

## **New Anglia Board Meeting Minutes (Confirmed) 23<sup>rd</sup> September 2020**

### **Present:**

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
Steve Oliver (SO)	MLM Group
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**

Kathy Atkinson (KA)	Kettle Foods
Mark Ash (MA)	Suffolk County Council
Vince Muspratt (VM)	Norfolk County Council
Julian Munson (JM)	New Anglia LEP – For Item 5
Chris Dashper (CD)	New Anglia LEP – For Item 9
Chris Starkie (CS)	New Anglia LEP
Helen Wilton (HW)	New Anglia LEP

<b>Actions from the meeting: (26.08.20)</b>	
<b>Chief Executive's Report</b> BR&R data to be circulated to board members	<b>CS</b>
<b>New Anglia Capital</b> Board members to consider putting themselves forward to join the NAC board	<b>All</b>
<b>September Performance Reports</b> Carry out analysis on the impact of EZ planning regulation changes	<b>JM</b>
<b>AOB</b> Suggestion for presenters to be supplied to HW who will organise a programme	<b>All/HW</b>
<b>1</b>	<b>Welcome from the Chair</b>
Doug Field (DF) welcomed everyone to the meeting. He noted that latest Government announcements regarding the changes in restrictions to tackle the recent surge in Covid-9 cases and reiterated the need for the LEP to provide strong leadership at the challenging time for the local economy.	
<b>2</b>	<b>Apologies</b>
Apologies were received from Claire Cullens	
<b>3</b>	<b>Declarations of Interest</b>
DF declared an interest in Supapass, under Item 9, the New Anglia Capital Bi-Annual Report.	
Helen Langton (HL), Corrienne Peasgood (CP) and Jeanette Wheeler (JW) declared an interest in item 6 - the Institute of Technology.	
John Griffiths (JG), Matthew Hicks (MH) and David Ellesmere (DE) expressed an interest in Item 7 - Suffolk Inclusive Growth Investment Fund	
Full declarations of interest can be found at <a href="http://www.newanglia.co.uk/about-us/the-board">http://www.newanglia.co.uk/about-us/the-board</a> .	
<b>4</b>	<b>Minutes of the last meeting</b>
The minutes were accepted as a true record of the meeting held on 21 <sup>st</sup> July 2020	
Chris Starkie (CS) confirmed that both outstanding actions were on schedule for completion by their target date of November 2020.	
<b>5</b>	<b>Innovation Board Update</b>
Julian Munson (JM) presented the board with an update on the work of the Innovation Board and highlighted the successes achieved in cross-sector innovation across the region.	
JM confirmed that Norfolk County Council was already represented on the Board and that a letter would be going to Suffolk County Council asking for a representative so that both local authorities were represented.	
JM noted the hard work of his team and advised that, going forwards, they would also be investigating the opportunities to work more closely with the Skills Advisory Panel (SAP).	
Johnathan Reynolds (JR), Chair of the Innovation Board, highlighted the progress achieved and the important role of local authorities in innovation advising that the board was keen to continue to work closely with the public sector.	
He also noted the benefit of inviting representatives from other bodies, such as the LEP's industry councils, to speak at the meetings as this helped to provide a clear understanding of their requirements.	
JR expressed his thanks to JM and his team for their support.	
HL queried whether the Innovation Board would be involved in the applications to host an Institute of Technology (IoT).	

	<p>JR advised that there was not enough clarity on IoTs at the current time but agreed that the Board would be working closely educational establishments as the requirements are ascertained.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> <li>To note the content of the report</li> </ul>	
<b>6</b>	<b>Institute of Technology</b>	
	<p>HL, JW and CP declared an interest in this item. It was agreed that they would remain for the discussion but would not participate in the discussion or in the vote.</p> <p>CS presented the meeting with an update on the process for applying for an IoT and the local framework which has been drawn up to assist applicants. He advised that LEPs would be involved in the process but would not have a key decision making role. CS reviewed the background to the IoTs which aim to bring together business and technology and noted that the submission of an Expression of Interest earlier in the year was optional and does not exclude any new applicants submitting to stage one which formally starts in the Autumn.</p> <p>The framework is intended to help applicants ensure that their proposals are developed in line with priorities for the local economy set out in the Economic Strategy, Local Industrial Strategy and the new Economic Recovery Restart Plan. Expectations and are centred around 4 key themes – additionality, strategic fit, leverage and deliverability.</p> <p>The meeting discussed the lessons learnt from the previous application process.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> <li>To note the content of the report</li> <li>To endorse the proposed process and local framework which will be used to set out regional expectations for Institute of Technology proposals covering Norfolk and Suffolk.</li> </ul>	
<b>7.</b>	<b>Suffolk Inclusive Growth Investment Fund</b>	
	<p>JG, MH and DE declared an interest in this item. It was agreed that they would remain for the discussion but would not participate in the discussion or the vote.</p> <p>CS reviewed some of the projects included in the Norfolk Strategic Fund which has previously been awarded £1m of LEP capital funds. He then presented the the request for £1m of LEP capital funds to the Suffolk Inclusive Growth Investment Fund to support economic recovery. The Board also received details of the proposed principles for the process of allocation of the funds and the role of the LEP.</p> <p>The contribution will be part of a one-year fund that will be open to public sector partners including the LEP for applications.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> <li>To note the content of the report</li> <li>To approve the allocation of £1m capital from the LEP to Suffolk Inclusive Growth Investment Fund and the proposed process for the management and allocation of the funds as set out in the report</li> </ul>	
<b>8.</b>	<b>Chief Executive’s Report</b>	
	<p>CS presented the report and highlighted key items. He noted the success of the Business Resilience and Recovery scheme and advised that a paper providing further information on recipients of the funding would be presented at the October board meeting.</p> <p>CS stated that round 500 companies had now signed up for the Restart Festival and encouraged board members to promote the festival.</p>	

<p>CS highlighted the launch of the Tech 100, a virtual event where presentations were provided by Stephen Fry and Tim Whitley (TW) who confirmed the success of the occasion which promoted the top 100 innovative and high-potential digital tech companies from the region.</p> <p>Peer to Peer Network – CS advised that the first cohort of businesses was being recruited and they would ensure that the care sector was included in the allocations of spaces for businesses</p> <p>Banham Poultry Covid-19 outbreak – CS confirmed that the LEP has worked closely with the company and other businesses in the poultry industry to provide support during the outbreak and to ensure lessons learnt are carried forward.</p> <p>JG asked for details of grant recipients to be circulated. CS confirmed that the appraisal process for the Visitor Economy Grants (VEGs) and Wider Economy Grants (WEGs) was still ongoing but details of the Business Resilience and Recovery (BRR) funding would be provided.</p> <p><b>ACTION:</b> BRR data to be circulated to board members</p> <p>CS noted the successful work across the Economic Development Officers across the region in promoting the scheme.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> <li>• To note the content of the report</li> </ul>	CS
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<b>9</b>	<b>New Anglia Capital Bi-Annual Report - Confidential</b>
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<p>The New Anglia Capital Board has requested another member to enhance capacity. Volunteers were requested from the Board.</p> <p><b>ACTION:</b> Board members to consider putting themselves forward to join the NAC board</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> <li>• To note the content of the report</li> </ul>	<b>All</b>
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<b>10</b>	<b>September Performance Reports</b>
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<p>Rosanne Wijnberg (RW) presented the reports to the Board and highlighted key items.</p> <p>Growth Deal – The dashboard covers Q1 April to June demonstrating how the pandemic impacted on delivery and finances. It is anticipated that the projects will slow down but outputs will still be achieved.</p> <p>Enterprise Advisor Network – the report details that 2 targets were missed which relate to direct contact with employers. The EAN team have used innovative approaches to supporting students and their best practice is being considered for further roll out.</p> <p>Enterprise Zones (EZs) – JR asked the recent changes to planning regulations would impact on the EZs or provide more opportunities. RW confirmed that this would be investigated further on a site by site basis</p>	
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	<p><b>ACTION:</b> Carry out analysis on the impact of EZ planning regulation changes</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> <li>• To note the content of the reports</li> <li>• To approve the Growth Deal Dashboard</li> </ul>	JM
11	<b>Board Forward Plan</b>	
	<p>JW noted that the Board had previously met in different locations allowing projects and partners to present to them and asked if a programme of presentations could be included in future virtual meetings. The Board agreed with the suggestion.</p> <p><b>ACTION:</b> Suggestion for presenters to be supplied Helen Wilton (HW) who will organise a programme</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> <li>• To note the content of the plan</li> </ul>	All
12	<p>Any Other Business</p> <p>CS confirmed that the LEP response to the Comprehensive Spending Review had been issued for comments by the board with the board papers and as all were content would now be signed off by DF and submitted.</p> <p>At his final meeting as LEP Chair DF expressed his thanks to the board members for their support during his term as chair and wished C-J Green (CJG) success as she took over the role.</p> <p>CS and the board thanked DF for his hard work and commitment to the region during his time both as a board member and as its chair.</p> <p>CJG proposed a vote of thanks to DF on behalf of the board and personally thanked him for the assistance he had provided to her as incoming chair.</p> <p>Her comments were strongly supported by the board members who added their thanks.</p> <p>DF was also presented with a card and gift vouchers and a photo book highlighting key events during his time as chair.</p>	