



Greater Lincolnshire LEP Board

Minutes of 26th April 2022

Via MS Teams

Present: Board Directors: Pat Doody (Non-Executive Director and Chair), Cllr Philip Jackson - Vice Chair (NELC), Cllr Colin Davie (LCC), Cllr Oliver Hemsley (Rutland CC), Cllr Craig Leyland (ELDC), Debbie Barnes (CX LCC), Simon Bird (ABP), Chas Dickens (Air Commodore RAF Cranwell), Julian Free (UoL), (Zoe King (Epix Media), Nick Worboys (Longhurst Group)

Apologies from Directors: Alison Ballard (BAE Systems), Mandy Watson (Ambitions Personnel), Dean Fathe (Health), Darren Cunningham (Phillips66), Sarah Louise Fairburn (IMP and Maker), Jo Hardy (Hardy's Farm), Andrew Hunter (UoL)

Observers: Pete Holmes (BEIS), Victoria Godfrey (BEIS), Simon Green (NLC), Clive Tritton (NELC)

Apologies from Observers: Andrew Crookham (Accountable Body & S151 Officer), Stephen Fidler (DfT)

LEP Team: Ruth Carver, Caroline Illingworth, Clare Hughes, Sue Groves (Note Taker) -

Guests: Simon Telfer (Chair of Employment & Skills Advisory Panel)

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) - Chair

Minutes from the meeting held on 25th March 2022 accepted as a true record, and the Chair ran through the matters arising.

- Feedback from Clean Growth Energy Fund - 6 applications received and considered by the Investment Board. Requesting further information from 5 applicants and due to being oversubscribed, also asking if they could go ahead with reduced funding.
- Feedback from Labour Market Support Fund. Fund is currently live and closes on the 29th April.
- Transport for the North and Midlands Connect meeting - Halina said that a number of meetings are being held with North East Lincolnshire Council and has contacts with Transport for the North and Midlands Connect. Also working with Midlands Connect to look at rail freight for the whole of the UK Food Valley area as well as the coast.
- Devolution and Business Engagement - An update on the programme was given.
- Aquaculture - the board had agreed to explore with the Food board an approach on aquaculture By way of an update Chair and CX met with a cluster organisation based at Hull University, involving Lancaster and Hull Universities.
- Feedback from Defence Dinner - JF stated that the event was well attended with good representation from the civic leadership, SMEs, the RAF, DASA and DIT. Had discussions with DASA representatives to get the message across about Greater Lincolnshire wishing to create a cluster and how they would help with the launch. The Defence proposition is currently being worked on and will include further feedback in the report for the next Board meeting.

Action: CD requested support from the LEP for the Great British Railway HQ bid for Grantham to ensure it is shortlisted by Government.

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

Action Log of 25th March - no comments.

UK Food Valley Business Plan (Paper 2) - Halina Davies

Ruth Carver set out the current ambitions for UKFV and highlighted some of the achievements since launch.

Halina Davies ran through the proposed business plan. In January 2022, the GLLEP Board agreed to allocate £75,000 of its reserves to fund a one-year fixed term UK Food Valley Programme Manager post and some additional UKFV consultancy support. This is underway, and the post is out for recruitment and closes on the 15th May.

Once the Programme manager is in post, one of the main tasks will be to develop more detail around the future funding strategy and think about the areas of focus for the creation of a membership model. The business plan therefore will continue to evolve with activities and funding bids being scoped by the new post in conjunction with team members, businesses and partners for future years and potentially the last quarter of 2022/23. Once the post has had time to adjust to their role and actually think about developing some of those ideas and opportunities that can realistically be taken forward either later this year or early next year, an update will be given, but will focusing on the business plan as it stands for now.

The Board discussed the positive momentum on UKFV and progress on flagship programmes such as the South Lincolnshire FEZ and CRF for the seafood sector. Food security is going to be a challenge for the country over the next few years, so this presents a lot of opportunities for the sector and for the Greater Lincolnshire economy.

The board asked the team to identify future funding sources that could be identified to support the business community and the inward investment for UK Food Valley.

Query about funding going forward - In terms of growing the UK Food Valley team, one of the options would be external funding, covering some of those costs of the posts, therefore reducing the reliance on the LEP core funding over a period of time, but that would require successful external bids to be agreed and signed off and won.

Decision: The Board approved the further funding of £20k for comms and UK FV.

Employment & Skills report (Paper 3) - Simon Telfer (Chair of ESAP) and Clare Hughes LEP Team

ST introduced by saying that this paper would show the achievements made in 2021/22 and the priorities for 2022/23. A written brief on the Employment and Skills policy had been circulated prior to the meeting.

CH gave a presentation for this financial year and described the highlights of the year:

- Produced two Local Skills Reports as required by DfE which were well received, for which £75k funding was received.
- Expanded delivery to include all secondary schools and Colleges across Greater Lincolnshire, and successfully secured Careers Hub status, which is providing additional resources, which is part funded by the Careers Education Company, this year expanded from 60 to approximately 110 secondary schools. Secured Career Hub status which means that a Careers Hub Lead (Lee Douglas) is now a member of the team and is externally funded.
- Covid:19 Response: completed 1-year programme of Online Jobs Fairs which were very successful.
- Skills Infrastructure: Managed delivery of ten skills capital schemes, including new projects funded through the Getting Building Fund.
- Employment and Training schemes: Continued to monitor or influence delivery of national employment & skills programmes including ESF programmes through Co-financing partners ESFA, Big Lottery; Kickstart; Restart etc.
- Apprenticeships: Updated and published an apprenticeship strategy and created an employer-led working group to develop an action plan. As there is a lack of people applying for existing apprenticeship vacancies, looking to create a campaign, aimed at young people, to raise awareness

Priorities for the coming year:

- Continue production of skills evidence base and Labour Market Information as funded by Department for Education and partners, believed to be £55k.
- Inform young people and adults about careers available through the Careers Hub. If a new contract and funding from September onwards, there would be a need to recruit two FTE posts, once 100% funding and one 50% match funded.
- Implement the apprenticeship strategy/action plan.
- Design, shape or influence local or national training schemes so they upskill and re-train staff to meet employer's needs. There is an opportunity for local areas to propose a delivery plan around a new

training scheme (Skills Bootcamps) and a proposal has been submitted to DfE and hoping to receive £850k as a grant allocation for the area. Local providers would be commissioned to deliver, in partnership with business, these Skills Bootcamps which are short training interventions to help unemployed people or people who are already in work to upskill.

The number of employers that now work with the LEP and linked to the senior leadership team within schools has now reached 100. Enterprise advisors usually sign up for a 12-month period to give up time to go into the school to work on their strategy, their strategic approach to delivering careers.

Question raised about when more information about the Multiply programme, which has recently been announced, will be available as it is a significant investment integrator and is an opportunity for Lincolnshire. Response was that the policy paper does not include any information about any of the new funding which would cover the UK Shared Prosperity fund and Multiply CH will be working with colleagues within Lincolnshire County Council on Multiply because the upper tier authorities have received allocations for Multiply, which is a numeracy programme that is to be delivered across the country.

Question raised about the Gatsby measure. There is a need to give credit to employers and schools who are doing well with their Gatsby. It was agreed that there is a need to make sure we are celebrating and sharing best practice. Also to keep MPs informed.

Actions: Priorities endorsed and the work of the ESAP commended.

Chair & CX Report (Paper 5)

The paper was taken as read, with areas of discussion being:

- Chair is speaking at the Offshore Wind Conference on 28th April in Bridlington.
- Launching of a partnership HPO (High Potential Opportunity) for the off shore wind sector working with DIT national and international teams along with Teeside.
- Care College at Boston College, which was funded through the Getting Building Fund, has opened on 26th April.
- Levelling Up Fund and UK Shared Prosperity Fund have been announced, so these are now available for local authorities to invest in the local growth agenda. The LEP is talking to the local authorities and supporting them when requested. A UKSPF brief was developed and circulated to the Board.
- Annual Performance Report where the LEP is assessed on 3 criteria: delivery, strategy and governance. The year-end report received recently showed that governance and strategy were “met”, but delivery was “unmet, needs additional work” due to some schemes in the Getting Building Fund have yet to spend their funding.
- Meetings with MPs now include reports from the Growth Hub which shows what issues businesses in their constituencies are dealing with.

Role, Budget and Report Q4 and proposed budget (Paper 4) - Ruth Carver & Caroline Illingworth

Ruth and Caroline provided an overview of the LEP finances at the year end. All figures however are subject to final audit sign off.

Ruth reminded the board of the financial scenario planning that had been undertaken earlier in the year, and updated the board that all LEP's had a funding settlement of £375,000 confirmed for 2022/2023, as well as other programmes from DFE

Caroline ran through the make-up of the proposed budget of £1.439m for the current financial year, this did not include the Career Hub Programme.

The letter from the MHCLG and BEIS ministers (circulated to the Board previously) sets a framework for LEPs nationally, and an integration pathway II for Greater Lincolnshire LEP as it moves towards a devolution model. In summary the core role of a LEP will be to:

- ❖ Embed a strong, independent and diverse local business voice into local democratic institutions
- ❖ Carry out strategic economic planning with local leaders that clearly sets out economic priorities and strengths. Maintain a robust local evidence base

- ❖ Continue to use convening power to bring together business, education, and other local economic stakeholders
- ❖ Continue to deliver functions such as growth hub, trade and investment activity, business intelligence, levelling up focused projects, local digital skills partnerships, careers hubs, local skill analysis.

The Board was asked to consider the top-slicing the Clean Growth Accelerator Fund and Labour Market Challenge Fund by £200,000 in total across the two funds to allow for the operational costs of the two schemes to be covered. These costs include due diligence, legal contracting fees, Accountable Body costs and LEP Officer time. It was approved.

A full delivery plan has to be submitted to government in November, with criteria, of what the LEP will achieve in 22/23.

Decision: The LEP Board agreed to:

- approve the budget of £1,438,922 for 22/23 for the LEP, with a drawdown of reserves of £539,295 in 22/23.
- approve the delivery plan for 22/23 draft presented at the March 2022 meeting, and delegated the final version to Chair and CX to publish a delivery plan by 30th June 2022
- approve the retention of £1.039m in core operational reserves for activity in years 2 and 3, consisting of an estimated drawdown of £507,000 in year 2 and £532,000 in year 3.
- approve the use of the core operational reserves in year 2 and 3 will be brought to board after discussion on priorities and resource in the summer and to support the delivery plan for 23/24.
- maintain the provision for closure reserve of £423,000 and ask the Finance and Audit Committee to review annually the provision made
- allocate up to £200,000 from the clean growth and labour market fund to cover costs of running the programme over a two-year period

Q4 Performance Report against Annual Delivery Plan targets (Paper 4.1) - Caroline Illingworth

Caroline gave an overview of the progress on the Annual Delivery plan for 21/22 at quarter 4. She talked through the achievements and referred to the RAG Ratings against plan. Progress on the game changing sectors is on track with exception being LA EP and recruitment to UKFV team.

Outputs from the capital are mainly on track at this point in the programme, ie, target of jobs created between now and 2025 is 5,000 and currently have 924, delayed due to Covid, but expect to catch up.

The two outstanding items for governance are related to ED&I, in particular progressing the action plan, and the cross-SAB collaboration work which has been extended into next year's delivery plan.

Forward Plan (Paper 6)

Not discussed

Meeting closed at 4.45pm