

Minutes of Board Meeting

21 November 2013

at

Devon County Hall

Attendees:- Adam Chambers, Alan Denby, Andrew Leadbetter, Chris Garcia, David Hall, Frances Brennan, Gordon Oliver, Janet Powell (mins), Jon Bright (DCLG), Keri Denton, Paula Hewitt, Paul Diviani, Nick Engert, Rachel Davies, Sally Edgington (BIS), Stephen Bird, Steve Hindley, Steve Smith, Tim Jones (Chair), Tracey Lee, Tudor Evans, Vinita Nawathe (for presentation), Wendy Purcell

Apologies: - Nick Ames, Simon Barker, Vaughan Lindsay

1. Welcome

The Chair welcomed:- Paul Diviani, Leader of East Devon District Council and Devon Districts nominated representative for the board; Steve Hindley, Chairman of the Midas Group Ltd and prospective new Chair; Prof. Steve Smith, Vice Chancellor of Exeter University (taking over from Sean Fielding); Tracey Lee, Chief Executive of PCC. DCC were also thanked for providing the meeting room. Thanks were given to Sean Fielding for his support over the last year, prior to Stephen taking over.

2. Declarations of interest

None

3. Minutes of last meeting in September actions arising

JB advised that a strong case be made for the remaining unfunded transport schemes to be put forward in our Local Growth Plan. This needs to form part of our conversations at the impending Dft session.

With regard to the low EU allocation, drawn from the notional allocations for geographical areas, there was a suggestion that there could be some rebalancing or compensation around this in the Growth Deal.

DCLG feedback on the EU SIF indicated that strong progress had been made, with a lot achieved in a short space of time. City Deal presentation went well with positive comments around cross LEP working and a convincing package put forward. SIF expectations were for high level ambitions, to articulate the scale of what we are trying to do, backed up with the experience (evidence) that the LEP has the means to carry out its plan. The EU SIF will be assessed against three criteria: - ambition; the rational; delivery capabilities. LEPs will be banded into categories but these are based on the level of support the Gov't needs to provide each LEP.

FB said it was important to progress relations and discussions with Cornwall on how to shape things moving forward, to focus on the unfunded transport elements and continue dialogue with Dorset, the West of England and Somerset.

The Chair recorded his thanks to JB for all his support in the past. (JB will be stepping down in December and leaving the civil service).

4. Chief Executive's report

Governance and back office

These have been established. There remain two options for the operation of the LEP's core team: everything moves to the CIC including Finance and Staff or this remains with SCC. There were a number of technical issues highlighted by

SCC if the former option were chosen and it was concluded the best option would be to have service level agreements (SLAs) in place with the LAs.

Financial position

There is no indication from Gov't of any further core funding for LEPs, however the 39 LEPs will be lobbying Whitehall and making a sustainable pitch for some core funding.

SEP, Growth Deal and EU SIF

City Deal – a considerable amount of support from local partners and a lot of work undertaken and pleased with feedback so far.

TE: Formal thanks to everyone concerned, especially those who took part on the day of the presentation, SB from Agusta, Princess Yachts, University of Plymouth etc. which showcased a powerful combination of people on the day, with special thanks to Sandra Rothwell, Head of Economic Development, Cornwall County Council.

All in agreement and happy for TJ to sign the document.

SS: Congratulated everyone involved on a well -constructed document with good analytical underpinning to support the linkages made.

The challenge is now to replicate the City Deal for a Hinkley Deal. The districts have allocated two members of staff in addition to the LA staff to help meet the accelerated deadline of the end of the month, in order to put a deal forward.

Growing Places Fund

Signed agreements in place for Exeter Science Park, Millfields and Federal Mogul.

Consultations

Action: Any comments on these to feedback to CG after the meeting.

5. CIC Articles of Association

AC: Draft is finalised, all that remains is to collect the signatures on the various forms needed by board members. It is hoped all paperwork and signatures can be completed by the end of November with a view to having the CIC up and running from January 2014 onwards. Thanks to all for their input and feedback.

Action: any further queries to AC.

6. Approach to sign off of SEP, EU SIF and Growth Deal.

For anyone unable to attend the progress update session on the 14 November for the above – CG is happy to provide a one to one.

VN: gave an update on progress – there has been an open consultation on the HotSW LEP website for the SIF. Feedback received from SE and DCLG indicates a good submission with the links between the EU SIF in context with the emerging SEP.

The request today is for the approval of a sub group of the board, in order to sign off the first draft of the SEP and proposed Growth Deal on 19 December and the next draft of the EU SIF due by the end of January, neither of the dates coinciding with a Board meeting. The documents will of course be circulated to all but the strategic team will be working right up to the last minute incorporating latest advice and opt in's etc., hence the need for a sign off group. This group needs to comprise one private sector, one public sector and one education board member. The setup of the

sub group was agreed with the following members:- AC, AL, C Garcia, C Grace, DM, FB, JB, NA.

Action: JB to take up and feedback.

There is a DCLG workshop the last week in November covering business processes for EU programmes which VN is attending.

The broad principle of sub- group sign off was approved consisting the following representatives: -- AC, AL, FB, DM, C Grace & JB.

7. Business Forum TOR

FB: volunteered to be the LEP Board representative on the Business Forum to help support lines of communication.

Approval for renewed TOR given.

8. Recruitment of Chair

The process has been sufficiently rigorous enough with checks and balances in place to ensure fairness and transparency.

Formal endorsement unanimously agreed by all.

A press release announcing the new chair would be sent following this meeting.

9. Papers for noting

No comment

10. AOB

CG: In recognition that this was JB's last Board meeting and the last time TJ would chair a Board meeting - thanks were given to both for their contribution and support. Small gifts of appreciation were given to both.

Next meeting: 14 January 2014 from 10.00am – 1.00pm at Clarke Willmott, Taunton