

WORCESTERSHIRE LEP BOARD MEETING

Thursday 27th May 2021

10.00 - 13.00

Virtual

1.	Welcome and Apologies	10.00
2.	Declarations of Interest	
3.	Minutes of 6th April 2021	
4.	Matters Arising and Action List from 6th April - Correspondence	
5.	LEP Review – Gary Woodman (FOR DISCUSSION)	10:15
6.	Overview of Innovate Edge (UKRI) – Sunny Claire / Jenny Rohde (FOR INFORMATION)	11:00
7.	Update on Worcestershire Rail Strategy – Ian Baxter (FOR INFORMATION)	11.45
	a) Worcestershire Rail Investment Strategy Update	
	b) NCLTF project update	
	c) The Shrub Hill Quarter in Worcester	
	d) Impact of COVID-19 on rail services	
8.	Update from FAR Committee	12.30
	a) WLEP Finance Report Year End (Q4 2020/21) – Steph Simcox (FOR DECISION)	
9.	AOB and Close	12:55

Board Meeting Dates for 2021 (all Thursdays at 10am – 1pm)

- **15th July**
- **23rd September**
- **25th November**



1.0 WELCOME & APOLOGIES

PRESENT:

PRESENT:

Mark Stansfeld	(MS)	Non-Executive Chair
Gary Woodman	(GW)	Chief Executive, Worcestershire LEP
Nicola Whiting MBE	(NW)	Chief Strategy Officer, Titania
Cllr Marc Bayliss	(MB)	Leader Worcester City Council (representing Southern DCs)
Jennifer Long	(JL)	Director, Ice Blue Marketing and Design
Sue Jordan	(SJ)	Non-Executive Board Member
Stuart Laverick	(SL)	Principal & Chief Executive, Heart of Worcestershire
Cllr Karen May	(KM)	Deputy Leader of Wyre Forest Council (representing Northern DCs)
Julie Snell	(JS)	Chair of Scotland 5G
Sarah Greer	(SaG)	Deputy Vice Chancellor & Provost, University of Worcester
Cllr Simon Geraghty	(SiG)	Leader of WCC and Cabinet Member for Finance
Carl Arntzen	(CA)	Managing Director, Worcester Bosch Group
John Dillon	(JD)	Managing Director, GJS Dillon

IN ATTENDANCE:

Luke Willetts	(LW)	Director of Operations, Worcestershire LEP
Phoebe Dawson	(PD)	Director of Business Engagement, Worcestershire LEP
Linda Smith	(LS)	CEO, Betaden / Director of Enterprise, WLEP
Steph Simcox	(SS)	Head of Finance, Worcestershire County Council
David Blake	(DB)	Managing Director, Worcester City Council.
Ian Smith	(IS)	Cities and Local Growth Unit BEIS

APOLOGIES:

Jeremy Cieslik	(JC)	Chief Operating Officer, Mettis Aerospace
----------------	------	---



2.0 DECLARATIONS OF INTEREST

2.1 Conflicts of Interest Policy

2.1.1 Introduction

This policy exists to ensure that any conflicts of interest which may arise in the Worcestershire LEP's decision-making processes are managed and recorded properly. This protects the integrity of our decision-making processes, enables stakeholders to have confidence in our decision-making, and protects the reputation of the LEP and members of its boards.

The policy should be read alongside the Standards of Conduct Policy for Worcestershire LEP.

2.1.2 Scope

This policy applies to all members of LEP Decision Making Groups ('members') making investment decisions involving public money as identified in Figure 1 – WLEP Organisational Structure.

2.1.3 Definition

An "interest" may include employment, other appointments (including trusteeships, directorships, elected office), memberships (whether corporate or personal), investments, shareholdings, land and property, intellectual property, customer/client relationships, use of the LEP's services or anything else which could (or could be perceived to) impact on the member's ability to act independently.

This list is not exhaustive, and the presumption should be in favour of including anything which could conceivably be considered to be an interest, even if it is felt unlikely to arise.

2.1.4 Policy

The policy is in two parts:

- Maintaining a record of all interests
- Managing potential conflicts of interest

2.1.5 Maintaining a record of all interests

The LEP Executive will maintain a Register of Interests covering all Members and these will be renewed in January of each year.

Members are required to update their forms if any new interests arise during the year.

The LEP Executive will publish an up-to-date Declarations of Interests on the LEP website at www.wlep.co.uk/

WORCESTERSHIRE LEP BOARD MEETING

Tuesday 6th April 2021
13.30 – 15.30

Virtual Meeting via Zoom Video Conferencing

PRESENT:

Mark Stansfeld	(MS)	Non-Executive Chair
Gary Woodman	(GW)	Chief Executive, Worcestershire LEP
Chris Walklett	(CW)	Partner, Bishop Fleming
Nicola Whiting MBE	(NW)	Chief Strategy Officer, Titania
Cllr Marc Bayliss	(MB)	Leader Worcester City Council (representing Southern DCs)
Jennifer Long	(JL)	Director, Ice Blue Marketing and Design
Sue Jordan	(SJ)	Non-Executive Board Member
Nick Baldwin CBE	(NB)	Chairman, Dimensions UK
Stuart Laverick	(SL)	Principal & Chief Executive, Heart of Worcestershire
Cllr Karen May	(KM)	Deputy Leader of Wyre Forest Council (representing Northern DCs)
Jeremy Cieslik	(JC)	Chief Operating Officer, Mettis Aerospace
Julie Snell	(JS)	Chair of Scotland 5G
Cllr Ken Pollock	(KP)	Cabinet Member for Economy & Infrastructure Worcestershire County Council

IN ATTENDANCE:

Luke Willetts	(LW)	Director of Operations, Worcestershire LEP
Phoebe Dawson	(PD)	Director of Business Engagement, Worcestershire LEP
Linda Smith	(LS)	CEO, Betaden / Director of Enterprise, WLEP
Judy Chadwick	(JCh)	Director of Skills
Steph Simcox	(SS)	Head of Finance, Worcestershire County Council
Vic Allison	(VA)	Chief Executive, Malvern Hills and Wychavon Councils.
Nick Francis	(NF)	Cities and Local Growth Unit BEIS
Graham Russell	(GR)	Amion Consulting

APOLOGIES:

Sarah Greer	(SaG)	Deputy Vice Chancellor & Provost, University of Worcester
Cllr Simon Geraghty	(SiG)	Leader of WCC and Cabinet Member for Finance
Carl Arntzen	(CA)	Managing Director, Worcester Bosch Group
John Dillon	(JD)	Managing Director, GJS Dillon

<p>1.</p> <p>1.1</p>	<p><u>Welcome and Apologies</u></p> <p>Mark Stansfeld (Chair) welcomed the Board and introduced and welcomed several new & returning members, parting members and observers to the Board.</p>	<p>ACTION</p>
<p>2.</p> <p>2.1</p>	<p><u>Declarations of Interest</u></p> <p>MS asked the Board if there were any declarations of interest. None were declared.</p>	
<p>3.</p> <p>3.1</p>	<p><u>Minutes of WLEP Board Meeting on 5th February 2018</u></p> <p>Minor corrections to the minutes were made where Sue Jordan and 9.1 and 9.2 should be SS not SW. These were agreed to be correct and the minutes were signed off as a true record.</p>	
<p>4.</p> <p>4.1</p> <p>4.1.1</p> <p>4.1.2</p> <p>4.1.3</p> <p>4.1.4</p> <p>4.1.5</p> <p>4.1.6</p>	<p><u>Matters Arising</u></p> <p>Action list</p> <p>Matters Arising</p> <p>Develop the Inclusivity and Diversity Action Plan was progressing with the work between NW inputting into the latest draft.</p> <p>Following LS / JL presentation at the MHSP Board meeting and the positive outcome of working relationship between MHSP and BetaDen, it was agreed the session had been postponed due to positive discussion currently taking pace.</p> <p>CW and PD had met to follow up on the development of a soft-landing offer within the inward investment strategy.</p> <p>Good progress was being made to the development of a stakeholder plan; this would come to a future Board meeting.</p> <p>The Innovation Board has been established with the first meeting in April 2021. The Board congratulated the team on the Betaden showcase.</p> <p>All other issues were covered by items on the agenda.</p>	<p>GW</p>
<p>5.</p> <p>5.1.1</p> <p>5.1.2</p>	<p><u>Worcestershire Economic Strategy (Plan for Jobs)</u></p> <p>LW outlined the report, setting out the key recommendations and sample foreword and the executive summary are intended to provide an accessible high-level overview for a wide stakeholder audience.</p> <p>The intention was to frame the economic opportunities long-term and recognise some of the successes and progress achieved in implementing the Strategic Economic Plan, as well as acknowledging the changing macroeconomic climate and acknowledging the future challenges we need to address to support Worcestershire's economic recovery and sustainable growth.</p>	

<p>5.1.3</p> <p>5.1.4</p> <p>5.1.5</p> <p>5.1.6</p> <p>5.1.7</p> <p>5.1.8</p> <p>5.1.9</p> <p>5.1.10</p> <p>5.1.11</p> <p>5.1.12</p> <p>5.1.13.</p> <p>5.1.14</p>	<p>NB Highlighted that we had missed the fact that Betaden’s success had been one of the highlights from the WLEP in the last three years with significant investment and this should be promoted in the document.</p> <p>NW - We need more images of people from a Diversity and Inclusion background in regards of various jobs. Agreed by the Board.</p> <p>SJ – The skills element does not reflect the importance that the Board has previously put on these issues and the work that we have done in terms. We need to be more ambitious and more focused on what we are going to do. Not backwards looking.</p> <p>JS – Highlighted the fact that the document lacked a focus on the green skills agenda, which is likely to create an opportunities and funding. LW outlined the early work that was taking place on Green Skills Week that was being planned for September.</p> <p>JC – Wanted to see actions and delivery not just intent. We have to find ways under skills to provide people with attitude, behaviour and application. We need to instil and apply a willingness to work and develop a career.</p> <p>JL – Liked the document but we need to bring the actions to the fore and develop the call to actions</p> <p>LW replied that this were very helpful and we have a lot more details behind this. The Board views have been very helpful in the next stage of developing the glossy document to make it value and readable.</p> <p>KP – Highlighted the National Digital Skills Centre and what type of green energy generation. MS clarified the ambition related to having a national centre and the skills needs of this sector.</p> <p>MS – highlighted the need for the document to express our needs for closer collaboration with our neighbours across the various themes to ensure success whether with the Midlands Engine or Gloucestershire or other partners.</p> <p>LW introduced Amion consulting would produce slides on the economic forecasts looking at Jobs and economic growth to 2040. These forecasts were built from the project pipeline. Each district had a profile against future trend with a comparison against regional and national average.</p> <p>SJ asked that these are long term and modelling can we revise and readjust. We need to challenge these forecast as society changes and we are likely to see a lot of change in the coming years. GR confirmed that these forecasts can be reviewed and reset against data and changes in real terms.</p> <p>JL – asked at how did we determine which projects we used. GR answered that these were the projects we had most information for and LW stated that the projects included were the ones we had most certainty over as deliverable and achievable.</p> <p>KM asked how much of the plan are built on companies looking to relocate outside the congestion charge area in Birmingham. These are difficult to build in but can be factored into revisions.</p> <p>The Board agreed these forecasts and the changes to the draft strategy.</p>	<p>LW</p>
---	--	-----------

6.	<u>Skills Strategy</u>	
6.1	JCh presented slides which are attached to minutes. This covered the development of the Skills Action Plan, which had been circulated as the large document. This was covering the skills supply and demand strengths and challenges of the Worcestershire skills environment.	
6.2		
6.3	The Skills Advisory Panel is chaired by CA and has reviewed this document and agreed an action plan which is not fully funded but considers a long-term ambition.	
6.4	This identified the following priorities for the skills strategy. a) To reduce levels of claimants and improve individual health and well-being whilst impacting positively on economic activity, recognising the need for interventions post Covid 19. b) Aim for all educational establishments to continually meet all 8 Careers education benchmarks annually, with a particular focus on the Worcestershire economy. c) Create an education and training provision eco-system that meets local needs and future trends of Worcestershire's economy i.e. ensuring FE and HE are responsive. d) To increase the number of graduates and skilled young people in Worcestershire to spend more of their economic life in Worcestershire. e) To improve the economic activity rates in our older workforce by creating a culture of flexible work environments and upskilling/reskilling opportunities.	
6.5	SJ commented that our strategy should consider how we work with providers outside of Worcestershire. We have a number of highly regarded institutions just on our border and we should be working with these to secure the right training and not duplicate? GW responded that this should exactly be our strategy but the Dept for Education asks us to assess our area, but we should include this.	
6.6	SJ continued that a number of people who had fared worse in Covid were exactly those people who needed training. It was agreed that we needed to focus the support on providing people with the training and opportunities to re-engage back into the workforce.	
6.7	MB the University of Worcester is excellent, but we need to build the partnerships with outside of Worcestershire institutions. It should not be forgotten that Heart of Worcestershire and our other HE providers do provide course up to level 4 and beyond. These should be supported.	
6.8	MB asked where was the drive for apprenticeship promotion and volumes within the priorities? JCh assured that the Worcestershire Apprenticeship offer was key to the success going forwards.	
6.9	MB added additional funding is not long term, but how are we responding or lobbying for better funding. SL responded by suggesting that the FE White	

<p>6.10</p> <p>6.11</p> <p>6.12</p>	<p>Paper has come out and provides a number of opportunities. A more modular approach and employers at the heart of the system will help. There is devil in the detail but nevertheless we have some scope to improve the adult careers advice and targeted training.</p> <p>Action is to bring the more detailed options on skills to bring back to the Board.</p> <p>JC endorsed the approach to apprenticeships.</p> <p>JL the new way of working means that skills can be recruited for further field. We should have a policy of home grown. Is there a marketing and communications bit to the careers in the county, both from employers and future employees. This should be improved.</p> <p>The Board agreed to the Skills Action Plan and its themes.</p>	<p>GW</p>
<p>7.</p> <p>7.1</p>	<p><u>AOB</u></p> <p>Thanks were made to CW and NB who came to the end of their terms of office. They have made an excellence impact and were given a round of applause for all their efforts.</p>	
<p>8.</p>	<p><u>Board Meeting Dates for 2021</u></p> <p><u>27th May, 10am – 1pm</u></p> <p><u>15th July – 10am – 1pm</u></p> <p><u>23rd September 10am – 1pm</u></p> <p><u>25th November 10am -1pm</u></p>	

4.0 MATTERS ARISING (ACTION LIST & CORRESPONDENCE)

MATTERS ARISING (ACTION LIST & CORRESPONDENCE)

Action List from meeting January 2021

ACTION – Develop the Inclusivity and Diversity Action Plan – GW

ACTION – LS to present at the MHSP Board meeting in February. A follow up session to be planned in a separate meeting from the Board looking at the Science Park strategy and connectivity to the LEP. – GW

ACTION – Consideration of commercial property offer within the pipeline and the issue of skills to come to the next Board meeting – LW / GW

ACTION – Follow up on the development of a soft landing offer within inward investment strategy – PD

ACTION – Development of a stakeholder plan - GW

ACTION – Innovation Board to be established in April 2021 - LS