

MEETING
25TH February 2020
OxLEP Office, Jericho Building, Activate Learning Oxford
4:00pm – 6:00pm

Please confirm your attendance at your earliest convenience via Outlook Calendar Invitation response or direct to Sarah.Marlow@Oxfordshirelep.com

AGENDA

Time	Agenda no.	Subject	For Member Information (I) or Action (A)	Presenter
4:00	1	Welcome, apologies, members' declarations of interest		AL (Chair)
4:05	2	Previous minutes and matters arising*		AL (Chair)
4:10	3	Chairpersons Update	I	AL
4:20	4	OxLEP Skills Hub Update: <ul style="list-style-type: none"> • CEC Careers Hub • Oxfordshire Apprenticeship Awards 	I	Sue Lawson (CEC Hub Lead) Mel Ringer (Skills and Enterprise projects Executive)
4:35	5	Oxfordshire Employer Skills Survey Report*	I	Adam Saunders, Oxford Artificial Intelligence
4:50	6	Question & Answers re Oxfordshire Employer Skills Survey Report	A	As above
5:10	7	SAP Update	A	SA/SM
5:30	8	Overview of the Social Contract (building on the SAP analysis)	I	RB/SA/SM
5:45	9	LEP/ARC Update	I	RB
5:50	10	Future Meeting dates TBA and AOB		AL

*items marked will be accompanied by briefing paper (bp) /report (r) /presentation (p)

PAPERS:

- **Item 4:** Email from The Careers & Enterprise Company
- **Item 7:** Email from SAP Programme Team, DfE
- **Item 7:** Factsheet on SAPs Announcement on Fri 7 feb.pdf
- **Item 7:** SAPs Evidence Guidance Document v1.0 DRAFT.pdf
- **Item 8:** Social Contract Strategic Case Initial template:
 - OXLEP SOC Template Social Contract CEC.docx
 - OXLEP SOC Template Social Contract T-Levels.docx

FUTURE MEETINGS:

4:00pm – 6:00pm

- **Tuesday 9th June 2020**
- **Tuesday 15th September 2020**
- **Tuesday 24th November 2020**