

BOARD MINUTES

Title:	Board minutes	Minute taker
Meeting date:	12 July 2010	Minnie Eve, 01223 231122
CONFIDENTIALITY STATUS	PUBLIC	

Attendees – Board

Will Pope, Chair

Sheila Childerhouse, Deputy Chair

Madeline Russell, Robert Swann, Stuart Evans, Colin Riordan, Karen Livingstone, Bev Hurley, Edward Iveagh

Attendees – Chief Executive’s Team

Deborah Cadman, Chief Executive

Rachel Bosworth, Deputy Chief Executive and Executive Director, Communications,

Alison Webster, Executive Director, Enterprise and Skills

Paul May, Executive Director, Innovation

Steve Cox, Executive Director, Spatial Economy

Jamie Merrick, Executive Director, Strategy

David Hipple, Executive Director, Corporate Services

Attendees – officers and externals joining

Item 8	Jan Pinkerton	EEDA
	Kathryn Rowe	EEDA
	Tim Burton	EEDA
	Chris Parkhouse	EEIDB
	Jill Barnes	EEIDB
	Steve McAteer	EEIDB
Item 9	Amanda Montague	EEDA
Item 10	Lucy Kemp	EEDA
	Amanda McMurray	TGAC
Item 11	Sarah Green	EEDA
Item 12	Sarah Green	EEDA

Minutes

Minnie Eve, Board Administrator

Apologies

Marco Cereste, Deputy Chair

Nitin Dahad, Peter McCarthy-Ward, Shona Johnstone, Paul Burall

Ian Nimmo-Smith, EELGA

Paul Pugh, GO-East

Item 1: Economic Update

Jamie Merrick updated the board on the region’s economic position, referring to the East of England Purchasing Managers Index (PMI) survey that demonstrated an overall positive picture. Manufacturing in the region had seen a 37% increase in new orders and an increase in recruitment. However, input prices are rising for many companies, driven in part by fuel costs. The positive nature of the PMI survey conflicted with that of the Chartered Accountants’ survey.

Insolvencies were down across the region although an increase was expected as a result of public sector cuts. Unemployment was reported to be stable and employment figures had fallen

marginally; hitting young people the hardest. The claimant count had fallen by 2700, a situation not mirrored in many other regions. Bank lending was reported to have improved with more available credit, however the demand remains low, and concerns remain about terms of credit.

Jamie gave an update on the macroeconomic situation, highlighting the slower than expectation growth in China and the US. UK exports were down from 1.7%. The chance of a double dip had as a result increased – if not a technical recession then stagnant growth would be unlikely to see recovery in employment at the pace forecast by the OBR. He finished his report summarising that despite the partially positive nature of the update, there was still uncertainty.

The Board discussed the concern surrounding the particular effect of the economic climate on the younger generation. It was highlighted that a third of local authority economic participation programme investment is for young people but programmes such as the Future Jobs Fund had been cancelled.

The Board agreed that the concern for embedding the future of young people needed to be flagged to Local Enterprise Partnerships (LEPs). The issues associated with closing RDAs were discussed; including targeting what EEDA can do in the last 12 to 18 months to leave a legacy, addressing future challenges and the impact on public sector contraction as numerous private sector jobs are dependant on the public sector. Despite there being current vacancies in the private sector, a new fiscal report from Goldman Sachs shows the scale of the problem.

Karen Livingstone informed the Board of a Trade Union Congress (TUC) report showing the proportion of communities where the workforce is employed by the public sector, 50% for our region.

The Board agreed that there should be a focus on achieving a legacy, using the remaining resources and time for the greatest impact on the region.

Actions

Executive to circulate an electronic version of the economic update to the board, taking into consideration the further data that will be available on Wednesday 14 July.

Karen Livingstone to circulate a copy of the TUC report to the board.

Item 2: Chair's report

The Chair presented his report to the Board and highlighted the external relations activity undertaken visits and meetings held around the region. The report was noted.

Item 3: Chief Executive's report

The Chief Executive presented her report to the Board, which was noted.

Item 4: Declaration of Interests

Karen Livingstone

Item 8

Integrated Business Support Vision

Item 5: Minutes of the previous meeting

The minutes of the meeting on 23 June 2010 were approved subject to a minor spelling correction.

Item 6: Actions from the previous meeting

The actions from the previous meeting held on 23 June 2010 were noted.

Action from previous meeting Item 1 - The Chair provided a verbal update on the first meeting of the Regional Transition Board on 9 July 2010. He informed the board of the process-driven nature of the meeting. The terms of reference were discussed and the approval of the Blueprint for Growth.

The Board discussed the anxiety felt by businesses over the proposed new LEP arrangements and the lack of strategic capacity, agreeing that EEDA's strategic approach to transition will give LEPs the opportunity to follow. The board reinforced their support and desire to help as much as possible to continue working to improve the economy in the East of England.

Action from previous meeting Item 11 – The Chair updated the Board on his meeting with Mark Prisk on 30 June. Mark Prisk acknowledged the impact of comments made concerning some of his colleagues.

Item 7: Committee reports

Audit Committee 9 June 2010

The minutes from Audit Committee of 9 June were presented to the Board and were noted.

Item 8: Integrated Business Support Vision

Jan Pinkerton, Kathryn Rowe, Chris Parkhouse, Tim Burton (EEDA) and Jill Barnes and Steve McAteer (EEIDB) joined the meeting

Karen Livingstone left the meeting

Alison Webster introduced the joint presentation on East of England IDB (EEIDB) update and the future business support landscape. Clearly the landscape has shifted significantly since the integrated brokerage and inward investment contracts were awarded. Alison advised that nationally trade figures have experienced a drop off after strong performance in the final half of last year and that interest in inward investment was also starting to drop off. A perception that RDAs and Business Link were closed for business was also a reported problem.

Chris Parkhouse, EEIDB Chair thanked EEDA's Chair for the invitation to come to the board meeting. Chris highlighted the unusual circumstances facing EEIDB at present and informed the board that since transition, staff had been working flat out to deliver. He highlighted the professionalism and commitment of EEIDB staff. The focus now was on reacting and

responding to the changing needs of the future. Chris expressed his appreciation for EEDA's continuing support and positive relationship.

Jill Barnes informed the Board of Business Link's Integrated Brokerage Service performance, Inward Investment and the current and future environment. Where possible EEIDB is seeking to make the necessary budget reductions from management, administration and back office functions. The focus remains on front-line added value delivery.

Steve McAteer gave a brief overview on progress on inward investment and investor development activity. He added his recognition for the contribution from Nitin Dahad and Stuart Evans are making, in supporting the pilot 'Ambassadors' programme designed to help promote the region overseas.

The Chair expressed his thanks to EEIDB for their comments. He recognised the anxiety of a potential double dip in the economy and appreciated the focus of EEIDB on delivery, illustrated by the presented target performance figures.

The Board discussed the potential for the performance figures to be extracted for different areas suggesting by constituency, county level, top tier local authority and when details are known, by LEP area. Chris Parkhouse informed the board that these figures were available and could be extracted for board members to see them relevant to their area.

The Chair, on behalf of the board, thanked Chris Parkhouse and EEIDB for the level of delivery especially with the challenges faced around staff morale and retention of key staff. The board agreed that maintaining the delivery of business support for as long as possible was crucial.

Action:

EEIDB to provide performance figures at County level
EEIDB to provide a mid year update to the Board in November

Jan Pinkerton, Kathryn Rowe, Chris Parkhouse, Tim Burton, Jill Barnes and Steve McAteer left the meeting

Item 9: Skills Priority Statement BP0710(1)

Amanda Montague joined the meeting

Alison Webster introduced the paper to the Board presenting the latest draft of the Skills Priority Statement (SPS). Alison explained that the current draft had been taken through the East of England Local Government Association (EELGA) Employment and Skills Panel on 14th June and 5th July 2010.

A strong first draft of the SPS has to be submitted to BIS by 31st July with a final draft to be submitted by 16th September 2010. Consultation on the evidence base and skills priority statement developed from it will run from May 2010 to autumn 2010. Alison asked the Board to review the current draft to provide advice and guidance on the content of the Skills Priority Statement and ultimately to delegate final sign off to the EEDA Chief Executive.

Amanda Montague informed the Board of the positive feedback from Local Authorities, FSB and TUC. Comments and suggestions were also received from ACER and the Skills Funding Agency.

The Chair reminded board members that an earlier draft had been discussed at the June Skills Dinner and therefore included board member feedback.

Decision:

The Board:

Noted the second version of the draft after initial feedback and noted the timelines stated.

Endorsed the draft Skills Priority Statement subject to the incorporation of further electronic feedback from board members by 23 July 2010.

Delegated authority for final sign off of the Skills Priority Statement to the EEDA Chief Executive by 31 July 2010, in order to meet the BIS timeline.

Amanda Montague and Jamie Merrick left the meeting

Item 10: TGAC Project Update

Lucy Kemp and Amanda McMurray joined the meeting

Amanda McMurray presented an overview of The Genome Analysis Centre's (TGAC) current position, including the installation of equipment and the completion of the data centre, recruitment status and illustrated some of the projects and research being undertaken. Amanda also updated the Board on TGAC's financial position and potential challenges in the future.

The Board were pleased with the positive figures and highlighted the 25% conversion rate from commercial enquiries.

Bev Hurley queried if there was feedback concerning the remaining 75% and why they have been less ambitious on large projects.

Amanda explained that TGAC was taking time finding their niche and to be clear over their pricing model. They were trying to be conservative in year two before going out to generate larger contracts, believing it to be key to work at the current level to develop abilities and case studies before going forward.

The Board commented on and queried the position on the recruitment of team leaders that had to be put on hold due to the new Government restrictions on recruitment and the position of the Head of Genomics, which was under review.

Amanda reassured the Board that TGAC were resourced to undertake current projects and they were hoping to find away around recruiting a Head of Genomics. The Board thanked Amanda for the update and discussed the schedule for further updates.

Action

TGAC update, including the revised business plan, to be given at the October board meeting as part of rounded update on Norwich Research Park.

Lucy Kemp and Amada McMurray left the meeting

Item 11: Delegation Scheme BP0710(2)

Sarah Green joined the meeting

Sarah Green presented the paper asking the Board to review EEDA's updated Scheme of Delegation to reflect organisational changes and new Government restrictions on spending.

Decision

The Board approved the updated Scheme of Delegation.

Item 12: Initial review of legal issues for EEDA during transition BP0710(3)

The board agreed to take this item as confidential under Freedom of Information Act 2000 section 43(2), commercial interests and section 42, legal professional privilege.

Any other business

The Chair informed the Board that the names of the EELGA members that will observe future board meetings have been requested. Ian Nimmo-Smith from EELGA had sent apologies for the July meeting but the others had not been confirmed. The board agreed with the decision to invite three out of the four EELGA members (the fifth EELGA members is also an EEDA board member) to future board meetings.

Sign off and date:

Will Pope, Chair
