

Meeting title		GFirst LEP Board	
Date/time/venue		Tuesday 20 th September, 2022 – 9.00am to 11.00am Venue: Harrison Clark Rickerbys, Ellenborough House, Wellington Street, Cheltenham, GL50 1YD and via Microsoft Teams	
Attendees		<p><u>Members:</u> Ruth Dooley (RD) <i>Chair</i>, Ian Mean (IM) <i>Vice Chair</i>, Tyler Attwood (TA), Richard Cook (RC), Jim Grant (JC), Deborah Potts (DP), and Joe Roberts (JRo)</p> <p><u>In attendance:</u> David Owen (DO), Karen Campbell (minutes), Dev Chakraborty (DCh), Sarah Danson (SD), Patrick Forde (PF), Rod Goodman (RG), Rowena Hay (RH), Jenna Hunt (JH) and Steve Mawson (SM)</p>	
Apologies		Nicola Bird (NB), Matt Charman (MC), Emma Hanby (EH), Mark Hawthorne (MH), Jenny Raymond (JR), Carl Creswell (CC) and Anwen Jones (AJ)	
No.	Item	By	Who
1)	Welcome & introduction		
2)	Minutes of: Minutes of the last LEP Board meeting on 17 th May 2022 - were approved as a true and accurate record.		
3)	<p>Declarations of interest available on the GFirst LEP website –</p> <p>https://www.gfirstlep.com/about-us/the-board/register-of-members-interests/</p> <p>Please declare any pecuniary or personal interests relating to specific matters on the agenda. No conflicts of interest were raised.</p> <ul style="list-style-type: none"> - JR declared an interest on the Bakers Quay project. - RC to complete Declaration of Interest forms. 	Done	DC
4)	<p>Mid-year review, annual performance review, future funding</p> <p>AJ had sent apologies as was unwell, but JH added below:</p> <ul style="list-style-type: none"> - New Prime Minister, new Cabinet and new Secretaries of State for BEIS and DHULC. Following the period of mourning for HM The Queen, the Minister can now start grappling with policy questions. - No decision as yet on LEP Core funding or Growth Hub funding for 2023/24, conversations ongoing. Should Core funding not be confirmed by November then it is likely the Delivery Plan submission for 2023/24 will be delayed. 		

5)	<p>Devolution & Integration</p> <p>Staff members were asked to leave the meeting.</p> <p>The board held an extensive discussion with the Chief Executive on the implications and opportunities arising from the Levelling-up White paper and the potential for a County Deal through Devolution.</p> <p>Written comments were received from EH and MC and fed into the discussion.</p> <p>The board agreed to:</p> <ul style="list-style-type: none"> • The prioritisation of levelling-up missions as outlined in the board paper with one amendment – the ‘wellbeing’ mission to be raised to ‘medium’ • The part-time secondment, subject to agreement with GCC, of the Chief Executive from 1st November 2022 • Endorse the transfer, subject to agreement with GCC, of the Careers Hub team in August 2023 • Approve the use of GIFF funding to fill any additional reduction in either LEP or Growth Hub core funding from central Government for 2023-24 • Seek funding from SEDF for LEP core match funding of £250,000 for 2023-24 and funding of £150,000 for continuation of the Inward Investment project. 		
6)	<p>Board Membership 2022/2023</p> <p>Local Authority District authorities have approved the appointment of Cllr Richard Cook, Leader of Gloucester City Council (previously the LEP Board Observer) as their representative and the appointment of Cllr Rowena Hay, Leader of Cheltenham Borough Council as the new Observer to the LEP Board.</p> <p>Private Sector Reappointment EH is coming to the end of her first term on the LEP Board. The board unanimously agreed to appoint EH for a second term of three years.</p> <p>VCS Co-optee Following discussion, the board agreed to co-opt Matt Lennard, CEO GVCSA for an initial term of 12 months. Matt will give a presentation about VCS at the LEP Board meeting in December.</p> <p>HE Representative Following Russell Marchant’s retirement in the summer, we are still awaiting the nominated person from the county’s three universities to represent Higher Education on the LEP Board.</p> <p>The Chief executive will chase for a response</p>	15/10	DO

	<p>AEM Representative</p> <p>Following the departure of Neill Ricketts from the LEP Board in the summer, we had paused recruitment of an experienced individual in the Advanced Manufacturing and Engineering (AEM) sector to join the board due to the Queen's funeral.</p> <p>All board members asked to consider any AEM contacts that they may have and reach out and encourage them to apply for a place on the Board.</p>		ALL
7)	<p>Gloucestershire Infrastructure Investment Fund (GIIF) update</p> <p>The board approved an increase of £250,000 in the loan to Adventure 270</p> <p>The repayment of £3million from Indectron is subject to further discussion.</p>		
8)	<p>Board member feedback on Growth Hubs (verbal)</p> <p>Gloucester – TA will be visiting later this week and will send an email update.</p> <p>Tewkesbury – RD had been unable to visit but she had spoken with the new CEO of Tewkesbury Borough Council, Alistair Cunningham, who is fully supportive of the Growth Hub. RD will give update at the next meeting.</p> <p>SD – All Growth Hubs are operational. Big uplift in enquiries now the summer holidays are over. Big changes in Cheltenham, meaning we are recruiting for a new Business Navigator.</p> <p>Cheltenham – DO commented that the timeline for opening of the Minster Exchange (MX) project has slipped. RH commented that CBC are committed to making it work and that the Growth Hub is a very important part of the council's plans for the future.</p>		TA
9)	<p>Board member feedback on Business Groups (verbal)</p> <p>Business Membership Group – IM – The group met on September 7th and had a very good meeting. This group is looking to combine with the Business and Professional Services Group. Must ensure the combined group have a clear focus and aims/objectives. All the volunteers give of their own free time and need to see the value in their commitment to us.</p> <p>DO – Elizabeth Weaver has done a really good analysis of all the Business groups. Currently looking at representation on each of the groups. Will talk through this in the December LEP Board meeting.</p>		
10)	<p><u>AOB</u></p> <p>IM to circulate dates of 'Listen to Business' events.</p> <p>RC/IM keen to get landlords together to look at revitalising unused space above shops in Gloucester.</p>		IM

	<p>IM has done some filming at the new 'City Campus' of the University of Gloucestershire with Vice Chancellor, Stephen Marston. Perhaps the Board could consider a tour of the building? SM – GCC have agreed to move the current city centre library into the ground floor of this building.</p> <p>DO mentioned that we have to consider the challenge of realising a 50/50 gender split in Board membership by 2023.</p> <p>The Made in Gloucestershire initiative driven by GFirst LEP has now successfully signed up its first 50 members.</p> <p>IM is doing a piece on the Golden Valley project with Business & Innovation magazine.</p>		
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Future Board meeting dates for 2022:

Tuesday 6th December - 9.00am to 11.00am

Venue – University of Gloucestershire Business School, Oxstalls Campus, Longlevens, GL2 9HW

Meeting	Growth Hubs	Business Groups
<i>December</i>	Gloucester (from September) (TA) Tewkesbury (from September) (RD/EH) Libraries (RC) Forest of Dean (NB) Stroud (DP) Cirencester (JG)	Banking and Finance (JR) Visitor Economy and Tourism (DP)