

**Minutes of the Oxford Economic Growth Steering Board**  
**18<sup>th</sup> June 2019, 10:00 – 12:00**  
**Oxford City Town Hall**

**Attendees**

<b>Name</b>	<b>Organisation</b>	<b>Comment</b>
Peter Nolan	(Chair)	
David Hartley	Oxford Brookes University	
Hayley Beer-Gamage	Experience Oxfordshire	
Richard Venables	VSL & Partners	
Thomas Edwards	Peter Brett Associates / Stantec	
Phil Clare	University of Oxford	
Ahmed Goga	OxLEP	
Susan Brown	Oxford City Council – Leader	
Adrian Arnold	Oxford City Council	
Matt Peachey	Oxford City Council	
Iain Nicholson	Oxford City Council	
Dan Hodge	Oxford City Council	
<b>Apologies</b>		
Rachel Goode	Oxford University Press	
Richard Rosser	B4	
Llewellyn Morgan	Oxfordshire County Council	
Jonathan Riggall	Peter Bret Associates	
Nick Scott-Ram	Sensyne Health	
Grant Hayward	Collaborent	

## Key points raised and actions

Agenda Item	Key discussion points	Actions
<ul style="list-style-type: none"> <li>• <b>Welcome and apologies</b></li> </ul>	See list of attendees and apologies above	N/A
<ul style="list-style-type: none"> <li>• <b>Minutes of the last meeting, matters arising and actions</b></li> </ul>	Minutes were agreed.	N/A
<ul style="list-style-type: none"> <li>• <b>Key Updates</b></li> </ul>	<p><b>Oxford economic development and city centre strategies</b></p> <ul style="list-style-type: none"> <li>• Dan Hodge and Matt Peachey of Oxford City Council (OCC economic development) presented the plans, rationale, and objectives of undertaking two parallel, but integrated consulting projects for a citywide economic strategy and a city centre strategy and action plan.</li> <li>• This will be handled as a single RFQ with one consultant team chosen to complete both strategies.</li> <li>• Emphasis will be on determining the City’s role in economic development (in light of the new LIS led by OxLEP), and incorporating triple bottom line considerations (economic, environmental and social).</li> <li>• City centre strategy will include identification of public realm strategies and articulation of the West End / Rail Station development opportunity.</li> <li>• Economic Growth Steering Board (EGSB) to be a key participant in the citywide strategy, guiding and reviewing the work during multiple meetings.</li> <li>• Discussion that environmental considerations are not “either or” as clean growth innovation can lead to opportunities, and economic growth (which is fully expected in Oxford) can be better managed with the environment and be low/zero carbon (which is in the Growth Deal).</li> <li>• Discussion that the economic strategy should be strongly informed by business perspectives, and how the previous 2012/13 strategy helped lead to innovation development projects happening now.</li> <li>• Comments around metrics included non-auto transport modes and options and the energy use of new homes, along with adding</li> </ul>	<ul style="list-style-type: none"> <li>• Schedule next EGSB meeting with aim to engage with consultant team on new economic strategies.</li> </ul>

	<p>visitor economy indicators.</p> <ul style="list-style-type: none"> <li>• Recognition that the social equity / inclusive growth aspects of the strategy need to include genuine stakeholder engagement to capture those voices.</li> <li>• RFQ release date 20<sup>th</sup> June 2019 with proposals due on 8<sup>th</sup> of August 2019.</li> <li>• Next steps: <ul style="list-style-type: none"> <li>○ Select consultant team by early September 2019.</li> <li>○ Schedule a meeting with consultant team to engage with EGSB during Autumn 2019 (October?).</li> </ul> </li> </ul>	
	<p><b>West End Development and Rail Study update</b></p> <ul style="list-style-type: none"> <li>• Matt Peachey provided an update on various West End development initiatives and status of the Oxfordshire rail study (with Network Rail).</li> <li>• This area is targeted to be a Global Business District (noted in the LIS).</li> <li>• OxWED has been identified as a new developer in the area, with a pedestrian bridge at Osney Mead one key aspect of the overall development.</li> <li>• A West End developers meeting was scheduled for 4<sup>th</sup> of July to help promote these development opportunities and Chair (Peter Nolan) asked to be included in that meeting.</li> <li>• Key aspects of the rail study include exploring the potential for new Oxford stations, services and route capacity and the feasibility of the Cowley Branch to serve business and residential hubs in Oxford not currently on rail.</li> <li>• Rail station is a key transport hub with discussion about how the station design needs to greatly enhance the current one, striving for a world-class station to match Oxford as a world-class city.</li> <li>• EGSB discussion highlighted the criticality of Oxford Station and the importance of a stronger narrative on the development potential, which can help with obtaining funding.</li> </ul>	
	<p><b>Business Engagement and Private Sector Membership of EGSB</b></p> <ul style="list-style-type: none"> <li>• Brief discussion about increasing the private sector participation and membership of the EGSB.</li> </ul>	

	<ul style="list-style-type: none"> <li>• One idea was to “piggyback” with Oxfordshire Voice and their efforts/forums.</li> <li>• Request for OCC to send a clarification to EGSB about the sectors we’re seeking for participation and the role to be played as part of the EGSB.</li> </ul>	<ul style="list-style-type: none"> <li>• Email group about private sector EGSB membership.</li> </ul>
	<p><b>LEP Update – Finalizing the LIS</b></p> <ul style="list-style-type: none"> <li>• Greater Manchester and Midlands LIS final reports published in spring 2019.</li> <li>• Feedback and edits from HMG focused on integration within the Oxford-Cambridge Arc, a new report template and structuring the recommendations clearly around the five productivity themes.</li> <li>• 95% of the content from December 2018 version maintained in final draft.</li> <li>• Scheduled to be published and released by 22 July 2019.</li> <li>• LIS lays out broad plan for establishing an Inclusive Growth Commission via OSP and the Growth Board.</li> <li>• Focus will now shift to translating the commitments set out in the LIS into an implementation plan – The Investment, Prospectus.</li> </ul>	<ul style="list-style-type: none"> <li>• Final Oxfordshire LIS was published in July 2019 and available online via the LEP: <a href="https://www.oxfordshirelep.com/lis">https://www.oxfordshirelep.com/lis</a></li> </ul>
	<p><b>BIO 2019 Debrief</b></p> <ul style="list-style-type: none"> <li>• Held on June 23<sup>rd</sup> at the Mini Plant.</li> <li>• Generally positive feedback based on the Business in Oxford (BIO) organized by B4, in particular the exhibition space and number of attendees.</li> <li>• General consensus that it was a “tough venue” with the sound and curtains for break-out sessions.</li> </ul>	
	<p><b>Inclusive Economy and Living Wage initiatives</b></p> <ul style="list-style-type: none"> <li>• Brief discussion about ongoing initiatives related to inclusive recruitment charter (now online), Oxford Living Wage and Inclusive Growth.</li> <li>• Inclusive Growth seminar series to start on Oct 16<sup>th</sup> 2019.</li> </ul>	<ul style="list-style-type: none"> <li>• EGSB members will be invited to participate in Inclusive Growth seminars.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>City Centre Management</b></li> </ul>	<p><b>Iain Nicholson – new city centre manager</b></p> <ul style="list-style-type: none"> <li>• Multiple initiatives to boost city centre operations.</li> <li>• One point of emphasis is conducting an audit of empty spaces in city centre with plans to do more “meanwhile” and short-term uses.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Question about the % of vacant space that is owned by City Council – response was only a handful other than Covered Market (where 6-10 out of 70 are empty).</li> </ul>	
	<p><b>Covered Market (CM) initiatives</b></p> <ul style="list-style-type: none"> <li>• Independent Oxford to take a space at CM</li> <li>• Presentation on CM and plans for enhancement focused on 4 streams: <ul style="list-style-type: none"> <li>○ Animation and activation of communal spaces</li> <li>○ A new leasing strategy</li> <li>○ Major capital works to allow the CM to thrive</li> <li>○ Improved and more consistent branding and marketing</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Tourism / Visitor Economy Initiatives</b></li> </ul>	<ul style="list-style-type: none"> <li>• City is still working on its vision for tourism and in conversations with Experience. Oxfordshire (EO) about funding levels and the city’s role in the Visitor Economy. <ul style="list-style-type: none"> <li>○ City underwent a tourism scrutiny review with Political Cabinet responses agreeing with most of the 21 recommendations.</li> </ul> </li> <li>• Lots of work going on related to destination management and promotion/marketing.</li> <li>• Oxford Pass is LIVE as primary sightseeing card (with transport) and available via EO website and other locations.</li> <li>• EO formed as a public-private partnership model and private funding support has been strong and growing with public funding more mixed across the county.</li> </ul>	<ul style="list-style-type: none"> <li>• Include time on agenda for a more in-depth Visitor Economy update and discussion at upcoming EGSB meeting</li> </ul>
<ul style="list-style-type: none"> <li>• <b>AOB, future meeting dates, priorities for 2019</b></li> </ul>	<ul style="list-style-type: none"> <li>• New Oxford Business Guide has been drafted and is at the editor; should be finalized early Autumn 2019.</li> <li>• EGSB expressed continued interest in an Events calendar for better coordination across various city/county organisations on scheduling events (with the idea of user generated input) but not obvious lead was identified for this.</li> <li>• Creative Industry showcase event led by OxLEP held on 27<sup>th</sup> June.</li> <li>• Next EGSB meeting was scheduled for 17<sup>th</sup> September but Chair is away and hoping to reschedule in October 2019 when consultant is on board.</li> </ul>	