

Date: Wednesday 12 September 2012

Time: 10.00 to 14.00 (lunch at 12.30pm)

Venue: County Hall - Room 2N: 03 (meet in New County Hall reception)

	Action required
1 Welcome and Introductions	
2 Apologies for absence	
3 Minutes from previous meeting	
4 Declarations of interest	
5. Business Plan Prioritisation (1 hour)	
5.1 General	• Discussion
<ul style="list-style-type: none"> • Areas for focus • Sector plans • Budget 	
5.2 Green Energy	• Discussion
<ul style="list-style-type: none"> • Geothermal • Smart Grids • Low Carbon Ladock 	
6. Other Board Business (1.5 hours)	
6.1 Letters of Support	• Support/not support
6.2 Board Feedback	• Update and Discussion
<ul style="list-style-type: none"> • Heseltine Review • Enterprise Zone Board • CMG/LMC • Employment and Skills Board • Transport Update • Finance Group • Regional Growth Fund/Growing Places Fund 	• See recommendations and project update. (Note that CDC

will also be in attendance for this item)

7 **Themed Discussions (1 hour)**

7.1 Post 2013 Update and Cornwall Deal

7.2 Cornwall Development Company

- Presentation
- Presentation (***NOTE that CDC Board Directors will be in attendance for this item)***)

8 Any other business

9 Next meeting:

10 October, Ecobos St Austell

28 November, Cornish Sea Salt Co Helston

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 on St Mary's, Isles of Scilly on Tuesday 31 July 2012 commencing at 9.30 am.

- Present: - Anne Carlisle, Philip Hygate, Chris Loughlin, Gavin Poole, Chris Pomfret, Chris Ridgers CC, Alec Robertson CC, Robin Teverson CC and Simon Tregoning.
- Officers: - Glenn Caplin – Assistant Head of Economic Development CC
Emma Coad – Senior Democratic Services Officer CC
Roger Radcliffe – Partnerships Officer CC
- Apologies for absence: - Gaynor Coley, Joe Keohane and Richard Reed.
- Mel Richardson and Sandra Rothwell

WELCOME AND INTRODUCTIONS

(Agenda No. 1)

LEP102 The Chairman welcomed everyone to the meeting, in particular he welcomed Gavin Poole the recently appointed Board Director from Foot Anstey whose practice was also undertaking the role of Company Secretary and Roger Radcliffe attending on behalf of Mel Richardson.

The Chairman further advised that interviews for the position of a Director from an accountancy practice would be held on 16 August.

APOLOGIES FOR ABSENCE

(Agenda No. 2)

LEP103 The Board was advised that apologies for absence had been received from Gaynor Coley, Joe Keohane, Richard Reed, Mel Richardson and Sandra Rothwell.

MINUTES FROM PREVIOUS MEETING

(Agenda No. 3)

LEP104 It was agreed that the minutes of the meeting held on 13 June 2012 were a true and accurate record.

Matters arising from the Minutes

LEP 90.1 – South West Marine Energy Park

Glenn Caplin updated the Board regarding the South West Marine Energy Park. It was noted that Mike Reynolds had confirmed that he would be willing to represent the Cornwall and Isles of Scilly LEP on the South West Marine Energy Park.

LEP 90.6 – Procurement

It was confirmed that a representative of Cornwall Council's Procurement Team would be invited to attend the October meeting of the LEP Board to explain the procurement rules.

LEP 97.8 - Rt Hon Greg Clark – Minister for Department of Communities and Local Government

Glenn Caplin provided the Board with an update on the current situation regarding Cornwall Deal. The Board was advised that further details would be made available at the next meeting.

LEP 97.4 – LEP Business Plan

The Chairman reported that a workshop had been arranged to establish the LEP Business Plan facilitated by Sandra Rothwell.

LEP 98.1 – Project Performance and Project Risks

The Chairman reported that he and the portfolio holder had met with Cornwall Development Company with a view to improving support offered to businesses through the 'Business Boost' suite of funding. The Chairman reported that he had been assured that delivery was on track.

LEP 90.1 – The Vice-Chancellor and Chief Executive of Exeter University, Sir Steve Smith

Further to the action agreed at the last meeting, Anne Carlisle provided the Board with an update on the current position regarding the development of the relationship between the CUC and the LEP on key issues.

Action: Subject to the formulation of a more formal proposal on 'smart specialisation', members of the Board would be invited to a meeting with representatives of the University of Exeter and the wider CUC

DECLARATIONS OF INTEREST

(Agenda No. 4)

LEP105 The following declarations of interest were expressed: -

- (i) Chris Ridgers expressed an interest in Agenda Item No. 7 - Project Delivery, particularly in relation to the items relating to Hangar 404 and Newquay Airport and advised that he would be leaving the meeting during consideration of these items;
- (ii) Gavin Poole expressed an interest in Agenda Item No. 6.2 by virtue of association with the applicant organisation and advised that he would not be participating in the meeting during consideration of this item;

- (iii) Alec Robertson expressed an interest in Agenda Item No. 7 – Project Delivery, particularly in relation to the items relating to Hangar 404 and Newquay Airport and advised that he would be leaving the meeting during consideration of these items;
- (iv) Phillip Hygate expressed an interest in Agenda Item No. 7 by virtue of landownership and being the licence holder and that he would be leaving the meeting during consideration of these items.

LEP STRATEGY LAUNCH AND BUSINESS PLAN

(Agenda No. 5)

LEP106

Launch event

(Agenda No. 5.1)

LEP106.1 The Chairman advised that the LEP Strategy had been launched after the final round of consultation. A brief video had been produced incorporating clips from nine leading edge companies in Cornwall and broadcast via a webcast. Simon Tregoning and the Chairman had then responded to questions. It was pleasing to note that over 300 people had tuned into the launch. The Board confirmed that the launch had been successful and considered that the video could provide a useful toolkit for future use.

In the ensuing discussion reference was made to the questions and the potential methods of providing links to the responses. It was noted however, that financial barriers may not enable this facility to be as streamlined as it could be. The time at which each question was answered in the webcast would be included in the transcript of the questions on the website.

The Chairman confirmed that a fuller version of the Strategy had been produced and would be available on the LEP website.

Business Plan and Sector Plans

(Agenda No. 5.2)

LEP106.2 The Chairman advised that a copy of the LEP Business Plan had been circulated with the agenda which incorporated comments made at the workshop.

In the ensuing discussion reference was made to the relationship between the Business Plan and the LEP Strategy, specifically regarding the link between the business and finance elements. The Board acknowledged that the Business Plan would provide an implementation plan for the next 18 months and that this would be a living document; it would be followed by two further plans each of three years.

Further to the above, reference was also made to Priority 2 'Creating Great Careers Here'.

The Board confirmed that there would be no formal launch of the Business Plan, its only launch would be via the LEP website.

Action:

It was agreed that subject to the following amendments the LEP Business Plan be adopted:-

- 1 Priority 3.3 and Paragraph 1.4 be linked together to join up the finance and business support element;***
- 2 That Priority 2 would be revised to acknowledge the need for an action relating to employers and employee mobility;***
- 3 Any minor points to be forwarded to Roger Radcliffe for incorporation within the Business Plan.***

MAIN BOARD ITEMS FOR DISCUSSION

(Agenda No. 6)

LEP107

Board Engagements

(Agenda No. 6.1)

LEP107.1 1. Meeting with Lord Heseltine

The Chairman advised that he had recently attended a meeting with Lord Heseltine and discussed issues regarding Economic growth. Lord Heseltine had indicated a willingness to visit Cornwall with his team on 16-17 August to discuss with the LEP members and Cornwall Council the work being undertaken in Cornwall and Isles of Scilly. It was commented that this was a great opportunity to mark the work undertaken by the LEP.

The Board noted once again that none of the LEP's received private sector funding. The Board discussed potential opportunities for match funding and how this process could benefit the LEP.

Action: further details of the meeting with Lord Heseltine to be circulated to Board members when available.

2. Creative Meeting

Anne Carlisle provided the Board with details of a creative meeting she had attended with Julie Seyler, Culture Programme Manager at Cornwall Council. Discussions were ongoing regarding the availability of funding and access to creative activities through the Arts Council with a view to promoting underdeveloped areas such as digital and cultural tourism, to increase productivity, promote Cornwall and achieve a greater tourism spend flowing through the sector.. She advised that a further report on this area of activity would be available in the autumn. Arising from the discussion reference was made to funding issues for museums.

Action: That a proposal on the digital opportunities to increase productivity in culture/creative industries would be brought to a future meeting of the Board.

3. Local Nature Partnership

Philip Hygate provided the Board with an update on the current position regarding the Local Nature Partnership. The LNP application had been approved and positive comments had been made on the submission. Philip Hygate confirmed that he would be chairing the Local Nature Partnership for the initial six months and advised that resources would be made available similar to those currently offered for the LEP. The Local Nature Partnership would officially launch in September. The Board commented on the links between the LEP, LNP and Health and Wellbeing Board and the benefits that might accrue from co-location. It was considered that there would be potential benefits from the cross over of board members.

The Board congratulated Philip Hygate on the work undertaken developing the Local Nature Partnership.

4. Environment Agency

Chris Loughlin advised that the Environment Agency had expressed a wish to engage with the LEP Board.

Action: it was agreed that the Chairman and Chris Loughlin would meet with the Environment Agency.

5. European Investment Bank

The Chairman updated the Board on a meeting that he had attended with Graham Watson MEP regarding the involvement of the European Investment Bank and the potential benefits that could be brought to businesses within Cornwall.

6. Extraordinary Cabinet Meeting

Alec Robertson updated the Board on an extraordinary meeting of the Cornwall Council's Cabinet on 30 July 2012 regarding a shared services joint venture between the public and private sector.

Alec Robertson advised that there were opportunities for job growth in both the public and private sector. He outlined the potential timescale for implementation of the venture.

7. Finance meeting with Jason Granite

Simon Tregoning updated the Board on a meeting he had attended with Jason Granite regarding financing which would assist smaller companies in Cornwall. A number of interesting models had been discussed which would assist businesses unlock funding together with the potential benefits of a joined up approach to providing all information in one central location. Jason Granite had agreed to formulate a draft plan on funding which would be presented to the Board in due course.

8. Newquay Aerohub – Enterprise Zone

Chris Ridgers updated the Board on a meeting of the Newquay Aerohub Enterprise Zone Steering Group. Arising from the meeting a number of issues had been highlighted which included the need for a streamlined decision process. He advised

that attendance at the Farnborough Airshow had been highly successful and he confirmed that the first tenant would soon be occupying the enterprise zone.

Action: a standing item be included on all future agenda for the LEP Board relating to the Newquay Aerohub Enterprise Zone.

Letters of Support (Agenda No. 6.2)

LEP107.2 The Board was advised that an application for a letter of support from Cornwall and Isles of Scilly LEP had been received from a project bidding for Regional Growth Fund (Strand 3).

Following discussion in respect of the request, it was agreed that the following action would be taken: -

Action: an appropriately worded letter be sent on behalf of the Cornwall and Isles of Scilly LEP supporting the principle of the stadium project. It was noted that in the absence of financial data it was not possible to comment on the business case.

Employment and Skills Board (Agenda No. 6.3)

LEP107.3 In the absence of Gaynor Coley it was not possible to provide an update on the Skills and Employment Board.

Action: Gaynor Coley to circulate in due course an update on the work of the Employment and Skills Board.

Transport Update (Agenda No. 6.4)

LEP107.4 A30 Carriageway Improvements at Temple

The Chairman reported the outcome of a meeting with the Roads Minister, Mike Penning MP. He confirmed that he had been with Alec Robertson, Dan Rogerson and Nigel Blacker to discuss establishing a 'deal' to accelerate the dualling of the A30 at Temple. It was considered that in principle the Roads Minister had been supportive of the proposal and that a positive outcome could be achieved.

In the ensuing discussion it was commented that a considerable amount of lobbying was required to ensure delivery of the funding for the Road improvements.

First Great Western Railway Issues

The Chairman reported that he had discussed with the Rt.Hon Theresa Villiers, Minister for Transport the need to safeguard the number of through trains to London in the next franchise. He confirmed that he had written to the Minister stating the case for the LEP in particular emphasising the importance of the service to the business community. In response to the Government's announcement on their

investment in the North in rail, a second letter had been written to the Minister expressing concerns that investment was being made in the North when services to Cornwall were potentially being cut. The case for safeguarding the number of through trains to London had been put forward to the Minister. It was suggested that the Chairman and Chris Loughlin meet with the companies tendering for the service to emphasise the need to safeguard the service.

Isles of Scilly – proposed improvements

Philip Hygate advised that there were a number of plans for the Isles of Scilly to improve transport links to and from the Islands. Plans included an £8million scheme to improve the Quay and proposed improvements to the airport. It was noted that funding for improvements to the Quay were currently in place. The Chairman advised that there was a need to look at all the transport issues faced by the Isles of Scilly and provide a long term solution for the transport links and that a paper should be prepared for the Secretary of State for Transport, Justine Greening. It was considered that the Isles of Scilly should receive the same treatment as the Scottish Islands in terms of transport links.

Arising from the above transport updates, it was agreed that the following action be taken:-

Action: the Cornwall and Isles of Scilly LEP Board agreed that :-

- 1. The Chairman and Vice Chairman would meet with each of the franchise bidders to ensure they understood the priorities of the Cornwall business community, and specifically the need for nine trains.**
- 2. the Board continue to lobby to accelerate the dualling of the A30 at Temple and need to safeguard the number of through trains to London in the next franchise, and**
- 3. the Board acknowledges that improvements to the Isles of Scilly transport links were critical to the economy of the Islands and future development and that a long-term strategic paper be prepared by the Chairman, Vice-Chairman and Philip Hygate to support the improvements. The development of this strategy would need technical support from both Councils**

PROJECT DELIVERY

(Agenda No. 7)

LEP108

Project Performance and Project Risks

(Agenda No. 7.1)

LEP108.1 The Board noted the project performance and project risk reports circulated with the Agenda.

Project Delivery Update

(Agenda No. 7.2)

1. Newquay Aerohub Enterprise Zone

Further to a discussion regarding the use of additional business rates arising from business activity at the Newquay Aerohub Enterprise Zone, the following action was agreed:

Action: *Gavin Poole, in consultation with Simon Mansell, to establish a Memorandum of Understanding between the LEP and Cornwall Council regarding how the business rates additional income is spent*

LEP108.2 2. Regional Growth Fund – Strand 1 Update

The Board noted the progress of Regional Growth Fund Strands 1a and 1b regarding Superfast Cornwall Fund and Business Catalyst Fund.

Arising from the above, the Board commented on the marketing activity and communications plan and the level of subscription to the technology and possible obstacles for take up.

Action: *in respect of the Regional Growth Fund Strand and Growing Places Fund, the Cornwall Development Company be requested to provide the LEP Board with formal, accurate and detailed reports including process and criteria.*

3. Regional Growth Fund – Strand 2 Update

The Board noted the progress being made on Regional Growth Fund Strand 2.

Arising from the above the Board commented on two specific projects which sought approval from the Board.

Following discussion in respect of the two specific projects, it was agreed that the following action would be taken: -

Action:

- (i) *Hangar 404 Newquay Aerohub – refurbishment of hangar for the classic aircraft trust be approved***
- (ii) *Isles of Scilly Airport Infrastructure improvements – reconditioning of the runway and terminal buildings to maintain operational status be approved***
- (iii) *Any bid that accounts for a substantial amount of RGF funds should be considered not only in terms of the bid's viability but also the opportunity costs (e.g. that money would not be available for other projects).***

NOTED THAT: Philip Hygate, Chris Ridgers and Alec Robertson had expressed an interest in the above projects, they had left the room during determination of the items. Philip Hygate had been invited to respond to a technical question by the Board.

4. Growing Places Fund (GPF) Update

The Board noted the progress being made on the Growing Places Fund.

Arising from the above the Board commented on two specific projects and the creation of a LEP Sub-Group to assess projects in more detail.

Action: a LEP Subgroup be created with the remit of approving shortlisted RGF and GPF projects above an agreed threshold. Membership to include Joe Keohane, Chris Ridgers, Chris Loughlin, Chris Pomfret and the Company Accountant (subject to a minimum of three to make a decision). Decisions could be made remotely.

5. Any Other Business

Further to the above, the Board congratulated Mel Richardson and Roger Radcliffe for the work undertaken producing the LEP Strategy and the launch event.

Constitution

Gavin Poole enquired about the current position with the LEP Constitution and advised that the final version had been adopted, however, he was welcome to put forward any comments.

THEMED DISCUSSION

(Agenda No. 8)

LEP109

Isles of Scilly Presentations

(Agenda No. 8.1)

LEP109.1 1. Five Islands School, St Mary's

Prior to the start of the meeting, Board members were shown around the newly completed Five Islands School on St Mary's.

2. Presentation focusing on the Isles of Scilly economy by Local Action Group Programme Manager, Amanda Pender

Amanda Pender delivered a presentation to the Board providing the Board members with an overview of the Isles of Scilly economy.

Arising from the presentation the following issues were highlighted: -

- (a) Requirement for support for infrastructure, particularly in terms of sealink and airport transport;
- (b) Maintain pressure on BT on delivery of next generation broadband;
- (c) Maintain flow of information to the Islands;
- (d) Recognise the unique needs of the Islands – universal postage rate, scale;
- (e) Support for Post 2013 funding that meets the needs of the Island.

Philip Hygate outlined the issues regarding the delivery of Broadband for the Islands and the obstacles in the way. The Chairman advised that during the earlier meeting the Board had agreed support for improvements to the airport and agreed to meet with Justine Greening to lobby on the link to the Islands.

Further to the above reference was made to the decline in tourism figures for the Islands, options for re-branding and creation of jobs, use of renewable energy, and the challenges faced by the farming community.

3. Presentation by Trevor Kirk, AONB Officer

Dr. Trevor Kirk delivered a brief presentation to the Board providing the Board members with an overview of the Local Energy Assessment Fund (Leaf) project.

4. Presentation on plans for St Mary's quay by Chairman, Councillor Michael Hicks and Strategic Investment Framework (SIF) Manager, Diana Mompoloki

Councillor Michael Hicks and Diana Mompoloki delivered a presentation to the Board providing Board members with an overview of the plans for St Mary's quay.

Arising from the presentation the following issues were highlighted: -

- (a) Inadequate length of existing quay restricting the use of the facilities to all but the shortest and shallow draughted vessels;
- (b) The absence of suitable passenger ticketing and baggage handling facilities;
- (c) Completely inadequate freight storage facilities;
- (d) Congestion on the quay, and
- (e) Lack of segregation of pedestrians and vehicles
- (f) Priorities included extending the quay, improving the segregation of passengers and vehicles; improve baggage handling, passenger shelter and prevention of overtopping.

At the conclusion of the presentations, the Board visited St Mary's quay and a selection of local enterprises before visiting St Mary's airport.

5. Presentation on plans for St Mary's airport by Chairman, Transport Strategy Committee, Councillor Dudley Mumford and Julian Pearce, Economic Development Officer

Councillor Mumford and Julian Pearce delivered a presentation to the Board providing Board members with an overview of the plans for St Mary's airport.

Arising from the presentation the following issues were highlighted: -

- (a) The history of the airport and infrastructure;
- (b) Development options for the airport which included proposals to :-
 - i. extend the runway;
 - ii. re-surface and harden main and cross runway;
 - iii. improve the terminal building;
 - iv. improve navigational aids;

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- v. relocate the fire and rescue services and station;
- vi. provide hangar space.
- (c) Details of the 20 year programme;
- (d) Investment programme.

Further to the above, reference was made to the decline in tourism figures for the Islands, availability of funding for the proposed improvements and methods of generating additional income for the airport.

DATE OF NEXT MEETING

(Agenda No. 10)

LEP110 The next meeting of the LEP Board would be held on 12 September 2012 at New County Hall, Truro.

The meeting ended at 12.15 pm.

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