

## Minutes of the LEP Place Leadership Group

**2 March 2016**

**Yarlington Housing Association, Lupin Way, Yeovil**

### Attendees

Barbara Shaw (BS)	-	Westward Housing
Paul Hickson (PH)	-	Somerset County Council
Doug Bamsey (DB)	-	Somerset District Councils
Mark Robins (MR)	-	Devon, Plymouth and Somerset Local Nature Partnerships
Ian Harrison (IH)	-	HotSW LEP Local Transport Board
Mike O’Dowd Jones (MODJ)	-	Somerset County Council
Jonathon Bell (JB)	-	Plymouth City Council

### Supporting Officers

Natalie Wainwright (NW)	-	HotSW LEP Place Secretariat/Somerset County Council
Chris Garcia (CG)	-	HotSW LEP

### Apologies

Joe Keech (JK)	-	Devon County Council
Stephen Bird (SB)	-	South West Water/ HotSW LEP Board
Tim Jones (TJ)	-	HotSW LEP Board
Pat Steward (PS)	-	Torbay Council
Judith Gannon (JG)	-	LEP Business Forum
David Northey (DN)	-	Network Rail
Derek Phillips (DP)	-	South West Chambers of Commerce
Heidi Hallam (HH)	-	HotSW LEP
Helena Davison (HD)	-	HotSW LEP
Terry Schofield (TS)	-	Federation of Small Businesses (FSB)

	Agenda item	Lead
<b>1</b>	<b>Welcome, introductions and apologies</b> BS welcomed everyone to the meeting. Apologies were noted, as above.	
<b>2</b>	<b>Declarations of interest</b> CG stressed the need to declare interests at the beginning of each meeting. This should include LA officers. An; ‘if in doubt, declare’ approach should be taken. Individuals can remain within the meeting but, in the case of a decision being taken, the meeting will confirm whether individuals need to leave the room. Agenda item labelling could assist in identifying items requiring a decision, where individuals are likely to be conflicted. Declarations of Interest will need to be updated for 2016/17.  Declarations received for today’s meeting: BS - Item 9d; JB - Items 7 and 9; PH – Items 7 and 9, IH – Item 7; DB – Items 7, 8 and 9; MR – Item 7; MODJ – Items 7 and 9c; NW – Items 7 and 9.	<b>NW</b> to circulate updated policy (when available) and request updates to forms by 29 April 2016.
<b>3</b>	<b>Minutes of the last meeting and matters arising</b> Minutes of the last meeting were approved as an accurate record.	<b>PH</b> – to produce a

	<p><b>Housing:</b> The LEP Board has asked the Place Leadership Group to provide them with an update and a clearer understanding of the housing issues and how they should be taken forward. This would be provided in the form of an update note.</p> <p>PH mentioned recent discussions with the HCA and their willingness to engage with the Devolution debate. CG added that there is a proposal to have a joint LEP/LA Best Practice workshop in April on accelerating housing, from an HCA perspective.</p> <p>BS updated that no volunteer had been found to take on the vacant Housing Association representative role.</p> <p><b>Spatial Assessment/Planning:</b> – currently stalled by internal capacity issues but due to come back to this meeting in due course. PH proposed that Chris Baulch and Mary Elkington be invited to present the findings of their recent research at a future meeting.</p> <p><b>Transport:</b> IH provided an update on North Devon rail network item – A working group is to be established to determine what needs to be done and what might be achieved. IH is to attend the first meeting on 22 March. Remove from actions log for now.</p> <p><b>Energy</b> – The paper received from DECC was not deemed to be particularly helpful. CG suggested using the Devolution evidence base (collated by Mel Sealey) as part of a draft letter/update/issues paper to the LEP’s next meeting in London. Details to be provided to Helena Davison and Liz Waugh by Friday 6 March.</p>	<p>Housing note to the LEP Board;</p> <p><b>All LAs</b> - to provide further feedback on housing issues via Devolution discussions.</p> <p><b>BS</b> to approach Knightstone Housing.</p> <p><b>NW</b> to invite Chris and Mary to report on their work.</p> <p><b>PH/NW</b> to provide info to Helena/Liz by Friday 6 March.</p>
<p><b>4.</b></p>	<p><b>Environmental Resilience Task and Finish Group</b></p> <p>Mark Robins presented a series of slides and updated the group on the work of the Task and Finish Group. Feedback obtained during the meeting will be fed into the next meeting of the Task and Finish Group when responses to the recent stakeholder consultation are reviewed. A final set of recommendations will be brought to the Place Leadership Group meeting in May and onwards to the LEP Board.</p> <p>Important points to note included:</p> <ul style="list-style-type: none"> <li>• Linking with and providing a briefing to the Devolution Resilience theme lead (Stuart Brown, CEO Mendip DC) before the Productivity Plan workshop on 18 March;</li> <li>• Ensuring adequate consultation with Districts, e.g. via the Somerset Growth Board and Devon Districts Forum;</li> </ul>	<p><b>NW</b> – to distribute slides.</p> <p><b>NW /MR</b> – To draft general purpose A4 briefing before 18 March.</p>

	<ul style="list-style-type: none"> <li>• Explore relevance of recommendations to EU Territorial Cooperation programmes.</li> </ul>	
5.	<p><b>HotSW Business Plan</b></p> <p>CG had pulled out some additional items for the Place theme:</p> <ul style="list-style-type: none"> <li>• LEP-wide spatial assessment;</li> <li>• Infrastructure and Productivity Plan;</li> <li>• Working and supporting the economic evidence for transport activities;</li> <li>• How do we support development of Devolution infrastructure plan?</li> </ul> <p>There is a need to ensure that conversations are now Devolution focused and inclusive of all relevant partners. The HotSW partnership will become broader to reflect these Devolution conversations, i.e. addition of Health and Social Care.</p> <p>PH hopes that the above items will enable us to shape a work programme for the Place Group. Support for the above items was confirmed.</p> <p>BS reflected that the Group appears to have more structure and coherence now.</p>	
6.	<p><b>Place Theme Indicators/Measures of Success</b></p> <p>A paper had been circulated prior to the meeting showing the proposed indicators for the Place Theme and some key questions for reflection/discussion. The indicators would be used to support the monitoring of the SEP.</p> <p>Discussions would continue outside of the meeting but there was general support for:</p> <ul style="list-style-type: none"> <li>• Revisions to Indicator 2, Specifically broadening out to include road, as well as rail to make it relevant across the geography; acknowledge that rail journey times would only change once in September 2018 and ‘rushing’ passengers through from London to Plymouth was not necessarily a desirable outcome.</li> <li>• Ensuring the final set of indicators match those to be used for Devolution purposes;</li> <li>• An indicator that captured the resilience of the transport network or economy, e.g. number of days to restore ‘x’ following an event;</li> <li>• The inclusion of a Green infrastructure delivery indicator;</li> <li>• An indicator capturing take-up of available Broadband services.</li> </ul>	<p><b>ACTION –</b> NW/PH to share product of ongoing ‘offline’ discussions.</p> <p><b>ACTION:</b> MR to provide words to PH.</p>
7.	<p><b>Growth Deal</b></p> <p>CG is expecting an announcement re. GD in the budget. There is uncertainty about how much money is available but between £4-5 billion is anticipated. A certain amount is already likely to be ring-fenced for specific purposes, therefore we can expect a segmenting of GD into several discrete pots (large transport majors - half a billion, housing, support for implementation of skills area reviews) one of which will be left open for GD bids. We are looking at 17/18 starts at the earliest. All projects will need to have delivered by 2021. A programme approach is suggested and the LEP pipeline will need to be revisited. This includes the potential to reopen a call for new projects later this year.</p>	

	<p>PH added that the use of revolving funds may influence the nature of schemes supported. JB also mentioned a new potential source of funding, as LAs may be able to borrow against Community Infrastructure Levy (CIL).</p>	
<p><b>8.</b></p>	<p><b>Devolution</b> The HotSW Devolution prospectus has now been delivered. We know devolution will impact on GD3. £1 billion to go around, yet to be determined whether that will be over 15 or 30 years. Final sums will be affected by the status of an area, i.e. Combined Authority and Mayor = biggest allocation.</p> <p>The HotSW Leaders will need to determine what model they support and confirm this with Government. A Governance review will then be required. The Productivity Plan workshop on 18 March will define what needs to be done next.</p>	
<p><b>9.</b></p>	<p><b>‘Good to Know’ - Updates</b></p> <p>a. <b>Programme Management General</b> (Chris Garcia) – Confirmation received from Govt of £65.2 million for GD2 but currently awaiting the Final Grant Determination letter. Funding agreements are still being signed and funding is now making its way out of the door for GD1.</p> <p>b. <b>Enterprise Zones</b> (Paul Hickson) – One of 25 EZ approved in addition to South Yard EZ in Plymouth, previously approved. LA Board working on arrangements. Visit from DCLG expected on 18<sup>th</sup> March to brief and visit sites. An MoU between LEP and Govt will be signed in the spring. By the end of the calendar year, LAs need to sign off a detailed implementation plan to cover practical steps to bringing sites forward and governance arrangements for the zones, which should be operational from April 2017. The localised business rates dimension will need to be carefully managed.</p> <p>For clarification, the Food EZ at Bath and West is different and is part of a DEFRA initiative to resource a local development order.</p> <p>c. <b>Transport</b> – (Ian Harrison) IH provided a paper (to be circulated with the minutes). A new franchise competition is about to launch. Stagecoach and First Group are expected to compete for the new SW Franchise from 2017. See paper and written notes.</p> <p>The results of the Hendy Review (Identifying issues in Network Rail’s delivery of the investment programme) were published two months ago. Delays in electrification of the main line until 2019, i.e. Paddington to Bristol, are expected to have a knock-on effect to other areas in the SW. Delays will affect project activity at Marsh Barton station. Taunton is currently still progressing well.</p> <p>Roads – Highways England have shortlisted 14 schemes to receive funding of which two are in the HotSW. MODJ indicated that positive discussions were taking place to bring forward other schemes on HE’s ‘long-list’, including Junction</p>	<p><b>NW</b> – to circulate transport paper.</p>

	<p>25 (M5) improvement scheme. An invitation to submit outline business cases to the DfT is expected before the next meeting.</p> <p>d.     <b>Housing</b> (Barbara Shaw) – HAs and LAs 1% rent reduction led to redrafting of plans. No longer Affordable Homes Programme funding from HCA for continuous market engagement. New models are being explored to deliver affordable homes/social housing. What is delivered will be influenced by each Board’s understanding of their social responsibilities. Expecting news in the budget for starter homes, now considered ‘affordable’. Capacity reduced. Potential for more funding reductions. News on new housing allowance this week. Issue about support for most vulnerable people. Perceptions survey with politicians – local politicians see value but nationally less so. HAs have delivered 40% of new development over the past 3-5 years.</p> <p>e.     <b>Representatives on other LEP Groups</b> (Including: Unlocking Growth Fund; ESIF; Construction Labour &amp; Skills Steering Group) - Potential ESIF issue in that Government has taken a narrow view of the EU’s interpretation of Nuclear, which has implications for funding in our area. Related activities may be compromised.</p>	
<p><b>10.</b></p>	<p><b>AOB – None noted.</b></p>	
<p><b>11.</b></p>	<p><b>Next meeting:</b> 10:00-12:30, 11 May 2016, Westward Housing, Newton Abbott, TQ12 4PH.</p>	

<b>Actions Log Summary</b>	<b>Meeting Date</b>	<b>Owner</b>	<b>Status Update</b>	<b>Next Steps</b>
Present scope of Spatial Framework at meeting on 06/01/2015 and progress project.	03/11/2014	Paul Hickson	Update to January meeting 13/01/2016.	Address capacity issues and report
To complete and return Declarations of Interest form	07/05/2015	<i>Natalie Wainwright</i>	Two returns outstanding.	Update in March/April for 2016/17
<i>Send Natalie items for inclusion in the forward plan for Place meetings</i>	<i>07/05/2015</i>	<i>All</i>	<i>Ongoing</i>	<i>Close</i>
Place Leadership Group to identify priority projects for Growth Deal 3 by 14 September	08/07/2015	All / Natalie Wainwright	First sift to LEP Board 16 September.	TBC
Establish truth behind rumours that Climate South West has been wound up.	09/09/2015	Mark Robins/Stephen Bird	Funding for Climate SW has ceased.	Jodie Davis is a Director of Climate UK and will remain the HotSW contact.
Connect the Role of LEPs in the Planning Process work with Spatial Assessment (SA).	09/09/2015	Paul Hickson	Chris Balch facilitated workshop (above) 17 December.	Invite to future meeting to report on findings.
Raise issue with Management Team to ensure purpose of agenda items is clear and encourage/allow meaningful contributions from members.	09/09/2015	Barbara Shaw/Paul Hickson	Refresh of Leadership Groups.	Review Task and Finish Group ToR and papers
<i>Torrige and North Devon Councils to continue dialogue with Network Rail re: Barnstaple link.</i>	<i>04/11/2015</i>	<i>David Northey</i>	<i>IH to attend meeting 22 March.</i>	<i>Close</i>
<i>Comments to Paul Taylor on Devolution/Growth Deal paper</i>	<i>04/11/2015</i>	<i>All</i>	<i>Ongoing</i>	<i>Close</i>
Report back comments from SIP to Group members via email.	04/11/2015	Paul Taylor	To follow	TBC
<i>Terms of Reference document to be updated and shared on the website.</i>	<i>04/11/2015</i>	<i>Natalie Wainwright/ Helena Davison</i>	<i>Review captured on forward plan.</i>	<i>Close</i>
Identify new RSL/Housing representative following BR's departure.	04/11/2015	Barbara Shaw	In progress	BS to contact Knightstone housing.

Contributions to Energy theme of Devolution Deal to be sent to <a href="mailto:melanie.sealey@devon.gov.uk">melanie.sealey@devon.gov.uk</a>	13/01/2016	All	Responses sent directly.	Input still welcome.
<i>Feed back to Council Members re: implications of Energy challenges for Devolution Deal</i>	13/01/2016	<i>All Local Authority representatives</i>	<i>Complete</i>	<i>Close</i>
Clarify the Ofgem vs Govt roles and responsibilities	13/01/2016	Thomas Davidson (DECC)	Awaiting confirmation.	
Draft a letter to DECC, sent via Tom, setting out the HotSW's action plan	13/01/2016	?	Response received from DECC	Input to LEP/Govt meeting.
Forward information re: the Local Partnerships Pilot as it becomes available	13/01/2016	Thomas Davidson	No further information shared.	
Include EAFRD opportunities as a future 'Spotlight on' topic	13/01/2016	Natalie Wainwright	Included on forward plan.	
Provide Housing update to LEP Board	02/03/2016	Paul Hickson		
Feed any additional Housing issues into Devolution discussions	02/03/2016	Local Authorities		
<i>Distribute Environmental Resilience Task and Finish Group slides</i>	02/03/2016	<i>Natalie Wainwright</i>	<i>Circulated with minutes.</i>	<i>Close</i>
Draft one page briefing paper for Devolution Resilience lead, ahead of Productivity Plan meeting 18 March.	02/03/2016	Natalie Wainwright/Mark Robins		
Share product of ongoing 'offline' discussions regarding Place Theme Indicators.	02/03/2016	Paul Hickson/Natalie Wainwright		
Provide words for Green Infrastructure Indicator to Paul Hickson	02/03/2016	Mark Robins		
<i>Circulate transport paper</i>	02/03/2016	<i>Natalie Wainwright</i>	<i>Circulated with minutes.</i>	<i>Close</i>