

AGENDA

Title of Meeting: Transformation Board

Date: Monday, 20th March, 2017

Time: 10.00am – 12.00pm

Venue: Conference Room A, Jubilee House, John Smith Drive, Oxford Business Park South, Oxford OX4 2LH

No	Title	Paper	For Agreement / Note / Information	Lead	Time
1	Welcome, introductions and apologies			Stuart Bell (Chairman)	10.00
2	Notes of the previous meeting, action log and matters arising	Paper 1 - Notes 14 th February 2017 Paper 2 Action Log	Agreement	Stuart Bell (Chairman)	10.05
3	BOB Update	Verbal	Information	Stuart Bell	10.25
4	Programme Director Update	Verbal	Information	Simon Angelides	10.40
5	Phase Two – Over the Border Activity Analysis	Verbal	Information	Simon Angelides	11.00
6	Simon Stevens UEC letter	Paper 3	Note	Simon Angelides	11.15
7	Communication and Engagement : -Phase One: Consultation Update - Phase Two: Draft Communication and Engagement Strategy	Papers 4,5	Information	Sarah Adair	11.30
	AOB			All	11.55

No	Title	Paper	For Agreement / Note / Information	Lead	Time
10	Close of meeting			Stuart Bell (Chairman)	12.00

Date of Next meeting

Date	Time	Venue
25 April 2017	17.30 – 19.30	Conference Room A, Jubilee House
23 May 2017	17.30 – 19.30	Conference Room A, Jubilee House
27 June 2017	17.30 – 19.30	Conference Room A, Jubilee House