

Minutes of the Oxford Economic Growth Steering Board
19th March 2019, 10:00 – 12:00
Oxford City Town Hall

Attendees

Name	Organisation	Comment
Peter Nolan	(Chair)	
David Hartley	Oxford Brookes University	
Peter Reynolds	Activate Learning	
Hayley Beer-Gamage	Experience Oxfordshire	
Richard Rosser	B4	
Richard Venables	VSL & Partners	
Thomas Edwards	Peter Brett Associates	On behalf of Jonathan Riggall
Dr Stuart Wilkinson	University of Oxford	
Grant Hayward	Collaborent	
Tony Hart	Oxford City Council	
Ahmed Goga	OxLEP	
Mish Tullar	Oxford City Council	
Matt Peachey	Oxford City Council	
Samuel Kabiswa	Oxford City Council	
Dan Hodge	Guest	
Apologies		
Rachel Goode	Oxford University Press	
Jason Kingsley	Rebellion	
Llewellyn Morgan	Oxfordshire County Council	
Jonathan Riggall	Peter Bret	
Nick Scott-Ram	Sensyne Health	
Adrian Arnold	Oxford City Council	

Key points raised and actions

Agenda Item	Key discussion points	Actions
<ul style="list-style-type: none"> • Welcome and apologies 	See list of attendees and apologies above	N/A
<ul style="list-style-type: none"> • Minutes of the last meeting, matters arising and actions 	Minutes were agreed subject to changing the date and attendee list.	N/A
<ul style="list-style-type: none"> • Key Updates 	<p>Business & Visitor Facility Study</p> <ul style="list-style-type: none"> • The Oxford Brookes team has now submitted the report to the LEP Visitor Economy Sub-group. • First time this work has been undertaken. • Real focus on ensuring there is an opportunity for the private sector to drive this, building on the growth in our visitor economy. • There’s potential to grow the capacity but need to improve coordination and the offer. • Will need to be a multi-purpose facility with the ability to offer a range of activities to ensure it is sustainable. • Needs to be set within the context of improving the international profile of the region and city. • The report has identified a gap in the market - offers in Birmingham, Bournemouth, and London with nothing in between. • Next steps; <ul style="list-style-type: none"> ○ To be reviewed at the June LEP board meeting. ○ Work with partners ahead of the proposal going to market. • The report’s conclusions will need to be set within the wider place-making endeavours of the sub region. <p>LEP Update – LIS Next steps</p> <ul style="list-style-type: none"> • Technical document submitted to HMG in December. • Document was well received by partners and HMG. • Original timetable for agreeing the document and action with HMG have been pushed back to June. • Focus will now shift to translating the commitments set out in the LIS into an implementation plan – The Investment, Prospectus. Some of this work has already started, such as the City Business District. 	

	<p>Inclusive Economy Task and Finish Group</p> <ul style="list-style-type: none"> • The group has now met several times. • The group consists of a large group of larger employers, but still needs to increase private sector participation. • Key focus has been: <ul style="list-style-type: none"> ○ Developing and launching the inclusive employment charter. This is due to be launched on 23rd May and the Inclusive Employment Conference at Unipart. It will be a peer-reviewed self-assessment tool which will support employers in ensuring their employment protocols and culture is inclusive. ○ Using procurement to drive social value, recognising the potential of public and private procurement for reducing economic inactivity as well as income inequality in target areas. Procurement leads from “anchor organisations” are scheduled to meet and explore how they may coordinate action and achieve better impact. Central government increasingly interested in this area and coming forward with new policies. ○ Living wage accreditation – working with the Living Wage Foundation to agree a mechanism to certify as the first living wage city in the UK. This will include identifying several anchor employers. • We still need to attract more private sector organisations to participate in this work strand. Main concern from the private sector is the cost of implementation. 	<ul style="list-style-type: none"> • Share charter with the group.
	<p>Oxford Economic Growth Strategy</p> <ul style="list-style-type: none"> • We are about to kick start the process of refreshing the city’s economic growth strategy on the back of the publication of the LIS and Local Plan. • This board will have a central role in developing the strategy ensuring it focuses on the right priorities. • Need to ensure the sustainable and inclusive element of the strategy doesn’t distract us from the important economic elements – critical for jobs and wealth creation. 	<ul style="list-style-type: none"> • The board to be given a presentation on the growth strategy at the next meeting.
	<p>Retail Incubator Proposal</p> <ul style="list-style-type: none"> • The proposal was welcomed by the group. 	<ul style="list-style-type: none"> • Involve EO in any work on

	<p>Oxford Brookes and Activate Learning supported getting involved. There is an opportunity to link it with the entrepreneurial schemes run by Brookes so that it provides a throughput for the Brookes output. We are also discussing with other partners (Independent Oxford). The proposal will be developed further.</p> <ul style="list-style-type: none"> • Covered market needs a long term vision and needs to be promoted as the jewel of the city working with Experience Oxfordshire. Needs improved signage. 	<p>the covered market.</p> <ul style="list-style-type: none"> • Involve Oxford Brookes and Activate Learning where possible.
<ul style="list-style-type: none"> • Business Engagement 	<p>Oxfordshire Voice Stocktake</p> <ul style="list-style-type: none"> • Up to 56 partners now signed up – public and private. Target of 100 by the end of the year. • Now have rates for SME and public sector members. • Now producing weekly videos on issues affecting businesses. • Delivered four forums to date. Well attended. • Forums booked in for the rest of the year. 	<ul style="list-style-type: none"> • Partners to actively contribute to surveys and use the promotional email produced by OV to promote the benefits of the partnership.
	<p>BIO 2019 plans</p> <ul style="list-style-type: none"> • Scheduled for June 23rd at the Mini Plant. • This year's theme will be "Inspire, Discover, Learn" • A number of speakers (48) already booked with six more speaking slots still to be filled. • Focus will be on Made in Oxfordshire. • Ticket sales very promising. 	<ul style="list-style-type: none"> • Any suggestions for speakers to be forwarded to Richard.
	<p>Venturefest – 2019</p> <ul style="list-style-type: none"> • The board put on record their gratitude for the outgoing Executive Chair for Venturefest Oxford and wished her well in her future endeavours. • Board agreed to invite the new Executive Chair for Venturefest Oxford to join the board. • Venturefest 2019 is set for Sept 11 at Brookes and will focus on inward investment from target markets. • A planning board is already developing a programme. 	<ul style="list-style-type: none"> • Secretariat to extend invitation to new chair of Venturefest to come and join the board.
	<p>Business forums</p> <ul style="list-style-type: none"> • Need to coordinate amongst partners to ensure we avoid duplication or overloading businesses. • A shared calendar may be a good idea. • Two potential city hosted forums. 	<ul style="list-style-type: none"> • Consider two potential forums a year. One of those should cover the growth strategy. • OV to explore possibility of creating a shared calendar.
	<p>Oxford Business Guide update</p> <ul style="list-style-type: none"> • The board noted that publication of this has 	

	been pushed back to a later date of June.	
<ul style="list-style-type: none"> • City Centre Management 	<ul style="list-style-type: none"> • The partnership is looking to develop a city centre vision. • A number of short term measures and projects being considered. • Will be submitting an application into the High Street Fund. The bid is structured to support renewal of public realm. 	<ul style="list-style-type: none"> • Board members to provide letters of support to the bid.
<ul style="list-style-type: none"> • AOB, future meeting dates, priorities for 2019 	<ul style="list-style-type: none"> • 18th June 2019 10.00 - 12.00 • 17th Sept 2019 10.00 - 12.00 • 10th Dec 2019 10.00 - 12.00 	