

Minutes of the Meeting of the Cumbria Local Enterprise Partnership held on Friday, 23 November 2018 at Redhills, Penrith at 9.30 am

**Board Members Present:**

Lord Richard Inglewood (Chair), Ms Jackie Arnold (MBE) (Deputy Chair), Cllr Stewart Young (Vice-Chair), Cllr Giles Archibald, Mr Graham Booth, Mr John Coughlan, Dr Steve Curl, Cllr Colin Glover, Mr Jim Jackson, Mr Mike McKinley, Professor Julie Mennell, Mr Nigel Wilkinson and Mayor Mike Starkie. Mr Andrew Wren following ratification of his appointment to the Board at the start of the meeting.

**In Attendance:**

Mr S Falou      Assistant Director - Cities and Growth, BEIS  
Ms A Hatcher    Representative of the Accountable Body – Cumbria County Council  
Ms J Lappin     Chief Executive – Cumbria LEP  
Ms S Lindsay    Board Secretary

**13 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr M Smith OBE, Cllr A Smith and Ms R Weston.

**14 DECLARATIONS OF INTEREST**

Ms J Arnold declared personal interests in Item 7 owing to her involvement in the Borderlands Citadels project and Barrow Waterfront.

Mr G Booth declared a personal interest in Item 6 as he has a business in Keswick.

Cllr C Glover declared an interest in Item 7 due to Carlisle City Council's involvement in the project.

Professor J Mennell declared a personal interest in Item 7 owing to her involvement in the Borderlands Citadels project.

Mayor M Starkie declared an interest in Item 7. Copeland Borough Council is a part owner of Britain's Energy Coast Ltd.

Mr N Wilkinson declared a personal interest in Item 6 as he has a business in Keswick.

Mr N Wilkinson also declared a personal interest in Item 7. Mr A Wilson was known to him through an acquaintance and as such he indicated that he would not take part in this discussion.

Cllr SF Young declared a personal interest in Item 7. The County Council is a part-owner of Britain's Energy Coast Ltd. He also declared a personal interest in Item 11 part of which concerns the County Council and indicated that he would leave the meeting during this discussion.

## **15 MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the minutes of the meeting held on 28 September 2018 be agreed subject to the following amendments:-

On page 7 Alison Hatcher representation be amended to read "Representative of the Accountable Body, Cumbria County Council"

On page 7 (Attendance) Kate Willard was attending on behalf of "Stobart Group" and that she attended for Item 4 only.

On page 7 (declarations of interest) Mr Nigel Wilkinson's interest be amended to read Mr Nigel Wilkinson declared a non pecuniary interest in Agenda Item No 15 – Chief Executive's Report as the company he manages is one of the funding members of the Lakes Line Community Rail Partnership.

On page 11 (paragraph 2) to be amended to read "...AGREED that she be **appointed** as Deputy Chair"

On Page 11 (Resolution 2) amended to read "agreed that Jackie Arnold MBE's appointment as Deputy Chair be **agreed** for up to 12 months

On page 12 (first paragraph), Mr S Young's forename should be spelt "Stewart".

On page 12 (Item number 160 – title), the title should read "Award of Contract – Cumbria Growth Catalyst".

In considering the minutes there was a discussion about the recording of contributions made by individual Board members, including a request for consistency in how Board members are referred to in the minutes.

The Chief Executive advised that the Board's minutes are not a verbatim record of each member's contribution but were intended to capture overall the rationale leading to decisions by the Board.

There was also a discussion about how the Board should record its meetings to, to ensure that there was a full and accurate record of the meeting. It was proposed that the Chair and Chief executive should consider how best to ensure that all

contributions were captured and present recommendations to a future meeting of the Board.

***Action Point: The Chair and Chief Executive to develop recommendations on the best mechanism to record the meeting for consideration at a future meeting.***

## **16 UPDATE FROM THE CHAIR & VICE CHAIRS**

The Chair provided a verbal update on meetings he had attended in relation to the Northern Powerhouse, and more generally.

Discussion at one such event about the LEP Annual Performance Guide had highlighted themes of compliance with the Local Assurance Framework, Nolan norms and the need for strong and effective working relations across the Board. The Chair suggested that the last LEP induction process should act as a new start point and urged that if problems arose in the future he would expect the Board to work together constructively. He highlighted that the Annual Performance Guide would measure LEP performance relative to other LEPs, including deep dives on particular issues.

The Chair made reference to recent significant events in Cumbria (Moorside, GlaxoSmithKline) highlighting that the LEP would need to consider how such events affected the wider Local Industrial Strategy and how the LEP would work in partnership with others to move forward in the face of such setbacks.

The Deputy Chair (Ms J Arnold) echoed the Chair's comments about the LEP Board. She looked forward to the LEP's future progress, acknowledging that the challenges ahead would require honesty and a willingness to take on challenging issues.

The Vice Chair (Cllr S Young) echoed the Chair and Deputy Chair's comments. He looked forward to the Board addressing the issues that would arise as a consequence of the announcement about the demise of NuGen and the impact of this on the proposed nuclear development at Moorside, which he highlighted as very significant for Cumbria.

Cllr Young highlighted the proposed joint response of the County Council and the LEP to the Government's HS2 2B (due to be operational in 2033) consultation, mentioning in particular the proposals about where the service would stop. He highlighted that there was a challenge to ensure that the service through Cumbria does not deteriorate. In responding to the consultation, he suggested that the Council and the LEP should aim to agree one position for the County, acknowledging that negotiation would be required to reconcile different views across the County.

The Council's Accountable Body representative Ms A Hatcher advised the Board that a joint response was being prepared and would be circulated to the Board in December 2018.

Board members were encouraged to attend the consultation on HS2 2B to be held at Carlisle Station on 27 November 2018. Cllr Colin Glover confirmed that he would be attending.

## **17 MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA**

The Chief Executive presented the report which summarised matters arising from the previous meeting, which were not otherwise included on the agenda of the meeting.

She highlighted that Kate Willard had responded to the Board's question on air quality (Item 158) and the response would be circulated to Board Members. Ms Willard had offered the LEP a seat on the Airport Consultative Committee. The County Council and Board member Professor Julie Mennell already sat on the Airport Consultative Committee and as such it was **AGREED** that Professor Mennell would also represent the LEP.

The outstanding condition on passenger flights was still to be resolved and this would be circulated to the Board, once received. The Chief Executive confirmed that once the conditions had been agreed funding would be released as the expenditure had already been defrayed.

**Action Point: Chief Executive to forward details of the outstanding condition, as soon as this was available.**

## **18 PRESENTATION FROM THE ENVIRONMENT AGENCY**

The Environment Agency Flood Resilience Manager, Mr Stewart Mounsey, gave a presentation in which he discussed the Cumbria Flood Response Project, established following Storm Desmond in 2015, which had a capital programme of £72 million.

He discussed delivery governance, which involved a large number of interests, highlighting that key bodies were the Catchment Management Group which had operational delivery of projects and the pipeline of projects, and the Cumbria Flood Strategy Partnership which involved flooding communities, government organisations and non-governmental organisations. He highlighted that there was no significant business representation on this body.

Mr Mounsey described the capital programme process which included 4 key tests and progress on the capital programme, highlighting particular schemes.

He outlined that more strategic discussion was required to link water strategies at a national and local level and that the Environment Agency was looking for business input on the CSFP strategy.

Mr Mounsey concluded by discussing the challenges of resilience at both high and low water levels. He indicated the challenges that the Partnership funding formula presented for Cumbria and that he had written a paper on this.

During discussion board members expressed views and asked questions about commercial flood management schemes, the insufficiency of funding offered to the County following Storm Desmond and the consequences of this, how the Environment Agency programme links to measures required to mitigate flood risk, the sufficiency of Environment Agency staffing resources, community activity and the challenges of resilience at both high and low water levels.

Mr J Jackson had particular issues relating to flood mitigation in Kendal, which he and Mr Mounsey agreed to discuss at a separate meeting.

The Board discussed how the LEP could take forward the issues raised in the presentation and discussion. It was **AGREED** that a small group of Board members would meet to identify issues and liaise with the Environment Agency.

The Group was **AGREED** to be Mr J Jackson, Mr N Wilkinson, Cllr S Young, Cllr C Glover and Cllr G Archibald.

***Action Point: Mr J Jackson to meet with Mr S Mounsey to discuss flood mitigation in Kendal.***

***Action Point: The Chief Executive to arrange for the five Board members to meet with Mr S Mounsey to take forward the issues discussed at the Board meeting.***

## **PART II - ITEMS CONSIDERED NOT IN THE PRESENCE OF THE PRESS AND PUBLIC**

### **19 INVESTMENT PANEL UPDATE**

The Board moved into private session for this Item.

The Chief Executive tabled a revised table to replace that provided at para 3.18 of the report.

The Deputy Chair (Ms J Arnold) introduced the report of the Investment Panel which provided an update on outcomes from the November Investment Panel meeting.

Ms Arnold highlighted how the Investment Panel and the Executive were taking actions to ensure that the Growth Deal programme would be fully delivered. This was to address performances issues with some funded projects and she took the Board through each of the performance issues in the report, and the action taken.

She reported that the Investment Panel would continue to monitor these issues and highlighted that the Investment Panel had asked that the Executive move to a more

commissioning approach to bring forward contingency proposals that can quickly deliver expenditure and priority outcomes (jobs and homes) should any of the current projects not proceed as planned.

The Board discussed the possibility of diverting funding to other projects and the Deputy Chair confirmed that there was a pipeline (tabled at the last Board meeting). The Chief Executive confirmed that there were plans to mitigate risk and the Investment Panel would consider revised proposals, with a clear plan being presented to the Board at its 1 February 2019 meeting

The Board discussed the risk register and whether the Investment Panel was managing risks appropriately. The Deputy Chair confirmed that the Investment Panel used a RAG rating in the risk register and was maintaining an overview of Executive action and highlighting risk, including requiring contingency plans. The Deputy Chair agreed to circulate a “lessons learned” document to the Board, in relation to previous investments

***Action Point: Ms J Arnold to circulate a lessons learned paper to the Board based on the experience of operating public funded programmes to date.***

A question was asked about the possibility of funding for the Citadels project, being able to be carried forward if the project was almost completed or waiting for government commitment in 2021. The Deputy Chair confirmed that she was seeking to clarify this.

Following discussion the Board **RESOLVED**

- a) To note the report;
- b) To note the Growth Deal Dashboard (Annex A of the report) and that this will be reported to BEIS in line with regular quarterly requirements;
- c) To endorse the revised Growth Deal profile (Annex B of the report), subject to Growth Deal funding being released;
- d) To approve the Write-Off Policy (Annex C of the report); and
- e) To note the write off of a debt, (referred to in 3.27 to 3.31 of the report) funded under the Small Business Development Loan Programme.

## **PART I - ITEMS CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC**

### **20 BOARD APPOINTMENTS**

The Chief Executive introduced the report which concerned ratification of appointments to the Board, re-appointment of Board members and a wider update on Board membership. She advised that once decisions had been reached the Local Assurance Framework and CLEP website would need to be updated accordingly.

The Board **RESOLVED**

- a) To ratify the appointment of Mr Andrew Wren, Principal Furness College, who has been nominated by FE4 to represent the FE Sector. The Board agreed that this should be for three years, in line with private sector members. This would be reviewed by the Board if the National Assurance Framework indicates a different period of appointment.
- b) ratify the re-appointment of Mr Jim Jackson, for a further three-year term of office;
- c) To note that Mr Rob Johnston has stepped down from the Board, having decided not to apply for a further three-year term of office;
- d) To convey the Board's thanks to Mr Johnson for his personal efforts on behalf of CLEP;
- e) Following an election between two candidates, Mr Steve Curl and Mr John Coughlan to appoint Mr Steve Curl to represent the SME community on the Board;
- f) To note that the Voluntary and Community Sector is undertaking a recruitment exercise to secure a sector nomination for the Board, and once received this will be circulated to the Board for approval, by correspondence;
- g) To note that a targeted private sector Board recruitment exercise has opened, to encourage women and those with protected characteristics to apply;
- h) To appoint Mr John Coughlan, Ms Julie Mennell and (subject to her agreement) Ms Rebecca Weston to form the Appointments Panel to support the Chair to complete the recruitment process;
- i) To note the timetable for the recruitment exercise;
- j) To note that the Diversity and Equality Monitoring Form will be issued to all members at the Board meeting;
- k) To appoint Mr Andrew Wren to become CLEP's Diversity Champion.

***Action Point: The Chief Executive to ensure that the Local Assurance Framework and CLEP website were updated to reflect the decisions made in relation to Board appointments.***

## 21 POPULATING THE REVISED GOVERNANCE STRUCTURE

The Chief Executive introduced the report on progress in taking forward the LEP's revised governance structure.

She confirmed that she would be seeking to recruit administrative support as part of the incorporation process of the LEP.

The Board discussed whether the arrangements were in line with other LEPs, the time commitment involved in chairing sub-board bodies and governance arrangements. The Chief Executive advised that most bodies would meet every two months to quarterly and described the expected workload of meeting preparation, work programme development, attendance and post-meeting activity. She explained that she would be seeking to have sub-boards operating to a consistent agenda within a cohesive governance structure, building on existing work. The sub-board terms of reference were in the Local Assurance Framework.

Board members agreed that in the first instance, District alternatives, should be invited to Chair one of the four vacant Sector Panel roles and asked that the Chief executive contact the relevant Leaders, regarding this.

***Action Point: The Chief Executive to contact the three District Alternates to see if they wish to Chair one of the Sector Panels.***

Following discussion the Board **RESOLVED**

- a) To ratify Chairing responsibilities for each of CLEP's Sub-Board bodies as outlined at Annex A;
- b) To note that a recruitment exercise will be opened to recruit Chairs to the remaining Sector Panels, which are currently without a Board-level Chair, once District alternatives have responded to the invitation to Chair;
- c) To note that members of the existing structure will be advised of the changes and invited to 'migrate' over to the new structure;
- d) To note that the open recruitment process will commence with expressions of interest requested to address gaps in membership;
- d) To agree that the responsibility for appointing additional members is delegated to newly appointed Chair's, or in the absence of a Board member Chair, the CLEP Chair and Chief Executive;
- e) To note that Local Authority Leaders have been invited to nominate representatives to join the Combined Economic and Productivity Scrutiny Committee;
- f) To note that individuals previously on the Private Sector Advisory Panel have been contacted to invite them to advise how they would like to engage with the new structure;



- g) To agree that Chairs should have delegated authority to tailor their Terms of Reference to the 1 February Board for ratification.

## **22 NORTHERN POWERHOUSE**

Mr N Wilkinson introduced the report. He had attended the Northern Powerhouse 11 (NP11) Chair's meeting on 13 November. He reported that government appeared clear about its expectations of LEPs, with the NP11 grouping seen as a strategic body looking at issues of genuine added value at pan-Northern level. Cumbria is a smaller LEP than others within the NP11 but has some important features such as energy and the Lake District World Heritage Site. NP11 was comprised of LEPs within the Northern Powerhouse, with LEPs seen as bringing a business view as deliverer of economic initiatives.

The Board discussed the report. There were questions related to the NP11's role in relation to climate change, and post-Brexit agricultural policy.

**RESOLVED** to note the current position on the NP11 initiative.

## **23 STRENGTHENED LOCAL ENTERPRISE PARTNERSHIP - DELIVERING THE IMPLEMENTATION PLAN**

At the outset of this item Cllr Stewart Young declared an interest and left the meeting, alongside Ms A Hatcher, to allow the discussion to take place.

The Chief Executive introduced the report which outlined progress in delivering the Strengthened Local Enterprise Partnership Delivery Plan, and guided members through its recommendations.

The Board discussed the need for future directors to have confidence that the company would be able to meet its liabilities. The funding issue was relevant to this and the Board would look to government for assurance that the LEP would receive funding in a timely manner. The Chair affirmed that the LEP could not incorporate until its finances were secure. The Board discussed questions about who the members of the company would be, the need for a company secretary, insurance and the tax position of the company.

The Chief Executive highlighted that most LEPs were already companies or part of a combined authority. She confirmed that the accountable body would have no responsibility to finance the LEP to avoid insolvency; its role was to provide assurance of legal and financial compliance by the LEP.

The Assistant Director – Cities and Growth (BEIS), Mr S Falou, indicated that government guidance was that all LEPs would become independent. He said that the government does not wish to delay funding and he was not anticipating delay, including for the additional funding applied for.

The Chief Executive outlined the County Council's conditions for undertaking the role; which were:

- The CLEP Vice-Chair would be held by the Accountable Body;
- The Accountable Body would receive a management cost to deliver the functions of the Accountable Body;
- The role of the Accountable Body would be recognised in publicity material and on the website;
- A revised MoA would be included within the Local Assurance Framework;
- An Accountable Body representative would attend the Board and the Investment Panel and Chair the Transport and Infrastructure Strategy Group.

On the final condition she felt that the Chairing of the Transport and Infrastructure Strategy Group was confusing two roles, as this was Chaired by virtue of being the statutory transport authority. Members agreed this and asked the Chief Executive to advise the County Council accordingly. There was also some confusion on the inclusion in publicity, which was ordinarily reserved for investors. Members agreed that this should be discussed with the County council.

The County Council was seeking a Vice Chair-ship of the LEP to be held by the accountable body and for a management fee. The Board requested further clarification of the management fee.

The Board discussed the accountable body's role in respect of due diligence. The Chief Executive said that the LEP would undertake appraisal functions and the relevant due diligence, with the accountable body's role concerned with legal and financial risk. The Board discussed the County Council's proposed conditions and **agreed** to seek further discussion of these. The term for the accountable body also required further discussion.

Following the return into the meeting of the Leader of the County Council, the Chair summarised that the Board accepted the generality of the County Council's proposition and sought to discuss the detail. Cllr Young asked the LEP to write formally to the Council to seek to resolve the outstanding issues. A proposal would subsequently be presented to Board members

***Action Point: CLEP to write to the County Council to clarify terms and circulate a proposal to the Board, for its consideration.***

## **RESOLVED**

- a) To note that the independent legal advice provided to the LEP Network concluded that the most appropriate form of legal entity for LEPs is a company limited by guarantee;
- b) That CLEP should become a company limited by guarantee;

- c) That tailored Articles of Association are produced for CLEP reflecting the Local Assurance Framework;
- d) To nominate Mr N Wilkinson, Mr M Smith and Lord Inglewood to form a working group with the Executive to agree CLEP's membership model and to develop the Articles of Association, which will be circulated in correspondence;
- e) To procure a legal firm to act as Company Secretary to the Board and legal adviser to CLEP;
- f) To note that only Cumbria County Council submitted an interest in becoming CLEP's single Accountable Body, subject to the assumptions outlined at 3.7;
- g) To make a formal request to the County Council to become CLEP's single Accountable Body;
- h) To agree to the Executive working with County Council officers to develop a draft Agreement, which will be circulated in correspondence.
- i) To agree to the County Council being part of the working group with the Executive.

## **24 LOCAL INDUSTRIAL STRATEGY UPDATE**

The Chief Executive introduced the report which outlined the current position on the development of the Cumbria Local Industrial Strategy.

She advised that whilst Moorside was an important project, it was not a fundamental plank of the Local Industrial Strategy, which was developed around the entirety of Cumbria's economy. .

The Chief Executive drew the Board's attention to a specific Board/partner lunchtime session on the Local Industrial Strategy, with Murryam Anwar, NW Regional Director, Cities and Local Growth Unit, on 6 December, which she invited members to attend.

***Action Point: Board members to confirm their availability to attend the LIS Session with Murryam Anwar on 6 December.***

### **RESOLVED**

- a) To note that consultation events on the draft outline Local Industrial Strategy (LIS) were held on 31 October and 1 November and that the feedback from these is provided at Annex A;
- b) To note that the consultation on the draft outline document will remain open on the LEP website until 14 December;

- c) To note that a meeting of the Steering Group has been scheduled for 12 December 2018 to consider the emerging Local Industrial Strategy based on the feedback to date;
- d) To note that a draft final LIS and economic review document will be presented to the 1 February 2019 Board meeting;
- e) To hold further consultation events in mid-late February for stakeholders to provide developmental feedback on the draft document;
- f) To submit the final draft to government at end of March 2019 to commence the consultation on the local industrial strategy.

## **25 BREXIT - ECONOMIC IMPACT ASSESSMENT**

The Chair introduced the report which concerned interim findings of an analysis commissioned by the LEP of the possible impact on the Cumbrian economy of Great Britain leaving the European Union.

Mr S Nicol of Nicol Economics presented his report on interim findings on Cumbria Brexit impact analysis, dated November 2018, which had been circulated with the agenda.

He advised that he could not predict the impact on the Cumbrian economy but aimed to give a sense of the degree of economic exposure of the County. He advised that there are a variety of views and models, with potentially differential application to Cumbria. He noted that his conclusions drew on national and local data, drawing attention to a diagram on page 5 which summarises potential impacts and highlights farming, food and drink manufacture and the visitor economy as the most vulnerable parts of the economy. He suggested that restriction on free movement is likely to impact on particular businesses within the context of a shrinking population, with those business which rely on migrant labour likely to be most vulnerable.

The Board discussed the report and presentation, including a suggestion that the LEP focus work on its key plans, for example, farming and the labour market. There was a suggestion that the exposure of dairy farms might be higher than anticipated. Board members also discussed the possibility that famers in the National Park might gain under the 'public good' policy. The Board noted that the visitor economy had benefited from currency devaluation.

The Board asked questions about potential impacts on the NHS; whether leaving the European Union would exacerbate the shortage of nurses and doctors in the County. Mr Nicol suggested that in general the health sector in Cumbria is less dependent on EU labour, but had difficulty filling positions generally. The Chief Executive advised that there were serious shortages, which were being addressed exploring different types of access programmes.

The Board concluded that there was limited scope to influence policy at the present time and that the future is uncertain. As the impact of leaving the EU became clearer it would inform the Local Industrial Strategy.

Following the discussion the Board **RESOLVED** to note the interim findings of the impact assessment work.

## **26 INFRASTRUCTURE DEVELOPMENT UPDATE**

Mr J Jackson and Ms A Hatcher presented updates on rail and road infrastructure developments, respectively.

Mr Jackson highlighted key points, reporting that there was still an intention to site a nuclear power facility on the west coast of Cumbria and the coastal railway was still under consideration. However, he was not optimistic about the market led proposal for the Lakes line. More detail about Windermere Station would be available in the Spring 2019. A strong business case had been submitted for Carlisle Station as part of the Borderlands proposal.

Ms Hatcher reported that the Carlisle Southern Link Road bid had been well received by the Northern team of Homes England. The investment decision was anticipated at the end of November with a ministerial announcement in December. She reported that the Council was encouraging Highways England to make progress with the Whitehaven Relief Road in 2019. With regard to the Grizebeck Scheme, she reported that the County Council intended to challenge a condition in the funding offer requiring a 10% contribution.

The Board **RESOLVED** to note the progress in delivering infrastructure.

## **27 CHIEF EXECUTIVE'S REPORT**

The Chief Executive introduced her report which provided an update on governance and accountability, the development of economic strategy and programme delivery.

She advised that she would welcome questions and committees on peer reviews in correspondence.

A Board member asked a question about the Borderlands bid and was advised that it covered the whole of Cumbria, Northumberland, Scottish Borders and Dumfries and Galloway.

The Board **RESOLVED**

- a) To note the report; and
- b) To provide written comments on the minutes from the Annual General Meeting;

- c) To advise on the further circulation of the Annual Report;
- d) To provide views on the role of peer reviews in a self-regulating LEP sector by correspondence to the Chief Executive;
- e) To note that the Borderlands Growth Deal has been submitted and the latest position on this;
- f) To note that the Cumbria Careers Hub is to be launched on 22 January and invitations will be issued to Board members;
- g) To note that delivery of the Cumbria Growth Catalyst contract has commenced and that members will be updated once the formal contract is finalised.

## **28 LEP FINANCE REPORT 2018/19**

The Chief Executive introduced and guided Board members through the report which provided an update on the budget position of the LEP.

The Chief Executive referred to the 3<sup>rd</sup> and 4<sup>th</sup> quarter funding which had not yet been received from central Government. She highlighted that Lord Inglewood had written to the Minister to request his support in releasing the money. Referring to the bid for additional funding to support capacity building she stated that she was expecting a response in the next few weeks.

### The Board **RESOLVED**

- a) To note the current financial position as at Annex A;
- b) To note that a submission to release Quarter 3 and 4 core and strategy funding was made to government and that this is currently with MHCLG Ministers;
- c) To note that there is sufficient cash flow to continue trading during Quarter 3, but beyond this will prove challenging;
- d) To note that a response to the bid for further funding from government to develop LEP capacity in line with the Strengthened Local Enterprise Partnerships agenda item, is awaited.

## **29 LEP COMMUNICATIONS (STANDING ITEM)**

The Board **AGREED** two areas for communication via press releases, Mr Andrew Wren's appointment to the Board and new Board members' responsibilities in respect of governance.

### **30 FORWARD PLANNER (STANDING ITEM)**

The Board reviewed its Forward Plan for 2019 and **AGREED** to add to the February agenda:

- Risk Register
- Investment Panel Contingency Plan;
- Local Industrial strategy and Economic Review
- Company formation; and
- A discussion session on skills

### **31 ANY OTHER BUSINESS**

There were no items of other business at this meeting.

### **32 DATE & TIME OF NEXT MEETING**

The next meeting of the LEP will take place at 9.30 am on 1 February 2019.

The meeting ended at 1.30 pm