

OxLEP Board Meeting
8th December 2020
5:00pm – 7:45pm

Via Microsoft Teams Platform

MINUTES

Board Directors Present:	Jeremy Long (Chair), Nigel Tipple (NT), Adrian Lockwood (AL – Deputy Chair), Alistair Fitt (AF), Cllr Ian Hudspeth (IH), Angus Horner (AH), Penny Rinta-Suksi (PRS), Phil Southall (PSo), Miranda Markham (MM), Peter Nolan (PN), Jacqui Canton (JC), Patrick Grant (PG), Cllr Sue Roberts (SR), Jayne Norris (JN), Cllr Emily Smith (ES), Wendy Hart (WH), Cllr Barry Wood (BW), Cllr Michele Mead (MM)	
Board Directors Apologies:	Cllr Susan Brown (SB) Bindu Varkey (BV)	
Minutes:	Sadie Patamia (SP)	
In attendance:	Ahmed Goga (AG), Josh Fedder (JF), Richard Byard (RB), Sebastian Johnson (SJ), Rob Panting (RP), Sarah Watson (SW), Lyn Davies (LD), Lorna Baxter (LB) – present for part of meeting: Hannah Doney (HD), Simon Pringle (SP), Josh Stott (ST), Paul Staines (PSt), Alison Bailey (AB), Andrew Baud (AB), Rowena Limb (RL)	
Item	Action/Responsible	
Item 1 – Welcome, Apologies and Declarations of Interest		
Apologies were accepted from Cllr Susan Brown and Bindu Varkey AF and JN were stated as having an interest in Item 4.		
Item 2 – Minutes		
To approve		Approved Approved
<ul style="list-style-type: none"> • Minutes of Board Meeting 24 (29/09/20) • Minutes of the Board AGM (29/09/20) 		
Items for Decision – Confidential Papers for approval as detailed Committee/Sub-Group recommendation (Exempt Information¹)		
Item 3 – Finance Update ¹		
<ul style="list-style-type: none"> • 3 Year Operational Budget Proposal • Outturn H1 2020/21 		
Item 4 – Programme Sub-Group ¹		
<ul style="list-style-type: none"> • Chairs Update Report • Change Request 		
Item 5 – Mid-Year Financial Report – Capital Programmes ¹		
<ul style="list-style-type: none"> • Annex 1 		
Item 6 – Corporate Governance Review ¹		
<ul style="list-style-type: none"> • Board succession Planning • Changes to By-laws 		
Item 7 – Investment and Internationalisation Briefing		
<ul style="list-style-type: none"> • Annex 1 – Collaborative working with DIT and Partners 		

- **Annex 2 -Refreshed Oxfordshire Internationalisation Plan**

Item 8 – HMG Verbal Update/Discussion – Rowena Limb Area Director CLG/BEIS

- **CSR Progress**
- **Levelling up fund/UK Shared Prosperity Fund**
- **Devolution and Recovery White paper -next steps**
- **Industrial Strategy 2.0 Refresh**

Public Invited to Join the Meeting

Board Meeting Part Two – Items for Decision/Information

**Item 9 – Questions from the public arising from the Agenda
(Max 3 mins per question – notified in advance in writing)**

There were no questions received from the public.

Item 10– Oxfordshire Economic Recovery Plan (ERP) Update (AG/SP)

- **Presentation and discussion**

AG thanked all the partners that had been involved in the ERP process to date. He stated that the input from the business community had also been invaluable in framing and shaping the interventions.

SP and JS presented an overview of the data, its analysis and emerging investment priorities, noting the interrelationship between repurposing existing programmes, aligning recovery support with the LIS Investment Plan ambitions. And, the gaps which had been identified and which the ERP would seek to prioritise future investment towards. and reflected on the emerging new priority areas needing investment.

AG stated that it was important for the Board to appreciate the depth of the work that had been involved in preparing the plan. There would be a further update of the data sets early in the new year reflecting the latest Covid impacts which reflected the strong evidence led approach adopted.

SR stated that recovery in a “green way” was essential and that we should be less reliant on tourism and retail in a future economic context. BW commented that he felt it was important not to lose sight of how C-19 had impacted communities in the round, and this should be captured within the evidence and analysis. He challenged the position of future retail and town centres as critical to supporting communities but that he recognised that the regeneration of our Town and City centres required a rethinking or re-imagining of the role town centres play going forward.

ES stated that the business engagement was critical in the redesign of our town centres, but that there was some evidence to suggest Covid-19 had stimulated innovation and led to the rejuvenation of markets and small independent businesses within local centres. She reflected on the importance of recognising the disproportionate impact of Covid on different age groups across our society, particularly those under 24 as they appear to be disproportionately impacted in times of economic recession. She also wanted reassurance that the County council with its school’s responsibility was linked into the LEP Skills Agenda. AL/RB reaffirmed the partnership engagement in not just the statutory service sense, but also in contributing effectively to the LIS/LIS Investment Plan and economic Recovery Plan.

AF asked about process. AG confirmed the Action Plan would be available in Mid-January. AF stated he thought there was a lot of good stuff in the report that there was a need to firm up the proposed interventions, particularly in the early drafting of section 5. AG confirmed that the interventions would be fully formed in the January 2021 final version.

JL stated there needed to be clear accountability for leadership and delivery within the plan, AG agreed and confirmed that was the intention and that such relationships were being clarified in the latest drafting.

MM stated noted that she had seen a real coming together within Bicester’s town centre and that intervention to support town renaissance needed local buy-in and leadership but that the commitment to such activity in the plan was a positive step but that a window of opportunity exists now and wherever possible investment should be prioritised.

AG emphasised that the evidence shows key vulnerabilities exposed by the pandemic along with respective supply chains. The Visitor Economy had, as we know been disproportionality hit but that the sector employs 40,000+people in Oxfordshire and supports a wide range of employment from entry level through to professional service sector roles. He agreed that a different style of response was needed to support the Visitor Economy and Town Centre renaissance and that we have highlighted that need in the ERP and LIS Investment Plan work.

JL encouraged any additional comments to be fed back to AG within the next week to allow progress to be made.

Recommendation

That the Board:

- **approve the draft economic baseline report (attached as Annex One)**
- **endorse the core components of the emerging ERP including interventions being developed through the ERP Task Group**

Approved

Endorsed

Item 11 – Oxfordshire Growth Board Strategic Vision

- **Discussion and consideration**

AG introduced PSt and AB. He provided an overview of the process to date and the opportunity for the Board to engage actively in the consultation and to provide a written response to the consultation reflecting the Boards views. stated that the paper contained the key points that should be reflected on.

AB talked the Board through the process to date and direction of travel. In so doing she highlighted the purpose of the Strategic Vision and need to articulate the sort of place Oxfordshire wants to be in the next 30 years.

JL stated that the proposal to convene a small task focused group to prepare a response was a helpful approach and that AG would work with the Board to identify a small but focused group to help prepare the response.

SR noted the importance of this piece of work and that she was very proud of the piece of work to date.

AG confirmed that he would convene a small working group to frame the response. ES highlighted the importance of having a strong “business Voice2 in the consultation process and welcomed the initiative. It is hoped that the Strategic Vision would become a way of describing Oxfordshire to its communities, Government and future investors, therefore it is vital that the Board has input.

PSt reiterated that this was a consultation and he was glad to have the engagement from the LEP onboard. He noted that in itself the Vision would only be part of the of Oxfordshire’s articulated ambition and that it would align and nest other policy or operational frameworks to help provide coherence with future policy changes.

Recommendation

That the Board:

- **comments on the draft Strategic Vision (attached as Annex One)**
- **agrees to convene and delegate to a small task and finish group comprising private sector board directors to work with the Executive Team in shaping a formal response to the strategic vision consultation exercise by January 2021**

Noted
Agreed

Item 12 - Chief Executives Report (NT)

- **Annex 1 Communications Update (Activity Tracker)**
- **Annex 2 Glossary of Terms**

NT presented the update paper drawing attention the communications activity tracker and detailed updates from operational teams across the Skills, Business and previous Internationalisation work covered earlier in the agenda. Noting the fast turnaround required on some of the schemes, particularly those launched at short notice to support businesses recover from Covid impacts and /or EU Transition. He also highlighted the impact Covid has had on the company’s operations and recent redundancy announcements in respect of Work Experience as discussed earlier.

NT stated that work had been started on updating the glossary of terms, an early draft was attached. This would be an ongoing piece of work.

Finally and by no means least, that a further detailed update on the work of the Enterprise Zone sub-group would presented to a future meeting, possibly March subject to the availability of updated operational data.

JL stated that he was thankful to both the OxLEP team and the Local Authorities. He acknowledged how hard the teams were currently working.

Recommendation

That the Board:

- **Notes the report, annexes and activity supported to date**

Noted

Item 13

The meeting closed at 8.00pm