

# South Oxfordshire Partnership board meeting



**MINUTES: 20 MARCH 2012**

Meeting held in Committee Room 4, South Oxfordshire District Council offices

## Members present

Bishop Colin Fletcher, (Chairman), Oxfordshire Churches Together  
 Superintendent Robert Povey, Thames Valley Police (TVP)  
 Jackie Wilderspin, Public Health, Oxfordshire PCT  
 Adrian Brunskill, SOHA Housing  
 Di Batchelor, Abingdon and Witney College  
 Jackie Silver, Community Places Project Worker, SOHA Housing  
 Meryl Smith, Oxfordshire Rural Community Council (ORCC)  
 Ken Hall, Oxfordshire Association of Local Councils (OALC)  
 Councillor Lorraine Lindsay-Gale, Oxfordshire County Council (OCC)  
 Councillor Ann Ducker, South Oxfordshire District Council (SODC)

## In attendance

Sally Truman, Shared Policy and Partnerships Manager (SODC)  
 Anne Hall, Shared Corporate Projects Officer (SODC)

1.	<p><b>Apologies, introductions and announcements</b></p> <p>1.1. Apologies had been received from Mike Jennings (Jennings of Garsington), Richard Peacock (SOHA Housing), Clare Kingston, Shared Head of Corporate Strategy (SODC), Ian Gilders (Sovereign Vale).</p> <p>1.2. There was a welcome and brief introductions for Adrian Brunskill, Head of Housing, standing in for Richard Peacock from SOHA Housing; and Di Batchelor, Deputy Principle from Abingdon and Witney College. Jackie Wilderspin was welcomed back to the meeting after an extended absence to provide an update on changes in the NHS.</p>	
2.	<p><b>Minutes of the previous meeting</b></p> <p>3.1 The minutes of the last meeting were agreed with the exception of correcting the spelling of Councillor Lorraine Lindsay-Gale's name.</p>	AHall

<p><b>3.</b></p>	<p><b>Matters arising</b></p> <p>5.1 Item 9 – Update on the Oxfordshire Stronger Communities Alliance (OSCA) funding bid: Meryl Smith told the meeting that the recent ORCC bid for funds from the Transforming Local Infrastructure fund was not successful, with a high level of applications received and a preference for urban areas sited as possible reasons. The group of infrastructure organisations involved in the county’s submission had met to consider which elements of the bid could still be delivered despite absence of funding. They had identified the following: development of a single ‘front door’ to various infrastructure organisations own websites; skills audit of staff and volunteers across the organisations; continuing efforts to generate income; sharing of strategic plans, promotion of joint meetings/events and links between staff teams; and development of stronger links with elected members at all levels.</p> <p>3.1. Item 12 - Consultation on South Oxfordshire District Council draft Corporate Plan 2012 – 2016, the final Corporate Plan has been circulated to board members by email.</p> <p>3.2. All other matters arising from the previous minutes are on the meeting agenda.</p>	
<p><b>4.</b></p>	<p><b>Economy report</b></p> <p>4.1 Sally Truman said she took guidance from the last meeting and produced more detailed economy reports and hoped that these were an improvement.</p> <p>4.2 With reference to the retail vacancy report, Ann Ducker reported that following consultation with the three district town councils, Henley are employing a town centre manager and Wallingford is recruiting to the post of town centre manager. Thame asked for a pot of money that they could use to delivery projects on a case by case basis. (Information became available following the meeting and can be viewed on the council’s website: <a href="http://www.southoxon.gov.uk/news/2012/2012-04/thame-project-funding-grabs">http://www.southoxon.gov.uk/news/2012/2012-04/thame-project-funding-grabs</a>.)</p> <p>4.3 Meryl Smith was pleased to see a productive and positive outcome with the LEEDA funding programme.</p> <p>4.4 In support of NEET, Di Batchelor told the meeting that the college can take students at any time of the year, and offer ‘gateway provision’ for people to begin courses at any level where the college will work with students to support them. This</p>	

	<p>is publicised in various ways including via the Hubs and the NEET Ideas newsletter.</p> <p>4.5 Sally Truman said the NEET Action Group is also looking to promote its work and there are two ways SOP partners can help with this:</p> <ul style="list-style-type: none"> <li>• the provision of apprenticeships, working with the college, and</li> <li>• offering short term work placements tailored to young people – OC and the Hub can match people to placements.</li> </ul> <p>4.6 Di Batchelor would welcome working with employers who are keen on apprenticeships as there are a lot of young people at the college who want to do an apprenticeship and are interested to know which employers are offering them. The college would consider supporting rural communities if there are needs for this type of placement programme in certain rural areas.</p> <p>4.7 Ann Ducker reported that the council has cut back on staff numbers making it harder to support an apprenticeship programme. The economic development and communications teams can be encouraged to approach businesses to encourage apprenticeships as the council has a facilitating role to play.</p> <p>4.8 Di Batchelor can offer information about the college’s apprenticeships programme to employers.</p> <p>4.9 Lorraine Lindsay-Gale said the county is doing what it can to support apprenticeships and the Local Enterprise Partnership is taking this forward as an action. She said that Oxfordshire is doing very well with the level of unemployment coming in at the 4<sup>th</sup> lowest in the country.</p>	<p>ADucker</p> <p>DBatchelor</p>
<p>5.</p>	<p><b>Didcot growth projects update including Great Western Park (GWP)</b></p> <p>5.2 Sally Truman announced that following discussions with Toby Warren of SODC and recommendations from the partnership at the last meeting the Community Places Project (CPP) steering group has decided to spend the proposed five hours of the CPP development worker’s support for the new Great Western Park site.</p> <p>5.3 Jackie Silver reported that she has met with Toby Warren to get some background information about the GWP project. She will be preparing welcome packs for the residents, including</p>	<p>JSilver</p>

	<p>information from the Police and Didcot First. Jackie will start to go out and meet with the residents door to door but ideally wants to find a suitable venue to meet as a group until the temporary community building is built. The local Stephen Freedman school is a possibility, and Jackie will contact the builders to ask if they will allow a meeting of residents in one of the show homes.</p> <p>5.4 Meryl Smith is involved with the GWP working group and reported that there are still discussions with the developers around the definition of a 'serviced' community building, when the temporary building will go up and flexibility that is needed until then. There is a need to get local residents involved in the temporary community centre.</p> <p>5.5 Adrian Brunskill said that SOHA has links with the GWP developer and has experience of using a sales building for meetings. Adrian will give Jackie details for her to follow up.</p> <p>5.6 Jackie Silver mentioned that John Upchurch at Sovereign Vale will also be working on this project.</p>	<p>JSilver</p>             <p>ABrunskill JSilver</p>
<p><b>6.</b></p>	<p><b>Community Places Project update</b></p> <p>6.1 Jackie Silver handed out then summarised the Berinsfield Advisory Group progress report that she had prepared for the meeting. A copy of the report will be sent out with the minutes.</p> <p>6.2 A copy of the Berinsfield Business Survey, including the covering letter, was requested by members and will be sent out with the minutes.</p> <p>6.3 Meryl Smith mentioned that ORCC are working on a pilot of a general housing needs survey with Woodcote as part of their Neighbourhood Planning front runner programme. The survey could be rolled out to other communities who are interested in this type of survey, such as Berinsfield.</p> <p>6.4 Adrian Brunskill commented that the new housing allocation of 140 houses in Woodcote included 40 per cent of affordable housing and the rest would be market value.</p> <p>6.5 Regarding the concerns of lack of community engagement highlighted in the risks and issues section of the report Jackie said that she hoped that by getting information about the CLP process and having local events, people will have more understanding of the CLP process and feel more involved.</p> <p>6.6 Meryl Smith offered to give Jackie Silver information on Community Games.</p> <p>6.7 Ken Hall asked that the parish council, through membership of BAG, continue to be kept informed of the consultation taking</p>	<p>AHall</p> <p>AHall</p>               <p>MSmith</p>

	<p>place with the local businesses. Ken also requested that the parish council be kept informed of progress with the county council's review of its buildings in Berinsfield.</p> <p>6.8 Lorraine Lindsay-Gale confirmed that plans for the future of OCC buildings in Berinsfield will not be ready until this summer and at that point local parish councils will be involved.</p> <p>6.9 Sally Truman provided the meeting with a copy of the professionally designed 'Community Places Project – sharing the learning' report that is ready for print and will be published online by SOHA housing and other partners.</p>	
<p><b>7.</b></p>	<p><b>Community-led planning update</b></p> <p>7.1 Anne Hall showed members a printed copy of the Great Milton Parish Plan, published in February. It is available online at: <a href="http://www.clp-se.org.uk/">http://www.clp-se.org.uk/</a></p> <p>7.2 Meryl Smith commended the Sydenham community, highlighted in the CLP update, for the approach they are taking to enhance communication with the village and act as a 'voice' for people to express their concerns and create community spirit.</p> <p>7.3 Lorraine Lindsay-Gale attended the launch event for the Stadhampton community led plan and said it was an excellent event with a packed village hall.</p> <p>7.4 Colin Fletcher mentioned that the church in Stadhampton is leasing its hall for community use and there was a need to do more community research to see where else this could be done.</p> <p>7.5 South Oxfordshire currently has 47 parishes with plans at various stages of the CLP process including some that are interested in getting started and those that are implementing their action plans. This represents 55 per cent of the 85 towns and parishes in the district.</p> <p>7.6 The council is continuing to offer limited support on consultation work to communities.</p>	<p>CFletcher</p>
<p><b>8.</b></p>	<p><b>Update on the Core Strategy</b></p> <p>8.1 Ann Ducker updated the group on the Core Strategy, which will meet housing need through planned growth and deliver economic growth and investment in infrastructure.</p> <p>8.2 Following the examinations in July and November 2011 the council has proposed some changes regarding windfall sites and</p>	

	<p>the Green Belt and the council has until 23 March to put in a final submission that will include proposals for Wallingford and Thame.</p> <p>8.3 There will be hearings in May for both towns followed by an Inspection over the summer months. The other parts of the Core Strategy are considered to be sound. The Inspector’s decision on the Core Strategy is likely to be in the autumn.</p> <p>8.4 Once the Core Strategy is adopted the council can then look at site allocations, starting with Henley where there are sites that need to be consulted on.</p> <p>8.5 The district has run out of a five year land supply so we need the new Core Strategy in place as soon as possible in line with the National Planning Framework guidelines.</p>	
<p><b>9.</b></p>	<p><b>Update on changes in the NHS including the Oxfordshire Clinical Commissioning Group (CCG)</b></p> <p>9.1 Jackie Wilderspin updated the meeting on changes within the NHS.</p> <p>9.2 The Health and Social Care Bill is in the final stages of becoming law. It has brought about many changes including the following:</p> <ul style="list-style-type: none"> <li>• Primary Care Trusts (PCTs) will no longer exist after March 2013.</li> <li>• Public health will move to the County Council.</li> <li>• Commissioning of primary care services (GPs, dentists, pharmacists etc) will be done by the National Commissioning Board. Their “local office” will cover Oxfordshire and Buckinghamshire.</li> <li>• Local Clinical Commissioning Groups, led by GPs, will be established to take on the commissioning of all other health services (hospitals, mental health, community nursing etc).</li> </ul> <p>9.3 An Oxfordshire Clinical Commissioning Group (OCCG) has been set up and is in the process of establishing shadow governance arrangements and staff structures. It is led by Dr Stephen Richards. Main points to note are:</p>	

	<ul style="list-style-type: none"> <li>• There are 6 localities within the group, each with a GP lead elected by their peers.</li> <li>• The South East locality is led by Dr Andrew Burnett from Sonning Common. This locality covers most of the population of South Oxfordshire DC and now has one practice from Thame as well.</li> <li>• Priorities for the SE locality include the ageing population, high numbers of people with diagnoses of cancer and dementia.</li> <li>• Locality leads are looking for local links with all sectors.</li> </ul> <p>9.4 Links to the South Oxfordshire Partnership (SOP)</p> <ul style="list-style-type: none"> <li>• Historically these links have been through the Public Health team but, sadly, there has been a gap since mid 2011 due to reorganisation.</li> <li>• Dr Burnett is interested in discussing local links with SOP; Jackie Wilderspin will report back to Dr Burnett on the discussions at SOP and make links to enable discussion about future involvement in the partnership.</li> </ul> <p>9.5 Colin Fletcher asked how Community Hospitals will be affected: Jackie said that GPs will commission this provision in the future, keeping a local interest.</p> <p>9.6 Ann Ducker mentioned that Townlands Community Hospital is going ahead in Henley and the town is very excited and added that spend on healthcare in Oxfordshire is the seventh lowest in the country.</p> <p>9.7 Jackie Wilderspin said that the CCG is saving money in lots of ways such as providing more home based care, encouraging people to care for themselves and working towards fuller integration with social services.</p> <p>9.8 Ann Ducker said that the council is looking at the concept of 'Care Home Villages', which can include a care home section for those unable to live independently and who require more dedicated nursing.</p> <p>9.9 Meryl Smith cited an Oxfordshire Community &amp; Voluntary Action (OCVA) event with the aim of getting the voluntary sector 'plugged in' to the idea of care home villages, feeding into local</p>	<p>JWilderspin</p>
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	<p>healthcare and giving information.</p> <p>9.10 With the Health and Social Care bill likely to take effect from 20 March 2012 Jackie Wilderspin is confident that we will see measurable outcomes from the changes, showing progress and how people will benefit from the new health care practices. Jackie added that the Public Health functions and staff are moving to the county council and added that the team are looking at how to start up local dialogues with local communities. She suggested that a CLP group could start up a 'patient participation group'. Jackie will give more information to Anne Hall to pass to ORCC and community groups to try to spark some interest.</p>	
<p><b>10.</b></p>	<p><b>SOP board members updates</b></p> <p>10.1 ORCC – Meryl Smith said the organisation is heavily involved in CLP and in light of the Localism Act. They are looking at developing new tools that can help communities address local needs if they are also interested in Neighbourhood Planning (NP) and how best groups can use all tools available to best effect. ORCC recently hosted a NP event with OCVA focusing on the three front runner communities with speakers from Woodcote, Thame and Chipping Norton as well as the district council. The oil scheme run by ORCC has been franchised out to other counties and continues to grow.</p> <p>10.2 Ann Ducker commented that it is good to have more community involvement but the council may need to tweak how it supports Neighbourhood Planning due to the costs involved and suggests that other communities should hold on before doing a NP until the front runners have finished the process.</p> <p>10.3 Di Batchelor reiterated Abingdon and Witney College's commitment to improving employer relations, particularly through apprenticeship schemes. The college is currently at its peak recruitment time for the September intake so are busy sending information out to prospective students now.</p> <p>10.4 Lorraine Lindsay-Gale mentioned that the Gravel Extraction Project, a large and balanced plan, was passed by cabinet last week, is going to council and will then go out to public consultation in the autumn. Wallingford and Cholsey are not sure about the proposed project. Despite the complexities involved, many schools across the county are becoming academies and OCC is seeing a lot of changes. Europa (part of the European</p>	



	<p>School in Culham) will have the first academy pre-school.</p> <p>10.5 Ann Ducker reported that the district council is talking with OCC about the joint use of leisure centres looking to continue with dual-use centres. The council has asked the Boundary Commission for a reduction in councillors from 48 to 36, which would equate to approximately one councillor for every 3,000 people and this is going out for consultation shortly. Once the Boundary Review is complete the council will look at reviewing the number of parish councillors.</p> <p>10.6 Rob Povey confirmed that crime figures in South Oxfordshire are currently very low and continue to go down. Part of the low crime rate is due to the police detecting more crime. There have been structural changes at TVP for financial reasons including a review of front counters with some opening hours changing and local inspectors being introduced in Didcot, Thame and Henley and 'shift' inspectors working across South and Vale. All stations will remain open despite some local counter changes.</p> <p>10.7 Ken Hall reported that there was an interesting Neighbourhood Planning event held recently at Exeter Hall in Kidlington with a very good attendance. The event was jointly organised by the Oxfordshire Association for Local Councils with ORCC. Ken commented on the high cost of some Neighbourhood Plan applications.</p> <p>10.8 Adrian Brunskill reported that SOHA Housing has met with the county council to discuss the drafting of the tenancy strategy to help deliver new affordable housing. SOHA are also involved in building an extra care scheme where the first one in the district, in Thame, to include some with shared ownership opportunities for older people.</p> <p>10.9 Colin Feltcher said that the church in Stoke Row is now also functioning as the gym for the local school. This dual use of the hall has also given the church a boost. The hall now needs a cloakroom and tea making facilities.</p>	
<p><b>11.</b></p>	<p><b>Any other business</b></p> <p>11.1 A leaflet about the upcoming Introduction to Community Action course was distributed. This free course is aimed at people who have not had any previous training in community action but want to be more active in their local community and</p>	

	<p>members were encouraged to pass to contacts as appropriate. More information is available from Beth Weston, email <a href="mailto:beth.weston@oxonrcc.org.uk">beth.weston@oxonrcc.org.uk</a> or telephone 01865 883488.</p> <p>11.2 The Berinsfield Community Action Day will be held on Saturday 26 May. More information is available from Jackie Silver, email <a href="mailto:jsilver@soha.co.uk">jsilver@soha.co.uk</a> .</p> <p>11.3 Sustainable Communities Strategy update: Sally Truman confirmed that that the government has recently repealed the statutory duty to have a Sustainable Community Strategy making this an ideal time for the council to be looking at the future role of the partnership. Sally will be surveying partners as part of the preparation of an options paper for consideration at the next meeting.</p>	STruman
	<p><b>Dates of next SOP meetings</b> 5.30pm, South Oxfordshire District Council</p> <p><b>Wednesday 30 May 2012</b> <b>Wednesday 12 September 2012</b> <b>Wednesday 12 December 2012</b></p>	