

**Oxford Strategic Partnership, Steering Group Meeting
14th November 2013, 10.00 am – 12.00 pm**

The Conference Room, St Aldates Police Station, Oxford OX1 1SZ
(Please ask for Reetu Kumar when you arrive.)

Agenda

<i>Item</i>	<i>Paper</i>	<i>On</i>	<i>Start</i>	<i>Duration</i>
1. Welcome, apologies and announcements	-	JW	10.00	2 mins
2. Draft minutes of last meeting – 19th Sept. 2013	Paper 1	JW	10.02	3 mins
3. Matters Arising/ Short Updates			10.05	15 mins
3.1 Local Enterprise Partnership - update	Paper 2	BP		
3.2 Broadband and Wireless Project – update	-	SJ		
4. Oxfordshire Innovation Engine Report (Oct 2013)	Paper 3	PC	10.20	20 mins
5. City Deal – update	-	BP/DE	10.40	20 mins
6. Economic Growth Strategy – update	Papers 4, 4.1	RH	11.00	20 mins
7. Breaking the Cycle of Deprivation in Oxford City.	Paper 5	JW	11.20	30 mins
8. Forward Plan, Future Meeting Dates and OSP Annual Report.		JW	11.50	5 mins
9. Any Other Business		All	11.55	5 mins
<i>Lunch will be served at 12.00 pm</i>				

Agenda and Report – Oxford Strategic Partnership (OSP) Steering Group Meeting, 14th November 2013

1. Welcome:

Emma Butterfield and Joe Langford, Takeover Day Apprentices, Oxfordshire County Council (job shadowing Cllr Ian Hudspeth)

Apologies:

Rachel Coney

Announcements:

Alison Baxter is stepping down as CEO of OCVA and leaving at Christmas to pursue other interests. This will be Alison's last meeting.

2. Minutes of the last meeting

The draft minutes of the last meeting held on 19th September 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 provide a verbal update on the broadband and wireless project.

Action required – to note the update.

4. SQW Oxfordshire Innovation Engine Report (Oct 2013)

Phil Clare will summarise the key points from the SQW report attached (Paper 3) and address any questions.

Action required – to note the update.

5. City Deal - update.

Cllr Bob Price and David Edwards will provide a verbal update on City Deal activities since the last OSP board meeting.

Action required – to note the update

6. Economic Growth Strategy – update

Robert Hetherington will provide an update on the Oxford Economic Growth Strategy's action plan and address any questions. (Paper 4 and 4.1 are attached.)

Action required – to note the update

7. Breaking the Cycle of Deprivation in Oxford City.

Jackie Wilderspin will deliver a presentation covering the work of the Breaking the Cycle of Deprivation programme and address any questions. Paper 5 is a draft report for background information.

Action required – to note the update

8. Forward Plan and future agenda items

Jackie Wilderspin will present the proposed future OSP calendar, and lead a discussion on an OSP Annual Report.

OSP Meeting Date	Agenda Items
16 th January 2014 10am – 12 noon Room 2, Oxfordshire County Council, County Hall, New Road Oxford OX1 1ND	<u>Projects linked to OSP Priorities</u> <ul style="list-style-type: none"> • Transport projects in the city - County and City officers • Education attainment (City and County) - after 11:15am • Information, Advice and Guidance update - Ian Francis to lead Plus rolling and emerging items to be agreed at previous meetings
5 th February 2014	OSP Event. 3pm – 6pm, Saïd Business School
20 th March 2014 10am - 12 noon Medical Sciences Teaching Centre, South Parks Road	<u>Projects linked to OSP Priorities</u> <ul style="list-style-type: none"> • Economic Growth Strategy – Action Plan • Event debrief and Annual Report • Partnership and Engagement update • Cultural Partnership Group - Ceri Gorton. Plus rolling and emerging items to be agreed at previous meetings
15 th May 2014 10am - 12 noon Venue TBC	<u>Projects linked to OSP Priorities</u> <ul style="list-style-type: none"> • Economic Growth Strategy – Action Plan • Low Carbon Oxford update • Oxford City Deal and Growth Deal Plus rolling and emerging items to be agreed at previous meetings

Action required – to note and agree Forward Plan

9. Any Other Business