



OxLEP Board Meeting
14th June 2022
5:00pm – 8:00pm

Via Microsoft Teams Platform

MINUTES

Board Directors Present:	Jeremy Long (Chair - JL), Nigel Tipple (NT), Alistair Fitt (Deputy Chair - AF), Angus Horner (AH), Penny Rinta-Suksi (PRS), Phil Southall (PSo), Miranda Markham (MM), Peter Nolan (PN), Cllr Emily Smith (ES), Cllr Barry Wood (BW), Cllr Susan Brown (SB), Cllr Liz Leffman (LL), Ariana Adjani (AA), Patrick Grant (PG), Jayne Norris (JN), Cllr David Rouane (DR), Jacqui Canton (JC), Wendy Hart (WH), Cllr Andy Graham (AG),
Board Directors Apologies:	
Minutes:	Sadie Patamia (SP)
In attendance:	Richard Byard (RB), Sarah Watson (SW), Lyn Davies (LD), Lorna Baxter (LB), Sally Andreou (SA), Ross Burton (RB), Robert Curtis (RC), Sebastian Johnson (SJ), Kathy Wilcox (KW), Clayton Lavallin (CL)
Item	Action/Responsible
Item 1 – Welcome, Apologies and Declarations of Interest	
Item 2 – Minutes	
Items for Decision – Confidential Papers for approval as detailed Committee/Sub-Group recommendation (Exempt Information¹)	
Item 3 - Local Elections Update – Discussion (All)	
Item 4 – Corporate Governance and Financial Reporting (LD/NT) a) Financial reporting <ul style="list-style-type: none">• forecast outturn 2021/22 b) Corporate Governance <ul style="list-style-type: none">• Board succession planning• Sub-Group review update• Board Effectiveness Review outcomes and next steps	
Item 5 – Economic Recovery Plan and UK SPF/Levelling Up Approach (NT) a) Annex 1 ERP Monitoring Plan	
Item 6 – Local Skills Improvement Plan / Employer Representative Body (RB)	
Item 7 - Programme Sub-Group Update (SW/PRS/LD) a) Programme Update presentation (PRS/SW) b) Approach to programmes closedown (LD/SW) c) Project Evaluations (SW)	
Public Invited to Join the Meeting	
Board Meeting Part Two – Items for Decision/Information	
Item 8 – 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 9 – Oxfordshire Inclusive Economy Partnership -Update (MP/CL)

CL presented an update on the Inclusive Economy Project, reflecting on the alignment with partners and drawing particular attention to the importance of ensuring resources are targeted to added value activity.

He set out the journey the partnership had taken and governance which had been put in place noting that the partnership is led by Baroness Jan Royall and JL. He also highlighted the recent commitment and alignment with the work of the Future Oxfordshire Partnership (FOP) including appointment of a full-time officer to lead activity.

CL also described the operational working arrangements of OIEP and its sub-groups noting again the alignment with our wider Board working Sub-groups, particularly Skills and Growth Hub. The groups include voluntary workforce, mentoring, social value and inclusive employers amongst others.

The OIEP Partnership are also intending to promote a “Charter” which will seek to galvanise employer engagement in the partnership and its programmes. This is likely to be launched later in the year.

By way of example CL detailed how the Educational Attainment Steering Group are currently working closely with our Skills Sub-Group emphasising the importance of alignment between the OIEP and the LEP to ensure there is no duplication arising.

JL thanked CL and also SB for their involvement. He recognised that it is early days for the partnership project but that their work is vital and needs to be made clear to employers.

AF asked about the mentoring aspect of the project. He queried if there were enough mentors? CL replied that the project were looking at both 1-2-1 mentoring and innovative group mentoring sessions. This works particularly well with young people who have many barriers in their lives. CL stated there is a desire to work with existing programmes. JL reiterated the importance of this approach and highlighted work with charities within the county.

SB stated that there is a real appetite to support socially ‘good’ groups. She believes that if this can be done correctly then local employers will be able to see the benefit of this both socially and financially.

MM asked what the success criteria was? CL stated each working group would have KPIs.

The Board Noted the update.

Item 10 - Chief Executives Update Paper (NT)

NT presented the paper. He drew attention to the communications update and the importance of interacting with a wider stakeholder audience and the use of digital platforms including social media. He noted progress to date on the digital strategy and opportunity for a workshop with the Board to ensure active engagement and visibility.

NT then went on to update the Board on operational progress across the Business, Skills and Internationalisation work programmes. All of this work is being undertaken in partnership with key public sector partners, stakeholders and the wider business community

Notable examples of progress included:

- The Internationalisation Plan refresh
- Progress on the delivery of the Enterprise Zones with the support of the EZ Sub-Group.
- Support for wider skills development such as the recently launched Social Contract work and the alignment between this and the work highlighted by OIEP previously discussed.
- Also strong progress with our Careers Enterprise Company (CEC) programmes working with schools and the successful Apprenticeship Awards.

And finally, He drew attention to the work being done to support the Visitor Economy through the Visitor Economy Renaissance Programme (VERP) and reminded the Board of the forthcoming Creative Industries Showcase which will take place on the 21st June.

Recommendation

That the Board:

- **Notes the progress outlined in this report and associated annexes**

AH stated he felt that it would be helpful to discuss the emerging proposals for the formation of an Ox-Cam Arc wide Pan Regional Partnership should take place at the next Board meeting. NT suggested given the breadth of the proposition that it might be helpful to arrange this as a specific briefing after the next formal Arc Plenary on the 24th June, noting the importance of ensuring that our existing work programmes and opportunities for collaboration are explored as a reshaped approach emerges.

AF stated he agreed that a separate briefing would be the best idea.

AG asked if the Board and LAs were looking at alignment and/or policy synergy? NT replied that we have a solid track record of whole system working and that as a result many projects such as those over the covid period have been delivered in partnership.

Noted

Item 11

The meeting closed at 7.40pm