



**CORNWALL &
ISLES OF SCILLY**
LOCAL ENTERPRISE PARTNERSHIP

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MINUTES of a Meeting of the Cornwall and Isles of Scilly Local Enterprise Partnership held in the Grenville Room - County Hall, Treyew Road, Truro, Cornwall, TR1 3AY on Wednesday 25 September 2019 commencing at 10.30 am.

Present:- Mark Duddridge (Chair)

John Acornley, Frances Brennan, Simon Caklais, Robert Camp, Bob Egerton CC, Fran Grottick, Emmie Kell, Steve Jermy, Paul Massey, Louis Mathers, Gordon Seabright, Linda Taylor CC and David Walrond.

Officers and Support Team:- Glenn Caplin, Phil Mason, Josie Gough, Carol Bransgrove, Nathan Cudmore, Geraldine Baker and Emma Coad

Apologies for absence:- Directors: Lucy Edge, Mark Goodwin, Edwina Hannaford CC, Clare Parnell and Louise Rowe.

Officers: John Curnow

WELCOME AND INTRODUCTIONS

(Agenda No. 1)

The Chair expressed apologies for the change of meeting venue, however, given the forecast weather conditions it was not considered appropriate for the Board Directors to travel to the Isles of Scilly.

The Chair welcomed everyone to the meeting, in particular Robert Francis, Chair of the Council of the Isles of Scilly, Phil Mason, Strategic Director for Economic Growth and Development and Nathan Cudmore, Head of LEP Commissioning.

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Apologies for Absence had been received from Louise Rowe, Lucy Edge, Clare Parnell, Mark Goodwin, Edwina Hannaford CC and John Curnow.

DECLARATIONS OF INTEREST

(Agenda No. 2)

The following declarations of interest were expressed:

1. Gordon Seabright advised that he had an interest in any agenda items which related to Eden, in particular item 4.7 (Tourism Sector Deal) and that he would not take part in any discussions relating to Eden.
2. Fran Grottick advised that she had an interest in any agenda items which related to Smart Islands, in particular item 5.1 (Investment and Oversight Panel) and that she would not take part in any discussions relating to Smart Islands.
3. Bob Egerton CC advised that he had an interest in any agenda items which related to Cornwall Council projects, in particular item 5.1 (Investment and Oversight Panel) and that he would not take part in any discussions relating to Cornwall Council projects.
4. Linda Taylor CC advised that she had an interest in any agenda items which related to Cornwall Council projects, in particular item 5.1 (Investment and Oversight Panel) and that she would not take part in any discussions relating to Cornwall Council projects.

LEP BOARD (29 MAY 2019)

(Agenda No. 3)

Minutes

(Agenda No. 3.1)

It was agreed that the minutes of the meeting held on 29 May 2019 were a true and accurate record.

Action Summary

(Agenda No. 3.2)

Actions confirmed at the meeting held on 29 May 2019, details of which were noted together with a summary of ongoing actions.

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The Board was updated on the current position in relation to the ongoing actions.

Arising from the above, the LEP CEO provided the following updates:

Action 1 – he confirmed that a Strategic Housing Group was being established, led by Cornwall Council and that the LEP representation would be at officer level, attended by the LEP CEO.

Action 9 - In regard to the budget and finances of the LEP, the Board was informed that suggestions made regarding the method of reporting had been implemented to provide a better level of detail and understanding for Board Directors. It was commented that a workshop on budget and finances of the LEP would provide Board Directors with the opportunity to take a ‘deep dive’ into the figures.

Action 1: The LEP Executive to arrange a budget workshop for those Directors wishing to attend.

STRATEGIC MATTERS

(Agenda No. 4)

Isles of Scilly Update

(Agenda No. 4.1)

The Board welcomed Robert Francis (Chairman of Council of the Isles of Scilly) to the LEP Board meeting. Robert Francis provided the Board with a presentation regarding the Isles of Scilly, on behalf of Nicola Stinson, who was unable to attend the meeting. He extended an invitation to Board Directors to visit the Isles of Scilly to see first-hand the challenges faced on the Islands. He commented that whilst the Islands did a lot to help themselves that there were issues where assistance was required particularly in regard to fairer funding.

He proceeded to outline the following areas:

- The Key Challenges – Essential Infrastructure
 - Water and Sewage – he referred to ageing Victorian system which required investment advising that from April, 2020 South West Water would take over the management of the water and sewage system

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and had committed to investing £36m with a further £17m being invested over the following five years.

- Waste Management – he explained that this remained a large cost to the Council and businesses.
- Transport – he advised that a new helicopter service would commence in March 2020. The helicopter service, based in Penzance, would fly to both St Mary’s and Tresco and have the ability to fly in a low cloud base making the Islands resilience much better. He referred to the two ageing ships and outlined the work being undertaken to develop a strategic outline business case for connectivity to the Islands covering a whole package of travel with the aim of providing a reliable year round service which would benefit the Islands economy, community and visitors.
- Zero Carbon Council 2030 – he advised that the Council had signed up to be Zero Carbon by 2030. A working group was actively looking at solutions and was looking to Cornwall Council to actively assist.
- Renewable Energy – the Council was looking to be in a position where they were an example to others in this area;
- Health and Social Care integrated provision – co-locate all health and social care services into a single campus.
- Housing – Affordable Homes – he advised that there was a lack of affordable and available housing, there were currently 55 families on the housing register. He explained the problems associated with development on the Islands, the development costs were 150% higher than on the mainland and there were challenges finding housing partners to develop on the islands.
- Islands Context – outstanding environment; mono economy approx. 100,000 visitors pa; low wage, low unemployment, high self-employment; high knowledge base – 21% higher qualification; ageing and declining population of 2203; acute housing shortage.
- Achievements and Opportunities – Voucher Scheme Grants.
- Smart Islands Phase 1 – 1300 solar panels installed on 70 homes and 6 solar gardens; generating capacity to meet the annual electricity consumption of 50 island homes; energy efficiency advice to over 200 businesses.
- Waste to energy OTTER – reduce mainland export of waste and recyclates, alternative to exporting sewage slurry resulting from new waste water treatment methods, regulatory compliance, facilitate the generation of renewable energy, challenging financial case - scale, finding the right

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solution. He advised that it was anticipated that by mid-October a report be would prepared for the Council.

- Housing delivery – Vision to lead on the delivery of housing that supports the future needs of the islands; key objectives – 1. Increase the number of affordable homes to rent and buy. 2. High quality homes. 3. Development that supports the community. 4. Create a financially sustainable model.
- Health and Social Care Integration - Fran Grottick provided an update on the current position regarding work being undertaken to co-locate all health and social care services into a single campus. She advised that work was progressing well in this area and that an outline business case would be considered by the Council of the Isles of Scilly in October, 2019.
- Islands Partnership –the Board was informed that Nick Bond had been appointed as the Executive Director of the Islands Partnership. He had extensive experience in this area of work. Reference was made to the closure of the museum due to structural issues and the potential opportunity for a new culture heritage centre. Emmie Kell offered to make contact with Nick Bond to discuss how the Cornwall Museums Partnership could provide advice and assistance.

In the ensuing discussion the LEP Board Directors and Officers referred to the following points:

1. The development of floating offshore wind energy to the West of Isles of Scilly could provide potential power solutions;
2. The potential for the electric planes and hybrid/electric ships to provide access to the Isles of Scilly;
3. The development of light weight modular buildings on the mainland which could be transported to provide housing on the Islands to overcome development issues;
4. An offshore barge could provide a potential solution to providing clean water for the Islands;
5. The transport issues for the Isles of Scilly should be looked as a whole. It was felt that this was an area that could be discussed with the ITI Board;
6. Potential investment opportunities from the Cornwall and Isles of Scilly Investment Fund into the Isles of Scilly could be explored;
7. Reference was made to the Go EV project providing charging infrastructure and 10 electric vehicles and the need for a behavioural change to ensure everyone came together;

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8. In regard to the 'Clean Cornwall' project there were opportunities for conversations with the Isles of Scilly;
9. Reference was made to Garden Tourism and the benefits to the local economy arising from the Isles of Scilly.

The Board thanked Robert Francis and Fran Grottick for their presentation.

Action 2: Emmie Kell to liaise with Nick Bond at the Islands Partnership on any assistance the Cornwall Museums Partnership can offer.

Action 3: The LEP Chair to liaise with the Ministry for Housing, Communities and Local Government in relation to the ITI Board.

Action 4: Gordon Seabright to liaise with the Council of the Isles of Scilly in relation to the Clean Cornwall project and opportunities for the Isles of Scilly.

Action 5: John Acornley to raise the CloS Investment Fund focus on the Isles of Scilly at the CloS Investment Fund Advisory Board.

Local Industrial Strategy Update

(Agenda No. 4.2)

The Board considered a report prepared by the Local Industrial Strategy Manager regarding an update on the current position of the Local Industrial Strategy. A copy of the Cornwall and Isles of Scilly draft Local Industrial Strategy green paper – consultation document had been circulated to Board Directors prior to the meeting.

The Board noted the timetable for the publication of the draft White Paper which would require final approval to be delegated to the Local Industrial Strategy Task and Finish Group to sign off to ensure that a final White Paper, informed by Stakeholders and government feedback would be ready to be presented to the Board in November.

The LEP Board Directors and Officers reflected on the content of the draft Local Industrial Strategy Green Paper prepared following the workshop in July and various stakeholder consultation events. In summary, the LEP Board was broadly content with the direction of the draft Local Industrial Strategy Green

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Paper and commented that the following areas should be addressed prior to the final sign off:

1. The wording of the 'Vision' be amended to reflect an emphasis on a low carbon environment and also to consider replacing the word 'disruptive';
2. Need to ensure the focus of the draft Local Industrial Strategy Green Paper was on delivery;
3. The themes within the paper such as low carbon economy and inclusive growth to be strengthened;
4. To be realistic about strengths in relation to education;
5. The need to balance new and current opportunities;
6. Work should continue on the productivity priorities, overlaid with global opportunities;
7. The current position of the government in regard to signing off Local Industrial Strategies;
8. Consensus view that work on the Local Industrial Strategy should continue at the current pace despite the current political uncertainties.

Decision:

- 1. The Board noted the contents of the report and approved the draft Local Industrial Strategy Green Paper subject to the comments made during discussion and summarised by the LEP CEO being taken on board in the draft;**
- 2. The Board delegates sign off of the draft White Paper to the LIS Task and Finish Group, ahead of final approval by the full Board in November.**

Action 6: The draft Local Industrial Strategy Green Paper be amended to take on board the comments expressed by the LEP Board Directors during discussion.

UK Shared Prosperity Fund
(Agenda No. 4.3)

The Board considered a report prepared by the LEP CEO and Head of Economy, Skills and Culture regarding the proposed delivery model for the UK Shared Prosperity Fund.

The Head of Economy, Skills and Culture provided the LEP Board with a presentation in regard to the current issues to be addressed regarding the

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delivery of the UK Shared Prosperity Fund; the regional UK Policy position; the status of the UK Shared Prosperity Fund; the geographical footprint of the CloS; Single Pot and Multi Year timeframe; CloS Investment Opportunities; CloS Prosperity Investment Programme; allocation mechanisms at a UK level; identification of regions with greatest need; possible allocation methods; reinforcement of CloS experience and history; development of application to ensure up and running within a year as well as speeding up the determination process; reducing the bureaucracy; potential for replication and rollover of European programme; discharge of function and CloS set up.

The Head of Economy, Skills and Culture drew attention to annexe 1 to the report which provided a range of possible scenarios that the UK SPF could be implemented through.

In the ensuing discussion the LEP Board Directors and Officers referred to the following areas:

1. The LEP Board acknowledged the great piece of work undertaken in regard to the UK Shared Prosperity Fund;
2. The work undertaken would provide a basis and mechanism to take forward the UK SPF in Cornwall and Isles of Scilly;
3. Reference was made to the importance of both the VCSE sector and private sector to ensure there were no massive gaps in delivery;
4. Reference was made to the need to ensure a joint approach to the UK SPF for Cornwall and Isles of Scilly.

Decision:

- 1. The LEP Board reviewed the various possible models for a future UK SPF and understands the risks involved in each;**
- 2. The LEP Board agrees on the proposed delivery model for the UK SPF in Cornwall and Isles of Scilly.**

Chair Update

(Agenda No. 4.4)

The Chair provided a verbal update on the role of the LEP Network going forwards and the role that LEPs play and could play in the future.

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The Chair also commented on the recent Mid-Year Review meeting with BEIS, which was considered positive.

CEO Report

(Agenda No. 4.5)

The Board considered a report prepared by the LEP CEO regarding overall progress on operational activity.

The LEP CEO drew attention to the specific areas of his report with reference to the format change of the budget monitor, the CloS LEPs Mid-Year Review; work undertaken on the Local Industrial Strategy; Brexit; Space; Careers Hub CloS; Skills Hub; Budget and Risk Register.

In the ensuing discussion the LEP Board Directors and Officers referred to the following areas:

1. The Board welcomed the changes to the budget format and the budget monitor narrative;
2. In regard to Reserves, the Board was informed that whilst there was no dedicated Reserve Policy that the Audit and Assurance Committee was pursuing the possibility of a Reserve Policy and that a report would come back to the LEP Board.;
3. The Chair reported on discussions at the Joint Chairs meeting in regard to administration issues;
4. Confirmation that the Beacon project was on track to deliver by March 2020;
5. The LEP Board was reminded to refer communications to the LEP Executive.

The Board noted the report and the overall progress across operational activity.

Great South West Update

(Agenda No. 4.6)

The Board considered a report prepared by the LEP CEO regarding the Great South West (GSW).

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The LEP CEO outlined the report which sought to provide the Board with an update on activity associated with the Great South West work programme and highlighted key issues that the Board should be aware of in shaping future proposals and areas for joint work across the GSW.

In the ensuing discussion the LEP Board Directors and Officers referred to the following areas:

1. The Board was provided with an update on the work of the South Coast Marine Cluster in the development of floating offshore wind cluster;
2. A copy of the draft final submission would be circulated to Board Directors.
3. The LEP CEO confirmed that there was no intention or desire to use the GSW as a mechanism for future devolution and that these discussions focussed solely on the geography of CloS. The Board supported this.

The Board noted the report, the Stage 1 prospectus at appendix 1, and the options and areas to be included as part of Stage 2 development.

Action 7: The LEP Executive to circulate a draft of the final submission to Board Directors when available.

Tourism Sector Deal (Agenda No. 4.7)

The Board considered a report prepared by the Head of LEP Commissioning regarding a Tourism Sector Deal.

The Head of LEP Commissioning provided the Board with an update on the current position regarding the Tourism Sector Deal advising that investment in Tourism Zones was due to happen in December 2019, however, it was expected that this would now not happen until 2021 due to uncertainty with Spending Review parameters. The Board was informed that whilst this was disappointing that the work should progress with neighbouring LEPs to ensure the best possible position once the investment was announced.

The Board was informed that the LEP Executive would be attending meetings with the Chief Executive of Visit England/Visit Britain on 9 October, 2019.

In the ensuing discussion the LEP Board Directors and Officers referred to the following areas:

1. The Whitehall representative referred to the Discover England Fund;
2. The potential for collaborative work;
3. Reference was made to skills requirements for older people within the tourism sector.

Decision:

- 1. The Board approved the co-development of a Great South West proposition for the Tourism Zone element of the Tourism Sector Deal;**
- 2. The Board appointed Gordon Seabright to lead the development of a Tourism Zone proposition on behalf of the Board.**

Employment and Skills Board

(Agenda No. 4.8)

The Board considered a report prepared by the People and Prosperity Manager, Board Directors Paul Massey and David Walrond which provided a summary of progress against delivery of the work of the Employment and Skills Board (ESB).

The People and Prosperity Manager outlined the report, providing an update on activity associated with the Employment and Skills Board and highlighted the key issues relevant to the Board.

David Walrond, Board Director provided an update on activity associated specifically with the Institute of Technology and the Augar Review advising that the solutions detailed in his briefing note would merit careful examination by LEPs and ESBs and could be a future agenda items for a 'deep dive' focus.

The LEP Board Directors acknowledged the request for a 'deep dive' focus on Further Education arising from the Augar Review.

Decision:

1. That LEP Board refers to the Employment and Skills Board to undertake a 'deep dive' and to report back a future meeting of the LEP Board.

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Action 8: the ESB to undertake a 'deep dive' of Further Education and a report be made back to a future meeting of the LEP Board.

Action 9: That the LEP Executive includes an item on the November Board agenda on the Beacon Project, to include a demo.

Nominations Committee Update

(Agenda No. 4.9)

The Board considered a report prepared by the LEP CEO and LEP Chair which provided an update following the LEP Nominations Committee meetings on 27 June 2019 and 6 September 2019.

The Board was informed that both Lucy Edge and Paul Massey would come to the end of their second 3 year term on 17 February 2020 and that a recruitment process would commence in October. The Board sought nominations from private sector directors to join the ESB and to act as Vice-Chair; it was suggested that this could be an opportunity to seek a private sector director with a rural background to join the ESB or to consider asking one of the new Directors when appointed.

The LEP Board noted the contents of the report.

Decision:

- 1. The LEP Board approved the appointment of Frances Brennan as Chair of the Employment and Skills Board when Paul Massey comes to the end of his second 3 year term on the LEP Board in February, 2020;**
- 2. The LEP Board approved Robert Camp as a member of the LEP Investment and Oversight Panel.**

Audit and Assurance Committee Update

(Agenda No. 4.10)

The Board considered a report prepared by the LEP CEO and Louise Rowe, Board Director which provided an update to the LEP Board following the LEP Audit and Assurance Committee on 13 August 2019.

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Arising from the above, the LEP Executive and Governance Manager advised that the Audit and Assurance Committee was due to meet on 16 October 2019 and would consider the Annual Board review of the Risk Register.

The Board noted the report.

Action 10: the Audit and Assurance Committee to consider the Annual Board review of the Risk Register at its next meeting.

EXCLUSION OF PRESS AND PUBLIC

(Agenda No. 5)

The Board agreed to exclude the press and public from the meeting for Item 5.1 due to the confidential nature of the item.

Investment and Oversight Panel Update

(Agenda No. 5.1)

The Board considered an exempt report prepared by LEP CEO and Chair providing an update on the recent meeting of the Cornwall and Isles and Scilly Local Enterprise Partnership's Investment and Oversight Panel and sought approval from the Board on the proposed changes to the terms of reference of the Panel.

The Board noted the report.

Decision:

- 1. the LEP Board approved the amendments to the CloS Investment and Oversight Panel Terms of Reference.**

Readmission of Press and Public

(Agenda No. 5.2)

The LEP Board agreed that the press and public be re-admitted.

FOR INFORMATION ITEMS

(Agenda No. 6)

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Any other Business

(Agenda No. 6.1)

LEP Board Meetings – Isles of Scilly

The Board gave consideration to the suitability of the Isles of Scilly for future meetings of the LEP Board given the climate change emergency and impact of transport to the environment. The Chair made it clear that the Islands were an important and vital part of the CloS LEP and said that any future arrangements need to reflect this.

Action 11: The LEP CEO to review travel arrangements with reference to Board meetings on the Islands.

The meeting ended at 2.35 pm.

[The agenda and reports relating to the items referred to above are attached to the signed copy of the Minutes].