

Duty to Cooperate Scoping Statement – Version 3

Reflecting comments on the October 2025 version 2 and discussions since. Version 2 included updates from consultation on the first draft Scoping Statement, Regulation 18 consultation and change to the plan period



Oxford Local Plan 2045

January 2026

1. Introduction

Purpose of this Document

This document seeks to identify the matters and topics relevant to the Oxford Local Plan 2045 that are identified as strategic matters that cross administrative boundaries, and which therefore fall under the Duty to Cooperate. It also identifies those bodies with which cooperation is necessary because Oxford City Council has a duty to engage them, and it outlines key meetings where relevant matters and topics are raised. This version of the document has been updated following consultation on the first draft scoping statement and consultation on the Oxford Local Plan 2042 at Regulation 18 stage. It is also updated to reflect the proposed change in plan period from 2022-2042 to 2025-2045.

The City Council has sought to identify which Duty to Cooperate bodies will seek to be involved in discussions on which strategic matters related to the Oxford Local Plan 2045. An

earlier version of this document was consulted on to confirm that the correct strategic matters and bodies relevant to these have been identified. The document has been updated to reflect comments received in response to consultation on the first version of this document, the changed plan period, and updates to the evidence base. Although no change in anticipated duty to cooperate issues has been identified, it is requested that other bodies should raise any additional issues now that will assist. It will then be kept up to date as the project continues and as Duty to Cooperate (and other) discussions progress and the evidence base is prepared. The document itself will form part of the evidence base for the Local Plan 2045.

Keeping the Document Updated

This document will continue to be updated as Oxford City Council engages with the Duty to Cooperate bodies and discusses cross-boundary strategic matters. New strategic matters identified as discussions progress may be added and there may be matters identified here that are later considered to no longer constitute 'cross boundary strategic matters'. No additional strategic matters have been identified that need adding to this version of the Scoping Statement.

2. Requirements of the Duty to Cooperate

Duty to Cooperate Bodies

The Duty to Cooperate is a requirement of the Localism Act 2011 and the National Planning Policy Framework.

It requires Local Planning Authorities and other prescribed bodies to engage, with a view to maximising the effectiveness of the preparation of development plan documents and other activities so far as they relate to strategic matters.

This is normally most important in considering strategic matters such as the location of development and availability of strategic infrastructure; however, other matters and topics may also be identified that are relevant.

It requires on-going, constructive, and active engagement on the preparation of development plan documents and other activities. It is a 'duty to cooperate' not a 'duty to agree', but there must be genuine, positive, and continuous dialogue with the intention of reaching agreement.

The legal basis for the Duty is set out in Section 110 of the Localism Act, which inserts Section 33A into the Planning and Compulsory Purchase Act 2004. It applies to all local planning authorities, National Park authorities and county councils in England, and to a number of other public bodies. The Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2012 specify which bodies this duty applies to.

Local planning authorities are bound by a statutory duty to cooperate. Plan making bodies are expected to cooperate with each other when preparing or supporting the preparation of policies which address strategic matters including those policies of Local Plans.

The NPPF states that the relevant planning authorities should produce, maintain, and update one or more statements(s) of common ground throughout their plan-making process. Oxford City Council have identified that a number of statements of common ground are likely to be

produced on particular issues and with particular bodies who are most relevant to the duty to cooperate.

The bodies that the City Council will attempt to produce a joint or individual Statement of Common Ground with will include:

- Oxfordshire County Council
- Cherwell District Council
- West Oxfordshire District Council
- South Oxfordshire District Council
- Vale of White Horse District Council

In addition to the adjoining authorities, the bodies prescribed for the purposes of section 33A(1)(c) of the Act, as set out in The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) and identified by the City Council as relevant to Oxford are:

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

Plan making authorities that are potentially linked but not adjacent to Oxford will also be contacted, including potentially the local planning authorities for Swindon, Aylesbury, West Berkshire, and Reading.

National Planning Practice Guidance states that Local Enterprise Partnerships and Local Nature Partnerships are not subject to the requirements of the duty, however, local planning authorities and county councils in England, and prescribed public bodies, must cooperate with them. Local planning authorities must have regard to their activities when they are preparing their local plans, so long as those activities are relevant to plan-making. (See: National Planning Policy Framework on Plan-Making <https://www.gov.uk/guidance/plan-making>. Paragraph: 030. Reference ID: 61-030-20190315).

Oxford City Council have identified the following:

- Oxfordshire Local Enterprise Partnership (now OxLEP Ltd and owned by Oxfordshire County Council);
- Oxfordshire Local Nature Partnership.

Other Duty to Cooperate bodies specified in the Regulations 2012 but do not currently apply in the context of Oxford are: the Mayor of London, Transport for London, Integrated Transport Authorities, and the Marine Management Organisation.

The Localism Act 2011, Section 110 (2) states that each body should “*engage constructively, actively and on an ongoing basis...*” on strategic matters. The relevant activities include preparation of a development plan document (S110, 3) and strategic matters are defined in Section 110 (4).

In addition to the legal requirements set out above, the National Planning Policy Framework (NPPF, December 2024) emphasises the importance of joint working and cooperation between local authorities and other agencies on cross boundary issues and issues of shared interest. The NPPF December 2024 sets out that:

- Local planning authorities are “*under a duty to cooperate with each other, and with other prescribed bodies, on strategic matters that cross administrative boundaries.*” (Paragraph 24).
- Strategic policy-making authorities should “*collaborate to identify the relevant strategic matters which they need to address in their plans.*” (Paragraph 25).
- “*Effective and on-going joint working between strategic policy-making authorities and relevant bodies is integral to the production of a positively prepared and justified strategy. In particular, joint working should help to determine where additional infrastructure is necessary, and whether development needs that cannot be met wholly within a particular plan area could be met elsewhere.*” (Paragraph 26).
- A consistent approach should be taken to planning delivery of major infrastructure including strategic health, education and other social infrastructure and plan policies should align as fully as possible with those of other bodies where a strategic relationship exists on these matters and consider the relevant investment plans of infrastructure providers (paragraph 27).
- “*In order to demonstrate effective and on-going joint working, strategic policymaking authorities should prepare and maintain one or more statements of common ground, documenting the cross-boundary matters being addressed and progress in cooperating to address these.*” (Paragraph 28).

There is further practical guidance in the Planning Practice Guidance.

3. Strategic matters

Strategic matters applicable to the Oxford Local Plan 2045 have been identified as follows. Where appropriate, some of these issues will be subject to specific statements of common ground to cover more detail and where there are areas of disagreement and agreement that need to be explained.

Oxford City Council has identified ten potential strategic matters that cross administrative boundaries. These are grouped into four overarching categories, as follows, but it should be noted that it is the 10 subcategories that are the potential strategic matters:

- Housing need and supply
- Economy and employment
- Infrastructure provision and Cowley Branch Line
- Environment and climate change

1 Housing Need and Supply

1a Overall Housing Need, Supply and Unmet Housing need

Housing needs and supply is one of the top issues that the Local Plan must address, and where the duty to cooperate is essential. The NPPF states that authorities must work to address their housing needs. It also expects authorities to cooperate on meeting one another's housing needs if it cannot be accommodated within the authority where it arises. Local plans must also achieve sustainable development by pursuing the three main

economic, social, and environmental objectives in mutually supportive ways (opportunities must be taken to secure net gains across each of the objectives).

The standard method calculation of housing need in Oxford finds the housing need to be 1,087 dwellings per annum, which is 21,740 over the plan period. This is significantly higher than any year of housing delivery since AMR recording began (2006). Since the base date of the Oxford Local Plan 2036, the greatest number of homes delivered annually was 790 in 2019 and the fewest was 365 in 2023/34 and 357 in 2017/18. The average over the first 8 years of the OLP2036 is 518pa.

The currently adopted Oxford Local Plan 2036 took a “no-stone-unturned” approach to finding sites for housing and ensuring efficient use of land. Whilst every effort will continue to be made to find capacity for housing, balanced against other key considerations of the spatial strategy, it is almost certain that there will be some unmet housing need arising from the Oxford Local Plan 2045. **This is confirmed by the capacity work to date, and a formal request for help meeting unmet housing needs was sent to neighbouring authorities on 31st October 2025.**

This is a strategic matter that will cross administrative boundaries that will, therefore, require ongoing constructive discussion on a Duty to Cooperate basis throughout the preparation of the Local Plan.

1b Specialist Accommodation Needs

The matter of need for specialist accommodation types is also of strategic interest in some cases, in particular the need for extra care housing and other similar housing types is a matter of discussion with the County Council.

The nature of provision for gypsies and travellers means that it is often a cross-boundary matter. Oxford currently has no Gypsy & Traveller sites; however, there are several sites close to Oxford’s boundary. In recent years, the Oxfordshire authorities have cooperated on planning for gypsies and travellers, and this cooperation has continued through the jointly commissioned county-wide needs assessment that will form part of the evidence base for all the Oxfordshire planning authorities.

2 Economy and employment

2a Economic Need and Supply

Another issue for the Local Plan will be managing economic growth, ensuring that the city can continue to play its role in the local and national economy. Oxford is also a city of considerable international importance in a range of economic sectors and as such there are considerable added value benefits for the overall national economy, which go far beyond the benefits of other cities of a similar size in the United Kingdom. The regional Oxfordshire economy also benefits from having Oxford at its centre, with its associated effects resulting in one of the strongest economies in the UK as a net contributor to the exchequer.

The Oxfordshire Local Enterprise Partnership (OxLEP) developed the Oxfordshire Local Industrial Strategy (LIS) in partnership with the business community, academic institutions, and the other Oxfordshire local authorities. In addition, the Strategic Economic Plan 2023-2033 (SEP) (OxLEP) is a statement of the economic priorities for Oxfordshire, with the aim of championing good, sustainable growth. Close working with the other Oxfordshire local

authorities and OxLEP Ltd will be required in this area. However, Oxford's reach as a location to work goes beyond the Oxfordshire authorities, and cooperation with a wide range of other local authorities and other bodies occurs through meetings relating to the Oxford-Cambridge Partnership. Oxford is within the Oxford-Cambridge growth corridor, and an Oxford Growth Commission has been set up. The Local Plan must respond to Oxford's position at the heart of an area of economic growth, and this therefore becomes a Duty to Cooperate issue.

2b Provision of Retail, Leisure, and Other Commercial Development

Oxford city centre plays an important sub-regional role and co-operation with neighbouring authorities is essential as current and future populations will not shop or access leisure facilities exclusively in their own areas but will travel to others.

3 Infrastructure provision and Cowley Branch Line

3a Provision of Security, Education, Community and Cultural Infrastructure and Other Local Facilities

Neighbouring authorities, Oxfordshire County Council and Homes England are important to involve in the development of the Local Plan in this field.

3b Provision of Infrastructure for Transport

Planning for strategic transport infrastructure requires cross boundary cooperation and is a strategic matter.

Oxfordshire County Council is the highways authority, which is responsible for producing the Local Transport Plan. Neighbouring authorities also have an important role to play in these matters. National Highways is responsible for the strategic road network, including the A34. Oxford has an important location on the rail network and there are significant improvement works taking place and planned in the area, including Cowley Branch Line proposals, and so the Office of Rail and Road, Oxfordshire County Council and South Oxfordshire and Vale of White Horse are engaged with in this regard.

3c Provision of Utilities Infrastructure (including telecommunications, waste, water, and energy)

A range of Duty to Cooperate bodies including the County Council, neighbouring authorities and the Environment Agency participate in framing the policies and proposals of the Local Plan in this regard. In addition, other bodies (outside of the duty to cooperate) including Thames Water and energy and telecoms providers are involved. Updates to the Infrastructure Delivery Plan (IDP) will reflect the discussions that have taken place and the conclusions drawn in relation to utilities infrastructure needs and delivery.

3d Provision of Health Infrastructure and Local Facilities

Oxford is a regionally (and nationally) important location for health and medical research. Its hospitals serve a very wide catchment area. At the local level Oxfordshire County Council has responsibility for public health and will be consulted whilst framing the policies of the Local Plan. Discussions will be held with The Buckinghamshire, Oxfordshire and Berkshire West ICB and well as with the NHS hospital trusts.

4 Environment and climate change

4a Climate Change Mitigation and Adaptation Including Flood Risk

Work across local government boundaries on climate change adaptation may make this a duty to cooperate matter. Managing flood risk will be a key element of Oxford's climate change mitigation plans. Large parts of the city of Oxford are at risk of flooding so careful attention will need to be paid to this when drafting the policies and proposals of the Local Plan. The Environment Agency is a key Duty to Cooperate body in this regard and will be consulted throughout. Oxfordshire County Council (as Local Flood Authority) and Thames Water (although not a Duty to Cooperate body) also have important roles regarding this issue. There are plans for a major flood alleviation scheme in the Oxford area (Oxford Flood Alleviation Scheme), and cooperation with the Environment Agency and County Council is required on this matter. Waterbodies in Oxford have catchments and floodplains in the neighbouring authorities, so they are also relevant authorities to talk to.

4b Conservation and Enhancement of the Natural and Historic Environment, Including Landscape

Oxford has a wealth of historic buildings and valuable landscapes that need careful consideration in the Local Plan. Historic England has a key role to play in terms of the built heritage and the views into and through the city and the famous spires; they will be consulted on policy drafting and background evidence. Oxford has a Special Area of Conservation at Oxford Meadows, this a European level protection and as such Natural England will be key to inputting into and assessing policies and proposals that may have an impact on that site. The Local Nature Partnership also have a role to play in the wider natural environment topic. The hydrological catchment for some SSSIs could extend outside the boundaries. The Oxford Green Belt covers a significant amount of the green space within Oxford and is relevant to the setting of Oxford and as it extends beyond the city is also potentially relevant to neighbouring authorities.

4. Mechanisms for cooperation

Regular Partnership Meetings

The City Council is actively involved in a number of cross boundary and joint partnership relationships which will inform the preparation of the Local Plan. Many of these are formalised, regular meetings or forums where a variety of topics are discussed, some of these may be tailored for the purposes of producing local plans.

These existing partnerships are an invaluable mechanism for facilitating Duty to Cooperate discussions. They enable regular direct contact with a range of Duty to Cooperate bodies and other bodies relevant to strategic priorities. It is likely that several of these partnerships will actively follow progress of the Local Plan, making it a standing agenda item at meetings and dedicating agenda time to discussing emerging work.

Table 1 sets out details of regular partnership meetings (including their frequency and role) that have a direct relevance to the Local Plan project. In future versions of this document, this table will be updated to include details of specific conversations related to the project.

Table 1: Regular Partnership Meetings (correct - March 2025)

Group / Meeting	Regularity	Includes	Role
Oxfordshire Leaders Joint Committee (OLJC)	Every two months	The six Oxfordshire Councils are the voting members	The OLJC is formed of the six councils of Oxfordshire.

Group / Meeting	Regularity	Includes	Role
(Established in March 2025 – previously took the form of the Future Oxfordshire Partnership)			The committee's purpose is to deliver the aims of the Strategic Vision for Sustainable Development in Oxfordshire. Its specific functions noted in the Terms of Reference include strategic planning, including the oversight of joint work on cross border issues to ensure partners meet the requirements of the Duty to Cooperate, and to assess whether strategic planning, infrastructure and public services are integrated and delivered in a sustainable way.
Oxford Growth Commission	Undefined	The commission has been set up by MHCLG and is chaired by Neale Coleman CBE	To support the delivery of infrastructure, housing, and employment to unleash Oxford and Oxfordshire's economic power.
England's Economic Heartland	Strategic Transport Leadership Board leads approximately quarterly.	Jointly funded by the Department of Transport and the local authorities (transport authorities, so Oxfordshire County Council rather than the LPAs, who represents Oxfordshire's interests). The Strategic Transport Leadership Board contains the elected leaders and portfolio holders of the local authorities.	The subnational transport body for the area from Swindon to Cambridge
Enterprise Oxfordshire (OxLEP Ltd)	Not defined	The Oxfordshire Local Enterprise Partnership was a long-established voluntary body made up of representatives from business, academia, and the wider public sector. A new governance structure came in from April 2025, whereby OxLEP became an Oxfordshire County Council owned company, with the trading name Enterprise Oxfordshire. Key partners include OLJC and Oxfordshire Inclusive Economy Partnership	Enterprise Oxfordshire aims to work with the public and private sector to champion and develop Oxfordshire's economy, acting as a catalyst to drive a dynamic, sustainable, and growing economy.

Group / Meeting	Regularity	Includes	Role
Oxford Strategic Partnership (OSP)	Every quarter	City and County Councils, universities, Police, health bodies, local business, and community organisations.	The Local Strategic Partnership helps to provide direction for the city's future and respond to local priorities. Includes a subgroup called the Economic Growth Steering Board. Produced the Oxford Economic Growth Strategy
Health and Wellbeing Board	Quarterly	Includes District and County Councillors, Oxfordshire Clinical Commissioning Group, Healthwatch Oxfordshire, senior council officers and a primary care provider	The Board seeks to provide strategic leadership for health and wellbeing across Oxfordshire, ensure that plans are in place and that action is taken to realise those plans. The Board produces the Oxfordshire Joint Health and Wellbeing Strategy.
Oxfordshire Chief Executive's Group	Weekly, with a face-to-face extended workshop style meeting each month	The Chief Executives of all the Oxfordshire Local Authorities	Advises and supports the Oxfordshire Leaders Joint Committee on the above issues
City and County Transport Bilateral Meetings	Approximately every two months	Senior officers of both the City Council and County Council together with cabinet members of both authorities.	Used to discuss important transport issues for example relating to emerging policies and programmes of work.
Oxford Green and Blue Spaces Network	Quarterly	City and County officers, Local Nature Partnership), BBOWT (Wildlife Trust) and additional amenity groups	The Green & Blue Spaces Network focuses on enabling partners to work collaboratively to improve Oxford's green spaces and blue corridors. The partnership has agreed three priority areas that support the delivery of the city's Green Space Strategy and meet the objectives of individual partners: to ensure everyone living, working, and visiting Oxford has easy access to open space; to increase and support volunteers; and to develop a meaningful PR campaign. These three objectives are underpinned by the two determinants of Funding and Biodiversity.
Oxfordshire Heads of Planning Meeting	Quarterly	Heads of Planning of all Oxfordshire authorities	Regular forum for authorities to provide update on policy and development management issues
Oxfordshire Planning Policy Officers Meetings (OPPO)	Every month	Planning Policy Officers of all Oxfordshire authorities	Regular forum for authorities to provide update on plan progress and to discuss issues arising

Group / Meeting	Regularity	Includes	Role
Oxfordshire Duty to Co-operate Forum	Every month	Planning Policy Officers of all Oxfordshire authorities with additional policy officers as required by agenda	Regular forum to cover topics and matters of relevance to the Duty to Cooperate. The primary objective is to see to identify outstanding issues and then work through these issues with the aim of finding solutions and common ground.
Oxford City and Oxfordshire County Planning Liaison Meeting	Monthly	Planning, transport, and infrastructure funding officers of the two local authorities	Regular forum to run through and provide updates on policy projects, evidence base studies and strategic development proposals
City and County Bi-lateral Planning, Transport and Placemaking Meetings	Meeting with Members Quarterly; Officer working group monthly	Senior officers of Planning, Transport, and Infrastructure with associated Cabinet Members of both authorities; supported by officer working groups	Regular forum to provide updates on projects, studies and programmes and discuss strategic approaches

Joint working on strategies and infrastructure planning

Many of the partnerships detailed above have produced and adopted/published joint strategies as part of their work, consistent with the requirements of the Duty of Cooperate. Many of these strategies have direct relevance to the Local Plan.

Table 2 details many of the jointly produced strategies and jointly commissioned studies that relate to the Local Plan. Strategies and documents that were produced by or commissioned by at least one prescribed body for the Duty to Cooperate are shaded grey in the first column. In future versions of this document, this table will be updated to include new strategies and evidence base documents related to the project.

Table 2: Joint Working on Strategies, Studies, and Infrastructure Planning

Project/ Document	Produced by/ Involved	Role/Purpose
Oxfordshire Strategic Economic Plan and Associated Action Plan (December 2023)	Oxfordshire Local Enterprise Partnership and strategic partners	Oxfordshire's Strategic Economic Plan (SEP), which looks ahead to 2033, is the county's fourth major statement of economic strategy over the last decade and has been led by OxLEP working with key strategic partners. It was initiated by OxLEP working closely with the five district and city councils in Oxfordshire, with Oxfordshire County Council and with Oxfordshire's two universities (Oxford Brookes University and University of Oxford), all of which are members of the Future Oxfordshire Partnership (FOP). It sought to take a step back, to consider the progress Oxfordshire has made and the opportunities that lie ahead, and to chart an appropriate route forward, given the changing mix of opportunities and imperatives.
Oxfordshire Local Industrial	Oxfordshire Local Enterprise Partnership	This LIS sets out an ambition for Oxfordshire to leverage its existing strengths to become one of the top three innovation ecosystems globally by 2040. It sets out how Oxfordshire's strengths and assets are to be built on, to deliver transformative growth, which is clean and

Project/ Document	Produced by/ Involved	Role/Purpose
Strategy (July 2019)	(as table 1 above)	sustainable and delivers prosperity for all communities across the county. The LIS is intended to deliver the aims of the National Industrial Strategy, which is the government's long-term plan to boost productivity. The LIS notes <i>'Oxfordshire has been at the centre of innovation in the UK for centuries. National and local investments have built up a network of science parks and innovative firms across the county, and now wider investments in the region offer the opportunity to cement the area's reputation as one of the best locations in the world to innovate.'</i>
Oxfordshire Local Industrial Strategy- Oxfordshire Investment Plan (August 2020)	Oxfordshire Local Enterprise Partnership (as Table 1 above)	Prepared by the LEP, it translates the ideas and aspiration of the Local Industrial Strategy into a programme of delivery. This programme initially covers the 10 years until 2030.
Oxfordshire Housing and Growth Deal (2018)	All Oxfordshire councils and Oxfordshire LEP with Ministry of Housing, communities, and Local Government	The Oxfordshire authorities signed a Housing and Growth Deal with the Government which comprised £215 million of new funding to be granted to support the ambition to plan for and deliver 100,000 homes in Oxfordshire by 2031. This was linked to a number of other commitments from Government and the Oxfordshire councils, on affordable housing and infrastructure delivery and the adoption of an Oxfordshire-wide statutory joint plan (the Oxfordshire Plan 2050).
Oxford Economic Growth Strategy (January 2013)	Produced by the Oxford Strategic Partnership	This strategy seeks to establish a shared narrative on the future direction of the Oxford economy; and define clear strategic priorities, objectives, and actions for delivering and managing economic growth in Oxford over the next ten years.
Oxfordshire Strategic Vision (March 2021)	Produced by the Future Oxfordshire Partnership	The Future Oxfordshire Partnership has developed a Strategic Vision for Oxfordshire that sets out our ambition for the county and puts us on the right path for long-term change so that we can secure the best possible future for Oxfordshire's residents. The Vision will be used to help create an agreed set of long-term, strategic economic, infrastructure and environmental priorities designed to deliver the outcomes that local people want. This will help us create the kind of places that people want and ensure we are investing in the right way
Oxfordshire Infrastructur e Strategy (OxIS) (March 2022)	Produced by Future Oxfordshire Partnership on behalf of Oxfordshire Local Authorities	The Oxfordshire Infrastructure Strategy (OxIS) is a Future Oxfordshire Partnership commissioned project involving all six Oxfordshire Local Authorities. Its purpose is to identify, map and prioritise Oxfordshire's infrastructure requirements to 2040 and beyond.
Gypsy and Traveller, Travelling Showpeople and Boat Dweller Accommoda tion	Study jointly commissioned by all LPAs in Oxfordshire to inform Local Plans	The Oxfordshire 2024 Gypsy and Traveller Accommodation Assessment (GTAA) provides the latest available evidence to identify the accommodation needs of Gypsies and Travellers and Travelling Showpeople across the local authorities of Cherwell, Oxford City, South Oxfordshire, Vale of the White Horse, and West Oxfordshire.

Project/ Document	Produced by/ Involved	Role/Purpose
Assessment (GTAA) (2024)		

Table 3: Emerging Joint or Partnership Work

Project	Produced by/ Involved	Role/Purpose
Oxfordshire Infrastructure Strategy (OxIS)	Produced by Future Oxfordshire Partnership on behalf of Oxfordshire Local Authorities	This is a commission to produce an OxIS which in time will replace the March 2022 document.
Oxfordshire Local Area Energy Plan (LAEP)	Produced by Future Oxfordshire Partnership on behalf of Oxfordshire Local Authorities	Phase one of this work to produce an Oxfordshire-wide LAEP is now underway. In time later phases of work will be developed to add more local detail.
Oxfordshire Local Nature Recovery Strategy (LNRS)	Oxfordshire County Council	A draft LNRS was consulted on in 2024 and work continues.

Communication at Formal Stages of Local Plan Production

The Duty to Cooperate bodies, as well as other relevant organisations and the wider public, will be invited to submit comments to inform the Local Plan preparation. The format and methods used will be detailed in a future Consultation Statement which will also summarise the responses that have been received.

Table 3 summarises the intended specific communications about the Local Plan with external stakeholders at each formal stage of the Local Plan's production.

In future versions of this document, this table will be updated to include details of communication with Duty to Cooperate bodies at formal stages of the Local Plan.

Table 4: Local Plan Communications with External Stakeholders at Formal Stages

AAP Stage	Date	Communication	Partner Organisation Contacted/Invited
Sustainability Appraisal Scoping Report consultation	17.1.25-28.2.25	Notification of consultation	Environment Agency English Heritage Natural England
Pre-regulation 18 engagement to set context for the plan	March 25	Notification of consultation	Duty to Cooperate bodies Specific consultation bodies General consultation bodies Additional organisations/bodies
Sustainability Appraisal Scoping Report and options appraisals	June 25	Notification of consultation	Duty to Cooperate bodies Specific consultation bodies General consultation bodies Additional organisations/bodies
Regulation 18 consultation	June-July 25	Notification of consultation	Duty to Cooperate bodies Specific consultation bodies General consultation bodies Additional organisations/bodies
Regulation 19-proposed Submission consultation	Planned for: Jan-Feb/March 26	Notification of consultation	Duty to Cooperate bodies Specific consultation bodies General consultation bodies Additional organisations/bodies

Local Plan Meetings with External Stakeholders

In addition to the periods of more formal consultation (Table 3), there will also continue to be a significant degree of contact between the City Council and a number of the Duty to Cooperate bodies on a more regular basis in order to inform the drafting of the Local Plan's policies and proposals. This will principally take the form of dedicated meetings, telephone conversations and email exchanges. These will be clearly documented with agendas, minutes/notes, and actions, which will allow Oxford City Council to respond as appropriate. Appendix 1 highlights some of the key Duty to Cooperate meetings that have taken place in production of the Plan so far.

5. Conclusion

This scoping statement seeks to update information on the Duty to Cooperate stakeholders, process and potential matters for Oxford City Council's Local Plan 2045, following consultation on the first draft Scoping Statement and to reflect the duty to cooperate meetings that have already taken place.

Table 5: Summary of Strategic Matters and Relevant Duty to Cooperate Bodies

Strategic matters vs. Relevant bodies	1a Overall housing needed and supply and unmet housing need	1b Specialist housing need (including supported living and Gypsy & traveller needs)	2a Economic need and supply	2b Retail/leisure /other commercial development	3b Provision of infrastructure for transport	3c Utilities infrastructure (including telecomms, waste, water and energy)	3d Health infrastructure and local facilities	3a Security/education community /cultural infrastructure and other local facilities	4a Climate change mitigation & adaptation including flood risk	4b Conservation and Enhancement of natural and historic environment/land-scape
Oxfordshire County Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cherwell District Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
West Oxfordshire District Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
South Oxfordshire District Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vale of White Horse District Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Environment Agency	No	No	No	No	No	Yes	No	No	Yes	No
Historic England	No	No	No	No	No	No	No	No	No	Yes
Natural England	No	No	No	No	No	No	No	No	Yes	Yes
Homes England	Yes	Yes	No	No	No	No	No	No	No	No
NHS Oxfordshire Clinical Commissioning Group	No	No	No	No	No	No	Yes	No	No	No

NHS England	No	No	No	No	No	No	Yes	No	No	No
Office of Rail and Road	No	No	No	No	Yes	No	No	No	No	No
Highways England	No	No	No	No	Yes	No	No	No	No	No
Oxfordshire Local Enterprise Partnership	Yes	No	Yes	Yes	Yes	No	No	No	No	No

Appendix 1: Live list of key Duty to Cooperate meetings

List of strategic matters with possible cross-boundary impacts identified in the Duty to Cooperate Scoping Statement, with numbers. Following tables reference these numbers.

1 Housing Need and Supply

1a Overall Housing Need, Supply and Unmet Housing need

1b Specialist Accommodation Needs

2 Economy and employment

2a Economic Need and Supply

2b Provision of Retail, Leisure, and Other Commercial Development

3 Infrastructure provision and Cowley Branch Line

3a Provision of Security, Community and Cultural Infrastructure and Other Local Facilities

3b Provision of Infrastructure for Transport

3c Provision of Utilities Infrastructure (including telecommunications, waste, water, and energy)

3d Provision of Health Infrastructure and Local Facilities

4 Environment and climate change

4a Climate Change Mitigation and Adaptation Including Flood Risk

4b Conservation and Enhancement of the Natural and Historic Environment, Including Landscape

Neighbouring District Authorities and County Council

Note: the following table includes Duty to Cooperate meetings between the City Council and neighbouring districts/Oxfordshire Council. It does not detail regular meetings such as Oxfordshire Policy Planning Officers (OPPO) manager-level meetings that happen monthly, as outlined in Table 1 of the Scoping Statement. These meetings have a wider remit. However, some of these meetings include matters relevant to the Duty to Cooperate, and these will be outlined in more detail at later stages and/or in Statements of Common Ground where relevant.

Table 1: Table outlining duty to cooperate meetings between Oxford City Council, neighbouring districts and Oxfordshire County Council

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
18.02.25	1a Overall strategy and housing numbers, 1a site allocations process, 4b LNRS	County Council	Oxford City summarise new work programme, intention to use SM, intention to update ELNA, intention to update specialist housing need assessment, intention to update viability and Green Belt, further work in Cowley Branch Line area. Discussed what will be needed for sites and that detail won't be in Reg 18. Parking standards discussed and whether an alternative approach to the 2036 Plan for non-residential sites would be helpful. County confirmed LNRS to launch around Oct 25. IDP and Aug 24 comments were discussed.	At later date list of sites was shared for discussion about. County discussed parking standards internally and later confirmed that the existing approach was considered the best approach. City updated IDP to incorporate County's '24 comments, ahead of Reg 18 consultation
26.02.25	HELAA workshop 1a	Oxfordshire districts and County Council	General update on start of HELAA process. City confirmed it would be a SHLAA, rather than HELAA. In response to concern explained that employment sites still included in Table A, but only in Table B if they have housing capacity, as employment capacity to be assessed separately. City confirmed monitoring data anticipated to be available May/June. Discussion about site size threshold. South and Vale still concerned SHLAA would not include sites of 5-10. Question about whether OFAS opens up development potential of new sites. City explained EA very clear it is not the purpose of the OFAS and that assumption can't be made. Discussion about density. South and Vale said 60-70dph too low for gateway sites. Also asked for the process of calculating capacity to be more transparent.	Further work has been done to calculate the potential impacts of sites 5-10 being included in the SHLAA (noting sites of 0.25+ are included, consistent the rest of the county). A note has been shared and comments requested, and discussion prompted at several subsequent meetings. Density has been reconsidered and a density of 80dph was included for gateway sites in the Regulation 18 Plan and has been used for capacity calculations. City committed to publishing capacity assessments for site allocations, which it will publish at Regulation 19.

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
27.02.25	Public health 3a, 3d	County Council	Discussed HIA structure and Cherwell example of an extensive HIA. Discussed hot food takeaways and County wish to have a restrictive policy.	County sent a HIA checklist. City confirmed that they intend to take a similar approach but will incorporate changes based on County comments to 2040 Plan (done). City confirmed that they would try and incorporate hot food takeaway reference into the draft policy and prevent them anywhere except city centres (done, County have indicated they would still prefer a radius approach/approach linked to areas of childhood obesity).
13.03.25	3b Transport, 3b Cowley Branch Line (CBL)	County Council	Discussed safeguarding of land around CBL stations- agreed that flexibility in policy wording likely to be the best approach (rather than policy map approach). Discussion about contributions for CBL. Discussed need to update IDP and ensuring it aligns with current terminology. City said they will be doing a transport BP. Update on transport evidence needed for HRA screening. Further discussion about parking standards where County confirmed the current approach is best.	References to CBL in Reg 18. Need to be considered further for Reg 19. Update to IDP for Reg 18. Draft Reg 18 policy includes same approach to non-residential parking standards as 2036 Plan, as agreed.
24.04.25	Scope of the Duty to Cooperate, mechanisms of cooperation, 4b Green Belt including grey belt, 1a housing need and supply, 1b specialist housing need	Duty to Cooperate meeting called by Oxford for its LP42- South and Vale, Cherwell, West Oxfordshire	The City Council proposed a DtC forum for Oxfordshire districts and the County for DtC matters across Oxfordshire to be discussed regularly by the group as a whole. Green Belt was discussed. City updated on progress LUC have made. Explained city approach and likely additional work that would be needed on any potential Green Belt sites. South and Vale asked for Green Belt to be more explicitly included in strategic matters. South and Vale concerned that methodology is being defined ahead of any joint work/work in other	DtC forum set up to meet monthly. Green Belt added to list of potential strategic matters in the DtC statement. City to openly share LUC methodology and other relevant information at the earliest possible stages. Retail needs assessment checked to see if it considered change at Botley. It did not sufficiently do this, so update commissioned.

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
			districts. Also concerned about missing out SSSIs and FZ3b from GB assessment. Update on work on housing capacity. City said they had been considering sites of 5-10 since the HELAA workshop, but thought that removing them from windfall would lead to a reduction in capacity. Asked for views. Specialist housing needs discussed. Concern expressed about City using IcenI to do this work. Discussion about ELNA work so far and City said we are thinking of loosening the strategy approach in town centres. Retail need discussed. City said they weren't intending to update. S&V asked if previous assessment accounted for changes at Botley. City said we would check. Discussion about implications of new national flood zone maps for all the districts.	
19.06.25	1a Housing capacity/SHLAA, 1a, 1b Housing need, 4b Green Belt (GB), 2a ELNA	Oxfordshire Duty to Cooperate Forum- City, South and Vale, Cherwell, West Oxfordshire, County	City presented on GB approach and findings including areas of grey belt and areas of GB still being investigated. ELNA- explained findings so far including growth in R&D, use of oxford Economics forecasts, indications FEMA is likely to be Oxfordshire. City explained SHLAA methodology, actions so far to update capacity, density assumption, further work on sites 5-10 (led to no discussion). City confirmed it was clear we would have unmet need arising. Discussion about best forum to discuss apportionment of unmet need and said we felt group discussion best approach. Post meeting shared info on Lye Valley and plan for retail needs study update.	City made clear its intention to use Standard Method. Invites were sent to ELNA workshop.
24.07.25	1a Housing need and	Oxfordshire Duty to Cooperate	Discussion about plan periods- now superseded.	Oxford City amended table of proposed timings for unmet need discussion, information and request.

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
	apportionment of unmet need, 2a ELNA, 2b retail needs	Forum- City, South and Vale, Cherwell, West Oxfordshire, County	Further discussion about the process for group discussion on apportionment of Oxford's unmet need. Timing about the map, request for time to review calculations before formal request sent. Discussion about work on calculating residual unmet need. ELNA: city said headline is looks like needs can be met within boundary, although some further work to do. Question on apparent choice by the City to prioritise employment over housing. City said would not characterise it as a choice or prioritisation- it's simply what is happening as R&D boost means choices to intensify existing sites right now. Question about danger of exploring economic activity rates, given what happened with previous plans. Explained it's some sensitivity testing. Further concern that it could end up with Oxford taking a different approach to the districts with its assumptions. City confirmed they are updating the retail needs study	Request made for feedback/thoughts on paper circulated. Request by Oxford City for comments on ELNA material by 25th July. City to discuss economic activity rates further with Rapleys. All were asked to comment on the previously circulated ELNA workshop material and note. Formal request for help with unmet housing need was sent on 31st October 2025.
19.08.25	2a ELNA, 1a housing need 1b specialist housing need	Oxfordshire Duty to Cooperate Forum- City, South and Vale, Cherwell, West Oxfordshire, County	South and Vale shared slides on employment in Oxfordshire, concern about Oxford City approach to R&D pushing out other uses with knock-on implications. Cherwell asked if there was any secondary assessment of where servicing will go for R&D. City noted that County are looking to re-do economic strategy and that's where that sort of evidence would be gathered. Update on group discussion on unmet need and formal request- Oxford City explained behind in timings, partly because of grappling with potential change to the plan period. Oxford acknowledged South and Vale's comments on Specialist Housing need evidence-	Oxford to re-circulate suggested timings for unmet need discussion once update and to make formal request. Formal request for help with unmet need made on 31st October 2025. Oxford to share response to South and Vale reps on housing need.

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
			it was discussed whether it would be helpful for the consultants to come to a meeting, but it was decided by all that it wouldn't be.	
11.09.25	1a Housing need	Oxford SHLAA workshop. City, South and Vale, Cherwell, West Oxfordshire, County	Presentation from city- explained likely change of Plan period and resulting updates to evidence base, including SHLAA and slight push back of Reg 19. Set out new and updated sites, explained approach to Green Belt. Explained site size threshold and windfall.	
23.09.25	1a Housing need	Oxfordshire Duty to Cooperate Forum- City, South and Vale, Cherwell, West Oxfordshire, County	Discussion about intention to amend Plan period, reasons why and actions resulting from it for the OLP process. Explained likely to reduce capacity because of losing two years of delivery. Made it clear again that there is unmet need but agreed that we would get capacity as close to final number as possible before making the formal request, which we would need to do shortly. Discussed what we were doing to maximise capacity, including consideration of sites in flood risk. Noted that additional info had been sent following SHLAA workshop.	Agreement to send list of sites with particular flood risk issues, and notes, which was sent 27th October
26.09.25 29.09.25 30.09.25	Discussion of Representations made by Oxfordshire County Council on the Oxford City Reg.18 Local Plan	Oxfordshire County Council	Series of three meetings to discuss representations made to the Reg. 18 Plan by Oxfordshire County Council. Meeting 1 discussion considered the comments made by the County Council on Chapters 1-3 of the plan.	At the meeting representatives from the city and county councils were able to resolve that the majority of representations did not require any further action. Additional actions were noted to relating to several specific policy areas including, Draft Policy S3 Infrastructure, Draft Policy S4 Viability, Draft Policy E1 Employment Strategy and Draft Policy C1 City District and Local Centres.

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
			Meeting 2 discussion considered the comments made by the County Council on Chapters 4-5 of the plan. Meeting 3 discussion considered the comments made by the County Council on Chapters 6-8 of the plan, its appendices and evidence base.	It also included a discussion about where the City Council could consider additional minor wording changes to the plan to address specific issues raised in the representations. A shortlist of responses to unresolved items was sent to the County Council on 02.10.25 for county colleagues to review and consider whether further discussions were needed to resolve. The City Council committed to considering wording changes for a number of agreed policy areas/ topics. Both parties agreed that a Statement of Common Ground would be a useful tool to recognise where agreement had been reached on particular issues and also where any unresolved issues could be published.
14.10.25	3b Cowley Branch Line contributions	Oxfordshire County Council	To discuss potential alternative wording to Policy S3 regarding contributions to Cowley Branch Line, following County's Reg 18 response that the buffer may be insufficient.	Additional wording put forward and agreed, now in Policy S3.

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
21.10.25	Reg.18 Reps – Focussed Discussion 2: Policy E1 – Employment strategy	Oxfordshire County Council	Focussed discussion relating to three specific issues within Policy E1: - The locations where new employment-generating uses are considered acceptable; - Criteria a) which seeks to retain the number of jobs in employment-generating uses where a net loss of employment floorspace is proposed on key employment sites; and - The use of the phrase “... will be assessed by a <i>balanced judgement which will take into account the following objectives...</i> in the context of proposals involving housing at Key, and non-designated employment sites.	City Council officers set out wider housing and employment context – i.e., employment land needs being met in city, whereas housing needs (NPPF, Dec 2024) was not. Hence, employment strategy not to allocate new additional sites for employment generating uses. County officers considered policy wording was too restrictive. Following a discussion, it was recognised that this issue could be resolved by clearly labelling individual sections of the policy. It was verbally agreed at the meeting create separate sections of the policy. The verbally agreed wording was sent to the County Council on 24/10/2025 for written confirmation. An in-depth discussion was also had about the other two outstanding issues. Although agreement was not reached in the meeting, the County Council acknowledged their concern was with policy implementation. City Council Officers agreed to consult DM colleagues, as the responsible officers for policy implementation. It was agreed that the City Council would report back to the County Council on the outcome of that meeting.
21.10.25	1a Unmet need, 4a water cycle study, 4b Green Infrastructure and Green Belt.	Oxfordshire Duty to Cooperate Forum- City, South and Vale, Cherwell, West	City gave an update on work to find sites in Green Belt. It was explained that sites in the Marston Gap that did have landowner interest had been investigated further, but were now being ruled out, in particular because of County	City committed to sharing SHLAA before Christmas, which it did. Water Cycle study work shared by adjoining districts.

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
		Oxfordshire, County Council	concerns that access would not be feasible and that they would be highly car-dependent. City shared slides to update on GI work, explaining we are defining a hierarchy of spaces. City mentioned that we published an interim Level 1 Water Cycle report at Re 18 and the EA suggested a conversation with adjoining districts due to similar issues. Request whether anything that can be shared. Other districts willing to put forward specialist officers to discuss	
14.11.25	1a overall supply of housing and unmet need.	Oxfordshire Duty to Cooperate Forum- City, South and Vale, Cherwell, West Oxfordshire, County Council	City updated meeting with sites work, including slides. How sites were identified, assessment and filtering process, evolution of sites list since Reg 18, summary of almost final site allocations and capacity. Explained that all sites suitable and available are allocated- sites aren't weighed up against each other. Explained that another call for sites was done, landowners met with and full site capacity assessments carried out. Explained sites that had come out since Reg 18 or that were still being investigated. Request for the work to be shared asap. Short discussion of formal request letter.	City shared map of proposed allocations and a list including their proposed capacities. Confirmed methodology for SHLAA and site assessment. Shared slides 19.11.25. Agreed to share SHLAA as soon as it was ready and shared it on 18 th Dec 2025. Districts responded to formal request for unmet need by the 20 th November deadline.
10.12.25	Oxfordshire Duty to Cooperate Forum	Oxfordshire Duty to Cooperate Forum- City, South and Vale, Cherwell, West Oxfordshire, County Council	Minutes not agreed yet.	
15.01.25	Interim Statement of	Oxfordshire Duty to Cooperate Forum- City,	The draft interim Joint SocG shared by Oxford before Christmas was discussed.	

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
	Common Ground	South and Vale, Cherwell, West Oxfordshire, County Council		
26.02.25	SHLAA workshop	Oxfordshire Duty to Cooperate Forum- City, South and Vale, Cherwell, West Oxfordshire, County Council		Further work has been done to calculate the potential impacts of sites 5-10 being included in the SHLAA (noting sites of 0.25+ are included, consistent the rest of the county). A note has been shared and comments requested, and discussion prompted at several subsequent meetings. Density has been reconsidered and a density of 80dph was included for gateway sites in the Regulation 18 Plan and has been used for capacity calculations. City committed to publishing capacity assessments for site allocations, which it will publish at Regulation 19.

Natural England

Table 2: Table outlining duty to cooperate meetings between Oxford City Council and Natural England

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
27.01.25	Local Plan 2042 process overview Scope of sustainability appraisal.	Natural England	General overview presented of next steps with Local Plan following Local Plan 2040 withdrawal and starting work on Local Plan 2042. Discussed intended timetable, intention to maintain regular discussions in advance of a statement of common ground in future. Also began to set out key areas where changes might	Natural England to provide written feedback on the first draft Sustainability Appraisal scoping report, which the Council will action in advance of publication as part of Reg 18 in summer. Further meetings to be organised in due course as and when necessary, as the Local Plan develops to

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
	4b. Natural environment		be expected from LP2040 approach, where new evidence was needed etc. Also gave overview of first draft Sustainability Appraisal scoping report which Natural England are reviewing alongside other environmental bodies.	generally keep in touch, and/or discuss any key issues emerging.
07.08.25	Local Plan 2042 Reg 18 consultation. Habitat Regulations Assessment (HRA)	Natural England	Discussed the content of the Reg 18 consultation and provided opportunity for Natural England to raise any queries, discuss anything, to help inform their response. Focus of discussion was on approach to HRA which was the area of outstanding concern from NE in their review of the Reg 18. NE flagged that air quality impacts likely to remain the key issue in their response on Reg 18. Discussed what detail would be helpful from Council perspective in terms of NE's position to help the Council overcome their concerns through future work. Whilst NE would be putting forward comments on other aspects of the Reg 18, these were not considered to be major objections – generally queries, comments, suggestions which could be worked through in preparing Reg 19 draft. Also touched upon next steps following publishing of Lye Valley study including preparation of supporting Technical Advice Note.	No particular actions other than waiting for NE's formal Reg 18 feedback. A follow up meeting with NE regarding Lye Valley TAN would be helpful in due course once this is prepared.
16.09.25	Discussion on representations made by Natural England on the Oxford City Reg.18 Local Plan – particularly in relation to Habitat	Natural England	Focus of meeting was to follow up on the comments received from NE in relation to the Council's HRA work as published for Reg 18. NE had set out that at this time they could not support the conclusions of the work in their written representation. This discussion was organised to better understand NE's concerns—which predominantly related to in combination impacts of the LP with other LPs—and identify a way forward in relation to the future HRA work.	Natural England to follow up with an email detailing more in terms of where they do agree with Council's approach, where they feel more work is needed and what would be expected. Council to action this feedback as it develops HRA work alongside preparing Reg 19 Local Plan.

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
	Regulations Assessment (HRA)			

Historic England

Table 3: Table outlining duty to cooperate meetings between Oxford City Council and Historic England

Date	Key topics	Parties involved	Summary of discussions	Outcomes and actions
29.01.25	Local Plan 2042 process overview Scope of sustainability appraisal. 4b Historic Environment	Historic England	General overview presented of next steps with Local Plan following Local Plan 2040 withdrawal and starting work on Local Plan 2042. Discussed intended timetable, intention to maintain regular discussions in advance of a statement of common ground in future. Also began to set out key areas where changes might be expected from LP2040 approach, where new evidence was needed etc. Also gave overview of first draft Sustainability Appraisal scoping report which Historic England are reviewing alongside other environmental bodies.	Historic England to provide written feedback on the first draft Sustainability Appraisal scoping report, which the Council will action in advance of publication as part of Reg 18 in summer. Further meetings to be organised in due course as and when necessary as the Local Plan develops to generally keep in touch, and/or discuss any key issues emerging.
09.05.25	Local Plan 2042 Reg 18 consultation. Update on Sustainability Appraisal. 4b Historic Environment	Historic England	Update meeting to give Historic England an overview of the content of the Reg 18 consultation, including that this would have draft DM policies but just a list of potential site allocations at this stage. Updated on Sustainability Appraisal. Discussed how early feedback on SA scoping had been actioned for the Reg 18 report, and touched on approach to testing of reasonable alternatives (growth strategy).	Agreed follow up meeting, to take place during the Reg 18 to discuss the detail of the consultation and Historic England's emerging feedback. Also to incorporate some initial discussion on key sites.

28.07.25	Local Plan 2042 Reg 18 consultation. 4b Historic Environment	Historic England	Opportunity for Historic England to discuss the content of the Reg 18 with officers and raise any queries, to help inform their response. HE generally ran through their initial thoughts on content of their intended response, including potential revisions to strategic policies and some of the key development sites that they might be more concerned about. Council explained that intention is for previously agreed modifications to policies' supporting text for LP2040 as part of SoCG conversations would be reflected in new draft supporting text wherever possible.	Agreed scope of Heritage Impact Assessment in relation to which key sites HE would want to see included at this stage and that Council would share the draft of this once prepared. Follow up meeting likely needed following Reg 18 and once Council has reviewed HE feedback. Council will seek to share updated drafts of policies along with supporting text as soon as possible for early review before Reg 19.
October TBC	Post Reg 18 catchup	Historic England	TBC	TBC

Environment Agency

Table 4: Table outlining duty to cooperate meetings between Oxford City Council and The Environment Agency

Date	Key topics	Parties involved	Summary of discussions	Outcomes and action
04.02.25	Local Plan 2042 process overview Scope of sustainability appraisal & Water Cycle Study. 4a Flood Risk 4b Natural Environment	Environment Agency	General overview presented of next steps with Local Plan following Local Plan 2040 withdrawal and starting work on Local Plan 2042. Discussed intended timetable, intention to maintain regular discussions in advance of a statement of common ground in future. Also began to set out key areas where changes might be expected from LP2040 approach, where new evidence was needed etc. Changes and new evidence were discussed particularly in relation to water quality – the need for a water quality policy and evidence base supported by Water Cycle Study, as these were key areas of concern from EA as LP2040 developed. The Council confirmed it was intending to pursue. Discussion also in relation to flood risk approach in new Local Plan and need for this to be informed by updated SFRA evidence and sequential test – which should take account of the new EA online flood mapping layers. Council confirmed new evidence would be commissioned in due course. Asked EA for updates re: OFAS and any other context of relevance to LP preparation. No updates other than new National Flood mapping. Also gave overview of first draft Sustainability Appraisal scoping report which Environment Agency are reviewing alongside other environmental bodies.	Environment Agency to provide written feedback on the first draft Sustainability Appraisal scoping report, which the Council will action in advance of publication as part of Reg 18 in summer. Council to keep EA updated re emerging evidence e.g. SFRA and development of the Water Cycle Study and when they might need to review the emerging draft. Further meetings to be organised in due course as and when necessary as the Local Plan develops to generally keep in touch, and/or discuss any key issues emerging.

12.05.25	Local Plan 2042 Reg 18 consultation (emerging DM policies mainly). 4a Flood Risk 4b Natural Environment	Environment Agency	Generally an update meeting to give Environment Agency an overview of the content of the upcoming Reg 18 consultation; update on Sustainability Appraisal; SFRA and Water Cycle Study. Copies of early drafts of relevant DM policies (e.g. Flood risk, SuDS, water quality) were circulated in advance of meeting. Updated EA in respect to new water quality policy which is intended to address concerns raised throughout LP2040 process, also flagged that where agreements had been made to revisions to LP2040 policies through previous SoCG conversations, these were being carried forward into these draft policies. Asked for updates on OFAS as the EA's objection to proposed approach in Local Plan 2040 was unresolved but officers are struggling to see what more is necessary. Confirmed that feedback provided on early draft of SA scoping report was being actioned and would be reflected in the version published for Reg 18.	It was agreed that a follow up meeting needed during/after Reg 18 to discuss sites particularly, aiming for July. Council would confirm what additional engagement it expected might be helpful over the Local Plan process and EA would confirm details of cost recovery if needed. EA took an action to provide update on OFAS and what they were seeking from the Local Plan in addition to approach Council had previously suggested to overcome concerns. Council took action to further explore water quality policy and what requirements could be feasible in order to protect water environment.
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14.07.25	Local Plan 2042 Reg 18 consultation (emerging allocations mainly). 4a Flood Risk 4b Natural Environment	Environment Agency	Discussion focussed primarily on emerging site allocations identified for the Reg 18 that the Council has identified as being potentially challenging from flood risk perspective, or where big changes have been found in previous flood mapping and new EA national mapping. Purpose of meeting was to generally introduce these to EA and flag them for their attention as they review the consultation as well as to get some initial comments. Also touched upon the Water Cycle Scoping report, flagging this as being published in an interim format through Reg 18 so that EA can provide feedback which will be incorporated into a finalised version later in Local Plan process (e.g. Reg 19).	Council to share: - a copy of the information relating to the sites discussed along with snippets from the updated EA flood risk mapping to highlight differences. - Shapefiles for Reg 18 site allocations to assist with EA review. Consider whether shorter follow up meetings on particular topics needed following Reg 18 and organise where necessary.
12.09.25	SFRA and site allocations 4a Flood Risk	Environment Agency	The Council's SFRA consultant (Wallingford hydro solutions) presented their approach to the SFRA (particularly level 2) including methodology and approach to individual site assessments. The purpose was to offer early opportunity for taking queries and feedback from members of EA's flood risk team to shape the SFRA. Discussion then proceeded to focus on issues arising specifically on four of the sites that the EA had flagged as having most concern to them as part of their Reg 18 response – again allowing EA to express queries and set out their expectations for what the SFRA should cover/what the Council should consider. Also discussed other sites the EA has concerns on for flood risk.	Feedback provided at this session by the EA will be incorporated into the drafting of the SFRA where possible. It was agreed that where time permits, the full draft SFRA (or as much as possible) will be shared with the EA in advance of the Reg 19 for early review and for feedback to be incorporated into the version published as part of consultation. Additionally, it was agreed that for a number of sites which the EA has concerns on, which the Council does not consider warranting of a full SFRA level 2 assessment, a high-level assessment of flood risk for these sites would be presented as part of SFRA (e.g. in appendix) to document the rationale.
16.10.25	Water quality policy and Water Cycle Study	Environment Agency	TBC	TBC
Oct TBC	OFAS	Environment Agency	TBC	TBC

Other Duty to Cooperate Bodies

Other duty to cooperate bodies were consulted on the Scoping Statement on 21st March 2025. Responses to this consultation have led to changes to the Duty to Cooperate Statement where it was considered that more clarity could be given, that an issue could be expanded, or a body added as relevant to a particular topic. The duty to cooperate bodies were consulted at the Regulation 18 consultation. Following the Regulation 18 consultation and number of meetings have been arranged to ensure duty to cooperate bodies are involved in information the Regulation 19 in relation to strategic matters or relevance to them.