



**Title** LEP Board

**Date** 18 May 2016

**Time** 9.45am to 12:30pm  
*(afternoon session to be hosted by the Council of the Isles of Scilly)*

**Venue** The Flying Boat Club, Tresco, Isles of Scilly, TR24 0QQ  
*(Please dress smart casual (no suits) – travel arrangements detailed within accompanying email)*

			<b>Lead</b>	<b>Action</b>
1.	0945	Welcome and Introductions <i>(no observer requests for this meeting)</i>  Apologies for Absence Tom French and Roland Tiplady	MD	
2.	0950	Declarations of Interest	ALL	
3.	0955	LEP Board 30 March 2016 a) Minutes b) Action Summary	MD SR	To Note To Note
<b><i>Operational Matters</i></b>				
4.	1005	CEO Report	SR	Decision
5.	1030	Growth Deal 3 Update	SR	Decision
6.	1100	Performance, Compliance and Risk Report <i>(once a quarter)</i>	NC	No Report
7.	1100	Nominations Committee	MD	No Report
8.	1100	Audit and Assurance Committee	CL	No Report
<b><i>Strategic Business</i></b>				
9.	1100	Chairman's Report (verbal)	MD	To Note
10.	1115	Economic Update	SR	To Note

11.	1120	SEP Refresh	SR	To Note
12.	1145	Cornwall Deal Update	JP/KK	To Note
<b>Sub Board Updates</b>				
13.	1150	<b>Driver Boards</b> a) G4B Board Update b) FE Board Update c) Employment and Skills Board	ST MG PM	To Note
14.	1210	<b>Other activity</b> a) Enterprise Zone Board b) Food Enterprise Zone Update c) Local Transport Board d) Islands Futures	GP AW RT SS/TL	To note To note No Report No Report
<b>Other Board Business</b>				
16.	1225	Any other business	ALL	
<b>Afternoon Session Hosted by the Council of the Isles of Scilly</b>				
	1230 - 1330	Lunch <i>Timings will be dependent on boat times. People will be taken to the boat at about 1315 if possible.</i>		
	1330 - 1430	Return boat and walk/transport ( <i>weather dependent</i> ) to Porthmellon Enterprise Centre		
	1430 - 1530	Smart Islands Partnership presentation		
	1530 - 1600	Tour of Porthmellon Enterprise Centre		
	1615	Collection for people on 1700 flight		
	1715	Collection for people on remaining flights		

**Dates of next Meetings  
LEP Board 2016**

20 July: Venue - Boardroom (Foundation Building), Eden Project, Bodelva, PL24 2SG  
28 September - tbc  
30 November - Room 2 Chy Trevail Office, Beacon Technology Park, Bodmin



**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 A12, Advent House, Victoria Commercial Centre, Station Approach, Victoria, St Austell, PL26 8LG on Wednesday 30 March 2016 commencing at 10.00 am.

Present:- Mark Duddridge (Chairman)  
Chris Loughlin (Vice-Chairman)  
Rob Davey, Tom French CC, Julian German CC, Mark Goodwin,  
Emmie Kell, Gavin Poole, Steve Sims, Roland Tiplady, Sarah  
Trethowan, Andrew Williams

Officers and Support team:- Sandra Rothwell, Paul Masters, Jonathan Eddy, Theo Leijser, Matt Silver, Carol Bransgrove, Neil Clark, Emma Coad

Apologies for absence:- Directors: Lucy Edge, Paul Massey, John Pollard CC  
Officers: Kate Kennally, Jason Clark

### **WELCOME AND INTRODUCTIONS**

(Agenda No. 1)

The Chairman welcomed everyone to the meeting; in particular he welcomed Paul Masters who would be attending on behalf of Kate Kennally, Chief Executive of Cornwall Council.

### **APOLOGIES FOR ABSENCE**

(Agenda No. 2)

Apologies for absence had been received from Directors, John Pollard CC, Lucy Edge, and Paul Massey and from officers, Jason Clark, and Kate Kennally.

Theo Leijser and Steve Sims sent apologies for late arrival due to travel.

### **DECLARATIONS OF INTEREST**

(Agenda No. 3)

The following declarations were expressed:-

Mark Duddridge advised that he had an indirect interest in Agenda Item No. 14 (c) by virtue of his company's involvement in the same industry.

Paul Masters advised that he was the Chairman of the Group of Cornwall Council Companies, which included Cormac and Cornwall Development Company;

Julian German CC advised that he was a member of Combined Universities Cornwall Steering Group.

Tom French CC advised that he was a member of a Board of Cornwall College.

## **LEP BOARD (27 JANUARY 2016)**

(Agenda No. 3)

### **Minutes of the meeting held on 27 January 2016**

(Agenda No. 3a)

It was agreed that the minutes of the meeting held on 27 January 2016 were a true and accurate record.

### **Action Summary**

(Agenda No. 3b)

Actions confirmed at the meeting on 27 January 2016, details of which were noted together with a summary of outstanding actions.

The Board was informed that all actions had been completed, with the exception of actions 7 and 11 which were in process.

The Board was updated on the current position in regard to Action 4 confirming that a budget workshop had been held on 23 March, 2016.

The Board was updated on the current position in regard to the development of a strategy for sponsorship (action 6) advising that elements had been incorporated in the LEP communications plan and further details would follow.

The Board was updated on the current position in regard to the EU Clawback issue (action 7) advising that DCLG had provided an update on the current situation. The Board was informed that the number of applicants affected and the amount of clawback had been reduced by DCLG, it was hoped that these figures would continue to reduce. Reference was made to the rule imposed by DCLG in regard to the ability of large companies to access funding through the EU Programme. The Board was informed that the Cornwall and Isles of Scilly LEP Executive Team were challenging DCLG on this particular issue.

The Board was updated on the current position in regard to Financial Engineering Instruments (action 10) and Local Transport Board (action 11) advising that further details would be provided during the meeting.

## **CHAIRMAN'S REPORT**

(Agenda No. 4)

Theo Leijser joined the meeting at this point.

The Chairman provided the Board with a verbal update on activities undertaken since the last meeting with reference to the following areas:

LEP Conference - 21/22 March 2016

The Chairman advised that he had attended the LEP Conference with Lucy Edge, Sarah Trethowan and the LEP CEO. The event had included speeches and dialogue with a number of Ministers and Secretaries of State. The DCLG Secretary of State, Greg Clark had made an announcement at the event regarding further funding for LEP's and the Local Growth Fund.

The Board was informed that further to the issues raised at the last meeting the LEP CEO had raised the matter of improved senior level engagement with the Cities and Local Growth Unit Director.

The Chairman advised that Julia Sweeney would no longer act as sponsor for the LEP with immediate effect due to her potential conflicts with her EU role in DCLG and that as a result of which revised arrangements had been agreed and the LEP would be joined once a year by Simon Ridley (Director General, Decentralisation and Growth for DCLG) and Tom Walker (Director of Cities and Local Growth Unit for BIS and DCLG). Each would attend a Board meeting once a year enabling the Board to raise points of escalation to Government twice a year in a more formal way, as well as regular attendance from a locally based HMG contact.

The Chairman advised that these revised arrangements would enable the LEP to escalate points of both national and regional significance. The LEP was informed that they were in a fortunate position to have this level of direct access to Directors of DCLG as this was not the case for all LEP's.

Arising from above the Board referred to engagement with MP's and potential methods of escalating issues raised by the LEP to ensure that they were discussed at Government level. The Board was reminded that a six weekly meeting was held with MP's and Peers. The Board also noted the opportunity to influence the South West MP Group chaired by Liam Fox MP.

#### Nick McGruer DWP Visit – 12 February 2016

The Chairman provided an update following a meeting that he had attended with Nick McGruer from the Department for Work and Pensions.

#### BIS Meeting

The Chairman provided an update following successful meetings that he had attended with the Nick Boles (Minster of State for Skills) and Robert Goodwill (Minster for State, Department of Transport).

### **CEO'S REPORT AND BUSINESS PLAN 2016/17**

(Agenda No. 5)

The Board considered a report prepared by the LEP CEO focusing on an overview of core activities regarding staff, governance, business plan progress, engagement, national and south west engagement, communications and strategic issues.

The LEP CEO updated the Board on each of the core activities with particular reference to the following points:-

#### **Operational Activity**

##### Staff

She advised that the LEP Executive Team were now located in Pydar House, Truro. Board Directors were welcome to visit the Team at any point.

The LEP Executive were still actively seeking to fill the additional administrative support role, it was reported that difficulties had been experienced in filling this position.

### Budget, Compliance and Risk

It was noted that there were no matters of compliance or risk to escalate to the Board.

The LEP CEO asked the Board to note aspects of the 2015/16 budget highlighted in her report. She advised that full details would be provided under Item 8.

It was noted that EU Technical Assistance project (Cornwall Council applicant) had still not yet received a contract from DCLG and DWP. The Board was disappointed that a contract had not yet been received and commented that this matter should be pursued further.

The LEP CEO commented on the report from the National Audit Office, advising that the team were looking at the report and recommendations in terms of process. She advised that she had attended a meeting in London regarding the content of the report. In terms of monitoring and evaluation it was reported that the most useful lesson learnt was the benefit of LEP to LEP discussions, particularly with an emphasis on those who had experience of similar issues.

### National and South West Engagement

The LEP CEO advised that the six weekly meeting with MPs and Peers had been held in February. The next meeting was due to be held in May. Actions taken forward at the February meeting were detailed within the CEO report. The LEP CEO confirmed that Action 3 regarding the timing of the Cornwall and Devon Post 16 Area Review could not be brought forward before November 2016.

### Communications

The Board was informed that to aid communications across and between LEP Board Directors a 'Director Update Sheet' had been produced by the Executive and Governance Manager. It was intended to send this every month to the Board, or by exception when there was something to communicate. The LEP CEO invited views from the Board Directors on the 'Directors Update Sheet' Hot Topics.

***Action 1: Board Directors to provide their views on the 'Directors Update Sheet' Hot Topics to the LEP Executive Team.***

### Strategic Activities

#### Strategic Issues

The LEP CEO advised that the latest highlight reports in regard to the LEP-led elements of the Cornwall Devolution Deal were appended to her report.

She referred to the business support work stream and the challenges faced by the LEP in this area. The highlight report provided full details of the risks to the LEP and the mitigation measures and contingency plans proposed. The BIS representative confirmed that he would feedback the LEP's views in respect of the Growth Hub and the challenges faced by the LEP.

Reference was also made to the Employment and Skills work stream. The LEP CEO confirmed that the Employment and Skills Board had commenced work in regard to the employment and skills strategy refresh and that an apprenticeship steering group had been established. The BIS representative commented that Cornwall could seek further devolution of skills going forwards. He acknowledged the work being undertaken with DWP and suggested that more joined up working could be explored with the Health and Wellbeing Board.

Paul Masters confirmed that Cornwall Council was undertaking work on Devolution Deal 2 and referred to the forthcoming Boundary Review.

The Board noted that the Low Carbon Enterprise Zone was a specific agenda item for consideration later in the meeting.

### EU Programme

The LEP CEO advised that Mark Duddridge had been elected as the new Chair of the ITI Board.

She provided the Board with an update on the latest position regarding the EU Programme following the ITI Board on 24 March, outlining details on the progress of calls for the ERDF and ESF; advising that very few ERDF/ESF projects had received contracts.

Calls were moving ahead for the Rural Programme; although these had now slowed down at the contracting stage. There was a particular issue with demarcation; as yet no agreement had been reached on demarcation of the fund. The BIS representative confirmed that this matter was being investigated, it was recognised that action had been slow and he would escalate the issue. It was considered by HMG that in terms of risk the timeline was fine and that there remained sufficient time to spend the funding.

In the ensuing discussion reference was made to the allocation and contracting element of the funds and the challenges faced by those applying to the ERDF, EAFRD and ESF. The issues referred to had been ongoing for over 12 months which it was considered to be unacceptable. There was a need to find a satisfactory solution to move forwards, it was suggested that the LEP Executive continue to escalate matters with DCLG to resolve the matter.

***Action 2: The LEP Executive to continue to escalate matters with DCLG to resolve the challenges being highlighted to the LEP from those applying for ERDF, EAFRD and ESF regarding the allocation and contracting elements of the funds.***

### Growth Deal 3

The LEP CEO advised that the March 2016 UK budget had confirmed a Local Growth Fund budget of £1.8 billion. A budget of £2 billion had been allocated for housing and

£0.5 billion towards transport infrastructure. Further detailed work on the allocations was being prepared by Rt Hon Greg Clark MP, Secretary of State for Communities and Local Government. The Board discussed the bidding process and the management of the programme in totality.

The BIS representative advised that Ministers had indicated that LEP's should be creative in bids to the Local Growth Fund. The bidding process was currently being determined.

### **Business Plan**

The LEP CEO advised that following review and input from LEP Directors the 2016/17 business plan had been appended to the report. It was commented that the document may continue to evolve to a limited extent. The business plan would provide clarity and focus for the year ahead, behind which sat each of the driver boards which were all working through a detailed work programme.

In the ensuing discussion reference was made to areas of the business plan requiring some amendments in terms of providing context to some of the figures quoted in the plan, and the inclusion of more information in regard to measures. Reference was also made to the VISION for Cornwall and the Isles of Scilly LEP, in particular it was commented that overall there was a need to improve communication provided by the CIoS LEP.

The Board commented that subject to some minor amendments in terms of context and measures the Business Plan could be formally supported to aid the CIoS LEP's overall implementation and budget prioritisation, as well as giving clear operation direction to the work of the Executive.

***Decision: The LEP Board formally supports the CIoS LEP Business Plan subject to minor amendments as detailed above.***

### **PERFORMANCE, COMPLIANCE AND RISK REPORT**

(Agenda No. 6)

The Board considered a report prepared by the Performance and Compliance Manager regarding progress to date in relation to Performance, Compliance and Risk.

The Board was informed that CIoS LEP in partnership with Cornwall Council had been successful in its submission to Government to create a low carbon Enterprise Zone. Work was now underway through the EZ Board to relook at governance arrangements for both Enterprise Zones.

A brochure had been produced and was circulated in regard to the Cornwall and Isles of Scilly Regional Growth Fund and Growing Places Fund.

Cllr Steve Sims arrived at this point.

### **NOMINATIONS COMMITTEE**

(Agenda No. 7)

The Board was informed that there was no report in respect of the above item.

### **AUDIT AND ASSURANCE COMMITTEE**

(Agenda No. 8)

The Board considered a report prepared by Gavin Poole and the Executive and Governance Manager regarding the Audit and Assurance Committee update.

Gavin Poole outlined the main points contained within the report with specific reference to the following areas:

- (i) the 15/16 accounts;
- (ii) the proposed 16/17 budget;
- (iii) the revised risk register;
- (iv) systems and processes report.

In the ensuing discussion reference was made to the following areas:

- (i) The level of reserve and that there would be less reserve at the end of 2016/17 for future years;
- (ii) the level of core funding available to the LEP was outlined; it was confirmed that Cornwall Council had set a four year budget and that DCLG had confirmed a contribution of £250k towards core funding for 16/17;
- (iii) reference was made to the need to model potential income streams, support and sustainability of activities over the next 2/3 years with sensible targets. Emmie Kell and Robert Davey volunteered to look at financial modelling;
- (iv) a reserve principle. It was agreed that a reserve principle should be established and that the LEP Audit and Assurance Committee should look into this and report back to the LEP Board.

***Action 3: The LEP Executive Team to work with Emmie Kell and Robert Davey on financial modelling.***

***Action 4: The LEP Audit and Assurance Committee to look into a reserve principle and report back to the LEP Board.***

***Decision:***

***The Board agreed that:***

- (i) the 15/16 accounts be closed down;***
- (ii) the 16/17 proposed budget be agreed;***
- (iii) the revised risk register be agreed;***
- (iv) the LEP notes the systems and processes report.***

## **FINANCIAL ENGINEERING INSTRUMENTS**

(Agenda No. 9)

The Board considered a report prepared by Robert Davey and the LEP CEO regarding the development of the CIOs Financial Engineering Instruments (FEI) Programme.

Robert Davey explained the four key issues in detail to the Board in regard to the following areas:-

- (i) the procurement issues were explained, it was noted that the FEI could not be progressed through the usual call process; the options available to the Board were outlined;

- (ii) the overall targets and allocations from the programme were identified;
- (iii) the risk of schedule slipping and impact on viability was detailed;
- (iv) the link to the progress of the EU Growth Programme 'PA3 Financial Readiness' call.

In the ensuing debate reference was made to the following:-

- (i) Consultation had taken place with other areas to gain an understanding of how they are dealing with the procurement issues;
- (ii) Reference was made to the operational costs and the modelling undertaken;
- (iii) It was commented on the role of the British Business Bank and their role in the process;
- (iv) The potential for Cornwall Council to consider a formal role going forward;
- (v) The challenges faced by the CIO S LEP to ensure that the FEI was taken forward.

**Decision:**

***The LEP Board notes the content of the draft Investment Strategy and supports the LEP FEI Steering Group to progress the most appropriate means of taking forward the FEI in a timely manner.***

***The LEP Board gives 'in principle' support to reinvest the Growing Places Fund through the ERDF financial instrument – effectively as a co-financer. This would be subject to a final business case.***

**ENTERPRISE ZONE BOARD UPDATE**

(Agenda No. 10)

The Board considered a report prepared by Miles Carden regarding the work of the Aerohub Plus Enterprise Zone at Cornwall Airport Newquay and Goonhilly Earth Station.

Gavin Poole outlined the main points contained within the report with specific reference to the following areas:

- (i) progress with the setup of the new extended Enterprise Zone to include Goonhilly Earth Station;
- (ii) update on the proposals for Spaceport UK, advising that the project remained 'on hold' at the present time;
- (iii) confirmation that attendance at Farnborough 2016 had been agreed and a stand booked;
- (iv) the Bloodhound SSC full test programme had been delayed for the time being;
- (v) Passenger numbers at Newquay had increased, the passenger fee had now been withdrawn (1/4/16);
- (vi) the current area of focus for the Enterprise Zone was on governance arrangements.

Arising from the update, Andrew Williams expressed an interest in becoming involved in the rate relief project going forwards.

**Action 5: The LEP Executive to ensure that Andrew Williams is involved in the Enterprise Zone business rate relief discussions.**

**Cornwall Marine Devolution Proposal**

Iain Mackelworth from Cornwall Council joined the meeting for this item.

(Agenda No. 10a)

The Board considered a report prepared by Iain Mackelworth, Cornwall Council, regarding the MarineHub Enterprise Zone.

Iain Mackelworth outlined the main points contained within the report with specific reference to the transfer of Wave Hub to Cornwall Council from BIS and the creation of a Low Carbon Enterprise Zone. He advised that the creation of a multi site low carbon Enterprise Zone (EZ) focused on the marine sector (MarineHub) which would include water side sites in Hayle and Falmouth Docks and a land based site in the Pool area for large scale manufacturing and supply chain development.

In the ensuing debate, reference was made to the following areas:

- (i) there was currently no Government sign off for an offshore EZ, details were provided on the Government's position in regard to this particular issue, it was confirmed that work in this area was currently ongoing;
- (ii) the Board welcomed the news regarding the EZ, however, it was commented that there was a need to undertake specific work to ensure sites were occupied and that there was relevant investment to drive it forwards;
- (iii) reference was made to the grid capacity and that potential impact this could have on the MarineHub going forwards;
- (iv) the next step would be to clarify the governance arrangements across the two EZ's, it was commented that this piece of work would take time, however, it would need to be balanced against the need to be ready for the business;
- (v) it was commented that there would be a call on resources to ensure the EZ moved forwards.

***Decision:***

***The Board agrees to receive a report on the business plan for the proposed Marine Energy Centre of Excellence and consider resource requests to support the implementation of the business plan.***

***Action 6: The LEP Board to receive a report on the business plan for the proposed Marine Energy Centre of Excellence at a future meeting.***

Iain Mackelworth left the meeting at this point.

**ECONOMIC UPDATE**

(Agenda No. 11)

The Board noted the Economic Update.

**CORNWALL DEAL UPDATE**

(Agenda No. 12)

The Board noted the update on the Cornwall Devolution Deal.

**FUTURE ECONOMY UPDATE**

(Agenda No. 13)

## **FE Board Update**

(Agenda No. 13a)

The Board noted the progress on the implementation of the Future Economy Theme.

## **Creative Economy Briefing Note**

(Agenda No. 13b)

The Board noted the Creative Economy briefing note.

## **GROWTH FOR BUSINESS UPDATE**

(Agenda No. 14)

### **G4B Board Update**

(Agenda No. 14a)

The Board considered a report prepared by Sarah Trethowan and the Business and Stakeholder Relationship Manager regarding the Growth for Business Board.

Sarah Trethowan outlined the main points contained within the report with reference to the activity on behalf of the Growth for Business Board since the last LEP Board meeting.

The LEP CEO provided an update on the current position with regards to the LEP Growth Deal investment for the Growth Hub and the agreed targets for the launch of the Growth Hub. BIS have confirmed that whilst the delay to the launch of the Growth Hub will mean that targets will be missed, the funding could be retained for expenditure in 2016/17.

The Board was informed that the Growth Hub would be discussed in more depth as part of the presentation by the Growth Hub team at Item 16.

### **Better Business for All Update**

(Agenda No. 14b)

The Board noted the Better Business for All update.

### **Food Enterprise Zone Update**

(Agenda No. 14c)

The Board noted the Food Enterprise Zone update.

## **CONDITIONS FOR GROWTH UPDATE**

(Agenda No. 15)

### **Employment and Skills Board**

(Agenda No. 15a)

The Board noted the Employment and Skills Board update.

### **Local Transport Board**

(Agenda No. 15b)

The Board noted the Local Transport Board update.

It was commented that proposals for a Judicial Review of some planning decisions along the Truro corridor could have an impact on development in this particular area for the time being. Further information may be available at the Local Transport Board meeting on Friday 1 April, 2016.

**Action 7: The Performance and Compliance Manager to look into the matter relating to the Truro Corridor and report back to the Board.**

### **Islands Futures**

(Agenda No. 15c)

The Board noted the Islands Futures update.

### **GROWTH HUB UPDATE**

(Agenda No. 16)

Stuart Anderson, Kirsty Miles-Musgrave and Nicky Pooley from the Cornwall Development Company attended the meeting to provide a presentation to the Board on the Growth Hub. They were also joined by the LEP's Business Stakeholder and Relationship Manager.

Stuart Anderson presented details on the Growth Hub with particular emphasis on the Vision, Framework, Guiding Principles, current and proposed delivery team, operating system, the Web/CRM work stream, Growth website, Navigator work stream, Connector work stream, communications workshop, Data work stream, Governance and Management Board and the values of the Growth Hub.

Arising from the presentation the reference was made to the following points:

- (i) The framework and the 7 "Guiding Principles" of the Growth Hub were explained;
- (ii) the background and previous experience of team members was outlined;
- (iii) the 'Operating System" and the methods proposed to ensure a robust feedback system were explained;
- (iv) Web/CRM work stream: how the website will integrate with the CRM system, and how the data ownership would be captured was outlined;
- (v) how the Navigator & Connector work streams will develop a seamless support link for businesses was explained, including reference to the role of the diagnostic tool to establish the direction which a business would be signposted;
- (vi) details of the communications strategy for the Growth Hub was explained;
- (vii) governance (Management Board): first meeting on 11 April was highlighted;
- (viii) Growth Hub values were explained as the purpose of the Growth Hub is to be a platform to encourage businesses to grow in Cornwall and Isles of Scilly;
- (ix) Growth Hub Launch: 9 May at St Austell Printing Company

After the presentation Stuart Anderson took a short period of questions from the Board. Reference was made to the eligibility of those seeking advice; the LEP expressed the view that all businesses should be eligible for access to the Growth Hub. Due to timings the Board was invited to submit any further questions to the LEP Executive team for a response from the Growth Hub team

The LEP thanked the Growth Hub team for attending the meeting. The Growth Hub team left the meeting at this point.

**Action 8: The Board to submit any questions to the LEP Executive Team for a response from the Growth Hub Team.**

Roland Tiplady left the meeting at this point.

**HIGHER/FURTHER EDUCATION: A NEW STRATEGIC RELATIONSHIP**

(Agenda No. 17)

Amarjit Basi (Cornwall College Group and Chair of existing CUC Steering Group), Professor Simon Payne (Plymouth University), David Walrond (Truro and Penwith College) together with Professor Mark Goodwin (Exeter University and LEP Director) joined the meeting to discuss and agree a strategic engagement between the Cornwall and Isles of Scilly Local Enterprise Partnership and Higher/Further Education community focused upon emerging priorities. It was noted that apologies had been received from Professor Geoff Smith from Falmouth University.

The LEP CEO outlined the potential for a new relationship with HE/FE and explained that as part of the SEP refresh, devolution deal and implementation arrangements a clearer relationship with HE/FE was required.

The LEP Board was asked to consider whether to support the Memorandum of Understanding which had the core purpose to facilitate a structured and strategic discourse between the Cornwall and Isles of Scilly LEP Board and Further and Higher education covering areas of mutual importance. It was explained that the MoU was not proposed to be a binding framework and did not create any legal obligations between parties. The joint meetings between the CIOs LEP and HE/FE would not act as a 'closed shop' and would not preclude engagement with any other HE/FE sector going forwards.

Representatives of HE/FE reference proceeded to explain how the CUC could work with the CIOs LEP, reference was made to discussions collectively in regard to a forward plan; the CUC could work alongside the CIOs LEP to shape and inform the Employment and Skills Strategy. Details were provided on areas of mutual engagement particularly in areas of productivity, innovation space and research.

Arising from the presentation reference was made to the following areas:

- (i) The benefits of a strong partnership between the CIOs LEP and HE/FE;
- (ii) engagement with primary and secondary education;
- (iii) role of the Growth Hub within this area of development;
- (iv) development of talent being key for HE/FE;
- (v) the MoU was seen as a framework that would help drive forward a work plan;
- (vi) potential for exploring apprenticeship levy;
- (vii) reference was made to current arrangements for education programmes and timeline for the introducing new programmes;
- (viii) the impact of academy status for secondary education for curriculum direction;
- (ix) the Government's role driving work based learning and the role of HE/FE identifying skills gaps;
- (x) the Government's announcement in regard to academy status for schools; it was noted that these schools could be managed from any part of the country;
- (xi) opportunity to encourage skills development in public sector roles which offered higher salaries; the public sector was a major employer in CIOs;

- (xii) need to recognise that there was an opportunity to inform key stakeholders in regard to the economy;
- (xiii) approaches to learning delivery in the workplace.

At the conclusion of the presentation the Board concluded that a joint work plan was critical in understanding the detail of HE/FE requirements and to identify necessary resources.

***Decision:***

***The Board fully supported the MoU between HE/FE and CIoS LEP.***

***Action 9: For the CUC partners and LEP Executive to develop a joint work plan and overview of necessary resources required.***

**NEXT MEETING**

It was noted that the next Board meeting was scheduled to take place on 18 May, 2016 on the Isles of Scilly.

The meeting ended at 3.23 pm.

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