

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

Held Friday 11 January 2019 from 9.30am at Westcott Business Incubation Centre, Westcott

Present: Cllr John Read, South Bucks District Council (Alternate)
Cllr Martin Tett, Buckinghamshire County Council
Michael Garvey, Buckinghamshire Business First (Chandler Garvey)
Michael Harris, Buckinghamshire Business First (Lindengate) (Alternate)
Alistair Lomax, Buckinghamshire Business First (University of Buckingham) (Alternate)
Andrew Smith, Buckinghamshire Business First (Pinewood)
Adam Stronach, Buckinghamshire Business First (Harwood Hutton)

Apologies: Cllr Steve Bowles, Aylesbury Vale District Council
Cllr Isobel Darby, Chiltern District Council
Cllr Nick Naylor, South Bucks District Council
Cllr Katrina Wood, Wycombe District Council
Eman Martin-Vignerte, Buckinghamshire Business First (Bosch)

In attendance: Alan Cox, Satellite Applications Catapult (Part meeting)
Henrietta Stanislova, Satellite Applications Catapult (Part meeting)
Lisa McCance, Shared Intelligence (Part meeting)
Phil Swann, Shared Intelligence (Part meeting)
Peter Latchford, Black Radley Consulting (Part meeting)
Jon Bunney, Hatch Regeneris (Part meeting)
Martin Tugwell, England's Economic Heartland (Part meeting)
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
Jim Sims, The Service Design Company
Sarah Fraser

SUMMARY MINUTES

1 WELCOME

- The Board were welcomed to Westcott Business Incubation Centre. Developments taking place at the site in 5G/satellite applications etc, the opportunities available, and the impact investment from BTVLEP has made were outlined.
- The catapult network is centred on Westcott which has been useful in gaining input to the Local Industrial Strategies (LIS) for both Buckinghamshire and the wider Oxford to Cambridge corridor.
- The space sector is working with Government to try and mitigate for the likely effects of Brexit, and to secure a £1bn programme of investment in autonomous vehicles and AI.

2 BTVLEP ANNUAL CONVERSATION

- The Annual Conversation with Government will take place on 24 January.

3 LOCAL INDUSTRIAL STRATEGY (LIS)

- An update on the draft Buckinghamshire LIS was provided. This has received positive feedback from MHCLG and the advice from Government has been to focus on high level vision/key economic drivers.
- The Board approved the next step; producing a consultation document, incorporating comments received to date, through which to engage a wider stakeholder group.
- A one page summary document was tabled. The Board suggested this would benefit from more aspirational thinking, considering technologies and innovative ideas that do not as yet exist, and reflecting the porosity of Buckinghamshire's boundaries. It was also suggested external private finance should factor more clearly as another key driver, the lack of which will stifle innovation. Board members reiterated previous conversations on the importance of north/south connectivity
- Government has asked for a clear indication from LEPs on those departments with which a conversation is required in order to deliver the aspiration in the LIS; a similar exercise will be undertaken by Government who will co-create and co-brand each LIS.
- It will be equally important to look at what can be delivered from local resources, public and private sector; Government wishes to see things in the LIS that it can respond to positively.
- Neighbouring LEPs have published their draft LIS documents for consultation. Completion of LIS documents is scheduled for end March 2019.
- The Board were invited to champion aspects of the LIS, taking lead roles on some of the key business assets and were asked to consider timescales to take the final draft through individual approvals processes prior to end March; this particularly related to Local Authority colleagues.

4 DECLARATIONS OF INTEREST

- Andrew Smith declared an interest in respect of item 7 on the agenda, Local Growth Fund Case Appraisal, 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.
- Alistair Lomax also declared an interest in respect of item 7 on the agenda with regards to the University of Buckingham bid.

5 MINUTES OF THE LAST MEETING - 23 November 2018

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

5.1 Matters arising:

- 5.1.1 ➤ **Board appointments** (Philippa Batting and Alistair Lomax left the meeting for this section) - Further to the paper tabled re recruitment of additional private sector representation, **the Board:**
 - Endorsed the recommendation to appoint Philippa Batting and Alistair Lomax to the LEP Board; approaching a third candidate with regards to the involvement with the Aylesbury Garden Town Board. Appointments to be progressed, ensuring possible conflicts of interest are appropriately considered in the incorporation process.
 - Noted several applications received after the closing date for this appointment round will be considered at a further round of interviews, in addition to any other applications arising.
 - Noted the appointment process will attempt to ensure appropriate age, diversity and gender representation on the Board, where possible.
 - Suggested encouraging Board representation from the banking sector.
- 5.1.2 ➤ **Vice Chair appointment** -The Board endorsed the recommendation to appoint Michael Garvey.
- 5.1.3 ➤ **Growth Corridor Ministerial Champion** - *[Post meeting update:*
 - *Government is committed to ensuring the public appointment process is accurately followed to appoint an Independent Business Chair through an open and competitive campaign to attract high-profile and high-calibre individuals who reflect Government's ambitions for the Arc.*
 - *As part of the Government's efforts to facilitate coordination across Whitehall, the appointment of a Ministerial Champion for the Oxford-Cambridge Arc is a priority and is being discussed at the OxCam Inter-Ministerial group to be announced shortly.]*

6 LEP INCORPORATION

- The Board considered the best way to meet the requirements of the LEP Review in terms of the LEP's legal personality, whilst creating optimum conditions to maintain flexibility/achieve economic success.
- The Board considered the recommendation to progress a closer partnership between Buckinghamshire Business First (BBF) and the BTVLEP, exploring the possibility of shared operational functions, whilst maintaining the independence required by BTVLEP, safeguarding the BTVLEP's exemplary link to the business community, and ensuring that BBF is not disadvantaged in any future bidding process.
- A decision from the Secretary of State is still awaited on overlapping LEP geography in Buckinghamshire. In the absence of a decision, the BTVLEP will be moving forward on incorporation, increased public sector representation etc. Other LEPs who have refused to resolve overlap issues have received no capacity funding and will be penalised in the UK Shared Prosperity Fund allocation.
- With regards to LEP size Government has agreed to delay a decision on this pending delivery of the LIS, recognising that any merger will be within the geography of the Oxford to Cambridge growth corridor.
- The Board:
 - Noted the report and presentation given, and approved commissioning of legal advice to help structure a recommendation to put to the Board in respect of incorporation.
 - Agreed the establishment of a sub group with delegated authority to work with the Chief Executive and legal support on the recommendation to be put to the Board on 22 March.

7 LOCAL GROWTH FUND (LGF) CASE APPRAISAL

(Andrew Smith/Alistair Lomax left the meeting for this section due to conflicts of interest; Michael Garvey assumed the Chair)

- The Board were reminded £4m Local Growth Fund monies are available for distribution to support the skills side of the BTVLEP's agenda, with particular reference to supporting themes identified in the LIS.
- The Board acknowledged the findings in the Hatch Regneris presentation; that more information is required quickly from all applicants, to enable a final decision to be reached on allocation, recognising that there is insufficient funding to support all 4 projects likely to be progressed quickly.
- The Board were informed that the market opportunity for emerging technologies is assessed via sensitivity testing on the applicant's market intervention logic.
- The Board noted very little information is available on the establishment of the London Medical Education Academy (LMEA) and the Board requested this be investigated further.
- The Board understood that assessors will look to see if funding applied for can be sourced elsewhere and, if not, whether there is the possibility of clawback in order to recycle funds, or to receive a return by way of a stake in a project, recognising that this adds complexity to project negotiations.
- The Board agreed the establishment of a sub group to review the final project applications, and delegated authority to this group to allocate the £4m LGF funding available.

8 CHIEF EXECUTIVE'S REPORT

8.1 LEP Review

- It was noted that a service level agreement is to be put in place with Buckinghamshire County Council (BCC) for any BCC employees that work for the BTVLEP.

8.2 Enterprise Zone

- The Board approved an amendment to the existing BTVLEP/Space Applications Catapult LGF funding agreement to include an additional £1.2m AVEZ funding to support delivery of the Westcott Innovation Centre capitalising on recent changes in the UK space sector and supporting new businesses emerging from recent and forthcoming developments at Westcott.
- The Board noted that this amendment would be made subject to confirmation of the additional funding by the accountable body, and was being made in order to facilitate quick delivery of the project (completion required by December 2019).

- It was confirmed total funding to be provided to the Space Applications Catapult would now be £3.2m (£1.6m loan and £1.6m grant), with a separate agreement to be put in place between BTVLEP and AVEZ regarding the additional AVEZ funding and the return of £0.6m 'loan' element and accrued interest.

8.3 England's Economic Heartland

- An update on the work of England's Economic Heartland (EEH) was provided.
- 8.3.1
 - **East West Rail** - Strategic engagement on the Western Section of the route through to Bedford will commence end January, with a strong steer being given that services should be provided by an existing operator. The entirety of the route is scheduled to be operational by the late 2020s.
- 8.3.2
 - **Digital Infrastructure** - Discussions have been held about ensuring digital infrastructure runs alongside the Western route noting the most cost effective way to achieve this is by including it from the start of the development. A business case is being prepared.
- 8.3.3
 - **Expressway** - EEH has responded to the connectivity study in relation to the expressway and is looking to work with LEPs, Local Authorities, Local Transport Authorities etc to ensure that plans take into account emerging priorities.
- 8.3.4
 - **Major Road Network (MRN)** - Additional funding has been announced to support development of the major road network from 2020 with submissions required by Government by July 2019. An outcome is still awaited from Government on 2 early proposals for MRN funding, including support for Aylesbury's Eastern Link Road, despite funding already being announced for Transport North.
- 8.3.5
 - **Transport Strategy** - The EEH positions this as connecting people with opportunities and services, and using the grand challenges within the LIS as the catalyst for the projects to be pursued.
- 8.3.6
 - **Longevity** - The EEH continues to try and gain assurance from Government that focus on the corridor will have longevity passed the current parliament, providing reassurance to potential long term institutional investors.
- 8.3.7
 - **Party Conferences** - The Board were advised it would be useful to use the Party Conferences later in the year to lobby for support in the upcoming Spending Review.

9 **ANY OTHER BUSINESS**

9.1 Rebecca Bunting

- Pending confirmation from the Section 151 Officer and the Appointments Panel, the Board agreed Rebecca Bunting would be a useful addition to the Skills Board and the BTVLEP Board as an independent business member with specific responsibility for skills, Rebecca having confirmed availability to take these roles on.

10 **DATE OF NEXT MEETING**

- Friday 22 March 2019, 9.30am, venue tbc