

**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	