



Minutes of the Greater Lincolnshire LEP Manufacturing Committee

7th October 2020

MS Teams

Draft Minutes

Present: Darren Joint (Chair, Viking Signs), Samantha Harrison (GLLEP), Karen Seal (GLLEP), Angela Borman (Siemens Ltd), Charlotte Horobin (Make UK), Garry Wilkinson (Natwest Bank), Kevin Ross (NAMRC), David Talbot (HCF CATCH Ltd), Michael Hague-Morgan (Autocraft Drivechain Solutions Ltd), Neil Harriman (Economic Growth Solutions), Robert Willey (Househam Sprayers), Edward Tong (Tong Engineering), Paul Taylor (Dynex), Simon Pearson (University of Lincoln) Nick Broom(Siemens Ltd)

Apologies and Declarations of Interest -

Apologies: Ruth Carver (GLLEP), Justin Brown (LCC), Michael Gallimore (University of Lincoln), Nick Broom (Siemens), David Earnshaw (Parkinson Harness Technology), Ray Newell (Oakwell Management Services Ltd), Helen Doughty (SHD Composites), David Caddle (Economic Growth Solutions), Neil Main (Micrometrics)

Full declarations of interest for each individual Committee Member 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 and Matters Arising (Paper 1) - SH

Matters Arising:

- Feedback in relation to EU Transition Plans - To be addressed in later Agenda item.
- Information received from DT in relation to the Chemical Sector.

Review Terms of Reference -SH

SH updated that the Terms of Reference needs to be reviewed, see link [Manufacturing Board Terms of Reference](#)

They follow a standard LEP format. We will update the Background section with the latest sector statics and include reference to the new action plan agreed in 2019. Please can board members feedback any further comments.

PT - Would like to feedback some comments.

SH - Deadline set for feedback by 19th October 2020. **ALL TO ACTION**

Manufacturing Sector Consultant - SH

SH - LEP recognise the importance of the sector and want to enhance the resources to support to the sector. The LEP have supported a proposal to provide a Manufacturing Consultant for 2 years to help drive forward this Board and help undertake the Strategic Plan. This will be a dedicated resource funded through the LEP reserves. A recruitment specification will be devised. Do members know of anyone in the Manufacturing Sector that might be interested in this position who we could approach to deliver consultancy contract **ALL TO ACTION**

DJ - Is there a job spec and could we ask for tenders?

MHM - Doing a lot of their recruitment via LinkedIn which is proving beneficial.

NB - Has a name in mind but will like to see a spec first. **Ruth Carver to ACTION & SHARE.**

DJ - Who will make the decision as to who will be appointed? DJ suggested himself and one other person from the Board would like to get involved to make the decision along with other GLLEP officers.

Covid Recovery- Fiscal support/Apprenticeships - Job Retention Bonus/Job Support Scheme - SH

SH stated she would like to temperature test the Board members to gain how manufacturing businesses are feeling at present with all the government schemes available, intelligence will be fed into government.

MHM - KickStart - as a business they are growing fast but they always plan to take people on with a planned employment outcome. But his understanding is if you plan to take people on you can't access the programme. SH will feed this back. **SH TO ACTION**

DJ - KickStart -looking to provide placements via the Intermediary Gateway Support, they have been referred in to LCC and MakeUK. SH stated that Lincolnshire Chamber are in partnership with Lincoln College covering all sectors and all geographies. In terms of LCC - there has been an admin error and LCC should not have been recorded on the list of Gateway providers. SH will follow up with LCC colleagues though on why this was not communicated. **SH COMPLETED**

ET - KickStart - Not been abundantly clear to him as to the help there is on offer. ET feels they would be able to utilise this and could take 3-4 FTE out on this scheme. SH to send out further information. **SH TO ACTION**

AB - One pager has been published with the contacts and the criteria for entrance into the scheme, who to contact and duration. AB to share with SH to share wider. **SH TO ACTION - SH COMPLETED, SENT WITH THE MINUTES**

DT - Unsure as to how it is affordable. Potential for people to take someone on for 6 months and then get rid of them. Concern raised over ensuring that the placements have the opportunity to move into planned jobs.

ET - Scheme that could be used misused if government do not tighten up the guidelines and criteria.

CH - Getting feedback stating not enough to stop redundancies. Not enough to support strategic sectors like aerospace etc. KickStart - Mixed reaction - if you are making large scale redundancies how does it look to then take on people, it has also seen an impact on apprenticeship programmes. However there has been a positive response from MAKE UK members who will be taking on people through the KickStart scheme.

EU Exit Transition concerns - eg trade agreements/ certificate of origin/sector support/ DIT provision

SH - to understand businesses sentiment, issues and opportunities to feed into government.

KR - There a Business Readiness Bulletin produced by the government which businesses can sign up to. If exporting some really good information. Trade Support Service - Useful service. EU Exit Checklist on Business Lincoln shire is very useful.SH to share checklist. **SH TO ACTION - SH COMPLETED SENT WITH MINUTES**

DJ - Mike Stokes action planning support is fully funded through the Growth Hub and very useful. <https://www.businesslincolnshire.com/explore/building-business-resilience/eu-transition/eu-exit-action-plan/>

SH - Restart programme - Free of Charge. Lots of other webinar resources too. SH to share. **SH TO ACTION.**

MHM - Concerned that government are saying there is lots of resource out there. The Covid response and recovery implications have robbed businesses of the time and the resource to prepare for Brexit.

SH - Agreed this is a growing trend reported by our Growth Hub advisers. Businesses don't currently have the time to look into this further. Seeing an increase in businesses approach the Growth Hub for support to repurpose and expand. The Growth Hub's current government business support programmes for Covid Recovery and EU Transition are fully funded up until 31st March 2021.

Covid Recovery Plan Action Update - SH

Greater Lincolnshire Manufacturing Network

Greater Lincolnshire Manufacturing Network - Launching 3rd November 8.30 - 10 am. Working in partnership with the University of Lincoln. Network is open to purely manufacturing businesses however members of the Board can attend the GLMN.

Website - [GLMN](#) Eventbrite link - [Launch event Manufacturing Made Smarter](#)

Manufacturing Transformation Programme

This fully funded programme provides training, business coaching and consultancy analysis for up to 8 months.

The programme is designed to help the participating company overcome the challenges set by the Covid-19 crisis and adapt to future consequences by improving business performance, innovating product and service offerings or developing new business.

The Centre for Management & Business Development will deliver this programme on behalf of Business Lincolnshire Growth Hub.

For more information, email enquiries@cmbd.org.uk or call 07733 107238

Manufacturing Transformation Programme

RESTART Support Programme

<https://www.businesslincolnshire.com/explore/funding/search/restart-support-programme/>

Overview

The Export Department will deliver the RESTART Support Programme to assist businesses who are either exporting or importing and require specialist support and guidance in navigating the complexities of trading and ensuring compliance with trade regulations post EU exit. The support is delivered both via webinars (1 to many) and 1:1 support (currently virtually).

Webinars

International trade and preparing for post transition period (10x one hour sessions to run throughout Sept and Oct 2020). Webinars include advice around the following subjects. Event details will be promoted on the Business Lincolnshire website Events calendar:

- Importing post Transition Period, a practical guide for novice and seasoned importers
- Exporting post Transition Period, a practical guide for novice and seasoned exporters
- Imported goods valuation for Customs - ensuring HMRC compliance
- Effective international supply chain management
- Understanding international trade documentation post Transition Period
- The importance of Incoterms in international contracts

- Managing financial risk and getting paid when trading internationally
- Developing overseas markets and managing international partners
- Trading under preference and understanding the new UK Global Tariff

1:1 Support

1-3 hours of support per client to prepare for the end of the transition period (to include international contracts, customs declarations and documentation, Valuation, commodity codes and new Global Tariff, licensing, Country of Origin, impact of preferential trade withdrawal, etc.)

Contact details

Andrea Collins, The Export Department can be contacted either by phone or email:
Telephone: 07500 831800 E-mail: acollins@exportdept.co.uk

Building Business Resilience Programme

<https://www.businesslincolnshire.com/explore/building-business-resilience/building-business-resilience-programme/>

Overview

Actif deliver the Building Business Resilience Programme which aims to ensure that businesses in the East Midlands are informed and prepared to deal with any challenges that may result from the UK's departure from the European Union, as well as to help them spot and capitalise upon opportunities that may result. The Programme offers a range a series of webinars to businesses:

Webinars

Webinars will be delivered throughout Autumn and Winter 2020 on seven topics based on market understanding and knowledge of the issues that will impact upon businesses and their resilience, identifying opportunities arising from the EU Exit and assist with implementing solutions or developing products to meet market needs. Event details will be promoted on the Business Lincolnshire website Events calendar:

- The EU Exit for Employers: Everything you need to know about recruitment, contracts and protecting your staff
- The EU Exit and the Environment: Everything you need to know to ensure you remain compliant and to capture customers
- Finance & Business Support Beyond the EU Exit: How the EU Exit will affect banking and business support in the UK
- The EU Exit and Business Regulations : Everything you need to know to ensure your business remains compliant with GDPR and other regulations
- Marketing and Selling into Europe: Identifying and busting common EU perceptions and misconceptions in the EU about the UK
- Business Contracts and Insurance After the EU Exit: Everything you need to know about key clauses, cover and risk
- The EU Exit and Your Resilience: Supporting your personal resilience to take your business forward in the wake of the EU Exit

Future webinar themes will be delivered and developed in the New Year.

Contact details Meryl Levington and Leigh Sear, Actif Telephone: 07966 497842
Email: meryl.levington@actif.org.uk

Made in Lincolnshire interactive brochure is being updated, this digital brochure will be used as a tool to showcase the strength and diversity of the manufacturing and engineering sector and support local, regional and national supply chain opportunities. Please refer any manufacturing businesses who would like to be included to BusinessLincolnshire@lincolnshire.gov.uk

We will ask that all board members are included in this digital brochure- if you do NOT want to participate please let SH know.

Manufacturing Growth Programme & Supply Chain Programme - NH

Manufacturing Growth Programme - Demand has remained even stronger. Particularly around small capital. Two - three a month up to £20k - very encouraging. Jobs are now starting to be created. They are also capturing safeguarded jobs. 43% intervention level, cap of £5-6K for consultancy, £25k on the small capital - total cost of project. Minimum £1k. Can support any form of consultancy.

Manufacturing Growth Programme support is available for all Greater Lincolnshire manufacturing businesses to access (but unfortunately because it is ERDF funded it cannot cover Rutland due to its developed status)

<https://www.businesslincolnshire.com/explore/funding/search/manufacturing-growth-programme>

Supply Chain Programme - Developing an initial workshop to increase the awareness of what supply chains really are. Including lean manufacturing etc. There will be a supply chain maturity audit, they will then look at strengths and weaknesses - then support to other grants and covid recovery etc. Brexit is included in the workshops. Workshops aimed at Manufacturing SMEs. First one is booked for the 20th October. SH to share information with the Minutes. **SH TO ACTION. SH Completed below**

Supply Chain Improvement Programme

Are COVID-19 and the UK's EU exit disrupting your supply chain? Regain control with our Supply Chain Improvement Programme. Mitigate risks and grasp opportunities that come your way, strengthening your business during this turbulent time.

Oxford Innovation is committed to providing business support to SMEs to help them improve their competitiveness and grow. Core to our approach is to work with clients to understand their needs and build solutions that support them on their journey to success. By providing solutions to drive economic growth, OI delivers effective business support programmes by working in partnership with funders to produce tangible results within businesses whilst maximising the return on the initial investment.

The programme will help businesses to; Identify current Supply Chain Gaps; Conduct a Supply Chain Audit; Deeper understanding of Supply Chain concept and evolution; Effective Supply Chain Management; The 3 Goals to continually Improve Supply Chains; Guidance that can improve the efficiency and effectiveness of your Supply Chain; Addresses demand uncertainty; Supply Chain Model A world class approach; 1:1 Mentoring to reduce the risks to your Supply Chain issues; Building a Supply Chain map in Lincolnshire.

Oxford Innovation Services Ltd will deliver this programme on behalf of The Business Lincolnshire Growth Hub

To find out more please email: admin@bizlincolnshire.co.uk [Supply Chain Improvement Programme](#)

CATCH "The Industrial Environment" - DT

Please see attached presentation by DT. Great opportunities for linkages in terms of investors, best practice, transfer of CATCH model to other sectors and link with UoL future funding competitions.

MadeSmarter Initiative Update - SW

A number of projects have gone into the Made Smarter initiative. £10m for Digital Sandwich - Tracking and tracing food supply chains through manufacturing. Looking at AI to optimise this project. Recently submitted a further bid with a group of Lincolnshire food companies that have a fresh produce supply chain, global produce comes in through south of the county - trying to digitalise the global supply chain. Seek to develop new app to facilitate produce supply chains into the UK. A 5G/4G bid has been developed to support the transmission of data through the supply chain.

Received news last week -a large competition to create a supply chain centre and digital technologies to support supply chains - to be submitted in December - £4-5m.

SH - Exciting plans for the food sector is there a way to make best practice linkages with the manufacturing supply chains. **SW to be invited to future meetings to share knowledge transfer opportunities.**

Any Other Business

- KR - Digital Manufacturing Week w/c 9th November - Free for manufacturers.

The meeting was closed.

Date of Next Meeting

19th January 2021 - Teams virtual meeting 10.00am to 12.00pm