

Business Support Subgroup Meeting Minutes
8th November 2022 - 14:00-16:00
Microsoft Teams

Name	Role in BSG
Tagore Ramoutar (TR)	Chair
Stephen Clarke (StC)	Vice Chair
Grant Hayward (GH)	Member
Richard Rosser (RR)	Member
Richard Byard (RB)	OxLEP
Helen Brind (HB)	OxLEP
Sebastian Johnson (SJ)	OxLEP
Peter Mols (PM)	Member
Steve Clarke (SC)	Member
Giles Orr (GO)	Member
Fleur Geernaert (FG)	Member (CBI)
Laura Bradbury	OxLEP
Cath Warren	OxLEP
Gelly Gnissios (GG)	Member
Robert Curtis (RC)	BEIS
Wendy Hart (WH)	Member

Apologies

Su Copeland (SC)	Member
Sarah Jaycock (SJa)	Member
Ross Burton	BEIS
Stuart Wilkinson (SW)	Member
Paul Currah	Member
Paul Roberts	Member
Scott Roberts	Member
Chris Hobbs	Member
Sally White (SWh)	Member
Robert Lewtas (RL)	Member

Welcome, apologies, members' declarations of Interest

TR welcomed attendees and HB listed apologies. No declarations of Interest.

Previous minutes, actions and matters arising

No matters arising from previous minutes.

Membership review

TR halfway through his one-to-ones with each member – so far spoken with 8 of the Group. Others in process.

Feedback so far:

- Support for refreshed purpose and direction
- Interest and support in it becoming more 2 way with opinions asked for and shared
- Support for understanding each of the members and organisations involved
- Support for the BSSG to move into a more interactive role

ACTION

TR to continue his one-to-ones with other members of the group

CBI Update:

FG shared a presentation introducing the CBI and how it works both nationally and regionally.

ACTION

FG to share health index (which allows businesses to input their data and see what a good employer they are and how healthy their workforce is) with group when it is released next year.

Business Sounding Board:

RB introduced the Business Sounding Board which will fully utilise support from a wider range of colleagues to help shape a refreshed economic strategy for Oxfordshire, in a less structured format.

ACTION

TR to share the purpose with the Group.

Oxfordshire Growth Plan – roundtable discussion

RB provided an update. Key principle to create a refreshed economic plan for Oxfordshire to take through 2030/2040. About to go to market for external support to develop this with full sign off by the board expected June 2023.

Open discussion with group. Discussed key priorities for business support including:

- International Trade
- Infrastructure and Planning
- Supply chain
- Energy Supply and cost
- ESG
- Skills and Labour
- Community

Net Zero round table update

HB shared an update. Main discussion around how to get everybody to Net Zero and how to help businesses understand why they need to cut carbon emissions. Focus on Net Zero SME Week 1st - 7th July 2023.

Growth Hub:

HB provided an update on current projects.

Business Survival Workshop

ACTION

HB will share the date as soon as it is finalised.

Visitor Economy Grant

Closed last week – 78 applications. VEG Grant Panel training to take place this week.

CBAF

Closed – awarded 28 grants in total.

BIF 2

208 people signed up to the webinar. Capital only, money must be spent and defrayed by March next year.

Oxford Apprenticeship Grant Scheme

65 applications received, 61 approved. Currently paused so the process can be reviewed.

Business Intelligence

HB talked through BI that OxLEP is intending to submit to BEIS with regard to Cost of Living Crisis, including shocks, challenges and potential closures. HB will circulate template and asked group to share Bi if appropriate.

ACTION

All ask to share any Cost-of-Living issues/data with HB.

HB to share Business Intelligence template

ACTION

HB to share link for Impact Report.

AOB

- Next in person meeting will take place on the 6th February. Venue suggestions welcome.
- A joint Business and Skills meeting will go ahead on the 7 March at 4pm. Details to follow.

Agreed actions from meetings

Action	Who
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Continue to organise one-to-ones with remaining members over the next couple of weeks	TR
CBI Health Index – share with group	FG
Business Sounding Board – share purpose	TR
Business Survival Workshop – share date	HB
Business Intelligence – share template All to share BI with HB	HB ALL
Impact Report – share website link	HB
Suggestions for venues welcome for the 7/2.	ALL