

OxLEP Business Sub Group Meeting

12 February 2018

MINUTES

PRESENT

NAME	ORGANISATION
Phil Shadbolt	Zeta Group/OxLEP board member
Steve Clarke	Driftway Solutions
David Hartley	Oxford Brookes University
Stuart Wilkinson	University of Oxford
James Anderson	FSB
Helen Brind	OxLEP Business
Ellen Carey	OxLEP Business
Simone Hartless	OxLEP Business
Sebastian Johnson	OxLEP Business
Richard Byard	OxLEP

APOLOGIES RECEIVED

NAME	POSITION AND ORGANISATION
Julia Iball	IoD
Penny Rinta-Suksi	Blake Morgan/OxLEP board member
Peter Smith	Oxfordshire Chamber of Commerce
Rob Lewtas	DIT

1.	Chair	The Chair welcomed attendees - apologies were received as above. Attendees briefly introduced themselves.
2.	Chair	Minutes of the last meeting were approved
3.	RB	<p>RB provided an overview of complexity of the national business support landscape and updated on OxLEP activity, reporting on:</p> <ul style="list-style-type: none"> i) The adoption of the recommendations of the Mary Ney review by BEIS which are being adopted across LEPs. This will require LEP board and its sub-groups to operate within the terms of the Mary Ney review principals - with all papers being available (on the website) five days prior to the meeting with draft minutes available within five days post meeting (subject to final approval at the next sub group meeting)

		<ul style="list-style-type: none"> ii) Housing and growth deal opportunity iii) OxLEP leading on the productivity strand of the growth deal which provides opportunity to negotiate a deal with government covering; Skills; inward investment and international trade; support for scale up companies; land remediation at Harwell iv) That in parallel OxLEP will be developing our Local Industrial Strategy (LIS) over the course of 2018 for approval by our board in December prior to MCLG sign off in March. LIS potentially provides the platform to broker additional funding into Oxfordshire initially aligned to maximising the opportunity for growth across the Oxford – Cambridge corridor
4.	RB	<p>RB updated on recent BEIS Growth Hub review meeting stating;</p> <ul style="list-style-type: none"> i) The Growth Hub is generally in good shape – we are regarded as one of the better performing hubs nationally ii) BEIS have confirmed Growth Hub funds at current levels for the next two years based on our ability to deliver within the five principals set out in the funding offer iii) That Nigel Tipple and RB will be supporting national BEIS Growth Hub policy development steering groups as below; <p><i>Steering Group 1 – Customer Insight and Impact;</i> Mark Basnett (Director, Liverpool City Region LEP) Nigel Tipple (Chief Executive, Oxfordshire LEP) Gavin Dollin (Assistant Director, BEIS)</p> <p><i>Steering Group 2 – Ecosystem Development;</i> Colin Bell (Director, North East LEP) Richard Byard (Director of Business Development, Oxfordshire LEP) Karen Leigh (Assistant Director, BEIS)</p> <p><i>Steering Group 3 – Outreach and Marketing;</i> Chris Greenhalgh (Growth Hub Manager, Manchester Growth Hub) Andrew Leeming (BOOST Programme Manager, Lancashire BOOST Growth Hub) Caroline Davies (Senior Policy Officials, BEIS) Dates tbc but likely to start in April 18</p> <ul style="list-style-type: none"> iv) That OxLEP has been invited to full business case for the £1.4m ERDF business support opportunity – deadline 4 April. If successful the programme is likely to commence in January 2019 v) That we are exploring the concept on a (pro-bono) International Trade Network Navigator to maximise growth opportunities for business
5.	RB	<p>The group reviewed the purpose of the group, its membership and revised terms of reference.</p> <p>The <i>group agreed</i> that additional business representation would be welcome – including a potential growth hub beneficiary and businesses that have/are scaling up. Draft ‘role profiles’ will be developed and promoted via networks and BRO’s. Group members confirmed receipt of declaration of interest forms.</p> <p><i>Steve Clarke was nominated as deputy chair for the Group.</i></p>
6.	SH	<p>Simone Hartless gave an overview of the £5.2m ERDF funded innovation Support for Business (2) programme.</p>

		<i>Programme details to follow</i>
7.	SJ/HB	<p>Sebastian Johnson provided an overview of the inward investment service highlighting progress to date.</p> <p><i>The Group agreed to support the International Trade Network Navigator proposal</i> in principal subject to greater clarity on what the actual need was and the support that was potentially available.</p> <p>Helen Brind gave an overview of the Elevate programme highlighting progress to date and revised plans for the future – including recruiting new network navigators and profiling budgets to support additional activity.</p>
8.	Chair	The Group agreed to set its future meeting dates aligned to the BEIS steering group/OxLEP board meeting dates but likely to be May;Sept;Dec & March