

Summary of Business - Board Meeting

8th January 2013

at

South West Water, Exeter

Attendees:- Adam Chambers, Alan Denby, Chris Grace, David Hall, Frances Brennan, Gordon Oliver, Ian Coates (BIS), Jane Gallagher (Coast), Janet Powell (mins), Keri Denton, Liz Waugh, Paul Hickson, Nick Ames, Nick Engert, Rachel Davies, Sean Fielding, Simon Barker, Stephen Bird, Theo Leijser, Tim Jones (chair), Vaughan Lindsay, Wendy Purcell, Will Mumford

1. Apologies: - Tudor Evans, Sally Edgington

Round table introductions were made to Ian Coates.

The Chair reported that SE was recovering well and should be back shortly.

2. Declarations of interest: - Adam Chambers, Frances Brennan, Rachel Davies in relation to item 5: skills tenders

3. Finance and recruitment of CEO

LW: thanked AC for leading the Finance and Resource team and all their hard work to date.

Recruitment of CEO

It was acknowledged that the process for CEO recruitment had been taken longer than hoped, missing the original December deadline. However the advert is due to be advertised with Reed Recruitment imminently and they will conduct a pre-filter of applications.

Finance

This remains fine and unchanged between now and March 2013. However, the challenge for the LEP is to work quickly to secure funding for 2013 - 2015. An application needs to be submitted to the Government by mid - February.

Action: An agreement in principle required on match funding from each Local Authority, University and FE sector by end of January for Finance and Resource meeting 8 February.

4. EU Prospectus

The EU Roadshows at Poole and Taunton in December had proved to be extremely useful in terms of cross-governmental conversations. Feedback suggested that we were ahead of the game in terms of developing our prospectus.

Action: PH to ensure the issues highlighted from the board are fed back to the funding group to assist with the continued development of the prospectus.

Action: A non-technical version of the prospectus to be drafted (when ready) in plain English and publicised on the website LW/PH

5. ESF Skills Tenders

The Skills Funding Agency tender has two specific elements: capacity and delivery. Board required to decide:

- The LEP promotes its own capacity bid (Both Somerset and Devon County Council were happy to be the accountable body)
- The LEP's capacity to endorse bids from others

It was agreed that the LEP should bid into the capacity element and take the lead. Given the tremendous amount of work carried out by the Employment Skills Boards (ESB's), it was viewed as straightforward to map this to the LEP's own business plan.

6. Growing Places Fund

Recap on Round 1:-

- Federal Mogul Site - funding agreement drafted and finalised, construction commenced onsite
- Exeter Science Park - in process of drafting funding agreement

Round 2

Eight applications had been received and these were currently going through an initial sift, prior to a review, an interview and due diligence.

Round 3

To consider: the possibility of a grant element within the funding.

7. Heseltine and the Autumn Statement

IC: higher conduit to Government for the LEP via Jon Bright (Senior Responsible officer)

Officers would respond more broadly and formally to the Heseltine statement in the spring time, once their deliberations had been carried out. However LEP feedback required:

ACTION: LW to coordinate group to consider rural pilot

ACTION: ALL to email comments re Heseltine to LW for coordination.

9. City Deals

Letter from Cabinet Office inviting Plymouth City Council and HotSW to enter second wave of City Deals in August 2013. Expression of interest has been drafted and due for imminent submission. Focus of Deal on marine technology with three core strands of activity – creation of a marine campus using South Yard as a hub, utilising and expanding GAIN (Growth Acceleration Innovation Network) to support business growth and an export pilot with UKTI aimed at helping small and micro business. Supported by LEPs, Devon, Cornwall and Torbay Councils, University of Plymouth, South West Marine Energy Park and private sector. Benefits will radiate across the peninsula, with special benefits for marine sector in specific clusters such as North Devon and Torbay. 19 key projects over 2 year period, generating 2000 jobs.

11. Board Meeting – minutes of 14 November 2012.

Minutes approved.

10. Special Interest Groups – remit of Planning Group

Item deferred to following meeting

8. Role of the Business Forum

Debate over role of the Forum. Forum gives LEP credibility and legitimacy – key component of the partnership and private sector input. Private sector needs greater understanding and engagement with LEP. Vital resource and conduit for private sector intelligence as well as communication to broader audience. Each SIG should be sponsored by private sector Board member who should be communication channel. Remit of Business Forum executive could be stronger and clearer.

ACTION: Business Forum to

- Review progress towards business plan and how SIGs could assist
- Comments on the Heseltine report
- Feedback on the EU prospectus

LEP Board has a responsibility to the business community and need for transparency; it has been focused on logistical issues but not engaged to a large extent with the Forum.

SIGs are crucial for specific sectors or industry, but Forum also important in ensuring effective communication to a wider audience. Resolved that the Board should report annually to the Forum Executive, adopt a more proactive approach in general and set out the agenda for the Forum to engage more effectively.

Board then agreed to formally endorse the Business Forum.

13. Any Other Business.

VL: Review against business plan is required.

ACTION – review to be undertaken by the Business Forum.