

Oxford Strategic Partnership Steering Group Meeting
18th July 2013, 10.30 am – 12.30 pm

Venue: Wolfson Room, Chemistry Research Laboratory,
12 Mansfield Road, Oxford OX1 3TA.

(see No. 7 on http://www.ox.ac.uk/visitors_friends/maps_and_directions/science_area.html)

Agenda

<i>Item</i>	<i>Paper</i>	<i>On</i>	<i>Start</i>	<i>Duration</i>
1. Welcome and apologies including a welcome to the Chemistry Research Laboratory from Professor Tim Softley.	-	JW/TS	10:30	10 mins
2. Minutes of last meeting – 16th May 2013	Paper 1	ALL	10:40	5 mins
3. Matters Arising/ Short Updates			10:45	25 mins
3.1 Local Enterprise Partnership - update	Paper 2	BP		
3.2 Broadband and Wireless Project – update	Paper 3	SJ		
3.3 ESOL - update	Paper 4	AB		
3.4 Participation and Engagement – update	-	JW		
4. Update from the University of Oxford on the SQW Research and Report, and preliminary findings of the Witty Review.	Paper 5	PC	11:10	20 mins
5. City Deal Update	-	DE	11:30	10 mins
6. Economic Growth Strategy Action Plan Update	-	DE	11:40	10 mins
7. Skills Update/ work of the Skills Board	Paper 6	RB	11:50	30 mins
8. Forward Plan	-	JW	12:20	5 mins
9. Any Other Business and Future Meeting Dates	-	All	12:25	5 mins
• Air Quality Survey	-	SP		
<i>Lunch will be served at 12.30 pm</i>				

Agenda and Report – Oxford Strategic Partnership (OSP) Steering Group Meeting, 18th July 2013

1. Welcome:

Richard Byard, Service Manager Economy & Skills, Oxfordshire County Council.
Ian Francis, Vice Principal: Curriculum & Quality Improvement, Oxford and Cherwell Valley College (for Sally Dicketts)

Dr Mary Fridlington, Senior Assistant Registrar, Mathematical, Physical and Life Sciences Division, University of Oxford.

Professor Tim Softley, Professor of Chemical Physics and Head of Chemistry, University of Oxford

Bill Sturman, Chief Information Officer, Oxford Brookes University (for Anne Gwinnett)

Apologies:

Sally Dicketts, Oxford and Cherwell Valley College

Anne Gwinnett, Oxford Brookes University

Val Johnson, Oxford City Council

Joanna Simmons, Oxfordshire County Council

Peter Sloman, Oxford City Council

Professor Tim Softley will welcome attendees to the Chemistry Research Laboratory.

2. Minutes of the last meeting

The draft minutes of the last meeting held on 16th May 2013 are attached (paper 1) and presented for agreement.

Action required – to agree the minutes

3. Matters arising/ short updates

3.1 Local Enterprise Partnership (LEP) - update

A briefing paper that covers LEP activities since the last OSP meeting is attached (paper 2) and Bob Price will respond to any questions arising.

LEP meeting papers can be viewed and downloaded from the LEP website at www.oxfordshirelep.org.uk/cms/content/meetings

Action required – to note the written update.

3.2 Broadband and Wireless Project - update

Sebastian Johnson will report that Government has now confirmed the allocation of just under £5m of funding to Oxford (see paper 3) and will report on the next steps agreed at the Project Board meeting held on 10th July.

Action required – to note the update.

3.3 ESOL (English for Speakers of Other Languages)

A briefing paper (paper 4.1) that outlines a request for £4,000 of match-funding from the OSP budget has been circulated. Alison Baxter will respond to any questions arising and will seek a decision from the meeting.

Action required – to note the update and make funding decision.

3.4 Participation and Engagement – update

Jackie Wilderspin will provide a verbal update on the development of the Participation and Engagement Action Plan.

Action required – to note the update

4. Update from the University of Oxford on the SQW Research and Report, and preliminary findings of the Witty Review.

Phil Clare will provide an update on the research and report that the University and others have commissioned from the SQW consultancy around Oxford realising its high- tech growth potential. He will also provide an update on the preliminary findings of the Witty Review (see attached Papers 5.1 and 5.2).

Action required – to note the update

5. City Deal Update

David Edwards will provide a verbal update on progress since the last report.

Action required – to note the update

6. Economic Growth Strategy Action Plan Update

David Edwards will report on progress since the last meeting and update on key developments.

Action required – to note the update

7. Skills Update /work of the Skills Board

Richard Byard will present a paper on the work of the Skills Board (see paper 6) for discussion and feedback.

Action required – to note the update

8. Forward Plan and future agenda items

Jackie Wilderspin will present the future OSP calendar

OSP Meeting Date	Agenda Items
19 th September 2013	<p><u>Projects linked to OSP Priorities</u></p> <ul style="list-style-type: none"> • Safer Communities Partnership report • Breaking the Cycle of Deprivation • Partnership and Engagement update <p>Plus rolling and emerging items to be agreed at previous meetings</p>

<p>14th November 2013</p>	<p><u>Projects linked to OSP Priorities</u></p> <ul style="list-style-type: none"> • Participation and Engagement Action Plan • Education attainment (City and County) <p>Plus rolling and emerging items to be agreed at previous meetings</p>
<p>16th January 2014</p>	<p><u>Projects linked to OSP Priorities</u></p> <ul style="list-style-type: none"> • Educational Attainment <p>Plus rolling and emerging items to be agreed at previous meetings</p>
<p>20th March 2014</p>	<p><u>Projects linked to OSP Priorities</u></p> <ul style="list-style-type: none"> • Economic Growth Strategy – Action Plan <p>Plus rolling and emerging items to be agreed at previous meetings</p>

Action required – to note and agree Forward Plan

9. Any Other Business and Future Meeting Dates

- Air quality survey

Future meeting dates are:

- Thursday 19th September 2013, 10.00 – 12.00
- Thursday 14th November 2013, 10.00 – 12.00
- Thursday 16th January 2014, 10.00 – 12.00
- Thursday 20th March 2014, 10.00 – 12.00