

Minutes of the Oxford Economic Growth Steering Group
5th June 2018, 10:00 – 12:00
The Freeman's Room
Oxford City Town Hall

Attendees

Name	Organisation	
Peter Nolan	Oxford BioMedica (Chair)	
David Hartley	Oxford Brookes University	
Ian Gray	Oxford City Council	
Peter Reynolds	City of Oxford College	
Richard Venables	VSL & Partners	
Grant Hayward	Collaborent	
Lynn Sheppard	Venturefest	
Nick Scott-Ram	Oxford Academic Health Science Network	
Phil Clare	Oxford University	
Rachel Goode	Oxford University Press	
Richard Rosser	The In Oxford group / B4	
Matt Peachey	Oxford City Council	
Samuel Kabiswa	Oxford City Council	
Patsy Dell	Oxford City Council	
Alina Withers	Oxford City Council	
Tony Hart	Oxford City Council	
Ahmed Goga	OxLEP	
Apologies		
Jason Kingsley	Rebellion	
Hayley Beer-Gamage	Experience Oxfordshire	
Stuart Wilkinson	University of Oxford	
Neil Edwards	City of Oxford College	
Anthony Mtitimila	Oxford County Council/OxLEP	
Llewelyn Morgan	Oxfordshire County Council	
Jonathan Riggall		
Laurie Taylor	Oxford City Council	

Key points raised and actions

Agenda Item	Key discussion points	Actions
1. Welcome and apologies	See list of attendees above	N/A
2. Minutes of the last meeting, matters arising and brief updates	<p>Draw up paper for OEGB looking at opportunities and options for including social value clauses in procurement framework (GH/MP)</p> <ul style="list-style-type: none"> Followed up with the Oxfordshire growth Board officers from city and county councils and will be drafting a proposal on how we procure capital projects to deliver local benefit to the Growth Board. Timeline to be agreed with Growth Board. 	
	<p>Draw up an action plan for updating the Oxford Economic Growth strategy and OEGB</p> <ul style="list-style-type: none"> A draft paper is being prepared for CMT to secure sign off for the proposed approach. The strategy needs to focus on the needs of businesses i.e. innovation spaces across the city and supporting growing businesses. Ensure interdependences with other strategies [i.e. LIS, JSSP, and Local Plan] are reflected within the economic growth strategy. 	
	<p>Share Economic profile with the Board (SK)</p> <ul style="list-style-type: none"> This has now been done but it needs we need to consider turning it into a dashboard to make it easier to read. 	
	<p>Members to put forward several names of individual they are aware of to be considered for membership and invite to new members to join the Board following discussion with the Chair (SK) (All).</p> <ul style="list-style-type: none"> Two new members, Jason Kingsley from the digital and Rachel Goode from the publishing sectors have now joined the group. 	
	<p>Update on setting up Task & Finish Groups (MP/LT)</p> <ul style="list-style-type: none"> Inclusive economy task group membership now confirmed and first meeting to be held on 28th June. City Centre group to meet shortly and agree priorities. 	

3. Business Engagement (updates)	Review of Business forum and Bio 2018 <ul style="list-style-type: none"> • 700 attendees on the day. • Positive feedback from majority of attendees (92% satisfied) • Already exploring potential venue for next year's event. Venue a limiting factor this year, but it is not clear there is a better alternative. • B4 to run forums which will provide a channel to discuss the issues which affect businesses. 	
	Venturefest <ul style="list-style-type: none"> • This will be the 20th year of the event and held at Oxford Brookes' newly located Business School. • Event faces challenges as a result of the venue but being new in how to utilise the space. • Focus on Science and Innovation Audit, with digital health being the key theme. • 	<ul style="list-style-type: none"> • Request for all to promote the event through their forums.
	Business engagement framework <ul style="list-style-type: none"> • The aim is to communicate better with businesses building on what our partners do and ensuring we are led by the issues which are important to businesses i.e. what the LIS should focus on. • Important to have a common message, particularly when promoting Oxford/Oxfordshire. • Smart engagement by utilising existing channels and forums. • Better communicate the positive work being done to promote economic growth 	<ul style="list-style-type: none"> • Identify key themes coming out of business engagement activities and use these to inform future business forum discussion topics. – (SK/MP)
	LIS – proposals for stakeholder engagement <ul style="list-style-type: none"> • A number of workshops and seminars involving different stakeholders being organised over the summer with initial draft expected in August. • Timetable for development is designed to coincide with key HMG fiscal events. • Utilise the Growth Board to disseminate some of the messages. 	
	Business forum <ul style="list-style-type: none"> • The last Business Forum discussed the opportunity present by the LIS • Recent forum was judged to be a success by attendees and gave an insight into the challenges of growing companies • Next one will be in late Sept. We need to think of future themes for discussion. A key area discussed to get the 'business voice' organised behind might be the case for rail investment to be optimised and bought forward (Oxford 	<ul style="list-style-type: none"> • Develop and share future themes for discussion (SK).

	Station, Cowley Branch Line, Rail Corridor Study).	
4. Task and Finish Groups Update	<p>Inclusive economy update</p> <ul style="list-style-type: none"> • two/three areas of potential focus: <ul style="list-style-type: none"> - being recognised/accredited as living wage city and improving pay and retention; - widening access to employment through inclusive recruitment practices and adoption of a charter • first meeting scheduled for the 28th of June <p>City Centre management update</p> <ul style="list-style-type: none"> • Potential members have been identified though not yet formally confirmed. • Key areas of focus likely to be <ul style="list-style-type: none"> ○ business crime reduction ○ -marketing ○ -independent local business campaign 	
5. General Updates	<p>LEP update</p> <ul style="list-style-type: none"> • LIS coms strategy being developed. A number of engagement events planned for the summer (see below). • Future of Oxfordshire workshop for ‘C-suite’ business decision makers • A workshop for OxLEP Board and sub-group members • A session between planning and economic development staff across the county on the links between the Joint Statutory Spatial Plan and LIS. <p>Regeneration programme update</p> <ul style="list-style-type: none"> • Station Site – Phase II proposals has now received Network Rails Grip Stage 4 clearance, meaning they are very likely to be delivered in the next Control Period (circa 2023) . Currently taking a narrow rail only perspective. Aim and drive is to get the review to take an area wide perspective – wider economic impact approach. City is pushing for wider stakeholder engagement. The business voice in this will be important so we need to get NR to engage. We need to ensure the Cowley Branch Line is also prioritised and that the regeneration of the station area meets the city’s collective ambitions (gateway, transport hub, commercial development providing for city’s needs) • Oxpens site – have received three good bids. Hoping to select preferred bidder by October 	<ul style="list-style-type: none"> • Ensure business views are fed back to Network Rail and reflected within emerging plan. (IG/SK/MP)

	<p>and sign them up by Dec. Master planning to commence Jan 2019. Will also need to take into account the business voice about what needs Can be met by this opportunity</p> <ul style="list-style-type: none"> • Northern Gateway (also known as Oxford North) – now at pre-application discussion stage with public consultation scheduled to begin in June 2018. • Osney Mead – focus is on bottoming out what should be the deliverables in the medium and long-term. Two govt funding grants are being contracted for flood works around the site. • Opportunity to embed social value within these projects. could Smart Oxford could play a role in shaping certain aspects of development from a digital technology perspective? <p>Growth deal update</p> <ul style="list-style-type: none"> • Joint Spatial Strategic Plan for the county now being developed. Important to ensure local plans. May need to review structure and composition of Growth Board. Recruiting a GD director to increase capacity as delivery timescales are very challenging. 	
6. Discussion on a proposal for a conference venue for Oxford and Oxfordshire	<ul style="list-style-type: none"> • Evidence from other global cities indicates conference and convention centres have a long term positive economic impact. • Currently nowhere in the UK can host a major convention. • Previously undertaken a feasibility study to test the case for a conference centre in oxford. • Number of challenges; <ul style="list-style-type: none"> - Location, funding, surrounding visitor infrastructure – where they occur they tend to be funded by the public sector. • Commission a study making a case for developing a convention centre in Oxford. This needs to be on a commercial basis. LEP to lead. Members to consider contributing. 	<ul style="list-style-type: none"> • Circulate previous report. • Members to confirm contribution to study fund.
7. AOB, future meeting dates, Items for next meeting	<ul style="list-style-type: none"> • Expecting two Chinese delegations later in the month from Hebei and Chenghua. Will be signing an MOU with one. 	<p>Sept 13th 10.00 to 12.00 Dec 11th 10.00 to 12.00 (subject to confirmation)</p>

Action Log update

Date	Action	Update	Status (Open/Closed)
29/03/18	<ul style="list-style-type: none"> • To draw up paper looking at 	<ul style="list-style-type: none"> • A meeting of Oxfordshire EDOs 	In progress

	<p>opportunities and options for including social value clauses in procurement framework.</p> <ul style="list-style-type: none"> • Explore how we could weave social value into the procurement programme for infrastructure elements of the Growth Deal. 	<p>being scheduled to map what each of the districts is doing in this area. This will determine the scope of the recommendations in the paper.</p>	
29/03/18	<ul style="list-style-type: none"> • Draw up an action plan for updating the local growth strategy and EGSB input into the LIS. • Share refreshed Economic Profile document with the Board. 	<ul style="list-style-type: none"> • A paper (including an action plan) on taking forward the economic strategy refresh is being drawn up for the Corporate Management team and will be shared with EGSB once agreed/cleared. 	In progress
29/03/18	<ul style="list-style-type: none"> • Members invited to propose potential names of individual they are aware of to be considered for membership. • MP/LT to set up new Task & Finish Groups 	<ul style="list-style-type: none"> • Jason Kingsley of Rebellion and Rachel Goode from OUP have now joined the board. The board may decide that we still need representatives from the retail and visitor economy sectors. 	In progress