

Paper Number EB09.19.2

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Meeting & Date:	Extraordinary Meeting 11 September 2019		
Subject:	China Leaders Summit		
Attachments:	Appendix 1: Note Verbale Appendix 2: China Leaders Summit Steering Group Terms of Reference		
Report of:	ME Executive	Total no of sheets: (inc cover sheet)	5

Papers are provided for:	Approval <input checked="" type="checkbox"/>	Discussion <input checked="" type="checkbox"/>	Information
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Summary & Recommendation:
<p>Summary</p> <p>The purpose of this report is to:</p> <ul style="list-style-type: none"> • Inform the Executive Board of the arrangements for the Regional Leaders' Summit (RLS) which have been agreed between the Foreign and Commonwealth Office (FCO) and the Chinese People's Association for Friendship with Foreign Countries (CPAFFC), and; • Seek approval for a governance framework to oversee the design and delivery of the RLS, ensuring extensive participation from across the Midlands. <p>Recommendation</p> <p>The Executive Board is asked to:</p> <ul style="list-style-type: none"> • Note initial progress • Approve the governance arrangements set out in this report • Agree to receive progress reports at future Executive Board meetings.

Background Information

Introduction & Context

The Midlands Engine is convening the UK/China Regional Leaders Summit which will be the most politically significant Anglo-Chinese event the region has held.

This is the fifth RLS since being established by the UK and Chinese Governments in 2015 to broaden regional and local collaboration between the two countries.

The Foreign Secretary awarded the summit to the region following a competitive bid process which received the support of both governments and recognised the Midlands thriving civic, educational and cultural links including six provincial Chinese partnerships and thirteen sister city relationships, which are often underpinned by strong education links.

The successful bid is a significant achievement and demonstrates government support for the Midlands Engine strategy, working with regions internationally. As the second largest economy in the world, China has been identified as a key market where the Midlands Engine can advance development of trade links, in support of its post-Brexit Internationalisation Strategy. This will be delivered through an ambitious China Strategy which sets out priority sectors and regions which complement China's economic priorities. A major objective of the China Strategy is to build and nurture the region's existing relationships and the Midlands - Zhejiang Five Year Plan.

Scope of the Regional Leaders Summit

Aligned with the Government's GREAT Britain campaign, the Summit will showcase the region's strengths as a great place to visit, do business and learn, capturing the best of all that is familiar about the Midlands together with all that is new and innovative.

Expected to be the largest RLS to date, the Summit will bring over 200 Chinese provincial and municipal leaders to the Midlands to meet with a wide range of representatives from local government, academia and businesses. It will build bilateral people-to-people connections and help identify strategic areas for information and cultural exchange and economic opportunities.

The Summit will:

- Celebrate and showcase current regional relationships
- Set ambitious shared targets for the future of our regional partnerships
- Formally launch the refreshed Midlands Engine China Strategy, celebrating and reaffirming the Midlands Engine commitment to long term cultural and economic connections
- Strengthen practical support and awareness of opportunities for two way trade and investment, demonstrating how regional relationships help break down barriers
- Highlight key economic opportunities for the Midlands Engine and China including sectors where there are linked prospects
- Advance region to region dialogues around key opportunities e.g. healthcare
- Encourage the expansion of sister school programmes which are helping young people in both countries learn more about each other
- Highlight the opportunity for further and higher education organisations to maximise opportunities through established regional relationships

- Promote the culture and tourism offers of the Midlands and our Chinese partner regions with a specific focus on how place to place partnerships can boost tourism
- Offer a forum for those areas within the Midlands Engine who seek stronger Chinese regional connections to learn from partnered places, supporting new regional connections

Although focused on people-to-people diplomacy, the visiting Chinese provinces and municipalities will be encouraged to bring companies that are looking for partnerships, joint ventures, investments and contracts in Summit focused sectors. The Steering Group (detailed below) will work with the Department for International Trade, the China Britain Business Council and partners to develop this part of the programme.

Governance

Early progress has been made to establish delivery arrangements for the project, incorporating an ambition for extensive participation from across the Midlands.

The first phase of this work has been to frame governance arrangements and resource requirements for the project. As Chairman of the Midlands Engine Operating Board, Anthony May has formulated the Regional Leaders Summit Steering Group (RLSSG) to provide governance for the project, made up of regional partners.

This RLSSG will report to the Executive Board and provide the point of accountability for the project including programme development, oversight, commissioning, financial and staffing/technical resources.

The first meeting of this Group is scheduled to take place on 11 September 2019, following the Midlands Engine Executive Board. Thereafter, as set out at Appendix 2, the RLSSG will meet monthly – wherever possible aligned to an Executive or Operating Board meeting.

A Project Delivery Team will be responsible for day to day programme management and support and advise counties/cities in devising an extensive regional programme. Resourced through secondments from partner organisations with some specialist support from strategic partners, the Team will:

- Develop / secure agreement and implementation of a comprehensive RLS project delivery plan.
- Prepare a detailed budget for project delivery.
- Prepare a comprehensive resource plan for agreement by the Regional Leaders Summit Steering Group (RLSSG), identifying the teams, individuals and commissioned service providers needed to enable successful delivery.
- Implement the resource plan, capturing in-kind contributions and all associated, direct and indirect inputs.
- Develop and agree a comprehensive engagement plan to identify the requirements of regional, national and international partners and ensure these are met. This will include the development of RLS announcements. To include close and continuous engagement with Officials within the FCO, Government departments, international partners and other as required.

- Develop a package of commissioned and/or in-house services to facilitate the delivery of a highly successful event programme - addressing the specialist nature of this event.
- Oversee a programme of civic, educational or regional events based on existing partners. To include identification of further Midlands Engine local authorities seeking Chinese partners.
- To provide regular reports to RLSSG members for review / approvals and information (progress updates). To include requests for key decisions, risk management and mitigation, emerging issues and challenges - and provide full reports to Executive Board Meetings.
- Prepare and plan for event impact evaluation, embedding evaluation objectives within event planning and delivery. Report to the RLSSG and to Government on event impact within three months of event delivery.

Executive Board approval is sought for the governance arrangements set out in this report and at Appendix 2.

Arrangements for the Summit

The British Embassy in Beijing (the FCO) has formally agreed with the CPAFCC that the fifth RLS will be convened in Birmingham in the week commencing Monday February 17, 2020. Appendix 1 to this report provides the Note Verbale agreed between the two sides.

The Chinese regulation limiting local government delegations to five days (including travelling time) in a single foreign country imposes a de facto sixty-hour limit on Summit duration. With this in mind, it is expected that the main Summit will take place on Tuesday February 18, 2020 with a complementary programme of partner led regional events across the Midlands taking place on Wednesday February 19, 2020.

A high-level programme plan is set out below which has been devised through joint working with key partners in the FCO, Midlands Engine and West Midlands Growth Company Limited.

Proposed Programme Outline

Day One: Delegation arrival, rest, orientation and welcome reception

Day Two: Summit (main event) – morning plenary, afternoon thematic sessions, evening gala dinner

Day Three: Starburst of visiting delegations to their partner counties/cities with cultural activity for delegations which don't have a current partner

Day Four: Return travel to China

Joint working between the Midlands Engine and the West Midlands Growth Company has identified a shortlist of venues and accommodation for days One and Two of the programme. This will be considered at the first meeting of the RLSSG.

As referenced above, the Midlands will invite existing partner provinces and municipalities of Midlands Engine members. The RLSSG will also work with the Midlands Engine China Group to identify Midlands Engine authorities looking to establish new partnerships.

Finance

The Midlands Engine Programme Director has been working with counterparts in Government to establish a working budget for the Summit. A ring fenced contribution from Government of £75,000 has been made to Midlands Engine which will enable early progress. A detailed assessment of budget needs to ensure delivery of a Summit which meets the shared expectations of all partners involved is underway.

In accordance with normal practice, Midlands Engine as Summit hosts will meet all in-country costs. Once prepared, the detailed budget plan will be proposed for consideration to the RLSSG. The budget will include airport transfers, transport, accommodation, meals, venues, cultural activities, interpretation/translation and production of a Summit programme with accompanying materials.

To inform financial planning, it has been agreed with the CPAFFC that the Midlands Engine will meet the costs of official delegates only for hotel accommodation and meals with a cap on five per provincial or municipal government (expected to be c.100 delegates). Costs of the regional programme (Day 3), including transport and activities, will be met by respective Midlands Engine partners.

A detailed budget and financial plan will be developed by the RLSSG that will include a Government contribution and Midlands Engine/partner budget support, together with income through sponsorship and exhibition income, plus in-kind contributions. This will be brought to the December meeting of the Executive Board.

Legacy Programme

With such significant investment being planned to enable a successful Summit, an early focus on the legacy from the RLS is a priority.

A legacy plan, including medium and long term evaluation of impacts arising from the Summit will be prepared, with legacy opportunities spanning cultural learning and positive impact, economic opportunities realised, strengthened relationships across existing partnerships and lasting new partnerships forged. Legacy planning will inform Summit planning to ensure that tangible opportunities are both identified and realised.

Recommendations

The Executive Board is asked to:

- Note initial progress
- Approve the governance arrangements set out in this report
- Agree to receive progress reports at future Executive Board meetings.