



**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 : - Council Offices, Chy Trevail, Bodmin, PL31 2FR on Wednesday 28 July 2021 commencing at 10.00 am.

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

John Acornley, Frances Brennan, Fran Grottick, Steve Jermy, Oliver Monk CC, Poppy Naylor, Lisa Oakes, Clare Parnell, Stephen Rushworth CC, Gordon Seabright, Linda Taylor CC and David Walrond.

Also in attendance:- Glenn Caplin-Grey, Nathan Cudmore, David Krohn, Carol Bransgrove, Geraldine Baker and Emma Coad.

Apologies for absence:- Directors: Louis Mathers
Officers: John Curnow and Phil Mason.

WELCOME AND INTRODUCTIONS

(Agenda No. 1)

The Chair welcomed everyone to the meeting, in particular, Councillor Monk, Portfolio Holder for Housing and Planning and Councillor Rushworth, Portfolio Holder for Economy.

Apologies for absence had been received from Louis Mathers, Phil Mason and John Curnow.

DECLARATIONS OF INTEREST

(Agenda No. 2)

The following declarations of interest were expressed:

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1. Item 4.4– Nominations Committee - Mark Duddridge advised that he had an interest due his role as Chair of the Company and subject of the extension to the Chair's term and being a member of the Company. In relation to the conflict relating to the extension of his term as Chair, he advised that he would not take part in that element of the meeting;
2. Item 4.4 – Nominations Committee – All Board Directors had a conflict of interest in this item as the Directors of the LEP are either (i) Members of the Company or (ii) appointed representatives of Members of the Company (in relation to those Public Sector Directors representing the Councils). In order to address this conflict, the Members of the LEP may approve the potential conflicts of interest and this could be done by approving the wording of a written resolution and then adjournment for this to then be put to the members.

LEP BOARD (31 MARCH 2021)

(Agenda No. 3)

Minutes

(Agenda No. 3.1)

It was agreed that the minutes of the meeting held on 31 March 2021 were a true and accurate record.

Action Summary

(Agenda No. 3.2)

Actions confirmed at the meeting held on 31 March 2021, details of which were noted together with a summary of the ongoing actions.

The Board was informed that the action in regard to Creative Industries was ongoing. Conversations had been held with BDUK regarding the procurement process, an MOU is being signed and engagement was being undertaken with the private sector. The Board was advised that whilst this action was ongoing it was progressing quickly.

STRATEGIC MATTERS

(Agenda No. 4)

Chair Update

(Agenda No. 4.1)

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

1. He provided an update following the G7 Summit and thanked all those involved for ensuring it was a successful event;
2. He referred to a recent visit by Lord Grimstone, Minister for Investment, advising that he would be re-visiting the county in August to discuss further private sector investment;
3. He commented that following a lot of work by colleagues the City of Culture bid had been submitted;
4. He referred to the Government review of Local Enterprise Partnerships across the country advising that the review was still ongoing and not yet concluded. He was of the view that the outcome would be announced in the Government's Autumn Statement;
5. He commented regarding the possible direction of travel for the Local Enterprise Partnerships in the future and potential join up with other LEPs; concern was expressed that the voice of CloS may not be heard if the boundaries were to be stretched;
6. He referred to a later item on the agenda regarding the labour market and skills and what the future for the employment market would look like in CloS;
7. He recognised that going forwards there may be some tough times and stressed the need to be joined up and to ensure the voice of CloS was heard;
8. He referenced the Devolution Deal and conversations with Tom Walker, at the Cabinet Office.

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

1. The Chair advised that whilst some LEPs were configured differently to the CloS LEP they were all in a similar position;
2. In regard to labour shortages, CloS was suffering worse than most due to the low wages and high living costs in the region, although all other LEPs were suffering some labour shortages;
3. Reference was made to 'Mind the Gap' and the need for CloS to avoid getting lost in the review; and the importance of the Green Industrial Revolution.

The Whitehall Representative provided an update on the Government's position with the LEP review, he confirmed that Government were committed to ensuring the right decisions were made and that there was no intention of

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penalising unitary areas. In regard to European Funding he confirmed that there was no intention of clawing back funding; existing contracts would be honoured, however, any extensions would not be of the same scale.

The LEP Board noted the Chair's update.

CEO Report, with a focus on:

(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 within the Governance, Finance, Policy, and Performance areas of his report.

Arising from the above, the LEP CEO responded to questions advising that :-

1. In regard to Communications, the LEP CEO advised that there was a need to maintain momentum around Cornwall's emerging sectors and role in the Green Industrial Revolution and that lessons learnt from the G7 activities were being reflected in the communications work for City of Culture and COP26;
2. In regard to Creative Industries and Health it was acknowledged that there was a need, given the current climate, to combine solutions. The City of Culture would provide an opportunity to fast track conversations around the issues and solutions.

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

Labour market and skills challenges - Presentation

The Board Director Lead for Employment and Skills welcomed Stacey Sleeman, People and Prosperity Manager to the meeting and commented on the calibre of the team of people working on the Employment and Skills Board (ESB) praising them for their enthusiasm and engagement.

Stacey Sleeman, proceeded to provide an update on the Labour Market and Employment and Skills with particular reference to the following areas:

- Overview of the economic recovery position in the UK as a whole;
- Demand Issues – locally and nationally;

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- Cornwall Universal Credit figures;
- CloS Furlough Information up to May 2021;
- Cornwall vacancies compared to furlough up to May 2021;
- Local feedback on the impact on the labour market;
- Quotes from those in the hospitality, manufacturing, creative, FE, Health and Social Care, ESB Supply Group, and construction sectors on the impact of the pandemic;
- Details regarding labour market supply;
- The LEP and ESB response to the issues:
 - Development of Labour Market Strategy
 - Opportunities
 - Challenges
 - Priorities
 - Business and residents survey
 - Future of Work Month
 - Future delivery model
 - Partnership, Policy and Lobbying opportunities
 - ESB examples.

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

1. The ESB was represented by Schools, Further Education Colleges and the University with a strong focus on the future;
2. The ESB had brought together the sectors and industries to bridge the gap and increase understanding;
3. Reference was made to the changing demographic within the county and their contribution to the workforce; these would be important elements.
4. Cornwall Council would welcome innovative ideas from the LEP to help put together the LAs challenge in presenting the Shared Prosperity Fund and Devolution proposals to Government, the aim being to ensure control of our own destiny;
5. Reference was made to the particular issue for the Isles of Scilly that worker accommodation was being used as unregulated holiday accommodation; the Council were currently discussing this issue;
6. The Chair advised that there was discussion amongst business groups as there was an appetite to control the market of unregulated holiday accommodation;
7. The meaning of 'levelling up' was challenged, reference was made to the need to get back to 2010 levels of investment, skills and training, it was hoped collectively that it could be pushed;

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8. Work based learning would require willing, secure and accessible workplaces; they would need to be confident and financially secure enough to provide the learning;
9. There was a skills shortage in the FE teaching sector; at the moment more could be earned from practising a trade than teaching;
10. The Chair confirmed that there were plans in September to develop the theme and to respond to the Leader's challenge on what are the 'asks';
11. The Board Director Lead for Employment and Skills concluded by stating the opportunity for innovation beyond the ESF provision that is coming to an end should include how we effectively reach those who are hardest to reach. She advised that she would like to see better cross border working with Plymouth. There was also an opportunity to utilise the skills of those retiring in the county;
12. Confirmation that the ESB had undertaken a lot of work with Colleges and FE. The South West Institute of Technology would be coming on board shortly and 6th Form Colleges also sat on the Board. Comments regarding apprenticeships in the renewable sector and Devon comparison figures would be taken on board.

Green Industrial Revolution

Due to the time constraints Steve Jermy provided the board with a verbal update on the Green Industrial Revolution. He provided with the Board with initial thoughts and overview of the Green Industrial Revolution.

The Board was informed that a workshop had been held to discuss the Green Industrial Revolution and how best to concentrate on an investment pitch rather than an 'ask' of Government, arising from which the workshop focussed on which parts of G7 could be selected, namely Floating Offshore Wind, Space, and Geo-resources.

The workshop had focused on maintaining the momentum gained and deciding who the audiences were in the context of the Green Industrial Revolution and COP26.

Two workstreams were identified:

- National focus – floating offshore wind, space (data and communications), tech metals and industrial clusters.
- Regional focus – to include geothermal, biomethane, etc.

The LEP CEO concluded by advising the CloS Green Industrial Revolution would be written and produced in-house, of a similar to style to other propositions and tailored according to the audience before COP26. In regard

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to the communications element, discussion had been held with Poppy Naylor and Gordon Seabright regarding how it would be incorporated in a communication campaign.

ACTION 1: a further update on the Green Industrial Revolution be provided at the next Board meeting.

Fishing Sector Update

(Agenda No. 4.3)

The Board considered a report prepared by the LEP CEO which sought to provide an update on activity associated with the production of an updated Fishing Strategy for Cornwall and the Isles of Scilly highlighting the key issues for the Board.

Paul Trebilcock, Cornwall Fish Producers Organisation, attended the meeting and provided the Board with a presentation of the strategy work undertaken to date. The Board was informed that a copy of the presentation slides would be made available following the meeting.

He made specific reference during his presentation to the following areas:

1. Activities undertaken to produce the updated Fishing Strategy;
2. Details of the fishing sector in the region; including figures relating to catch, value, species, processing and wholesale;
3. Views obtained from the industry which had been reflected in the SWOT analysis;
4. Details regarding the future challenges, investment and the four pillars identified;
5. Details of discussions with DEFRA and the national context;
6. A first draft of the Fishing Strategy was expected in August.

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

1. Reference was made to the need to have regard for the renewable energy build out and fishing to avoid any conflicts;
2. The Board was encouraged by the way the Fishing Strategy was developing;
3. It was commented that the fishing and farming sectors were forward thinking which would help with the Green Industrial Revolution;

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4. Reference was made to work required to de-carbonise offshore vessels including, fishing vessels, off-shore support vessels, and Navy;
5. It was commented that a 65% increase in species landings was positively linked to the sustainable catches;
6. Pressure from Non-Governmental Organisation's was shared by the farming sector; this could lead to the reduction in food production in Cornwall across both the fishing and farming sector linked to environmental pressures; it was commented that work was required on the economic impact of those pressures on the fishing and farming communities and food processing and hospitality.
7. It was commented that within the Fishing Strategy it would be good to see reference to added value markets, and how customers get access to local food and fish;
8. Reference was made to marine plastic waste and de-carbonisation being serious threats, these points had not been addressed in the SWOT analysis;
9. In regard to infrastructure, retailers in London were struggling to get hold of quality fish from Cornwall so were sending their own vans to come down to the county; it was believed that there was a role for the LEP to pull together some support for the supply chain to get the produce to market.

Paul Trebilcock noted the comments expressed by Board Directors and agreed to take on board the views within the draft of the Fishing Strategy.

The Board noted the strategic direction of the Fishing Strategy under development.

ACTION 2: the LEP CEO to work with the LEP Chair and Chair of the LEP Rural Sub-Group of the CloS LEP on the final strategy.

Nominations Committee Update

(Agenda No. 4.4)

The Board considered a report prepared by the LEP CEO which provided an update following the Nominations Committee on 28 April 2021 and to consider the revised articles of association of the Company.

The LEP CEO drew attention to the main points within the report for consideration by the Board namely, to consider and approve the revised articles of association and to seek approval by members of the company, and to consider and approve an extension of the term of office of the current

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Chair for a period of 12 months to allow for the exceptional circumstances relating to the ongoing LEP Review.

The Board considered the following draft documents:

- The New Articles;
- A written ordinary resolution (the 'Conflict Resolution') of the members of the Company authorising the Conflict Situations pursuant to section 288(3)(a) of the Act and a written special resolution (the 'Written Resolution') of the members of the Company approving an amendment to the articles of association of the Company.

Decision:

- 1. That the Directors of the Company approved the revised articles of association;**
- 2. That the Written Resolutions be approved and sent to the members of the Company for their approval.**

Arising from above decisions, the Board meeting adjourned from 12.24pm-12.35pm to allow the members of the Company to consider the Written Resolution and Conflict Resolution laid before them.

Upon reconvening, the Board was advised that the Written Resolution and Conflict Resolution had been duly signed by a sufficient number of members of the Company and that the Written Resolution and Conflict Resolution had been passed.

The Chair, Mark Duddridge, left the room for the remainder of the item due to his conflict of interest. In his absence, it was agreed that Frances Brennan, a member of the LEP Nominations Committee, would take the Chair as she was present 'in person'.

The Board considered the prospect of delaying the recruitment process for a new Chair until the result of the LEP Review had been published and whether this constituted exceptional circumstances, as per the New Articles.

The Board gave consideration to recommendations 3, 4, and 5 as detailed in the report.

Decision:

- 3. The Board approved that the benefit associated with delaying the recruitment procedure for a new Chair until the results of the LEP Review**

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had been published are constituted as exceptional circumstances, as per the New Articles;

4. The Board approved the Chair's second term of office be extended for a period of 12 months from the end date of the Chair's current term on 12 October, 2021;
5. The LEP Company Secretary be instructed to file with the Register of Companies within 15 days copies of the Written Resolution and the New Articles.

NOTED THAT at the conclusion of the above item, Clare Parnell left the meeting. Mark Duddridge also re-joined the meeting.

Audit & Assurance Committee Update

(Agenda No. 4.5)

The Board considered a report prepared by the LEP CEO which provided an update following the LEP Audit and Assurance Committee on 7 July 2021 and sought approval of the revised LEP Local Assurance Framework.

Decision:

1. The LEP Board approved the amended LEP Local Assurance Framework attached to the report at Appendix 1.

Enterprise Zones Board Update

(Agenda No. 4.6)

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

Steve Jermy, Board Director outlined the report and highlighted the key points referenced within the report.

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

NOTED THAT Lisa Oakes left the meeting.

EXCLUSION OF PRESS AND PUBLIC

(Agenda No. 5)

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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 & 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 Local 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 report.

Any other confidential business

(Agenda No. 5.2)

LEP Core Funding

The LEP CEO advised that correspondence had been received regarding LEP Core Funding.

The meeting ended at 1.01 pm.

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