- 9.2 The Deal includes a year one milestone to produce a Local Industrial Strategy (LIS) by March 2019. This is currently on track and is the subject of a separate presentation to the Board at this meeting.
- 9.3 In addition to the development of a Local Industrial Strategy, the Deal encompasses proposals to explore early land remediation at Harwell to bring forward critical employment land supply in Science Vale. There are also commitments to work with the LEP and partners to identify interventions and solutions to support our world class science clusters and businesses with scale up potential through emerging sector deals, development of a dedicated investor programme for trade and investment, an enhanced Growth Hub and developing a more responsive skills system.
- 9.4 Good progress has been made in some areas, including the Local Industrial Strategy, developing a cross-corridor economic vision and discussions on a

Growth Board 31st July 2018
 Agenda item –Oxfordshire Housing and Growth Deal update
 Contact: Caroline Green, Interim deal Director
 E- mail: cgreen@oxford.gov.uk

potential international inward investment strategy; however, this has not been uniform across the productivity stream. Work is on-going with the Cities and Local Growth Unit (cross departmental team leading on growth deals) to build awareness and visibility within Whitehall of the strategic fit between national policy objectives and the opportunity to advance these through the commitments within the Deal.

- 9.5 Officials have proposed that the focus for all elements of the productivity stream moving forward need to be built around the emerging LIS, utilising planned and future working sessions with departments to prepare the ground for landing the propositions under the strategy.

10 Deal Governance and Finance

- 10.1 At its last meeting, the Board endorsed the appointed member representatives to the Growth Board Advisory Sub Groups and Scrutiny Panel as follows:

	Chair	Cherwell	OCC	Oxford	SODC	Vale	WODC
JSSP Advisory Sub Group	Cllr James Mills	Cllr Colin Clarke	Cllr Fox – Davies Sub Cllr Jeanette Matelot	Cllr Alex Hollingsworth	Cllr Will Hall Sub- all con group members	Cllr Anthony Hayward Sub- all con group members	Cllr Jeff Haine Sub- Cllr Toby Morris
Housing Advisory Sub Group	Cllr Susan Brown	Cllr John Donaldson	Cllr Liz Brighthouse Sub- Cllr Yvonne Constance	Cllr Mike Rowley	Cllr Imran Lokhon Sub- all con group members	Cllr Janet Shelley Sub- all con group members	Cllr Jeff Haine Sub- Cllr Toby Morris
Infrastructure Advisory Sub Group	Cllr Ian Hudspeth	Cllr Lynn Pratt	Cllr Yvonne Constance	Cllr Linda Smith	Cllr David Nimmo-Smith Sub all con group members	Cllr Mike Badcock Sub- all con group members	Cllr Jeff Haine Sub- Cllr Toby Morris
Growth Board Scrutiny Panel	TBC by Scrutiny Panel	Cllrs Neil Prestidge, Sean Gaul and Sean Woodcock	Cllr Nick Carter Cllr John Sanders Cllr Emily Smith	Cllr Andrew Gant Cllr David Henwood Cllr Craig Simmons	Cllr Elaine Hornsby Cllr David Turner Cllr Ian White	Cllr Debby Hallett Cllr Ben Mabbett Cllr Chris Palmer	Cllr Derek Cotterill Cllr David Harvey Cllr Julian Cooper

- 10.2 A meeting for All Cabinet / Executive members and the members appointed to the Advisory Sub Groups and Growth Board Scrutiny panel is taking place after the Growth Board on 31st July. The purpose of the meeting is to brief Members on the Growth Board and the Housing and Growth Deal, and to inform development of working arrangements and work programmes of the Sub-Groups and Scrutiny Panel.

- 10.3 The first meetings of the Sub Groups and Scrutiny Panel will take place in September.

Growth Board 31st July 2018

Agenda item –Oxfordshire Housing and Growth Deal update

Contact: Caroline Green, Interim deal Director

E- mail: cgreen@oxford.gov.uk

- 10.4 Caroline Green has been appointed as Deal Director for phase one of the programme, and the Growth Deal Programme Board with senior representation from all authorities meets weekly to oversee the programmes. Project teams are established for each of the work strands and long term officer structures and programme management arrangements will be put in place over the summer.
- 10.5 The first payment of £15m for infrastructure funding consisting of £11m revenue and £4m capital which was due during April was received at the end of May. The next payment of £15m is due in September.
- 10.6 In relation to the capacity funding, the £2.5m payment expected in April will be paid in September. MHCLG have confirmed that reporting requirements for the capacity fund will need to set out how the funding has been spent and how that spend is aligned across the 3 headings in the delivery plan. The format for reporting is being developed with Homes England.
- 10.7 The MoU between the Growth Board and the Accountable body which was completed in March, is in operation and work is underway to agree what in-year reporting requirements to this Board will be. It is expected that the first financial report will be provided at the end of Quarter 2.

Appendix 1**Oxfordshire Housing & Growth Deal****Productivity Stream OxLEP Update – July 2018****Summary**

This report provides the Deal Board with an update on the progress being made in the implementation of the Productivity stream of the Oxfordshire Housing & Growth Deal. It sets out where discussions have proceeded with Whitehall departments and how officials are encouraging the focus for the stream to be aligned behind the emerging Local Industrial Strategy Trailblazer.

1. Housing & Growth Deal Productivity Stream

Productivity is an integral component of the Oxfordshire deal and sits alongside both the housing infrastructure streams in the overall proposal. It is central to delivering the vision for accelerated growth across the County in critical economic sectors, supporting innovation clusters and attracting investment. We anticipate that this will realise significant long term economic benefits to the UK.

In addition to the development of a Local Industrial Strategy, the Deal encompasses proposals to explore early land remediation at Harwell to bring forward critical employment land supply in Science Vale. There are also commitments to work with the LEP and partners to identify interventions and solutions to support our world class science clusters and businesses with scale up potential through emerging sector deals, development of a dedicated investor programme for trade and investment, an enhanced Growth Hub and developing a more responsive skills system.

It is important to note that no funding has been allocated to the Productivity Stream under the Deal agreement. The process in Year One is to work with Departments and identify areas where the objectives of the stream can be developed and, where possible, to progress key priorities set out in the Industrial Strategy White Paper.

2. Key Issues and Next Steps

Good progress has been made in some areas but this has not been uniform across the productivity stream. This is understandable as we are working across up to five Whitehall departments and ten different policy teams, with many not having previously been engaged in the Housing & Growth Deal negotiations during 2017.

Officials have been seeking to prioritise, initially, engagement around the Local Industrial Strategy trailblazer, whilst it has been noticeable in our meetings with departments that awareness of both the Deal and the opportunities this offers is variable across Whitehall.

There remains the need for on-going work to be done at senior levels within Whitehall in building Oxfordshire's visibility and relationships across the various

Growth Board 31st July 2018
Agenda item –Oxfordshire Housing and Growth Deal update
Contact: Caroline Green, Interim deal Director
E- mail: cgreen@oxford.gov.uk

policy teams. We are working with the Cities & Local Growth Unit to identify and present back into departments of the strategic fit between national policy objectives and the opportunity to advance these through the commitments within the Deal, and the mechanisms we now have in place.

Key areas of note for the Board to be aware of include:

- Good progress on the development of the Local Industrial Strategy, with the appointment of PwC as the advisory partner with the objective of preparing a draft document to the Board, Growth Board and HMG by the Autumn as part of an accelerated development process.
- Strong engagement and commitment across our partner network including the business sector, sector bodies, Universities and local authorities as part of the LIS process including contributions of venues, in-kind support and engagement with senior business leaders.
- Preliminary economic modelling, data analysis and scenario planning is being undertaken and will continue over the summer to provide robust evidence to underpin the LIS. This work will also be used as important building blocks for both the Joint Strategic Spatial Plan and Oxfordshire Rail Study, and we are ensuring close co-ordination between the consultancy teams, local authorities and key agencies such as Network Rail.
- Additionally, we are entering an intensive period of engagement with stakeholders, businesses and local and national partners through a series of workshops, bilateral and senior management team working sessions. The outputs from these meetings in June and July will inform the first draft of the LIS. Further refinement and stakeholder engagement will then follow in September including working sessions with Whitehall, with a view to submitting a final LIS in the autumn.
- Development of the Oxford - Cambridge Growth Corridor now moving to a new stage with an agreed timeline in place for the preparation of a x-corridor economic vision. OxLEP, on behalf of the x-corridor LEPs and Mayoral Combined Authority, has appointed an advisory partner to work with stakeholders and HMG in developing the vision with submission to Growth Boards by December. Following a competitive process, PwC has been appointed to work with partners on this key study, and an in-depth planning session with HMG officials has taken place alongside a kick off meeting with corridor partners. It is envisaged that the corridor vision will build on the individual LIS' in each LEP / MCA and identify areas for scaling up and co-ordination to support wider public and private investment.
- A range of initial preparatory meetings have been held with a number of departments and policy leads in the last quarter, to understand the commitments within the productivity stream and our proposals for ambitious interventions to capitalise on the opportunities Oxfordshire offers in driving UK productivity and

Growth Board 31st July 2018
Agenda item –Oxfordshire Housing and Growth Deal update
Contact: Caroline Green, Interim deal Director
E- mail: cgreen@oxford.gov.uk

also delivering key government policy objectives across trade and investment, skills, business growth and capital investment.

- Good progress has been made with DIT in looking at the potential of formulating an international inward investment strategy, which will capitalise on Oxfordshire's global market opportunity. We are the first region in the country to be actively bringing together all three areas of DIT – trade, investment and capital – behind such a plan, reinforcing the opportunities our global assets and clusters offers
- A working session took place with DfE officials on 29th June to look at potential flexibilities within the skills system to test in Oxfordshire to support our objective to build a more responsive offer which meets business needs. Officials will look at opportunities to deploy unspent apprenticeship levy payments more flexibly and explore the feasibility of piloting new careers and enterprise services in Oxfordshire

A review session with HMG teams was held on 2nd July to consider progress on the Productivity Stream. The following actions were committed:

- increasing resources within the Nuclear Decommissioning Team in BEIS to accelerate the review of the business case proposals for Harwell, which has been delayed by staff turnover inside the NDA team
- progressing engagement with sector teams where deals have now been formally announced – a meeting was held with the Office of Life Sciences last week to consider how the proposals in the Deal can be tested in the Oxfordshire cluster, under the proposed Operational Plan being rolled out in 2019
- review whether there remains scope to support an extension of the current Enterprise Zone around Harwell and Milton Park – officials have committed to resolving if flexibilities exist under current regulations and can be pursued, following competing advice previously received
- establish a fortnightly call with officials to ensure commitments are progressed

HMG officials have proposed that the focus for all elements of the productivity stream moving forward need to be built around the emerging LIS, utilising planned and future working sessions with departments to prepare the ground for landing the propositions under the strategy. This will also inform the approach we take towards investment planning and the associate LIS investment Plan.

This is a subtle but important change as it clearly provides a framework for our future discussions with departments and gives officials in each policy area an understanding of how individual interventions would land. We have requested a formal note from officials to confirm this revised approach, in order to give assurance

Growth Board 31st July 2018
Agenda item –Oxfordshire Housing and Growth Deal update
Contact: Caroline Green, Interim deal Director
E- mail: cgreen@oxford.gov.uk

to targets and milestones already committed to by Oxfordshire partners within the overall Deal Programme and year one delivery plan.

Growth Board 31st July 2018
Agenda item – Joint Statutory Spatial Plan
Contact: Giles Hughes: Head of Planning and Strategic Housing
E- mail: giles.hughes@westoxon.gov.uk

Oxfordshire Joint Statutory Spatial Plan

1.0 Purpose of report

- 1.1 To update the Growth Board with progress on preparatory work for the Joint Statutory Spatial Plan (JSSP) work stream.
- 1.2 This report provides details on the progress made which includes the preparation of draft project and programme documents for the JSSP.

2.0 Recommendation

- 2.1 The Growth Board is recommended to note the Draft Local Development Scheme (LDS), Draft Statement of Community Involvement (SCI), and the Draft JSSP Scoping Document.

3.0 Background

- 3.1 The Board will be aware of the key commitment in the Deal to develop an Oxfordshire Joint Statutory Spatial Plan (JSSP). The JSSP will build on the existing and emerging set of Local Plans to set the strategic direction for planning in Oxfordshire and address linkages to wider planning considerations, for example the Oxford-Cambridge Growth Corridor. Oxfordshire is committed to a positive plan led approach to ensure the protection and enhancement of its built and natural environment and resources, to define and steer the nature and location of future development and secure essential infrastructure.
- 3.2 The JSSP will be a statutory plan for Oxfordshire. On adoption it will carry full weight in the planning process and provide the higher level strategic planning policy framework under which decisions will be taken and the planning policies of partner authorities will be developed. The JSSP will be subject to formal consideration and approval by the individual Oxfordshire Planning Authorities at key stages of its development.
- 3.3 Initial preparatory work is underway for the JSSP. The focus to date has been on scoping the future work programme, identifying resource requirements, and preparing draft project documents.

4.0 Draft Project and Programme Documents for the JSSP

- 4.1 Preparatory work on the JSSP to date has focussed on defining the scope of the plan and project planning. Three key project documents have been drafted and these are attached to this report for the Growth Board's information. As key plan documents, these will be submitted for formal approval by the individual Planning Authorities in autumn.
- 4.2 **Draft Local Development Scheme (LDS)**
The LDS sets out the timetable for production of the JSSP. It is important that stakeholders are engaged in the preparation of the JSSP; the LDS explains how the

plan will be produced and when, so that it is clear when people will be able to get involved. It outlines the programme for completion and adoption of the Plan over the period to March 2021.

- 4.3 The LDS is a requirement of the plan making regulations. Each of the Local Planning Authorities has an approved LDS for their Local Plan documents; the LDS for the JSSP will supplement those. This LDS will need to be approved by all the District Councils, and this is programmed for the relevant council meetings in September.
- 4.4 **Draft Statement of Community Involvement (SCI)**
The SCI sets out how we intend to inform, involve and consult stakeholders on the preparation of the JSSP and when they will be engaged in the process. The SCI will ensure that the JSSP will be shaped by early, proportionate and meaningful engagement between plan makers and communities, local organisations, businesses, infrastructure providers and statutory consultees.
- 4.5 The SCI is also a requirement of the plan making regulations. The Local Planning Authorities have their own individual SCIs concerned with the production of their Local Plans. This SCI is specific to the production of the JSSP. This Draft SCI will need to be approved for public consultation by each of the District Councils, this is programmed for September. Following the consultation period, amendments will be made where appropriate, and the Final SCI will need to be approved by the District Councils at a subsequent round of council meetings (November/December: TBC).
- 4.6 **Draft JSSP Scoping Document**
The JSSP Scoping Document is an informal document, not required by regulations. It is however a helpful project planning tool which seeks to set out the understanding between the various parties on the objectives of the JSSP and the processes that will be followed. This will form an agreed framework for the project and it will be used to inform the work programme for the plan. The Scoping Document will be reported to the District Councils for approval in September.
- 4.7 The JSSP will provide an overall strategy for the scale and distribution of development up to 2050. It will be a strategic document which will identify future growth areas, and it is not intended that it will allocate specific sites itself. It will not contain detailed policies, as these will be covered by future Local Plan reviews as necessary. The JSSP will address the strategic and cumulative implications of growth and set out a long term framework covering the whole of Oxfordshire. A common evidence base will be developed to underpin the JSSP and future Local Plan reviews. This will include work on environmental quality and natural capital, as well as on strategic transport and other infrastructure requirements. The JSSP will take into account the commitments made in emerging and adopted Local Plans.

Sir Oliver Letwin MP “Independent Review of Build out Rates; Draft Analysis”: A summary for Oxfordshire Growth Board

1. Purpose of this report

- 1.1. To provide a summary of the draft analysis “Independent Review of Build Out Rates” prepared by Sir Oliver Letwin MP in June 2018 (Letwin Review – Phase 1), and consider any interventions to help the delivery of housing that could be appropriate for Oxfordshire, currently achievable using powers available to local authorities and/or their partners.

2. Aims of the Letwin Review

- 2.1. The Letwin Review sought to identify the main causes why hundreds of thousands of homes have not been built, despite having planning permission. There are a variety of factors that can slow down the delivery of housing and the Review seeks to understand why. Once the causes are understood (Phase 1) the Review will make recommendations (Phase 2) on practical steps to increase the speed of housing delivery in a stable UK housing market. The Review assessed:
- what the rate of house building is on large sites in areas of high housing
 - why the rate of house building on these sites is at this level ; and
 - which factors are most likely to increase the rate of house building on these sites without having untoward effects.

3. Process of the review

- 3.1. The authors visited and collected data on 15 large sites (ranging from 1,000 plus to over 15,000 homes) in areas of high housing demand. Five of these sites were in Greater London, nine in the south of England, one in the Northwest and one in the West Midlands.
- 3.2. Sir Oliver Letwin and his team visited South Oxfordshire and Vale of White Horse District Councils in January 2018 and Cherwell District Council in March 2018. At all three districts the visit included tours of sites under construction in Didcot and Bicester and included dialogue with planning officers and representatives from national developers active on local sites including Taylor Wimpey, Countryside Properties and Cherwell DC wholly owned development company taking forwards the UK’s largest self and custom build developments at Graven Hill in Bicester.
- 3.3. Prior to, and following the visit, they sought information on delivery rates for house building, data on timings of permissions and commencements. Much of the discussion with developers focussed on project finance and their business model. The review team also visited Cherwell District Council to gather similar evidence to support their review.
- 3.4. The team also visited sites in Germany and the Netherlands for an international comparison.

4. Build out rates on larger sites

- 4.1. The conclusions of the Review show that the median annual house build out rate of a site was 6.5% of its total number of houses. The median length of time to build out the sites was 15.5 years. There is a clear (though not overwhelmingly strong) negative relationship between the size of the site and the percentage of the site built out each year.
- 4.2. The Review does emphasise that very large sites (8,000 homes) will deliver a higher number of homes annually than large sites of a few thousand homes, but the proportion of the site built out each year will be smaller.
- 4.3. These factors inform the review's interest in how to encourage a wider range of developers into the market and the potential for diversity in house build models, for example self-build.

5. Fundamental explanations

- 5.1. The Review uses the "absorption rate" as a tool for measuring delivery rates. The absorption rate is the number of homes that can be sold into the market without materially disturbing the market price. The delivery rate of a certain housing product will be constrained by the developer being unable to sell the house at a price against that forecasted when they purchased the land. Therefore, if the number of customers willing to buy that product at that price diminishes, the absorption rates would reduce, along with the build out rates.
- 5.2. The Review identifies that absorption rates can be increased if different housing products are provided that appeal to a different customer from a different market. The Review concludes that the current low build out rates are caused by the restricted market absorption rates of the homogenous product offered by major housebuilders on the largest sites.
- 5.3. The Review suggests that smaller sites are therefore a mechanism for addressing locally specific housing needs on a settlement by settlement basis. However, it also warns against relying solely on small housing sites. Large developments are often needed to generate sufficient value to deliver significant infrastructure, and provide a significant supply of suitable land to build upon. It suggests that large sites could be parcelled into smaller sites to offer a different product to appeal to a wider range of markets. The Review identified the following types of complimentary markets (that is the sale of a home for each market would not reduce demand in others):
 - Social rented housing
 - Affordable / reduced market rental housing
 - Private rental housing
 - Open market sale
 - Custom and self-build housing
 - Specialised housing such as accommodation for nurses, the elderly, or students
 - Shared ownership
 - Different building typologies (i.e. flats will likely affect a buy to let customer)
 - Different aesthetics
- 5.4. The Review concludes that if either the major house builders themselves, or others, were to offer much more housing of varying types, designs and tenures (and, indeed,

more distinct settings, landscapes and streetscapes) on the large sites and if the resulting variety matched appropriately the desires of the people wanting to live in each particular part of the country, then the overall absorption rate – and hence the overall build out rate – could be substantially accelerated.

6. Other potential Constraints

6.1. The Review examines a number of other possible constraints, which are listed below with the conclusion of their impact:

Possible Constraint	Impact
Lack of transport infrastructure	No impact on build out rates as issues are before first implementable permission.
Difficulties of land remediation	No impact on build out rates as issues are before first implementable permission.
Delayed installations by utility companies	No substantial evidence to suggest it reduces build out rates
Constrained site logistics	No effect
Limited availability of capital	No effect at present
Limited supplies of building materials	If there is a reasonable level of assurance of future level of materials required, production is likely to follow.
Limited availability of skilled Labour	To increase homes to amount required a flash training programme of bricklayers is required.
Alleged intentional 'land banking' by major housebuilders	No evidence of this.

7. Report next steps

7.1. The authors will now investigate policies (Phase 2) to achieve the recommendations under para. 5 above (i.e. diversifying the housing product), without damaging the economics of individual sites or the financial sustainability of the major housebuilders. Policy recommendations are expected to be produced for the 2018 Autumn budget.

8. Options for Oxfordshire

8.1. the Letwin review is an interesting study that considers one issue, namely the rate off house building. it does not seek to take a whole system view and therefore some caution should be exercised in considering how best to respond. the Oxfordshire Housing and Growth Deal is itself a means by which Government is supporting the accelerated delivery of housing through targeted additional funding for infrastructure and affordable housing.

8.2. Officers consider that the following initiatives could contribute to the goals of the Letwin Review (i.e. diversifying the housing product) in Oxfordshire, under existing local authority powers:

- a) Work with Homes England, and use Local Authorities' capital / borrowing to buy more land and subsequently allocate it for residential use.

Goal: Allow Homes England or the local authority to control the type, tenure, and greater development aesthetics to appeal to more markets.

- b) Planning policy can potentially be used to avoid a situation whereby developers establish a local monopoly on development land. This could be achieved by setting a maximum percentage of the 5-year housing land supply that can be controlled of any individual development company or land promoter (or any company with a subsidiary or group connection to the developer or a development agreement related to the site in question). However, sites could exchange sites once permission / allocation is granted, which could undermine this initiative.

Goal: Creating greater diversity in the market as different developers will offer different products.

- c) Create housing registers for specific types of development markets, alongside our affordable housing and self/customer build registers. We can use this to monitor the demand of certain house types and tenures (e.g. private rental, elderly accommodation). This can be offered to developers to demonstrate the demand, or, if necessary enforced through housing mix policies in the development management system.

Goal: Increasing the variety of tenure and type of housing.

- d) On large sites, working with site owners to put them in touch with developers of specialised housing tenures to develop part of their site.

Goal: Increasing the variety of tenure and type of housing.

- e) Using the Housing and Growth Deal funding to support developers in providing alternative development aesthetics (i.e. urban realm improvements, use of new technologies such as solar panel roads, different typologies of housing). Any gain in profit should be reclaimed by the Councils / Government, subject to legal review.

Goal: Providing alternative development aesthetics.

9. Recommendations

9.1 To consider and agree which options to pursue for Oxfordshire.

9.2 To request officers to develop an action plan and work programme to implement the agreed options.