



Greater Lincolnshire LEP

Board

28th May 2021

Via MS Teams

Draft Minutes

Present: Board Directors:

Pat Doody - Chair (Non-Executive Director), Cllr Philip Jackson - Vice Chair (NELC), Cllr Colin Davie (LCC), Cllr Craig Leyland (ELDC), Cllr Oliver Hemsley (RCC), Cllr Rob Waltham (NLC), Alison Ballard (BAE Systems), Andrew Hunter (UoL), Darren Cunningham (Phillips 66), Dean Fathers (Health), Debbie Barnes (CX LCC), Gary Headland (Lincoln College, IOD and Lincs Chamber), Julian Free (UoL), Mandy Watson (Ambitions Personnel), Nick Worboys (Longhurst), Simon Bird (ABP), Zoe King (Epix Media)

Apologies: Alric Blake (Alltech), Suraya Marshall (RAF Cranwell), Yvonne Adams (Youngs Seafood), Andrew Crookham (Accountable Body & S151 Officer), Stephen Fidler (DfT), Simon Green (NLC), Clive Tritton (NELC)

Observers: Peter Holmes (BEIS)

LEP Officers: Ruth Carver, Halina Davies, James Baty, Sue Groves (Note Taker)

For Agenda items: Justin Brown (LCC)

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) - Pat Doody/Ruth Carver

The minutes from the Board meeting held on 20th April 2021 were accepted as a true record.

Matters Arising:

- Meeting to be arranged with Board and Chairs of SOBs before summer - this is ongoing due to pandemic guidance
- Virtual Business Roundtable for Small Business - now arranged

Chair's Report - Pat Doody

- ❖ The chair gave a summary of chairs appointments in the last month -
- ❖ Two Board Directors are leaving the board due to workload and new positions, Alric Blake, and Yvonne Adams. The Appointments Committee will consider.

Action: Appointments Committee to consider the Board replacement

CX Report (Paper 2) - Ruth Carver

- ❖ A full quarterly report on activity and delivery programme was considered.
- ❖ On the LEP Review, the CX outlined the latest on the LEP review, and the planned leveling Up White Paper (due in the Autumn). Engagement with local authorities, combined authorities, mayors, regional bodies, LEPs, etc. Continuation of working groups for the LEP Network around form and function and geography and implementation, Government have held a number of Roundtables with Local Authorities, BROs, Universities.
- ❖ The current position is that the Government is still committed for the Review to be concluded by summer recess.
- ❖ The LEP board voiced their concerns about any potential delays in an outcome, and that Board Directors are volunteer NED's and want to be involved in driving forward local economic development.

Simon Bird joined the meeting

- Julian Free, Chair of the Defence and Security Board gave an update on the inaugural defence board 13th May:
 - Good attendance with introductions from all.

- Aims and objectives in the long term were discussed and what was needed in the short term.
- Identified gaps and resources in the county.
- Was keen to attend DSEI (exhibition) which is held every 2 years in the UK, but will not be able to take an exhibit this year, but will work with Team Lincolnshire for the future event. University of Lincoln will be attending, so hope to invite some Defence & Security Board members to attend.
- All are gathering data regarding veterans.

➤ Freeport - Update from Simon Bird

- MHCLG have visited the Humber in the past week and visited the 3 tax sites in Goole, Immingham and East Hull and have already visited 4 of the 8 sites nominated and hadn't appreciated how large the Humber area was and how large and diverse the tax sites were. They also hadn't visited an operational port before.
- Met with all the landowners and some of the local authorities and thought that the governance and co-operation across the Humber was very strong.
- The Outline Business Case is with MHCLG so that they can respond to the bid team, then a full Business Case will be submitted.
- There is an opportunity to draw down funds to cover costs incurred to date, but funding is limited to £300k at the present time. There is also the prospect of outside the tax zones, there is **seed** capital which North East Lincolnshire will benefit from, but there may be a larger amount available that could involve further areas of Hull.
- Open to discussion about transport links around Freeports, eg, road and rail network from the Humber to Merseyside is a key transport route.
- PJ said that NELC Cabinet meets on 1st June to discuss and agree Accountable Body status for the Humber Freeport.

Actions: Team Lincolnshire and DSEI action on attending

Business Lincolnshire Growth Hub Update (Paper 3 & Presentation)- Justin Brown

- ❖ The Chairmanship of the Governance Board has recently changed and is now James Pinchbeck, Director of Streets Accountancy and the Vice chair is Mark Webb from E-Factor, who provide enterprise support on the South Bank of the Humber.
- ❖ Over the last 12-18 months, the Growth Hub has given leadership around advice on Covid, business growth and Brexit. The volume of work has been significant.
- ❖ In terms of how the Growth Hub has developed, in Greater Lincolnshire, the Growth Hub delivers more services to more people than in many parts of the country. The team manages to find funding of up to £3.6m a year.
- ❖ There are a number of advisers (25) and they are available to support small businesses and between the support from the Growth Hub and local authority business grants, there is a significant relationship with business and a significant body of knowledge that can be used. The businesses are primarily small businesses, ie, 70% of the businesses the Growth Hub works with are from under 50 employees, ie, 58% are under 10 employees and 12% under 50 employees. There is also up to 25% are business start-ups.
- ❖ Over the last 12 months, some services have been developed that are critical to the local economy, but do not necessarily fit with some of the national priorities around productivity, but there is an adviser who works with small visitor economy businesses, an adviser who works with small agricultural and horticultural businesses,
- ❖ Regarding mental health and wellbeing, the Growth Hub has been working with the Chamber of Commerce and the FSB and have been able to establish a programme which helps business leaders, who are struggling with their mental health and wellbeing, to get professional advice from other businesses.

Justin asked:

- 1 How much does the board want to connect with the Growth Hub with the major priorities of the LEP and how much do you see it as a small business programme
- 2 How does the Board think the issue of making sure that there should be no "wrong door" and that businesses only need to speak to one person who can then find the right solution for them is what should happen.

- The Board on behalf of the Board, congratulated the achievements of the Growth Hub, considering the challenges in the economy over the last year
- The Board asked for a review of the growth hub with a discussion back to the board on "what do we want from the Growth Hub in the future at a strategic level, ie, where are the gaps, do more on innovation and other areas".
- The board asked about how well we connect business to what is coming in terms of supply chains from new various big new investments and how do we make people aware of the bids for a UK Food Valley, Freeports, where do we publicise and create the opportunities for local business and also asked if the Growth Hub is involved with the innovation agenda and is there anything more than can be done.

Actions: Strategic Review and supply chain connectivity to be brought back to board

Justin Brown left the meeting

Clifton Strengths Programme - Chair

- ❖ The board discussed the recent Clifton strengths programme, and agreed that it could be utilized at a personal level and an organisational level.
- ❖ It will be used by the Appointments Committee when recruiting, particularly when looking for certain skills and strengths in candidates, and could be utilized more in day to day language as a Board.

GLLEP Policy & Research Priorities (Paper 4 & Presentation)

James Baty Policy and Research Manager lead for the LEP presented the plan for the year for the LP, and sought views from the board directors

- ❖ Deliverables during the year were
 - Economic dashboard
 - Clean Growth Sector Plan
 - Defence Sector Plan
 - Health and Care Enterprise Opportunities
 - Levelling up discussion plan
 - Local Skills Report and skills and employment evidence base

The work of the LEP over the past year was severely impacted by Covid, ie, at the beginning of the year, the LEP was due to publish and implement the Local Industrial Strategy, but subsequently were running a business response intelligence unit for the Local Resilience Forum and continue to do so.

The LEP has delivered in the past 12 months:

- Developed strategies and plans, in full partnership, so the draft LIS has been published and is still to be used as Places strategic framework to set out the long term vision.
- The Greater Lincolnshire Plan for Growth was published in April and the Skills Report has also been released. All of these have evidence bases have been developed to over the past year to support them to ensure that all the strategic plans are strongly evidenced.

In addition, the LEP have been working with partners delivering briefings, intelligence reports, leading and co-ordinating business intelligence units during the response phase, as well as supporting key stakeholders engagements through MP briefings and Roundtables.

One of the main drivers for the work this year is the Greater Lincolnshire Plan for Growth (the Revival Plan) and implementing the actions. The LEP will oversee this on behalf of the partnership and partners will be responsible for driving it forward, and are in discussions with all the partners involved about who the leads will be and taking this forward.

The Board considered the work plan and made the following comments:

- Game changers, the Humber Port Cluster is the biggest in the country (by tonnage) and Freeports are a part of this. The port structure is the game changer and includes clean growth.

- Can an impact report be produced that looks at the last five years

Actions:

- JBa to engage with SB over the Humber Port Cluster
- DC to give a presentation on Decarbonisation at the next meeting and the role of the LEP

Capital Programme Report (Paper 8) - Halina Davies

The LEP Board is asked to note the progress made in delivery of the Getting Building Fund (GBF) Programme and Single Local Growth Fund (SLGF) Programme, and measures being taken to manage grant expenditure this financial year.

❖ GBF - Key points to note are:

- There is only 1 Grant Funding Agreement to be received and signed (Engineering, Logistics, Innovation, Technology & Energy Skills Centre - ELITE), which is being led by the TEC Partnership in Grimsby. An up to date programme has been provided by the Partnership and the scheme remains on track to be completed by March 2022.

❖ Brief overview of the £7.89m GBF Skills Capital Programme (6 schemes):

- Care CoRE led by Boston College will provide a multi-functional training centre for the Care Sector, which will focus on digital skills and working with the National Centre for Rural Health and Care.
- The Construction Centre project at Stamford College will expand its existing construction of motor vehicle building in response to a much increased demand for a skilled workforce in the construction and engineering sectors.
- The GC Energy Centre for Engineering and Construction at Grantham College will now enable new tuition in terms of electrical engineering, plumbing, gas fitting and renewable energies, including solar, wind, etc.
- Lincolnshire Institute of Technology which is led by the University of Lincoln, but is part of a much broader integrated network. The project will enable the University to build capability to advance digital skills in Greater Lincolnshire's manufacturing sector and is located on the South Lincolnshire Enterprise Zone in Holbeach. The project will provide the industry with skills that it needs to drive innovation and productivity to support the UK Valley ambitions.
- Horncastle Hub project, delivered by Boston College, a part of the wider public sector hub investment being made by ELDC. This new learning space will draw upon the catchment area for post-16 individuals across East Lindsey and adults that are not currently engaging in training.
- ELITE is a project by the Tech Group in Grimsby will create 836 m² of dedicated low carbon engineering and ports & logistics training spaces and a specialist laboratory with cutting edge training equipment and will provide education provision for electric vehicles, wind turbine and marine simulator and additional specialisms.

❖ The programme will create 1,780 additional enrolments and will include Level 1 to Level 4 programmes.

- ❖ There are a few schemes that have £8.6m of capital offset to address through the Accountable Body and the majority of this will be in 2021/22 as previously agreed with the Investment Board.
- ❖ The Government dashboard shows a very positive position regarding the outcomes, where the targets have been exceeded.

The LEP Board thanked the Team for their strong efforts in achieving the financial and output targets. A discussion followed on the shortage of HGV/LGV drivers and craft skills (welders, platers etc) and will become more acute as decarbonisation projects commence.

If any funding becomes available, could thought be given to carrying out some outreach work with the younger people as these skills are vital and this message needs to be given to the young (pre GCSE). RC explain the work of the EAN across GL, where we are bringing together the work of industry and schools where they are able highlight the issues and are able to get industry professions to attend schools to talk to children and encourage them to apply to different sectors. We are also developing a teachers pack for the Spark Festival with

Financial Review & Staff Structure (Paper 5) - Ruth Carver

- ❖ The Chief Executive gave an overview of the LEP priorities for the year, and an overview of current resources
- ❖ She sought approval from the Board for a revised Delivery Plan and sought an additional £700,000 from cash balances
- ❖ Year End has been completed and signed off, with a full report for the Board meeting in June.
- ❖ The revised Delivery Plan will now cost a maximum of £1.6m, which will now include £40k for the Defence and Security Advisory Board, £35k for UK Food Valley, £20k for a Local Area Energy Plan for the Food sector, £20k towards Clean Growth, £15k for research around Health and Care, £15k towards a digital skills strategy, £40k towards additional Comms activity, website and intern and 4 new posts into the structure on 2 year fixed term contracts.

The Board were supportive of the revised delivery plan and financial allocation, and queried the impact on businesses and SME's in particular. The Board also wanted to see secondments encouraged for new posts within the Team.

Decision : The revised delivery plan and additional resources for 21/22 were approved by the LEP Board. In line with scheme of delegation the delivery of plan is delegated to the LEP CX.

Comms Review and Forward Plan (Paper 6) - Ruth Carver

Ruth Carver presented this item , and covered the positive impact and uplift that the comms activity is delivering. A proposed forward plan for comms activity was debated and agreed.

Decision: The Comms plan for 21/22 was agreed.

GLLEP Pipeline Review and Update (Paper 9)

Halina Davies, LEP programmes and partnerships manager led this item and presented the LEP's non infrastructure pipeline. The Board were asked to note the outcomes and analysis and to endorse the publishing of the recommended pipeline list.

- ❖ 28 schemes regarded as high priority.
- ❖ Calibre of schemes has been excellent and the medium term priority schemes have scored very highly, falling just outside the high priority category.
- ❖ Discussions to be held with MHCLG and HMRC in relation to the Humber Freeport, where there may be further funding opportunities.

Comments:

- It was suggested that the pipeline be shared with Greater Lincolnshire MPs.

Decision:

- The Pipeline can be published and responses sent to all applicants

Delivery Plan (Paper 7) - Ruth Carver

The revised delivery plan for the LEP had been circulated with the board pack - any comments on the delivery plan should be sent back to the Team by the end of the week.

GLLEP Board Forward Plan (Paper 10) - All

- ❖ No comments - any forward items to be discussed

Any Other Business None.

Next meeting - 29th June