

**Oxford Strategic Partnership Steering Group Meeting
16th July 2009, 10.00 – 12.00**

**Venue: Wordsworth Room, Conference Centre Oxford, Cantay
House, Park End Street, Oxford, OX1 1JD**

Agenda

<i>Item</i>	<i>Paper</i>	<i>On</i>	<i>Start</i>	<i>Duration</i>
1. Welcome and Apologies	-	JW	10:00	2 mins
2. Minutes of last meeting – 11 th June 2009	Paper 1	All	10:02	3 mins
3. Matters arising from minutes			10.05	20 mins
3.1 Terms of Reference and Membership Review	Paper 2	JW		
3.2 Economy Actions	-	JW		
3.3 Action Planning – Performance Management and Monitoring	Paper 3	JW		
3.4 Regeneration Framework Update	-	MB		
4. Public Realm Working Group Update and Draft Action Plan	Paper 4 (4.1-4.9)	SM	10.25	70 mins
5. Affordable Housing Action Plan and Update	Paper 5	MCB	11.35	20 mins
6. AOB	-	All	11.55	5 mins
7. Future Meeting Dates	-	SJ		

Lunch will be served at 12.00 midday

Agenda and Report – OSP Steering Group Meeting, 11th June 2009

1. Welcome and Apologies

Members of the Public Realm Working Group, who are joining the meeting for item 4, will be welcomed to the meeting.

Apologies have been received from Debbie Dance, Oxford Preservation Trust

2. Minutes of the last meeting

The minutes of the last meeting held on 11th June 2009 are attached (Paper 1) and presented for agreement.

Action Required – to agree the minutes

3. Matters arising from minutes

3.1 Terms of Reference and Membership Review

Jackie Wilderspin will update on discussions about membership review and process. The Terms of Reference presented at the last meeting are attached as Paper 2 for reference.

Action Required - to agree Terms of Reference and Membership Review and Process

3.2 Economy Actions

Jackie Wilderspin will reflect on the actions and next steps on the economy discussed at the last meeting

Action Required – to note and act on actions

3.3 Action Planning – Performance Management and Monitoring

Jackie Wilderspin will report on initial thoughts relating to performance management and monitoring of action plans. The Future Plan for OSP meetings (Action Plans and Monitoring Updates) is attached as Paper 3 for reference.

Action Required – to note

3.4 Regeneration Framework

Mel Barrett will provide an update on the Regeneration Framework and recent consultation. A full version of the Draft Regeneration Framework is available on the Oxford City Council website at <http://www.oxford.gov.uk/council/regeneration-framework.cfm>)

Action Required – to note update

4. Public Realm Working Group Update and Draft Action Plan

Sarah Maxfield will introduce members of the OSP's Public Realm Working Group and will present the draft Public Realm Report and draft Action Plan (Paper 4.1)

For reference, supporting documents for the draft Public Realm Report and draft action plan are attached as Papers 4.2 to 4.9.

Action Required – to discuss the report and action plan

5. Affordable Housing Action Plan and Update

Michael Crofton-Briggs will present the updated Affordable Housing Action Plan and report on actions taken (see Paper 5)

Action Required – to note and discuss the update

6. Any Other Business

Any other business to be taken here

7. Future Meeting Dates

Sebastian Johnson will report that the meeting on Thursday 3rd September 2009 has been cancelled.

Meeting dates through to the end of 2010 are:

- Thursday 15th October 2009, 10.00 – 12.00
- Thursday 3rd December 2009, 10.00 – 12.00
- Thursday 21st January 2010, 10.00 – 12.00
- 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

Lunch will be served at 12.00 midday