

## SUMMARY NOTES AND ACTIONS

### 1. WELCOME AND INTRODUCTIONS

Mark Reeve welcomed everyone to the meeting.

### 2. MANAGEMENT BOARD 2017-18

Warren Ralls drew the Management Board's attention to the items requiring agreement:

- 2.1. **Ways of Working.** The Board agreed the suggested modifications and had no further changes. The Board endorsed the continuation of this way of working.
- 2.2. **Wider engagement with LEPs/other Chairs.** Warren was been tasked with ensuring all LEP Chairs are engaged and that Warren is more networked with the Chairs. This may include attending the "grouping" meetings of Chairs. The Board suggested that some meetings in 2017/18 be held outside London, and all LEP Chairs in that area be invited to the meeting.  
**ACTION: Warren to plan holding future meetings in north, midlands and south (outside London).**
- 2.3. **Chairing the Board meetings.** Christine Gaskell proposed and Steve Hindley seconded Mark Reeve to continue chairing the Management Board meetings. This was agreed by the other board members. The Board agreed that Mark's approach has been successful and he has adopted the right profile, not as a figurehead, and thanked him for his efforts. Mark agreed to stay in the role and confirmed that he is in post with his LEP until 2018.
- 2.4. **Managing the Director.** Mark and Christine agreed to continue with the current arrangements and this was agreed by the other board members.
- 2.5. **2016/17 operations.** The board agreed the appointment of Moore Stephens as auditors for 2016/17.

Jacqui Ward, Patrick White and Dorothy Dray joined the meeting.

### 3. INDUSTRIAL STRATEGY - LEP NETWORK RESPONSE

- 3.1. Patrick White was introduced and invited to provide an update on the current status of the LEP Network's response to the Industrial Strategy green paper.
- 3.2. The management board provided feedback and suggestions for strengthening the messages. In particular: making the proposition from LEPs more forthright (e.g. "we can", "we will" etc.); including a little more on Trade; strengthening the 'place' element of sector deals; that LEPs can go further, with more certainty of resource; the flexibility of a variable geography (meshing together more than one sector across wider geography).
- 3.3. The Board agreed to include the 'LEP Factor' to show examples from every LEP, and to just say "a LEP" when referring to the case studies in the main text of the response.

**ACTION: Patrick to make the changes to the response document and covering letter and Warren to circulate to LEPs one final time before submission.**

Patrick White left the meeting. Tom Walker joined the meeting.

### 4. LEP NETWORK OPERATIONS 2017/18

#### New approaches

- 4.1. The Management Board asked that in 2017/18 we "ring the changes". It was agreed that there will not be an annual conference in 2018 and that we consider holding these biennially instead. As guiding principles, the board asked the executive to explore:
  - 4.1.1 Communicating the message of LEP impact with a wider audience of MPs, through events like Parliamentary Receptions at the House of Commons.
  - 4.1.2 More focused/targeted/selective engagement with senior officials in workshops and challenge sessions. The audience are Chairs and CEOs with Departments not fully engaged (in particular

HMT, DWP (jobs), DfE (skills), DEFRA (rural), MoD (on procurement), DExEU (on post-Brexit Britain) etc.).

- 4.1.3 Continued and more engagement with BROs, and selected stakeholders.
- 4.1.4 Opportunity for LEP Chairs to engage more with each other, especially the new appointees who may be new to the world of LEPs. Bi annual dinners, were agreed as good events to continue, that to be just for Chairs

### **New Chair's induction**

- 4.2. With the usual regular turnover of LEP Chairs during the year, the Board asked the executive to look at how to help LEPs and the new incoming Chair understand the wider environment, LEP Network etc. One suggestion was exploring if outgoing Chairs would like to be involved as an informal 'Alumni', and for any new Chairs to engage if interested in their views, and learning from their experience.

**ACTION: Warren to explore further.**

### **Transparency and Governance**

- 4.3. Tom Walker thanked the Board for the work which LEPs have undertaken to meet obligations by the 28<sup>th</sup> February deadline but it was noted that compliance is not as strong as they would have expected across the whole network.
- 4.4. Tom advised the Board rather than focussing on the current requirements to look forward to manage "where next". What is expected of LEPs that goes beyond compliance, including: annual reports or how LEPs report on performance and progress against Growth Deal projects (using a common template?); communications that make the most of celebrating successes, showing Minister support, promoted as Growth Deal or HMG money etc.

**ACTION: LEP Network to discuss further with CLOG and: do a quick review of LEP websites; follow up with those LEPs where actions are still outstanding; look at "next practice" for what is likely to be expected of LEPs going forward.**

- 4.5. The Management Board asked to be kept informed, and to know if they need to speak with fellow Chairs.

### **Business Representative Organisations (BROs)**

- 4.6. The Board agreed the executive continue dialogue with all BROs.
- 4.7. The Board asked Jacqui Ward to explore how LEPs can have a regular dialogue with Rt Hon Greg Clark MP, perhaps joining the regular round tables currently held with the BROs.

**ACTION: Jacqui Ward to explore and report back.**

### **2017/18 Finance**

- 4.8. The board agreed to the continuation of the current back office support (provided by June Meadows) and agreed to the recommendation that we test this during 2017 for 2018/19 by seeking quotations from other providers.
- 4.9. The board agreed the actions required to ensure that the LEP Network is compliant for pension auto-enrolment, namely adopting the National Employment Savings Trust.
- 4.10. The outline budget for 2017/18 was agreed by the board. There will be ½ yearly reporting and it was also agreed that Warren would report regularly on any variances or exceptions.

**ACTION: Warren to progress.**

### **Research**

- 4.11. Warren proposed commissioning independent research which will provide an independent verification of the impact / difference LEPs have made. It was noted that care should be taken to commission the right kind of evaluation. The Board asked Warren to discuss this first with the What

Works Centre, to find out what they were doing, before proceeding. CLoG also mentioned the work they do in gathering reporting data.

**ACTION: Warren to speak with What Works Centre and CLoG colleagues.**

## 5. OTHER BUSINESS.

5.1. A round table has been suggested by the Rt Hon Damian Green MP, Secretary of State, DWP, following the invite to speak at the LEP Conference in March 2017. The Secretary of State's office has proposed the roundtable be held on 15<sup>th</sup> June. It was agreed that the Management Board and a small number of other LEP Chairs attend. The Executive will work with LEPs to ensure clarity of the three points we want to raise with the Secretary of State.

**ACTION: Warren to progress.**

5.2. Tom Walker informed the Board that Alex Jones, former CEO of Centre for Cities, has joined BEIS as Director of Industrial Strategy, to produce a White Paper (if that is what's agreed), and deliver the strategy. It was agreed that she be invited to attend a future board meeting.

**ACTION: Warren to invite Alex.**

5.3. The Board noted the forthcoming Mayoral elections. It was agreed to include Devolution as a future Board agenda item.

The meeting closed at 1pm.

### Future meeting dates

- 11am-1pm Wednesday 31<sup>st</sup> May (QEII, Westminster, London, SW1P 3EE).
- 11.30am-12.30pm Thursday 15<sup>th</sup> June, roundtable with Damian Green (venue TBC).
- 11am-1pm Wednesday 19<sup>th</sup> July (possibly outside London).
- 11am-1pm Wednesday 13<sup>th</sup> September (QEII, Westminster, London, SW1P 3EE).
- 11am-1pm Wednesday 22<sup>nd</sup> November 2017 (possibly outside London).
- 11am-1pm Wednesday 10<sup>th</sup> January 2018 (QEII, Westminster, London, SW1P 3EE).
- 11am-1pm Wednesday 28<sup>th</sup> February 2018 (possibly outside London).

### Attendees:

- Mark Reeve (Chair, Greater Cambridge Greater Peterborough) *representing GCGP, New Anglia, South East Midlands and South East LEPs* - meeting chair.
- Christine Gaskell (Chair, Cheshire & Warrington) *representing LEPs in the North West*.
- Graham Wynn (Chair, The Marches) *representing LEPs in the West Midlands*.
- Steve Hindley (Chair, Heart of the South West) *representing LEPs in the South West*.
- Barry Dodd (Chair, York, North Yorkshire & East Riding) *representing YNYER, Humber, North East and Tees Valley LEPs* - by phone.
- Tom Walker, Cities & Local Growth Unit (and Rachel Crossley) - for part of meeting.
- Jacqui Ward, Cities & Local Growth Unit (and Dorothy Dray) - for part of meeting.
- Patrick White, Metro Dynamics - for part of meeting.
- Warren Ralls (Director, LEP Network).
- Mike Dennehy, (Communications Manager, LEP Network).
- Jayne Atkinson (Administration Executive, LEP Network).

### Apologies:

- Geoff French (Chair, Enterprise M3)
- Peter Richardson (Chair, D2N2).
- Roger Marsh (Chair, Leeds City Region).
- Angus Knowles-Cutler (Deputy Chair, London Economic Action Partnership).