

## LEP BOARD MEETING

Minutes from the meeting held on  
15th September 2011 from 4pm until 6.20pm  
at The Imperial War Museum, Duxford

### 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)  
Cllr Ian Bates (IB)

### Apologies

Professor Mike Thorne PhD  
John Bridge OBE  
Cllr Nick Clarke  
Trevor Ellis

### Also in attendance

Alex Plant (AP)	Interim Strategic Director
Neil Darwin (ND)	Interim Operations Director
Laura Welham-Halstead (LWH)	Communications and Engagement Lead (Minutes)
Kevin Jones	BIS Local
Alison Inglis	Duxford Imperial War Museum (Item 2 only)
Kay White	Duxford Imperial War Museum (Item 2

only)

**1. Introductions**

NR welcomed everyone and provided an overview of the first LEP Network event he attended, and spoke at, earlier in the day.

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

The minutes were agreed to be a true record of the last LEP meeting.

AP updated the Board on the latest work relating to the legal status of the LEP. The Board agreed that the LEP should be set up as a Co. Ltd by Guarantee as soon as possible, utilising learning from other LEPs and the LEP Network, alongside the free legal advice we have been offered. AP and ND to progress work. LH to chase partner LEPs for examples of Mem & Arts.

AP/  
ND

**2. Overview of Duxford and the Imperial War Museum**

Alison Inglis, Head of Planning & Projects at Duxford, provided the Board with an overview of the Duxford site and the wider Imperial War Museum group.

**3. General LEP information update**

**Start Up Fund**

ND confirmed that the LEP had been allocated £220,500 of Start Up Funding.

**Bi-weekly briefing note**

The Board agreed that LH should continue to produce the bi-weekly briefing note.

**ERDF Local Committee Nomination Committee**

Cllr Cereste confirmed that he was already a member of this committee.

**BIS Funding Opportunities**

Kevin Jones informed the Board that the Local Authority

priority infrastructure list has been passed on to the Treasury who are making further enquiries with three projects in our area. A decision is expected late October/ November.

## **Offers of support from Department of Communities & Local Government, and Job Centre Plus**

AP informed that Board that he is in talks with CLG and JCP about potential staff secondment arrangements. The Board supported this work and were keen for secondments to be incremental to the LEP Core Team jobs. AP

## **Green Investment Bank proposal**

ND updated the Board on Peterborough's Green Bank Proposal, and agreed to send a briefing note around to the Board. ND

## **Visioning work**

AP asked the Board to support the progress of work to expand economic and infrastructure visioning that has already taken place in Peterborough across the whole of the LEP are using Capacity Funding. The Board agreed to the project and invited the consultants to attend the next meeting. LH

## **4. Enterprise Zone success**

NR thanked the Board for their support and congratulated everyone involved in the successful bid. AP updated the Board on current and future work. The Board were keen to formalist a procedure for handling enquiries and making decisions about businesses moving into the EZ as soon as possible. LH to chase. LH

There was also a recognition of the scale of the work that will need to be undertaken in the future, starting with accurate forecasting of cashflow from the EZ and moving forward to create criteria for assessing use of the money. AP and ND to progress. AP/ND

**5. Establishing a Core LEP Team**

The Board agreed to the proposal to recruit a small core LEP Team, with NR leading the interviewing process with AP and ND.

**6. LEP Draft Business Plan**

The Board felt that the Business Plan was moving in the right direction, but need further work around the involvement of the Third Sector and SMEs.

The requirement for a formal Greater Peterborough sub-group is still under consideration.

Further work is now required to add in a timeline, resource allocations etc... before returning to the Board. Alongside testing with local businesses.

AP/  
ND

The Board agreed that individual Projects should be progressed prior to the finalisation of the Business Plan and progress to be reported back to the next meeting.

**7. Forming GCGP Sub-groups**

The principles for establishing sub-groups and establishing a LEP Liaison group were agreed by the Board.

The Board are keen to see businesses taking forward sector specific sub-groups as and when required, and for the sub-groups to come forward in a phased manner.

**CleanTech sub-group**

The Board agreed the creation of a CleanTech sub-group led by UK CEED. ND to work with UK CEED to ensure the group covers the entire LEP area.

ND

**8. Inward investment: MOU with UKTI**

# Greater Cambridge Greater Peterborough

Enterprise Partnership

- The Board agreed the MOU agreement with UKTI. NR to sign and return. NR
- 9. LEP Summit event**  
The Board agreed the principle of another Summit event and will feedback any individual comments to LH after the meeting. All
- 10. Any other business**
- European Funding**  
Cllr Cereste updated the group on his involvement with the LGA European and International Board, and the ERDF Local Committee. It was agreed that Sarah Murray would be invited to the next Board meeting to discuss European Funding opportunities. LH
- Venue of next meeting**  
Cllr King offered to find a host for the next meeting in Rutland. TK