

## West of England LEP Board

Tuesday, 1 October 2019, 10am

Not Open to the Public

Meeting Held at 3 Rivergate, Bristol BS1 6EW

### Present:

Prof Steve West, West of England LEP (Chair)  
Katharine Finn, PwC  
Richard Bonner, Arcadis  
David Brown, The Bristol Port Company  
Martino Burgess, Bevan Brittan  
Heather Cooper, Hargreaves Lansdown  
Margot Day, Buro Happold  
Neil Douglas, Viper Innovations  
Christopher Grier, Airbus

Zoe Metcalfe, Arup  
Dick Penny, Consultant - Creative Sector  
Jon Reynolds, GDS Digital  
Joanne Rumley, Foot Anstey  
Natasha Swinscoe, Academic Health Science Network  
Mayor Marvin Rees, Bristol City Council  
Cllr Dine Romero, Bath and North East Somerset  
Cllr Donald Davies, North Somerset Council

### Officers In Attendance:

Patricia Greer, Chief Executive  
Jess Lee, Head of Policy & Strategy

Malcolm Coe, Director of Infrastructure and Investment

### Apologies:

Prof Hugh Brady, University of Bristol  
Mohammed Saddiq, Wessex Water

Cllr Toby Savage, South Gloucestershire  
Mayor Tim Bowles, West of England Combined Authority

## Minutes

		Action
1	<p><b>Welcome and apologies</b></p> <p>The Chair welcomed everybody to the meeting and especially welcomed the new members of the Board.</p> <p>Apologies for absence had been received from Professor Hugh Brady, Mohammed Saddiq, Mayor Bowles and Councillor Toby Savage.</p> <p>A number of new members were present at the meeting– Zoe Metcalfe (Arup), Joanne Rumley (Foot Anstey), Natasha Swinscoe (Academic Health Science Network), Heather Cooper (Hargreaves Lansdown), Margot Day (Buro Happold) and Richard Bonner (Arcadis)</p>	
2	<p><b>Minutes of the meeting held 11 July 2019</b></p> <p>The minutes of the meeting held on 11 July 2019 were agreed as a correct record and signed by the Chair.</p> <p>It was noted that the action on the implementation plan of the Local Industrial Strategy would be discussed under agenda item 4.</p> <p>WECA was continuing to work with Bristol City Council on the Energy Strategy Action Plan.</p>	

3	<p><b>Declarations of Interest</b></p> <p>Declarations of interest was raised as follows:</p> <p>Dick Penny and Martino Burgess reported that their employment status had now changed and they would therefore be required to complete another Declaration of Interests form.</p> <p>New members were reminded that they needed to complete Declaration of Interest forms also.</p>	
	<p><b>Items for discussion</b></p>	
4	<p><b>Local Industrial Strategy - Implementation</b></p> <p>The LEP Board received an update on the Local Industrial Strategy which had an accompanying presentation and included discussion on the following specific items:</p> <ul style="list-style-type: none"> <li>▪ Global Centre of Innovation Excellence (Inc DETI);</li> <li>▪ West of England Network of Living Labs;</li> <li>▪ Productivity challenge;</li> <li>▪ Employment and skills implementation plan;</li> <li>▪ Skills Advisory Panel proposal.</li> </ul> <p>Jess Lee, Head of Strategy and Policy, was leading development of the Local Industrial Strategy and asked that any members of the LEP Board who wished to assist on any of the major themes contact Melissa Houston directly.</p> <p>The clean growth theme cut across all the other themes and underpinned the strategy, and this would be clear in the language used, with all local authorities having declared climate emergencies. The Strategy did however need to reflect the message the LEP Board wished to send to Government.</p> <p>Neil Bradshaw and Stephen Hilton attended the meeting and spoke about the Global Centre for Innovation Excellence and the West of England Network of Living Labs.</p> <p>The Global Centre for Innovation Excellence would work with a wide range of partners to attract increased investment in research and development regionally, helping to meet the national ambition of investing 2.4 per cent of GDP in Research and Development by 2027. A stakeholder working group had been established which would debate the core purpose and the vision, how success would be measured, etc. The next steps would be to hold a stakeholders group meeting in October 2019 and publication of a Strategic Business Case in December 2019.</p> <p>Another element of the Global Centre of Innovation Excellence was the Digital Engineering Technology Institute (DETI) which recognised that advanced engineering was one of the leading industries in the region.</p> <p>DETI brought together industry partners (e.g. Airbus, Rolls-Royce, Babcock, McLaren), innovative digital tech. companies, world leading assets (e.g. NCC, CFMS), the region's universities with strengths in advanced digital technologies and engineering (e.g. data science, quantum), and skills with Further Education Colleges (e.g. Weston College/IoT).</p>	

DETI would deliver the following:

Digital Design – future design tools & approaches across multiple engineering sectors;

Digital Manufacturing– strengthen asset base to demonstrate capability;

Skills & Workforce- inclusive, diverse, globally competitive, digitally enabled

Long-term clean growth;

The next steps were as follows:

- Technical Working Groups developing work programmes
- Regional and national stakeholder comms & engagement to continue
- Strength in Places Fund EoI resubmission to UKRI - Oct
- Proposals in development for national programmes
  - E.g. DCMS 5G Manufacturing Testbed & Industry led proposals to ATI etc.

A full business case would be developed in November 2019.

Stephen Hilton reported on the progress of the Living Labs project, which was defined as follows:

““to deliver a locally-led network of Living Labs. Overseen by the [new] Global Centre of Innovation Excellence (GCIE), this programme will aim to test, develop, and prepare for market, new products and services.”

During November 2019 it was planned to map current Living Lab type activity in the region, nationally and internationally to identify best practice in the delivery of Living Lab projects and the coordination of Living Lab networks. By April 2020 the plan was to launch the initial “V1” Living Lab network.

Stephen Bashford introduced Emma Cooper who spoke to members about “Be The Business”, which launched in 2017. Be The Business helps the UK to improve its productivity and competitiveness. Emma Cooper stated that the UK, for a number of reasons, had fallen from sixth to eighth in the global competitiveness index and this decline could continue. Economic growth had slowed in the West of England.

Be The Business was successfully engaging communities in the South West and there were a number ways for local employers to get involved, including joining a summit being held on 15 October 2019. Business could help work with local outcomes, ecosystems by offering high level support and providing behavioural insights through expertise, resources and offering programmes. Stephen Bashford asked for any ideas about how LEP Board members could be involved be sent to him directly. One of the flagship programmes, Mentoring for Growth, matched SME leaders with experienced business mentors from leading organisations, to help smaller businesses through expansion and improvement challenges

In terms of the Mentoring for Growth Programme, a full time advisor was in place covering the WofE, fully funded through BtB and managed by the Growth Company (with no cost to WECA or the Growth Hub).

The advisor would be fully responsible for attracting mentees to the programme.

	<p>Be the Business was keen for the region to help support the introductions to potential new partners due to the region's collaborative way of working and the existing relationships in the WoE. The LEP Board would be formally invited to join this programme via their individual business organisations in due course.</p> <p>Stephen Bashford spoke to the meeting about the Employment and Skills Plan and the progress made thereon. There were a number of projects ongoing including Future Bright, the Adult Education Budget, Talent Institutes and Workforce for the Future.</p> <p>Another paper was around the Skills Advisory Board, a multi-sector group which would oversee the implementation of the Employment and Skills element of the Local Industrial Strategy. This would be Chaired by a LEP Board representative. It was noted that Chris Grier had agreed to be the Chair.</p> <p>The following points were raised:</p> <ul style="list-style-type: none"> <li>• The LEP Board needed to establish its role as either a driver or recipient, while acknowledging that it needed to be selective;</li> <li>• Women and BAME groups needed to be equipped to occupy high ranking positions in companies;</li> <li>• There were not enough people currently in the NHS with digital skills;</li> <li>• It was noted that schools and school age education was not part of WECA's or LEP's remit, although the issue could be work with businesses, maybe through the careers hub about how that progression could happen;</li> <li>• It was noted also that Patricia Greer had just joined the South West Leaders group and could raise issues through that forum;</li> <li>• It was important to have a body that could speak directly to the DfT. There was also a challenge for more creative thinking in young people rather than a focus purely on passing exams;</li> <li>• It was noted that the ongoing work would be constantly reported into LEP Board but if members were keen to be involved in a particular area then they were asked to contact Melissa Houston directly;</li> </ul> <p><b>Agreed:</b></p> <ol style="list-style-type: none"> <li>1. That the views on the emerging Local Industrial Strategy implementation plan and the ongoing role of the LEP Board in supporting delivery;</li> <li>2. That the progress reports on Productivity Challenge and Employment &amp; Skills be noted;</li> <li>3. That agreement be given to the proposals for the Skills Advisory Panel as set out in Appendix Two to this report;</li> </ol>	
5	<p><b>Local Growth Funds</b></p> <p>Malcolm Coe addressed the meeting on Local Growth Funding and the quarterly returns. He stated that a number of projects had been taken out or moved but the fund was overprogrammed by around £11m. Around £118m out of £202m had been spent.</p>	

	<p>The Quarter 1 19/20 dashboard, which was shown in Appendix 1, was signed off by the LEP Chair and Chief Executive and submitted to CLoG in September 2019.</p> <p>There remained a requirement from Government that all LGF funds were spent by March 2021. Only 5 schemes remained to be fully approved.</p> <p>The following points were raised:</p> <ul style="list-style-type: none"> <li>• Each project needed to be deliverable and by a certain date otherwise it should be removed and new projects brought in. A narrative sentence of explanation for each project was needed;</li> <li>• Specifically, the Bath College Innovation Centre was only funded to the planning stage;</li> <li>• The Authority was awaiting to see what would replace the LGF with the separating out of the European Funding. It was likely that some funding would be available beyond 2021 but confirmation was awaited.</li> </ul> <p><b>Agreed:</b> That the Quarter 1 19/20 LGF dashboard, the forecast spend position and risks be noted.</p>	
6	<p><b>Any Other Business</b></p> <p>The following items were raised:</p> <ul style="list-style-type: none"> <li>• Cultural Strategy – Dick Penny gave an update as Chair of the Engagement Board which had representatives from all four local authorities. The evidence had been published on the website but had been paused until the LIS activated the second phase. A consultant had been engaged for this purpose and a update would be given to the November 2019 meeting. It was also noted that Arts Council England would pilot a compact as a development vehicle;</li> <li>• LEP Network – Steve West reported that the network was deciding whether it had a purpose, as it was felt the governance arrangements did not work in the LEP Board's favour. The Network also wanted to adopt an advisor/regulatory role. The best solution would be to work in collaboration rather than the Network speaking on the LEP's behalf;</li> <li>• Western Power House – Steve West stated that the Local Industrial Strategy would be the primary vehicle for the LEP and needed to be managed through LEP. He did not feel that activities could be coordinated in a business way through a Western Power House without duplicating some activities and would report back to Wales in those terms. Cllr Romero stated that she would report this back to the new B&amp;NES Chief Executive.</li> </ul>	
	Friday, 29 November 2019, 2.00 pm, Not Open to the Public	