

Oxford Strategic Partnership Steering Group

Minutes of the Meeting held on 16th July 2009, 10.00am at Conference Centre Oxford, Park End Street, Oxford

Steering Group Attendees:

Jackie Wilderspin, NHS Oxfordshire
Joe Barclay, University of Oxford
Mel Barrett, Oxford City Council
Alison Baxter, Oxfordshire Community and Voluntary Action
Sally Dickets, Oxford and Cherwell Valley College
David Doughty, Oxfordshire Economic Partnership
Chris Farthing, Government Office for the South East
Rex Knight, Oxford Brookes University
Sarah Maxfield, Oxford Inspires
Cllr Bob Price, Oxford City Council

Additional Attendees:

Sarah Lewis, Oxfordshire County Council
Michael Crofton-Briggs, Oxford City Council
Alistair Ferrier, Oxford City Council / Oxfordshire County Council
Sebastian Johnson, Oxford City Council
Cllr Colin Cook, Oxford City Council
Tony Joyce, Oxford Civic Society

1. Welcome and Apologies

Apologies were received from:

Debbie Dance, Oxford Preservation Trust
Cllr Keith Mitchell, Oxfordshire County Council
Andrew Murray, Thames Valley Police
Warren Ralls, South East England Development Agency

Jackie Wilderspin welcomed all those attending the meeting. Jackie also reported that this will be the last meeting attended by Rex Knight who is moving to a new job with the University of London. Rex was warmly thanked for his input and commitment to the Partnership. It was noted that Dr Craig Klafter, the new Pro Vice Chancellor External Relations at Oxford Brookes University, would replace Rex.

2. Minutes of the last meeting held on 11th June 2009

The minutes were agreed as correct.

3. Matters Arising

3.1 Terms of Reference and Membership Review

The proposed Membership Review Process was tabled and discussed.

The Terms of Reference and Membership Review Process were agreed and adopted.

Jackie Wilderspin reported that expressions of interest and referrals for membership had been reviewed from Patrick Tolani (Chair, Oxfordshire Racial Equality Council), Brad Andrews (Partner, BoxClever) and Robert Kirtland (Managing Partner, Critchleys). Jackie Wilderspin, Bob Price and Mel Barrett had carried out the review with support from Sebastian Johnson. The group followed the Membership Review Process.

The group recognised the need to have business representation but also to keep the current membership at 15. The group recommended to the Partnership that Robert Kirtland is invited to join the Steering Group and that Patrick Tolani and Brad Andrews are directed to involvement in appropriate Delivery Groups. The recommendation was agreed.

3.2 Economy Actions; and

3.3 Action Planning – Performance Management and Monitoring

These two items were taken together. Jackie Wilderspin led a discussion on the economy actions and next steps listed in the minutes of the meeting held on 11th June 2009 and also to the future plan and monitoring of action plans.

The following key points were made with respect to the economy issues:

- Economy issues need to be brought into all action plans and this is the responsibility of Champions
- The OSP should keep an eye on the Economic Assessment at County level
- The economy should be a fixed item on the OSP agenda

The following key points were made with respect to action planning, performance management and monitoring:

- Delivery Groups should decide actions, but also acknowledge crossover and avoid fragmentation. It was suggested that a meeting of Champions would be called to discuss this.
- Need to find a balance so performance management and monitoring doesn't become all we do at meetings
- Focus on one or two key things and monitor if the Partnership has made a difference

Jackie summed up the discussion by stating that there is an appetite to prove that we make a difference, but the way we do it must not be onerous but be a mix of hard and soft monitoring.

It was agreed that a meeting of the Champions would be held to discuss these issues further and report back at the next meeting.

3.4 Regeneration Framework Update

Mel Barrett gave an update on the Regeneration Framework and reported that a number of stakeholder sessions and consultation events had taken place and feedback was very positive. The next stage is for the Regeneration Framework to be presented and discussed at Area Committees and this will be happening in September.

4. Public Realm Working Group Update and Draft Action Plan

Sarah Maxfield presented an update on the work of the Public Realm Working Group and the draft action plan.

A wide ranging discussion took place and the following key points were noted

- Need to think about needs of all citizens (e.g. people with disabilities, visually impaired) and the impact of the public realm for all
- The importance of engaging and involving young people
- Communication and information and a perceived gap between information and access to information (suggestion of Time Out for Oxford and/or more electronic information sharing/social networking)
- New Destination Management Organisation (DMO) will have a positive impact on some of this
- Civic involvement is strong in some parts of the city (e.g. linked to low carbon projects – Wolvercote, West Oxford, Grandpont, Headington), how do we get strong involvement in all areas?
- Are activities relevant to more excluded communities (e.g. people will come into the city centre from across the city for St Giles Fair – what else attracts from all parts of the city)?

The Report and Action Plan were adopted. It was agreed that the following actions would be taken forward

- Michael Crofton-Briggs to give a briefing and report on the DMO to the next OSP meeting
- Sarah Maxfield to follow up points on young people with Sally Dicketts
- Sebastian Johnson to explore the findings of the Place Survey and discuss with Chris Farthing who to use the findings to best inform this work
- The Working Group will continue to develop the action plan and key actions and report back in approximately six months

5. Affordable Housing Action Plan and Update

Michael Crofton-Briggs gave an update on the Affordable Housing Action Plan and specifically actions against the key recommendations of the Affordable Housing Select Committee. These included:

- Very successful discussions held with Homes and Communities Agency resulting in significant funding for schemes in Oxford
- Very positive and on-going engagement and dialogue with Developers and Registered Social Landlords
- More creative and imaginative use of land holdings, e.g. St Clements car park site being used for student accommodation above the car parking.
- Performance management embedded in the City Council's work through the Housing Delivery Working Group

Mel Barrett added that the Partnership's work through the Select Committee had added significant value by challenging organisations including the City Council to do things that they hadn't done before.

It was noted that the Chair and Panel of the Select Committee will be re-convening later in the year to review progress. It was agreed that a further update and report will be made after the Chair and Panel reconvene.

6. Any Other Business

6.1 Swine Flu

Jackie Wilderspin gave an update on swine flu and how the NHS and other partners are responding to the current situation.

6.2 Your Oxford

Sebastian Johnson reported that the recent issue of Your Oxford, delivered to every address in Oxford, included a one page article on the work of the OSP and the summary of the Sustainable Community Strategy.

6.2 PtP Newsletter

Sebastian Johnson reported that the recent issue of the Progress through Partnership's newsletter had included a one-page profile and Q&A with Jackie Wilderspin in her capacity as Chair of the OSP

7. Future Meeting Dates

Sebastian Johnson reported that the meeting on Thursday 3rd September has been cancelled.

The following dates have been set through until December 2010.

- 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

The meeting finished at 12.00 midday.