

**Oxford Strategic Partnership Steering Group Meeting
11th June 2009, 10.00 – 12.00**

**Venue: Long Room, Oxford Town Hall, St Aldates,
Oxford OX1 1BX**

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. Economy Discussion	-	WR	10:02	75 mins
<i>OSP Business:</i>				
3. Minutes of the last meeting – 5 th March 2009	Paper 1	All	11:17	3 mins
4. Matters arising from minutes			11:20	20 mins
4.1 Regeneration Framework Update	Paper 2	MB		
4.2 Terms of Reference and Membership Review	Paper 3	JW		
5. Action Planning and Monitoring – Future Plan	Paper 4	SJ	11:40	5 mins
6. Comprehensive Area Assessment Briefing	Paper 5	JW	11:45	10 mins
7. AOB	-	All	11:55	5 mins
8. 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

Welcome to:

- Alistair Ferrier, Oxford City Centre Manager
- Peter Griffiths, Business Link
- Kate Hill, Partnerships Manager, OCVA
- Bianca Kerley, District External Relations Manager, Thames Valley Jobcentre Plus
- Robert Kirtland, Partner, Critchleys
- Martin Towers, Economic Development Manager, Learning and Skills Council
- Philip Wootton, Partnership Manager, Business Link

All are joining the meeting for item 2 – Economy Discussion and are welcome to stay for the rest of the meeting and the sandwich lunch

2. Economy Discussion

Warren Ralls will lead the discussion

Key Objectives:

- To make OSP members aware of current state of the economy locally (Oxford and Oxfordshire) and forecasts for the future
- To engender discussion that will lead the OSP towards developing a short and medium term action plan to help support the local economy

OSP Business – Guests are welcome to stay for the OSP business and sandwich lunch

3. Minutes of the last meeting

The minutes of the last meeting held on 5th March 2009 are attached (Paper 1) and presented for agreement.

Action Required – to agree the minutes

4. Matters arising from minutes

4.1 Regeneration Framework

Mel Barrett will provide an update on the Regeneration Framework (Summary Version and Feedback Form attached as Papers 2a and 2b. 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

4.2 Terms of Reference and Membership Review

Jackie Wilderspin will present the revised Terms of Reference (Paper 3a) based on comments received by OSP Members (Paper 3b)

Action Required - to agree revised Terms of Reference

5. Action Planning and Monitoring – Future Plan

Sebastian Johnson will update on the future plan (see Paper 4)

Action Required – to note the update

6. Comprehensive Area Assessment Briefing

Jackie Wilderspin will present an outline of the Comprehensive Area Assessment briefing paper for Local Strategic Partnerships (Paper 5) that has been prepared by Officers at the County Council in consultation with key partners.

Action Required – to note the briefing

7. Any Other Business

Any other business to be taken here

8. Future Meeting Dates

- Thursday 16th July 2009, 10.00 – 12.00
- Thursday 3rd September 2009, 10.00 – 12.00
- Thursday 15th October 2009, 10.00 – 12.00
- Thursday 3rd December 2009, 10.00 – 12.00

In addition, the following dates are proposed for 2010:

- 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