

## Cornwall and Isles of Scilly LEP, Governance and Reporting Structure

### *Thriving Businesses who Excel*

<p style="text-align: center;"><b>LEP Board</b></p> <ul style="list-style-type: none"> <li>• <b>Purpose:</b> To lead and set the strategic direction for the Local Enterprise Partnership and its business and economy supporting activities.</li> <li>• <b>2020 Dates:</b> <ul style="list-style-type: none"> <li>- Main Board: January, March, May, July, September, November</li> </ul> </li> <li>• <b>Chair:</b> Mark Duddridge</li> <li>• <b>Lead Officers:</b> Glenn Caplin-Grey / Nathan Cudmore</li> <li>• <b>Secretariat:</b> Carol Bransgrove, Debbie Osborne, Emma Coad</li> </ul> <p><b>Sub Group overview:</b> To involve partners and increased private sector input in developing, delivering and monitoring activity within each of the Vision 2030 themes and emerging Local Industrial Strategy – appropriateness of governance structure to be reviewed at the start of each calendar year and adapted as necessary.</p> <p>Overview of governance structure and reporting process: Nathan Cudmore / Carol Bransgrove</p>	<p><b>Nominations Committee</b></p> <ul style="list-style-type: none"> <li>• <b>Purpose:</b> Oversee Director recruitment and attendance at internal / external committees and groups</li> <li>• <b>Board Director Chair:</b> Mark Duddridge – Mark Goodwin, Emmie Kell, Tim Dwelly</li> <li>• <b>Lead Officer and Secretariat:</b> Carol Bransgrove / Debbie Osborne</li> <li>• <b>ToR:</b> Yes</li> </ul> <hr/> <p><b>Audit and Assurance Committee</b></p> <ul style="list-style-type: none"> <li>• <b>Purpose:</b> Oversee financial reporting, internal controls and risk, audit, Assurance Framework</li> <li>• <b>Board Director Chair:</b> Mark Goodwin, David Walrond and Louis Mathers</li> <li>• <b>Lead Officer and Secretariat:</b> Carol Bransgrove / Debbie Osborne</li> <li>• <b>ToR:</b> Yes</li> </ul> <hr/> <p><b>Investment and Oversight Panel</b></p> <ul style="list-style-type: none"> <li>• <b>Purpose:</b> Assess, monitor, report on LEP investment – and incorporate Local Transport Board agenda</li> <li>• <b>Board Director Chair:</b> Mark Duddridge – Mark Goodwin, Tim Dwelly, Fran Grottick, Louis Mathers, John Acornley</li> <li>• <b>Lead Officers:</b> Jordan Whaley</li> <li>• <b>Decision/Report:</b> Decide on, monitor GD1,2,3, + other investments – Quarterly reports to LEP Board + funding decisions endorsement</li> <li>• <b>Secretariat:</b> Debbie Osborne</li> <li>• <b>ToR:</b> Yes</li> </ul>
<p><b>Accountable Body</b> – Section 151 overview and scrutiny of LEP activity, assurance and compliance on behalf of Government and management of legal, financial, HR services on behalf of the LEP Company</p> <p>Cornwall Council Overview and Scrutiny - Board Director: Mark Duddridge – Lead Officers: Glenn Caplin-Grey / Nathan Cudmore</p>	

*Direct Report Sub Groups – Action, monitor and report on LEP priorities and Investment – delegated authorities on investment*

<p style="text-align: center;"><b>Enterprise Zone Board</b></p> <ul style="list-style-type: none"> <li>• <b>Purpose:</b> With land owner partners oversee development and impact of Enterprise Zone sites</li> <li>• <b>2020 Dates:</b> March, June, October, December</li> <li>• <b>Board Director Chair:</b> Steve Jermy – Mark Duddridge</li> <li>• <b>Lead Officer:</b> Ian Mackelworth / Jordan Whaley</li> <li>• <b>Decision/Reporting:</b> Delegated lead on funding and direction of EZ approach – report on progress and impact to each LEP Board</li> <li>• <b>Secretariat:</b> Clare Connaughton</li> <li>• <b>ToR:</b> Yes</li> </ul>	<p style="text-align: center;"><b>Employment and Skills Board</b></p> <ul style="list-style-type: none"> <li>• <b>Purpose:</b> To oversee and take forward the E&amp;S Strategy and roadmap of priorities including Enterprise Advisers and Skills Advisory Panel (SAP) requirements</li> <li>• <b>2020 Dates:</b> February, April, June, October, December</li> <li>• <b>Board Director Chair:</b> Frances Brennan – Clare Parnell (Vice Chair)</li> <li>• <b>Lead Officer:</b> Stacey Sleeman</li> <li>• <b>Decision/Reporting:</b> Delegated lead on funding and direction of E&amp;S Strategy and SAP requirements – report on progress and impact to each LEP Board</li> <li>• <b>Secretariat:</b> Debbie Osborne</li> <li>• <b>ToR:</b> Yes</li> </ul>
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*Primary Action Groups – Emerging Local Industrial Strategy priorities and 10 Opportunities*

<p><b>Energy Industry Advisory Group</b></p> <ul style="list-style-type: none"> <li>• <u>Purpose:</u> To provide an industry led approach to supporting the development of the sector in CloS and increase private sector input to the work of the LEP</li> <li>• 2020 Dates: tbc</li> <li>• <u>Board Director Chair:</u> Steve Jermy (<i>group in development – other Board membership to be included here after first meeting</i>)</li> <li>• Lead Officer: Caroline Carroll</li> <li>• <u>Reporting:</u> Update, progress and impact paper to LEP Board</li> <li>• Secretariat: tbc</li> <li>• ToR: To be determined</li> </ul>	<p><b>Data and Space Industry Advisory Group</b></p> <ul style="list-style-type: none"> <li>• <u>Purpose:</u> To provide an industry led approach to supporting the development of the sector in CloS and increase private sector input to the work of the LEP</li> <li>• 2020 Dates: tbc</li> <li>• <u>Chair:</u> Mark Goodwin</li> <li>• Lead Officer: Nathan Cudmore</li> <li>• <u>Reporting:</u> Update, progress and impact paper to LEP Board – part of LEP CEO report</li> <li>• Secretariat: Debbie Osborne</li> <li>• ToR: Yes</li> </ul>	<p><b>Creative Industries Task Force</b></p> <ul style="list-style-type: none"> <li>• <u>Purpose:</u> To provide an industry led approach to supporting the development of the sector in CloS and increase private sector input to the work of the LEP</li> <li>• 2020 Dates: tbc</li> <li>• <u>Board Director Chair:</u> Emmie Kell</li> <li>• Lead Officer: Tamzyn Smith</li> <li>• <u>Reporting:</u> Update, progress and impact paper to LEP Board – part of LEP CEO report</li> <li>• Secretariat:</li> <li>• ToR: to be determined</li> </ul>	<p><b>Communications</b></p> <ul style="list-style-type: none"> <li>• LEP Board Champion: Poppy Naylor</li> </ul>	<p><b>Construction Client Group</b></p> <ul style="list-style-type: none"> <li>• <u>Purpose:</u> To provide an industry led approach to the development of the sector and implementation of Construction Strategy.</li> <li>• 2020 Dates: tbc</li> <li>• <u>Board Director Chair:</u> tbc</li> <li>• Lead Officer: Stacey Sleeman</li> <li>• Reporting: Update, progress and impact paper to LEP Board – part of LEP CEO report</li> <li>• Secretariat:</li> <li>• ToR: Yes</li> </ul>
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Board Represented – Supporting and Influencing other local and national economy supporting activity

<p><b>Cornwall and Isles of Scilly Leadership Board</b> Board – Mark Duddridge Executive – Glenn Caplin-Grey Board Report – Chair’s Update</p>	<p><b>Town Deal Boards</b> Penzance Town Deal Board – Emmie Kell St Ives Town Deal Board – Poppy Naylor Camborne Town Deal Board – Mark Duddridge Truro Town Deal Board – David Walrond</p>	<p><b>Island Futures Board</b> Board – Mark Duddridge Executive – Nathan Cudmore Board Report – Chair’s Update</p> <p><b>IOS Transport Board</b> Board – Mark Duddridge Executive – Nathan Cudmore Board Report – Chair’s Update</p>
<p><b>CDC</b> Overarching Contract Management – Iain Mackelworth (including Enterprise Zone above)</p>		<p><b>CloS Investment Fund / Shared Prosperity Fund</b> Board – John Acornley Executive – Nathan Cudmore Board Report – Significant Item Report</p>
<p><b>Growth Hub, Skills Hub Management Group</b> Board – Louis Mathers, David Walrond Executive – Nathan Cudmore Board Report – Significant Item Report</p>	<p><b>Invest In Cornwall Steering Group</b> Board – tbc Executive – Nathan Cudmore Board Report – Significant Item Report</p>	
<p><b>LEP CEO and Chairs (National and South West)</b> Board – Mark Duddridge Executive – Glenn Caplin-Grey Board Report - Chairs Update or Significant Item Report</p>	<p><b>LEP National Rural, Creative Industries Groups</b> Board – Emmie Kell Executive –David Rodda / Nathan Cudmore Board Report - Significant Item Report</p>	<p><b>ITI Board</b> Board – Mark Duddridge / Frances Brennan and Poppy Naylor Executive – Nathan Cudmore Board Report</p>
<p><b>Great South West</b> Board – Mark Duddridge, Gordon Seabright (Chair, Tourism task &amp; finish group) Executive – Glenn Caplin-Grey / Nathan Cudmore Board Report – Significant Item Report</p>	<p><b>Innovate UK and South West Cross LEP MOU</b> Board – Mark Goodwin Executive – Nathan Cudmore Board Report – Significant Item Report</p>	<p><b>LEP South West Energy / South Coast Marine</b> Board – tbc Executive – Caroline Carroll Board Report - Significant Item Report</p>