

New Anglia Board Meeting Minutes (Unconfirmed) 21st October 2020

Present:

Kathy Atkinson (KA)	Kettle Foods
Sam Chapman-Allen (SC)	Breckland Council
David Ellesmere (DE)	Ipswich Borough Council
Doug Field (DF)	East of England Coop
C-J Green (CJG)	Brave Goose
John Griffiths (JG)	West Suffolk Council
Matthew Hicks (MH)	Suffolk County Council
Pete Joyner (PJ)	Shorthose Russell
Dominic Keen (DK)	Britbots
Helen Langton (HL)	University of Suffolk
Corrienne Peasgood (CP)	Norwich City College
Andrew Proctor (AP)	Norfolk County Council
Johnathan Reynolds (JR)	Opergy
Sandy Ruddock (SR)	Scarlett & Mustard
Alan Waters (AW)	Norwich City Council
Jeanette Wheeler (JW)	Birketts
Tim Whitley (TW)	BT

Attendees

Paul Forecast (PF)	National Trust – For Item 2
Mark Goodall (MG)	All Energy Industry Council – For Item 7
Bethan Hacche (BH)	BEIS
Mark Ash (MA)	Suffolk County Council
Vince Muspratt (VM)	Norfolk County Council
Julian Munson (JM)	New Anglia LEP – For Item 7
Chris Dashper (CD)	New Anglia LEP – For Item 8
Chris Starkie (CS)	New Anglia LEP
Rosanne Wijnberg (RW)	New Anglia LEP
Helen Wilton (HW)	New Anglia LEP

Actions from the meeting: (21.10.20)	
Actions from last meeting Details of the candidate for the NAC Board to be circulated to Board members for approval	CS
Business Resilience & Recovery Scheme Details of unsuccessful BRR applicants and recipients of the Visitor Economy and Wider Economy Grants to be circulated when available.	CD
1	Welcome from the Chair
CJ Green (CJG) thanked everyone for attending the meeting and welcomed Kathy Atkinson (KA) as the new private sector board member.	
2	Presentation from Paul Forecast, Regional Director, National Trust
<p>CJG welcomed Paul Forecast (PF), Regional Director of the National Trust, who provided the meeting with an overview of the work of the National Trust and its economic impact on the region.</p> <p>PF advised that the National Trust employs 269 members of staff and has over 220k members locally and that the 1m paying visitors to sites in Norfolk and Suffolk bring £16m into the local economy.</p> <p>PF provided an overview of the main sources of income and the areas of spend noting that all areas of the National Trust's work and investments have been impacted by the pandemic. He confirmed that the overall financial position was secure however individual areas requiring further support and some smaller loss-making retail outlets are being closed however the holiday cottages are busy with demand exceeding supply and investments will continue to be made in this area.</p> <p>PF thanked the Board for the LEP's funding towards the development of the Sutton Hoo site and expressed a hope that the organisations could work together on other projects in the future.</p> <p>Jeanette Wheeler (JW) asked whether the online offer such as virtual tours and online shopping was being expanded. PF agreed that footfall was down which impacted retail outlets and that although member rates had been sustained to date there was a need to provide something in return if physical visits were not available.</p> <p>CJG thanked PF for attending the meeting for updating the Board on the work of the National Trust in the region.</p> <p>PF left the meeting.</p>	
3	Apologies
Apologies were received from Steve Oliver.	
4	Declarations of Interest
None	
5	Actions/Minutes from the last Meeting
<p>The minutes were accepted as a true record of the meeting held on 23rd September 2020.</p> <p>Chris Starkie (CS) reviewed the actions from the last board meeting. He noted that no nominations had been received for an additional New Anglia Capital (NAC) board members and advised that JW had proposed that one of her colleagues at Birketts could join which would also provide legal expertise as desired by the NAC board.</p> <p>ACTION: Details of the candidate for the NAC Board to be circulated to Board members with the request for approval.</p>	
6	Skills Advisory Panel Progress Update
<p>Claire Cullens (CC) provided the meeting with an overview of the Skills Advisory Panel (SAP) advising that the membership covered all business sectors, the Department of Work and Pensions, Chambers of Commerce, Education and Skills Funding Agency and councillors & officers from Norfolk and Suffolk County Councils making around 40 members in total.</p> <p>CC reviewed the four key aims of the SAP:</p>	

- Driving skills progression for the workforce
- Providing agile and responsive training provision for key sectors
- Equipping young people for success
- Tackling barriers to employment

Two projects have been identified for each objective where the most impact can be made which can also be delivered by the end of 2020. CC advised that details of all projects were included in the slide pack and a progress report will be produced at the end of the year. CC also noted that the outputs in the Economy Restart Plan were linked to the SAP objectives to ensure alignment. CC highlighted the work of the local authorities including Judith Mobbs and Natasha Waller from the LEP.

The meeting discussed the importance of skills in the sector deals in particular in STEM subjects. It was agreed that filling the skills gap was a particular challenge and it was important to get people to upskill into these specific areas. Education partners and employers need to work together to identify these gaps, supply the training and education to meet them and also to encourage people to retrain into these areas.

The Board agreed:

- To note the content of the report
- To endorse the vision of the Skills Advisory Panel and its current direction of travel and champion the 'key messages' of the Skills Advisory Panel
- To support the wider work in response to Covid-19

7 All Energy Industry Council Progress Update

Julian Munson (JM) introduced Mark Goodall (MG), Chair of the All Energy Industry Council (AEI), and provided an overview of the importance of the sector to the region noting its unique position in covering all green types of energy.

JM reviewed the objectives of the AEIC:

- **Profile and Promotion** – branding and marketing to national and global audiences. Proactively promoting the offer to attract global investment and boost exports across the energy sector
- **Lobbying and Regulation** – strengthening links with Government and other organisations as identified by the Council to attract support and investment and improve regulations
- **Supply chain development** – strengthening the cluster, helping businesses work with each other, including tier one corporates, and maximising export and investment opportunities
- **Innovation support** – helping businesses improve their performance and enabling them to enter new markets, develop new products, enhance processes and improve productivity
- **Skills development** – overseeing the skills sector plan, connecting employers with providers and responding to industry demands in developing the skilled workforce of tomorrow
- **Infrastructure** attracting investment to enhance and build the infrastructure required to support the growth of the industry and improve connectivity and business productivity

The Board received details of the priority projects which had been identified for delivery during 2021 and JM highlighted the work being carried out on the promotion and branding of the region.

(MG) addressed the board agreeing that historically the various energy sectors had operated in silos and work was ongoing to bring these together. MG reviewed the size of the local industry, its unique position and strength of the local energy sector in offering and developing all areas of green energy.

	<p>MG noted some of the current challenges such as developing the Bacton site and the development of the onshore infrastructure.</p> <p>CJG asked what support the LEP could provide. MG felt that the AEIC could be improved by membership of someone from the energy distribution sector and also noted that the current regulatory regime hinders development.</p> <p>JW advised that some board members were participating in a BEIS roundtable tomorrow focussing on green recovery and requested suggestions for an ask for the Minister. MG proposed they should highlight the importance of developing key infrastructure projects and also request support with planning.</p> <p>Johnathan Reynolds (JR) noted that there had been considerable success achieved in offshore projects but the biggest challenge was in connecting to the onshore infrastructure. It was agreed that there was a lack of joined up thinking by Government with 30% of energy coming ashore in one small area in Suffolk.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report • To note and support the approach to producing and delivery a recovery plan for the sector 	
8.	Business Resilience & Recovery Scheme Progress Update	
	<p>CS provided an overview of the Business Resilience and Recovery Fund advising that 79 grants have been awarded to date totalling over £3m. The second tranche of funding for the scheme, secured from the Getting Building Fund call, has now been accessed and a number of revisions to the scheme are being introduced to ensure maximum impact is achieved through the available funds.</p> <p>Sam Chapman-Allen (SCA) queried whether reducing the intervention rate to 40% would reduce applications. CS confirmed that this has actually the rate already used on many applications already processed where the impact of Covid-19 on the business was not clear or the business had sufficient cash reserves in place to fund the project itself.</p> <p>John Griffiths (JG) asked if details of unsuccessful applicants could be provided as well as the details of Visitor Economy and Wider Economy Grants.</p> <p>ACTION: Details of unsuccessful BRR applicants and recipients of the Visitor Economy and Wider Economy Grants to be circulated when available.</p> <p>CC asked if evidence of projects supporting skills progression could be included in the application process. Chris Dashper (CD) confirmed that this was routinely asked during the assessment process for the Growing Business Fund when the project is revisited and would be included in Resilience and Recovery applications in the future.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report and agree the revisions to the scheme 	CD
9	Chief Executive's Report	
	<p>CS highlighted key items in the Chief Executive's report noting the success of the Restart Festival.</p> <p>CS advised that the Mid Year Review had been carried out and that New Anglia continued to be rated Good in all areas. CS advised that, in order to be rated exceptional, the LEP needed to establish a youth engagement panel and also set up its own scrutiny panel. He advised that the spend on projects is being closely monitored and all efforts are being made to reduce underspend and that funding would be reallocated if needed.</p>	

	<p>The Board learnt that the Growth Hub will receive additional funding to support the end of the transition period and plans are being drawn up to use the funding.</p> <p>The Board discussed the role of Local Resilience Forums (LRFs) and CS advised that he was involved in a discussion with the LEP Network on this matter. There are a large number of LRFs and these were being reviewed to ensure the LEP was presented at the key forums.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report 	
10	October Performance Reports	
	<p>Rosanne Wijnberg (RW) presented the reports to the Board and highlighted key items.</p> <p>Business Growth Programme - RW noted that there has been a drop off in applications to the Small Grants Scheme as expected.</p> <p>Agri-Tech – The pipeline now exceeds the funds available therefor the pipeline is being reviewed</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the reports 	
11	Quarterly Management Accounts	
	<p>RW presented to the latest management accounts to the Board.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the plan 	
12	Board Forward Plan	
	<p>CS reviewed the forward plan and advised that the 2021 plan would be presented following agreement with the Chair.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the plan 	
12	<p>Any Other Business</p> <p>The meeting discussed the issues around promoting the region during the pandemic. PJ noted that many businesses in the visitor economy sector would be closing anyway at this time of year and it was important to be ready in the spring when they reopened.</p>	