



# Greater Lincolnshire LEP

## Board

19<sup>th</sup> January 2021

Via MS Teams

Draft Minutes

**Present: Board Directors:**

Pat Doody - Chair (Non-Executive Director), Cllr Philip Jackson - Vice Chair (NELC), Sarah Louise Fairburn - Vice Chair (Imp & Maker), Cllr Craig Leyland (ELDC), Cllr Colin Davie (LCC), Cllr Oliver Hemsley (RCC), Cllr Rob Waltham (NLC), Alric Blake (AllTech), Darren Cunningham (Phillips 66), Dean Fathers (Health), Gary Headland (Lincoln College, IOD and Lincs Chamber), Suraya Marshall (RAF Cranwell), Mandy Watson (Ambitions Personnel), Alison Ballard BAE Systems), Nick Worboys (Longhurst), Zoe King (Epix Media), Yvonne Adam (Youngs Seafood),

**Apologies:** Debbie Barnes (CX LCC), Simon Green (NLC), Andrew Crookham (Accountable Body & S151 Officer)

**Observers:** Peter Holmes (BEIS), Clive Tritton (NELC), Stephen Fidler (DfT)

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

**For Agenda items:** David Gwynne (Consultant Team Humber Freeports)

**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)**

The minutes from the Board meeting held on 6<sup>th</sup> November 2020 were accepted as a true record.

**Matter Arising:**

- ❖ Top 150 Businesses engagement. The meeting dates have now been chosen with virtual sector meetings being held in February and March. These will focus mainly on a discussion with key stakeholders across Greater Lincolnshire on the impact of Covid, Brexit and what their plans, views, ambitions for the future for the area. Board members will be invited to the meetings and would like as many as possible to attend. The first sector meeting will be the Agri-Food sector and would like the Chair of the Food Board to attend and the next will be the Manufacturing Sector.
- ❖ Successful recruitment of Data Analyst who will be working with the Policy & Research Manager.
- ❖ Recruitment for a Skills & Development Manager, 45 applications received and interviews will take place over the next two weeks.
- ❖ Recruitment of Head of Operations, Sector Coordinator and Project Administrator is currently being evaluated as they will be employed by LCC, hope to go to advertising first week of March and in post by May.
- ❖ Consultant brought in for specific items, ie, Overlap Transition of GLLEP and Humber LEP.

**Actions:**

- ❖ List of Top 150 businesses to be shared with Board Directors - James
- ❖ Letter to Matt Warman MP and response circulated to Board Directors - Cathy.
- ❖ Local Area Energy Plans - subject to board approval - circa £20,000 to be used to develop a LAEP.
- ❖ Digital infrastructure - Local Authorities lead on future plans

**Actions Log (Paper 1.2)**

Noted

**Papers 1.3 (Investment Board & Appointments Committee Notes)**

No comments regarding Investment Board, Appointments Committee needs one amendment in that Dean Fathers will continue in the role as Diversity lead.

### **Chairs Report (Item 2 - Verbal)**

- Economic Development survey is due to be held in February, which may show the impact of the latest lockdown.
- Furlough and redundancy levels are below the national average, apart from the Tourism sector which has been hardest hit.
- Cllr Hill has written to the Tourism Minister requesting business rates and VAT remain reduced.
- Jobs Fair on 25<sup>th</sup> February - asked Board Directors to promote and Greater Lincolnshire MPs are happy to contribute.
- Recent letter to the Chancellor regarding budget asks for Greater Lincolnshire - to be circulated to Board .
- Discussion took place regarding Covid vaccinations and that critical sectors such as Food and Manufacturing should be prioritised.

#### Comments:

- Cllr Leyland sits on the Lincolnshire Outbreak Board - there is a need to understand how businesses will cope once lockdown is finished.

#### Actions:

- ❖ Budget Ask letter to be circulated to Board
- ❖ Circulate feedback from the meeting held with Greater Lincolnshire MPs.

### **Board Development (Paper 3)**

- Following the Board Strategy session on 8<sup>th</sup> December, it was agreed that the Board would concentrate on sectors where they could make a difference, ie, defence, health, housing, rather than areas such as infrastructure, digital which are the responsibility of local authorities.
- Suraya has agreed to hold a "teach in" session on the 24<sup>th</sup> February for all Board Directors on the Defence Sector, future sessions on health, decarbonisation etc
- Board members would also like to see much more PR and messaging from LEP to support objectives, to see the website highly valued and maintained and want spread the message about strength of this place and convey sense of opportunity. Would like to hold events with SMEs and wider stakeholders as they realised that they need to connect with this very diverse base.

### **Humber Freeport Bid (Paper 4 - David Gwynne)**

- Ruth Carver introduced this item and updated the Board on progress since the last meeting, and to explain any implications for the LEP and to ask the Board Directors to delegate any final submission to the Chair and Chief Executive.
- David Gwynne is working on behalf of ABP and informed the Board that the bid is due to be submitted in the next two weeks, due on 5<sup>th</sup> February 2021. There is much in the bidding document to suggest that the Humber is well placed to submit a strong bid and, arguably, uniquely positioned to meet the objectives set out in the guidance. However, the level of information and analysis required by the bid process is significant and the complexity of the work needed to stitch together the assets and aspirations of each part of the Humber into a compelling single proposal will create challenges given the short timescale. It will require absolute commitment across the region to a joined up approach.
- A presentation regarding Freeports was then given by David.

#### Actions:

- ❖ That the Chair and CX be given delegated authority to support the bid and provide letters of support

**Pete Holmes left the meeting**

**East Midlands LEPs Priorities (Paper 5)**

- East Midlands LEPs (GLLEP, D2N2 and LLEP) meet frequently and their initial priorities are:
  - Carbon Turnaround
  - Digital Industrialisation
  - Health & Med Tech
  - Connectivity
- The Board discuss East Midlands LEP outline priorities and agreed with the suggestions. Collaboration with other areas were discussed, such as Hull and East Yorkshire, New Anglia and Greater Peterborough and Cambridgeshire.

**Output from Strategy Session (Paper 6)**

- LEP Board Strategy session was held on the 8<sup>th</sup> December 2020 and focussed on identifying the top 5 priorities for the LEP Board and for the Place over the next 3 years. This is in order to provide more focus in our activities, guide resource more effectively and enable more detailed board involvement.
- It was agreed that a working group would be convened to take forward some of the actions outlined at the meeting. The working group would present their findings at the February LEP Board.

**CX Report including Quarter 3 Financial Update (Paper 7)**

- This report provides an overview of LEP team activities since the last Board meeting and it incorporates both Covid-19 specific activity and business as usual. The report is split into five parts, reflecting the different strands of LEP activity: 1) LEP programmes 2) Strategy 3) Industry Councils, sector groups and external partnerships 4) Engagement and promotion 5) Governance, Operations and Finance.
- A Collaboration Board has been set up with the current Humber LEP so that collaboration can continue between GLLEP and both banks of the Humber, this will continue when the Hull and East Riding of Yorkshire LEP is established, ie, working through what Boards are in the Humber LEP that will be part of GLLEP structure, continue to support the South Humber businesses and marketing the Humber.
- To make aware to the Board that a complaint had been received regarding the "Getting Building Fund" for the Skills Capital Fund. Robust and independent investigation carried out and the complainant has been informed of the result. This was discussed at the Investment Board.
- Annual Performance Review will be held on the 1<sup>st</sup> February, with evidence needed to be submitted by 20<sup>th</sup> January. Believes that GLLEP will be challenged on deliverability.

**Budget Update (Paper 7.1)**

Board Directors were asked to note the current position in terms of Quarter three finance both core and grant funding.

**Forward Plan (Paper 8) - CX**

Noted.

**Any Other Business**

None.

**Meeting closed**