

**Minutes of the Meeting held on 22<sup>nd</sup> January 2009, 10.00am  
at Oxford Town Hall**

**Steering Group Attendees:**

Jackie Wilderspin (Chair), Oxfordshire Primary Care Trust  
Alison Baxter (Vice Chair), Oxfordshire Community and Voluntary Action  
Joe Barclay, University of Oxford  
Mel Barrett, Oxford City Council  
Debbie Dance, Oxford Preservation Trust  
Sally Dicketts, Principal, Oxford and Cherwell Valley College  
David Doughty, CEO, Oxfordshire Economic Partnership  
Chris Farthing, Government Office for the South East  
Cllr Keith Mitchell, Oxfordshire County Council  
Andrew Murray, Thames Valley Police  
Oliver O'Dell, OX1 Ltd  
Cllr Bob Price, Oxford City Council

**Additional Attendees:**

Sebastian Johnson (Minutes), Oxford City Council  
John Copley, Oxford City Council  
Vickie Cossins, Oxfordshire County Council  
Barbara Hammond, South East England Development Agency  
Mark Jaggard, Oxford City Council  
Lan Jenner, Oxfordshire Primary Care Trust  
Val Johnson, Oxford City Council  
Philip Pike, University of Oxford  
David Pryce-Jones, Government Office for the South East  
Paul Robinson, Oxford City Council  
Harriet Waters, Oxford Brookes University  
Neil Wickham, Thames Valley Police

**1. Welcome and Apologies**

Apologies were received from:

Peter Sloman, Oxford City Council  
Warren Ralls, South East England Development Agency  
Rex Knight, Oxford Brookes University  
Sarah Maxfield, Oxford Inspires

Jackie Wilderspin welcomed all those attending the meeting for the first time and those who had come to present to the meeting.

## **2. Minutes of the last meeting held on 4<sup>th</sup> December 2008**

The minutes were agreed as correct.

## **3. Matters Arising**

### **3.1 Membership of Sally Dicketts**

Jackie Wilderspin welcomed Sally to her first meeting

### **3.2 Affordable Housing Select Committee Report – Promotion and Circulation**

Sebastian Johnson reported on progress in promotion and circulation of the report, which included:

- New article being commissioned for the IDeA website
- Report and details on process given to Bristol City Council who are interested in replicating the work
- All City Councillors given the report and City Council's Scrutiny Committee discussing the report on 22<sup>nd</sup> January 2009
- Report circulated to developers through the Home Builders Federation (HBF). Round table event being planned in partnership with the HBF
- The Strategic Housing Delivery Group is reviewing all recommendations
- Mel Barrett is meeting with a senior officer from the Homes and Communities Agency
- Elizabeth Paris and Mel Barrett are presenting the report to the Oxfordshire Partnership in February 2009

### **3.3 Core Strategy and Sustainable Community Strategy**

Jackie Wilderspin reported that she has written to The City Council's Planning Policy Department to formally confirm that the Core Strategy has regard for the Sustainable Community Strategy's vision and priorities.

### **3.4 Regeneration Framework**

Mel Barrett reported that the framework continues to be developed with key partners. There are plans to run an information workshop with wider partners in March/April 2009.

## **4. Climate Change Action Plan**

Bob Price introduced the draft Climate Change Action Plan and the matrix of actions taken by key employers and organisations in the city.

The following Officers from the partner organisations gave updates on actions being taken by their organisation:

Paul Robinson, Oxford City Council  
Harriet Waters, Oxford Brookes University  
Philip Pike, University of Oxford  
Vickie Cossins, Oxfordshire County Council  
Lan Jenner, Oxfordshire Primary Care Trust  
Neil Wickham, Thames Valley Police

Each will provide a written bullet list under each of the headings as a way of updating the matrix of actions.

There was a wide-ranging discussion based on the action plan and the updates provided and the following next steps were agreed:

- A core sub-group be set up to act as a focal point
- Draw in the key employers and organisations in the City
- Draw on the expertise from the Universities and wider academic bodies
- Identify an external expert (e.g. Brenda Broadman) to work with the sub-group
- Ensure that we're adding value rather than duplicating other existing partnerships

It was agreed that Bob Price would be responsible for taking this forward and that the sub group would be set up and will meet once before a report back to the OSP in September 2009.

## **5. Update on Action Planning**

### **5.1 Revised Timetable**

Sebastian Johnson presented the revised timetable, which was agreed.

### **5.2 Economy Action Plan**

It was acknowledged that we have no champion for the Economy action plan. David Doughty gave a brief outline of key issues being looked at by the Oxfordshire Economic Partnership and the Oxfordshire Learning and Skills Partnership.

It was agreed that Mel Barrett would identify someone who could run a session with the OSP on 16<sup>th</sup> April 2009 examining the economy of Oxford and actions partners could be taking locally. This could be used as a lead into developing an action plan.

### **5.3 Public Realm Action Plan**

Sebastian Johnson reported that a seminar will be held on the 26<sup>th</sup> March 2009 that will explore issues around the public realm and that this will feed into the action plan to be developed and discussed at the OSP meeting in June 2009.

## **6. Regeneration Inspection**

Mel Barrett reported that the Audit Commission is undertaking a Regeneration Inspection in February and thanked all partners who had agreed to take part in the inspection.

## **7. Any Other Business**

### **7.1 Core Strategy**

Mark Jaggard was asked to provide an update on the Core Strategy. Mark reported that the Strategy had been delayed going to examination until April/May 2009. Mark expressed his confidence that the inspector will be satisfied. Mark will keep the OSP updated.

## **8. Future meeting Dates**

Future meeting dates were noted.

The meeting finished at 12.00 midday.