

Wednesday 21st February 2007

St Hugh's College, Oxford

12:00-2:30pm

Lunch will be served at 1:00pm



**Main purpose of meeting:**

- *To discuss the development of the Sustainable Community Strategy*
- *Agreement on the Partnership Governance Framework and Partnership Agreement*
- *To update on Partnership website developments*

No.	Item	Note	Person responsible/ Report given by	Action required	Time allocated
1.	<b>Welcome and Apologies</b>	Apologies	Chairman		12:00 -12:05
2.	<b>Notes and actions from previous meeting</b>	Copy of notes attached	Chairman	Agree as a correct record.	12:05 -12:10
<b>Membership</b>					
3.	<b>Proposals for a business representative</b>	Nominations for a business representative are as follows  Chris Harris: Value Retail Keith Slater: Chief Executive Oxfordshire Chamber of Commerce Mike Jennings: Garsington Business Park director Paul Bradstock Nick Merry: Oxford United Chairman Miranda Markham: Value Retail, Bicester Village	Chairman	For agreement.	12:10 -12:15
<b>Policy and strategy</b>					
4.	<b>Sustainable Community Strategy</b>	Papers included: <ul style="list-style-type: none"><li>• Project initiation document for the development of the</li></ul>	Claire Evans, Partnership Manager/Paul James, Head of Partnerships	To agree the project initiation document  Other items are for	12:15 – 1:00

No.	Item	Note	Person responsible/ Report given by	Action required	Time allocated
		Sustainable Community Strategy <ul style="list-style-type: none"> <li>• Sustainable Community Strategy Example Framework</li> <li>• Partnership Strategy</li> </ul>		information.	
<b>LUNCH</b>					
5.	<b>Partnership Governance Framework and Partnership Agreement</b>	Draft Governance Framework and Partnership Agreement attached	Claire Evans, Partnership Manager	For discussion  Detailed comments to be forwarded via e-mail by 2 <sup>nd</sup> March. Final draft will be circulated at the June meeting.	1:15 – 1:30
6.	<b>Proposals for developing an Environmental Partnership</b>	Draft proposal attached	Dave Woodwark, Chairman Oxfordshire Environment Group	For discussion and agreement	1:30 – 13:40
<b>Action plans and targets</b>					
7.	<b>Update on progress with the Local Area Agreement.</b>		Claire Phillips, Partnership Officer	For information	1:40 – 1:50
<b>Partnership Website Developments</b>					
8.	<b>Update on the Partnership website</b>		Claire Phillips, Partnership Officer	For information	1:50 – 1:55
<b>Partners feedback and news</b>					
9.	<b>Public Health Priorities</b>	Report attached	Jackie Wilderspin, Head of Partnerships, PCT	For information	1:55 – 2:05

No.	Item	Note	Person responsible/ Report given by	Action required	Time allocated
10.	<b>News from Cherwell Community Planning Partnership</b>		Mary Harpley, Chair, Cherwell Community Planning Partnership	For information  Next meeting: Update from Oxford Strategic Partnership	2:05 – 2:15
<b>Other business, Next Meeting, Forward Plan</b>					
11.	<b>Any Other Business</b>	Update on Corporate Performance Assessment – briefing note attached for information	Chairman	For information	2:15 – 2:20  Meeting to close at 2:30pm
12.	<b>Future Meetings/ Forward Plan</b>	14 <sup>th</sup> June 11am-1.30pm. Venue to be confirmed  25 <sup>th</sup> October 11am-1.30pm. Meeting rooms 1 +2 County Hall	Debate on priorities and options for the draft sustainable community strategy		

## Oxfordshire Community Partnership Strategy Group. Notes of meeting Thursday 7<sup>th</sup> December

Agenda Item	Notes	Action
<b>Welcome and Apologies</b>	<p><b>Apologies were received from:</b> Alison Baxter, Cllr Roger Belson, John Bridgeman, Rt Revd Colin Fletcher Mary Harpley, Ross Hurley, Miranda Markham. Sarah Maxfield, Dr Julie Maxton, Shaun Morley, Rev John Robertson, Ian Rodham, Dr Simon Tanner, Ljuba Stirzaker, Cllr Barry Wood Andrea Young</p> <p><b>Members present are listed at Annex A</b></p> <p><b>County Council officers in attendance:</b> Stephen Capaldi (Assistant Chief Executive), Claire Evans (OCP Manager), Paul James (Head of Partnerships), Claire Phillips (OCP Officer)</p>	
<b>Notes and actions from previous meeting</b>	Minutes of the meeting on 21 <sup>st</sup> September were agreed.	
<b>Briefing on the aspects of the Local Government White Paper relevant to partnership working.</b>	<p>Paul James gave a presentation on the partnership aspects of the Local Government White Paper. The presentation is available on request.</p> <p>Jonathan McWilliam welcomed the new duty to create a Health and Well-being partnership.</p>	
<b>Final proposals for the structure of Oxfordshire Partnership.</b>	<p>Claire Evans gave a presentation outlining the proposals for the new Oxfordshire Partnership.</p> <p>The proposals were agreed as recommended subject to the following changes,</p> <ul style="list-style-type: none"> <li>• The partnership is placed under the same rules as Council meetings, for example papers are available on public deposit in advance and are open to the public.</li> <li>• Meetings to be held in accessible venues and different locations</li> <li>• Chairmanship of the partnership will rotate two-yearly between sectors</li> <li>• Named substitutes/ roles as nominated by members will be permitted to attend Oxfordshire Partnership and Public Service Board meetings but it is hoped that this can be avoided as much as possible by scheduling meetings when all members are able to attend.</li> <li>• Private sector membership has not been finalised- proposals for large business representative to be brought to the first meeting of the partnership in February.</li> <li>• District Councils will be able to nominate their representative to the Public Service Board. This can be either a Chief Executive or member.</li> <li>• Detailed arrangements for thematic partnerships</li> <li>• The principle of subsidiarity was noted. In particular that the relationship between county, district and local level be developed.</li> </ul>	<b>Oxfordshire Partnership team to adapt governance framework to reflect the discussion</b>

	<ul style="list-style-type: none"> <li>County and districts work together closely to develop a shared evidence base for their Sustainable Community Strategies from the Data Observatory.</li> </ul>	
<b>Update on progress with the Local Area Agreement.</b>	<p>Claire Phillips gave an update on the Local Area Agreement.</p> <ul style="list-style-type: none"> <li>The first six-month review with Government Office of the South East took place in November. Overall the direction of travel is positive.</li> <li>In the case of some targets data are only available once a year so performance is not certain at this stage. Milestones suggest progress is positive.</li> <li>Domestic violence and waste sent to landfill stretch outcomes are performing very well and look likely to exceed target.</li> <li>Some outcomes are not progressing as well and therefore receiving greater attention in order to address this. For example teenage conceptions remain high and smoking cessation targets are not being achieved.</li> <li>The final stretch target on Affordable Housing has been agreed. The target is to deliver an additional 256 affordable homes in Oxfordshire. 70% of which will be social rented housing and 30% low cost home ownership units.</li> <li>The annual refresh will be submitted to Government Office of the South East on 8<sup>th</sup> December. The refresh is focusing on incorporating new mandatory outcomes largely around Safer and Stronger Communities.</li> <li>A number of funding streams will be pooled automatically through the LAA in future years.</li> <li>The Safer Communities non-stretch outcomes have been reworked to incorporate the new mandatory outcomes and tighten the indicators for monitoring.</li> </ul>	
<b>Role of the Director of Public Health</b>	<p>Jonathan McWilliam gave a presentation on the role of the joint appointment of the new independent Director for Public Health by the Primary Care Trust and County Council. The public health priorities for the area of demography, diseases and deprivation were outlined. The presentation is available on request.</p>	
<b>Any Other Business</b>	<p>Graham Upton thanked all members for their involvement in the partnership and in particular to those who would no longer be members of the partnership. The Partnership thanked Graham Upton for all his hard work as Chairman of OCP and wished him all the best in the future.</p>	
<b>Future Meetings</b>	<p>Next meeting will be on Wednesday 21<sup>st</sup> February 2007 12-2.30 at St Hugh's College, Oxfordshire  Provisional meeting dates for 2007 are Thursday 14<sup>th</sup> June 2007 and Thursday 25<sup>th</sup> October 2005. Timings and suitability will be canvassed amongst members.</p>	

## **Agenda Item 4: Sustainable Community Strategy**

Three documents attached separately

Item 4 SCS PID Jan.doc

Item 4 SCSSummary.doc

Item 4 PARTNERSHIP Strategy Jan07.doc

## **Agenda Item 5: Partnership Governance Framework and Partnership Agreement**

Document attached separately

Item 5 OP Gov Framework 07.doc

## **Agenda Item 6: Proposals for developing an Environmental Partnership**

### **1. Background:**

The Oxfordshire Environment group was established in 2002 from the earlier Agenda 21 group. Since then it has developed environmental priorities for the community strategy and worked to deliver these. The group had a number of successes notably the cleanest county campaign. However, consensus was that the group had limited power to deliver key actions which influenced the selection of targets; and that the Local Area Agreement process had further subsumed the group to the point that it shouldn't continue in its current form.

Within this paper it is proposed that the environment theme is developed within the Oxfordshire Partnership, which steers the Local Area Agreement and the forthcoming Sustainable Community Strategy, in order to ensure that a range of issues are covered through representative partnerships including direct links to the community.

### **2. Sustainable Oxfordshire Forum:**

It is proposed that the name "Sustainable Oxfordshire" forum be used which follows the Sustainable Surrey model. This title should have a broader reach/remit than "environment". Groups such as the Sustainable Institutions group, Climate Change Partnership and also the Sustainable Business Partnership would fit under this umbrella.

### **3. Key role:**

The main role of this group would be:

- To ensure a strong strategic link between all environmental interests and the Oxfordshire Partnership
- To raise ambition and standards of leadership for environmental sustainability in Oxfordshire
- To create and champion a vision of "Sustainable Oxfordshire"
- To ensure a powerful voice for all aspects of the environment and sustainability in the Oxfordshire Partnership's agendas
- To scrutinise and be constructively critical of environmental and sustainability standards achieved in the work of the partnership, for example in developing the Sustainable Community Strategy.

We suggest that there is a Sustainable Oxfordshire Steering group that meets 3 times a year, timed to feed back/from the partnership meetings. Suggested membership for this is key individuals from the following groups:

- Climate change partnership: Nita Robertson
- Sustainable Institutions Group: Lesley Downing
- Rural Forum: Anne Kelaart (Chair)
- Oxfordshire Nature Conservation Forum: Robin Buxton
- Oxfordshire Economic Partnership: Jean Mitchell
- District Local Strategic Partnerships: one representative on a rotating basis
- Oxford Times: Derek Holmes
- Oxfordshire Rural Community Council: Linda Watson
- Elected member representation: to be agreed
- Waste/Clean and green: to be agreed

#### **4. Role of the Steering group:**

To:

- Provide feedback to the Oxfordshire Partnership
- Ensure that relevant targets are developed for the Local Area Agreement, including climate change targets, which will be a statutory requirement
- Help to improve the links between community plans (at a parish level) and the sustainable community strategy
- Plan the wider forum/networking events

#### **5. How is the group different from the Oxfordshire Environment Group?**

We see this group as being different in the following ways, namely:

- Not driving actions itself
- Role in co-ordinating and planning events
- Role in scrutinising the Sustainable Community Strategy
- Wider remit to include rural/other interests
- Formal links and mechanisms for access to social and economic components of the Partnership

#### **6. Proposed timeline:**

- **All proposed steering group members contacted by the end of February**
- **First meeting arranged to take place before the Oxfordshire Partnership meeting in June**
- **Terms of reference and work programme in place end of June**
- **Group involved in development of Sustainable Community Strategy from May onwards**

**Next steps:**

- For the Partnership to agree the above proposals
- For letters to be sent to the key individuals on the steering group following this meeting in order to canvass opinion further about the role of this group

## **Agenda Item 9: Public Health Priorities**

### **Priorities for Public Health**

#### **Report and recommendations to the Oxfordshire Partnership, 21<sup>st</sup> February 2007**

##### **Background**

A new joint directorate for Public Health in Oxfordshire is currently being developed and recruitment is underway. Arrangements are being made to meet key partners, especially in all Local Authorities, to discuss priorities as part of the initial work in developing the public health agenda. In addition the independent Annual Report of the Director of Public Health will be published by the end of March, setting out the key priorities for long term development for Oxfordshire. It is intended that this report will influence the key planning processes. The role of the Oxfordshire Partnership is crucial in this, especially in the development of the Sustainable Community Strategy.

It is proposed that the Director of Public Health Annual Report be presented to the Oxfordshire Partnership at the next meeting. The purpose of this paper is to give a preview of the themes that are already emerging as clear priorities for the county. I am eager that these are discussed and adopted as priority areas for the Oxfordshire Partnership.

##### **Public Health Priorities in Oxfordshire**

The Director of Public Health Annual Report will set out long term priorities for work in Oxfordshire, based on an analysis of the state of health of the population. These areas of work will be the priority issues for implementation in the Public Health Strategy for the county, which will be developed in the next two months. This strategy is a Local Area Agreement target for the coming year and will cover ongoing public health issues for the PCT and partners as well as these longer term priorities to be addressed over the next 5 to 10 years.

The emerging long term priorities are

##### **1. Preventing ill-health in an aging population.**

This work is essential to reduce the predicted costs of health and social care for an increasing number of older people. Working with people of all ages now to improve health and well-being is essential if we are to prevent long term conditions such as diabetes and hypertension and to reduce the risk of Coronary Heart Disease, Stroke and Cancer.

##### **2. Breaking the cycle of deprivation beginning with children and families**

Some children in Oxfordshire live in deprived communities or in low income households and may face a range of complex circumstances which affect their health. As a result the life expectancy in these communities is lower and a cycle of deprivation can result, affecting each subsequent generation. This in turn increases the cost of public services. Targeted long-term work to break this cycle is essential.

##### **3. Addressing lifestyle issues, including obesity.**

There is a need for more coordination in our effort to reduce and prevent obesity and to build on the valuable work already going on. The number of obese people has tripled in England since the 1980s and

this is having an impact in many ways – affecting general mobility, leading to problems with joints and causing long terms conditions such as diabetes, stroke and heart disease.

#### **4. Responding to the threat of infectious disease**

Preparation is needed to meet the threat of new or recurrent infectious diseases including MRSA, TB, HIV and pandemic flu. Planning for a coordinated response is important if we are to be effective in dealing with these threats.

#### **Implications for the Oxfordshire Partnership**

The Oxfordshire Partnership is the prime agent for ensuring this agenda is treated with the priority it needs and that coordinated work results. By adopting these priorities as part of the Sustainable Community Strategy and ensuring priority actions are included in the Local Area Agreement, the partnership will set the scene for effective work to improve population health.

The “Partnerships for Local Communities” will be an ideal vehicle for taking forward the public health agenda and addressing these priority areas. The detail of how we can plan and deliver actions to address all these issues needs to be developed within these working groups. It is envisaged that the Health and Well-Being Partnership, the Children and Young People’s Partnership and the Safer Communities Partnership will each have a crucial role to play. In addition, some action may need to be taken forward by other partnership groups.

#### **Recommendations**

1. The Oxfordshire Partnership should adopt the top 2 priority themes (on preventing ill-health in older people and addressing health inequalities for children and families) across all partnerships for local communities. This will be set out in the Oxfordshire Public Health Strategy.
2. These themes should also be adopted as priorities in the Sustainable Community Strategy.
3. The development of the Local Area Agreement should include an emphasis on these two themes. A range of activities to address them will be developed with suitable targets and indicators of progress.
4. The Partnership should receive regular updates on progress on these themes at each meeting, with progress reports from each partnership group.
5. The Health and Well-Being Partnership should take forward coordination of the work to tackle the threat of disease, whether through lifestyles issues or from infection.

Jonathan McWilliam, Director of Public Health, February 2007

## **Agenda Item 11: Update on Corporate Performance Assessment**

In December 2007, the Audit Commission will carry out a Corporate Assessment of Oxfordshire County Council. (The last one was in 2004). The assessment will cover the following key questions:

- What is the council, together with its partners, trying to achieve?
- What is the capacity of the council, including its work with partners, to deliver what it is trying to achieve?
- What has been achieved?

Prior to the inspectors visiting, the County Council has to submit a self-assessment based on the above questions underpinned by a set of detailed Key Lines of Enquiry. In order to ensure that the council has the correct evidence and understanding, Oxfordshire CC's Corporate Performance Team will be contacting partners for evidence and comment between March and September 2007. A fuller briefing will appear in the next Partnership newsletter.

The contact for the Corporate Performance team is:

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