

Board Meeting No: 4 Tuesday 3 November 2015

MINUTES

Board Directors Present:	Cllr Matthew Barber, Margaret Coles, Bob Bradley, Cllr John Cotton, Sally Dicketts, Alistair Fitt, Cllr Ian Hudspeth, Adrian Lockwood, Cllr Bob Price, Richard Venables, Prof Ian Walmsley, Ian Wenman (Chair), Nigel Tipple (CEO)	
Apologies:	Andrew Harrison, Cllr Barry Norton, Barry Wood, Phil Shadbolt	
Minutes:	Karen Radford	
In attendance:	Lorna Baxter, Calvin Bell, Richard Byard, David Edwards, Hal Painter, Dawn Pettis. Sue Scane, Part of the meeting: Martin Tugwell	
Item		Action
1. Apologies		
See Above		
2. Declarations of Interest		
There were no new declarations of interest noted by the Directors.		
3. Minutes of Board meeting (3)		
Minutes of previous meeting were agreed		Agreed
Matters Arising - Enterprise Zone (EZ) – Further discussion required with the Joint Venture partners to review the impact of the Vale Local Plan challenge.		
<ul style="list-style-type: none"> • The Vale Local Plan stage 1 enquiry has concluded, progressing to stage 2 in the new year. • The Innovation Centre at Harwell Campus has now received planning consent • High Tec terrace has also received consent along with access road arrangements. 		
An update on progress at Harwell to be considered at the next meeting in January 2016		
4. Strategic Transport Forum (Martin Tugwell)		
Martin Tugwell gave a short presentation on the purpose and role of the England's Economic Heartland - Strategic Transport Forum. The Board were asked to consider the invitation to join the Forum. The forum will provide the opportunity for partners to work strategically on transport projects which cross boundaries and where common interest and benefit to be derived from collaboration.		All
Proposal: <ul style="list-style-type: none"> • The Board agree to nominate a representative to sit on the Strategic Transport Forum 		
Action: Board agreed to join the forum and to nominate a board member to attend		
5. Devolution Progress Update		
David Buckle provided an update noting that progress is being made and that we anticipate a Check and Challenge session to take place with Ministers in late November/December. In the meantime we will continue to develop the themes and proposition further, based on the EOI submission which set out a strategic approach based on 3 broad themes :		
<ol style="list-style-type: none"> 1. Business & Skills - having local control of Skills Budgets or Co-Commissioning of post 16 education and Adult Education. Greater 		

<p>alignment of UKTI's investment programme to attract business into Oxfordshire alongside our own Investment teams and strengthening the Business support available through our OBS Programme.</p> <ol style="list-style-type: none"> 2. Health & Well Being – To bring together the Health Sector across Oxfordshire including the CCG, NHS Trusts and Local Authority services to provide a single service delivery model focused upon patient need, early intervention and alignment of services for local people. 3. Housing and Infrastructure – We already have a collaborative approach to addressing some of the challenges through the current Growth Board, whilst challenging the intention is to strengthen the approach, align infrastructure needs and build upon the local plan process. It was recognised that more work was needed in this area, good progress is being made. <p>Finally, It is recognised that we will need to undertake a Governance Review in support of the approach, whilst at this stage we anticipate consideration of a Combined Authority structure there are no proposals for a directly elected Mayor.</p>	
<p>6. Growing Places Fund</p>	
<p>Dawn Pettis presented a paper setting out progress to date</p> <ul style="list-style-type: none"> • We have promoted 3 project calls, through these funding has been allocated to 15 projects • The proposed scheme to build a new cycle route within the EZ is progressing but subject to review currently in light of some localised difficulties in securing permission to convert some paths into a bridleways. Further monitoring updates will be provided. • The remaining Capital funds will be allocated to a further round 4 project call in March/April 2016. • The remaining revenue funding will be allocated to support project delivery in 2016 and beyond. <p>Recommendations: That the Board:</p> <ul style="list-style-type: none"> • Noted and agreed the changes in relation to the Enterprise Zone cycle-ways project. • Endorses the approach for the use of the remaining GPF capital allocation of £610,100 • Agreed that the remaining revenue of £241,083 is set aside to support project delivery from April 2016 	<p>Noted and Agreed</p> <p>Agreed</p> <p>Agreed</p>
<p>7. Chief Executives Report</p>	
<p>The report provides an update on progress made over the period to the end of October 2015.</p> <p>NT drew to the board's attention to a proposal to second the Economy and Skills team over to the company. This proposal is identified in the County Council Budget consultation, the approach would see the team seconded with a staff and operational budget in April 2016 but reflecting the operational savings needed over a 3 year period. Whilst this does provide cost savings, the primary focus is to optimise operational resource, focus on delivery and in so doing allow us to develop a more sustainable model of working through the devolution proposals. Further updates will be provided on progress including consideration of office accommodation for the aligned team.</p> <p>NT reminded the Board that we were now actively seeking applications for Chair, encouraging Board Directors to raise awareness and promote the opportunity. He noted that two further vacancies for private sector Board Directors would become available when the Interim Chair Ian Wenman and Margaret Coles (both private sector board members) step down in quarter 4. Whilst the specific</p>	

<p>timetable is yet to be agreed, we are pulling together a timetable for this second stage process.</p> <ul style="list-style-type: none"> • NT asked the board to consider appointing an interim private sector deputy chair and sought Nominations from the Board. • Noted the review of subgroups to enable more active engagement • Advised of the need to appoint a Chair for the Transport Sub-Group following Adrian’s retirement from the Board • Advised of the need to form two new sub groups to drive the SEEIP & CCHT work streams, nominations were sought. <p>Finally,NT sought the Boards agreement to moving Board meetings to a Quarterly cycle thereby aligning with financial and operational reporting and allowing sufficient time for sub-group and Growth Board engagement.</p> <p>Recommendation: That the Board:</p> <ul style="list-style-type: none"> • Notes the report and progress made to date • Agree the proposals detailed at annex 1,2, and 3 	<p>Noted Agreed</p>
<p>8. Careers & Enterprise Company and O2i</p> <p>Richard Byard (RB) presented an update report. In Summary, the Opportunities to inspire (O2i) programme is focused upon Building strong connections between Schools and Business and in so doing supporting our young people with careers advice and guidance which reflects the local economy. This approach is reinforced through the recent contract awarded to us by the Careers Enterprise Service which requires the recruitment of Enterprise advisers; coordinated by the LEP to work closely with school /college heads and enlist local businesses to give pupils real-life experience in the world of work.</p> <p>Action: The Board are asked to promote the opportunity across the Business Community</p>	<p>All</p>
<p>9. Sector Proposition Presentation</p> <p>RB provided an update on the work undertaken to develop stronger sector propositions in Oxfordshire.</p> <p>He emphasised the position of Oxfordshire as a globally significant player and that by working with UKTI and the Invest in Oxfordshire team we would adopt a more proactive and engaged approach bringing more investment into the County and with it support the creation of jobs</p> <p>The sector propositions focus upon the following key strengths:</p> <ul style="list-style-type: none"> • Automotive and Motorsport • Creative and Digital • Electronics: Sensors and Instrumentation • Life Sciences • Space and Satellite Technology • <p>Sector Proposition launch is expected later in the year and will be held at Williams F1 in Grove.</p> <p>Recommendation: That the Board:</p> <ul style="list-style-type: none"> • Notes the report and progress made to date 	<p>Noted</p>

10. A.O.B

- NT raised the issue that LEPS are being asked by press and media about their views on EU exit. He advised that the LEP Network needs to think strategically across the 39 LEP's what the position might be.

11. Dates of the Next Meetings

- Tuesday 5th January 2016 – Williams F1 Conference Centre, Station Road, Grove, Wantage OX12 0DQ
- Tuesday 8th March 2016 – Oxford University, Begbroke Science Park, Yarnton, Begbroke, Oxfordshire OX5 1PF

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