

**MEETING**  
**4pm-6.00pm, Tuesday 30<sup>TH</sup> November 2021**  
**Virtual Meeting via Microsoft Teams**  
**[\(Join Microsoft Teams Meeting\)](#)**

Please note that this meeting will be recorded in order to support minute taking. Please mute your mic/close your camera if you do not wish your voice to be recorded and confirm this and communicate during the meeting using the 'chat' functionality.

(Please confirm your attendance at your earliest convenience via the Team Invitation/Outlook Calendar Invitation response)

**AGENDA**

<b>Time (pm)</b>	<b>Agenda no.</b>	<b>Subject</b>	<b>For Member Information (I) or Action (A)</b>	<b>Presenter</b>
4.00	1	Welcome, apologies, members' declarations of interest	I	Adrian Lockwood, Chair
4.05	2	Previous minutes and matters arising	I/A	Adrian Lockwood, Chair
4.10	3	Chairpersons Update: <ul style="list-style-type: none"> <li>• Membership – nomination</li> <li>• Capital programmes inc. OAS &amp; Activate Hospitality Suite</li> <li>• 2050 Plan &amp; Cherwell Local Plan Consultation Submissions</li> </ul>	I	Adrian Lockwood, Chair
4.20	4	LEP Update & LEP Review: <ul style="list-style-type: none"> <li>• Labour Market Intelligence Headlines</li> <li>• Social Contract</li> <li>• Afghan resettlement</li> </ul>	I	Richard Byard, OxLEP
4.45	5	Skills Hub Operational Update <ul style="list-style-type: none"> <li>• Paper submission (SA)</li> <li>• Oxfordshire Apprenticeship Awards 2022</li> <li>• Careers Hub Update</li> </ul>	I	<ul style="list-style-type: none"> <li>• Sarah Marlow, OxLEP Skills Hub Deputy Manager</li> <li>• Nikki Wakefield, OxLEP Careers and Enterprise Company Hub Lead</li> </ul>
5.05	6	Members Update; <ul style="list-style-type: none"> <li>• OCC Children's Services Strategy and Priorities</li> </ul>	I	Kevin Gordon, Director of Children's Services, Oxfordshire County Council
5.25	7	Members Update: <ul style="list-style-type: none"> <li>• Inclusive Economy group</li> <li>• Youth Hubs</li> </ul>	I	Matt Peachey, Oxford City Council, Economic Development Manager
5.35	8	Members Update – TBC <ul style="list-style-type: none"> <li>• OxLEP/SOFEA Food Larder/Digital Literacy Project</li> </ul>	I	TBC - Richard Kennell, Co Founder and CEO, SOFEA
5.45	9	Local growth Fund 1 Skills Project evaluations	I/A	Sarah Watson, OxLEP, Programme Manager
5.55	10	Future Meeting dates and AOB	I/A	Adrian Lockwood, Chair

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

**PAPERS:**

- Oxfordshire Plan 2050 Submission
- Cherwell Local Plan Submission
- OxLEP Skills Hub Operational Update

**FUTURE MEETINGS:****4:00pm – 6:00pm (virtual)**

- Tuesday, 22<sup>nd</sup> February 2022
- Tuesday, 24<sup>th</sup> May 2022
- Tuesday, 6<sup>th</sup> September 2022
- Tuesday 29<sup>th</sup> November 2022

**Actions from previous meeting 7<sup>th</sup> September 2021**

<b>Item</b>	<b>Details</b>	<b>Who</b>	<b>When</b>
<b>2</b>	Matt Peachey to provide feedback on the Inclusive Economy Group at the next meeting in November	MP/SM	November Meeting Agenda
<b>3</b>	How can we support the Afghanistan Resettlement Scheme around Skills support? Sectors with labour/skill shortages where we can provide training and upskilling interventions for 12months+. Working group scheduling in progress to discuss suggestions offered in the meeting chat facility and additional suggestion welcomed.	All/RB	7/9/21 – Follow-up meeting scheduled HOLDS for 13/9/21 and/or 17/9/21 November Meeting Agenda
<b>4</b>	DWP FEDCAP Restart Programme – Slide set (including contact details to enable continued offline conversations from Q&A) to be circulated.	SM	Circulated 8/9/21
<b>5</b>	<ul style="list-style-type: none"> <li>• CEC Update slide set to be circulated</li> <li>• NW to explore the possibility of measuring uplift in Apprenticeship take-up as an outcome of the programme and feedback to group.</li> </ul>	SM NW	Circulated 8/9/21 Future agenda
<b>6</b>	LEP Review – Further update to be provided in November meeting	RB	November Meeting Agenda
<b>8</b>	Labour Market Information Update slide set to be circulated with reacted redundancy data.	SM	Circulated 8/9/21
<b>9</b>	<ul style="list-style-type: none"> <li>• Strategic Development Community Employment Plan (CEPs) Pipeline – slide set to be circulated</li> <li>• Link to 2050 Plan Consultation to be circulated and included in Item 9 above</li> <li>• 2050 Plan Consultation Response re CEPS drafting, circulation to members and submission</li> </ul>	SM  SM  RB	Circulated 8/9/21  Circulated 8/9/21  Submitted Oct 2021