

3.	<p>Issues and Options Consultation Leaflet</p> <ul style="list-style-type: none"> The leaflet is now complete and the Freepost Registration has been received. The form is now with Royal Mail for their final approval. JM has mapped out the area for distribution to c.6,000 households and he has recruited 4 Residents' Associations to assist (Highfield, Gipsy Lane, Friends of Old Headington and St Annes's Road) CT will ask New Headington RA to assist. The online version is complete and ready for the launch. Headington Forward institutions are keen to assist and they will distribute via their intranets with a link to the online consultation. PC has the relevant email addresses for this. We plan for the official launch to the media of the consultation on 12 September with the distribution of the leaflet in mid-September. The Community Engagement Action Plan has been distributed and various personnel have been detailed to organise events to further this consultation. 	PC/JN
5.	<p>Policy Working Groups</p> <p>Business and Retail – FM & NR Amenities & Green Spaces – PC Education – MR Housing – JN Transport – Charles Young Character & Identity – Richard Bradley</p> <ul style="list-style-type: none"> The Groups are currently expanding on their 3 issues to put further information on the website. The PWGs will need to work out a strategy for processing the incoming results from the consultation. All Groups are referred to the Action Plan to ensure that they are up to speed. 	
6.	<p>The project manager's report was distributed prior to the meeting.</p> <p>It was deemed to be a good idea to convene a meeting with the <i>Headington Forward</i> institutions to keep them on board, particularly in view of some large projects they have in the pipeline, A meeting with Bob Price (leader City Council) will also be arranged</p>	AS/MR
7.	<p>Student engagement</p> <p>We have been invited to work with Oxford Brookes students again, and will probably utilise them during our consultation phase.</p> <p>MR will talk to this new cohort to bring them up-to-date with our progress.</p> <p>We may link them in to our policy groups too.</p> <p>MR, JN & PC are attending a seminar shortly on Community Engagement and the Neighbourhood Plan.</p>	MR
8.	<p>AOB</p> <p>None. The meeting closed at 9.10pm.</p>	
	<p>The next meeting will be the AGM and Forum Meeting on 1 October at the Baptist Church Hall, Old High Street at 7.30pm.</p> <p>Apologies have been received from LG and CT.</p> <p>The next Steering Group Meeting will be Tuesday October 14 at <i>scottfraser</i>.</p>	