

# Cardiff Capital Region City Deal Regional Cabinet Meeting

10.30am-12.30pm on Thursday 19 December 2019  
Ebbw Room, Penalta House, Caerphilly County Borough Council,  
Tredomen Park, Ystrad Mynach, CF82 7FQ

## Minutes

### Present

#### Leaders and Chief Executives

Cllr Huw David	Leader	Bridgend CBC
Mark Shephard	Chief Executive	Bridgend CBC
Cllr Philippa Marsden	Interim Leader	Caerphilly CBC
Cllr Kevin O'Neill	Leader	Merthyr Tydfil CBC
Ellis Cooper	Chief Executive	Merthyr Tydfil CBC
Cllr Peter Fox	Leader	Monmouthshire CC
Paul Matthews	Chief Executive	Monmouthshire CC
Cllr Jane Mudd	Leader	Newport CC
Sheila Davies	Interim Chief Executive	Newport CC
Cllr Andrew Morgan (Chair)	Leader	Rhondda Cynon Taf CBC
Chris Bradshaw	Chief Executive	Rhondda Cynon Taf CBC
Cllr Anthony Hunt	Leader	Torfaen CBC
Alison Ward	Chief Executive	Torfaen CBC
Cllr Neil Moore	Leader	Vale of Glamorgan Council

#### Officers

Anil Hirani	Accountancy Manager	Accountable Body
Hrjinder Singh	Accountant	Accountable Body
Gareth Gates	Accountant	Accountable Body
Christopher Lee	Section 151 Officer	Accountable Body
Jenna Walters	Solicitor	Accountable Body
Jon Day	Economic Development	Cardiff Council
Kellie Beirne	Director	City Deal Office
Rhys Thomas	Chief Operating Officer	City Deal Office
Nicola Somerville	Head of Inclusive Growth & Business Development	City Deal Office
Rob O'Dwyer	Head of Infrastructure	City Deal Office
Suzanne Chesterton	Marketing & Communications Lead	City Deal Office
Liz Fitzgerald	Business Development & Partnerships Officer	City Deal Office

#### Guests and Observers

David Pendlebury	Manager, Deal Advisory Infrastructure Advisory Group	KPMG
Alastair Milburn	Managing Director	Effective

Ffion Pocock	Senior Account Manager	Effective
David Rosser	Regional Manager	Welsh Government
Jenna Dillon	South East Regional Team	Welsh Government

## Apologies

Cllr Nigel Daniels	Leader	Blaenau Gwent CBC
Michelle Morris	Chief Executive	Blaenau Gwent CBC
Christina Harray	Chief Executive	Caerphilly CBC
Rob Thomas	Chief Executive	Vale of Glamorgan Council
Cllr Huw Thomas	Leader	Cardiff Council
Paul Orders	Chief Executive	Cardiff Council

## 1. Welcome and Apologies

Cllr Morgan opened the meeting and apologies were noted.

## 2. Declarations of Interest

Kellie advised that she had been appointed to the Board of UK Research & Innovation for Research England; she had taken Monitoring Officer advice and was able to continue overseeing City Deal business in relation to the Investment Panel and any project bids.

## 3. Minutes of the meeting held on 21 October 2019

The minutes of the meeting held on 21 October 2019 were agreed as accurate subject to correction of Ellis Cooper's title (from Assistant Director to Chief Executive) and removing Will Godfrey's name from the attendance list.

## 4. 2019/20 Month 08 Joint Committee Revenue Budget Monitoring Position

Christopher introduced the report. There was a brief discussion around the reserve figure.

It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) noted the actual expenditure, income and projected full year out-turn position as at 30 November 2019 (Month 08) against its approved 2019/20 Revenue Budget.

**Item 7 – Proposed 2020/21 Joint Committee Revenue Budget** – was discussed after item 4 to allow Christopher to leave the meeting early.

*Christopher Lee left the meeting.*

## 5. 2019-20 Annual Business Plan - Quarter 2 Performance Report

Kellie introduced the report.

It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) noted the overall progress at Quarter 2 2019/20, including the budget position reported at Appendix 5;

- (2) approved the Quarter 2 performance report;
- (3) authorised the Director of the Cardiff Capital Region City Deal to formally submit the Quarter 2 performance report, including supporting information to both UK and Welsh Governments, and other stakeholders as required, on behalf of the Regional Cabinet.

## **6. The Wider Investment Fund - Annual Business Plan 2020/21**

Kellie introduced the report and provided background to the formulation of the Annual Business Plan.

It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) endorsed and approved the Annual Business Plan 2020/21 and
- (2) noted the self-assessment and the principle of ongoing self-evaluation ahead of gateway 1.

## **7. Proposed 2020/21 Joint Committee Revenue Budget** (discussed after item 4)

Christopher introduced the report.

It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) the Joint Committee costs set out in Table 1 of this report and amounting to £1,690,431;
- (2) the proposed 2020/21 Annual Budget of £1,104,817, funded by partner contributions as outlined in this report, to meet part of the Joint Committee costs and which represent an increase of 1.42% against the previous year's budget; and
- (3) that the balance (£585,614) of the Joint Committee costs be met from the Cardiff Capital Region Wider Investment Fund (namely that part of the HMT contributions referred to in this report as the 'WIF Top-Slice').

## **8. Investment Panel Recommendations to Regional Cabinet**

Kellie introduced the report and outlined the key points and rationale for the recommendations. The sift 1as were pre-SOC and were undergoing due diligence before being presented to Regional Cabinet. The significant amount of progress that had been made was noted. The volume of documentation was discussed and it was agreed to add bookmarks to PDF documents to allow easier navigation.

It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) noted the Recommendation logs from the meetings of Investment Panel on 19 November 2019 and 11 December 2019, respectively;
- (2) approved the recommendations made by the Investment Panel (set out in full in the 19 November Recommendation Log at Appendix 1) in respect of:
  - i. All of the Stage 1a proposals which are now at entry stage of the Investment Framework;
  - ii. The CS Connected Project and City Deal co-investment of £50,000 in hosting the CS Connected Team in partnership with WG and CS

- Connected Members - noting and approving the attached conditions;  
and,
- iii. The CS Connected proposed land acquisition and the £40,000 cost of technical due diligence relating to the site and services and power supply – noting and approving the attached conditions;
- (3) approved the recommendations made by the Investment Panel (set out in full in the 11 December Recommendation Log at Appendix 2) in respect of:
- i. All of the Stage 1a proposals which are now at the entry stage of the Investment Framework as well as those deemed unsuitable at this time;
  - ii. The principle of establishing a Local Wealth Building (foundational economy) Challenge Fund a full proposal which should now be shaped and developed, in accordance with expert advice and endorsement of HMT in respect of any changes to funding terms and conditions;
  - iii. Notes the status update on the Investment and Intervention Framework Pipeline – set out in Appendix 3;
  - iv. The Housing Investment Fund OBC (Appendix 4i) and the proposed conditions attached in the Recommendation Log (Appendix 2);
- (4) noted the following items in relation to the Housing Investment Fund:
- i. The need to participate in a political leaders workshop in January to consider key issues in order to finally inform the Full Business Case for the Housing Investment Fund to be received in the New Year which establishes the principal Viability Gap fund and feasibility of a second SME Fund; the key priority sites, criteria and assessment process and a full and final state aid position;
  - ii. The need to seek an urgent meeting with WG to confirm the final funding position in respect of its contributions and funding T&Cs;
- (5) further approved the following items in relation to the Housing Investment Fund:
- iii. the FBC cost envelope of up to £75,000;
  - iv. to increase CCR funding contribution from £15m to up to £30m to scale impact;
- (6) noted the early progress made in respect of the first Metro Plus schemes and the outline approvals awarded to Cardiff and RCT by the Regional Transport Authority's exercising of delegated powers at its meeting on 28 November 2019.

## **9. Strength in Places Fund – Wave 2 EoI Submission Medical Devices And Diagnostics**

Kellie introduced the report which notified Regional Cabinet that the submission had been formally made and outlined the rationale for the application to the SIPF. Further comprehensive work would be undertaken on stakeholder engagement. It was agreed it would be a way for the region to lead the way in the medical devices and diagnostics sector and would increase support for businesses across the region. Kellie confirmed

that the application was joined up with Welsh Government who had participated in the process and had provided support during the writing of the bid.

It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) noted the EOI submitted to UKRI's Strength in Places Fund by industry lead Creo Medical Group Ltd which cites CCR as a consortium partner;
- (2) noted the support awarded to the Fintech SEW and Clwster submissions both of which reflect core priority sectors for the Cardiff Capital Region
- (3) agreed to receive a further report on next steps post June 1 2020, when notifications are expected from UKRI.

## **10. CCR Energy Vision and Delivery Approach - Early Work**

Rhys introduced the report which set out how energy delivery across the region could be transformed alongside and as part of the decarbonisation agenda. Discussion took place around the impact on workforce resilience. It was agreed that the region needed to properly map the energy needs across the region and compare review network capacity.

It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) noted the Energy Vision and the next steps of the process regarding stakeholder engagement, economic modelling and the development of the plan; and
- (2) noted the final outcomes of this work along with a fully costed plan to support and co-ordinate delivery and implementation will be reported to the Regional Cabinet.

## **11. CCR Pilot Graduate Scheme Update**

*David Rosser left the meeting.*

Kellie introduced the report which was designed to request a continuation of the scheme which would allow greater business engagement and capitalise on existing commitment from business contacts.

The Regional Cabinet supported the scheme and hoped to see it scaled up. There was some concern about targeting as the majority of placements were in Cardiff. The wider region needed to be targeted, particularly across the Valleys. It was suggested that local authorities should take on graduates to demonstrate leadership. A short evaluation would happen at the next Regional Cabinet meeting.

Nicola confirmed that engagement with local businesses was ongoing; Brexit had had an impact on take-up but there was a lot of positive feedback. Sessions had been booked post-Christmas with local authority economic development officers to determine how best to co-ordinate and streamline the processes. Kellie advised that a housing association session would also be held. It was suggested that the Regional Business Council would help with engagement.

It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) note the progress, lessons learned and interim evaluation gauged from the first 8 months of the initial pilot period;

- (2) approve a continuation period, up until the end of April 2021 in order to deliver fully on the benefits and target outcomes set out in this report and allow the better alignment of timescales, objectives and opportunities;
- (3) approve the revenue funding envelope of an additional £161,000 in 2020-21 for the costs associated with the continuation period, which will be met from the CCR City Deal Wider Investment Fund; and,
- (4) agree to receive a full scheme evaluation including a clear exit strategy ahead of Gateway Review in April 2021.