



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

CORNWALL AND ISLES OF SCILLY LOCAL ENTERPRISE PARTNERSHIP

MINUTES of a Meeting of the Cornwall and Isles of Scilly Local Enterprise Partnership held in the Online - Virtual Meeting on Wednesday 30 September 2020 commencing at 10.02 am.

Present:- Mark Duddridge (Chair)
Mark Goodwin (Vice-Chair)

John Acornley, Frances Brennan, Tim Dwelly CC, Fran Grottick, Steve Jermy, Emmie Kell, Louis Mathers, Poppy Naylor, Clare Parnell, Gordon Seabright, Linda Taylor CC and David Walrond.

Also in attendance:- Glenn Caplin-Grey, Phil Mason, Josie Gough, Carol Bransgrove, Nathan Cudmore, Geraldine Baker, Julian German CC and Emma Coad

Apologies for absence:- Edwina Hannaford CC
John Curnow

WELCOME AND INTRODUCTIONS

(Agenda No. 1)

The Chair welcomed everyone to the meeting.

Apologies for absence had been received from Edwina Hannaford CC and John Curnow (Senior Government Sponsor).

DECLARATIONS OF INTEREST

(Agenda No. 2)

The following declarations were expressed:-

1. Emmie Kell advised that she had an interest in Agenda Item 4.2 – wAVE Project;

Cornwall and Isles of Scilly Local Enterprise Partnership
30 September 2020

2. Fran Grottick advised that she had an interest in any item relating to Smart Islands.

LEP BOARD MINUTES (15 JULY 2020)

(Agenda No. 3)

It was agreed that the minutes of the meeting held on 15 July 2020 were a true and accurate record.

STRATEGIC MATTERS

(Agenda No. 4)

Chair Update

(Agenda No. 4.1)

The Chair provided a verbal update with reference to the following areas:

1. He expressed his thanks to Board Directors for their work since the COVID-19 Pandemic and adapting to the new ways of working;
2. He commented regarding the impact the COVID-19 Pandemic was having on businesses and employment and referred to the pressures being faced;
3. He commented regarding Brexit and outlined the current position with the Local Industrial Strategy and Devolution;
4. He emphasised the need for Cornwall's voice to be heard, the need for support for local decision making and getting people back into work.

CEO Report

(Agenda No. 4.2)

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

The LEP CEO highlighted the main points in his report with specific reference to the COVID-19 Pandemic, Governance, Finance, Risk, UK Shared Prosperity Fund, Local Industrial Strategy (LIS), and Delivery Plans.

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

1. In regard to the Risk Register it was questioned whether the rating in respect of the COVID-19 Pandemic accurately reflected the current risk;

Cornwall and Isles of Scilly Local Enterprise Partnership
30 September 2020

the Chair commented that there were weekly calls with the Business Cell involving British Business Bank and that they were very much informed regarding what was happening. He suggested that an action could be taken to review the Risk by the LEP Executive and LEP Audit and Assurance Committee;

2. The Growth and Skills Hub should be recognised as an exemplar; it was emphasised that the Hub had provided a positive lifeline to businesses. The Chair agreed to pass on these positive comments;
3. An update was provided on the UK Shared Prosperity Fund; the LEP CEO commented that there was more conversation on this and that the new Minister had included this high up on his Agenda. The Government had clearly delayed this piece of Policy development although the Government's mind was now focused on recovery. It was hoped that it would be part of the Devolution and Recovery White Paper due to be issued in the Autumn 2020. The LEP was in a good position to provide this given the huge amount of work undertaken already on the UK Shared Prosperity Fund;
4. The Whitehall Representative confirmed that the Devolution and Recovery White Paper remained scheduled for an Autumn 2020 publication. A change of Minister meant that it would not be an imminent publication. Previous drafts of the publication had recognised Cornwall and the individual status of the county. There was a need to await the extent of the Government's ambition, more should be known in the next few weeks.
5. The Whitehall Representative further advised that the way LEPs had responded in the COVID-19 Pandemic had been recognised by Government as being exemplar and should help the narrative for LEPs going forwards;
6. The Chair commented regarding the All Party Parliamentary Group and a follow up call with some lead MPs, they were still expecting an Autumn issue for the Devolution and Recovery White Paper;
7. In regard to the UK Shared Prosperity Fund, the scale and pace of delivery was core to the LEP and should form a key part of the LEPs work on future devolution; the Chair commented that the alignment of funds was core to the LEP;
8. The LEP CEO commented that whatever the outcome around the Western Gateway as opposed to the Great South West the LEP's position on Shared Prosperity Fund and Devolution was that a decision on spend on economic programmes was best made at the functional economic area level and that this was Cornwall and the Isles of Scilly.
9. Steve Jermy provided a summary of the work on floating offshore wind. He gave an update on a successful bid to Strength in Places Fund to

Cornwall and Isles of Scilly Local Enterprise Partnership
30 September 2020

progress the project. He commented that further updates would be made in due course.

10. The Chair commented that the current operating arrangement of informal and formal Board meetings should continue; however, if necessary, the scheduling could be amended.

Arising from the above, the Board noted the contents of the report and the overall progress across operational activity.

Action 1: The LEP Executive and LEP Audit and Assurance Committee be requested to review the Risk in relation to the COVID-19 Pandemic.

Action 2: The Chair to write to the CloS Growth Hub to pass on the positive comments in relation to being a lifeline to businesses during the pandemic

Post COVID-19 recovery

(Agenda No. 4.3)

The Board considered a report prepared by the LEP CEO providing an update on post COVID-19 recovery activity highlighting issues to the LEP Board. The report detailed the work undertaken by the LEP to date across the Business Cell, funding schemes, partnership working and intelligence and set out additional delivery plan priorities resulting from emerging post COVID-19 priorities.

The LEP CEO highlighted the broad economic impacts and trends with specific reference to the following areas:

1. Economic consequences of the COVID-19 Pandemic;
2. Details of the number of jobs covered by the Coronavirus Job Retention Scheme, including the level of take up in Cornwall and IoS, Self-employment Income support scheme take up, delivery and investment of Business Grant Scheme;
3. Data relating to GVA modelling scenarios;
4. The role of the LEP in the emergency response and recovery;
5. The use of the Local Industrial Strategy as a guiding principle and the proposal for a review of strategy through the eyes of COVID-19 to create a Recovery Plan;
6. The position regarding the recruitment of a Recovery Manager; it had been decided not to appoint and now the LEP Executive were looking at ways to bring additional resource to drive forward this area of work;
7. Re-purpose the LIS Task and Finish Group to undertake a COVID-19 reflection on the LIS Strategy; the Group would engage with Board

Cornwall and Isles of Scilly Local Enterprise Partnership
30 September 2020

Members through a recovery plan process and bring back to the Board at a later stage;

8. LEP Network 5 Point Plan for recovery based on five central pillars of local focus; working national and local LEPs;
9. The 2020/21 Delivery Plan Priorities.

The LEP Board welcomed to the meeting Malcolm Bell from Visit Cornwall to provide a presentation to the Board regarding the impact of COVID-19 on the tourism industry and the proposed recovery plan. He made specific reference to the following areas;

1. He expressed thanks to the LEP for the assistance provided to ensure the continuation of Visit Cornwall during the summer and engagement in the wider economy group and rural group, the work with IoS and also thanked the Growth Hub and Cornwall Public Protection team which had enabled the offer and advice and guidance to businesses;
2. Visit Cornwall website had been maintained throughout the Pandemic; until the summer web traffic was 50% down; this ramped up in September. Figures indicated that only 4% down on web traffic;
3. The impacts on the sector and best case scenarios;
4. The issues and challenges arising from the scenarios;
5. The impact of support provided to date;
6. Lessons learnt and reflected on from the summer;
7. Promotional plans for October – April 2021;
8. Actions required to maximise the survival of viable businesses and jobs.

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

1. The launch date for the 50 plus things to do every day by Visit Cornwall was 12 October 2020;
2. Booking ahead had helped businesses manage expectation and prevented futile and overcrowded visits; Visit Cornwall had looked at a booking engine for attractions, visits and accommodation but not yet looked at for the food and drink sector; Visit Cornwall did recognise that this might be useful;
3. The Board welcomed the opportunity to be a leader in sustainable regenerative tourism; there was a role for the LEP to focus businesses to show leadership in that area;
4. The Creative Lead commented that Museum attractions had noted that one of the unanticipated effects of COVID-19 was that pre-booking had had positive results with less drop off. The pre-booking tool would be

Cornwall and Isles of Scilly Local Enterprise Partnership
30 September 2020

- useful to retain. Whilst Museums had predicted 30% capacity it was closer to 60% and there had been higher spend per head in the shops;
5. 'Site Doing' should be turned into a positive net gain for the environment; it was questioned how those areas not recognised as a hotspot could be flagged as a place for people to visit particularly given that some attractions were fully booked;
 6. Reference was made to a Data duopoly team who had developed an App to direct tourists to places people don't visit;
 7. The reduced VAT rate was welcomed; the challenge now was how this could be maintained in the tourism sector going forwards; Visit Cornwall would welcome an analysis of the effect of cutting VAT from now until the end of March given that businesses were passing on the benefit to the customer;
 8. The Isles of Scilly perspective was on value not volume; the Board was advised that bookings were looking good for next year, however, cash flow was a pivotal issue. There had been many bookings transferred to next year, those deposits already paid had been spent maintaining businesses. It was recognised that there were many challenges ahead;
 9. The Rural Lead expressed thanks for advice given to businesses in the industry; we are at the point of looking at a strategy for tourism going forwards in a regenerative sustainable way; the LEP should be encouraged to take that forward and come up with a strategy that local initiatives could work under;
 10. Reference was made to the importance of keeping cash flow over Winter and Spring;
 11. A request was made for a refresh of SIFs and the role of the LEP in Town Centres recovery; Town Centres in Cornwall were likely to be the focus of economic challenges ahead; there was an opportunity to integrate Town Centres and innovation space to bring people into the Town Centres.

The Chair expressed thanks to Malcolm Bell for attending the meeting.

The LEP Board noted the work undertaken to date in response to COVID-19 and a Board reflected on the hard work and current position which had been achieved by all those involved.

Enterprise Zones Board Update
(Agenda No. 4.4)

Cornwall and Isles of Scilly Local Enterprise Partnership
30 September 2020

The Board considered a report prepared by the Head of Investment and Growth which provided an update on activity associated with Cornwall's Enterprise Zones and highlighted key issues to the Board.

The LEP CEO and Steve Jermy, Board Director outlined the report with particular reference to Newquay Airport (South Side), Freeport's, Business Plan, EZ Growth Fund, Rate Relief, Marine Hub Cornwall, Aerohub+, Investment Pipeline and Marketing Strategy, LEP Network and Performance.

Arising from the above, the Board referred to the devolved powers and potential for Freeport's to provide significant export opportunities.

The Strategic Director for Economic Growth and Development confirmed that in regard to Freeport's he would work to ensure a joined-up approach and supported that direction of travel.

The Board noted the update on the activity associated with Cornwall Enterprise Zones.

The Whitehall Representative confirmed that she would flag up the Freeport issue as an action.

Action 3: The Whitehall Representative to confirm the date for the outcome of the freeports consultation.

Any Other Business
(Agenda No. 4.5)

Planning for the Future White Paper

Reference was made to the Planning for Future White Paper and the LEPs response to the consultation paper.

The LEP CEO confirmed that the LEP Executive was looking at the consultation paper in some detail and would prepare a draft response and key points from the LEPs perspective. He sought delegation from the LEP Board for signoff on the consultation response.

Action 4: the LEP Executive to prepare a draft response to the Planning for the Future White Paper and that the LEP CEO in consultation with a selection of Board Directors be delegated authority to sign off the consultation response.

Cornwall and Isles of Scilly Local Enterprise Partnership
30 September 2020

NOTED THAT:-

1. At the conclusion of the above item the meeting adjourned for a comfort break from 11.48am-11.55am.
2. Julian German CC, Steve Jermy and Malcolm Bell left the Board meeting during the comfort break.

EXCLUSION OF PRESS AND PUBLIC

(Agenda No. 5)

The Board agreed to exclude the press and public from the meeting for items 5.1 and 5.2 due to the confidential nature of the items.

Investment and Oversight Panel Update

(Agenda No. 5.1)

The Board considered an exempt report prepared by the LEP CEO which provided an update on the recent activity within the remit of the Cornwall and Isles of Scilly Enterprise Partnership Investment and Oversight Panel.

The LEP CEO drew attention to the main points detailed in the report.

The LEP Board noted the contents of the Board.

Annual Performance Review

(Agenda No. 5.2)

The Board considered an exempt report prepared by the LEP CEO which provided an update on the CloS Local Enterprise Partnership (LEP) Annual Performance Review (APR) which took place in January 2020.

Arising from debate and consideration of the report, it was agreed that:

Action 5: The LEP Chair to discuss the APR with the Whitehall Representative and Becky Miles at BEIS and that a further report be submitted to a formal meeting of the LEP for decision.

NOTED THAT: The Head of LEP Commissioning and the Executive and Governance Manager left the meeting prior to discussion on the above item.

Cornwall and Isles of Scilly Local Enterprise Partnership
30 September 2020

ANY OTHER CONFIDENTIAL BUSINESS

(Agenda No. 6)

Employment and Skills Board

The Employment and Skills Lead provided an update on the recruitment to the Employment and Skills Board and advised that the first meeting would be held on 14 October 2020.

The meeting ended at 12.55 pm.

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

Although the minutes, once agreed and signed, are the formal record of the meeting, a video recording of the meeting can be viewed at the following link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_OGEwNGM1ZDctN2NhOS00YzEyLWJIYTctODc2NTljZmUzNDZAz%40thread.v2/0?context=%7b%22Tid%22%3a%22efaa16aa-d1de-4d58-ba2e-2833fdfdd29f%22%2c%22Oid%22%3a%22cecf1cae-fc4f-4ff6-92d5-29bda6375a93%22%2c%22IsBroadcastMeeting%22%3a%22true%22%7d