

**BUCKINGHAMSHIRE THAMES VALLEY  
LOCAL ENTERPRISE PARTNERSHIP (BTVLEP) BOARD MEETING**

Held Friday 23 November 2018 from 9.30am at Pinewood Studios, Pinewood Road, Iver Heath SLO ONH

**Present:** Cllr Isobel Darby, Chiltern District Council  
Cllr Nick Naylor, South Bucks District Council  
Cllr Martin Tett, Buckinghamshire County Council  
Cllr Katrina Wood, Wycombe District Council  
Rebecca Bunting, Buckinghamshire Business First (Buckinghamshire New University)  
Michael Garvey, Buckinghamshire Business First (Chandler Garvey)  
Eman Martin-Vignerte, Buckinghamshire Business First (Bosch)  
Andrew Smith, Buckinghamshire Business First (Pinewood)  
Adam Stronach, Buckinghamshire Business First (Harwood Hutton)

**Apologies:** Cllr Steve Bowles, Aylesbury Vale District Council

**In attendance:** Lisa McCance, Shared Intelligence  
Richard Turl, BEIS South Central & West  
Richard Ambrose, Buckinghamshire County Council  
Philippa Batting, BBF Managing Director  
Richard Harrington, BTVLEP Chief Executive  
Ian Barham, BTVLEP Partnerships Manager  
Jackie Campbell, BTVLEP Skills Development Manager  
Rupert Waters, BBF Head of Economic Research  
Sarah Fraser

## **SUMMARY MINUTES**

### **1 DECLARATIONS OF INTEREST**

- Andrew Smith declared an interest in respect of item 6 on the agenda, Local Growth Fund projects, as the National Film and Television School (National Centre for Immersive Technologies) receive funding from the BFI and the Creative Media Skills (Education Centre for Screen and Film Trades) are a tenant at Pinewood Studios.
- Rebecca Bunting also declared an interest in respect of item 6 on the agenda with regards to Buckinghamshire New University bids.

### **2 MINUTES OF THE LAST MEETING - 26 September 2018**

- The minutes of the last meeting were agreed as an accurate record.

### **3 LOCAL INDUSTRIAL STRATEGY (LIS)**

- An update was provided on development of the LIS for Buckinghamshire (the evidence base having been circulated) and the shared economic vision for the Oxford to Cambridge Growth Corridor.
- Significant business consultation through workshops has taken place, underpinned with broader consultation through Buckinghamshire Business First members, businesses bringing innovation growth to market, and business representative organisations via the Buckinghamshire Business Group. Work continues on the cross corridor economic vision with PWC.
- Local Authority Board members were encouraged to share details of any local forums taking place where business consultation can be broadened out even further.
- Lisa McCance undertook to share details with Local Authorities of the steering group meeting taking place on Friday 30 November and to follow up individually with officers unable to attend.

- The LIS in development is unique to Buckinghamshire, being rooted, as it is, in physical assets in the county: Pinewood, Westcott, Silverstone, etc.
- An Executive Summary will be included at the start of each chapter of the evidence base.
- With regards to the Growth Corridor, it was confirmed LEPs/Combined Authority along the corridor have been supportive of the combined vision and work will continue on this until February 2019.
- A copy of the working LIS document will be shared with Board members prior to Christmas to feed in comments in advance of this being shared for third party consultation post-Christmas.
- The final document must be returned to HM Treasury by end March 2019.
- RH confirmed the three LEPs and the Combined Authority in the growth corridor had met with MHCLG who have confirmed the drivers associated with housing growth will be linked to economy.
- The foreword for the corridor will be reflective of the forewords for each of the individual LIS documents in the growth corridor, recognising that each LIS will have individual themes/elements.

#### 4 **LEP REVIEW SUBMISSION AND IMPLEMENTATION PLAN**

- A response has been submitted to the LEP Review with regards to geography; and subsequently on the implementation plan to meet governance requirements. A formal response is still awaited from Government on the question of geography and the overlap at Aylesbury Vale.
- A decision, however, has been received on the modernisation of local government in Buckinghamshire. Interim arrangements are being discussed for the transition phase and a wider conversation would be appreciated prior to the new council coming in on how to establish a truly outstanding economic development framework within this new structure, unifying efforts and capturing maximum benefit going forward.
- Partners will need to work together to ensure additional bureaucracy in the period to April 2020 does not result in inertia or loss of momentum in achieving Buckinghamshire's growth aspirations.
- BTVLEP concerns have been raised with MHCLG re attention being distracted from the important work on the LIS in order to meet the requirements of the LEP Review.
- The Board approved open recruitment for 5 additional new business board members, to meet LEP Review requirements. These new Board members should have some connection to or interest in Buckinghamshire but do not necessarily need to be based in the county. The Appointments Panel was confirmed and a broad job description will be created and circulated widely.
- BTVLEP will hold its first AGM in Jan/Feb 2019, date to be confirmed once finalised.
- The appointment of a private sector Vice Chair (BTVLEP previously having a public sector Vice Chair) will be discussed and completed at the January BTVLEP Board meeting.
- LEP incorporation will be discussed again at the January Board meeting looking at the outcome of commissioned work on this, with the aim of completing incorporation by the end of March 2019.
- Funding is being provided to LEPs to build capacity to complete LIS work/progress incorporation.

#### 5 **LOCAL GROWTH FUND (LGF) PROJECTS**

(Andrew Smith/Rebecca Bunting left the meeting due to conflicts, Michael Garvey assumed the Chair)

- Board members noted the report provided on the outcome of the open call for projects to utilise up to £2m of unallocated LGF funding; five applications totalling £8.5m being received. The Board also noted the executive's recommendation to reallocate a further £2m of LGF (previously earmarked for the fund of fund loan programme that has failed due to the inability to secure EU match funding in a timeframe that would allow completion of the project) to support applications received.
- The Board were keen to allocate funding available so that this is being used to support the economy.
- The Board endorsed reallocation of £2m funding, previously earmarked for the fund of fund loan programme, providing a total 'pot' of £4m to support projects arising from the most recent open call.
- The open call was for projects related to/supporting LIS criteria, meeting Government's 'Grand Challenges' and with the ability to deliver by 2021. The Board felt all applications received had significant merit and agreed all five should move to full business case for review at the January 2019 Board meeting. As with all projects, the aspiration is to recycle an element of any funding given.

- The executive were asked to liaise with consultants undertaking assessment of the applications received to ensure that assessments are carried out under consistent criteria.
- It was confirmed the next funding to be available for open calls will come through the Shared Prosperity Fund, although it was noted that separate un-ringfenced funding has recently been announced to support high streets across the country that BTVLEP should consider bidding to.

(Andrew Smith and Rebecca Bunting re-joined the meeting)

## 6 CHIEF EXECUTIVE'S REPORT

### 6.1 Annual Review Meeting

- BTVLEP's Annual Review meeting with Government will be held on 24 January 2019.
- The framework submission for discussion at the Annual Review meeting will be shared with the Board at its meeting on 11 January to allow comments from all Board members.

### 6.2 Skills

- Board members commended the skills team on the hugely successful third Skills Show held recently.
- A link to the video produced will be circulated and the video (possibly) screened at the Annual Review.
- The BTVLEP Skills team has been really successful in engaging with young people. There is more to do now in relation to the LIS and delivering an "education revolution"; and in engaging with, for example, Forces (and ex-Forces) personnel and their families, and minority groups.

### 6.3 Growth Hub Update

- An update on the Growth Hub work was provided including plans for a new "Business Festival" during week commencing 4 March 2019 coinciding with Apprenticeship Week, with the result that the Buckinghamshire Business Awards will move to October 2019.

### 6.4 Enterprise Zone Update

- An update was provided on the excellent progress being made at all of the Enterprise Zone sites and the clusters developing around expertise and specialist knowledge.
- Where BTVLEP has funded incubation/business space, hot desking space has been negotiated for use by officers to ensure close connections with these centres are maintained.
- The University of Buckingham are part of a consortia to develop a potential sports testing campus at Silverstone. A bid to support this has been submitted to SEMLEP accessing unallocated LGF funding.
- At Westcott, Reaction Engines are building out their Sabre Rocket and are bringing in more interest in Westcott through their supply chains. The 5G and incubation centres are now up and running.
- Arla Woodlands site is progressing. Section 106 agreements are close to being finalised and DB Symmetry has started to develop floor space which will be available next year.

### 6.5 England's Economic Heartland

- It was agreed to invite Martin Tugwell to the next Board meeting to provide an update on the work of England's Economic Heartland, with particular reference to the Transport Strategy in development.

### 6.6 Local Growth Fund Update (Document tabled)

- A document outlining BTVLEP's financial performance in terms of the LGF Award was tabled. It was noted significantly more funding has now been distributed than was the case in the timeframe of the document and this will show in the next quarter's results. There is significant, tangible evidence of the work that is being done in Buckinghamshire.
- The Board approved the BTVLEP Chief Executive signing the document (with the Section 151 Officer) for submission to Government.

6.7 Aylesbury Garden Town

- The Board agreed the appointment of Richard Harrington as the BTVLEP's nominated representative on the Aylesbury Garden Town Board, replacing Cllr Nick Naylor.

6.8 Digital Update

- £1.8m funding has been awarded to Bucks from the Rural Development Programme to support rural businesses.

7 **ANY OTHER BUSINESS**

- The Board offered its thanks to Rebecca Bunting, this being her last BTVLEP Board meeting, for her service and contribution to the BTVLEP and to Buckinghamshire.

8 **DATES OF NEXT MEETINGS**

Friday 11 January 2019, 9.30am, Westcott Incubation Centre, Westcott Venture Park

Friday 22 March 2019, 9.30am, venue tbc

Friday 10 May 2019, 9.30am, venue tbc

Friday 17 July 2019, 9.30am, venue tbc

Friday 17 September 2019, 9.30am, venue tbc

Friday 15 November 2019, 9.30am, venue tbc