

**LEP BOARD MEETING**

**Minutes from the meeting held on  
13th October 2011 from 4.30pm until 7.00pm  
at Hanson Cement, nr Ketton**

**Board Members**

Neville Reyner CBE DL (NR)	Chairman
Allan Arnott OBE (AA)	
John Bridge OBE (JB)	
Mark Reeve (MR)	
Cllr Nick Clarke (NC)	
Cllr Terry King (TK)	
Cllr Sian Reid (SR)	
Trevor Ellis (TE)	
Prof Mike Thorne (MT)	
Dr Lynn Morgan (LM)	
Prof Sir Richard Friend (RF)	
Cllr Marco Cereste (MC)	
Dr Robert Swann (RS)	

**Apologies**

Professor Mike Thorne PhD  
John Bridge OBE  
Prof Sir Richard Friend  
Cllr Marco Cereste

**Also in attendance**

Alex Plant (AP)	Interim Strategic Director
Neil Darwin (ND)	Interim Operations Director
Laura Welham-Halstead (LWH)	Communications and Engagement Lead (Minutes)
Kent Stuehmer	Hanson Cement (Item 2 only)
Tim Leathes	Urban & Civic (Item 4b only)
Phil Newby	Green Ventures (Item 5 only)

**1. Apologies and declarations of interest**

Apologies were received from Professor Mike Thorne, Cllr Marco Cereste, Professor Sir Richard Friend and John Bridge OBE.

Declarations of interest were received from TE with regards to Item 4.

**Minutes of the last meeting and matters arising**

An amendment was noted to the Board Members listed at the start of the Board meetings, and then approved by the Board.

## 2. Overview of Hanson Cement operations

Kent Stuehmer, Plant Manager at Hanson Cement, provided the Board with an insight into their plant at Ketton, including the large numbers of staff employed and their endeavours to use alternative fuels for energy.

## 3. General LEP information update

### Legal Status

AP updated the Board on progress towards the LEP becoming a legal entity. Pro-bono work from Taylor Vinters was welcomed.

AP to invite Janet Turner from Taylor Vinters to the next Board meeting to co-present a detailed Legal Status proposal. AP

### Core team progress

AP informed the Board that job advertisements are now live for two vacancies within the LEP, and that DWP have also offered to create a secondment opportunity for one of their Fast Stream staff to work within the LEP. Interviews are due to take place at the beginning of November.

CLG will also be providing a short-term secondee starting at the end of September for just over a month, which was supported by the Board.

A tender bid for Administrative Support and Telephone Answering Service is also now live.

SR reminded the LEP Team of the opportunities to recruit graduates from Cambridge University. LH to follow up. LH

## 4. Enterprise Zone

a. AP introduced the paper entitled "Managing the Zone" and a letter from Eric Pickles regarding EZ guidance.

The Board had an in-depth discussion covering:

- The requirement to create a Project Plan and MOU swiftly
- The planning processes linked to the EZ
- The risk of "boundary hopping" and the need to see incremental jobs and business growth as a result of the EZ
- The importance of a targeted, effective marketing strategy
- The proposed management structures

The Board agreed the principles set out in AP's paper, and AP will bring back the MOU and feedback from the Steering Group to the next Board meeting. AP

It was also agreed that the Enterprise Zone must be a standing agenda item from hereon in. LH

**b.** TL from the developers/ land owners Urban & Civic provided the Board with a verbal update on the EZ and wider site at Alconbury, including:

- Feedback on the design enquiry and family open day
- Four key streams of work moving forward, including the creation of a new entrance and planting work
- An overview of the appointed team, including architects
- Proposed marketing strategy and timings

TL then answered a range of question from the Board on the detail of his verbal update.

**5. GCGP Visualisation Project - establishing a joint evidence base**

PN from Green Ventures presented the Board with an introduction to the Visualisation Project, which builds on existing work already undertaken in Peterborough.

LH to share links to the Peterborough example with the Board. LH

The Board supported the direction of travel of this project, and asked PN to return to the December Board meeting with draft versions of the Visualisation Project outputs. PN

**6. GCGP Sub-group update**

The Board discussed the following groups:

- Skills - Work underway to identify stakeholders.
- Business Support Groups - work to commence soon.
- CleanTech - UKCEED and Cambridge CleanTech to meet next week to move forward.
- Science, Innovation & Industry - AP meeting with the University of Cambridge and Ideas Space soon. Draft Terms of Reference are being created, with Professor Ian White to lead the group.
- Cambridge - NR and SR meeting with Michael Mealing next week to progress.
- Peterborough - ND following up with MC.
- Environment - A potential pilot sub-group led by the EA was discussed. The Board have requested more information is brought back to the next meeting.

AP/ND

NR noted that whilst progress had not been as swift as the Board may have originally wished, all of the work has been well considered and is now underway.

The sub-group item then led on to a discussion about engagement with local businesses. LH provided an update on activities to date, and the LEP core team's desire to undertake more supported by online activities.

The Board discussion covered:

- The need to engagement with all sizes of business
- The importance of utilising online resources
- The offer from Board members to attend more events themselves for the LEP
- The use of the Visualisation project for engagement

LH to continue to focus on online engagement, local events and PR as the visualisation work is further developed.

LH

## 7. **Introduction to GCGP's role in allocating funding**

AP introduced the paper on allocating funding flowing from the Enterprise Zone in the future, and requested feedback from the Board.

The discussion covered:

- The need to proactively set our own priorities in advance of the money coming in
- The importance of considering democratic accountability in these decision making processes
- Detailed technical discussion around voting and veto rights
- The need to build this into our Mem & Arts

AP to progress work by liaising with legal advisers, other LEPs, the Local Authorities and CLG.

AP

All local authority Board Members to liaise with other local authorities not represented on the Board about this issue and bring feedback to next meeting.

LA Board members

## 8. **LEP Summit Event**

Following on from the earlier engagement discussion it was agreed that the Summit should take place in March 2012 to allow the completion of the Visualisation work. LH to liaise with Board Members regarding a potential date.

LH

LH to explore opportunities for local engagement events to utilise the Business Link funding instead.

LH

## 9. **Any other business**

**New Board Member** - Cllr Jason Ablewhite, Leader of

# Greater Cambridge Greater Peterborough

Enterprise Partnership

Huntingdonshire District Council, has been voted in by the local authorities as the new LEP Board member following Cllr Ian Bates' resignation at the last meeting.

## **Frequency of Board meetings**

NR proposed moving to bi-monthly Board meetings as of the New Year. After some discussion the Board agreed to:

- Six Board meetings (held on a bi-monthly basis)
- Two Board Away Days
- To increase the length of Board Meetings to 3 hours
- To start the meetings earlier

LH to liaise with Board Members regarding dates for 2012.

LH

## **Waste to Energy**

MR asked the Board Members views on Waste to Energy plants. Individual Board Members shared their views, but the Board did not seek to provide a consensus of opinion on such local issues.

## **Location of next meeting**

TBC - the meeting will start at the earlier time of 3.30pm.

**Meeting closed.**