



# LEP DIRECTORS BOARD

Tuesday, 25<sup>th</sup> January 2022

Via MS Teams 3.00pm to 5.00pm

## Greater Lincolnshire LEP Board Agenda (Monthly)

Time	Item	Lead	Status
15.00	<b>1 Welcome, Apologies, Declarations of Interest</b>	Chair	
15.05	<b>1.0 FOR APPROVAL:</b> Minutes -26/11/2021 <b>1.1 FOR INFO:</b> Decision Log <b>1.2 FOR INFO:</b> Review of Actions	Chair	Paper 1.0 Paper 1.1 Paper 1.2
15.10	<b>2 FOR INFO:</b> Chairs and CX Report, including Humber Energy Board, Freeport progress and levelling up white paper proposals and	Chair	Paper 2
<b>Governance</b>			
15.30	<b>3 CONFIDENTIAL ITEM FOR DECISION:</b> Proposal to underwrite the costs of the LEP for 22/23	LEP Futures Group	Paper 3
16.00	<b>4 FOR DECISION:</b> Allocation of resources for Freeport	Halina Davies	Paper 4
16.05	<b>5 FOR DECISION:</b> Scheme of Delegation and Local Assurance Framework	Caroline Illingworth	Paper 5
16.15	<b>6 FOR DECISION:</b> Approval of Business Plan for UKFV, and allocation of resources for 22/23	Sarah Louise Fairburn	Paper 6
<b>Strategy</b>			
16.30	<b>7 FOR INFO: Midlands Engine Priorities</b>	Rachel Greenwood, Midlands Engine Director	Presentation
<b>Delivery</b>			
<b>Forward Agenda</b>			
16.55	<b>8 Forward Agenda Plan for debate</b>		
17.00	Close		

**Access and Circulation of papers is public unless otherwise stated as confidential, and in line with the [Confidential Reporting Policy](#).**

**Attendees:** Pat Doody (Non-Executive Director and Chair), Cllr Philip Jackson - Vice Chair (NELC), Sarah Louise Fairburn - Vice Chair (IMP and Maker), Cllr Colin Davie (LCC), Cllr Oliver Hemsley (Rutland CC), Cllr Craig Leyland (ELDC), Alison Ballard (BAE Systems), Simon Bird (ABP), Darren Cunningham (Phillips 66), Julian Free (UoL), Jo Hardy (Hardy's Farm), Gary Headland (Lincoln College, IoD & Lincs Chamber), Andrew Hunter (UoL), Zoe King (Epix Media), Mandy Watson (Ambitions Personnel), Nick Worboys (Longhurst)

Tentative: Dean Fathers (Health), Debbie Barnes (CX LCC)

**Apologies:**

**Observers:** Pete Holmes (BEIS), Clive Tritton (NLC), Simon Green (NELC), Andrew Crookham (Accountable Body & S151 Officer)

**LEP Exec:** Ruth Carver, Caroline Illingworth, Halina Davies, Sue Groves (Note Taker)

For agenda items: Rachael Greenwood (Midlands Engine)

To be confirmed: Cllr Rob Waltham (NLC)

**Key Dates for 2022**

<b>GLLEP Board Quarterly meeting:</b> 22 <sup>nd</sup> February, 26 <sup>th</sup> April <b>GLLEP Board Monthly meeting:</b> 25 <sup>th</sup> January, 22 <sup>nd</sup> February, 25 <sup>th</sup> March, 31 <sup>st</sup> May	<b>GLLEP Investment Board:</b> 17 <sup>th</sup> February
<b>GLLEP Appointments Committee:</b> TBA	<b>GLLEP Employment &amp; Skills Advisory Panel:</b> 19 <sup>th</sup> January, 15 <sup>th</sup> February, 16 <sup>th</sup> March, 12 <sup>th</sup> April, 10 <sup>th</sup> May, 14 <sup>th</sup> June, 12 <sup>th</sup> July, 9 <sup>th</sup> August, 13 <sup>th</sup> September, 11 <sup>th</sup> October, 8 <sup>th</sup> November, 13 <sup>th</sup> December
<b>GLLEP Energy Council:</b> TBA	<b>GLLEP Food Board:</b> 20 <sup>th</sup> January 2022, 12 <sup>th</sup> May 2022
<b>GLLEP Health &amp; Care Enterprise Board:</b> 7 <sup>th</sup> February, 9 <sup>th</sup> May, 6 <sup>th</sup> September, 5 <sup>th</sup> December	<b>GLLEP Manufacturing Board:</b> 17 <sup>th</sup> January, 19 <sup>th</sup> April, 12 <sup>th</sup> July2, 11 <sup>th</sup> October
<b>GLLEP Visitor Economy Board:</b> 24 <sup>th</sup> February, 24 <sup>th</sup> May, 23 <sup>rd</sup> September, 16 <sup>th</sup> December	<b>GLLE Defence &amp; Security Advisory Board</b> 10 <sup>th</sup> February, 10 <sup>th</sup> May, 19 <sup>th</sup> September, 6 <sup>th</sup> December
<b>GLLEP Finance &amp; Audit Committee</b> 9 <sup>th</sup> February 2022	<b>GLLEP Food Board</b> 20 <sup>th</sup> January, 12 <sup>th</sup> May



# Greater Lincolnshire LEP Board

Minutes of 26<sup>th</sup> November 2021

Think Tank, Ruston Way, Lincoln

**Present: Board Directors:**

Sarah Louise Fairburn - Vice Chair (IMP & Maker), Cllr Philip Jackson - Vice Chair (NELC), Cllr Colin Davie (LCC), Cllr Oliver Hemsley (RCC), Andrew Hunter (UoL), Darren Cunningham (Phillips 66), Debbie Barnes (CX LCC), Dean Fathers (Health), Jo Hardy (Hardy's Farm), Mandy Watson (Ambitions Personnel), Nick Worboys (Longhurst), Zoe King (Epix Media),

**Apologies from Directors:** Pat Doody (Non-Executive Director and Chair), Cllr Craig Leyland (ELDC), Alison Ballard (BAE Systems), Gary Headland (Lincoln College, IoD and Lincs Chamber), Simon Bird (ABP), Julian Free (UoL), Cllr Rob Waltham (NLC)

**Observers:** Andrew Crookham (Accountable Body & Section 151 Officer), Pete Holmes (BEIS)

**Apologies from Observers:** Stephen Fidler (DfT)

**LEP Officers:** Ruth Carver, Sue Groves (Note Taker) - **For Agenda items:** Caroline Illingworth (LEP), James Baty (LEP), Halina Davies (LEP)

**Apologies and Declarations of Interest** - Apologies were noted as above.

Full declarations of interest for each individual Board Director can be found at:

<https://www.greaterlincolnshirelep.co.uk/about/boards/> The LEP Board were reminded that declarations of interest are required as part of LEP governance and must be updated at least annually, and if anything changes to the LEP office at the earliest convenience.

**Minutes & Matters Arising (Paper 1) - Sarah Louise Fairburn**

➤ Minutes from the meeting held on 26<sup>th</sup> November 2021 accepted as a true record, and the CX ran through the matters arising.

**Decision Log & Review of Actions (Papers 1.1 and 1.2)**

Decision Log and Action Log accepted as a true record.

**Chair & CX Report (Paper 2) - Ruth Carver**

The team were congratulated on the successful LEP Conference and the launch of the UK Food Valley earlier in the month.

The Chair and CX's report was taken as read, with a decision on LEP Strategy and Delivery plan as below:

The Board agreed that the approach to refreshing the Economic Strategy and the Delivery Plan would be different this year due to the work undertaken last year on the Industrial Strategy and the Recovery Plan for Greater Lincolnshire, and the impending governments white paper on Levelling up.

Therefore the Delivery plan and strategy input would be incorporated during the session with individuals directors during January and February, incorporated into the Delivery Plan and will be discussed at the Board meeting to be held in March 2022.

The Board noted the electronic decision to appoint Gary Headland. Lincoln College, IOB and Chamber to serve a further 3-year term on the LEP Board from January 2022.

**Delivery Plan Progress Report (Paper 3) - Caroline Illingworth**

- Caroline introduced herself as the Operations and Delivery Manager for the LEP, and explained her role within the LEP Team, and her current focus on performance reporting.
- The 6-month performance report showed progress on the activities within the Delivery Plan, with most areas on track or due to be on track by the end of the financial year.
- The Board was asked to note the contents of the report and to discuss the preferences for the future format.
- CI suggested that a dashboard be produced which would include a financial overview, a summary of the risk register and an overview of risk status.

**Decision:**

- The Board noted the progress on LEP activities within the Delivery plan, and agreed that the proposed dashboard should be developed, with a focus on finance, risk and outcomes.

**Greater Lincolnshire Economic Plan for Growth Monitoring Report (Paper 4) - James Baty**

- James Baty, Policy and Research Manager presented this item.
- The report updated the Board on progress within the Greater Lincolnshire Economic Plan for Growth as well as future delivery in line with the delivery plan reporting and issues relating to governance.

**Decision:**

- **The Board decided that the:**
  - That the governance of the Plan for Growth, with regard to monitoring progress will transfer to the LEP Board with immediate effect.
  - The LEP team will work with partners to see if there are any fundamental gaps or updates within the Plan for Growth.
  - To highlight any preferences in relation to the future delivery of the Plan for Growth Update, for example in dashboard format.

**Comprehensive Spending Review (Paper 5) - James Baty**

- This paper was for information.

**Call for Projects - Labour Market Support Fund (Paper 6.1) and Clean Growth Accelerator Fund (Paper 6.2) - Halina Davies**

Halina Davies, the Partnership and Programmes Manager for the LEP updated the board on progress made in developing two project calls (3.7 million) utilising the LEP's unallocated reserves.

Halina talked through the Clean Growth Accelerator call and this was approved and ready for launch in December 2022.

The second fund for Labour Market support required further work in the areas of hard to recruit sectors, and the emphasis within the prospectus. It was agreed that the prospectus would be worked on further, taking into account the observations from the board, and launched in January 2022.

**Decision:**

Both calls were agreed and delegated to the LEP Team to develop further and launch in December 2021/January 2022.

**Any Other Business**

None

**The meeting closed at 12.45pm**