



**Oxfordshire Partnership Board
Notes of meeting Wednesday 21 February 2007**

No	Item	Notes	Action
1.	Welcome and Apologies	<p>Apologies were received from: David Ansell (Learning and Skills Council), Alison Baxter (Oxfordshire Community and Voluntary Action), Cllr Ann Ducker (South Oxfordshire DC), Colin Fletcher (South Oxfordshire Partnership), Derek Holmes (Oxford Times), Cllr Barry Norton (West Oxfordshire DC), Cllr Jerry Patterson (Vale of White Horse DC), Deborah Wharton (SEEDA), Cllr Barry Wood (Cherwell DC),</p> <p>Members present are listed at Annex A (including substitutes)</p> <p>Officers in attendance: Stephen Capaldi (Oxfordshire County Council), Julie Dean (Oxfordshire County Council), Claire Evans (Oxfordshire Partnership), Paul James (Oxfordshire County Council), Claire Phillips (Oxfordshire Partnership), Joanna Simons (Oxfordshire County Council), Jackie Willderspin (Oxfordshire Primary Care Trust)</p>	
2.	Notes and actions from previous meeting	Minutes of the meeting of the Oxfordshire Community Partnership Strategy Group on 7 December 2006 were agreed.	
3.	Proposed business representatives	<p>Proposed private sector representatives were discussed. The involvement of representative bodies such as the Chamber of Commerce, Federation of Small Business or Confederation of British Industry was suggested. Nick Merry (Oxford United) and Miranda Markham (Value Retail) were recommended as good representatives from local businesses.</p> <p>It was agreed that the following people or organisations shall be approached by the Partnership Manager:</p> <p>Keith Slater - Chamber of Commerce Federation of Small Businesses Confederation of British Industry (CBI) Nick Merry - Chairman, Oxford United Miranda Markham - Value Retail, Bicester Village</p>	Partnership Manager to approach potential members
4.	Sustainable Community Strategy	<p>Claire Evans and Paul James outlined the proposals for the development of the Sustainable Community Strategy.</p> <p>Discussion followed about the project to develop the strategy. The key points were:</p>	

		<ul style="list-style-type: none"> • SCS is needed to provide the vision behind partners' organisational plans and the new generation of Local Area Agreements. • District Councils and LSPs need to engage fully in this process. • Links to localism/neighbourhood plans and projects are needed. • Timescale may be ambitious for the partnership to engage fully with all stakeholders. • Some project milestones are not clear. Clarification is needed of what decisions, the Partnership and individual stakeholders will need to take and when. • Environment should be represented on the project group. • Meeting papers need to be made available at least 10 working days in advance of meetings to allow thematic partnerships/ partner organisations time to discuss the priorities emerging and contribute to meetings most effectively. • Government timescales need to be included in the project planning to balance government constraints with local priorities. 	<p>Project milestones shall be updated.</p> <p>Project group shall include one representative from each district council and Dave Woodward from the Environment Group</p> <p>The updated Project Initiation Document shall be circulated to all partnership members and district local strategic partnerships.</p>
5.	Partnership Governance framework and Partnership Agreement	<p>Claire Evans introduced the draft Governance Framework. Comments are welcomed by 16 March. Re-drafted documents will be circulated for further comment six weeks in advance of the next meeting, with final approval at the June meeting.</p> <p>Some detailed comments on the papers were made and these were noted by the Oxfordshire Partnership Team and will be incorporated in the next draft.</p>	<p>All- comments on the draft paper by 16 March.</p> <p>Partnership Team to circulate amended documents to Partners by 1 May.</p>
6.	News from Cherwell Community Planning Partnership	<p>Mary Harpley (Chairman, Cherwell Community Planning Partnership) updated the group on the work of the Cherwell Community Planning Partnership.</p> <p>The key points were;</p> <ul style="list-style-type: none"> • Cherwell Community Plan was reviewed in 2006 • There are 10 themes for action 5 of which are led by the district council and the others by partners. • The last meeting of the partnership involved discussion on the links to the Local Development Framework; the Oxfordshire Sustainable Community Strategy project; Rural and Education themes. • The district council's corporate plan is linked to the Community Plan. The 	

		<p>Council is being asked to endorse four new strategic priorities which are in the Community Plan.</p> <ul style="list-style-type: none"> • The Partnership will be considering its structure and purpose, in light of new LSP guidance in the near future. <p>It was asked what the links to community planning in the Partnership were. MH stated that, whilst community planning takes place in the council, this is not explicit in the Community Plan. It was asked whether there are ever tensions between partners over the priorities in the Community Plan. It was noted that this had not proved to be a challenge to date.</p>	
7.	Proposals for an Environmental Partnership	<p>It was agreed that sustainability and environmental issues will be important in the Sustainable Community Strategy and that a group should be formed in line with the proposal presented to the meeting.</p> <p>The need to develop strong links with groups such as the Waste Partnership was acknowledged.</p> <p>All district LSPs are welcome to be involved in the group.</p> <p>It was agreed that all partnership groups should be reviewed after one year.</p>	Proposal agreed
8.	Update on progress with the Local Area Agreement	<p>New guidance has just been released with details of arrangements for new LAAs in more detail than the White Paper.</p>	OP team to share new LAA guidance with partners
9.	Public Health priorities	<p>Jonathan McWilliam presented a paper on the public health priorities for Oxfordshire. The emerging long term priorities are:</p> <ul style="list-style-type: none"> • Preventing ill-health in an ageing population. • Breaking the cycle of deprivation beginning with children and families. • Addressing lifestyle issues, including obesity. • Responding to the threat of infectious diseases. <p>The absence of drug abuse and mental health issues as priorities were noted. The priorities identified in the report were noted and it was agreed that these would inform the Sustainable Community Strategy.</p>	

10.	Oxfordshire Partnership website	<p>The Oxfordshire Partnership website will be re-launched on 9 March. All partners are encouraged to view the site and publicise it within their organisations. Meetings papers and news will be available on the new site www.oxfordshirepartnership.org.uk</p>	
11.	Any Other Business	<p>County Council Corporate Performance Assessment</p> <p>Details of the County Council corporate performance assessment in December were given. Partners noted that they may be contacted as part of the evidence gathering process for the self assessment.</p> <p>Corporate Governance Scrutiny Committee- Oxfordshire Partnership scrutiny day on 27 March</p> <p>The intention of this meeting is to bring awareness of the Partnership's activities and the important benefits it offers to a wider audience, by allowing a range of partners to submit their views to Oxfordshire County Council Scrutiny Councillors.</p> <p>The Committee are keen to listen to a variety of perspectives on what makes a positive difference for delivering a Sustainable Community Strategy with achievable LAA targets and have arranged for people from different sectors to come to talk to them. The Committee is happy to receive any views from other people (which can be submitted to them by letter or email to matt.bramall@oxfordshire.gov.uk. These will then be taken into account, alongside research into good practice elsewhere, before a report is written to offer comment and recommendations to the Council's Cabinet and the Partnership Board in June.</p>	
12.	Next Meeting	<p>Thursday 14th June 2007 11am- 1.30pm venue yet to be confirmed Thursday 25th October 2007 11am-1.30pm Meeting rooms 1 + 2 County Hall</p>	

**Annex A:
21 February 2007**

Members present

Organisation / sector		Organisation
County Council	Chairman Cllr Keith R Mitchell	Leader of Oxfordshire County Council
Health	Andrea Young	Chief Executive, Primary Care Trust
Thames Valley Police	Nick Gargan	Assistant Chief Constable Thames Valley Police
District Councils	Cllr John Goddard Cllr Dorothy Brown David Neudegg	Leader, Oxford City Council South Oxfordshire District Council Chief Executive, West Oxfordshire District Council
District LSPs	Peter Couchman Rev John Robertson Mary Harpley Ch Ins Dennis Evernden	Chairman of the Oxford Strategic Partnership Chairman of the Vale Partnership Chairman of the Cherwell Community Planning Partnership Chairman of the West Oxfordshire Strategic Partnership
Parish / Town Council	Cllr David Rundle Cllr Malcolm Leeding Cllr Kester George Cllr Ian Charlton Mrs Catherine Hitchens	Oxford City representative Oxford City representative South Oxfordshire representative Vale of White Horse representative West Oxfordshire representative
Learning, skills, education	Julie Maxton	Registrar, Oxford University
Private Sector	Frank Nigriello	Chairman of Oxfordshire Economic Partnership
Government Office for the South East	Faith Charnock-Wilson	GOSE Locality Manager for Oxfordshire (Thames Valley)
SEEDA		
Voluntary, Community and faith sectors.	David Young Bede Gerrard	Chairman Oxfordshire Community Voluntary Action County Ecumenical Officer Churches together in Oxfordshire
BME Sector		
Culture, Tourism & Leisure	Sarah Maxfield	Chief Executive, Oxford Inspires
Environment	Dave Woodwark	Chairman, Oxfordshire Environment Group
Rural communities	Linda Watson	Chief Executive, Oxfordshire Rural Community Council.

