



**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 Dunheved Suite, Launceston Business Space, Dunheved House, Dunheved Road, Launceston, PL15 9FB on Wednesday 16 May 2018 commencing at 10.00 am.

Present:- Mark Duddridge (Chair)

John Acornley, Frances Brennan, Simon Caklais, Lucy Edge, Bob Egerton CC, Professor Mark Goodwin, Frances Grottick, Steve Jermy, Emmie Kell, Paul Massey, Adam Paynter CC, Gordon Seabright, Phil Seeva CC, Gavin Poole, Roland Tiplady, Sarah Trethowan, David Walrond and Andrew Williams

Officers and Support team:- Adam Wilkinson, John Betty (for Kate Kennally), Tim Bagshaw, Greg Slater, Theo Leijser, Jonathan Eddy, Carol Bransgrove, Emma Coad

Apologies for absence:- Directors: Louise Rowe  
Officers: Kate Kennally

### **WELCOME AND INTRODUCTIONS**

(Agenda No. 1)

The Board welcomed David Walrond, Simon Caklais, Frances Brennan, Gordon Seabright and Steve Jermy recently appointed Board Directors.

Apologies for absence had been received from Louise Rowe and Kate Kennally (John Betty representing). Bob Egerton CC advised that he would need to leave the meeting at 1.00pm to attend a CC meeting.

### **DECLARATIONS OF INTEREST**

(Agenda No. 2)

The following declarations of interest were expressed:

Steve Jermy advised that he had an interest in Agenda Item No. 5.2 (Marine and Offshore Renewables) due to his role of Chair of the MOR Group, he was invited to be on the informal working group to review the CIOS Marine Renewables

Road Map. He advised that he would not take part in any related discussion on that item.

Professor Mark Goodwin advised that he had an interest in Agenda Item No. 4.1 (Marine-I project) due to his involvement in the project. He advised that he would not take part in any related discussion on that item.

Theo Leijser advised that he had an interest in Agenda Item No. 4.2 (LEP Investment & Oversight Panel) due to his involvement with the Smart Islands Project. He advised that he would not take part in any related discussion on that item.

Frances Grottick advised that she had an interest in Agenda Item No. 4.2 (LEP Investment & Oversight Panel) due to her involvement with the Smart Islands Project. She advised that she would not take part in any related discussion on that item.

Lucy Edge advised that she had an interest in Agenda Item No. 4.1 (Spaceport) due to her involvement with the Satellite Applications Catapult. She advised that she would not take part in any related discussion on that item.

Gavin Poole advised that he had an interest in Agenda Item No. 4.2 (LEP Investment & Oversight Panel) due to Stephens Scown Solicitors acting on behalf of one of the applicants. He advised that he would not take part in any related discussion on that item.

David Walrond advised that he had an interest in Agenda Item No. 6.5 (Delivering the Employment and Skills Strategy) due to Truro and Penwith Colleges' involvement in the Careers Hub. He advised that he would not take part in any related discussion on that item.

John Betty advised that he had an interest in Agenda Item No. 4.2 (LEP Investment & Oversight Panel) due to Cornwall Council being the applicants of two projects. He advised that he would not take part in any related discussion on that item.

Bob Egerton CC, Adam Paynter CC and Phil Seeva CC advised that they had an interest in Agenda Item No. 4.2 (LEP Investment & Oversight Panel) due to Cornwall Council being the applicants of two projects. They advised that they would not take part in any related discussion on that item.

Frances Brennan advised that she had an interest in Agenda Item No. 6.5 (Delivering the Employment and Skills Strategy) due to her involvement in ESF funding work. She advised that she would not take part in any related discussion on that item.

**LEP BOARD (14 MARCH 2018)**  
(Agenda No. 3)

**Minutes**

(Agenda No. 3.1)

It was agreed that the minutes of the meeting held on 14 March 2018 were a true and accurate record subject to the following amendments:-

Page 11 – Business Plan Progress 2017/18 – the word ‘reassured’ be deleted and replaced with ‘appraised’;

Page 13 – Governance Review – seventh bullet point – the word ‘refreshed’ be deleted and replaced with ‘reviewed’;

Page 14 – Spaceport Cornwall – third bullet point – the word ‘businesses’ be deleted and replaced with ‘attendees’.

In regard to Page 6 – 2018-2022 Business Plan – sixth bullet point – The Board was advised that the Annual Report was now likely to be published in July;

### **Action Summary**

(Agenda No. 3.2)

Actions confirmed at the meeting on 14 March 2018, details of which were noted together with a summary of outstanding actions.

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

The Head of LEP Governance and Operations advised that the LEP Executive would be attending the next Creative Industries Group meeting in a few weeks to take forward some of the comments in relation to the presentation made at the March LEP Board meeting and Screen Strategy.

The Head of LEP Governance and Operations confirmed that progress was ongoing in relation to discussions with the Department for Culture, Media and Sport.

The Board was informed that an item regarding Marine renewables had been included as an agenda item, however, an energy focussed item would be added to the LEP Board agenda in July.

The Board was informed that the necessary amendments had been made to the 2018-2022 Business Plan and final sign off completed by the LEP Chair and Cornwall Council Cabinet Member for Planning and Economy.

The Head of LEP Governance and Operations advised that progress was ongoing in relation to UK Shared Prosperity Fund and engagement with local stakeholders.

The Board was informed that the necessary amendments had been made to the revised LEP Governance arrangements and work in this regard was complete.

Arising from the above, the Board commented in regard to the energy focussed item. It was the consensus view that an Energy Sub-Group should be established by the LEP Executive empowered to focus on the whole picture in respect of energy due to the importance of this subject going forwards. In the ensuing discussion regarding energy, specific reference was made to the following points:-

- it was commented that there were many elements to the energy agenda;
- the prematurity of an item being submitted to the July LEP Board given the appetite for the establishment of an Energy Sub Group to look at the whole energy picture;
- the need to look at the overall energy landscape; and
- the need to have a mind on job creation.

***Action 1: the LEP Executive to establish an Energy Sub Group empowered to focus on the whole energy picture, to comprise Andrew Williams, Bob Egerton CC, Steve Jermy, Mark Goodwin, Theo Leijser, Gordon Seabright and Mark Duddridge.***

#### **EXCLUSION OF PRESS AND PUBLIC**

(Agenda No. 4)

It was agreed that, the press and public be excluded from the meeting during consideration of the following business on the grounds that they would be likely to involve the disclosure of exempt information of the following description:-

3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

#### **Enterprise Zones Board and Spaceport Update Report**

(Agenda No. 4.1)

The Board gave consideration to an exempt report presented by Gavin Poole which provided the LEP Board Directors with an update in regard to the Enterprise Zone sites, including MarineHub Cornwall and Aerohub. An update was also provided in relation to Spaceport Cornwall.

During the discussion Board Directors noted the current position regarding the Enterprise Zone sites and that a detailed paper in relation to MarineHub would be discussed later in the Board meeting.

The Board received an update on the current position in regard to Spaceport Cornwall, noting that a public announcement was expected in July 2018.

***Action 2: an Executive Level Steering Group be established, to include John Betty, LEP CEO, Mark Duddridge and Gavin Poole to frame actions going forwards.***

#### **Strategic Investments: Growth Deal Update and Recommendations**

(Agenda No. 4.2)

Bob Egerton CC and John Betty advised that they would not take part in any discussion during this item in relation to GD Project Ref: LGFCIS\_22 and LGFCIS\_25 due to Cornwall Council being the landowners.

The Board gave consideration to an exempt report presented by the Head of Investment and Growth which provided the LEP Board Directors with an update in regard to the terms of reference of the LEP Investment & Oversight Panel, the overall position for the Growth Deal (GD) Programme, details of the decisions of the LEP Investment & Oversight Panel regarding GD Projects, and an update on the Regional Growth Fund (RGF) and Growing Places Fund (GPF).

Arising from the above, members of the LEP Executive advised that:-

1. The observations of the Board in regard to the terms of reference of the LEP Investment & Oversight Panel would be referred to the Panel to strengthen the wording, specifically in relation to the purpose of the Panel, reporting responsibilities and membership;
2. Details of the decisions taken by the LEP Investment & Oversight Panel regarding the GD Projects were outlined the Board;
3. An update was provided on the Regional Growth Fund (RGF) and Growing Places Fund (GPF).

**Decision:**

- 1. The Terms of Reference of the LEP Investment & Oversight Panel was approved subject to the observations of the Board regarding strengthening the wording, specifically in relation to: the purpose of the Panel, reporting responsibilities in relation to output performance, membership of the Panel to reference the S151 as a member of the Panel and to include the IOS Cabinet Member for Planning and Economy;**
- 2. The overall position for the Growth Deal (GD) Programme was noted;**
- 3. The decisions of the LEP Investment & Oversight Panel regarding the following GS Projects, was noted:**
  - a. Ref: LGFCIS\_22**
  - b. Ref: LGFCIS\_26**
  - c. Ref: LGFCIS\_25**
  - d. Ref: LGFCIS\_18-20**
- 4. The overall position of the Regional Growth Fund (RGF) & Growing Places Fund (GPF) was noted.**

**Action 3: The LEP Executive to review the ToR of the LEP Investment & Oversight Panel following suggestions made by Board Directors and that those additions be considered and agreed by the LEP Investment & Oversight Panel.**

**Re-admission of Press and Public**

(Agenda No. 4.3)

It was agreed by the Board that the press and public be re-admitted to the meeting.

## **STRATEGIC MATTERS**

(Agenda No. 5)

### **Strategic Investments: Support for Social Entrepreneurs - School for Social Entrepreneurs**

(Agenda No. 5.1)

Sally Heard, Julian Bose and Jo Long attended the meeting for this item.

The Head of LEP Governance and Operations outlined the background to the Cornwall School for Social Entrepreneurs CIC. The Board noted a briefing paper providing information and context to support the detailed presentation.

Sally Heard (CEO/Company Director) attended the meeting, and provided the Board with a presentation regarding Cornwall School for Social Entrepreneurs, with specific reference to the following areas:-

- 2008-2011 – SSE project hosted by Cornwall Development Company
- 2011 – established as a Community Interest Company
  - Strong Board Directors
  - Experienced and talented team
  - Talent pool of sub contracted experts and witnesses
- Details what SSE do, how they enable
- SSE Learning Approach
  - Focus on 'peer to peer' support
  - Taking action - 'learning by doing'
  - Sharing experiences rather than writing essays
- Open & Inclusive
  - We welcome people from all backgrounds
  - Helping our community blossom with diverse connections
- How SSE compliments six of the Cornwall and Isles of Scilly Opportunities
  - Creative, Digital, Food, Tourism, Marine, Health
- Lloyds Bank for Social Entrepreneurs Start Up and Trade Up Programme
  - 2012 – 2017 – Lloyds Bank for Social Entrepreneurs 'Start Up' Programme
  - 2017 – 2022 – Lloyds Bank for Social Entrepreneurs 'Start Up' & 'Trade Up' Programme Renewal
- 'Start Up' Programme
  - Robust recruitment process
  - 20 Social Entrepreneurs Recruited
  - A fully funded 12 month programme delivered over 14 days
  - Lloyds Mentor
  - £1,000 Grant
  - Graduation
- 'Trade Up' Programme
  - Robust recruitment process

Cornwall and Isles of Scilly Local Enterprise Partnership  
16 May 2018

- 20 Social Entrepreneurs Recruited
- A fully funded 12 month programme delivered over 14 days
- Lloyds Mentor
- £4,000 Match Traded Grant
- Graduation
- Details of the components making up the programme
- Details of the 2017/18 Audited Programme
- Details of the 2018/19 Recruitment.

The Board heard from Julian Bose (DadPad) and Jo Long (Jump with Jo), both students for the current Lloyds Bank for Social Entrepreneur 'Trade Up' Programme. The Board received presentations from both students who outlined the value of the Cornwall and Isles of Scilly LEP investment into this unique programme for Cornwall and how they had personally benefitted from the programme and their plans for future growth.

The Board thanked Sally Heard, Julian Bose and Jo Long for attending the meeting.

**Marine and Offshore Renewables - Position paper, toward refreshed road map and action plan**  
(Agenda No. 5.2)

Matt Hodson attended for this item.

The Board considered a report prepared by Matt Hodson, Cornwall Development Company. The report was seeking endorsement from the Cornwall and Isles of Scilly LEP Board regarding ownership and oversight of the creation of the new Action Plan for the sector, which would be developed and delivered by the Marine Hub team and partners.

Matt Hodson provided the Board with a presentation on the position paper arising from the Marine Renewable Roadmap Refresh Exercise – the presentation is provided as an annex to these minutes.

Steve Jermy, commented on behalf of the private sector, he thanked Matt Hodson and the Marine Hub Team for their work and provided the Board with further detailed information in regard to marine renewables based on his role in the offshore renewable sector. He referred to the untapped resources in marine renewables, commenting that the UK was doing well with offshore floating wind renewables and that areas of the UK had been transformed, however, despite the success, it should be noted that most of the infrastructure was owned by European companies. Cornwall could lead on tidal wind streams advising that he was in discussions with Theo Leijser regarding marine renewables. He referred to the issues associated with the removal of CFD and the work with BEIS regarding this matter. The sector had many strengths however there were areas that could be further explored. He referred to the importance of the CIOS LEP as a governance resource.

Arising from the presentation, and the ensuing debate reference was made to the following points:

1. Overall aspirations; whether this was to be a large scale provider of renewables or to target research, development and innovation;
2. Reference was made to the discussions with BEIS and the lack of appetite from Government;
3. Constrained grid capacity and the issues this created for the south west;
4. Finance for RD&I was already happening; there were a number of exports being seen;
5. The location of Cornwall, along with Scotland were ideal for floating wave offshore renewables; it was commented that there was currently insufficient infrastructure or ports available to service an offshore floating windfarm;
6. The roadmap refresh detailed the long term objectives for the renewable sector;
7. It was commented that removal of the Contracts for Difference (CFD) minima was a national issue;
8. Reference was made to the damage to the sector image from recent negative coverage of Wavehub; there was a lot of good work being undertaken in the marine renewable sector which was not being heard and should be reported;
9. It was commented that collaborative work was important to provide a stronger voice; moving forwards relationships and links were important;
10. Confirmation that work was being undertaken with Lucy Parsons who was part of Newlyn Hub;
11. It was important that there was Government buy-in for offshore wind renewables;
12. Further comment was made on the significant level of investment to date in Wavehub over a sustained period, with so far no notable new industry development. Although it was noted that nowhere in the world has managed to achieve significant progress in development a wave or tidal energy industry.

The Whitehall representative updated the Board on the Government perspective in regard to marine renewables and outlined the how the CIOS LEP could influence Governance Policy and Strategy going forwards to recognise the importance of this sector to the region.

***Decision: The Board endorsed that the LEP takes overall ownership and oversight of the creation of the new Action Plan for the sector, to be developed and delivered by the Marine Hub team and partners.***

Bob Egerton CC left the meeting at the conclusion of this item.

### **Ministerial Review of LEP's: update on emerging recommendations** (Agenda No. 5.3)

The Board considered a report prepared by the Head of LEP Governance and Operations. The Board was asked to note the details of the ongoing review of

LEP's, discussions undertaken to date, and the timeline toward delivery of recommendations for action from the review.

The Head of LEP Governance and Operations outlined the main points within the report with particular reference to the purpose of the review and the headlines from the Panel discussions so far and the next steps.

The Board was advised that a briefing to the recent LEP CEO's meeting had reflected on the headlines from the Advisory Panel and had heard further observations from civil servants regarding likely recommendations on roles and responsibilities and common objectives and KPIs for LEP's.

The Board was further advised that once the National Assurance Framework had been issued the LEP would need to ensure that the CIOS Local Assurance Framework was in line with the National Framework.

Government was also looking to strengthen engagement with LEPs through the implementation of a revised, senior civil servant Government sponsor programme, details of which would be communicated in the next few weeks.

In the ensuing discussion reference was made to the good working relationship the CIOS LEP had with the Local Authority; the role of the LEP's post Brexit; an acknowledgement that the governance arrangements of LEP's could change; and the introduction of measures and KPI's by Whitehall.

The Whitehall representative commented that the Ministerial review aimed to provide the public, Whitehall and Parliament with an assurance that LEP's were set up to deliver economic growth and fit for purpose going forwards. The review would also look at the relationships between Local Authorities and LEP's. It had not yet been decided what measures would be introduced; Whitehall would be working with LEP's to decide on appropriate KPI's to be introduced.

The Board noted the ongoing Ministerial Review of LEPs, discussions undertaken to date, and the timeline toward delivery of recommendations for action from the review.

## **PERFORMANCE AND ASSURANCE**

(Agenda No. 6)

### **Chair's Update**

(Agenda No. 6.1)

The Chairman advised that, given time pressures, there were no urgent matters to report to the Board.

### **CEO Report**

(Agenda No. 6.2)

The Board considered a report, prepared by the Interim LEP CEO which focussed on an overview of operational activities, regarding capacity, and governance,

Business Plan progress 2017/18, Business Plan Delivery and highlights, funding programmes, Global presence, and communications.

### Capacity and Governance

#### *Capacity*

The Board was advised that the expanded and strengthened LEP Executive was now fully functional and delivering activity. The Interim LEP CEO provided the Board with an update on the recruitment exercise for the new Chief Executive, advising that Glenn Caplin had now been appointed to the role. One of his tasks going forwards in terms of capacity and resources would be to identify capacity within roles particularly in light of the outcome of the Ministerial Review.

Arising from the above, reference was made to the wide ranging roles and knowledge across the LEP Executive; it was commented that there was a need for Board Directors to be made aware of who was doing what within the Executive.

#### Governance, Protocol and Reporting

The Board was advised that the Ministry of Housing, Communities and Local Government (MHCLG) had confirmed that, in line with last year, the LEP would receive an allocation of £500,000.

The LEP website had been refreshed and relaunched in April making access of key information easier.

#### Business Plan Progress 2017/18

#### *2018/19 Budget*

The Interim LEP CEO drew attention to the principal items of note arising from the Budget and Business Planning meeting on 22 February.

Board Directors were referred to the revised Budget format and Risk Register which had been appended the report.

It was noted that there were no matters of compliance to escalate.

Arising from the above, the Head of LEP Governance and Operations confirmed that the budget expenditure and carry forward amount from 2017/18 had been included on the risk register.

Board Directors noted the revised risk register format arising from the Governance review and work with the Audit and Assurance Committee to review the way performance and risk was captured and reported to the Board. In terms of feedback on the changes, reference was made to the appropriate use and escalation of risk. The Head of LEP Governance and Operations confirmed that a

group, with appropriate experience, would be convened to further review the mechanism by which the risk register is assessed and recorded.

The Board commented in regard to the way in which they thought about 'risk'. The LEP Executive confirmed that they were keen to ensure the reporting mechanisms were right and acknowledged that further work would be undertaken in this regard with Board Directors to ensure it worked well.

Board Directors reflected on the areas of work they were involved with and the need to be more specific on the targeted areas of work going forwards. Appropriate use of the LEP Network would be beneficial and the confidence to say no to some areas, with a view to narrowing the focus.

The Interim LEP CEO confirmed that, the dashboard agreed at the last Board meeting, would be included in the July Board papers.

The Chair acknowledged that there should be a clear focus on those required areas and how they were addressed in the Business Plan.

### Business Plan Delivery Highlights

#### *Financial Instruments*

The Board was informed that the British Business Bank procurement of a fund manager for Cornwall and Isles of Scilly Investment Fund (CIoSIF) had been concluded. John Acornley had chaired the meeting of the CIoSIF Advisory Group which had taken place on 11 May, 2018. He advised that the Bank was proposing to launch a series of events on 28 and 29 June.

The Whitehall representative confirmed that the CIoSIF was one of only three in England and this was the only one in the South of England. The Cornwall and Isles of Scilly Local Enterprise Partnership should celebrate this achievement.

Arising from the above, it was commented in regard to the communication of the success of the CIoSIF. The Board was advised that guidance had been provided on appropriate British Business Bank communication.

### Funding Programmes

#### *Programme Performance*

Reference was made to the key overall output targets table, it was noted that some of the figures outlined in the table were inaccurate, as a result of which it was agreed that the table would be updated to provide accurate figures.

Arising from the above, it was commented that a forecast column and details of the context would be beneficial to the Board.

### Global Presence

#### *Great SW*

The Board was advised that discussion had begun on an overarching approach for the Great South West Initiative, focusing on three key areas of activity, namely: Transport, Rural, and Trade. A revised Steering Committee, with representation from Cornwall and Isles of Scilly would meet in May, June and July with an initial action to agree the priorities for the activities and to then construct a letter to James Brokenshire and then approaches would be made to other key departments as detailed in the report.

The Head of LEP Governance and Operations commented in regard to LEP joined up working, advising that there were areas where it was beneficial for LEP's to work collaboratively.

### Communications

The Interim LEP CEO outlined the communications summary from 15 January to 26 April, 2018.

The Board was advised that a recent meeting had been held to robustly examine the KPI's to reflect the workplan. By the next meeting the workplan would detail KPI's and report by exception.

Arising from the above, reference was made to Government funding for Local Nature Partnership; the potential for adding 'fishing' to the 10 Opportunities refresh; and the involvement of the LEP in Brand Cornwall and whether the Place Board had a reporting mechanism to the LEP. The Board was advised that the role of the Place Board was to articulate narrative across Cornwall; it was not an intention to force branding. The Place branding did have a place and could be used as appropriate.

**Action 4: The LEP Executive to further review the Risk Register alongside the developed dashboard and a revised reporting format, aligned closely to the Operational Plan for 2018/19, will be presented at the July Board.**

### **Governance Update**

(Agenda No. 6.3)

The Board considered a report prepared by the Head of LEP Governance and Operations regarding governance arrangements for the Cornwall and Isles of Scilly LEP Board and to note the ongoing work on LEP and sub groups governance.

The Head of LEP Governance and Operations outlined the main points within the report with particular reference to representation on the LEP Board, succession planning, election of a new Vice-Chair, Board Skills matrix, details of the Grant Thornton Review of the Cornwall and Isles of Scilly LEP Governance, register of interest and code of conduct and LEP/Accountable Body.

The LEP Board noted the contents of the report and the ongoing work on the LEP and sub groups governance.

**Nominations Committee - Board Director Resignation**  
(Agenda No. 6.4)

The Board considered a report prepared by the Chair and Executive and Governance Manager regarding the resignation of Gavin Poole as Director of the Company.

**Decision:**

- 1. The Board approved the resignation of Gavin Poole as Director of the Company;**
- 2. The Company's Secretary be instructed to make all necessary updates to the books and registers of the Company.**

***Action 5: The LEP Executive to instruct the Company Secretary to make the necessary updates to the books and registers of the Company.***

Gavin Poole thanked the Board and Officers for their support during his terms of office and wished everyone well for the future. The Board thanked Gavin Poole for his contribution to the LEP both inside and outside the board meetings.

**Employment and Skills Board Update Report**  
(Agenda No. 6.5)

The Board considered a report prepared by the People and Prosperity Manager regarding the work and progress of the Employment and Skills Board relating to the delivery of the Employment and Skills Strategy.

Paul Massey outlined the report, highlighting the main points within the report, with particular reference to the discussions undertaken by the Employment and Skills Board in regard to the Employment and Skills chapter of the New Frontiers document and the areas of feedback and action arising from the meeting on 1 May, 2018 as detailed within the report.

The Whitehall representative referred to the development of the 'ask' as part of the next round of devolution conversations with Government, reminding the Board that they should engage with the Head of Economy, Skills and Culture to nail down the details of the 'ask'.

In the ensuing discussion regarding the above, reference was made to need for a piece of work to be undertaken as part of Employment and Skills Strategy Priority SO1 to address how we encourage a more diverse work force and how that was supported.

The LEP Board noted the contents of the report and progress.

**Action 6: The LEP Executive to add an Inclusive growth item to the LEP Board agenda in July;**

**Action 7: The LEP Executive to provide an update at the LEP Board meeting in July regarding the bid to the Institute of Technology.**

**ANY OTHER BUSINESS**

(Agenda No. 7)

Isles of Scilly Transport

Theo Leijser referred to the transport issues for freight and passengers to the Isles of Scilly. He outlined details of the actions taken to date to address the issues and confirmed that he would keep the LEP Board informed of progress moving forwards.

LEP Network

Sarah Trethowan made reference to how the LEP Board could make better use of the LEP Network. It was agreed to invite the LEP Network to a future Board meeting.

Strategic Housing Group

John Betty referred to the formation of a strategic housing group which could be an economic driver for housing.

**Action 8: the LEP Executive to invite the LEP Network to a future LEP Board meeting.**

**Action 9: the LEP Executive to add an item regarding the establishment of a strategic housing group as a sub-group of the CIOS LEP to a future Board agenda.**

The meeting ended at 3.00 pm.

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