

West of England LEP Board Board Meeting

Friday, 17 May 2019, 10.30 am
WECA Offices, 3 Rivergate, Bristol BS1 6ER

Prof Steve West (Chair)
 Katharine Finn (Vice-Chair)
 Andrew Hodgson
 David Brown
 Prof Hugh Brady
 Martino Burgess
 Neil Douglas
 James Durie
 Christopher Grier
 Dick Penny
 David Pester
 Jon Reynolds
 Mohammed Saddiq
 Mayor Marvin Rees
 Cllr Don Davies
 Cllr Dine Romero
 Cllr Toby Savage
 Mayor Tim Bowles

West of England LEP
 PwC
 KPMG
 The Bristol Port Company
 University of Bristol
 Gregg Latchams
 Viper Innovations
 Business West
 Airbus
 Watershed
 TLT Solicitors
 GDS Digital
 Wessex Water
 Bristol City Council
 North Somerset Council
 Bath and North East Somerset
 South Gloucestershire
 West of England Combined Authority

AGENDA

	Subject	Presenting	Pages
1.	Welcome and apologies <i>Apologies received from Andrew Hodgson, Katharine Finn, Prof Hugh Brady.</i>	Steve West	
2.	Minutes of the meeting of 2 April 2019 <i>To approve minutes from the previous meeting.</i>	Steve West	3 - 6
3.	Declarations of Interest <i>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.</i>	Steve West	
4.	New Business Members	Steve West	
5.	Employment and Skills Plan <i>To update and stimulate discussion on key interventions currently being developed and delivered by the WECA Business and Skills directorate with partners.</i>	Stephen Bashford/ Rachel Pykett	7 - 16

6.	<p>Local Industrial Strategy <i>Following the discussion of LEP Board priorities for the Local Industrial Strategy at the last LEP Board meeting the Authority has been working to develop policy proposals.</i></p> <p><i>These proposals will be set out at the LEP Board meeting with the opportunity to discuss them with the Board.</i></p>	Jess Lee	17 - 18
7.	<p>Infrastructure Update (Mass Transit) <i>To inform the LEP board of the progress to date and proposed next steps for the development of proposals for Mass Transit in the West of England</i></p> <p><i>An accompanying presentation will be given at the meeting</i></p>	David Carter	19 - 20
8.	<p>Local Growth Fund <i>To seek approval for the LGF quarterly monitoring report for submission to Government.</i></p>	Pete Davis	21 - 22
9.	<p>Any Other Business</p> <ul style="list-style-type: none"> • <i>We are currently preparing our annual report on progress for 18/19, which will be brought to Joint Committee on 14th June.</i> • <i>This will include an overview of key projects and activities, and a detailed commentary on each item in our business plan.</i> • <i>We have separately been asked by Government to prepare a LEP Delivery Plan to provide detail of LEP-funded activities including Local Growth Fund, Growth Hub, Invest in Bristol & Bath and Careers Enterprise Company, and to cover relevant indicators including businesses supported, jobs created, funding provided. Government have requested this is light touch and we have agreed with them that this will be included as a section of our annual report.</i> • <i>We propose to circulate the LEP delivery plan to the LEP Board for review and sign off at the end of May before it is published with the Committee Papers on 6th June</i> 	All	
10.	<p>Date of Next Meeting <i>Thursday 11 July 2019 at 9:30am</i></p>		

Agenda Item 2

West of England Local Enterprise Partnership Board meeting

Tuesday 2 April, 4pm – 5.30pm
WECA Office, 3 Rivergate

Present:	
Prof Steve West, University of the West of England (Chair)	James Durie, Business West
Mayor Tim Bowles, West of England Combined Authority	Katharine Finn, PwC
Christopher Grier, Airbus	Andrew Hodgson, KPMG
David Brown, The Bristol Port Company	Patricia Greer, West of England Combined Authority
Dick Penny, Watershed	Amanda Deeks, South Gloucestershire Council
Prof Hugh Brady, University of Bristol	David Perry, South Gloucestershire Council
Mohammed Saddiq, Wessex Water	
In Attendance:	
Helen Edelstyn, West of England Combined Authority	Shahzia Daya, West of England Combined Authority
Jessica Lee, West of England Combined Authority	Stephen Bashford, West of England Combined Authority
Rachel Pykett, West of England Combined Authority	Ben Mosley, Bristol City Council
Melissa Houston, West of England Combined Authority	Joe Coyne, Bristol City Council
Pete Davis, West of England Combined Authority	
Apologies:	
Martino Burgess, Gregg Latchams	Neil Douglas, Viper Innovations
Jon Reynolds, GDS Digital	David Pester, TLT Solicitors
Cllr Tim Warren, Bath & NE Somerset Council	Ashley Ayre, Bath & NE Somerset Council
Mayor Marvin Rees, Bristol City Council	Mike Jackson, Bristol City Council
Cllr Nigel Ashton, North Somerset Council	Jo Walker, North Somerset Council
Cllr Toby Savage, South Gloucestershire Council	

Draft Minutes

1. Welcome and Apologies	
Steve West welcomed attendees and apologies were noted.	
2. Minutes of the meeting of 14th September 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.	
James Durie declared an interest regarding the Skills West contract and the Talent Institutes.	
Prof Steve West, Prof Hugh Brady, Dick Penny and Chris Grier also declared an interest regarding the Talent Institute proposals.	

<p>4.</p>	<p>Local Industrial Strategy update</p> <p>Steve West introduced the item and noted that the LEP Board had written to the region's political leaders on direction of travel and investment proposals for the Local Industrial Strategy [LIS]. The Board considered the following issues:</p> <ul style="list-style-type: none"> ▪ Need to move on from evidence gathering to firm proposals ▪ Importance of developing a programme of deliverables ▪ A timetable to sit alongside the LIS and delivery plan <p>Action: LIS Team to develop LIS programme of deliverables</p>	<p>WECA</p>
<p>5.</p>	<p>Employment and skills plan</p> <p>Steve West introduced the item and invited Stephen Bashford and Rachel Pykett to update on the development of the regional Employment and Skills Plan.</p> <p>Members were taken through a short presentation, highlighting that the delivery of appropriate employment and skills interventions had emerged as one of the key conclusions from the LIS evidence base.</p> <p>Following work with partners across the region, priorities for the business and skills work have been revised. As discussed with the LEP Board in January, priorities are:</p> <ul style="list-style-type: none"> ▪ Ensuring growth is inclusive ▪ High growth potential and progression ▪ High value businesses and skills <p>There are clear interdependencies between these themes. As the regional Employment and Skills Plan develops it will be important to be clear how together, these will contribute to our ambition to deliver a more integrated employment and skills landscape.</p> <p>An open discussion developed, touching on: the ambition for the plan; activities that already exist across the region; and funding streams associated with delivery of the plan.</p> <p>A need for clear objectives and measurables to monitor performance effectively was discussed in detail. Members agreed that employers have a responsibility to be engaged, support their networks and actively encourage work experience placements. The challenge will be knowing if we've made an impact.</p> <p>Sign off for the Employment and Skills Plan is scheduled for the summer to align with the Local Industrial Strategy.</p>	
<p>6.</p>	<p>LEP collaboration</p> <p>Steve West invited Helen Edelstyn to introduce the item.</p> <p>Helen gave a short presentation to summarise points on the rationale for greater LEP collaboration along the M4 corridor [West of England, Newport, Gloucestershire, Swindon and Wiltshire and Dorset]. Collaboration refers to the process of working together and not changing the governance structures or geographies.</p> <p>Members considered the presentation and agreed that collaboration should only happen when it makes good economic sense to do so.</p>	
<p>7.</p>	<p>LEP Assurance Framework</p> <p>Steve West introduced the item and invited Pete Davis to update on the progress with the preparation of the new Local Growth Assurance Framework.</p> <p>Key changes in the new guidance which needed to be addressed were:</p> <ul style="list-style-type: none"> ▪ Bringing together the previously separate LEP and Single Pot [including the 	

	<p>Investment Fund, Transforming Cities Fund and the Adult Education Budget].</p> <ul style="list-style-type: none"> ▪ Providing further, more explicit details around aspects of the LEP operation and transparency. <p>Steve expressed nervousness around the board's responsibility for schemes within the LEP funding programme - Are projects on track to deliver?</p> <p>An open discussion developed around process should board members be concerned with a specific project. Members were reminded that the LEP Board and Chair play a key advisory role and make recommendations that are considered by the Joint Committee, who take full account of these recommendations in their decision making.</p>	
8.	LEP Board recruitment	
	<p>Steve West introduced the item and updated members on the recruitment so far.</p> <p>We received 24 expressions of interest for up to 4 positions. We used agreed criteria to shortlist – seniority, priority sector and in the region. 5 candidates have been shortlisted for interview.</p>	
9.	AOB	
	<p>James Durie enquired into the Heathrow bid. Patricia informed the board that due to procurement requirements we were unable to bid into the second round.</p> <p>Following Steve Nelson's presentation at January's board meeting, an 'Active Workplace' proposal was submitted for consideration. Although keen to support, members agreed that further details were needed.</p> <p>Amanda Deeks informed that this would be her last board meeting. On behalf of the board Steve thanked Amanda for her hard work and contributions and wished her well for the future.</p>	
	Next meeting and AGM: Friday 17 May	

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**West of England Local Enterprise Partnership
Board meeting – Friday 17th May 2019
BUSINESS AND SKILLS UPDATE**

Purpose of the report

1. To update and stimulate discussion on key interventions currently being developed and delivered by the WECA Business and Skills directorate with partners.

Recommendations

2. LEP Board members to provide comments and advice on progress highlighted in the report (including pipeline projects) in relation to direction of travel, strategic fit and delivery approach.

Background – context for delivery

3. The Business and Skills Directorate, working closely with its Unitary Authority partners across the West of England (WoE), is responsible for developing and managing a wide-reaching portfolio of projects and programmes against WECA's Operating Framework and associated objectives: *to enable our diverse, innovative and vibrant business community to flourish* (business) and *provide our residents with opportunities to develop the skills our regional businesses need* (skills).
4. Principally, our work is designed to address market failure and add value to economic development activity already in place across the public and private sectors. We need to, therefore, take a long-term view and work in partnership to focus relentlessly on a strategic and balanced portfolio of interventions which get to the heart of our economic challenges and opportunities. By doing this, we can create positive and enduring benefits for our businesses, communities and residents.
5. A brief update on projects currently being developed and delivered by the Directorate is set out below, grouped into the following thematic headings which mirror the strategic priorities of the emerging Local Industrial Strategy (LIS): 'People, Skills and Inclusive Growth', 'Enterprise, Inward Investment and Trade' and 'Innovation and Sector Development'. It is estimated that the current value of projects being delivered is around £40m (excluding ongoing services). More detail on key projects will be provided verbally at the meeting.

People, Skills and Inclusive Growth

6. As reported as the last LEP Board meeting, a regional **Employment and Skills Plan (E&S Plan)** is currently being developed to underpin the people strand of the LIS. The Plan will provide an over-arching framework to help shape the development of employment and skills activities across the region over the long term. It will set a collective vision and shared priorities for delivery, reform and investment, acting to influence and catalyse action from both local and national partners where priorities align.

7. The Plan will include a road map setting out initial proposals to take our priorities forward – this will remain a living and breathing document, able to respond to emerging opportunities and innovative proposals as they come forward.
8. *Progress* – following engagement with a wide range of stakeholders, a first full draft of the plan is readying completion. This will be further tested with key groups before being opened up for wider consultation, with the aim to present the final Plan to WoE Joint Committee in July 2019. A more detailed presentation will be given at the Board meeting.
9. **Adult Education Budget:** From the 2019/20 academic year, WECA will take responsibility for devolved delivery of the Adult Education Budget (AEB). Essentially, these powers will enable WECA to improve alignment with local economic circumstances, more effectively meeting the needs of its businesses, residents and communities. Adult Education provision funded through WECA’s devolved powers and funding will start on 1st August 2019, with 2019/20 a ‘transition/no change with scrutiny’ year before more fundamental devolution from 2020/21 onwards. The E&S Plan will provide the backdrop to tailoring AEB to more closely reflect local economic circumstances.
10. *Progress* – WECA is currently in an implementation period to ensure it is prepared and able to manage and administer the use of powers and funding effectively, to the benefit of WECA residents (aged 19+), employers and the local economy. On the 31st January 2019, the Department for Education confirmed the 2019/20 WECA AEB budget as £14.7m - £2.9m less than the indicative value, reflecting underspend by the existing provider base. WECA has received 41 applications for 19/20 and officers are currently appraising all applications in line with the approach stated and consulted on. Allocations will be agreed by WECA committee in June 2019.
11. **Future Bright:** a pilot funded by DWP to the tune of £4m, led by WECA and local delivery teams within its constituent UAs, the project is designed to improve the job prospects of 3,000 people in low paid, low skilled employment by increasing their confidence, knowledge, skills and/or incomes. Over its lifetime, the project will engage with 400 employers to promote good employment practice in the region. e.g. secure contracts, flexible working, fair pay, progression pathways and support for learning and development.
12. *Progress* – following a slow start, a flexing of eligibility criteria by government and focused communications campaign, has led to a sharp rise in the number of referrals to the programme. The pilot has found that barriers to in-work progression are often complex and have required more intensive support than anticipated. Whilst it is due to close in 2020, partners are keen to learn from progress so far and see the existing scheme extended and potentially cover a broader cohort of people, once again, drawing from the evidence of the E&S Plan as well as an evaluation of the programme.
13. **Careers Hub and Enterprise Adviser Network:** WECA successfully secured funding for a Careers Hub (1 of 20 across England) which includes the 4 FE colleges and St Brendan’s Sixth Form, along with 20 hub schools across the WoE LEP area. This will increase the impact of the existing Enterprise Adviser Network and ensure that young people have a chance to access meaningful employment encounters to help them consider future career paths. The Careers Enterprise Company provides funding for a

team leader, an allocation of central funds, and career leader training and bursaries to support schools to progress against the Eight Gatsby benchmarks.

14. *Progress* – a central co-ordination function has been built within WECA Business and Skills to manage delivery of the programme. A recruitment drive for new Enterprise Advisers is currently underway to ensure all Hub schools are effectively matched. The Hub is also seeking ‘Cornerstone Employers’ to act as ambassadors for the programme and promoters of good practice. An application to expand the Hub to cover all WoE schools was submitted to government last month with an outcome expected this month. This would incorporate a further 40 schools (including 6 special schools).
15. **Workforce for the Future:** Funded by European Social Fund (£4m), alongside £4m from the WECA Investment Fund, the project will help with the perceived failure of information between what adult learners chose to study and the current and future, most productive, job vacancies that exist or will arise. A delivery consortium will work with SMEs to improve direct business involvement in skills planning, training and education, mentoring, inspirational activities and workforce planning. The project has an overall target of 400 SME engagements with 300 ‘effective projects’, which may include:
 - Taking on new apprentices or increased numbers of apprentices.
 - Developing and implementing a training programme for current employees, enabling progression from low paid roles.
 - Engaging in a series of ‘inspirational’ activities with schools and colleges.
 - Undertaking a managed programme of engagement with FE providers to better shape course offers and curricula so that they better meet local economic needs.
 - Offering a range of meaningful and well-managed placements e.g. work experience, graduate, paid internship, T-level related, or in preparation for T-levels.
16. *Progress* – WECA has now secured co-financing organisation status with the Department of Work and Pensions (DWP – the managing authority for ESF). Events and briefings to start generating interest in being part of the delivery consortium will begin imminently and interested parties have already made contact with WECA. There are strong synergies with the more skills-focused proposals of the Talent Institutes project (see below). The programme is intended to be ready to offer support from the start of the 2019/20 academic year and will run at least until 2022.

Enterprise, Inward Investment and Trade

17. **West of England Growth Hub:** managed by the Business and Skills Directorate, the Growth Hub helps businesses across the WoE innovate, grow and thrive. A Growth Hub website (and supporting helpline) acts as a portal for the multitude of free support available to businesses in the region, with themes including start-up, employment, finance, sales, marketing, exporting, and statutory regulations.
18. Aligned to the Local Industrial Strategy, the Growth Hub is increasingly focusing its delivery on the foundations of productivity, prioritising businesses with the potential to invest, innovate, export and raise wages. In addition, it will put in place mechanisms to encourage the diffusion and take-up of new technologies and practices, addressing the “long tail” of low performing businesses.

19. *Progress update* – it is estimated that between April 2018 and March 2019 the Growth Hub engaged 754 businesses including 44 with intensive support (more than 12 hours). Activity over the year included:

- Securing £1.35m for new Creative Scale-up Programme (see below).
- Development of 'scale-up generator map in partnership with Engine Shed. Hosting of first regional scale-up summit which drew in over 70 entrepreneurs to connect with the rich diversity of support available <https://www.westofengland-ca.gov.uk/west-of-englands-first-scale-up-summit-to-help-businesses-innovate-grow-and-thrive/> .
- Commenced high growth 'HMRC trial' which has so far identified over 60 businesses to be supported via the Growth Hub.
- Submission of Business Basics Funding bid to trial / test different approaches to increasing absorption of new technologies by SMEs.
- Expansion of 'in residence days' to cover a range of incubator facilities across the WoE region.
- Working with BEIS to explore the issues faced by first generation BAME led businesses in accessing regulatory business support.
- The creation of a Working Group, comprising a range of public/private support providers to oversee long term direction of the Growth Hub, chaired by Neil Douglas and reporting into the LEP Board.

20. **Invest Bristol and Bath (IBB)**: our regional inward investment service provides a range of free services to businesses who are looking to locate or expand in the region. These may include support on accessing land and property, skills/talent, funding, expert advice or existing businesses. IBB manages a diverse and substantial pipeline of leads, leveraging off its strong relationships with existing business networks, sectors and clusters.

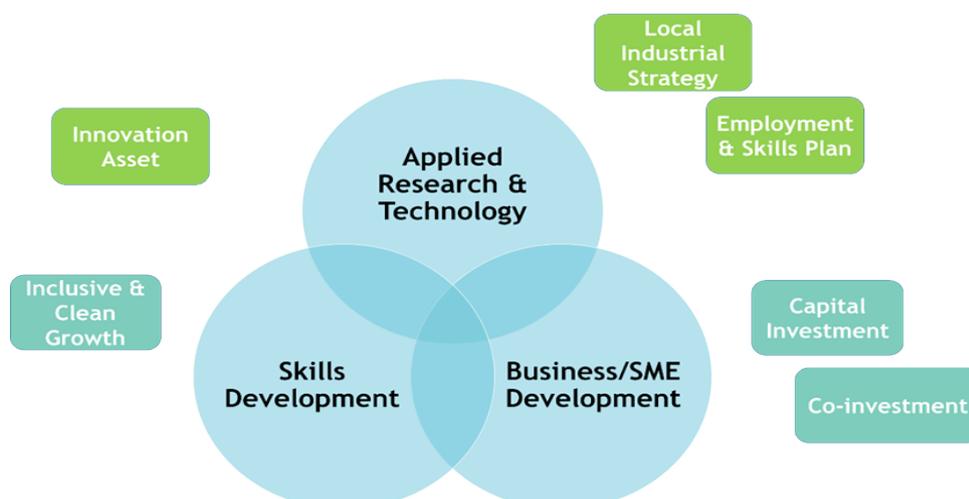
21. *Progress update*

- IBB has continued to build up a steady flow of investment interest in the last 12 months. Notable successes include Channel 4 Creative Hub, Bocard, Delaware and Latacore.
- In addition, Israeli Aerospace company set-up in South Gloucestershire (digital delivery hub).
- Our investment pipeline includes: US based marketing agency considering Bristol (30 jobs); London Fintech company to open regional hub and considering WoE (100 jobs).
- Presence at MIPIM to promote major capital investment opportunities in the region.
- Presence at JECWorld – attended global composites trade show in Paris working with the NCC.
- Upcoming activity in June includes:
 - Preparing substantial inward investment programme in Boston and Chicago.
 - Preparing regional presence at Paris Airshow.
 - Hosting international delegations and undertaking activity as part of London Tech Week.

Innovation and Sector Development

22. **Talent Institutes:** In September 2018, WECA Committee agreed funding to undertake a feasibility study into Talent Institutes (TI), to test the hypothesis that WECA can invest in large-scale activity that delivers economic development goals, social inclusion and a financial return on investment. A TI should be an “innovation asset” delivering skills and training alongside research and innovation for businesses, within the context of the Local Industrial Strategy.
23. *Progress update* – the identification of a long-list of possible TI, including through the receipt of eight outline proposal submissions from a range of sectors. The outline proposals helped identify initial demand and need within the WECA region. Five of the eight submissions (see appendix 2) were deemed to largely fit the expected vision of a TI and project development work has continued with these through a series of face-to-face meetings in February/March 2019 and a workshop attended by all applicants in April.
24. The feasibility has resulted in some strategic re-positioning of TI in order to ensure best value and continued close alignment with the emerging themes of the LIS, in particular:
- A ‘Global Centre of Innovation Excellence’: Embedding the programme within the LIS’ wider innovation theme, to complement additional projects to address the barriers to innovation outlined in the evidence base; and
 - Adopting a programme approach as opposed to individual project competing/bidding against each other: There appears to be synergies between the proposals, particularly around “digital” and their proposed geography. This may lend itself to a series of complementary projects brought together under a single framework.
25. The vision that has emerged during the feasibility is presented below. It is important to note that any investment is unlikely to involve setting up the 3 key components from scratch (this would be prohibitively expensive); rather investment should be part of a larger and more strategic approach where individual investment will contribute to achieving the vision whilst also building on existing assets (especially the region’s many world-class research and technology facilities).

Figure 1: Vision



26. **5G Smart Tourism:** An £8.1m project to develop a ‘testbed’ to demonstrate 5G capability, establishing the region as a world-leader in advanced fixed and mobile communication systems. This testbed will focus on delivering enhanced visual experiences for tourists using Augmented Reality and Virtual Reality technology in major attractions in Bath and Bristol, including the Roman Baths and Millennium Square. The project sets out to create new opportunities for businesses and the visitor economy, developing capability and skills, and encouraging inward investment.
27. *Progress update* – DCMS has approved extension to the 5G Smart Tourism project focused on the Harbour Festival and a larger scale trial: a single R+D use case involving local SME and Bristol City Council. The extension will also include additional development of network monitoring and measurement at the University of Bristol.
28. **Creative Scale-up Programme:** Complementary to the Growth Hub’s strategic direction, a new £1.35m programme funded by DCMS will provide a targeted package of support to 100 creative sector businesses over 2 years to maximise their growth potential and ‘investor readiness’. The programme will build on work delivered through the Growth Hub funded ‘Scale-Up enabler’ (via Engine Shed) to identify both founders and investors of scale-up businesses in the WoE, and also link to the Bristol & Bath Creative R&D programme combining research from UWE, University of Bristol, Bath Spa University and the University of Bath, with the reach and community of Watershed, and companies working across design, broadcast, performance, technology, publishing, and other sectors.
29. *Progress update* – with the funding package now in place, recruitment for a project manager is underway. Officers continue to liaise with DCMS, other Combined Authorities and the Scale-up institute on how the project will be delivered. A delivery consortium will be convened, alongside marketing and awareness raising with the creative sector. A local business-led steering group will be set up to oversee the programme, with regular reports to the LEP Board. Estimated start date is Autumn 2019.
30. **Low Carbon Challenge Fund:** A new £4.2m project managed by WECA which will allocate grant funding to three types of projects aimed at ‘decarbonising’ the WoE economy: measures to improve energy efficiency in SMEs; the implementation of small-scale generation projects using renewable sources; and, projects to improve the efficiency of public housing or other buildings. It will support at least 130 SMEs leading to at least 2020 tonnes of CO₂ greenhouse gas savings by 2022. All grants offered to SMEs for energy efficiency improvements will need to be based on a robust energy survey and WECA will be able to provide free energy surveys to interested businesses.
31. *Progress update* – recruitment to the project team is underway. WECA has prepared bidding guidance and application forms for each work stream and intends to launch the programme following the completion of European elections.
32. **Women into Digital Jobs, Education and Training (WIDJET):** available across the LEP area, the project will provide a range of digital skills to predominantly women, and those from disadvantaged backgrounds. WIDJET hopes to reach at least 350 women through the training on offer and to engage with a larger number, offering them sign-posting to other suitable opportunities, which could include the locally operating Cyber

Fund, which also aims to support women to find roles within the cyber-security sector and is also funded by DCMS.

33. Funds of around £350k will be allocated through a delivery consortium of Mayden Academy, Bath College, Boomsatsuma, Knowle West Media Centre and The Dot Project. The programme of training will run throughout much of the 2019 calendar year and includes a full range of activity, from initial 'Introduction to digital roles' seminars right up to Mayden Academy's software developer course. All participants will also be able to use the services of the Eight recruitment agency operating out of the Knowle West Media Centre.
34. *Progress update* – a full programme of events has been prepared and this will be available to all interested parties on WECA's website, as well as each delivery partner. Social media marketing of the opportunity will commence shortly. Each of the four winning LEP areas are working collaboratively on evaluation and DCMS are keen to learn from best practice in encouraging and supporting women into digital roles. DCMS are hopeful that the individual programmes they have funded through DSIF will be sustainable and WECA has begun initial conversations with interested private sector stakeholders.

Author: Stephen Bashford, Head of Business & Skills, WECA

Appendix 1: Business and Skills Pipeline Projects

Appendix 2: Summary of Talent Institutes proposals

Appendix 1 Business & Skills Pipeline Projects

Project name	Description	Funding	Business Plan 18/19	Outputs	Timeframe	Geography
Talent Institutes (following the feasibility)	"Innovation assets" where businesses and educational providers come together to provide skills for residents together with research and innovation support for businesses	£100k for feasibility. Capital funding tbc	Objective 3 (WB3) Supporting an innovative economy	Investment in new 'Talent Institutes' across the WECA region Strong alignment with the LIS	Feasibility complete mid-2019. Business Cases to follow thereafter	WECA
Research & Innovation Challenge Fund	Grants to SMEs to undertaken research and innovation leading to new products and services for the firm/market. Encourage greater collaboration with research institutions Outline Application submitted Nov 2018. Invited to Full Bid (but with a reduced funding ask) - deadline for Full Bid 15 th July 2019	£4m project / £2m from ERDF (Although need to reduce – by about half - the ££ ask at Full Bid stage)	Objective 1 (WB1) Helping businesses to start-up, grow and flourish	i. 80 enterprises supported ii. 80 enterprises awarded a grant iii. 10 new to the market products / processes iv. 20 new to the firm products / processes v. 4 enterprises cooperating with research institutions	If funding secured, project to begin January 2020	WoE LEP
H2020 5G Verticals	Consortium, pan-European bid to Horizon 2020 to deliver 5G vertical sector trials. In the UK the trials will focus on the visitor economy and public safety. WECA role to help shape use cases and to disseminate and exploit R+D results	WECA seeking 100% cost recovery to the value of euro 262k	Objective 3 (WB3) Supporting an innovative economy	5G R+D lessons and learning	April 2019 - 2022	WoE LEP
Business Basics Fund (via Growth Hub)	Will test three different approaches to encourage SMEs to adopt tried-and-tested cloud-based financial accounting software that will boost their productivity.	£60K trial (potential for expansion)	Objective 3 (WB3) Supporting an innovative economy	To overcome including a lack of awareness, misconceptions surrounding these technologies and the lack of skilled workforce to implement uptake	2019-2020	WoE LEP

Appendix 2: Talent Institutes Proposals – Summary

Working Well Institute: New build at either Bath Quays or Bath College. Supporting people and business to develop digital skills and access good jobs. Level 3 to Level 7 delivered across multiple sectors.

Bristol Digital Technology Talent Institute: New build as part of Temple Quarter. “Engine Shed for Skills.” Focus on high value digital skills for future digital jobs at Level 3 to Level 7.

Digital Engineering Talent Institute: Transformational technologies and skills provision in digital engineering, offering workforce development, innovation, R&D, business incubation. New Centre of Excellence plus extensive current resources and virtual network and capabilities.

Talent Bridge: Improve pathways for underrepresented groups focused on Entry Level to Level 3, including tailored “talent” packages for individuals, and then follow on signposting to higher level skills provision. Refurb an existing building (location tbc) to act as a “front door”, together with outreach.

Foundations for Creative Careers: Sufficient and appropriate skills and training development in the creative digital sector, bridging the training and work gap. A network of hubs/nodes (using existing facilities), alongside engagement/internships etc. People apply to a hub, enabling access to the hub network and connection to industry.

**West of England Local Enterprise Partnership
Board meeting – 17th May 2019**

Local Industrial Strategy

Purpose of the report

1. Following the discussion of LEP Board priorities for the Local Industrial Strategy at the last LEP Board meeting we have been working to develop policy proposals. These reflect the four key priority areas which have been identified by the LEP Board, through our engagement with stakeholders across the region and through the evidence base:
 - Driving **inclusive growth**: enabling as many people as possible to contribute and benefit from growth
 - Environment for **business growth**: supporting businesses to grow and for residents to progress their careers
 - **Fostering innovation** from research through to commercialisation, and diffusion across sectors
 - **Investing in infrastructure** and housing for future growth, delivering on regional plans
2. We will set out our proposals at the LEP Board meeting and use the opportunity to discuss them with the Board.

Author: Jessica Lee

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**West of England Local Enterprise Partnership
Board meeting – 17th May 2019**

Development of proposals for WoE Mass Transit System(s)

Purpose of the report

1. To inform the LEP board of the progress to date and proposed next steps for the development of proposals for Mass Transit in the West of England to deliver the following objectives:
 - Creating a step change in the mass movement of residents and visitors across the region to address existing congestion issues and new provide capacity to sustainably facilitate growth in Housing and Employment across the West of England
 - Driving **inclusive growth**: enabling as many people as possible to contribute and benefit from growth
 - Environment for **business growth**: supporting businesses to grow and for residents to progress their careers
 - **Investing in infrastructure** and housing for future growth, delivering on regional plans
2. We will set out our proposals at the LEP Board meeting and use the opportunity to discuss them with the Board.

Author: David Carter

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**West of England Local Enterprise Partnership
Board meeting – 17 May 2019**

Local Growth Fund Monitoring

Purpose of the report

1. To seek approval for the LGF quarterly monitoring report for submission to Government.

Recommendation

To approve the Quarter 4 2018/19 LGF quarterly dashboard.

Background

2. A spreadsheet based update on progress with the delivery of the LGF programme is provided quarterly to the Cites and Local Growth Unit. This includes a dashboard which summarises progress with each project and the LGF programme overall.
3. Guidance requires that 'before submitting to CLoG, you must have appropriate sign off [of the dashboard] by the LEP Board (or Chief Exec if this is not possible in a particular quarter) and the Section 151 Officer.'
4. At the LEP Board meeting in January 2019 it was agreed that where reporting cycles align, then the dashboard will be provided to the LEP Board for approval, but where this is not possible sign off will be via the LEP Chair and Chief Executive.

Current Dashboard

5. The deadline for the submission to Government of the quarter 4 2018/19 update is 24 May. The spreadsheet is currently being populated using information recently provided through the latest set of scheme Highlight Reports, Change Requests and Business Cases.
6. The completed dashboard will be tabled at the meeting.

Author: Pete Davis

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