

MINUTES OF WORCESTERSHIRE LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING

Wednesday, 26th February 2014 3.00pm – 5.30pm
Yamazaki Mazak Ltd, Badgeworth Drive, Worcester

PRESENT:

Peter Pawsey (Chair)	(PP)	Chairman Robert West and Director Midland Heart
Cllr Simon Geraghty	(SG)	Deputy Leader Worcestershire County Council
Cllr Paul Swinburn	(PS)	(rep Cllr David Hughes, Malvern Hills District Council)
Roy Irish	(RI)	Director, Financial Support and Partnership Ltd (rep Carl Arntzen)
Cllr Phil Mould	(PM)	(rep Cllr John Campion, Wyre Forest District Council)
John Callaghan	(JCal)	Principal, North East Worcestershire College
Alan White	(AW)	MD Malvern Hills Science Park
Dean Attwell	(DA)	MD Oakland International
Marcus Burton	(MB)	MD Yamazaki Mazak

IN ATTENDANCE:

Gary Woodman	(GW)	Worcestershire LEP
Luke Willetts	(LW)	Worcestershire LEP
John Hobbs	(JH)	Worcestershire County Council
David Crook	(DC)	BIS
Wendy Stock	(WS)	Note taker Worcestershire LEP

APOLOGIES:

Cllr David Hughes	(DH)	Leader, Malvern Hills District Council (rep Southern DCs)
Carl Arntzen	(CA)	MD Worcester Bosch Thermotechnology
Cllr John Campion	(JC)	Leader, Wyre Forest District Council (rep Northern DCs)

1.	<p><u>Welcome and Apologies</u></p> <p>Peter Pawsey (Chair) welcomed the Board and he noted that there were apologies from Carl Arntzen, Cllr David Hughes and Cllr John Campion and thanked the representatives who were standing in for them.</p>	
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<p>2.</p>	<p><u>Minutes from the Board Meeting 23 January 2013</u></p> <p>The Minutes were signed off as a true record by the Board.</p>	
<p>3.</p>	<p><u>Matters Arising</u></p> <p>It was agreed that any matters arising would be covered in the Board Agenda.</p>	
<p>4.</p>	<p><u>SEP Update</u></p> <p>GW gave a presentation on the SEP update. The EUSIF submission was provided to Government by the 31st January deadline with the combined Total Funding of over £119m for 2014-2020. Opt ins still remain flexible at this stage. GW outlined the BIS feedback on the draft SEP submission as being both well structured and with a clear narrative. Clear prioritisation is needed on Asks of Government and to ensure that these are scalable. More information is required on the Transport aspects and the cross-Birmingham protocol requires to be worked on in more detail.</p> <p>GW updated the Board on the outcomes of the recent Greg Clark Challenge Session on the 4th February and the letter received from him dated 13th February 2014. The Infrastructure Investment Fund should not be top priority in SEP and specific focus should be on programmes/projects that are ready for implementation in 2015/2016. There were to be no further enterprise zones and speculative development would not be looked upon favourably. It was also important to engage with MPs to support the <u>prioritisation</u> of schemes and win support of the SEP. (GW confirmed that a meeting with some of the County's MPs had been held and all were supportive of the SEP). Greg Clark's letter had outlined that plans should be plausible and that it was important to work with other LEPS.</p> <p>GW outlined the outcome of the project call that ran from the 10th December to 10th January. He confirmed that 87 Expressions of Interest had been received of which 76 related to funding schemes associated with EUSIF monies. The other 11 related to potential SEP and Local Growth Fund proposals as follows:</p> <ul style="list-style-type: none"> • 2 related to Game Changer sites • 1 related to development of University Park • 3 related to transport schemes <ul style="list-style-type: none"> - Cathedral Square development in Worcester City - Kidderminster viaduct repair - Improving transport links in Kidderminster Town Centre 	

	<ul style="list-style-type: none"> • 3 related to potential Centres of Excellence: <ul style="list-style-type: none"> - 1 x Agri-Food sector - 2 x Engineering <p>GW gave an update on the Independent Panel working session which had taken place on 14th February in which there had been emerging themes of, firstly, the need to provide more evidence that Game Changers will enable genuine growth and not displacement; the need to make more explicit reference to Worcestershire business' rationale/support for proposed interventions. To make clear how transport priorities enable/link key sector growth and general feedback that the use of case studies would bring the SEP document to life and make a more compelling argument.</p> <p>It had been commented by the Panel that there was supporting evidence that GVA under-performed in the three key chosen sectors of Agri-Food, Cyber DefenceDefense and Advanced Manufacturing and PP asked the Board to reflect whether the number of chosen sectors were too narrow. The Board debated this and after some discussion it was agreed that a wider spread of sectors would be included in the final SEP submission.</p> <p>GW confirmed that Worcestershire MPs are engaged with the SEP and received a further briefing in early February and a session is scheduled for mid-March with MPs to seek their commitment and endorsement of the final version of the SEP.</p> <p>GW said that meetings would be taking place over the next two weeks with FE Principals to look at the reshaping of the skills element. JC gave a quick review of this in terms of engineering and also outlined the future of FE Colleges in Worcestershire.</p> <p>GW outlined the short to medium term Asks of Government as of December 2013 and the February and March 2014 timelines. He confirmed that the next steps would be the need to finesse 'Asks of Government' and to finalise the programme of projects and interventions of LGF, whilst ensuring that all stakeholders are engaged through the finalisation process to ensure that there are 'no surprises'. GW confirmed that electronic information would be circulated to Board members for agreement during this period.</p> <p>MB expressed his concerns over the potential lack of resources in terms of what analysis is required according to Greg Clark's letter. GW confirmed that the data is available and is pulling material together from a variety of sources such as Highways, AMION and the rest of the LEP Executive Team.</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p><i>The Board agreed the recommendation to approve the progress of the Strategic Economic Plan.</i></p> </div>	<p style="text-align: center; vertical-align: middle;">ACTION: GW</p>
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Governance Review Options Paper

GW asked the Board to endorse a number of recommendations to be embedded in the Governance Review by the time of the next Board Meeting on 20th March. These included:

- the extension of the renewal period of Board members from 2 years to 3 years to align with best practice.
- Board membership to increase from 9 to 11 members to involve an extra Business member and 1 Board member from HE with the power to co-opt up to 2 extra business members in the future, subject to a 75% membership vote.
- Chairman - the term of the Executive Chair is to be extended by a year to secure continuity and provide a suitable period of handover with the newly appointed Chair – an appointment process to start in September 2014.
- Business Board - Role to be redefined so as to avoid duplication and therefore the Business Board will no longer appoint its members to the WLEP Board; assume responsibility for business sector development activities, and establish sector sub-groups. Members of the Business Board will be expected to sit on the Sub-Groups and the Chair of the Business Board will be one of the WLEP Board members and will formally report on the Sub-Group activity and issues to the WLEP Board. Finally, for two of the Business Board Meetings in any year to involve a wider forum involving all members of the Sub-Groups and potentially other business representatives to allow for wider engagement and exchange of ideas.
- The continuance of four Strategic Policy Sub-Groups but the remit and membership of the Access to Finance Sub-Group will be widened and re-named the Business Growth Sub-Group. Ideally, to be chaired by a WLEP Board member but due to potential time constraints, for the WLEP Board member to take overall responsibility of each Group.
- The Finance, Audit, Risk and Appointments Sub-Committee - re-modeling of its activities to create a separate Appointments & Remuneration Committee to be chaired by the LEP Board Chair.

The Board agreed to this and decisions on the Governance Review will be reviewed again at the next Board Meeting taking place on the 20th March whilst recognising that it is important that robust Governance arrangements must be in place to ensure that the SEP submission is in place and successful.

JH presented a paper on the Relationship between LEP Board Members and WCC as an Accountable Body in light of recent concerns expressed by Board Members over personal liability. The quid pro quo for this is that, short of criminal activity or deliberate

	<p>criminal act, members of the WLEP Board should be effectively indemnified against any personal liabilities associated with allocation of public funds for which WCC is the accountable body. This would make the issue of insurance academic. No contract for indemnity against a person's own fraud or deliberate unlawful act is permissible.</p> <p>PP concluded by asking JH to go back to the legal advisers for WCC with the Board feedback/comments to ask them to confirm if insurance cover was required for Board Members and this issue would be raised again at the next Board Meeting on the 20th March. Meanwhile the Chair will also seek further advice through AMION in respect both to indemnity insurance and in the drafting of the final agreement between the LEP and the accountable body.</p>	<p>ACTION: JH</p> <p>ACTION: PP</p>
<p>6.</p>	<p><u>Bromsgrove Town Centre, Growing Places</u></p> <p>GW gave the background to this proposal which would support the development of this site to create a new cinema, Marks and Spencer's simply food store and a series of restaurant outlets and car parking.</p> <p>GW explained a number of options with the Board along with the pros and cons and it was agreed by the Board to action further discussion with BDC to potentially fund the project.</p> <div data-bbox="431 1182 1034 1272" style="border: 1px solid black; padding: 5px; text-align: center;"> <p><i>The Board agreed this recommendation.</i></p> </div>	
<p>7.</p>	<p><u>Tour of Britain - cycle event</u></p> <p>The Board agreed that the DFT allocation can be used to under write the costs of holding the start of a stage of the Tour of Britain of up to £65,000 in Worcestershire.</p> <div data-bbox="431 1558 1034 1648" style="border: 1px solid black; padding: 5px; text-align: center;"> <p><i>The Board agreed this recommendation.</i></p> </div>	
<p>8.</p>	<p><u>Any Other Business</u></p> <p>PP confirmed that he had been nominated to represent the six West Midlands LEPS on the National LEP Board for a year.</p>	

	AW had noted from <i>Midlands Insider</i> that "RGF money had not been spent." He felt that it should be publicised that Worcestershire had spent this money. This was agreed by the Board.	
9.	<p><u>Dates of Meetings in 2014</u></p> <p><u>LEP BOARD:</u></p> <p>20th March - Mazak 22nd May - Coomers 24th July - Mazak 25th September - Coomers 20th November – Mazak</p>	