

Meeting title	GFirst LEP Board
Date/time/venue	25/02/2020 @ 8:30am to 10:30am Oxstalls Campus – Board Room
Attendees	<p><u>Members:</u> Diane Savory (DS) (Chair), Adam Starkey (AS), Neill Ricketts (NR), Rob Loveday (RL), Deborah Potts (DP), Mike Warner (MW), Ian Mean (IM), Stephen Jordan (SJ), Jenny Raymond (JR), Lorrin White (LW), Ruth Dooley (RD), Russell Marchant (RM) & Mark Hawthorne (MH)</p> <p><u>In attendance:</u> David Owen (DO), Lynn Stacey (minutes), Dev Chakraborty (DC), Mally Findlater (MF), Barry Bodin-Jones (BBJ), Katie Jenkins (KJ), Karen Leigh (KL) Clare Edwards (CE), Carl Creswell (CC) & Sarah Scott (SS)</p>
Apologies	Jim Grant, Emma Hanby, Doina Cornell, Steve Mawson & Kaye Turner

No.	Item	By	Action
1)	<p><u>Welcome & introduction</u></p> <p>DS welcomed all Board Members and introduced Karen Leigh, Assistant Director, Cities & Local Growth Unit and new Area Lead for GFirst LEP, and Sarah Scott, Director of Public Health, Gloucestershire County Council. Apologies as noted above were given.</p> <p>CC gave an update from Westminster and confirmed future trade relationships are the main focus at present and that the signs are that Government departments are still very positive about Local Industrial Strategies and we should keep the momentum going. He confirmed that the 'Net Zero' target was a very strong priority for the new Government. He also noted that a Business and Professional services sector deal is imminent.</p>		
2)	<p><u>Minutes of:</u></p> <p>Minutes of the last LEP Board meeting on 10 December 2019 - were approved as a true and accurate record, with the exception of:</p> <p>Section 4: Western Gateway</p> <ul style="list-style-type: none"> • Correcting the administrator role from West of England to South Gloucestershire Council • Removing the brackets from bullet point 4 <p><u>Matters arising;</u></p> <p><u>Employment and Skills</u> - DO informed the Board that Pete Carr, who is currently on secondment with GCC, is heavily involved in a departmental restructure. As a result for the period until 31-8-20:</p> <ul style="list-style-type: none"> • Sarah Danson will be taking on the work of commissioning a Skills & Employment Strategy for Gloucestershire and for advancing the work of the Skills Advisory Panel (SAP) 		

	<ul style="list-style-type: none"> • DC will line manage the Inward Investment team. <p><u>Local Industrial Strategy (LIS)</u> - KJ gave an update on progress of development of the LIS:</p> <ul style="list-style-type: none"> • Logic Chains have been produced with advice from HM Government officials • LIS will be presented to the LIS Analyst Panel of Government analysts on the 10th March. • LIS publication has slipped slightly due to constraints on Government time with a target date of May 2020 launch • KL stated she is happy with our process so far. <p><u>Peer to peer review</u> – DC gave an update on the LEP Network-led peer review with Thames Valley Berkshire LEP. One point for exploration was the use of business rates pool to fund preparation of outline business cases.</p> <p><u>Annual Performance Review (APR)</u> – DC gave an update on our recent APR. Last year GFirst received an Exceptional for Delivery and Good for Strategy and Governance putting us in the top 5 LEPs in the country. National moderation of this year’s scores takes place week commencing 2nd March within BEIS and final scores are due to be confirmed in mid-March. Board to be updated as soon as our results are received.</p> <p><u>Succession planning and Board recruitment</u> – DO explained the process of recruitment for a new Chair which will be fully compliant with the Assurance Framework.</p> <p>DO will update the Board on the interview date and the structure of the interview panel.</p> <p>DO asked the Board to push this forward to their networks and note the closing date for applications will be 30th April.</p> <p>Once the new Chair is in place, the Board will elect a new Vice Chair.</p> <p>Written procedure: BEIS quarterly data submission (‘DashBoard’) for Q3 2019-2020 (1st October 2019 to 31st December 2019) – were approved as a true and accurate record (data submission was submitted on 7th February 2020).</p>		<p>DO</p> <p>DO</p> <p>ALL</p>
3)	<p><u>Declarations of interest available on the GFirst LEP website</u> – https://www.gfirstlep.com/about-us/the-Board/register-of-members-interests/</p> <p>DS reminded the Board to review and if appropriate update their declarations of interest.</p>		ALL
4)	<p><u>Sarah Scott, Director of Public Health, Gloucestershire County Council</u> (Paper 4)</p> <p>SS gave a presentation on tackling health inequalities through inclusive growth (see paper) followed by a discussion with the following points raised:</p> <ul style="list-style-type: none"> • DO is now on the Gloucestershire Health & Wellbeing Board 		

	<ul style="list-style-type: none"> • The Board agreed the points raised in this presentation are really important. • SS confirmed her team are engaged with Cheltenham Borough Council on the West Cheltenham Cyber Central master plan. • Coronavirus – SS stated further guidance will be issued next week to businesses and she will share this once it has been received. • A comment was made on the positive data for Stroud District on social mobility, and SS confirmed her team is working with Jon McGinty in order to find the reasoning behind the data. • Transport issues for youngsters especially in remote areas of the county were discussed. • Playgroup/early years provisions are good in the county, but not a full uptake. It was agreed more awareness of these are key and SS confirmed her team are working on this. • DC stated GFirst LEP is holding a Health & Wellbeing event on the 19th March with a strong list of speakers including SS. • Skills were discussed and in particular how employers cannot get the skills they are looking for, along with the need for businesses to work with youngsters to gain the necessary skills. • ‘No Child Left Behind’ initiative run by Cheltenham Borough Council – SJ to provide the Board with further information on its objectives and success. <p><u>Summary</u> There is good cross-over between the draft LIS and the Healthonomics Strategy. SS, DO and Sarah Danson will take the points raised forward and report back to the board in due course.</p>		<p>SS</p> <p>SJ</p> <p>SS/DO</p>
5)	<p><u>Social Value</u> (Paper 5)</p> <p>BBJ introduced the paper and informed the Board of the LEP’s obligations in providing clear measurement of Social Value impacts for the projects that have received LEP investment.</p> <p>A discussion took place on the list of projects that have been chosen to pilot this work and it was agreed to add the Farm 491 project to the list. MF suggested that the Growth Hub is the first to be processed for this measure, in time for the next BEIS return in May 2020. This was agreed.</p> <p>MF confirmed we need to see if this pilot works and learn from this so that we can roll this out further, which will be a good way to measure consistently across the county.</p> <p>A discussion took place on whether social value could be included in procurement guidance for promoters, and whether it could become a mandatory criteria for their procurement processes. It was agreed that it should be considered as part of the criteria for selecting projects for future investments.</p> <p><u>Decision:</u> The Board approved the proposal for GFirst LEP to undertake Social Value analysis in line with the methodology discussed and the list of proposed projects selected for this exercise, with the addition of the Farm 491 project.</p>		<p>BB-J</p> <p>CE/MF</p> <p>BBJ</p>

6)	<p><u>Risk Register</u> (paper 6)</p> <p>RD stated she has reviewed the Risk Register which is now in a new format and looking more on the contingency risks. RD confirmed the procedures are robust and congratulated the team on the good work carried out to date.</p>		
7)	<p><u>Western Gateway</u></p> <p>DO gave an update on progress</p> <p>DO is leading on the Governance Review for Western Gateway with delivery of governance plans due to be completed in the next 8 weeks. Further updates to follow.</p> <p>MH confirmed the initiative is making good progress and will add good value to our county.</p> <p>DO confirmed the Board will be receiving regular email updates from Katherine Bennett, Senior Vice President of Airbus and Chair of Western Gateway.</p>		DO
8)	<p><u>Growth Deal Funding Contingency plan</u> (Paper 8)</p> <p>MF explained the contingency planning process as we move towards the completion of the current Growth Deal programme.</p> <p>MF will liaise with RD who will raise any concerns to the Board.</p> <p>CE, representing the Accountable Body, confirmed she was satisfied with the process.</p>		
9)	<p><u>St Barnabas Roundabout project</u></p> <p>DO's email of 28 January 2020 confirmed that the St Barnabas Roundabout project that has been withdrawn by the scheme promoter Gloucestershire County Council.</p> <p>As a result of this, MF confirmed a reallocation process is now being explored. This process will establish how much is available from all sources (including the funds available from the withdrawn St Barnabas project), less any outstanding commitments, and options developed. The Board will be consulted once this has progressed.</p>		MF
10)	<p><u>AOB</u></p> <p><u>UK-DRIC</u> – further to DO's email on 7 February 2020, with regards to the negative press coverage of Marketing Gloucester, DO gave a further update and confirmed growth deal funds for the project were for capital works carried out to launch the UK:DRIC within the Eastgate Centre (now owned by Gloucester City Council). Marketing Gloucester has been declared insolvent and an appointed liquidator has begun an investigation.</p>		

	<p>DO/DC will be meeting Gloucester City Council on Friday 28th February to discuss the future of UK:DRIC. The Board will be updated by email as appropriate.</p> <p><u>Maisemore Road/flooding</u> – MW raised the economic impact of this road being flooded and the cost of implementing mitigating works was discussed. KJ confirmed GFirst LEP are involved with the River Severn Partnership Strategic Board who are looking at this issue with various options being discussed.</p> <p>DC announced a tour for the Board is being organised both for the Gloucestershire Waste to Energy project and the Hinkley Point C project near Bridgwater. Dates and full details to follow.</p> <p>DO confirmed that, subject to a successful recruitment exercise, the new LEP Chair would take office following the 14th July Board meeting.</p> <p>It was stated that the GWR railway franchise is due to end in March 2020. KL will seek clarity on the current position and then provide the Board with an update.</p> <p>No current update on bid submitted to Government for the M5 Junction 10 road improvement scheme, potential announcement in the Budget on March 11th.</p>		<p>DO</p> <p>DC</p> <p>KL</p>
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GFirst LEP Board meeting dates for 2020:

- Tuesday 5th May 2020 @ 8:30 – **Venue: Staverton Airport**
- Tuesday 14th July 2020 @ 8:30
- Tuesday 8th December 2020 @ 8:30

GFirst LEP Board Meeting & Away Day

- 15th September 2020 – further details to follow nearer the time.