

2.0 MINUTES OF WLEP BOARD MEETING

Monday 18th July 2016, 2.00 pm - 5.00 pm

Hogarths Stone Manor Hotel, Stone, Nr Kidderminster DY10 4PJ

PRESENT:

Mark Stansfeld	(MS)	Non-Executive Chair
Carl Arntzen	(KA)	Managing Director, Worcester Bosch Group
Cllr Ian Hardiman	(IH)	Deputy Leader, Wyre Forest DC (rep Northern DCs)
Cllr Linda Robinson	(LR)	Leader, Wychavon District Council (rep Southern DCs)
Cllr Simon Geraghty	(SG)	Leader, Worcestershire County Council
Chris Walklett	(CW)	Partner, Bishop Fleming
Dr Simon Murphy	(SM)	Non-Executive Chair, Sandwell Local Improvement Finance Trust
Mark Martin	(MM)	Chair of WLEP Business Board
Nick Baldwin	(NB)	Chairman, Office for Nuclear Regulation
Prof David Green	(DG)	CEO & Vice Chancellor of the University of Worcester
Stuart Laverick	(SL)	Principal & Chief Executive, Heart of Worcestershire College

IN ATTENDANCE:

Gary Woodman	(GW)	Chief Executive, Worcestershire LEP
Ian Edwards	(IE)	Deputy Chief Executive, Worcestershire LEP
Claire Bridges	(CB)	Strategy & Partnership Executive, Worcestershire LEP
Kirsten Dally	(KD)	PR & Communications Executive, Worcestershire LEP
Diane Dwyers	(DD)	Executive Assistant, Worcestershire LEP (Note Taker)
Claire Marchant	(CM)	Chief Executive, Worcestershire County Council
Phoebe Dawson	(PD)	Growth Hub Manager, Worcestershire Business Central
Cassie Bray	(CB)	Director of Business Engagement, H&W Chamber of Commerce

APOLOGIES:

Margaret Sherrey	(resigned as Leader of Bromsgrove District Council on 29/06/16)
Graham Pendlebury	(GP) DFT, LEP Senior Sponsor

	<u>Welcome and Apologies</u>	ACTION
1.		
1.1	Mark Stansfeld (Chair) welcomed the Board, Ian Hardiman (who was standing in to represent the Northern Districts) and Clare Marchant, apologies noted from Graham Pendlebury.	
1.2	Thanks was extended to Margaret Sherrey for her contribution, who resigned as Leader of Bromsgrove DC and, therefore, from the Board on the 29 th June.	
2.	<u>Minutes from WLEP Board Meeting on 16th May 2016</u>	
2.1	The minutes were approved and signed off as a true record by the Board.	

<p>3.</p> <p>3.1</p> <p>3.1.1</p> <p>3.1.2</p> <p>3.1.3</p> <p>3.2</p> <p>3.2.1</p>	<p><u>Matters Arising</u></p> <p>Action List</p> <p>Mark Stansfeld promised to re-send the Board Objectives for feedback from the Board as he didn't action it from the last meeting.</p> <p>CM queried if letters had gone out to local MPs congratulating them on their new ministerial positions. These will be sent this coming week.</p> <p>All other identified actions were completed.</p> <p>Correspondence</p> <p>No correspondence was received.</p>	<p>MSt/ALL</p> <p>GW</p>
<p>4.</p> <p>4.1</p> <p>4.2.</p> <p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p> <p>4.7</p>	<p><u>Growth Deal Round 3</u></p> <p>GW outlined the bid which was due to be submitted on the 28th July for Local Growth Fund 3. A package of projects across the themes of the Strategic Economic Plan included skills, universities, transport, housing and business capital grants was presented.</p> <p>MSt highlighted the need to define each project and define a stakeholder plan around the project to build relationships and influence decision makers. SG agreed that recent events had led to a significant reshuffle and ministers/civil servants who were previously aware of key projects like Carrington Bridge, now moved on.</p> <p>DG commented that we have good plans in place and we should reflect on early statements from Theresa May PM focussed on inclusivity and creating opportunities within our bid.</p> <p>SG stated his nervousness in putting the Sensors Catapult at the front of the bid for one of our key gamechanger sites in Worcestershire. He said it was better to present the project as an expansion of Malvern Hills Science Park including a Sensors Catapult.</p> <p>MSt commented that good work had been done to engage Innovate UK in this project and we were building on success. The Board agreed to change the narrative of this project in line with SG's suggestion.</p> <p>SG continued that when looking at the values of the projects that we were bidding for, the A38 figure of £5m appeared too low. The Board discussed this in terms of trying to find the right balance between a sensible pitch vs a realistic ask. It was agreed we would increase the value to £7.5m.</p> <p>GW gave assurances that the WLEP were working with the Greater Birmingham LEP to coordinate projects in the North of the County.</p>	

<p>4.8</p> <p>4.9</p> <p>4.10</p> <p>4.11</p> <p>4.12</p>	<p>A glossy brochure was presented to the Board ‘hot off the press’ and positive comments were received. Some concerns were highlighted around the figure of 1,000 new homes seemed low also we were not specific about our improved performance and increased likelihood of exceeding our GVA figure.</p> <p>IE commented that for Growth Deal 1 and 2 and the £54.2m investment we only committed 1,200 homes and 4,000 jobs. Our bid this time is for £33m for 1,300 additional jobs and 1,000 additional new homes. These outputs are related directly to the projects that we identified.</p> <p>MSt reflected that in pitching the bid we would need to set these direct outputs against our performance and the wider context for example; the Strategic Economic Plan highlights the delivery of 21,000 new homes by 2025 in line with local plans, not all of this delivery is related to the investment that the LEP makes.</p> <p>The Board agreed the bid with the changes to the values. Further changes to the final bid, after the ministerial challenge session, were possible and added detail for the economic analysts would be included.</p> <p>GW to send a short note to the Board on the outcome of the Ministerial Challenge session.</p>	<p>IE</p> <p>GW</p>
<p>5.</p> <p>5.1</p> <p>5.1.1</p> <p>5.1.2</p> <p>5.1.3</p> <p>5.1.4</p> <p>5.1.5</p> <p>5.1.6</p>	<p><u>Worcestershire Business Central</u></p> <p>Cassie Bray and Phoebe Dawson gave a presentation on the progress WBC has made since responsibility was transferred to the Chamber. A discussion took place covering the following points:</p> <p>The Business Board are working with WBC to refine, improve and give feedback on the level of service and customer journey.</p> <p>WBC needs to remove and avoid duplication, with particular reference to Advised in Worcestershire – this relationship was currently being re-defined.</p> <p>The need to ensure performance and business intelligence comes back to the WLEP from WBC to inform initiatives and projects.</p> <p>The level of clarity between the WLEP and the Chamber on role of WBC and what it was to deliver regarding its purpose, terms of reference and making its KPI’s more specific is required.</p> <p>The development of WBC as a credible brand and whether the business community at large understands what WBC can do for them remains unanswered.</p> <p>It was agreed that further clarity on these points would be presented at the Board meeting in September.</p>	

<p>6</p> <p>6.1</p> <p>6.2</p> <p>6.3</p>	<p><u>Growth Deal 2016/2017 Performance</u></p> <p>IE presented the report, highlighting where the risks of delivering spend were greatest, these were particularly on Kidderminster Station, Parkway and the Skills Capital Fund. A discussion took place about where project costs had increased and what would be the attitude of the Board to flexing its contribution. The Board were agreeable to this, however, IE highlighted that if you flex the budget in one scheme you lose the budget in others.</p> <p>MSt suggested that at this Board meeting no changes to the allocations were made, however, the Executive bring forward options to the September Board for the management of any risks.</p> <p>DG suggested the principal of moving the money around should only apply in each theme i.e. transport allocations can only be reallocated within transport. It was agreed that these would be reflected in the options in the September Board.</p>	<p>IE</p>
<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p>	<p><u>Expansion of the Centre of Vocational Excellence for Engineering Training</u></p> <p>MM and CW declared a conflict of interest regarding the project.</p> <p>IE presented the project in terms of background, outputs, appraisal findings and financial contribution. The Board welcomed the project as this was increasing the capacity of skills provision from the County.</p> <p>It was agreed that, provided the conditions highlighted in the paper were satisfied, the Board delegated authorisation to the Chief Executive for approval.</p>	<p>GW</p>
<p>8.</p> <p>8.1</p> <p>8.2</p> <p>8.3</p>	<p><u>Business Board Update</u></p> <p>MSt introduced this new and regular agenda item after discussions with MM and attendance at the Business Board meeting, as he wants to raise the profile of the Business Board.</p> <p>MM gave some examples of the issues that the Business Board have discussed such as Incubator space, WM Supply Chain and the Sensors Catapult. Although the Business Board has 21 members they have the ability to breakdown into smaller working groups on specific issues.</p> <p>The Business Board can be a vital part of the WLEP infrastructure and engaging with the local business community. MM to consult with the Business Board about how to structure this feedback in a constructive way.</p>	<p>MM</p>

<p>9.</p> <p>9.1</p> <p>9.2</p> <p>9.3</p>	<p><u>WLEP Annual Conference</u></p> <p>KD presented the report focusing on the key headlines of the proposed conference for 2016 building on the success of previous years. These themes included:</p> <ul style="list-style-type: none"> • Changing the structure of the conference from information download from the WLEP to the audience, to a one off panel sessions and discussion. • Celebrating the successes and the businesses that have benefited from WLEP support. • Keynote speakers of Sajid Javid and Guy Browning. • Raising £12,000 worth of income. <p>The Board commented on the draft agenda, that the WLEP Board members need to be more visible and the focus needs to be on showcasing and not celebration. Consideration should be given to swapping Sajid Javid with Greg Clark due to change in ministerial responsibilities.</p> <p>GW asked for 1 or 2 Board members to support the Executive team to deliver a more improved programme. It was agreed that an Annual Conference Working Group meeting be arranged.</p>	<p>KD</p>
<p>10.</p> <p>10.1</p> <p>10.2</p> <p>10.3</p> <p>10.4</p> <p>10.5</p>	<p><u>ESIF Delivery Update and EU Referendum Impact</u></p> <p>CB gave a presentation on the paper relating to the current situation on the European Programme following the Referendum. Currently government departments/managing authorities are not signing any contracts, however, the WLEP and the ESIF Committee are preparing to accelerate calls for projects/programmes when greater clarity is known.</p> <p>CB confirmed that she had spoken to DEFRA and are likely to see a September call window go ahead. However, there is a significant risk to the programme and the Strategic Economic Plan if this does not go ahead or is time curtailed – the pressure to spend will become quite important.</p> <p>SM stated that there was a lot of money at stake and although we won't get everything we expected it is important that LEP chairs and ESIF Committee chairs come together to lobby government.</p> <p>A discussion took place about the BREXIT situation and its impact on the economy plus the need for a new government to continue investment. The Board concluded that they would maintain a watching brief with the ability to act/lobby at short notice.</p> <p>It was agreed, in the short term, that a strong project pipeline be developed that could spend money quickly across the timescale of 18 months to 3 years. The WLEP Executive agreed to keep Board Members up to date.</p>	<p>CB</p>

<p>11.</p> <p>11.1</p>	<p><u>FE Update</u></p> <p>GW presented the paper which gave headline conclusions of the Worcestershire FE Review, key areas for change and the recommendations. These were noted by the Board and agreed the next steps to be taken by the Employment and Skills Board whose strategy will be the topic at the September Board meeting.</p>	<p>GW</p>
<p>12.</p> <p>12.1</p> <p>12.2</p>	<p><u>Midlands Engine Update</u></p> <p>GW gave an overview of the paper highlighting key areas of work and the recent Midlands Engine Conference on the 4th July. A number of partners attending the event and hard copy of the feedback was distributed at the meeting. The Board agreed that further engagement with the Midlands Engine was important and SG and MSt role on the Senior Board was crucial to getting key outcomes.</p> <p>MSt, SG and GW are due to meet Sir John Peace, Chair of the Midlands Engine on the 19th July to discuss how Worcestershire can play a greater role.</p>	
<p>13.</p>	<p><u>Any Other Business</u></p> <p>None</p>	
<p>11.</p>	<p><u>Dates of WLEP Board Meetings in 2016</u></p> <p>21st November 2016</p>	