



Main purpose of meeting:

- Discussion of the summary of key issues for the Sustainable Community Strategy and agreement of the next steps

No.	Item	Note	Person responsible/ Report given by	Action required	Time allocated
1.	Welcome and Apologies	Welcome	Chairman	Note apologies	11:00-11:05
2.	Notes and actions from previous meeting	Note of the previous meeting held on the 23 October 2007 (attached at OP2)	Chairman	Ensure actions from previous meeting are progressed	11:05-11:10
Policy and strategy					
3.	Key issues for the Sustainable Community Strategy	<p>Presentation on the process to date to include:</p> <ul style="list-style-type: none"> - Summary of consultation comments - Summary of pledges - Next steps <p>Workshop discussion:</p> <ul style="list-style-type: none"> - To discuss the pledges and possible actions - next steps and timetable for agreement and public consultation <p>The draft strategy is attached at OP3(a) and the summary of the key issues is attached at OP3(b)</p>	Claire Evans (Partnership Manager) & Paul James (Head of Partnership Working)	Discussion and agreement on the draft and the timetable for public consultation.	11:10-12:30
4.	Local Area Agreement 2	Update on process, guidance, progress and deadlines (attached at OP4)	Jayne Dunn: LAA2 Project Manager	For information	12:30-12:40
5.	Progress through	South East Employers have	Claire Phillips:	For information	12:40-12:45

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	Partnership	commissioned a programme called 'Progress through Partnerships' (PtP) to help build the capacity of LSPs in the South East Region. The six LSPs in the County have been allocated £6,000 of Government funding each and have agreed a joint development programme including a one day seminar on 8 February 2008.	Partnership Officer		
Updates from partner organisations					
6.	Update: Director of Public Health's 6 month report	Paper attached at OP6	Jonathan McWilliam: Director of Public Health		12:45-12:55
Other Business, Next Meeting, Forward Plan					
7.	Any Other Business				12:55-1:00
8.	Future Meetings/ Forward Plan	Friday 7 March 2008 at 11.00am – Sustainable Community Strategy and Local Area Agreement Monday 23 June 2008 at 2.00pm – Implementing the Sustainable Community Strategy and Local Area Agreement Wednesday 26 November 2008 at 2.00pm – Progress on implementation and Quality of Life indicators Wednesday 25 February 2009 at 2.00pm - Annual review of governance			