

Oxford Strategic Partnership Steering Group

Minutes of the Meeting held on 21st January 2010, 10.00am at Oxford Town Hall, St Aldate's, Oxford

Steering Group Attendees:

Jackie Wilderspin, NHS Oxfordshire (Chair)
Joe Barclay, University of Oxford
Mel Barrett, Oxford City Council
Alison Baxter, Oxfordshire Community and Voluntary Action
Debbie Dance, Oxford Preservation Trust
Sally Dickets, Oxford and Cherwell Valley College
David Doughty, Oxfordshire Economic Partnership
Robert Kirtland, Critchleys
Craig Klafter, Oxford Brookes University
Cllr Keith Mitchell, Oxfordshire County Council
Cllr Bob Price, Oxford City Council

Additional Attendees:

Martin Chilcott, 2degrees
Mr Sean Feeney
Mark Jaggard, Oxford City Council
Sebastian Johnson, Oxford City Council
Val Johnson, Oxford City Council
Jan Paine, Oxfordshire County Council
Bekkie Scales, Oxfordshire County Council (for item 4)
Paul Spencer, Oxford City Council (for item 5)
Cllr John Tanner, Oxford City Council

1. Welcome and Apologies

Apologies were received from:
Chris Farthing, Government Office for the South East
Sarah Maxfield, Oxford Inspires
Andrew Murray, Thames Valley Police
Warren Ralls, South East England Development Agency

Jackie Wilderspin reported that Warren Ralls will continue to be a member of the Group and receive papers and will be attending the March and September meetings.

2. Address from Mr Sean Feeney

Jackie Wilderspin introduced Mr Feeney who had asked for permission to address the meeting.

Mr Feeney introduced himself as an Oxford resident who has an interest in the statutory examination of the Core Strategy. Mr Feeney expressed concerns that the OSP is breaking the Nolan principles of public life. He requested the following information:

- access to hard copies of all meeting papers that are available on the website
- a copy of the Terms of Reference of the Partnership
- details of any declarations of private interests made by members of the Partnership
- clarification about the legal position of the Partnership and if there was a signed Partnership Agreement
- if the Partnership had a budget and asked for audited reports

Jackie Wilderspin thanked Mr Feeney for his address and confirmed any declarations of private interest will have been recorded in minutes of meetings and that none have been recorded in the last three years.

It was agreed that Sebastian Johnson and Mark Jaggard would lead on providing a written response to Mr Feeney's requests and would try to provide this within five working days if possible.

It was also agreed that any future requests for information must be made in writing no less than five working days before any meeting to allow time for answers to be prepared.

3. Minutes of the last meeting held on 3rd December 2010

The minutes were agreed as correct.

4. Matters Arising

4.1 Destination Management Organisation (DMO)

Mark Jaggard reported that work towards setting up the DMO is progressing well. A full time Project Director has been seconded to see the project through to a launch in June and the appointment of an Executive Director.

4.2 Core Strategy and Single Conversation

Mark Jaggard reported that he was working to a deadline of the 31st March 2010 to complete the Local Investment Plan (LIP). There is currently a long shopping

list of potential developments and it was agreed that the prioritised list would be presented to the OSP for information at a future meeting.

4.3 Children and Young People's Plan and links to the Regeneration Steering Group

Jackie introduced and welcomed Jan Paine who tabled a briefing paper on the Children and Young People's Plan (CYPP). Jan reported that the next steps were for an Action Plan to be drafted.

Mel Barrett reported on the links between the CYPP and the Oxford City Regeneration Steering Group.

It was agreed to delegate future consultation and discussion on the CYPP to the Regeneration Steering Group and that the OSP will receive an update from the Regeneration Steering Group at the meeting in June 2010.

5. Economy

The economy update was presented in three parts. Firstly, Sebastian Johnson distributed copies of the recently published Cities Outlook 2010 report and presented a paper of key findings and comments relevant to Oxford.

Sally Dicketts spoke about skills, training and employment and reported that Oxford and Cherwell Valley College has been informed that it will be taking a 25% cut in adult funding.

Bekkie Scales from Oxfordshire County Council was introduced and welcomed to the meeting and she distributed information and reported on the Future Jobs Fund in Oxfordshire and the partnerships working on getting young people aged 18-24 into work.

Jackie Wilderspin thanked Sally and Bekkie for their contributions.

A discussion took place and it was agreed that a sub group of Jackie Wilderspin, Robert Kirtland, Mel Barrett, Craig Klafter, David Doughty and Sebastian Johnson would meet to discuss (i) how the economy can be better integrated into the OSPs work and the flagship issue action plans; (ii) the links and role of the Oxfordshire Economic Partnership; and (iii) any representations that should be made to other bodies.

The sub-group will aim to meet in the next month and report back to the OSP at the next meeting on 4th March 2010.

6. Climate Change

6.1 Building our Vision

Martin Chilcott was welcomed to the meeting and reported on the first of the two OSP Climate Change Visioning Workshops that was held on the 14th January. He reported that the attendance at the workshop had been excellent and some very ambitious targets and aspirations had been expressed.

The second workshop is taking place on 26th January and will focus on the steps and critical path required to meet the target and aspirations.

Martin identified key challenges as ownership, leadership and buy-in and stated that the weakest engagement at this stage had been with the business and hard to reach communities.

Bob Price thanked Martin for his work to date and commented on how good the first workshop had been.

It was agreed that Martin will bring the full report on the workshops and a recommended action plan back to the OSP when completed.

6.2 Oxfordshire Partnership event - "Preparing for a changing climate in Oxfordshire"

Sebastian Johnson reported on the Oxfordshire Partnership event that focussed on adaptation that took place on 20th January. Sebastian reported that the event had identified an increase in extreme weather related events (flooding, freezing, heat wave) that will result in greater costs to public bodies and greater risks to citizens.

6.3 Report on awards and recognition received in Oxford

Paul Spencer from Oxford City Council was welcomed to the meeting and he reported on a number of awards and recognition received in Oxford by the City Council and community groups, particularly Low Carbon West Oxford.

Paul highlighted the City Council's work on smarter driving which had resulted in 18% fuel reduction and potential savings of £69,000 per year and reported that this programme could be available to other partners.

7. Future Plan and Flagship Issues and Action Planning Updates

Sebastian Johnson presented the future plan.

Sebastian reported that the panel for the Affordable Housing Select Committee has almost been finalised and it is hoped that the panel will meet before Easter.

8. Any Other Business

- 8.1 Sebastian Johnson reported that the Oxford City Council has signed up to the World Wildlife Fund's Earth Hour on Saturday 27th March 2010, where organisations and individuals are being encouraged to switch off their lights at 8.30pm for an hour. Sebastian will circulate further details.

9. Future Meeting Dates

The following dates have been set through until December 2010.

- Thursday 4th March 2010, 10.00 – 12.00
- Thursday 22nd April 2010, 10.00 – 12.00
- Thursday 3rd June 2010, 10.00 – 12.00
- Thursday 22nd July 2010, 10.00 – 12.00
- Thursday 2nd September 2010, 10.00 – 12.00
- Thursday 21st October 2010, 10.00 – 12.00
- Thursday 2nd December 2010, 10.00 – 12.00

The meeting finished at 12.00 midday