

**THAMES FREEPORT BOARD
ACTIONS AND DECISIONS**4th June 2024 14:00-17:00pm

Conference Room 2, Barking Town Hall, 1 Town Square, IGU11 7LU

Membership

Rt Hon Ruth Kelly	Chair
Cllr Ray Morgan	Leader London Borough of Havering
Cllr John Kent	Leader Thurrock Council
Alan Shaoul	DP World
Martin Everett	Ford
Peter Ward	Port of Tilbury
Joan MacNaughton	Non-Executive Director
Kate Willard	Thames Estuary Envoy
Martin Whiteley	Thames Freeport

Observers:

John Coxon	DLUHC
Dave Smith	Thurrock Council
Fiona Taylor	London Borough of Barking and Dagenham
Liz Beadle	Thames Freeport
Ramin Hassan	Thames Freeport
Stuart Rimmer	Thames Freeport
Liam Quigg	Thames Freeport (actions & decisions)
Stephen Taylor	Thurrock Council

1. APOLOGIES FOR ABSENCE

Cllr Darren Rodwell	Leader London Borough of Barking & Dagenham
Matt Hamnet	Non-Executive Director
Paul Livingston	Non-Executive Director
Robin Mortimer	Port of London Authority
Jackie Doyle-Price	MP
Andrew Blake-Herbert	London Borough of Havering

2. APPROVAL OF MINUTES

The minutes for the meeting on 23rd January 2024 were agreed. They will be published on the Thames Freeport Website.

3. CHIEF EXECUTIVE'S REPORT

The Board was asked to reflect upon some key points from the Chief Executive's report including the Freeport's financial position and an update on the strategy for each: Trade and Investment, Innovation and Net Zero and Skills and Employment.

Action Point 1: By the end of June, the Freeport team will present a list of policies and processes for the board and propose which are an immediate requirement and those that are could be written and adopted later.

Action Point 2: Thames Freeport will explore the option of recruiting a company secretary.

Action Point 3: The Freeport team will create a three-year plan as well as a financial plan that will review the ways in which they invest the retained business rates to leverage as much public and private investment as possible. This is to be presented at the next board meeting.

Action Point 4: The Freeport team will include completion dates, RAG ratings and assign an owner to each of the milestones that are included within this report for the next board meeting.

4. QUARTERLY PERFORMANCE REPORT

The Board were invited to review the updates from each of the tax sites and were requested to approve the recommendations made against the seed capital projects and the general risk register.

DECISION 1: The Board has agreed to start a programme board to manage the seed capital projects, with Peter Ward being made the chair.

DECISION 2: The Board agrees to continue developing the business case for Ripple Lane with a view of using other forms of funding to finance it if it is not suitable as a seed capital project.

DECISION 3: The Board gives approval to for the Freeport team to extend the request of work from third party service providers to alleviate some of the administrative burden on the team.

Action Point 5: The Freeport will draft a letter of support for Tilbury that highlights the issues the National Grid power line project poses for the Freeport's development.

Action Point 6: The Freeport Team will include on future performance reports, updates against objectives and milestones to show how the Freeport is adding value to what would have been done otherwise. As well as including additional information from the Monitoring and Evaluation reports.

Action Point 7: John Coxon will review the flexibility of pushing the required spend date of the seed capital projects.

5. GOVERNANCE FRAMEWORK REPORT

This paper provides an update for the proposed governing arrangements of the Freeport as per the conversations that have been had between Thames Freeport Limited, the Chair of the Board and the Accountable Body.

DECISION 4: The Board agreed in principle to there being an agreement to sit between the Accountable Body and Thames Freeport Limited (TFL AB Agreement).

DECISION 5: The Board agreed that the S151 officer be invited as an observer to the Board and General Purposes and Resources Sub-committee.

6. THAMES FREEPORT POLICIES AND PROCEDURES

The Board were asked to review and comment on the proposed Financial Procedures and Procurement Strategy with further policies to be presented to General Purposes and Resources subcommittee.

DECISION 6: The Board approved the draft Financial Procedures and Procurement Strategy subject to further review after completion.

DECISION 7: The Board agreed to operate within the existing Contract Thresholds for a three-to-six-month period.

Action Point 8: Thames Freeport will correct all the grammatical errors within the policies and procedures and will present within the schedule of work explaining how the final policies are expected to be approved by the board e.g. via email.

7. DATE OF NEXT MEETING: TUESDAY 3RD SEPTEMBER 2024