

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

**Wednesday 19th July 2017, 2.00pm-4.30pm
Engine Shed, Temple Meads, Bristol**

Present:	
Prof Steve West, UWE (Chair)	Patricia Greer, WoE LEP
Cllr Nigel Ashton, North Somerset Council	Mike Jackson, North Somerset Council
Cllr Matthew Riddle, South Gloucestershire Council	Amanda Deeks, South Gloucestershire Council
Louise Fradd, Bath & NE Somerset Council	James Durie, Business West
Nick Horne, Knightstone Housing Group	Neil Way, Jeff Way Electrical
Robert Sinclair, Bristol International Airport	John Pritchard, GKN Aerospace Services Limited
In Attendance	
Helen Edelstyn, Bath & NE Somerset Council	James Cooke, South Gloucestershire Council
Charlotte Hopley, West of England Combined Authority	David Ader, Bristol City Council
Joanna Greenwood, West of England Combined Authority	Joe McGeehan
Apologies:	
Anna Klonowski, Bristol City Council	Cllr Tim Warren, Bath & NE Somerset Council
Mayor Marvin Rees, Bristol City Council	Ashley Ayre, Bath & NE Somerset Council
Mayor Tim Bowles, West of England Combined Authority	Kalpna Woolf, LEP Skills Group Chair

Draft Minutes

1.	Welcome and Apologies	Action
	<p>Steve West welcomed the attendees and noted the apologies.</p> <p>Esther McMorris has formally stepped down for the LEP Board. The Board thanked Esther for her contribution over the last few years; Steve West noted he shall be writing to formally thank Esther.</p> <p>Robert Sinclair will be stepping down from the Board, following his move to City London Airport in October. The Board thanked Robert for his contribution for the past years and wished him success in his future role.</p>	
2.	Declarations of Interest	
	<p>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> <p>Members interests are recorded in the published Registers of Interests: http://www.westofenglandlep.co.uk/about-us/board-representatives/ No conflicts of interests were declared.</p>	

	Steve West noted he is Non-Executive for University Hospitals Bristol NHS Foundation Trust and Non-Executive for Office for Students & HESCE	
3.	Minutes of the meeting of 25^h May 2017	
	<p>The minutes were approved as a true record.</p> <p>Steve West led a review of the actions from previous minutes:</p> <ul style="list-style-type: none"> • <i>SW to seek comments and revise LEP Purpose document</i> This is on the agenda with the revised version within the pack. • <i>PG to seek comments and revise Regional strategy document</i> This is completed. Steve West encouraged Business to engage. • <i>PG to meet with Kalpna Woolf and Mayor Rees to consider potential Channel Four proposal.</i> This is complete. 	
4.	LEP Purpose	
	<p>Steve West led the discussion on this paper seeking final sign off on the LEP purpose which included how the LEP Board will operate. As well as to explore the proposals that sets out LEP Board membership within the paper. He also required an agreement on a timeframe around the next steps (in particular the recruitment for new Board members).</p> <p>The members thanked Steve for his work on this paper and agreed the paper was taking the Board forward in a positive direction and would allow for it to focus on big strategic issues.</p> <p>It agreed that the paper should be reviewed within the next 6-12 months to ensure it is delivering and providing value to the LEP. At the same time the Sector Groups will also be reviewed to ensure continuity. Steve West emphasised that the Board would have to be honest and upfront during the review process.</p> <p>Clarity is required for how the Sector Groups will provide value feedback in a strategic and joined up process to the Advisory Boards. There should be a clear expectation of the LEP Board requires from the Sector Groups which would lead to the creation of task and finish groups.</p> <p>Steve West noted all of the Board's comments and will feed these into a final revised version. Any further comments to be sent by e-mail to Steve West.</p> <p>The Board agreed the next steps for recruitment of Board Members. To promote the LEP Board positions by July, the advert to be created by end of July with the aim for interviews and appointments to be completed by September.</p> <p>The Board agreed that all Board Business Members would step down from the Board and be able to take part in the recruitment process if they so wished. This process will be staggered to ensure continuity and allow the Board to continue its work while it recruits.</p>	
5.	Developing a regional response to BREXIT	
	Steve West explained the aim of this item was to have an open discussion on the beginnings of developing the West of England position on BREXIT. A presentation was led by Helen Edelstyn and Charlotte Hopley provided information on what the	

LEP currently knows about the region. This provided a highlight for a range of data, such as exports and imports, the goods and services the West of England specialises in and the region's relationship with other foreign markets such as China or the USA.

Following the presentation the Board members were asked to consider the following questions:

- What are the challenges?
- What are the opportunities?
- What terms would we like to see as part of any exit deal?
- What trade deals would help us?

It was agreed that the discussion was an opportunity for the West of England to invest in its future in order to adapt to the impact of BREXIT, linking in with the previous discussion on Item 4. To provide focus on what is unique to the region to sell or export. This will Link with how to keep businesses and sectors within the region by providing fantastic opportunities but acknowledging the big challenges such as the risk of change to workforce laws which may lead to shortages of skills in certain areas.

The Board agreed that the comments below should be considered while developing the West of England position on BREXIT:

- To consider innovation ideas for the region; such as new ideas to re-purpose ports and warehouse for alternative proposes to ensure a positive outlook as an opportunity rather than feeling negative.
- Opportunities for firms within the region to consider what they could insource in the UK and the region.
- As a region to ensure migrants workers feel welcome through the regional strategy and strap line to encourage those to continue work within the region.
- To consider building strong international relationships through wider businesses and UAs for stronger trade links.
- As a region to lobby local government for funding where EU funding may be required.
- To link up skill funding from EU funding and how to link with skill shortage.
- For clarity on the regions demographic and how it would look following BREXIT. Such as a break down by % for each sector groups if migrant works left the region and how to meet the current demand.
- To understand how to drive a high value economy for the region with brands within the UK.

It was agreed that the LEP should have a clear understand how the region looks at the current moment and focus on what it and others can achieve through working together on a collective regional strategy and future plans. This would allow for clear understanding of what can be influenced within specific timelines and what funding is available.

Agreed that there will be a write up on the next steps.

6.	Regional Strategy	
	<p>Helen Edelstyn presented a short update on progress and the next steps for the Regional Strategy.</p> <p>This is a discussion document is a starting point for the future vision for the Region. The final documents will be launched in November with an online consultation and the opportunity for meetings to receive feedback and comments. It was agreed that the LEP should be speaking to local businesses to develop personal interest and finance investment within the region.</p> <p>This strategy outline will guide the business plans for the West of England Combined Authority Committee and the West of England Joint Committee. It will provide a joint up thinking around the main themes such as digital, housing, innovation, infrastructure and skills.</p>	
7.	Forward Plan	
	<p>Steve West led on this item seeking review and agreement for the Forward Plan and asked for Board members to suggest future strategic items for discussion as this will help shape how these meetings shall be run. Steve West asked for the Board Members to reflect on today's discussion and consider what they think is really important to discuss over the next 12 months.</p> <p>The Board agreed that Enterprise Zone should be review the progress overall as a whole.</p>	
8.	AOB	
	<p>Cllr Ashton and Mike Jackson announced the official opening of the Italian Gardens and the Law and Professional Studies in Weston-Super –Mare on the 4th October and asked for the Board Members to hold the date as formal invitations will be sent to the Board Members at a later date.</p>	
	Next meeting: 27 September 2017	