



Greater Lincolnshire LEP Board
26th May 2017

**Newton Room, The Guildhall, South
Kesteven District Council, Grantham**

Board Members:

Ursula Lidbetter- Chair; David Dexter – Deputy Chair; Cllr Colin Davie; Pat Doody;
Richard Wills; Steve Middlebrough; Andy Orrey; Chris Baron; Herman Kok

Apologies from Board Members:

Cllr Rob Waltham; Professor Mary Stuart; Mark Tinsley, Cllr Peter Wheatley

Secretariat: Ruth Carver; Andy Brooks (Item 4); James Baty (Item 6); Sue Groves (Note Taker)

Guests from SKDC: Cllr Matthew Lee (Leader), Bev Agass (Chief Executive), Steve Ingram, Paul Thomas

Observers: Pete Holmes (BEIS); Sam Downes (BEIS); Sally Grindrod-Smith (NLC)

Item 1 - Welcome and Introductions

The Chair welcomed all to the meeting. The minutes of the 23rd March meeting were agreed and can be published following minor amendment.

Declarations of Interest

As per the Register of Interest published on the LEP Website, specific declarations of interest for this meeting, Cllr Davie confirmed that LCC as the Accountable Body would be the employer, and the LEP the host organisation for the Careers and Enterprise proposal.

Actions:

Action: Minutes to be published – LEP secretariat

Item 2 - LEP Directors Report

Directors Recruitment

The recruitment of a Director from the Health and Social Care sector (public or private sector) is underway with a closing date of mid-June.

Two District Council Directors are being sought from the District Councils and we understand this will be considered at the next Chief Executive/Leaders meeting. There are three new Leaders in the Greater Lincolnshire area.

Visitor Economy Board

The first meeting of the Visitor Economy Board took place on the 4th May 2017 and was hosted by the Lincolnshire Wildlife Trust in Horncastle. The 20 representatives are a good cross-section wishing to work together on the common agenda and promote Lincolnshire. The next meeting is to be held on the 13th September 2017.

Cllr Colin Davie stated that District Councils were interested in the new Visitor Economy Board and may want to have a representative on this Board. Cllr Davie to discuss with Chris Baron (Chair of the VEB).

Manufacturing Board

A good cross-section of applications received and the first Board meeting will be held on the 29th June 2017, hosted by Siemens. Board members will be involved in the Manufacturing Conference which will be held later in the year.

Business Plan

The updated Business Plan is part of the "Additional Papers" pack, but if there any further comments, Ruth would welcome these.

Forward Plan

Agendas for future meetings were included in the Directors Report.

- Pete Holmes suggested that the headlines from the new Government should be included on the July Board agenda.
- Chris Baron suggested that the Visitor Economy Board be included on the September Board meeting

Industrial Strategy

The LEP's response to the Government's consultation on its Industrial Strategy was submitted at the end of April and is included in the "Additional Papers" pack and on the website.

Growth Deal Report

David Dexter was pleased to see that the report had been revised to include self-employed businesses and that this means we have more than doubled the amount of businesses operating in Greater Lincolnshire and that the LEP should consider how resources are spent.

Ruth Carver stated that the survival rates of small businesses are being looked at and so far shows that Greater Lincolnshire is above the national average for retention. However, David Dexter stated that these figures could be improved and that North East Lincolnshire shows fewer small business being retained, but higher new businesses starting up.

Actions:

- **Headlines from the new Government on the July Board Meeting**
- **Visitor Board update on the September Board Meeting**

Item 3 - Report from the Accountable Body for Financial Year 2016/17

Andy Orrey started by saying that new members for the Finance & Audit Committee are needed and welcomed any nominations. Ruth Carver said that the LEP membership has been written to asking for applicants.

Andy went on to explain that the Finance & Audit Committee had selected a project to walk through, looking at financial and risk information as well as process and internal controls. The board spent some time understanding and holding the LEP Director to account on the financial year. He also summarised the financial income and expenditure of the Greater Lincolnshire LEP from 1st April 2016 to 31st March 2017.

Growing Places Fund

The Board asked for an options paper on bad debt provision with the loan fund to be considered by the Investment Board.

Single Local Growth Fund

As at 31st March 2017, the Accountable Body held contracts to the total spend value of £235m with an agreed grant contribution of £79,755m single local growth fund, therefore levering in a further £141m of additional investment. Within the year, the LEP received the second tranche of growth deal monies to the sum of £47,863.47.

Accountable Body

The cost of the Accountable Body was forecast at the beginning of the year to between £70k and £80k and this year it is estimated that it will be £75k, as audited by Streets.

Recommendations

The paper was agreed in principle by the Board, however, it was agreed to circulate a final version following receipt of the audit report. The executive then would seek agreement prior to presentation to the members at the AGM.

Actions:

- **Develop an options paper on bad debts and legal costs provision for the Growing Place Fund**
- **LEP Executive to circulate for electronic approval the final version of the financial report for 2016/17 for presentation at the AGM**
- **LEP executive to undertake a further round of nominations for the Finance & Audit Committee**

Item 4 Utilities – Andy Brooks, LCC

Andy talked about a paper produced around the challenges of utility provision across GL. The LEP's Feasibility Fund contributed towards a Greater Lincolnshire utilities study.

The future proofing of the capacity of utilities in Greater Lincolnshire is desperately needed. Many partners locally are increasingly aware that development activity within Greater Lincolnshire is potentially being hampered because of constraints on the supply of utilities (electricity, water (supply and drainage) and gas infrastructure).

Atkins have been procured to carry out this survey and have asked stakeholders for their feedback. A final report is due in the near future. Two stakeholder events have already been held and Utilities Summit has been arranged for the 18th July 2017 and asked the Board to provide some views on the items for the agenda:

- Scope
- Findings
- Agreement on the emerging issues
- Plan to take forward issues, lead organisations etc.

Andy asked the Board to consider the following:

- To what extent can the LEP influence both Government and Utility companies
- What role can the LEP take to support local developers in bringing forward projects, where utility provision is proving a real constraint.
- Is there any appetite for a LEP Utility vehicle and would there be a greater achievement of impact if this were to be done collaboratively.

Actions: All Board members to be invited to the Utilities Summit.

Item 5 - Place Marketing

Ruth Carver presented an update on the place marketing work commissioned earlier in the year, the plans to expand Team Lincolnshire and demonstrated the marketing toolkit.

Actions:

- **Board members asked to contribute items for the toolkit, such as 5 items of outstanding photography, videos that represent Lincolnshire and quotes**

Item 6 - LEP Research Plan and the Annual State of the Economy report

James Baty from the LEP Team presented this item and outlined the research and intelligence plan for the year.

Research focused on the priority of emerging sectors, with a broad-reaching State of the Economy report to be delivered annually and will set out the main economic events over the previous year. The Impact Report is a progress report based on the contracted LEP activity. This includes a real-time monitoring of the economic growth, job creation, business support and home building directly supported by LEP activity, This is intended as an annual report and will sit alongside the State of the Economy Report to provide a full overview of the impact the LEP provides.

As well as the macro-level level indicators, it is important to monitor our main sectors progress. There have previously been two "State of the Sector" reports produced for the evidence base. An annual update will be produced, noting any changes occurring the priority and emerging sectors in Greater Lincolnshire and this will be completed by the end of the calendar year.

The Quarterly Economic Briefings use up to date indicators relating to the economy as well as results from the Chamber of Commerce Quarterly Economic Survey to provide quarterly monitoring of the local and national economy. The briefings currently take the form of an infographic page, together with some context which forms an ideal monitoring report.

There is also scope within the research programme to produce one-off focused reports on specific, relevant topics from various Boards and Committees. Previous examples included Business Demography and Living Wage.

Actions:

- **The research Plan for the Year was agreed**

Item 7 - A proposal to pilot a Careers and Enterprise Advisor

Ruth Carver presented this item - The LEP Board is asked to consider releasing £50k from the reserves to support a pilot programme that addresses careers information, advice and guidance in Lincolnshire.

The main gaps and challenges, of particular interest to the LEP, are lack of employer engagement in some schools, lack of knowledge in schools about the range of jobs and careers in Greater Lincolnshire, and a lack of resource in many schools to co-ordinate the large range of free careers schemes.

The Enterprise Co-ordinator would be employed by the LEP. This would ensure that the programme is embedded into the SEP and the Skills Strategy and aligned to the brand of the LEP and our Growth Hub. The Enterprise Co-ordinator would be line managed by the Skills Lead at the LEP and would report to the Employment and Skills Board, which would in turn report to the LEP Board. The Employment and Skills Board would therefore agree the project plan, budget, reporting and performance indicators.

The Employment and Skills Board and the LEP executive are therefore proposing that the LEP takes forward a two year pilot scheme for one Enterprise Co-ordinator. The pilot would be used to test the approach and to learn from the programme in a number of different settings, namely those schools that are perceived as good, those that are perceived as poor and those that are in rural locations and our urban centres.

The Humber LEP already covers North Lincolnshire and North East Lincolnshire, so the focus for this pilot would be Lincolnshire. Having consulted with Lincolnshire County Council, they are keen to support this initiative, but cannot give any financial support. The recommendation from the LEP team is that this pilot should focus on West Lindsey, East Lindsey, Boston and South Holland, and be a mixture of academies, grammar schools and special schools.

Chris Baron asked whether colleges could be included in the pilot, but Ruth Carver stated that the Careers and Enterprise Company concentrated on schools, but colleges may be included at a later date.

Actions:

- **The proposal was accepted and the executive were asked to take the action forward working closely with the employment and skills board**

Item 8 - MIPIM Report

Ruth Carver presented this item. The Board want to thank Team Lincolnshire and the LCC Team for organising attendance at MIPIM on behalf of the Greater Lincolnshire LEP. The report outlined the impact of attending MIPIM for Greater Lincolnshire and sought the Boards agreement for £10,000 contribution towards attendance in 2018.

Actions:

- **The LEP board agreed a capped contribution of £10,000 towards Team Lincolnshire's presence at MIPIM 2018.**

Item 9 - South Kesteven District Council – Priorities for Growth

Councillor Matthew Lee (Leader) welcomed the LEP Board to Grantham and SKDC's Offices. He said that he could see the potential of SKDC and will endeavour to make things happen to ensure delivery. SKDC had, in the past, a good relationship with the LEP and hopes that this will continue. South Kesteven is developing a new profile locally and nationally.

Beverley Agass, Chief Executive of SKDC also welcomed the LEP Board to Grantham and looked forward to working together even though she is leaving in the near future.

David Dexter congratulated SKDC on their business survival rates in that they had been second highest in the 5 year section and also in the 1 year section.

Steve Ingram, Director of Growth, then gave a very informative presentation, which will be circulated with the minutes.

AOB	<u>There were no items of AOB and the meeting was closed.</u>
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