

**SHEFFIELD CITY REGION LOCAL ENTERPRISE PARTNERSHIP BOARD  
NOTES OF MEETING HELD ON 19 MARCH 2018**

**Board Members:** Sir Nigel Knowles (Chair), Councillor Jim Andrews BEM, Gavin Baldwin, Laura Bennett, Councillor Tricia Gilby, Councillor Michael Gordon, Alexa Greaves, Councillor Glyn Jones, Julie Kenny CBE, Neil MacDonald, Martin McKervery, Owen Michaelson, Councillor Lewis Rose OBE and Richard Stubbs

**In attendance:** Co-Opted Members: Chris Scholey, Simon Carr and Professor Chris Husbands

Officers: Ruth Adams, David Budd, Andrew Gates, Mark Lynam, Diana Terris, Mike Thomas, Craig Tyler, Sarah Want and Krysia Wooffinden

**Member Apologies:** Councillor Julie Dore, Professor Sir Keith Burnett, Councillor Simon Greaves, Councillor Sir Steve Houghton CBE, Mayor Ros Jones CBE, Councillor Chris Read and Councillor Ann Syrett

Item	Subject	Action
1	<p><b>Welcome and Apologies</b></p> <p>The Meeting was opened by the Vice Chair, Nigel Brewster.</p> <p>Nigel welcomed Barry White, Chief Executive, Transport for the North (TfN) and introduced the members of the Board.</p>	
2	<p><b>Declarations of Interest</b></p> <p>Members reported no changes to any of their published Registers of Interest and no declarations of interest were noted in relation to any agenda item. .</p>	
3	<p><b>Notes of Last meeting</b></p> <p>The notes of the previous meeting held on 5<sup>th</sup> February were agreed to be an accurate record.</p>	

	<p>It was affirmed the ‘manifesto-esque’ document setting out the Board’s work and position on certain matters, as discussed at the previous meeting, for the benefit of the incoming Mayor, will be a purely private sector member derived document. The first draft will be circulated for comment later today.</p> <p>It was reported the SCR Business Growth Executive Board had, as requested, considered the continuation of the Quarterly Economic Survey and decided to endorse the Survey’s continuation, noting whilst it is not necessarily a policy-informing undertaking, it is a useful means of generating wider, thematic engagement with the business sector.</p>	
<b>4</b>	<p><b>Transport for the North</b></p> <p>Members welcomed Barry to the meeting and received his presentation on the TfN Strategic Transport Plan (STP).</p> <p>It was noted the Plan will, once adopted, seek to stimulate a redress of the current transport investment imbalance between the North and the South, using evidence and arguments based on how greater investment would help to transform the North’s economy.</p> <p>It was noted the Plan is focussed on a series of 7 development corridors, with the Southern Pennines corridor being of particular interest to the SCR. Regarding better rail linkages with Manchester, it was reported TfN are working closely with all Partners to develop a number of options.</p> <p>Cllr Jones questioned the status of Doncaster and its apparent omission as either a NPR hub or a strategic economic centre. TfN will review this as more work on the Southern Pennines Corridor is undertaken. It was suggested the ‘labels’ appearing within the presentation are for illustrative purposes only and will be revised as more work on the Southern Pennines Corridor is undertaken. It was also confirmed that Doncaster Sheffield Airport (DSA) is recognised as a significant asset to TfN, as are the East Coast Main Line (ECML) improvements required to help enable the Airport to achieve its potential.</p> <p>Members noted ‘alternative propositions for freight are being considered in order to...reduce impacts upon the National Park’. Advised this may include the reopening of the Buxton-Matlock line, Cllr Rose noted past challenges involved with progressing developments within the Peak Park.</p> <p>Members were provided with information regarding the HS2 ‘loop’ north of Sheffield. It was noted that whilst HS2 Ltd will deliver HS2 to Sheffield Midland, the loop north will be overseen by TfN’s NPR programme. Addressing concerns that these 2 elements of the project may not fully align, it was noted TfN and DfT as co-clients of HS2 Ltd are working closely with all bodies to guide development.</p>	

	<p>Regarding Trans Pennine connectivity, it was noted TfN are about to commission the next stage of design work to further examine the 'alternative' options which will involve a shorter (4-6 mile) tunnel, together with additional A616/628 upgrades and a new dual carriageway linking the M1 at j35a to the A1.</p> <p>It was reiterated the draft STP is currently out to consultation and the deadline for all comments is 17<sup>th</sup> April.</p> <p>Cllr Gilby highlighted the need for TfN to work closely with Midlands Connect to ensure there is no risk of duplication or gaps between the works being led by the 2 regions that might be to the detriment of the SCR's non-Constituent districts, and also ensure fundamental positions are compatible, such as around matters regarding electrification expectations and the future of diesel as a fuel source. It was noted TfN are working closely with all neighbouring regions (Midlands, Scotland and Wales) on both informal and formal bases.</p> <p>Consideration was given to the role the private sector can play in helping TfN achieve its ambitions, such as through joint lobbying on matters of importance.</p> <p>The Chair confirmed all Board members' sentiments (via the Transport Executive Board) would be captured and fed into the SCR's response to the STP consultation exercise.</p> <p>The Board discussed the need for all Local Authorities and partner bodies to come together collectively to help TfN achieve its full potential. It was noted the TfN Partnership Board will be representative of 19 all Local Authorities, 6 Rail Authorities, 11 LEPs + HS2 Ltd., Network Rail, Transport for London and Highways England. The Board will also have an independent Chair.</p> <p>The Chair and Members thanked Barry for his attendance and looked forward to future engagements.</p>	
5	<p><b>Appointment of Transport for the North Board Member</b></p> <p>A paper was received requesting the nomination of a SCR LEP Board representative on the TfN Board.</p> <p>Members were reminded that in April 2018, Transport for the North (TfN) will be established as the country's first sub-national statutory transport body. In establishing appropriate governance arrangements, the 2018 regulations require TfN to appoint a statutory board.</p> <p>It was noted the SCR Combined Authority representative on the Board is the lead Transport Executive Board (TEB) Member. There may therefore be a precedent to follow in appointing the TEB lead private sector member.</p>	

	<p><b>Action: Sir Nigel to canvass all members regarding TfN Board private sector lead (and deputy) appointments and confirm the decision as soon as possible.</b></p>	
6	<p><b>Skills Bank Phase Two</b></p> <p>A paper and accompanying presentation were received to give an overview of feedback received to date on the current Skills Bank programme and how feedback has been used to develop a specification for Skills Bank Phase Two.</p> <p>Members were advised of the 'lessons learnt' from Phase One in designing Phase Two of the programme.</p> <p>The Board discussed the need to fully understand the impacts of Phase One investments and questioned the breadth and relevance of the evaluation information collated by the Education and Skills Funding Agency (as the contract manager). Support was given to the SCR undertaking additional evaluation to help better understand the impacts of investment.</p> <p>It was agreed to approve the recommendations for Skills Bank Phase Two and allow the specification for procurement of a provider to progress to the Education and Skills Funding Agency (ESFA) for evaluation.</p>	
7	<p><b>CA/LEP Revenue Budget and Capital Programme 2018/19</b></p> <p>The Board was presented with the final proposals for the Sheffield City Region CA/LEP Revenue Budget for financial year 2018/19.</p> <p>It was noted the proposed 2018/19 Revenue Budget comprises a core revenue budget of £5.4m plus one-off costs of £2.0m, most of which is for the mayoral election in May 2018, a revenue programme totalling £12.0m and a reserves strategy which addressed the Section 73 Officer's assessment of the adequacy of the level of reserves held by the Combined Authority group. The LEP Board noted the reliance upon the EZ income and confirmed their support to the S73 Officers recommendation that any in year surpluses in EZ income received were to be held in a ringfenced reserve to mitigate potential volatility in subsequent years.</p> <p>The Board was advised of accounting activity being undertaken to help maximise the in-year spend recorded in 2017/18 to adhere to projected spend profiles. (Debate continued at item 9).</p> <p><b>Action: Ruth to circulate the more detailed SCR Combined Authority budget paper.</b></p>	

8	<p><b>Assurance Framework</b></p> <p>A paper was received reminded the Board that each year the Sheffield City Region (SCR) is required to update its Assurance Framework to ensure that robust, transparent and effective arrangements are in place.</p> <p>It was reported that having reviewed the existing document in light of additional national guidance and through the evolution of arrangements in the City Region, a revised document has been produced.</p> <p>It was agreed to approve the updated Framework as presented.</p>	
9	<p><b>Local Growth Fund Programme Update &amp; MHCLG DELTA Dashboard Monitoring - Q3 2017/18</b></p> <p>A paper was presented to provide an update on the likely outturn of the 2017/18 LGF Programme and the proposed 2018/19 LGF programme, and to present the contents of the Quarter 3 DELTA Dashboard monitoring return for approval to submit the return to CLG prior to the 20th April 2018 deadline.</p> <p>The Board recognised the risks, both financial and reputational, of not achieving full projected spend and delivery and discussed what measures might be evoked to help ensure this is realised. The LEP asked that as part of their regular quarterly performance paper they receive additional detail covering the proposed action to be taken if schemes continue to underperform.</p> <p>It was noted schemes will be considered on a line-by-line basis towards year-end to ensure all potential issues are understood and mitigated, and weekly updates will be produced to capture this information.</p> <p>It was suggested the SCR may want to consider active over-programming as a means of avoiding issues of underspend.</p>	
10	<p><b>Managing Director's Update</b></p> <p>The Managing Director's update was provided for information.</p> <p>It was clarified that it was not permissible for any LEP Board Member to engage in discussions with potential Mayoral Candidates in the run up to the election and Members were requested to seek advice should they have any questions regarding what is / isn't permissible in purdah ahead of the Mayoral elections.</p>	
11	<p><b>Skills Executive Board (January 2018)</b></p> <p>Resolution record provided for information.</p>	

12	<b>Housing and Infrastructure Executive Board (January 2018, February 2018)</b> Resolution records provided for information.	
13	<b>Business Growth Executive Board (January 2018)</b> Resolution record provided for information.	
14	<b>Transport Executive Board</b> Resolution record provided for information.	
15	<b>Any Other Business</b>  Members were advised Siemens have signed a long term agreement for the lease of land in Goole, East Riding of Yorkshire, with plans to establish a new state of the art factory to commission and manufacture trains. It was noted the SCR had pitched for this initiative but it was recognised the nearby locality will still have some benefits for our local supply chains.	