

MEETING

20 November 2018

OxLEP Office

16.30 – 18.30

PRESENT

NAME	POSITION AND ORGANISATION	
Sean Wellington	Associate Dean, Strategy and Development, Oxford Brookes	DEPUTY CHAIR
Richard Kennell	Managing Director, SOFEA (to agenda item 4)	MEMBER
David Martin	Operations Director, UK Atomic Energy Authority	MEMBER
Simon Farrall	Head of Adult and Apprentice Training	MEMBER
Prof Ewart Keep	Director - Centre for Skills Knowledge & Organisational Performance, Oxford University	MEMBER
Iain Littlejohn	Director of Organisation Design and Change Management at Change Audit Ltd	MEMBER
Bob Price	Independent	MEMBER
Richard Byard	Director of Business Development, OxLEP	MEMBER
Samuel Kabiswa	Principal Regeneration & Economic Development Officer, Oxford City Council	ASSOCIATE
<i>In attendance</i>		
Sally Andreou	Skills Hub Manager, OxLEP	Staff team
Ahmed Goga	Director of Strategy & Programmes, OxLEP	For agenda item 3

APOLOGIES RECEIVED

NAME	POSITION AND ORGANISATION	
Adrian Lockwood	Managing Director, Integration Technology	CHAIR
Sally Dicketts	Group CEO, Activate Learning	MEMBER
Kate Bermen	Operations Director at Olamalu	MEMBER
Jon Wood	Senior Partnership Manager, DWP	MEMBER
David Clarke	Deputy Director for Education, Oxfordshire County Council	MEMBER

1.	SW	<p><i>Welcome, apologies, members' declarations of interest</i></p> <p>The chair welcomed all, and brief introductions followed. Apologies were noted as above; there were no new declarations of Interest</p>
2.	RB	<p><i>Previous minutes and matters arising</i></p> <p>As the September meeting was solely focussed on the emerging Local Industrial Strategy there were no formal minutes produced. OSB members feedback had been incorporated into the emerging LIS narrative</p>
3.	AG	<p>Ahmed Goga provided an update on the Industrial Strategy talking through the attached slide pack. Members discussed the skills priorities presented noting the challenges of engagement – particularly with DfE.</p> <p>RB highlighted a meeting with DfE was planned for 28/11.</p> <p>SF suggested an approach that sought additional skills investment outside of hypothecated apprenticeship levy may resonate better within Treasury, as well as maximising BEIS leverage in skills and training outcomes.</p> <p><i>SF and SK volunteered to help shape the LIS skills offer through the post-Christmas negotiations – depending on availability</i></p> <p>Members were invited to the next LIS 'family' workshop event being held at OBU (Headington campus) on 6 December 17.00 – 19.00</p>
4	RB	<p>RB introduced the emerging Skills Advisory Panel policy highlighting the opportunity locally.</p> <p>EK provided his insight having been close the emerging thinking within HMG.</p> <p><i>EK/IL/SW volunteered to help shape SAP development as necessary - potentially with Kate's support if agreeable</i></p>
5	RB	<p>RB provided an update from OxLEP highlighting the forthcoming 'annual conversation' with HMG and an update on The Henley College and Activate Learning LGF skills capital programmes.</p> <p>He further referenced that a refreshed skills strategy would follow the LIS once finalised.</p>
6	RB	<p>RB provided an update on recent funding bids as below;</p> <ul style="list-style-type: none"> • Construction skills fund; not successful but a differing construction fund had appeared that may be helpful • Local Digital Skills Partnership – an EOI covering the Berkshire/Oxfordshire/Buckinghamshire area – which aligns to the advanced Institute of Technology submission centred around Bletchley Park had been submitted. If successful we would get a resource to work across the area to develop a digital skills strategy (embedded into LIS and Skills strategies)

		<ul style="list-style-type: none"> • Our Skills Hub ESF bid had been submitted and we were responding to queries from the managing authority <p>BP suggested we explore the opportunity to develop a ‘digital conference’ for Oxfordshire that brought together the core stakeholder to review the opportunity for growth across the sector</p>
7	RB	<p>RB provided an OxLEP recruitment update – welcoming Sally Andreou to the team as Skills Hub Manger. He highlighted forthcoming interviews for the Skills & Enterprise Advisor and Skills Policy positions.</p> <p>IL asked for an overview on the current OxLEP Skills work. SA said she would provide this at the next board meeting.</p> <p><i>SW offered to support the Skills Policy interviews 3 December.</i></p>

Next meeting – Tues 19 Feb 2019, OxLEP office, 4.30 to 6.30pm