

**SHEFFIELD CITY REGION LOCAL ENTERPRISE PARTNERSHIP BOARD
NOTES OF MEETING HELD ON 18 DECEMBER 2017**

Board Members: Sir Nigel Knowles (Chair), Gavin Baldwin, Laura Bennett, Nigel Brewster, Councillor Julie Dore, Councillor Tricia Gilby, Alexa Greaves, Julie Kenny CBE, Neil MacDonald, Martin McKervey and Richard Stubbs

In attendance: Co-Opted Members: Chris Scholey and Professor Chris Husbands

Officers: Ruth Adams, Fiona Boden, Jayne Hampshire, Jeni Harvey, Claire James, Sharon Kemp, Helen Lazarus, Mark Lynam, John Mothersole, Luke Owen, Dave Smith, Diana Terris, Craig Tyler and Krysia Wooffinden

Apologies: Councillor Graham Baxter MBE, Professor Sir Keith Burnett, Councillor Simon Greaves, Councillor Sir Steve Houghton CBE, Mayor Ros Jones CBE, Owen Michaelson, Councillor Chris Read, Councillor Lewis Rose OBE, Councillor Ann Syrett, Huw Bowen, Councillor Michael Gordon, Jo Miller, Daniel Swaine, Neil Taylor and Simon Carr

| Item | Subject | Action |
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| 1 | <p>Welcome and Apologies</p> <p>The Chair welcomed everyone to the meeting.</p> <p>It was noted that as per the discussion at the previous meeting, start times for future meetings have been amended for members' convenience.</p> | |
| 2 | <p>Declarations of Interest</p> <p>Prof. Chris Husbands declared an interest in matters to be discussed at item 9, noting the SHU is one of the organisations bidding into the Skills Capital Fund.</p> | |
| 3 | <p>Notes of Last Meeting</p> | |

The notes of the last meeting held on 9th November were agreed to be an accurate record.

4 Industrial Strategy White Paper

A report was received to provide a synopsis of what was included in the Government's Industrial Strategy White Paper (published 27th November 2017) and to highlight potential issues and opportunities that will need consideration as further details are given in the coming months.

Particular attention was given to the opportunities afforded by the Transforming Cities Fund, Competitive Strength in Places Fund (and its relevance to the SCR's science and innovation agenda) and the Shared Prosperities Fund.

It was acknowledged the SCR has much preparatory work to do in readiness for the various funding opportunities referenced within the White Paper

The Board considered where the LEP will be best placed to support the SCR and what form of support that may take, noting the need to also accord with the government's view of how LEPs will be 'positioned' within local Mayoral decision taking structures going forward.

It was noted the intention is to assign a LEP-lead to each substantive piece of work to steer the preparation of work ahead of funds being formally launched.

It was noted the timescales for the government's review of the roles and responsibilities of LEPs is still somewhat vague and different government departments may have a variance of options regarding the content and scope of the review.

The Board discussed how this review might feed into our own planned changes to governance structure, also the shift from 'executive boards' to 'delivery boards' and the creation if a mayoral governance model. It was also suggested there is the need to revisit how the SCR LEP is currently focussed / organised around certain sectors (e.g. advanced manufacturing, transport and logistics, science and innovation etc.) to ensure these are the right ones, noting opportunities around tourism, leisure and hospitality etc.

It was acknowledged the White Paper's inclusions are of interest to a wider array of organisations that those engaged directly with the LEP and therefore agreed the LEP might need to determine how it participates in other non-LEP-led structures to avoid duplication of efforts and confusion over leadership.

It was acknowledged there is also a need to not lose sight of any complexities that might arise from SCR LEP's geographic overlap with

other LEP areas, or where it might be prudent to progress ambitions across a wider, multi-LEP geography.

It was noted the SCR Exec Team will progress the development of a programme of work, distilled around specific White Paper related themes, and administer the appointment of LEP leads for each of these themes, with a view to having this work substantively completed before the 2018 Mayoral elections.

Action: Dave to present a further paper detailing the programme of Industrial Strategy White Paper related works to the next meeting.

It was acknowledged the holistic review of LEP / Mayoral governance structures will take place later 2018 once the Mayor is in office.

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Business Growth

The Board was invited to contribute to the discussion around the development of a targeted Business Growth Strategy to oversee the achievement of the SCR's strategic aim to create *an international City Region with a higher number of growing businesses, creating more and better jobs through improvements in sectoral productivity driven by targeted support and investment (ref. SCR Inclusive Industrial Strategy).*

It was noted the Business Growth theme doesn't currently benefit from having a bespoke 'strategy' (unlike the SCR's other priority themes) that sits between the SCR Inclusive Industrial Strategy and discrete areas of work e.g. the Growth Hub. It was suggested such a strategy would also help to demonstrate how the Business Growth theme is central and supportive of other themes (skills, transport and infrastructure).

The Board discussed examples from elsewhere nationally where businesses have been assisted through innovative means to help them scale up or develop their growth potential.

Consideration was given to what the roles of the LEP ought to be in helping businesses grow. It was suggested one role might be to act as a conduit for bringing together manufacturers and digital innovators at a strategic level. It was also suggested the LEP may have to be different things to different people, recognising the differing requirements or large employers and small / start up employers.

It was noted this replicates to a large extent activity already underway in each local authority and there is therefore a need to determine what 'added value' the LEP provides.

Instances of recent business growth success within the SCR were cited as examples of what we can acknowledge we are good at, and what more the region could be doing to engender further success.

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| | <p>The Board endorsed the development of a draft Business Growth strategy, noting an expectation this will tie into and be supportive of the SCR's other strategies.</p> <p>It was noted an update report will be presented spring 2018.</p> | |
| <p>6</p> | <p>Annual Conversation</p> <p>A report was received informing the Board of matters arising from the Annual Conversation with Government on the activities of the Sheffield City Region (SCR) Local Enterprise Partnership (LEP) that was held on the 22nd November.</p> <p>It was noted that at this meeting, a discussion was had around the activities undertaken by the LEP over the preceding 12 months to achieve its ambitions. This highlighted how significant progress had been made by the area, in addition to a small number of actions required to continue to improve performance.</p> <p>It was noted proactive action would be taken soon to address the issue of information pertaining to the LEP being split across different websites, with the SheffieldCityRegion website being remodelled to facilitate its capability to host all relevant information.</p> <p>The Board welcomed the request for BEIS representatives to attend future SCR LEP Board meetings, noting this is established practise elsewhere.</p> | |
| <p>7</p> | <p>Skills & Employment Employer Engagement Campaign</p> <p>A report and presentation were received to remind the Board of the range of skills and employment projects underway (nationally and locally led) that deliver support to residents and businesses across the SCR; and to present, for consideration, the proposal to develop a single bespoke-branded 'campaign' of support for both employers and individuals seeking employment.</p> <p>In assessing this proposal, the Board gave more consideration to the ethos of the LEP, how it might best determine what it wants to achieve and how it might realise its ambitions.</p> <p>The Board questioned whether a single brand for all skills and employment projects, with a bespoke website is too much of a 'top down' solution and whether the SCR have the necessary back office systems and resources in place to respond to numerous enquiries. It was also questioned whether associated projects being led by other agencies would be compelled to adopt the single brand.</p> <p>The Board deferred a decision on whether to support the single brand proposal at this stage and requested the Skills Executive Board look at</p> | |

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| | <p>the proposal and its likely implications in more detail ahead of the matter being brought back to a future LEP Board meeting.</p> <p>It was noted the Skills Executive Board is due to meet on 11th January.</p> <p>Action: ALL comments on the single engagement campaign proposal to be sent to Krysia by 10th January</p> | |
| 8 | <p>Governance - Expenses Policy</p> <p>A report was presented to provide a further draft of the LEP Expenses Policy</p> <p>The Board members agreed the proposed Policy and noted the process for making a claim (Annex B of the policy).</p> | |
| 9 | <p>Managing Directors' Update</p> <p>A report was received to provide members with a general update on activity being undertaken by the LEP outside of the agenda items under discussion.</p> <p>The report covered the various funding calls underway, matters within the Chancellor's budget of relevance to the LEP and thematic matters of note.</p> <p>The board discussed the current status of the SCR's Mayoral devolution process. It was noted a meeting is being arranged between the LEP Chair and DCLG ministers to discuss devolution related matters from the LEP perspective.</p> | |
| 10 | <p>Any Other Business</p> | |
| | <p>No further matters noted.</p> | |