

MINUTES OF WLEP BOARD MEETING

Monday 25th January 2016 2.00pm – 5.00pm

Worcester Bosch, Cotswold Way, Worcester WR4 9SW

PRESENT:

Mark Stansfeld	(MS)	Non-Executive Chair
Carl Arntzen	(CA)	Managing Director, Worcester Bosch Group
Cllr Margaret Sherrey	(MSh)	Leader, Bromsgrove DC (rep Northern DCs)
Mark Martin	(MM)	Chair of WLEP Business Board, One Creative
Chris Walklett	(CW)	Partner, Bishop Fleming
Dr Simon Murphy	(SM)	Non-Executive Chair, Sandwell Local Improvement Finance Trust
Nick Baldwin	(NB)	Chairman, Office for Nuclear Regulation
Prof David Green	(DG)	CEO & Vice Chancellor of the University of Worcester
Stuart Laverick	(SL)	Principal & CEO, Heart of Worcestershire College

IN ATTENDANCE:

Gary Woodman	(GW)	Worcestershire LEP
Ian Edwards	(IE)	Worcestershire LEP
Claire Bridges	(CB)	Worcestershire LEP
Kirsten Dally	(KD)	Worcestershire LEP
Diane Dwyers	(DD)	Worcestershire LEP (Note Taker)
Clare Marchant	(CM)	Chief Executive, Worcestershire County Council
Graham Pendlebury	(GP)	DFT, LEP Senior Sponsor

APOLOGIES:

Cllr Linda Robinson	(LR)	Leader, Wychavon District Council (rep Southern DCs)
Cllr Simon Geraghty	(SG)	Leader, Worcestershire County Council

1.	<u>Welcome and Apologies</u>	ACTION
1.1	Mark Stansfeld (Chair) welcomed the Board, Clare Marchant and Graham Pendlebury, apologies noted from Linda Robinson and Simon Geraghty.	
1.2	Mark reflected back on the Board Away Day at the Stone Manor and commented that it was a good start as to the direction of the LEP over this next phase, which: <ul style="list-style-type: none"> • Gives everyone focus on plans • Develops a strong Pipeline – heading towards that direction • Need to take it to the next level • The LEP Executive will need the Board's help 	
1.3	Mark said he would circulate the Board Objectives, which were part of the May 2015 Board Papers, he asked for the Board's views/feedback.	ALL
2.	<u>Minutes from WLEP Board Meeting on 24th September 2015</u>	
2.1	CM noted an error under UTC, point 6.1 – the date should read 2015/2018.	

<p>2.2</p> <p>2.3</p>	<p>SM highlighted to the Board the work of Better Regulation within Worcestershire Bangladeshi's community by Worcestershire Regulatory Services. This had the support of Rt Hon Sajid Javid MP and the potential to roll out the scheme nationally.</p> <p>Amendment made to 6.1 and the minutes were approved and signed off as a true record by the Board.</p>	
<p>3.</p> <p>3.1</p> <p>3.1.1</p> <p>3.1.1.1</p> <p>3.1.1.2</p> <p>3.1.2</p> <p>3.2</p>	<p><u>Matters Arising</u></p> <p>Action List</p> <p><u>WLEP Annual Conference</u></p> <p>In reviewing the attendees of the LEP Conference, compared to the counties strategic companies or those identified scale ups, it has to be recognised that there are still a lot of companies who have not heard of the LEP. Board members commented that we need many vehicles to communicate to the business community making them aware of the LEP priorities and projects.</p> <p>It was recognised that we cannot reach out to all companies so we need to have a focused and targeted approach. It was agreed that a meeting between M Stansfeld, G Woodman, M Martin and Steve Borwell-Fox needs to be set up to ensure the Business Board is being used in the correct way to support the approach to communication with the business community.</p> <p>The procurement for the programme office for innovation has just been completed. A report will be made to a future Board meeting.</p> <p>Correspondence</p> <p>Correspondence was noted by the Board.</p>	<p>GW</p>
<p>4</p> <p>4.1</p> <p>4.2</p>	<p><u>Away Day Feedback</u></p> <p>In terms of the existing Business Plan the structure in Appendix B was discussed, with the topic of housing being referenced. GW outlined the approach of working with each District Council to monitor new housing completions and key sites. It was agreed that unless the targets were being missed that WLEP Board only needed to have a 'watching brief'.</p> <p>Vision Statement</p> <p>NB commented that the word "invest" was missing from the last line of the proposed statement. CA commented it was now too long and perhaps we should break it down into a "vision and mission statement". Following further discussion it was agreed that GW would re-draft with a shorter vision and create a mission statement which will be circulated to the Board electronically for final approval.</p>	<p>GW</p>

<p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p>	<p>It was agreed that further work with the University of Worcester was required and with Worcestershire FE colleges as part of the FE Review to identify future investments in Worcestershire's Education Sector to create a highly skilled workforce.</p> <p>The Board discussed the 2016/17 delivery plan recognising that part of the delivery was fixed by the Local Growth Deal requirements. The WLEP Board asked the Executive Team to produce a pipeline of potential projects for the next 3 to 5 years which matched to the vision and its delivery.</p> <p>It was agreed that a small working session would take place between now and the March Board to support the development of the pipeline.</p> <p>The Board noted the position on the WLEP core funding and agreed the preparation of resources plan which would be signed off by the QUAD on the 15th February.</p>	<p>GW</p> <p>GW</p> <p>GW</p> <p>GW</p>
<p>5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p>	<p><u>Inward Investment</u></p> <p>KD gave a presentation which addressed the conclusions at the LEP Board Away session in December and identified this topic as a priority. The presentation outlined the progress to-date against the strategy of creating a co-ordinating Inward Investment service.</p> <p>It was acknowledged that there are many different partners involved in achieving a 'red carpet' process and it was made clear that the WLEP owned the process. The Board welcomed the investment in a CRM system which would improve the co-ordination between these various partners. They agreed that the WLEP was accountable for attracting business investment and Worcestershire Business Central was responsible for the aftercare and existing businesses that were located in the county.</p> <p>The Board expressed concern if the partnership had a plan and incentives in place to get the right tenants on the Worcester 6 site. This was a top priority as the development of the site was at a critical point.</p> <p>It was agreed that a detailed plan of what will be in place by when, in terms of the Inward Investment offer, would be presented at the next Board meetings.</p> <p>There was a recognition that most of the foreign direct investment comes from companies that are already here. There is also a potential correlation of the scale-up businesses that are based in the county. CW also highlighted that over 75% of jobs created were by UK based firms, the next biggest market was the USA followed by other European countries and then China. This should be reflected in our target list and activity.</p> <p>Note for Board</p> <p>The initial scale-up data is on the secure web. DI will provide an update before the March Board.</p>	<p>GW</p> <p>DI</p>

<p>6</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p>	<p><u>Growth Deal Projects and Future Pipeline with a Focus on Commercial Accommodation</u></p> <p>The risks in the 15/16 programme were noted and the Board were satisfied that the spend of £13.4m would be achieved. This was the critical measure that central government were placing on the LEPs.</p> <p>IE presented the confirmed funding profile for 16/17 and beyond. This was included in Table 1 – RAG rating of LGF projects and showed little flexibility to introduce new projects before 18/19.</p> <p>IE reported that government are still reflecting on timing and details of Local Growth Fund 3. There was unlikely to be any new funding until 18/19. The Pipeline of project ideas needed to be developed over the coming months.</p> <p>DG commented that the FE Review should influence the key skills capital projects that would come forward to achieve the vision and aspirations of the partnership along with the recommendations of the review.</p> <p>The Board felt that a more detailed plan that clearly identified the key projects in the pipeline that the WLEP will undertake between 18/19 and 20/21 needed to be worked up.</p> <p>Although the Board recognised the current position that was detailed in the paper on commercial accommodation, there was a feeling that a greater sight over skills versus infrastructure should be understood. It was agreed that this should be brought to the March board.</p>	<p>GW/IE</p>
<p>7</p> <p>7.1</p>	<p><u>Worcester University Technical College Bid</u></p> <p>GW explained the development of the UTC application. The Board noted the application timelines and process towards a September 2018 delivery. It was agreed to submit the application on the 29th January 2016.</p>	
<p>8</p> <p>8.1</p> <p>8.2</p> <p>8.3</p>	<p><u>Further Education Review</u></p> <p>GW outlined the paper which was for information on the Government review into Further Education which will take place between January and June 2016. SL defined the review as measuring and ensuring the sustainability of colleges going forward.</p> <p>DG asked does the WLEP have a place on the review. GW answered that he was the WLEP representative and each of the FE and Sixth Form Colleges were around the table. DG expressed that the WLEP Board should have a strong interest in the review as the employer voice should have a strong influence on the outcomes of the review.</p> <p>It was agreed that the process outlined in the paper, electronic updates would be provided to the Board before and after the review meetings and future WLEP Board meetings.</p>	

8.4	It was agreed that the WLEP Board needed to have full sight of the review in all its stages.	GW
9	<u>EU Structural Investment Fund Strategy Update</u>	
9.1	It was agreed that any comments from Board members could be made to CB – no communication assumed agreement with the recommendations in the paper.	ALL
10.	<u>Project Approval – Manufacturing Engineering Training Academy (META), Evesham</u>	
10.1	It was agreed that an electronic update, after the meeting, would be circulated and the recommendations on Item 10 to be approved. This was agreed on Thursday 28 th January.	
11.	<u>Project Approval – Redditch Engineering Centre of Excellence Midland Group Training Services (MGTS)</u>	
11.1	It was agreed that an electronic update, after the meeting, would be circulated and the recommendations on Item 11 to be approved. This was agreed on Thursday 28 th January.	
12.	<u>Any Other Business</u>	
12.1	SM asked if someone from the Board would volunteer to be an alternate on the Worcestershire ESIF Sub-Committee, David Green volunteered himself.	
12.2	MSh mentioned that Sajid Javid is holding a Careers/Businesses Event on Friday 29 th January, she is going to email the details through to MS to see if he is free to attend.	MSh/MS
13	<u>Dates of WLEP Board Meetings in 2016</u>	
	14 th March 2016	
	16 th May 2016	
	18 th July 2016	
	19 th September 2016	
	21 st November 2016	