

**West of England Local Enterprise Partnership
Board meeting**

**Monday 19 March, 3.00pm - 5.00pm
3 Rivergate, Temple Quay BS1 6ER**

Present:	
Prof Steve West, University of the West of England (Chair)	Jon Reynolds, BT
Mayor Tim Bowles, West of England Combined Authority	Martino Burgess, Gregg Latchams
Mayor Marvin Rees, Bristol City Council	David Brown, The Bristol Port Company
Cllr Tim Warren, Bath & NE Somerset Council	Dick Penny, Watershed
Cllr Matthew Riddle, South Gloucestershire Council	James Durie, Business West
Patricia Greer, West of England Combined Authority	Katharine Finn, PwC
Amanda Deeks, South Gloucestershire Council	Neil Douglas, Viper Innovations
Ashley Ayre, Bath & NE Somerset Council	Andrew Hodgson, KPMG
Christopher Grier, Airbus	
In Attendance	
Helen Edelstyn, West of England Combined Authority	Janine Michael, Centre for Sustainable Energy
Chris Hackett, Bristol City Council	Chris Jennings, West of England Combined Authority
Ben Mosely, Bristol City Council	Sam Bell, West of England Combined Authority
James Cooke, South Gloucestershire Council	Pete Davis, West of England Combined Authority
John McCormack, South Gloucestershire Council	Melissa Houston, West of England Combined Authority
Gill Sinclair, South Gloucestershire Council	Jessica Johns, West of England Combined Authority
Apologies:	
Cllr Nigel Ashton	David Pester, TLT Solicitors
Mike Jackson, North Somerset Council	Prof Hugh Brady, University of Bristol
Denise Murray, Bristol City Council	Mohammed Saddiq, Wessex Water

Draft Minutes

1.	Welcome and Apologies	Action
	Steve West welcomed attendees. Apologies were noted.	
2.	Minutes of the meeting of 24th January 2018	
	The minutes were approved as a true record.	
3.	Declaration of Interest	
	All Board members have a responsibility to treat all proposals/projects equally and impartially and must therefore declare whether they or their organisation has either a direct or indirect interest in any of the projects to be considered by the Board. Steve West emphasised it was important to keep this up to date.	

	<p>Members interests are recorded in the published Registers of Interests: http://www.westofenglandlep.co.uk/about-us/board-representatives/</p> <p>Dick Penny declared that he is currently in receipt of funding for the new VR Lab. This project includes UWE (Steve West) and University of Bristol (Hugh Brady).</p>	
4.	Register of Interest	
	<p>Steve West introduced the item and invited John McCormack (Interim Monitoring Officer for the West of England Combined Authority) to update the Board on new conflicts of interest requirements.</p> <p>Following a LEP review, a 'Best Practice' document on transparency and governance has been released and going forward it is vital that all members of the LEP Board follow the Nolan Principles and update their Register of Interest form as and when necessary.</p> <p>Unless dispensation has been granted, board members may not participate in any discussion of, vote on, or discharge any function related to any matter in which you have a pecuniary interest.</p> <p>If anything is unclear, please contact John McCormack directly.</p>	
5.	Appointment of Business Deputy Chair	
	<p>Steve West introduced the item and outlined the need to identify and elect a Deputy Chair from the business membership.</p> <p>Katharine Finn expressed an interest in the role. This was endorsed by James Durie and seconded by Andrew Hodgson. The Board agreed Katharine's appointment.</p>	
6.	Regional Strategy	
	<p>Steve West introduced the item and highlighted the importance of the business voice being involved in the development of the strategy.</p> <p>Helen Edelstyn informed members that Government has now announced the need for a Local Industrial Strategy. This is to be a new document and co-produced with Government – Output by April 2019.</p> <p>A lot of work has already gone into producing a Regional Strategy, this will now feed into developing a Strategic Framework and Business Plan - a short, visual document to set out the region's vision and objectives. This will go to April's WECA and Joint Committee for sign off.</p> <p>Cllr Matthew Riddle emphasised the need to clearly articulate why there has been a switch from producing a Regional Strategy to a Local Industrial Strategy.</p> <p>An open discussion developed around parameters – how do we balance the long-term and short-term needs of the region? Future opportunities to unlock investment, clarity on the relationship between our 3 Pillars and the 4 Grand Challenges and how the narrative will continue to be key.</p>	

<p>7.</p>	<p>Energy Strategy</p> <p>Helen Edelstyn introduced the item and explained that the West of England LEP had been allocated funding from BEIS to develop an energy strategy for the West of England region. The project is overseen by a steering group made up of Energy, Sustainability and Economic Officers from the five West of England Authorities, chaired by WECA as Accountable Body for the LEP.</p> <p>Centre for Sustainable Energy (CSE) were commissioned in Dec 2017 to compile the evidence base for the strategy. Janine Michael, Head of Development gave a short presentation on the actions needed to meet national, regional and local energy-related goals, the current energy context in the West of England and next steps.</p> <p>An open discussed developed around opportunities, links between smart energy and our high tech and digital sectors and a shared approach to energy efficiency.</p> <p>Andrew Hodgson voiced that the West of England should be the centre for renewable energy in the UK - we have made great progress in the past but are currently drifting.</p>	
<p>8.</p>	<p>Growth Hub</p> <p>Steve West declared an interest, as did James Durie, Katherine Finn & Andrew Hodgson. Mayor Tim Bowles introduced the item and invited Chris Jennings and Sam Bell to update members on the West of England Growth Hub.</p> <p>Chris Jennings explained that the Board's views were sought on the focus of activity for the Growth Hub over the next two years, adding that the LEP had a key role to play in shaping this agenda. Chris introduced the proposal explaining that the proposal was to: improve the website; increase marketing and promotion of the Hub and how it can support business; and to provide direct business support, which was an addition to how the Hub had operated previously in the West of England.</p> <p>The Board was asked to nominate a champion from the business membership of the Board to work with the team to help shape future priorities. Both Neil Douglas and Martino Burgess agreed to volunteer as champions.</p> <p>Mayor Tim Bowles urged members to visit the Growth Hub website to get a better sense of how it currently works.</p> <p>The Board discussed the importance to ensure that support was provided for micro and SME's to grow and develop and to understand what the barriers for growth and startups are. Members felt there is a need to be ambitious and to develop a coherent process and infrastructure that supports the range of business needs - What are other Growth Hubs around the country doing?</p> <p>Mayor Marvin Rees suggested a look at the demographics and diversity of businesses and to reach out to those that might not already be embedded in existing support networks and ensure that we provide support to SME's to take advantage of local opportunities.</p>	

9.	Investment Programme	
	<p>Steve West introduced the item and invited Pete Davis to provide members with an overview of the LEP funding programme and projects seeking funding.</p> <p>Pete Davis gave a summary and reiterated that all business cases have gone through an independent review and the purpose of this report was to seek any comments prior to April's Joint Committee meeting.</p> <p>The Board supported the recommendations for the following business cases:</p> <ul style="list-style-type: none"> • A39 Bence Garage Junction Improvement Scheme • Grow-On2 Temporary Building • Clevedon Cultural Quarter • Bath Riverside Enterprise Zone Team <p>The Board did not support NUCLEATE due to the bid exceeding the funding available and asked for it to be referred back to the University of Bristol.</p> <p>An open discussion developed around the purpose of the LEP Board reviewing the recommendations. Pete Davis acknowledged the difficult position the Board is in due to the projects up for discussion already being identified through the Strategic Economic Plan (SEP) which, as new board members, they have not been involved in. Members questioned how the proposals fit the economic needs of the region and how they are monitored to justify investment.</p> <p>The Board requested that in the future, further information be included on how each proposal was identified and included in the programme, demonstrates value for money, matched funding and impact.</p>	
10.	Institute of Technology (IoT) Bid	
	<p>Steve West introduced the item and gave a summary of the IoT bid. A consortium including Bristol College, Bath College, Yeovil, Gloucester and UWE have submitted a joint project which will be led by Weston College.</p> <p>Funding will be capital, not revenue and it must be for a new scheme. They hope to find out in May and if successful, circa £15m will be shared between the providers.</p> <p>Steve West confirmed that once round one was complete, further details will follow.</p>	
11.	AOB	
	<p>Mayor Marvin Rees gave feedback on the recent trip to MIPIM. There was a lot of interest in the West of England region and he emphasised the need to start planning early ready for next year.</p> <p>Mayor Marvin Rees also gave a brief update on Channel 4's plans to relocate outside of London. It is believed that we are in a positive position with a strong sector voice. Further details will follow as it progresses.</p>	
	Next meeting: Wednesday 10 May, 10-12pm WECA Offices	