



Minutes CWLEP Board Meeting 29 January 2018

Attendance:

Jonathan Browning: Chair	
Nick Abell: Vice-Chair	Wright Hassall
Sean Farnell	C&W Chamber of Commerce/FSB
Clive Winters o.b.o. John Latham	Coventry University
Stuart Croft	University of Warwick
Cllr Stephen Thirlwell	Stratford District Council
Sarah Windrum	Emerald Group
Cllr Peter Butlin	Warwickshire County Council
Cllr Andrew Mobbs	Warwick District Council
Karl Eddy	Grant Thornton
Zamurad Hussain	HBT Communications
Cllr Dennis Harvey	Nuneaton & Bedworth BC
Marion Plant	Nominated representative for the FE Principals
Cllr Mike Hall	Hinckley & Bosworth BC
Mike Crone	Jaguar Land Rover
Cllr Chris Cade	Rugby BC

Executives in Attendance:

Martin Yardley	CWLEP
Paula Deas	CWLEP
Roger Dowthwaite	CWLEP
Craig Humphrey	CW Growth Hub
Monica Fogarty	Warwickshire County Council
Kate Hughes	University of Warwick
Andy Williams	CWLEP
Nicola Cox	CWLEP
Louise Bennett	C&W Chamber of Commerce

Director's Apologies:

John Latham	Coventry University
Cllr Jim O'Boyle	Coventry City Council
Cllr David Humphreys	North Warwickshire BC
Paul Kehoe	

In Attendance:

Adam Dent	Advent Communications
Alicia Law	BEIS and C&LoG Team
Helen Mitchell	BEIS East Midlands
Peter Brammall	Coventry College
Angela Joyce	WCG

Apologies:

Linsey Luke	FSB
Steve Maxey	North Warks Borough Council

<p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p>	<p><u>Welcome & Apologies</u> Apologies were received from Cllr Jim O’Boyle and John Latham, who was represented by Clive Winters. Stephen Thirlwell, Deputy Leader representing Stratford District Council and Zamurad Hussain the newly appointed private sector director attending his first board meeting were also welcomed. Helen Mitchell from BEIS East Mids, the Area Lead for Leicester & Leicestershire LEP, was welcomed to the board meeting to observe how it operates in Coventry & Warwickshire. Peter Bramall and Angela Joyce were welcomed to join Marion Plant in presenting the item on FE provision in CW.</p> <p><u>Call for Declarations of Interest</u> Stuart Croft declared an interest that related to the National Battery Manufacturing Development Facility in agenda item 10b and any potential conflict arising that may relate to Warwick Arts Centre and the University of Warwick. No other declarations of interest were made. There were no items of ‘Any Other Business’ raised.</p> <p><u>Approval of Minutes and actions from previous meeting</u> The minutes of the meeting of 27 November 2017 were approved as a true record of the meeting, proposed by Andrew Mobbs and seconded by Sarah Windrum. There were 3 actions arising from that meeting and all have been completed or are underway. The minute from the meeting on 9 October that Peter Butlin raised has been amended, the latest position on the A5 regarding the Highways Agency would be discussed later in the board and the vacancy created by the resignation of Catherine Mallyon is currently being advertised with a considerable amount of interest being created (31 enquiries so far).</p> <p><u>Board Matters & Chairman’s Briefing</u> The recipients of honours in the 2018 New Year honours list, Dennis Harvey OBE, for political service in Warwickshire and to Ian Harrabin MBE, for services to Heritage and Regeneration in Coventry; were congratulated on their achievements. Confirmation that Coventry has secured the City of Culture 2021 along with the decision that Birmingham will host the Commonwealth Games in 2022 were both welcome. The specific involvement of CWLEP in both is still being determined but we are delighted to have such significant programmes and the opportunities that both events will bring. Government have been particularly busy during January on LEP related business. We received a letter from Jake Berry MP and Andrew Griffiths MP, Parliamentary Under Secretary of State for Small business and also our new LEP Champion, confirming the availability of LEP core and capacity funding of £500,000 per annum for the next two financial years. As with previous years, they will continue to require LEPs to match fund this locally to a minimum of £250,000. The LA’s in Coventry & Warwickshire were alerted before Christmas that this match was to be expected and that they would be asking for the same £20k contribution from each of the Districts and Boroughs as we have for the last 4 years. The letter also gave confirmation of continued support for Growth Hubs with allocations remaining at current levels over the next two years (£326k p.a.). The core funding for this year will be contingent on continued compliance with the LEP National Assurance Framework and confirmation that the relevant recommendations of the Mary Ney review have been implemented. For 2019-20 core funding, which is indicative, CWLEP will need to demonstrate how it meets the above conditions and how CWLEP has taken forward the outcomes of the Ministerial Review of LEPs which is underway. We are working closely with the LEP Network and the 6 WMLEPs to ensure that we can influence the findings of the review. The Mary Ney Review, and the resulting LEP governance and transparency Best Practice Guidance, have significant implications and there is an end of February deadline to implement several specific processes. Regionally the WMCA rejected the precept on rates that the Mayor was asking for from the Constituent Authorities although discussions continue. The Chair, among other visits, visited Vitsoe; an impressive bespoke furniture manufacturer who chose Leamington as their new home after relocating from London. Andrew Griffiths, the ministerial champion of CWLEP, hosted a lunch with Bosch where CWLEP were present. Bosch are looking to use Coventry with CWLEP and WMG as an urban movement exemplar with a joint bid to government by the end of February.</p>	<p>Future Growth Hub funding – board agenda item April or May - EXEC</p>
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<p>5.</p> <p>6.</p> <p>7.</p> <p>8</p>	<p>Margot James, the CWLEP previous ministerial champion, will remain important to the City of Culture in her new role as the Minister for Culture, Communications and Creative Industries.</p> <p><u>Coventry & Warwickshire Business Festival Review</u> The Board had received a full report of the Festival in the papers for this meeting. At the last Board meeting the Business Festival was mid-way through its programme of events and was going well and this momentum continued to the end. Given the short lead time and the fact that this was the first Festival in Coventry & Warwickshire, the conclusion was that the initiative was very successful. Comment was made that there were few logistic sector events but that the sector are poor at attending meetings during working hours, that the balance of events across C&W and satellite events in Birmingham and London need to be looked at.</p> <p><u>Further Education in Coventry & Warwickshire</u> A presentation was given by the Principal and Chief Executive of Coventry College, the Group Principal and CEO of WCG and the Principal & CEO of North Warwickshire & South Leicestershire College. The sector in the UK has more 16-18 year old young people in training than schools (37% v 32%) and the presentation covered the scale and reach offered by the 6 colleges in Coventry & Warwickshire and how they can scale up to meet LEP priorities, for example the joint venture company that will deliver digital apprenticeships. The ability of colleges to be agile and provide capacity to meet changing needs of business was discussed since qualifications inevitably lag employer demand. The Apprenticeship Levy was also discussed and the question of whether there is enough being done to make the most of the levy in Coventry & Warwickshire. There was general support for the colleges and it was agreed that there should be a follow-on agenda item at board meeting in the near-future on some of the specifics.</p> <p><u>Industrial Strategy and CWLEP Priorities</u> A presentation was given on the current position of CWLEP and the Industrial Strategy. CWLEP had responded to the national consultation on the UK Industrial Strategy based on the 2016 SEP refresh. The response was formulaic, and locally there is a need to move towards specifics and action with recognition that focus leads to success (for example the National Battery Development Centre). Local Industrial Strategies will launch in Spring 2019 so there will be an expectation that a first draft will be ready in Autumn 2018. CWLEP will influence the WMCA Industrial Strategy for it to be built around the three WM LEP geographies with each area able to pursue their different and unique characteristics. CWLEP will maximise the C&W sector strengths in “clean growth” and electric vehicles; future transportation systems and connected and autonomous vehicles; automation; and digital technologies (especially gaming, virtual and augmented learning, and machine learning). Supporting investment in skills and infrastructure to support these growth sectors and “grand challenges” will be important.</p> <p><u>Significant Projects/Schemes: Championing & Engagement</u> It was proposed that a director should be nominated to act as a ‘Champion’ for each of the 3 major initiatives that will have a major effect on the economy of Coventry and Warwickshire for the foreseeable future; HS2, City of Culture 2021 and the Commonwealth Games in 2022. It was recognised that HS2 is a different, multifaceted, challenge than the other major, event based, initiatives and that whichever director becomes Champion will lead and decide what support would be needed for, for example on skills. The Board agreed the following: -</p> <ul style="list-style-type: none"> • Peter Butlin to Champion HS2 • Andrew Mobbs to Champion Commonwealth Games 2022 • The Champion appointment for City of Culture to be deferred until the new private sector director is appointed • That each Champion will have a ‘shadow’ director appointed to provide continuity 	<p>Item at next board meeting laying out the timeline for 2018 events EXEC</p> <p>Follow on item for FE Sector at May board meeting about the agility/capacity challenge - EXEC/MP</p> <p>Each Board meeting to feature IS - EXEC</p> <p>Report back at next meeting EXEC</p>
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<p>9.</p> <p>10.</p>	<p>Programme Delivery Board Report</p> <p>It was confirmed by Highways England that the A5 scheme that was part-funded by LGF will not deliver within timescales of the Local Growth Fund. The letter from Highways England implied that the scheme would be delivered regardless of the £2m being withdrawn.</p> <p>The rules in place for reallocating money from withdrawn LGF monies indicate that an ‘open-call’ for applications from projects should take place against the agreed criteria of the SEP. However, recognizing the significant opportunities that the City of Culture 2021 and the Commonwealth Games in 2022 offer, there may be a case to include in the rules prioritisation of returned LGF money to these initiatives.</p> <p>The Board unanimously agreed to: -</p> <ul style="list-style-type: none"> • withdraw the £2m CWLEP Growth Deal funding for the A5 Scheme. • Seek reassurance from Highways England that the A5 scheme has been rescheduled and not withdrawn. • Debate prioritisation of returned LGF money at the next board meeting. <p>Finance & Governance Report</p> <p>The Chair of the F&G Board reported that Burgis & Bullock had completed its work on the consequences of any lease liability that may fall on the CWLEP ‘Group’ of companies should the Growth Hub lose funding prior to the expiry of the lease. The board were made aware of the deadline of 28 February for the adoption openness and transparency measures; the Publication of Meeting Papers and Agendas, Confidential Reporting Procedures for Third Parties and the Public, a Whistleblowing Policy, and the prescribed Register of Interests. The ensuing management of some of these could be sub-contracted to a local authority.</p> <p>a. Annual Conversation outcomes</p> <p>A presentation was given on the Annual Conversation with Government that took place in December 2017. Highlights included: -</p> <p>Governance and Partnership Working</p> <ul style="list-style-type: none"> ○ The CWLEP website is much improved ○ More work needs to be done on increasing public engagement ○ CWLEP will implement recommendations of the Mary Ney review and will meet the 28th February deadlines <p>Growth Deal Deliver</p> <ul style="list-style-type: none"> ○ Good track record of delivery from the CWLEP ○ Focus will shift towards outputs as the GD programme progresses ○ There is no further round of GD planned <p>Strategy</p> <ul style="list-style-type: none"> ○ The SEP is regarded as a highly successful document ○ CWLEP made a significant, positive change to the structure of the Board in 2017 ○ CWLEP has worked hard to develop its relationship and reach within Government <p>b. National Battery Man. Development Facility</p> <p>Now renamed the UK Battery Industrialisation Centre (UKBIC), has a Joint Venture partnership board between Coventry City Council, WMG and CWLEP.</p> <p>The Board unanimously agreed that: -</p> <ul style="list-style-type: none"> • The Vice-Chair of CWLEP, Nick Abell, should be the nominated director from CWLEP to the board of UKBIC <p>c. WMCA Budget</p> <p>The Board unanimously: -</p> <ul style="list-style-type: none"> • Endorsed the recommendation from the F&G Board to contribute the requested £25k to the WMCA budget for 2018/19. <p>d. Terms of Reference for consideration</p> <p>The Board unanimously agreed: -</p> <ul style="list-style-type: none"> • Terms of Reference for the F&G Board and the Programme Delivery Board as presented. • The Scheme of Delegation as presented subject to agreed amendments <p>Date of next meeting; 9 April 2018 Venue; tbc</p>	<p>Reassurance that the A5 scheme has been rescheduled to be sought from HE - EXEC</p> <p>Paper to allow debate on prioritisation at next board meeting EXEC</p> <p>Recommendations to F&G Board - EXEC</p>
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