



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

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PARTNERSHIP**

MINUTES of a Meeting of the Cornwall and Isles of Scilly Local Enterprise Partnership held in the CSpace Newquay, 5-7 The Crescent, Newquay, Cornwall, TR7 1DT on Wednesday 28 September 2022 commencing at 10.00 am.

Present:- Mark Duddridge (Chair)
Frances Brennan (Vice-Chair)

John Acornley, Louis Gardner CC, Fran Grottick, Emma Hunt, Dan James, Steve Jermy, Lisa Oakes, Lisa Roberts, Gordon Seabright, Emma Stratton, Ann Vandermeulen and David Walrond.

Also in attendance:- Glenn Caplin-Grey, Nathan Cudmore, Carol Bransgrove, Geraldine Baker, Josie Gough, Corinne Lancaster, Emma Coad and Debbie Osborne.

Apologies for absence:- Directors: Oliver Monk CC, Poppy Naylor, Clare Parnell and Linda Taylor CC.
Officers: Phil Mason

WELCOME AND INTRODUCTIONS

(Agenda No. 1)

The Chair welcomed everyone to the meeting.

Apologies for absence had been received from Phil Mason, Oliver Monk CC, Poppy Naylor, Clare Parnell and Linda Taylor CC.

DECLARATIONS OF INTEREST

(Agenda No. 2)

The following declarations of interest were expressed:

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1. Item No. 5.1 – Nominations Committee - Mark Duddridge advised that he had an interest due to 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 No. 5.1 – 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;
3. Item No. 5.1 – Nominations Committee – Ann Vandermeulen, Dan James, Emma Stratton, Emma Hunt advised that they all had an interest due to their nomination for re-appointment as Co-opted Directors of the Company for a further term of 2 years from the end date of their current term. In relation to the conflict relating to the extension of their term as Co-opted Directors they advised that they would leave the room during that element of the meeting.

LEP BOARD (27 JULY 2022)

(Agenda No. 3)

Minutes

(Agenda No. 3.1)

It was agreed that the minutes of the meeting held on 27 July 2022 were a true and accurate record.

Action Sheet

(Agenda No. 3.2)

The LEP Board noted the summary of completed actions confirmed at the meeting held on 27 July 2022, together with a summary of ongoing actions.

The LEP Board was informed that Action 2 was currently ongoing and that a report would be brought back to the LEP Board on the cluster-led approach to the new EZ Board.

STRATEGIC MATTERS

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(Agenda No. 4)

Chairs Update

(Agenda No. 4.1)

The LEP Board was provided with a verbal update on the following areas:

1. The Chair provided an update on the current situation regarding the Great South West (GSW); Government had confirmed the GSW as a regional powerhouse with work continuing on the business case and revisions to governance to unlock the three year funding settlement of £1.5m;
2. The Chair confirmed that a GSW reception at the House of Lords had been arranged for 3 November 2022 and that a GSW Energy Summit was due to be held on 23 November 2022;
3. The Chair confirmed that an update on C-Space would be provided in Part 2 of the meeting;
4. The Chair provided an update on the Employment and Skills Board, advising that it was important that the work of the Board was not lost going forward, highlighted those people over 50 who were missing from the workforce;
5. The Chair referred to work on the cluster-led approach and the work being undertaken by the Rural Sub-Group;
6. The Chair referred to feedback from businesses regarding the current economic climate and how this would affect businesses going forwards;
7. The Board Director lead for Employment and Skills provided the Board with an update on activity currently being undertaken in this area;
8. The Board Director lead for Creative Industries commented that following the recent Government re-shuffle there was currently no Higher Education Minister and the potential impact that this could have for Higher Education;
9. The Board was informed that the British Business Bank (BBB) were putting a new team in place for the SW Investment Fund; an area where the LEP could input.

CEO Report

(Agenda No. 4.2)

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

The LEP CEO highlighted the main points within the Governance, Finance, Risk, Policy and Performance areas of the report.

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

1. Reference was made to the CloS Economic Prosperity Board, it was confirmed that the first meeting of the Board would be held on 10 October 2022. The Whitehall representative confirmed that there had been no update on the current position regarding the Investment Plan Strategy being signed off by Government. An update would be provided at the next LEP Board meeting;
2. Reference was made to the Rural England Prosperity Fund, it had been confirmed that Cornwall and Isles of Scilly allocation of £5million would be integrated into UK SPF as part of the Government's commitment to streamline the funding landscape, to be deployed to support Local Business, Community and Place;
3. Reference was made to the CloS Growth Hub and the number of calls and hours provided together with details of the key issues being raised by businesses. The importance of the Growth Hub as a one-stop-shop for business support was highlighted;
4. Reference was made to the LEP Investment and Oversight Panel and recent funding announcements for bids in CloS;
5. Reference was made to the Risk Register, in particular the red risk in respect of changes in government policy, approach and regulations. It was confirmed that risk remained red due to implications of the county deal and LEP integration; Board Directors highlighted that this was likely to remain a red risk into next year;
6. Reference was made to the County Deal and the transition of functions to the Local Authority; it was anticipated that further details were being provided shortly; Board Directors highlighted the need to ensure that private sector voices were not lost in the transition of any functions;
7. Reference was made to the Town Deal Fund, it was confirmed that £18m of the allocated £89m had been released to the Local Authority by Government;
8. Reference was made to Spaceport and the activity currently being undertaken and the potential launch date for the rocket. It was anticipated that an engagement piece would be announced shortly;
9. Reference was made to the creative industries, the Board Director lead confirmed that a Creative Industries Taskforce (CITF) meeting had been held on 26 September to discuss ongoing sector initiatives;
10. Reference was made to the July 2022 budget monitor; clarification was provided on the current level of spend and confirmation that core funding

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for the LEP had now arrived; clarification was also provided regarding the ring-fenced expenditure.

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

Action 1: that the LEP CEO provide an SPF update at the next LEP Board meeting following the first meeting of the CloS Economic Prosperity Board on 10 October 2022.

Local Visitor Economy Partnership

(Agenda No. 4.3)

The Head of LEP Commissioning and Business Engagement outlined the report which provided background information associated with government proposals to reform governance and funding for local Tourism Boards.

The LEP Board welcomed Tim Light (Chair, Visit Cornwall) and Malcolm Bell (CEO, Visit Cornwall) to the meeting to provide further background, information and draft proposals for consideration.

Malcolm Bell provided an update on the Local Visitor Economy Partnership with particular reference to the following areas:

1. The background and history to the government proposals;
2. Details of the current issues;
3. Proposed possible route for Local Visitor Economy Partnership;
4. Options available to Cornwall and the Isles of Scilly;
5. Implications for Cornwall and Isles of Scilly;
6. Details of the current draft criteria;
7. Tiers within Cornwall and the Isles of Scilly;
8. Delivery model;
9. Partnership Board membership and composition;
10. Visit Cornwall Board membership and composition;
11. The next steps and timescales.

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

1. Reference to the Tamar Valley and Rame Peninsular was welcomed; it was highlighted that there was also a need to recognise Plymouth;

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2. Reference was made to the IoS and the general support for a CloS collaboration; it was suggested that an approach be made to the wider business community on the IoS;
3. Reference was made to extending the tourism season beyond the summer and how this could be strengthened;
4. Reference was made to the delivery and sustainability and how this would be approached.

The LEP Board thanked both Tim Light and Malcolm Bell for attending the meeting and providing an update on the Local Visitor Economy Partnership.

Decision:

- 1. The Board noted the content of the report and provided feedback on the Visit Cornwall Presentation;**
- 2. The Board supports Visit Cornwall's approach to the Government's reform of Destination Management Organisations, in line with aspirations for the Visitor Economy as set out in the CloS Local Industrial Strategy.**

Celtic Sea FLOW Regional Strategy

(Agenda No. 4.4)

Steve Jermy, Board Director provided a presentation to the LEP Board on the Celtic Sea FLOW Regional Strategy, with particular reference to the following areas:

1. Details of the partnership arrangement and mission of Celtic Sea FLOW;
2. The leadership arrangements;
3. The context and phases of the programme;
4. Details of the Regional Strategy with reference to the five strategic lines of action, namely: lead region, refine the market, accelerate industrialisation, grow clusters and integration support;
5. Details of two projects, namely: Cornwall FLOW Acceleration, Pembroke Dock Marine;
6. Details of the Cornwall industrial cluster business model;
7. Details of the working relationship with Wales, and the highly skilled nature of the work involved.

The LEP Board thanked Steve Jermy for his update on the work to date and future intentions of the Celtic Sea FLOW Regional Strategy.

EXCLUSION OF PRESS AND PUBLIC

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(Agenda No. 5)

The Board agreed to exclude the press and public from the meeting for items 5.1, 5.2 and 5.3 due to the confidential nature of the items.

Nominations Committee Update

(Agenda No. 5.1)

The Board considered an exempt report prepared by the LEP CEO which provided an update following the last meeting of the LEP Nominations Committee on 5 August 2022 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, approve an extension of the term of office of the current Chair for a period of 2 years to allow for the exceptional circumstances, as per the Articles, to consider and approve the revised articles of association, to seek to an extension of the term of office for Co-opted Directors for a period of 2 years and to consider the appointment of a new Co-opted Director of the Company for a fixed term of one year.

The Chair, Mark Duddridge, left the room for Recommendations 1 and 2 due to his conflict of interest. In his absence, Frances Brennan, Vice-Chair took the Chair.

The Board gave consideration to recommendations 1 and 2 as detailed in the report.

Decision:

- 1. The Board approved that the benefit associated with delaying the recruitment procedure for a new Chair until the outcome of the County Deal negotiations are constituted as exceptional circumstances, as per the Articles;**
- 2. The Board approved the Chair's term of office be extended for a period of 2 years from the end date of the Chair's current term on 11 October 2022.**

At the conclusion of the above recommendations, Mark Duddridge re-joined the meeting and resumed his role at Chair.

The Board considered the following draft documents:

- The New Articles;

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- 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:

- 3. That the Directors of the Company approved the revised articles of association;**
- 4. That the Written Resolution be approved and sent to the members of the Company for their approval.**

Arising from the above decisions, the Board adjourned from 11.52am-11.58am 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 Board gave consideration to recommendation 5 as detailed in the report.

Co-opted Directors, Ann Vandermeulen, Dan James, Emma Stratton and Emma Hunt left the room for recommendation 5 due to their conflict of interest.

Decision:

- 5. The Board approved that the benefit associated with delaying the recruitment procedure of new Co-opted Directors until the outcome of the County Deal negotiations are constituted as exceptional circumstances, as per the New Articles.**

At the conclusion of the above recommendations, Co-opted Directors, Ann Vandermeulen, Dan James, Emma Stratton and Emma Hunt re-joined the meeting.

The Board gave consideration to recommendation 6 as detailed in the report.

Co-opted Director, Ann Vandermeulen, left the room for recommendation 6 due to her conflict of interest.

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Decision:

- 6. The Board approved the term of office for Co-opted Director, Ann Vandermeulen, being extended for a period of 2 years from the end date of her current term on 23 November 2022.**

At the conclusion of the above recommendation, Co-opted Director, Ann Vandermeulen, re-joined the meeting.

The Board gave consideration to recommendation 7 as detailed in the report.

Co-opted Director, Dan James, left the room for recommendation 7 due to his conflict of interest.

Decision

- 7. The Board approved the term of office for Co-opted Director, Dan James, being extended for a period of 2 years from the end date of his current term on 23 November 2022.**

At the conclusion of the above recommendation, Co-opted Director, Dan James, re-joined the meeting.

The Board gave consideration to recommendation 8 as detailed in the report.

Co-opted Director, Emma Stratton left the room for recommendation 8 due to her conflict of interest.

Decision

- 8. The Board approved the term of office for Co-opted Director, Emma Stratton, being extended for a period of 2 years from the end date of her current term on 23 November 2022.**

At the conclusion of the above recommendation, Co-opted Director, Emma Stratton re-joined the meeting.

The Board gave consideration to recommendation 9 as detailed in the report.

Co-opted Director, Emma Hunt left the room for recommendation 9 due to her conflict of interest.

Decision

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9. **The Board approved the term of office for Co-opted Director, Emma Hunt, being extended for a period of 2 years from the end date of her current term on 29 March 2023.**
10. **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.**

At the conclusion of recommendation 9, Co-opted Director, Emma Hunt re-joined the meeting.

The Board gave consideration to the appointment of Professor Martin Siegert FRSE as a Co-opted Director and Member of the Company for a fixed term of one year.

Decision:

11. **The Board approved Professor Martin Siegert FRSE as a Co-opted Director and Member of the Company for a fixed term of one year, such appointment to take effect from 24 November 2022.**

Action 2: 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.

Investment and Oversight Panel Update

(Agenda No. 5.2)

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. 5.3)

Federation of Small Businesses (FSB) and Local Skills Improvement Plans (LSIP)
- Update

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Ann Vandermeulen provided the Board with an update on the current position regarding engagement by the FSB and preparation works to ensure that the LSIP fed into the work of the Employment and Skills Board.

Regular updates would be provided at future meetings of the LEP Board.

Create Growth Programme

The Head of LEP Commissioning and Business Engagement updated the Board regarding progress with the Department for Digital, Culture, Media and Sport (DCMS) Create Growth Programme application.

The meeting ended at 12.30 pm.

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