

## BOARD AGENDA AND BOARD PAPERS: 24 JULY 2012

### TIME

15:00 (Prompt), 24 July 2012

### VENUE

Genzyme Ltd, 12 Rookwood Way, Haverhill, Suffolk, CB9 8PB, Tel: +01440 703522

Directions: [http://www.genzyme.co.uk/~media/Files/GenzymeUK/uk\\_haverhillmap.pdf](http://www.genzyme.co.uk/~media/Files/GenzymeUK/uk_haverhillmap.pdf)

### **A. Essential business for decision**

Item	Brief description	Time allocated	Access/circulation prior to board meeting
1. Genzyme presentation	Presentation by Genzyme.	15:00 - 15 mins	Verbal/on the day
2. Previous board minutes	*Board members asked to submit amendments in advance of board meeting.	15.15 - 5 mins	Board Corporate Members
3. Corporate Governance and Scheme of Delegation (GA) *Board members requested to propose amendments in advance of board meeting	As the LEP is established as a non-profit private limited company, it is necessary to establish a scheme of delegation to conduct day-to-day business and deal with formalities such as opening bank accounts, procurement and expenditure.	15.20 - 15 mins	Board Board Advisors
4. Governance regarding disbursement of Enterprise Zone Business Rates Revenues (NB)	DCLG have requested a formal statement (by the end of July) on the governance arrangements in place to disburse EZ Business Rates Revenues.	15:35 - 10 mins	Board Corporate Members
5. GCGP Growth Prospectus (economic strategy and action plan) – process and progress to date (GA)	Looking forward, it is essential that future GCGPEP priorities and delivery are based on a coherent strategy and set of priorities. UK government are also looking to engage with LEPs based on clear local strategies and priorities.	15:45 - 15 mins	Board Corporate Members
6. Skills subgroup recommendations (MHC)	Board asked to comment on/ endorse the Skills subgroup recommendations.	16:00 - 10 mins	Board Corporate Members
7. Subgroups roundup (verbal)	V. quick roundup of any updates from subgroups.	16.10 - 5 mins	N/A
8. Campaigns (LWH)	Board decision on 2 advocacy campaigns to implement.	16.15 - 5 mins	Board Corporate Members
9. Growing Places Fund ( <b>CONFIDENTIAL</b> ) (NB)	Update on GPF, projects that need further board decisions.	16.20 - 10 mins	Board
10. HR contracts and procurement ( <b>CONFIDENTIAL</b> ) (GA)	Extension of 2 existing staff contracts; approval to procure initial consultancy project (up to a value of £40,000 excl VAT) for SFA-funded EZ Skills Strategy work.	16.30 - 5 mins	Board

## B. Discussion items / for information

Item	Rationale/need.	Time allocated	Access/circulation
11. Future shape of LEP activities/organisation (the 'direction of travel' of the LEP) (GA)	Open discussion about what the LEP can deliver, and what kind of organisation is needed to support this.	16.35 - 30 mins	Board Corporate Members
12. Update on A14 plans and progress – presentation from Cambridgeshire County Council (Alex Plant)	Cambridgeshire County Council's update on progress towards upgrading the A14, and their views on the way ahead.	17.05 - 20 mins	Verbal/presentation on the day

**Note that new access and circulation criteria now apply.** The Chair has approved a process whereby board papers are circulated, where appropriate, to Corporate Members (Local Authority Chief Executives) at the same time as board members.