

## BOARD AGENDA AND BOARD PAPERS

**DATE AND TIME:** 9 July 2013, 15:00

**VENUE:** Alconbury Enterprise Zone, Urban&Civic Limited, 137 North Gate, Alconbury Airfield, Huntingdon, PE28 4WX

Item	Brief description	Time allocated	Access/circulation prior to board meeting
1. Minutes from previous board meetings	Minutes from board meeting 20 May Minutes from board meeting 05 June	15:00 5 mins	Board Corporate Members
2. Update on progress by business area	Team update	15:05 30 minutes	Board Corporate Members
3. Spending Review, Local Growth Strategy, EU Funds	Key points on recent announcements and local progress (Glenn Athey)	15:35 20 mins	Board Corporate Members
4. Proposed changes to board size and composition	Proposal to expand board membership (Grahame Nix)	15:55 20 mins	Board Corporate Members
5. A14 contribution	Decision required to support other major road developments to ensure wider support for A14 (Grahame Nix)	16:15 15 mins	Board Corporate Members
6. City Deal	Verbal Update (Alex Plant)	16:30 15 mins	Board Corporate Members
7. London-Stansted-Cambridge Consortium	Appointment of John Bridge to LSCC board	16:45 15 mins	Board Corporate Members
8. AOB/Close		17:00	

**DATE OF NEXT BOARD MEETING: 13<sup>th</sup> AUGUST 2013**

## LEP BOARD MEETING

Minutes from the meeting held on

20<sup>th</sup> May 2013 from 15.00 to 18.00

at Alconbury Enterprise Zone

### Board Members Present

Grahame Nix (GN)	Chairman
Mark Reeve (MR)	
John Bridge (JB)	
Cllr Jason Ablewhite (JA)	
Cllr Tim Bick (TB)	
Trevor Ellis (TE)	
Dr Robert Swann (RS)	
Cllr Marco Cereste (MC)	
Prof Mike Thorne PhD (MT)	
Prof Sir Richard Friend FRS FREng (RF)	
Cllr Terry King (TK)	
Allan Arnott (AA)	

### Apologies

Cllr Nick Clarke (NC)  
Dr Lynn Morgan (LM)

### Also in attendance

Alex Plant (AP)	Board Advisor
Neil Darwin (ND)	Board Advisor
Glenn Athey (GA)	Interim Executive Director
Laura Welham-Halstead (LWH)	Communications and Engagement Lead
Mark Cooper (MCo)	Skills and Business Growth Lead
Michael Barnes (MB)	Programme Manager
Michelle Crosse (MCr)	Executive Assistant

## 1. Item 1 – Welcome & Minutes from the last meeting

Apologies were noted from LM and NC.

The minutes from 12<sup>th</sup> March 2013 Board meeting were agreed with no amendments.

GN updated the Board on progress to identify Board Champions. To date TE is the A47 lead, MR is the new A14 lead and JB is the air transport lead. This is in addition to the existing lead roles held by MC (European Funding), AA (Skills) and LM (VSE). GN will be speaking to other Board members about becoming the rail lead. MC noted that whoever took up the role should be aware of the fact that he has joined the East Coast Mainline group. GN

Future agenda items of the interactive map and base closures/ expansions were discussed. GN requested GA create an interim paper about base closures/ expansions before adding it onto a future agenda. GA

## 2. Item 2 – Update on progress by business area

GN introduced the item, asking Board members to provide feedback on the new style of reporting.

**i) Operational Plan** – GA presented the updated Operational Plan to Board that takes into consideration feedback provided at the last Board meeting. The updated Operational Plan was agreed by the Board and LWH will upload it onto the LEP website tomorrow. LWH

**ii) Recruitment, HR and operational services** – MB has joined the LEP team as Programme Manager and MCr as Executive Assistant following on from the last meeting. The Chief Executive and Planning & Strategy Director roles are currently at shortlisting stage.

Board members noted the need to look not just for core skills, but also entrepreneurial spirit amongst the candidates.

GA also informed the Board that MCo has been offered a contract extension to deliver current operational plan skills objectives and LWH has been offered a new one-year contract. Contracts for both are currently being drawn up.

LWH provided the Board with an overview of recent Communications and Engagement work. AA requested a focus on outcomes in the next report, which LWH agreed to in the light of the creation of a new Communications and Engagement Strategy to support the Operational Plan which will be brought to the next meeting. LWH

**iii) Enterprise Zone** – GN updated the Board on progress. Work on the Incubator Centre is underway and due for completion in late 2013. A funding bid for the Southern Access Road has been submitted to DCLG, in addition to a Large Plans funding bid. Both schemes have been oversubscribed.

After discussing the current level of enquiries and the response process, the Board were keen to receive further information about the pipeline of enquiries, and GN informed them that he had requested details of enquiries to share with the Board in the future. GN

JB to send details of a potential enquiry to GN to chase up with Urban&Civic. JB

**iv) Skills** – MCo updated the Board on current skills work and highlighted the continued focus on the core skill objectives laid out in the Operational Plan – see board skills note for progress to

date.

The SSG have agreed two Local Skills Team (LST) Pilot areas – broadly Fenland/ King’s Lynn and Peterborough/ Rutland but based on post-code districts – which the Board were in agreement. The Board also welcomed news that the Greater Cambridge City Deal Skills element is aligned with the LEP Skills Strategy.

MCo/  
LWH

MCo and LWH will now work together to put in place a marketing strategy for the LST pilots and Skills Survey.

AA added that the recent SSG had attracted 18 attendees and sparked good debate and clear decisions. The SSG agreed to have a larger Reference Group, to represent key sectors and the LEP geography that would meet twice a year, with a smaller Executive Group that met quarterly to steer policy. An application process will be put in place to form the membership of the Executive Group.

**v) International Review** – ND introduced the item, noting that he will have more to update the Board on at the next meeting. Two workshops would be taking place this week to formulate ideas and plan for this element of work. A fuller plan will be brought back to the next meeting.

**vi) Local Transport Board (LTB)** – The Board discussed the importance of partnership working, and the LEPs role in shaping the agenda of any group they were on. In particular, when it comes to agreeing the criteria for funding decisions for transport schemes. AP reassured the group that the LTB has already included an economic element to their criteria.

**vii) Other subgroup updates** were left as written updates, and it was noted that the VSE Prize Challenge Fund had launched that day.

RS thanked the Executive Team for the progress that had been made on reporting, and welcomed the new reporting style.

### 3. Item 3 – Growing Places Funding

MB introduced the paper. The Board were presented with two key requests:

1. Variation to the funding agreement with Haverhill Research Park
2. Funding bid for Newmarket Horseracing Museum

The Board debated both items in detail.

Looking at the original criteria set for funding bids, the Board could not approve the current bid for funding towards the Newmarket Horseracing Museum in its current form (as 50% grant funding). Should Forest Heath District Council wish to resubmit an updated proposal based on 100% loan the Board would be happy to reconsider it.

With regards to the variation in the Haverhill Research Park funding agreement, the Board did not feel they had been presented with enough information to make a full considered decision. MB to report back to the Board via email with clearer information regarding the charge and risk profile.

MB

The Board agreed that in future they would like to see an overview of all on-going GPF projects, with any changes flagged in a covering report.

MB

The Board also requested MB and GA create a paper regarding the future strategic intent to deliver

MB/ GA

funding for the next meeting.

#### 4. **Item 4 – Local Growth Strategy**

GN introduced the paper and GA provided the Board with a presentation outlining the proposed approach for the creation of a Local Growth Strategy (LGS), that needs to be submitted in draft by Autumn 2013, and finalised in the first quarter of 2014. The Government is due to issue guidance on, or soon after, 26<sup>th</sup> June.

GA outlined the Government's response to the Heseltine Review, and the announcement of a Single Growth Pot for LEPs to bid into via a competitive process. It is understood that as things stand, funding for skills, infrastructure and housing will be in the Single Pot, whilst funding for enterprise, innovation and international were not.

GA left the meeting at 5pm.

The Board then had an in-depth discussion regarding the creation of the LGS and the Single Pot Funding. They were keen to understand the linkages to the Greater Cambridge City Deal bid, and to the European Funding Strategy that needs to be created in conjunction with the LGS.

It was noted that the timescales for carrying out such work were challenging, but some elements of work were already in chain. For example, Local Authority Infrastructure Strategies, Strategic Housing Market Assessments etc... Whilst others, such as Skills data, needed updating. Other LEP's were already making significant staffing and financial commitments to undertaking this work.

The need to have a robust Governance structure in place was discussed, and if this would have any knock on effect to the overall LEP Governance structure. Initial discussions with the Local Authority Leaders Group had taken place to move forward the Governance issue.

Looking ahead, the Board called for a much more detailed project plan from the team as soon as possible, outlining each of the individual elements of work that need to be undertaken to achieve the work in time including timescales, lead officers, additional resources needed and decision points for Board.

The Board agreed that significant focus needed to be put on the development of both the LGS and European Funding Strategy, in particular looking at opportunities where the two elements of work could support each other, e.g. LGS priorities could be used as match funding for European Funding bids.

The Heseltine Review, and structure of LGS and Single Pot Funding, also raised questions about the boundaries of LEP areas. The Board were keen to raise this issue early and speak to all of our Local Authority areas to confirm their future intentions.

Looking ahead, the Board reinforced the importance of engaging with key stakeholders and partners at a variety of levels as a part of the LSG and European Funding Strategy process.

GA

MT left the meeting at 5.35pm.

In summarising the discussion, GN concluded:

- A detailed plan was required as soon as possible including details relating to timelines and resourcing.
- The Board needed to be involved in the prioritisation process post 26<sup>th</sup> June.
- The Executive Team will keep progressing elements of work they can in advance of the

GA/ GN

detailed guidance being issued.

- The Board want to be involved throughout the process.

It was also noted that Ciaran Martin, the Whitehall Champion for GCGPEP, will be visiting the area on Friday and key issues relating to these topics will be raised then.

## 5. **Item 5 – Changes to company articles and terms of corporate membership**

GN introduced the paper.

The Board requested a copy of the Mem & Arts with amendments marked in track changes so that they could clearly consider the amendments. GA to supply via email.

GA

Potential clarification around the wording in 10.1 and 10.3 to also be considered.

## 6. **Item 6 – Items for information**

**a) LEP Best Practice** – LWH introduced the paper and talked the Board through some areas of best practice at other LEPs. The Board welcomed the insight and noted that we should learn what we can from other areas whilst developing our own plans.

LWH was asked to source additional information regarding the Better Business for All scheme created by the Leicester and Leicestershire LEP.

LWH

**b) LSCC Event** – GN informed the Board that he had met with the London Stansted Corridor Consortium (LSCC), and that we will be supporting an event with Hertfordshire LEP and South East LEP looking at how we can support growth in our region.

## 7. **Item 7 – AOB**

TB left the meeting at 5.55pm.

**Cambridgeshire ACRE letter** – GN informed the Board that Cambridgeshire ACRE had written to him as Chair suggesting the creation of a rural sub-group. The offer was welcomed, but it was agreed to hold on this for the time being whilst the LGS and European Funding Strategy were created.

**Board meetings** – The Board discussed the need to increase the frequency of Board meeting during the short-term whilst the level of strategic work was high. JA put forward a motion to temporarily move to monthly meetings, this was seconded by MR and agreed by the Board.

MCr to look for a date for the Board to meet informally in early June, and to add future meetings date in the diary each month after the meeting on 9<sup>th</sup> July.

The meeting then closed at 6pm.

**LEP BOARD MEETING**  
**Draft notes from the meeting held on**  
**5<sup>th</sup> June 2013**  
at Alconbury Enterprise Zone

**Board Members Present**

Grahame Nix (GN) Chairman  
Mark Reeve (MR)  
John Bridge (JB)  
Cllr Jason Ablewhite (JA)  
Trevor Ellis (TE)  
Cllr Marco Cereste (MC)  
Cllr Terry King (TK)  
Allan Arnott (AA)

**Apologies**

Cllr Tim Bick (TB)  
Dr Lynn Morgan (LM)  
Prof Mike Thorne PhD (MT)  
Prof Sir Richard Friend FRS FREng (RF)  
Dr Robert Swann (RS)

**1. Volume of Activity**

The Board confirmed the decision made at the meeting 20<sup>th</sup> May that it was happy to meet on a monthly basis for as long as necessary. Whilst it was comfortable that activities were delegated to committees, it was important that the final decisions were referred back to the whole Board.

It was suggested that the name of the Appointments Committee be changed to the Nominations Committee (For information: this is the term used in the GCGP Articles) and that all appointments should be referred back to the main Board for final approval. GN

**2. Role of the LEP Board**

Board members are keen to participate in, and take leadership of, some of the activities of the LEP, such as picking up Board responsibility for particular issues. This was in addition to responsibilities for Strategy and Governance.

The Board already has nominated Members to cover a variety of core activities such as Skills, Europe and some aspects of transport.

As the requirements of the Strategic Plan become clearer Board Members will be asked to take on support for specific areas of the plan working with the team. The list of Members and their areas of interest will be circulated and the team will ensure they are kept informed.

Specifically the Chair will ask Michael Barnes to contact Cllr Cereste to ensure coordination on Europe. GN

**3. Visibility and Communication**

The Board felt that whilst actions associated with certain areas of the Operations Plan are clear other areas, such as innovation and enterprise, require further development. Additionally it was felt that there is a need for a Business Engagement Strategy to ensure that the LEP makes direct contact with businesses. GN

#### **4. Influence**

The Board felt the influence of Cambridgeshire County Council was very strong and that this had the potential to overly influence the LEPs agenda. It was noted that as the largest single authority in the LEP area this was perhaps a natural risk that needed to be kept in mind.

There was also a discussion about the role of Board advisors. It was noted that the advisors are extremely knowledgeable on issues relevant to the LEP and their contribution has been critical to the LEPs establishment. As the LEP builds a strong executive team it will be able to be more self-reliant, however it will remain helpful to continue utilising the knowledge and experience of external advisors. A number of Local Authorities have offered support from staff and additional support from other Authorities would be welcomed.

#### **5. LEP Geography**

Concerns were raised that there were pressures both as a result of the Governments response to Lord Heseltine's report and from elsewhere to divide the LEP. The Board wished to record that it strongly supports the current LEP geography.

There was some discussion about the potential of the LEP to expand to include other areas in response to the Lord Heseltine's report, however it was felt that the LEP currently had enough challenges working across its existing area and that it was not in a position to contemplate expansion.

#### **6. Role of the CEO and Chair**

The Board discussed the split in responsibility between the Chair and the Chief Executive. It was agreed that the leadership of the LEP should rest with the CEO, once appointed, who would be accountable to the Board. It was noted that the current demands on the Chair from Government and the community were significant and that it would be appropriate to delegate much of this activity to the CEO. This might prove challenging as Government has seen this as a Chairs role. MR

The Board determined that the LEP should continue the recruitment process and resolve any issues with Government as necessary.

#### **7. Business Leadership**

It was noted that compared to some Boards, the GCGP Board lacks representation from larger companies and that it would benefit the Board if it could attract two additional companies to join the Board.

This was generally supported, although it will necessitate a change to the Articles to increase the size of the Board. It was requested that potential new representatives should reflect the geography of the LEP. The Chair will seek to identify a number of potential businesses for discussion at the next Board meeting. GN



## SUMMARY OF AGREED ACTIONS AND PROGRESS TO DATE

### 20 MAY BOARD MEETING

Agenda item no.	Action	LEAD	ACTIONED Y/N? / STATUS
1	GN will be speaking to other Board members about becoming the rail lead.	GN	In progress
	GA to create an interim paper about base closures/expansions before adding it onto a future agenda.	GA	In progress
2	The updated Operational Plan was agreed by the Board and LWH will upload it onto the LEP website tomorrow.	LWH	Y
	AA requested a focus on outcomes in the next report, which LWH agreed to in the light of the creation of a new Communications and Engagement Strategy to support the Operational Plan which will be brought to the next meeting.	LWH	Outcomes noted in report
	EZ investment enquiries: after discussing the current level of enquiries and the response process, the Board were keen to receive further information about the pipeline of enquiries, and GN informed them that he had requested details of enquiries to share with the Board in the future.	GN	To reported on verbally at the board meeting (EZ steering group is on 05 July)
	The Board then moved on to discuss the proposed Programme funding amounts, and agreed to a motion put forward by MR that we have a guiding principle of maximising returns on investment with a ratio of 3:1 (loan to grant) agreed by the Board. GA to take this feedback away and amend the proposed Programme Funding amounts as required.	GA	Y
	JB to send details of a potential enquiry to GN to chase up with Urban&Civic.	JB	Y
3	MCo and LWH will now work together to put in place a marketing strategy for the LST pilots and Skills Survey.	LWH/MCo	MCo and LWH having meetings with partners to progress
	With regards to the variation in the Haverhill Research Park funding agreement, the Board did not feel they had been presented with enough information to make a full considered decision. MB to report back to the Board via email with clearer information regarding the charge and risk profile.	MB	Y – position clarified and board satisfied that variation can go ahead
	The Board agreed that in future they would like to see an overview of all on-going GPF projects, with any changes flagged in a covering report.	MB	Y – update for this board incorporates this
	The Board also requested MB and GA create a paper regarding the future strategic intent to deliver funding for the next meeting.	MB/GA	In progress – will give verbal update at board meeting
4	Looking ahead, the Board reinforced the importance of engaging with key stakeholders and partners at a variety of levels as a part of the LSG and European Funding Strategy process.	GA	In progress – joint arrangements with local authorities being established/wider consultation process has been put into the delivery plan
	A detailed plan (for the Single Pot and European Funding Strategy) was required as soon as possible including details	GA/GN	In progress – we are discussing an early draft of a detailed plan

relating to timelines and resourcing.

with local authorities and other partners, with a view to establishing tasking framework and then establishing task leads amongst partners.

Draft timelines and more information is provided in Agenda Item 3.

5	The Board requested a copy of the Mem & Arts with amendments marked in track changes so that they could clearly consider the amendments. GA to supply via email.	GA	Y – attached with board papers
6	LWH was asked to source additional information regarding the Better Business for All scheme created by the Leicester and Leicestershire LEP.	LWH	Y – attached with board papers

## SUMMARY OF AGREED ACTIONS AND PROGRESS TO DATE

### 05 JUNE BOARD MEETING

1.	Appointments Committee be changed to the Nominations Committee	GN	Y
2.	As the requirements of the Strategic Plan become clearer Board Members will be asked to take on support for specific areas of the plan working with the team. The list of Members and their areas of interest will be circulated and the team will ensure they are kept informed.  Specifically the Chair will ask Michael Barnes to contact Cllr Cereste to ensure coordination on Europe.	GN	In progress
3.	The Board felt that whilst actions associated with certain areas of the Operations Plan are clear other areas, such as innovation and enterprise, require further development. Additionally it was felt that there is a need for a Business Engagement Strategy to ensure that the LEP makes direct contact with businesses.	GN	In progress
4.	It was agreed that the leadership of the LEP should rest with the CEO, once appointed, who would be accountable to the Board. It was noted that the current demands on the Chair from Government and the community were significant and that it would be appropriate to delegate much of this activity to the CEO.	MR	In progress
5.	It would benefit the Board if it could attract two additional companies to join the Board.	GN	Y – specific board paper addresses this issue
6.	The Board confirmed the decision made at the meeting 20 <sup>th</sup> May that it was happy to meet on a monthly basis for as long as necessary.	GN	Y

## **ITEM 2: PROGRESS IN CORE BUSINESS AREAS**

### **FOR INFORMATION**

1. **Board members are asked to note the progress in the following areas of core business and to raise any queries or points of clarification at the board meeting**

### **OPERATIONAL PLAN**

1. The Operational Plan has now been finalised and a summary for businesses and partners has been published on the GCGPEP website.

### **RECRUITMENT / HR AND OPERATIONAL ROLES/SERVICES**

2. In the past month, recruitment for 2 posts has been completed. Contracts and terms are under negotiation with two preferred candidates. Further announcements may be made at the board meeting regarding appointees:
  - Chief Executive
  - Director of Planning and Strategy

### **COMMUNICATIONS AND ENGAGEMENT**

3. Over the past six weeks, a wide range of communications and engagement activities have been undertaken, including:
  - A number of PR announcements including: A14 funding approval, Single Pot Funding confirmed, Alconbury Enterprise Zone infrastructure and LEP Prize Challenge Fund announcement
  - Stakeholder engagement work, including Grahame speaking at the LSCC Conference, Laura attending the CBI Midsummer Dinner, Grahame attending an Opportunity Peterborough Bondholders Dinner and Kurt exhibiting at the ICAEW Conference in Duxford
  - Helping to promote a wide variety of business related events and successes, including UNITE, Oakham Enterprise Park, Cambridge CleanTech and Opportunity Peterborough Jobs Fair
  - Continuing to run our on-going social media activities
  - Completion of the Executive Summary of the Operational Plan (currently at print)
4. These activities resulted in the LEP:
  - Gaining a significant amount of media coverage including: two prime time interviews on BBC Radio Cambridgeshire, interview on BBC Radio Four, coverage in the Hunts Post, BBC Online, About my Area, Heart Radio, and the Cambridge News
  - Continuing social media engagement via Twitter (1327 followers with good levels of engagement) and LinkedIn (391 members)
  - A full page feature in Connected magazine (which is distributed to all Cambridgeshire Chamber of Commerce members)
  - Forward look - over the coming weeks, our communications and engagement activity will be focused on the following projects: The announcement of the LEP Local Skills Team/s; The announcement of the new LEP Team Structure, including organising in-depth features with key publications with the new Chief Executive; and, Creating a communications and engagement strategy to support the Operations Plan

### **ENTERPRISE ZONE**

5. The next Enterprise Zone steering group meets on 05 July. Therefore this item will be reported verbally at the board meeting.

## SKILLS

6. The LEP Skills Strategy focuses on three interconnected areas in order to drive business demand led skills provision. First, improving the economic awareness of our young people; second, increasing the number of businesses that plan and budget for training. The third area is the sum of the balanced equation of young people being aware of local businesses, sectors, the roles within them, and businesses becoming more focused on skills and training: better aligned publically funded training.

### Update on Key Focus Areas in 2013/2014 Operational Plan

7. Local Skills Teams Project:
  - Meetings in progress with the four Local Authorities involved: Rutland, Peterborough, Fenland, and King's Lynn & West Norfolk;
  - Good progress being made on a 'joined-up' approach to the project with all parties working closely together;
  - A sense of an economic corridor built around the A47 is developing with skills at its heart.
8. Enterprise Zone Skills Plan and Projects
  - Currently working through governance and detailed actions plus appointing partner project leads to move forward.
9. LEP Wide Skills Survey
  - Currently working up detailed brief;
  - Delays due to fitting the project in with Local Growth Strategy Work and the appointment of new Planning and Strategy Director.
10. Skills Strategy Group Remit
  - Currently finalising new structure membership and terms of reference;
  - Decisions made on membership of the policy group; awaiting feedback from some organisations on their membership.
11. Skills Strategy
  - Work is about to commence on producing a publishable Skills Strategy for use on our website and by our partners. This will tie up all elements into one coherent whole.
12. Other Items of Interest
  - The Skills Funding Agency published their Localities Report for our LEP area. Each LEP has been given a report of the SFA funded activity in their area in order that they understand its complex nature and can plan more effectively. Detailed analysis has yet to be carried out: will aim to report to board at next meeting. Summary attached at the end of this report;
  - AA, MHC, & LWH attended a briefing event for World Skills Show 2013 to be held at Birmingham NEC. The LEP is supporting this event by providing assistance with a bid to secure funding for a range of 'Have a go' events that will engage local businesses with young people. We will also help by encouraging participation in the event through our business and education communities;
  - City Deal skills work is progressing with final amendments to the bid documents after consolation meetings with civil servants in London. The skills element has been pulled together by Lynsi Hayward-Smith (CCC) and MHC;
  - The National Apprenticeship Service and Skills Funding Agency have accepted our proposed Apprenticeship Strategy (sourced via funding from NAS and written in conjunction with ACER). This

document will become a part of our overall Skills Strategy but KPIs and targets will not be attached until recourse and partnerships are in place to deliver it's outcomes.

### 13. Resource and funding issues

- Resource is an issue currently and is starting to effect specific areas of the business plan. This is mainly caused by an upsurge in workload brought about by increased interest in LEPs and in particular the influence we will have over funding streams. This will be carefully monitored over the coming months in order to keep an emphasis on delivering the areas of work agreed in our Operational Plan;
- The quantum relating to skills in the Spending Review is disappointing with two main issues. First, the money to be used to match against ESF will be tied to the objectives of that fund which do not align with this LEP's priorities. Second, it is still unknown what the actual amounts will be after the competitive process and division by population size; this is likely to smaller than the straight divide by thirty-nine amount of £4.36 million. However, we should welcome the monies which will help run projects to tackle social issues but his remit still sits largely with our Local Authority partners. We should also welcome the £330 million that LEPs can access to provide support to our HE institutions for capital projects with a similar note of caution regarding the actual quantum we are likely to receive.

### 14. Performance against targets: skills

Targets as Set Out in May 2013 Board Paper								
	June	July	August	September	October	November	December	January
<b>Local Skills Teams Project</b>								
Original Targets		Detailed planning complete by mid-July. Recruitment for Pilot 1		Start date for Pilot 1				Start date for Pilot 2
New Target			Detailed planning complete by early					
<b>Enterprise Zone Skills Plan and Projects</b>								
Original Targets	Planning complete by late	Project timeline and leads by end		2013 actions in progress by				
New Target		Planning complete by late	Project timeline and leads by end					
<b>LEP Wide Skills Survey</b>								
Original Targets	Tender brief ready by first	Contract awarded by first week of		Completion by late July/early				
New Target		Tender brief ready by late July	Contract awarded by second week					
<b>Skills Strategy Group Remit</b>								
Original Targets			New group format &	Regular meetings set for both				
New Target								
<b>Target Missed</b>								
<b>Target in Danger</b>								
<b>Target on course</b>								

## GROWING PLACES FUND

15. **Current projects:** There have been no new projects or major changes since the last Board meeting, but Board members may wish to note progress on projects as follows:

- Fletton Parkway – on track and first claim paid
- Haverhill Research Park – construction nearing completion and the project is on target to repay the £2 million GPF loan on schedule. We are considering a communications opportunity around the launch (Aug/Sept), which could give the LEP and GPF some excellent positive publicity
- Ely Crossing – no claims received yet
- Allia Future Business Centre – on track and claiming

- Fenland Horticulture and Land-based skills centre – on track and claiming
- Babraham Park and Ride – on track, but chasing omissions from first claim documentation submitted by Cambs CC
- Ashwell Business Centre – first and final claim received for land purchase
- Huntingdon Link Road – on track, but chasing omissions from claim documentation submitted by Cambs CC
- Peterborough South Bank regeneration – funding agreement yet to be signed and work has yet to commence. Peterborough CC advise that project will start 3 months late and will submit revised spend profile
- Babraham to Abington Cycleway – work is yet to commence. Cambs CC Legal Team is working to secure the land agreement and it is hoped that work can start on site after the existing crop has been harvested in September
- Home of Horseracing National Heritage Centre - we have offered in principle a loan of £250k at PWLB rates plus 1% to the Newmarket Horseracing Museum for their major new visitor attraction. The applicant is considering the terms of a draft agreement and the Board's agreement will be sought before giving the go-ahead
- LEP VSE Prize Challenge – project launched on 20 May. Deadline for initial proposals is 31 July (see VSE sub-group update for further details)
- Northstowe utility improvements – as previously notified to the Board, the £780k loan to South Cambridgeshire DC will not be drawn down until October 2013 at the earliest and will therefore be financed out of recycled GPF funds, leaving £780k available for a new call for proposals (see below)

16. **Future projects:** Michael has had a discussion with Mark Reeve about the need to ensure our next round of GPF projects is focused on a clear offer to business that will make the fund easy to access and capable of delivering results. At the same time, we need to ensure the necessary audit trails are in place to ensure propriety in the spending of public money. Michael is working with colleagues in the executive team to generate ideas that will meet the needs of business while delivering on the LEP's strategic priorities, with the aim of issuing a call for proposals later in the summer.

## **INWARD INVESTMENT AND INTERNATIONAL TRADE**

17. Neil Darwin has been leading a discussion with local partners around how we can improve our inward investment offer and support services, as well as increasing the volume of international trade. A range of partners have been involved in workshop sessions in May 2013, alongside individual partners with key interest in the activity. The two workshops have covered inward investment and international trade as separate issues, which although similar in nature, do have different delivery mechanisms that GCGP needs to support and influence. UKTI has positively supported this work, this bodes well for future interactions and support for GCGP.

18. A full proposal for taking inward investment and international trade will be brought to the GCGP Board at the August Board meeting.

## **SUBGROUPS - SKILLS**

19. The next meeting of the Skills Strategy Group will take place on Friday 17 May at Alconbury Weald Enterprise Campus.

20. Agenda items are:

- General LEP & LEP skills update
- Update on Local Skills Teams Progress
- Deciding on pilot areas for the LST project

- Expanding the role of the group
  - Becoming more policy orientated
  - Formally separate into a core small steering team with a larger reference group
  - Setting regular meetings a year in advance
  - Formalising Terms of Reference and governance

21. The group is currently made up of thirty seven members:

- Nineteen from the business community
- Nine from training and education providers including all five colleges in our patch at Principle level, Anglia Ruskin University, two from private sector providers, and one from the Association of Colleges in the Eastern Region
- The remainder is made up of key public-sector partners

22. The group has met four times since its launch whenever there was an operational need from the LEP. The group decided that it was appropriate to put together a smaller project team to work on the strategy and Local Skills Teams project. As group they met once plus numerous individual meetings and telephone conferences to help drive the project forward.

23. It should be noted the group has proved an invaluable source during the formulation of the LEP Skills Strategy and the work around it and various members have made themselves available when needed.

24. If required, a verbal update can be given at the LEP board meeting. Full details of the meeting will be available for the July LEP board meeting.

## **SUBGROUPS – VSE**

25. Prize Challenge

- The Voluntary and Social Enterprise sub-group remains focused on promotion of the Prize Challenge
- Five promotional workshops have now been delivered by Big Society Funding (BSF) in Peterborough, Cambridge, Wisbech, Kings Lynn and Oakham. These were attended by over 70 organisations
- Application packs and promotional brochures have been distributed to over 200 VSE organisations and businesses in the LEP
- A promotional video has been created and is live on the Cambridgeshire Community Foundation (CCF) website
- A wide range of press coverage has been achieved
- A large number of enquiries regarding the programme have been received by CCF and BSF
- Deadline for applications is 31st July 2013

26. European Funding Meeting

- A VSE sub-group meeting will be held on 12th July to explore what VSE organisations can contribute to devising and delivering the LEP's EU funding strategy, particularly in relation to skills and employment initiatives
- Michael Barnes, LEP Programme Manager, will be in attendance
- The meeting is intended to provide a platform for further VSE sub-group activity leading up to the end of September when the GCGP EP draft strategy will be submitted

## **SUBGROUPS: BANKING**

27. The banking subgroup last met on the 14 May. The main item on the agenda was a presentation from Grahame Nix. This presented the LEP with an opportunity to convey its strategy and approach to the region's banks. The agenda also covered the rest of the year's Banking surgeries and how we should progress these.
28. The group has agreed that we should align future surgeries with key business events, such as Business Focus in Peterborough, Cambridge Business Fair in Cambridge and in 2014 the Ely Cathedral event. These events will provide business operators with an opportunity to test new ideas with the finance community in an independent and advisory capacity.

### **BETTER BUSINESS FOR ALL – LEICESTERSHIRE AND LEICESTER LEP**

29. Following on from the last Board meeting, Cllr Terry King requested further information was shared about LLEP's Better Business for All campaign – a local partnership between Businesses and Regulatory Services to promote growth.
30. The campaign was set up after the Government set a priority of reducing the regulatory burden on business. The Better Business for All scheme aim to support businesses by making business regulations easier to access and understand.
31. They offer advice to starts up on business regulation and legal issues, and provide existing businesses with advice and guidance that helps better them understand and meet their responsibilities.
32. This includes: Food Safety, Health & Safety, Environmental Protection, Licensing, Fire Safety, Trading Standards, Taxation, Employment Law, Business Continuity, Planning, Environmental Health, and Trading Standards.
33. Conclusion: The Better Business for All scheme creates an opportunity for LLEP to engage with more businesses across its area, but does not seem to fit with our current five core priorities for the year. It will be interesting to see how the scheme progresses.

### **BUSINESS ENGAGEMENT – BUSINESS REPRESENTATIVE FORUM**

34. A letter has been sent out to a wide selection of Business Representative Bodies active in our area to ask for their support in setting up a forum which would be a vehicle through which those organisations can have an input to the LEP but also a conduit for getting our information out to their members. A good response has been received and we are working up a date in early August for an initial meeting.



# ITEM 3: SPENDING REVIEW, LOCAL GROWTH STRATEGY AND EU FUNDING

## FOR INFORMATION AND DECISION

2. Note the announcements concerning the £2bn national allocation for single pot funding for 2015/16 and €75.5m European (ESF and ERDF) funding allocation to the GCGPEP area.
3. Note that progress is being made by GCGPEP and local authorities in planning and delivering the LGS and EU funding strategy.
4. The Joint Strategic Planning Unit (JSPU) is a team established by Cambridgeshire County Council, Peterborough City Council and West Suffolk local authorities to develop and publish a strategic plan for housing, employment and infrastructure. The two officers in the JSPU have significant understanding of the land use planning, housing and infrastructure issues facing the GCGP area, and it is proposed that they contribute towards the development of the GCGPEP area Local Growth Strategy.
5. **DECISION:** It is proposed that the GCGPEP board approve that up to £50,000 be made available to help fund the JSPU contribution to the Local Growth Strategy over the next two financial years. The exact amount allocated and drawn down will be subject to a detailed set of tasks and objectives and monitoring of progress. The funding is available from the HMG award to GCGPEP to cover the costs of Local Growth Strategies.

## MORE DETAIL ON THE POLICY AND PROCESS

### Background: Heseltine Review, Single Pot and Local Growth Strategies

6. HMG's spending review, announced over 26-27 June detailed a number of critical decisions and issues for GCGPEP:
  - Funding for the upgrading of the A14 with a start date of 2016 has been agreed
  - Alconbury Enterprise Zone will now receive funding to support infrastructure onsite – a £4.3m Local Infrastructure Fund loan from HCA to support the development of access roads
  - The quantum of the Single Growth Pot was also announced in the Spending Review, with a minimum of £2 billion committed to LEPs a year for the next five years (rather than just 2015/16 as we had anticipated), plus €6 billion European Funding (2014-20). In addition to this there is a two year boost of £300m per annum for the Regional Growth Fund.
7. It is understood that every LEP area will get an allocation from the Single Growth Pot, as well as the opportunity to bid competitively for further funds. Funding allocations will be made on a capital/revenue split. However, we are not clear on how much will be allocated to the GCGPEP area, and the quantum of the competitive fund. We do know that the Single Pot allocations will be as Section 31 grants (block grants) which will help to reduce the bureaucratic burden on LEPs.
8. LEPs will also be able to propose new flexibilities of use for funding, or for further devolution of funds from other parts of HMG as part of the "Growth Deal".
9. We have been advised of a total provisional allocation of €75.5 million in cash terms for the next round of European funding programmes 2014-2020 – covering ERDF and ESF (but not including EAFRD – agricultural funds – which have yet to be allocated).
10. All of these funding allocations (Single Growth Pot and EU) require submission of a satisfactory Local Growth Strategy and EU Funding Strategy.
11. Detailed guidance will be issued in July by HMG before the summer recess.

### Government expectations and requirements

12. At a workshop with LEPs and Whitehall departments on 25 June, more detail was provided by government officials on the expectations and requirements from government in terms of Local Growth strategies:

- Housing, Infrastructure, Skills in-scope. No other policy areas on offer at the moment
- The government requires some kind of ‘total’ approach to growth – i.e. specifies where all relevant activities and funding streams fit in (e.g. could be a fast track planning process as well as capital expenditure on) which could include capital projects as well as making public services more growth oriented. Will need to make account of how recycled GPF and EZ business rates revenues fit in to the LGS as well as other sources of funding
- The award will be in the form of a Section 31 (block) grant which will be conditional upon meeting the aims identified in the LGS. I.e. not a programme which will require a RGF style approach that will be ‘green book’ appraised and claimed quarterly in arrears (thankfully). However, helpful if LGS/bid has mention of a decent investment appraisal process prior to funding awards/drawdown by partners. Likely to be awarded a capital and revenue allocation
- LGS “Growth Deal” award – 3 components: 1) pro-rata’s award – every LEP area will get an award, probably pro-rata to population share; 2) competitive bid – based on quality and growth potential of strategy; 3) additional flexibilities for innovations or good proposals
- Funding definitely only guaranteed for 15/16 despite ambitions for further years’ funding awards.
- Local accountability, strategy detail and structure, investment priorities – HMG still saying they want to maintain significant local flexibility on this
- HMG envisage core content of local growth strategy as: a) overall ambition and rationale; b) value for money; c) delivery and risk – i.e. sound delivery and management arrangements

13. Timescales:

JUNE 2013: Announcement

JULY 2013: Guidance

SEPT 2013: Outline strategic plans shared with HMG

JAN 2014: LEPs share final strategic plans with HMG

MARCH 2014: Final plans submitted to HMG

APR-JAN 2014: Assessment and analysis (due diligence etc)

JULY 2014: SLGF allocations and growth deal agreed/signed off by HMG

#### **Progress within the GCGPEP area**

14. A senior officer working group (“LGS Management Group”) has been constituted that involves LEP and local authority officers. This group is set to meet on 18 July. Membership includes:

- Alan Pain, Fenland District Council
- Andrea Mayley, West Suffolk Councils
- Director of Planning and Strategy, GCGPEP
- Helen Donnellan, Huntingdonshire District Council
- John Williamson, Joint Strategic Planning Unit
- Neil Darwin, Opportunity Peterborough
- Simon Machen, Peterborough City Council
- Graham Thomas, Cambridgeshire County Council

15. A draft process map and tasking framework has been devised and is summarised in **Appendix 3A**. This is due to be refined by the LGS Management Group.

16. Early discussions have taken place with the Joint Strategic Planning Unit (JSPU) with regards to their contribution to the LGS process. They have clear advantages in assisting with this work, given their work to date in establishing a strategic plan for Cambridgeshire, Peterborough and West Suffolk:
  - The two officers in the JSPU have a detailed knowledge of land use planning, housing and infrastructure challenges, projects, and local authority contacts.
  - The JSPU is well respected and can deal credibly with local authorities.
  - The JSPU offers significant advantage over other LEP areas – who simply do not have this resource of expertise, nor the work done to develop the strategic plan
17. Local Authorities are in broad agreement that it would be extremely advantageous to use the JSPU to help towards the Local Growth Strategy process.
18. The JSPU costs local authorities £75,000 per annum to run. Any offer of JSPU assistance towards the LGS would be contingent on some contribution towards JSPU funding.
19. **DECISION:** in principal, GCGPEP is willing to fund up to £50,000 to contribute towards the costs of the JSPU in 2013/14 and 2014/15 to help fund work on the LGS. A detailed specification of objectives and tasks would be developed to accompany any funding offer or contractual terms, as well as on-going monitoring of progress. The funding is available from the HMG award to GCGPEP (£250k in 2013/14 and £250k in 2014/15) to cover the costs of Local Growth Strategies.

### **Implications**

20. Section 31 Block grant will be much simpler to implement than other financial awards (e.g. programme funding from BIS quarterly in arrears).
21. Will need some kind of appraisal process prior to spending Single Pot funds – if specify this as part of the Local Growth Strategy – strengthens bid and credibility significantly
22. Need some tactics/measures that can use one-year's funding and spend it all in-year; as well as some arrangements for potential future years funding.
23. Need some management/arrangements to manage risk of public finances - e.g. likely inconsistent funding over the years.
24. The 'total' growth budget/plan approach is something a bit new in terms of our thinking.

# APPENDIX 3A: DRAFT TASKING FRAMEWORK FOR LOCAL GROWTH STRATEGY, SINGLE POT AND EUROPEAN FUNDING STRATEGY

## DELIVERING THE STRATEGIES AGAINST UNCERTAINTY

In an ideal world, we would have far more detailed guidance from government on the amount of funding available, its prospective or permitted use, and the detailed processual requirements for bidding and then drawing down funding. However, we currently have very little guidance and must rely on the collective judgement of local partners.

It is therefore important that any approach to the Single Pot and European Funding in particular has the following qualities:

- **Back current growth projects that are ready for delivery now:** We prioritise activities that can significantly boost growth where we have worked up plans for deliverables and they are ready to go, but for lack of investment. This may include successful models or projects already in delivery that can be expanded or augmented
- **Scalable and flexible:** devise projects or programmes that are scalable and flexible to the prescribed level and use of funding that may well emerge from government

## PROCESS – DOING THE WORK

There are 9 basic elements of both the LGS and EFS, some of which will need to be undertaken in parallel (not sequentially):

1. Putting in place the strategic context and priorities
2. Drawing out key activities and programmes of action that will significantly encourage growth
3. Devising programmes or vehicles for realising growth (e.g. funding pots; loan funds; capital programmes)
4. Scoping out basis for collaboration with other LEP areas
5. Financial engineering – combining funding pots and sources, sourcing private sector funding
6. Strategy and bid writing
7. Ex-ante appraisal and filtering
8. Consultation, governance and sign off
9. Advocacy

These 9 elements are further illustrated in more details below, with a chart showing key timelines.

### 1. STRATEGIC CONTEXT AND PRIORITIES

#### ***1A Overview and audit of currently available local (LEP area) strategies, action plans and evidence base***

Desk-based analysis and information gathering amongst partners to provide details of currently available strategies, plans and available evidence base, identifying key gaps. E.g. can provide details on Strategic Housing Market Assessments, current progress, priorities, actions, key contacts etc.

**Tasking:** [Contract out](#). Suggest that this is contracted out ASAP – will be useful overview to complete by end of June.

#### ***1B Overview of national and European policy priorities and strategies***

Overview of national and European strategic context and priorities that will influence the scope for use of funds.

**Tasking:** [Brussels Office](#); [LA European officers \(1 or 2 on secondment or defined task/role\)](#)

#### ***1C Analysis and synthesis of strategies and plans to draw out relevance to LGS/Single Pot and EFS***

Provide an overview (from existing strategies and plans) of the key priorities, plans and actions which are aligned with high growth aspirations and potential; and which are aligned to European Funding opportunities and use.

**Tasking:** [Internal to LEP-LA bid team](#)

#### ***1D Map out known use of funds***

Map out the known use of funds, or permissible use etc as well as criteria such as intervention rates, timescales of expenditure, any particular draw down issues. Useful particularly in relation to European Funding.

Tasking: incorporate into 1B

## **2. DRAWING OUT KEY ACTIVITIES AND PROGRAMMES OF ACTION THAT WILL SIGNIFICANTLY ENCOURAGE GROWTH**

### ***2A Set out definition of 'growth' and initial growth aspirations/targets***

Define what growth means for each policy area, and what the growth aspirations or targets are. E.g. housing growth – in what particular housing types, or what kind of scale or timing of growth (presumably there are indicative ceilings to total housing units – but any strategy might be aimed at speeding up completion rates). Enterprise growth – again it could be start-ups, jobs, profits, turnover – in all or specific types of businesses.

Tasking: Workshop with key people – half/full day; LA senior officers to review at Heads of Service/Directors meeting with LEP?

### ***2B Set out terms of growth and development as relevant to European Funding***

European Funding sources have defined purposes and roles – which may be different, or complementary to priorities emerging in the Local Growth Strategy. It is unlikely that European Funding source would match every priority and action in the Local Growth Strategy, but would match and support some.

Tasking: incorporate into 2A

## **3. DEVISING PROGRAMMES OR VEHICLES FOR REALISING GROWTH (E.G. FUNDING POTS; LOAN FUNDS; CAPITAL PROGRAMMES)**

### ***3A Open events or 'ideas factories' to seek new ideas and inspiration***

If needed, an event for each theme of the process (enterprise, innovation, skills, housing, infrastructure) – primarily to draw in the private sector and other stakeholders, to attract new ideas and also to scope out likely shape of private sector matched funding / co-financing. It is likely that there is sufficient information and consultation already for skills, housing and infrastructure and that the main gap is in enterprise and innovation.

Tasking: Focus on 2 events for enterprise and innovation (LEP)

### ***3B Translating growth plans and strategies into programmes of action***

Develop options and ideas for delivery vehicles to meet the growth aspirations. In particular, developing options for investment vehicles to pool funds and enable the delivery of related actions – e.g. infrastructure funds.

Tasking: LA lead for infrastructure and housing; LEP lead on enterprise, innovation, skills

## **4. SCOPING OUT BASIS FOR COLLABORATION WITH OTHER LEP AREAS**

### ***4A Shortlist of collaborative areas/actions with other LEPs***

Once have basis for shortlist of priorities and ideas of actions and vehicles for growth and investment – share with other LEP areas and scope out basis for common interests and major areas of collaboration.

Tasking: For enterprise and innovation, LEP organise workshop for University, SSCHA, Harriet Fear etc to draw together early ideas

## **5. FINANCIAL ENGINEERING – COMBINING FUNDING POTS AND SOURCES, SOURCING PRIVATE SECTOR FUNDING**

### ***5A Identifying potential funding sources for shortlisted priorities and actions***

Map out potential funding sources against project and programme ideas. Identify private sector funding and other matched funding opportunities.

Tasking: Scope out if existing work has covered this off; if not – contract out to consultants

### ***5B Devise flexible finance vehicles***

Devise new funding vehicles or renew/adapt old ones (e.g. Horizons fund) against the strategic priorities which can be flexible to cope with potential variation in single pot funding, but can also significantly help meet the local growth strategy priorities.

Tasking: Scope out consultants and other potential expert advisors (e.g. Centre for Cities)

## 6. STRATEGY AND BID WRITING

### **6A Strategy document design**

Scope out design and layout of strategy, identifying structure and key components required.

### **6B Assessing and identifying co-dependencies in the plans**

Assessing critical co-dependencies amongst various priorities, actions and investments. E.g. if a housing development cannot take place within the timeframe unless there is associated infrastructural provisions.

### **6C Drafting**

Drafting team put together draft strategy and supporting appendices.

6A, 6B and 6C Tasking: LA-LEP-OP drafting team; JSPU work on co-dependencies for housing and infrastructure

## 7. EX-ANTE APPRAISAL AND FILTERING

### **7A Developing a prioritisation framework to shortlist programmes, actions and investments for final inclusion**

Provide ex-ante appraisal (regarding the prospective economic impacts, the finances, whether deliver plans and schedules are reasonable, and risks) of the strategy and proposed actions. It is useful to do this at an early draft stage, as well as final draft stage. This will give some estimated impacts and will be useful for including in the final bid to government as part of the investment and business case.

Tasking: independent consultant

### **7B Filtering and decisions on options**

The ex-ante appraisal and learning from the process so far will also result in a more detailed appreciation of the growth potential of various options and activities. Necessarily some options and activities will be evaluated as less likely to meet growth ambitions and targets, have less well developed cases or plans, or have unacceptable risks associated with them. There will need to be a decision-making process which involves making recommendations about the final shortlist of projects/programmes which will be in the bid. It may well be the case that the Local Growth Strategy has a range of activities, of which a selection are take forward for the first round Single Pot bid, and others may be further developed for subsequent funding rounds.

Tasking: independent consultant

## 8. CONSULTATION, GOVERNANCE AND SIGN OFF

### **8A Establish local governance structures and procedures**

The Local Growth Strategies as proposed by government suggest a local leaders board or similar arrangement to sign off a Local Growth Strategy and Single Pot bid. The European Funding Strategy and approach, to meet European Commission requirements, will need a management board widely representative of the community.

It is likely that local leaders board signoff will require individual local authority signoff – processes will have to be structured that bear this in mind.

Tasking: Review post 26 June; GN (LEP Chair) to action

### **8B Public consultation process**

It is good practice to have public consultation, and in the case of European Funding, any strategies or plans require it. There may be requirements to have at least one public consultation event as well as the other forms of online or written consultation responses.

Tasking: LEP-LA management team

### **8C Coordinate and deliver private sector leadership and backing**

It is critical to use the business voice constructively and effectively to back the local growth strategy proposals and to help lobby MPs and government. It will be up to the LEP to coordinate and deliver this.

Tasking: LEP

## **9. ADVOCACY**

### ***9A Devise advocacy and communications strategy***

Advocacy and communications will be key to gathering support and backing from all sectors of the economy, as well as to maintain pressure on Whitehall for a good single pot settlement.

Tasking: LEP

### ***9B Launch campaign***

Once the local growth strategy is complete, it will be necessary to have a launch campaign which raises awareness of the priority issues identified, and continually lobbies government up to the point of announcing the single pot awards.

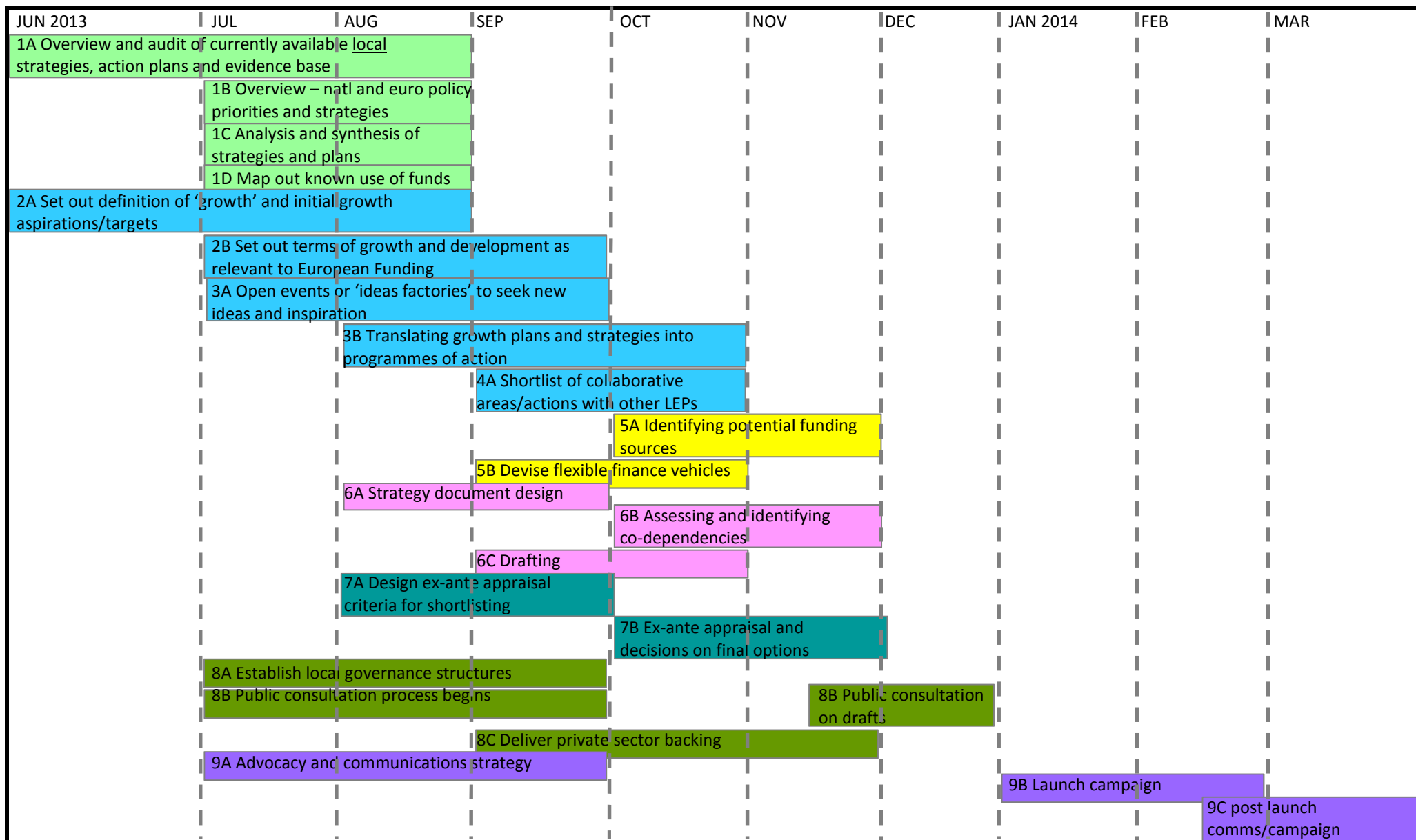
Tasking: LEP

### ***9C Strategy and communications for post-Single Pot announcements***

It is likely that there will be insufficient funding to support all the priorities identified. It is important that we continue a long-term campaign on key issues and find vehicles to continually champion priorities, programmes of action and their resource requirements.

Tasking: LEP

FIGURE 2: GANTT CHART SHOWING MAIN TASKS AND TIMELINES





## **ITEM 4: PROPOSED CHANGES TO BOARD SIZE AND COMPOSITION FOR DECISION**

### **SUMMARY: FOR DECISION**

- 1. The Board is asked to increase the number of board members to 17**
- 2. Increase the number of Business Members to 9, and approve the Chairman to make contact with the Companies noted in paragraphs 11. and 12 below or similar to identify if they would be prepared to provide candidates to join the Board.**
- 3. Approve that the articles be amended such that the CEO will become a full member of the Board.**

### **BACKGROUND**

- The Articles of GCGPEP make provision for a Board of 14 Directors specifically broken down as
  - 5 Board Members from Local Authorities
  - 7 Representatives from Business
  - 1 Representative from Education
  - 1 Representative from VSE
- There are a number of potential changes that the Board may want to consider, as follows:
- VSE Member: Since the last Board Meeting Dr Lynn Morgan has resigned from the Board. Dr Morgan was the representative on the Board for the Voluntary Sector and also Chair of the VSE Sub Group. The Articles of the GCGP EP specifically identify that one place on the Board should be allocated to a representative of the VSE Sector. Prior to commencing an advertising and recruitment process the Board is asked to confirm that it still wishes this to be a requirement.
- Increased Business Representation: At the Board discussions on 5th June it was suggested and agreed that it would be helpful to expand the Board to include representation from two larger businesses in our area. A number of other LEPs have major companies as members of their Board and this provides for a number of benefits.
  - Increased visibility both in the local community and nationally
  - The scale of the businesses and therefore the support that they can provide
  - The potential of additional advocacy with other business leaders that these individuals can provide.
  - Increased sectoral representation at Board
- It was noted that representation across the geography of the LEP should be considered.

### **FOR DECISION: The Board is asked to increase the number of board members to 17**

- Approve an amendment to the Articles to increase the Board size to 17 and that the number of Business Members be increased to 9
- Approve the Chairman to make contact with the Companies noted above or similar to identify if they would be prepared to provide candidates to join the Board.
- Approve that the articles be amended such that the CEO will become a full member of the Board. GCGPEP is currently recruiting a CEO. It is normal practice for the CEO, as the senior accountable officer of a business to be a member of the Board in order to ensure that they are fully accountable with the other Board members for the performance and legal obligations of the Company.

## **ITEM 5: A14 CONTRIBUTION FOR DECISION**

### **SUMMARY: FOR DECISION**

- 1. Agree in principle to a similar amount of funding (£500,000) will be allocated from EZ receipts for future road improvement projects on either the A47 in Norfolk or A14 in Suffolk.**

### **BACKGROUND**

2. As part of the Governments spending review announced on the 26th and 27th June the go ahead was given to the improvements to the A14.
3. In order to demonstrate to government that the A14 had a wide cross section of support and in addition to the Local Authorities other LEPs were asked to consider contributing.
4. New Anglia LEP agreed to contribute £500,000 however they this was conditional on :
5. GCGP agreeing in principle to a similar amount of funding (£500,000) will be allocated from EZ receipts for future road improvement projects on either the A47 in Norfolk or A14 in Suffolk.
6. New Anglia writing to the Chancellor to express their concerns about the impact of road tolling will have on the ports and haulage sector
7. That the draw down period for the money will be negotiable.
8. Only item one is directly related to GCGP. Unfortunately the offer from New Anglia was only received just as the formal offer to government for the £100m local contribution was being finalised and therefore consultation with the whole Board was not possible. Therefore based on previous discussions at Board and the desire in particular for improvements to the A47 I agreed in principle to item 1 noting that I would need to get approval from the GCGP Board at the next meeting.

### **FOR DECISION: the Board is asked to**

9. Agree in principle to a similar amount of funding (£500,000) will be allocated from EZ receipts for future road improvement projects on either the A47 in Norfolk or A14 in Suffolk.

**ITEM 6: CITY DEAL**

**THIS ITEM WILL BE UPDATED VERBALLY AT THE BOARD MEETING**

## **ITEM 7: LONDON STANSTED CAMBRIDGE CONSORTIUM FOR DECISION**

### **SUMMARY: FOR DECISION**

- 1. Approve the nomination for John Bridge to represent GCGP on the London Stansted Cambridge Consortium Board**

### **BACKGROUND**

2. For the past 9 months, GCPGEP has been in contact with the London Stansted Cambridge Consortium (formerly the “London Stansted Corridor Consortium”) about areas of mutual interest and support.
3. The LSCC London Stansted Cambridge Consortium has established itself to try and link up the Enterprise and Entrepreneurship of Tech City and the Bio Medical businesses of Hertfordshire with the dynamic businesses of Cambridge and Peterborough through the London Stansted Cambridge Consortium.
4. It is seeking to improve the transport links around the M11 and in particular the rail network supporting the corridor.
5. It is looking to ensure Stansted Airport plays its part in helping to support and generate growth in our area.
6. Whilst it is too early to say if this will add significantly to our LEP the London Stansted Cambridge Consortium is certainly well engaged and received Ministerial support at its recent conference. They have a stated intention of working with and support the LEPS that that the corridor connects with.
7. We have been offered a place on the LSCC Board and John Bridge has kindly offered to take this on. Apart from ensuring that the work of London Stansted Cambridge Consortium is helpful to GCGP the strong linkage to Stansted Airport is relevant to John's role as the LEPs Airport Champion.

### **FOR DECISION: The Board is asked to**

8. Approve the nomination for John Bridge to represent GCGP on the London Stansted Cambridge Consortium Board