

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

**Wednesday 27<sup>th</sup> Sep 2017, 2.00pm-4.30pm  
3 Rivergate, Temple Quay BS1 6ER**

<b>Present:</b>	
Mayor Tim Bowles, West of England Combined Authority (Chair)	
Patricia Greer, West of England Combined Authority	
Cllr Tim Warren, Bath & NE Somerset Council	
Ashley Ayre, Bath & NE Somerset Council	
Cllr Nigel Ashton, North Somerset Council	
Mike Jackson, North Somerset Council	
Cllr Matthew Riddle, South Gloucestershire Council	
James Durie, Business West	
<b>In Attendance</b>	
Jessica Lee, West of England Combined Authority	Kevin Slocombe, Bristol City Council (Monitoring Officer)
Helen Edelstyn, West of England Combined Authority	John McCormack, South Gloucestershire Council (Monitoring Officer)
Chris Jennings, West of England Combined Authority	Joe McGeehan
Pete Davis, West of England Combined Authority	
Emma-Katherine Anderson, West of England Combined Authority	
<b>Apologies:</b>	
Prof Steve West, University of the West of England	Neil Way, Jeff Way Electrical Services
Mayor Marvin Rees, Bristol City Council	Nick Horne, Knightstone Housing Group
Amanda Deeks, Bath & NE Somerset Council	Kalpna Woolf, Creative Consultant
Anna Klonowski, Bristol City Council	
John Pritchard, GKN Aerospace Services Limited	

**Draft Minutes**

<b>1.</b>	<b>Welcome and Apologies</b>	<b>Action</b>
	Mayor Bowles welcomed the attendees to the new offices of the West of England Combined Authority.  Apologies were noted.	
<b>2.</b>	<b>Declarations of Interest</b>	
	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.  Members interests are recorded in the published Registers of Interests: <a href="http://www.westofenglandlep.co.uk/about-us/board-representatives/">http://www.westofenglandlep.co.uk/about-us/board-representatives/</a> No conflicts of interests were declared	
<b>3.</b>	<b>Minutes of the meeting of 19<sup>th</sup> July 2017</b>	
	The minutes were approved as a true record.  Cllr Warren asked that future LEP meetings are coordinated with constituent	

	council's meetings to avoid concurrent dates. James Durie requested a further discussion on Brexit to ensure that the region is best placed to respond to the changes Brexit will bring.	
<b>4.</b>	<b>Regional Strategy – Open Discussion and Next Steps</b>	
	<p>Mayor Bowles introduced the Regional Strategy discussion document. Helen Edelstyn presented an outline of the vision and objectives set out within the Regional Strategy discussion document. Mayor Bowles opened the meeting to a discussion on the Regional Strategy discussion document.</p> <p>Mike Jackson asked that there is resolution on the ownership of the Regional Strategy.</p> <p>Cllr Riddle commended officers on the extent and range of engagement they had carried out on the Regional Strategy discussion document, he also asked if the intention is to publish an action plan alongside the Strategy, as well as a performance plan. In response Patricia Greer confirmed both a business plan and a performance plan would be issued alongside the Strategy.</p> <p>James Durie highlighted a number of points raised by the Initiative and Business West including the need to align with the Joint Spatial Plan, the importance of Inward Investment and to ensure that it has a strong place based approach.</p> <p>Mayor Bowles noted that we would use the Regional Strategy as a platform to deliver on digital within the region. Kevin Slocombe emphasised that inclusion and inclusive growth are vital to the Regional Strategy, and that a much clearer view is needed on what this means, in addition to areas such as diversity of employment, strengthened.</p> <p>Mayor Bowles thanked the board for their valuable insight and feedback.</p>	
<b>5.</b>	<b>WECA Investment Programme</b>	
	<p>Chris Jennings introduced the Investment Programme to update the Board on the planned process for prioritising WECA Investments from devolved funding with the recommendation that the LEP note the proposed process for investment prioritisation.</p> <p>The West of England Devolution Deal secured £900m of funding for the region, over 30 years, and split equally between capital and revenue. This level of funding will not deliver the ambition of the and will just be a part of the overall funding required. In order to decide how best to invest the overall funding package for the West of England an objective, transparent prioritisation process is being developed to support the WECA Committee in making investment decisions.</p> <p>The objective for the investment programme is to boost and strengthen economic growth in the WECA area through delivering effective, resilient infrastructure; world class skills for employment; and businesses that succeed. To deliver this objective it is envisaged that the broad types of investment the programme will consider are likely to be around transport, housing, regeneration &amp; commercial development, skills and business support.</p> <p>To deliver this objective it is envisaged that the broad types of investment the programme will consider are likely to be around transport, housing, regeneration &amp; commercial development, skills and business support.</p> <p>stage is still being finalised but it is likely to take several months to reach a conclusion.</p> <p>In parallel to developing the full process, we were asked by the WECA Committee to consider whether there are any projects that would be suitable for an earlier investment decision to progress priority areas such as delivery of housing and improving transport in the region.</p> <p>A report was presented to the WECA Committee on 15th September seeking</p>	

	<p>approval to the first of the early investment decisions and the release of £1.2m to progress business case development for transport schemes that support the Joint Spatial Plan. The funding was approved by the Committee and this work is now moving forward into delivery.</p> <p>Kevin Slocombe said that the LEP has a crucial role to ensure the private sector has a voice in investment planning, alongside public and academic colleagues and that it would be important to consider the additional public and private sector funding options to maximise investment in the city region.</p> <p>The Board agreed that exploring the widest possible range of funding sources would be important to realising the region’s ambition and that it looked forward to contributing to the ongoing development of the investment programme.</p>	
<b>6.</b>	<b>Feedback from Advisory Boards</b>	
	<p>Mayor Bowles invited feedback from LEP Board Advisory Board Members on recent Advisory Board meetings and the pertinent issues raised and considered as part of the LEP Board Meeting.</p> <p>James Durie confirmed that he attended the Infrastructure Advisory Board Meeting and noted the following points:</p> <ul style="list-style-type: none"> <li>• Initial meeting focused on Terms of Reference and cycle of meetings</li> <li>• A discussion on the MetroWest programme and next steps</li> </ul> <p>Need to ensure that the Advisory Board focusses on the big picture, Cllr Chaney echoed James Durie’s comments and noted a need for the Board to establish its role and what value it adds. Mayor Bowles agreed, it will be the responsibility of the Board and its members to make it work.</p>	
<b>7.</b>	<b>Housing Infrastructure Fund (HIF) Update</b>	
	<p>Jessica Lee informed the LEP Board of the Housing Infrastructure Fund and the priority bid of the West of England Combined Authority which is seeking support to unlock development centred around the Bristol Temple Meads to North Keynsham Strategic Growth Corridor (A4/37) corridor, North Somerset also has a bid which is seeking investment in the A38/M5 corridor.</p> <p>The Housing Infrastructure Fund is a government capital grant programme of up to £2.3 billion, which will help to deliver up to 100,000 new homes. Funding will be awarded to local authorities on a highly competitive basis, providing grant funding for new infrastructure that will unlock new homes in the areas of greatest housing demand. The Fund provides Marginal Viability Funding, up to £10m for infrastructure to get additional sites allocated or existing sites unblocked quickly. This funding is available to single or lower tier authorities.</p> <p>Also Forward Funding, up to £250m for strategic and high-impact infrastructure schemes. This funding is available to the uppermost tier of authority so in the case of the West of England, the combined authority must bid on behalf of Bristol, B&amp;NES and S. Glos. North Somerset must submit their own.</p> <p>The Combined Authority has been working in partnership with Bristol, Bath and North East Somerset and South Gloucestershire to develop the priority WECA bid to the Forward Funding element of the Fund. The bid is for c£250m and centres around the strategic infrastructure of the A4 and unlocks development in the Temple Quarter, North Keynsham and Hengrove. Opportunities to submit any second priority WECA bids are currently being considered and an update will be provided to the LEP Board. North Somerset will also be submitting a Forward Fund bid for the A38/M5 Corridor.</p> <p>It was asked that the LEP Board note the intention of the Authorities to submit an Expressions of Interest to the Government’s Housing Infrastructure Fund, and to submit LEP letters of support for Forward Funding and Marginal Viability schemes to help strengthen bids, therefore the West of England bid, if LEP support is</p>	

	evident.  Mike Jackson provided an update on the North Somerset proposal.	
<b>8.</b>	<b>AOB</b>	
	<p>Mayor Bowles tabled an update paper on the Purpose of the LEP written by Prof Steve West. He was delighted to note that Prof West has put himself forward for the permanent appointment of Chair. The Board were in full support, although noted that a term of appointment should be agreed. Mayor Bowles agreed to take the permanent appointment of Chair forward as an action.</p> <p>The Board discussed the recruitment to vacant LEP Board positions and that all recruitment should follow an open and transparent process.</p> <p>The next step is to turn the LEP Purpose document into a term of reference that clearly articulates the role of the LEP and its relationship with the decision-making Committees.</p> <p>Assurance Framework Pete Davis presented an updated Assurance Framework. The Framework has been updated to reflect the changes to governance and accountable body arrangements. Mike Jackson questioned whether the revised governance detail was correct, in response Pete Davis agreed to review.</p>	
	<b>Next meeting: 15<sup>th</sup> December 2017</b>	