

Freeport (Shadow) Board

CONFIDENTIAL

Teesworks Skills Academy

17th November 2022

<u>Attendees</u>		<u>Apologies</u>	
Members		Peter Judge	TVCA Group Compliance
Ben Houchen (Chair)	Tees Valley Mayor	Andrew Koss	Sembcorp
Mary Lanigan	Leader RCBC	John Sampson	RCBC
David Smith	STDC Board Member	Jacob Young	MP Redcar
Siobhan McArdle	LEP Chair	Frans Calje	PD Ports
Julie Gilhespie	Primary Customer Operator (Compliance Lead)	Chris Beck	TVCA Director of Business and Skills
Shaun Casey	RBT	Elizabeth Hutchinson	TVCA
Bill Scott	Port Clarence	Nolan Gray	TVCA Director of Freeport
Gary Dawson	AV Dawson		
<u>Non-Members</u>			
Jan-Willem Rikkerink	PD Ports nominated representative		
Gary Macdonald	TVCA Group Finance Director		
Natalie Robinson	TVCA Risk Manager		
John Coxon	Department for Levelling Up		

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
1.	Apologies for Absence	Apologies were noted as above.		
2.	Declarations of Interest	No new declarations were made.		
3.	Minutes of Previous meeting	The minutes of the meeting for 29 th September 2022 were agreed as an accurate record. The decisions that were made in the previous meeting were agreed as decisions as the last meeting was not quorate.		
4.	Freeport Director's Update	<p>The Board were provided with an update from the Chair which included the following summary:</p> <ul style="list-style-type: none"> • The Full Business Case (FBC) has been passed by the Treasury Approval Process and is awaiting Ministerial approval. • DLUHC have issued a final MOU which would be entered into by TVCA and RCBC. The document will be reviewed by external counsel and provided to Board. • Teesside Freeport are supporting a number of marketing events in November in coordination with both DIT and target markets. • The International Chamber of Commerce (ICC) have commenced recruitment for the Centre for Digital Trade & Innovation within the region and appointed their first representative. <p>Members discussed the approval of the FBC. The Chair noted that once this has been officially announced, the FBC is no longer required to be a confidential item.</p> <p>Resolved that;</p> <ul style="list-style-type: none"> • The Board approved the declassification of the FBC to a non-confidential item. • The Board noted the update report. 		

5.	Assurance & Compliance Workstream Update	<p>The Board were provided with an update on the activities of the Assurance & Compliance Workstream.</p> <p>Resolved that the Board noted the update report.</p>		
6.	Strategy & Accountability for Public Money Workstream update	<p>The Board were provided with an update on the activities of the Strategy & Accountability for public money workstream.</p> <p>Resolved that the Board noted the update report.</p>		
7.	Innovation and Inward Investment Workstream update	<p>The Board were provided with an update on the activities of the Innovation and Inward Investment workstream.</p> <p>Resolved that the Board noted the update report.</p>		
8.	Delivery Plan Update	<p>The Board were provided with an update on the key activity in the period.</p> <p>Resolved that the Board noted the update report.</p>		
9.	Risk Register	<p>The Board were provided with an update from the Group Risk Manager.</p> <p>The Group Risk Manager highlighted the result of the RSM internal audit, which awarded the Freeport Programme a substantial assurance level. This is the highest level of assurance with no recommendations. These findings are reflected in the risk register.</p> <p>Resolved that the Board noted the update report.</p>		
10.	Date and Time of Next Meeting	<p>The next meeting date will be decided after Cabinet has reviewed the decision to change the frequency of Freeport Board meetings to quarterly.</p>		