

Greater Lincolnshire LEP Defence & Security Board

TERMS OF REFERENCE

Background

With our historic links with the RAF and long-standing history in engineering and manufacturing, the Defence & Security Sector has been as a major opportunity for economic growth. The Greater Lincolnshire LEP's Defence & Security Board will promote the region's ability to enhance, develop and support Government programmes and private industry in this high-tech, high-value sector.

Strategic Aim

The Board aims to influence the Government's policies to locate more defence and security activities in Greater Lincolnshire, establishing which of the Sector's capabilities should be priority focuses and will also seek to establish the size and demographic of Greater Lincolnshire's ex-defence and security population.

Objectives

1. **Vision:** To establish Lincoln/Greater Lincolnshire as a national Defence & Security innovation, production and service hub.
2. **Mission:** To sell Greater Lincolnshire's ability to enhance, develop and support Government and Industry defence and security capabilities and programmes in order to increase regional wealth through greater public and private inward investment and the creation of high-value, better paid jobs.
3. **Tasks:**
 - a. Establish the extent of the Defence & Security Sector (public and private) in Greater Lincolnshire's area of interest.
 - b. Establish the size, distribution and make-up of the ex-defence and security population (military and civilian) in Greater Lincolnshire.
 - c. Establish which Defence & Security Sector capabilities should be Greater Lincolnshire's priority areas of focus.
 - d. Conduct gap analysis between priority areas and Defence & Security Sector presence (public and private).
 - e. Assess Greater Lincolnshire's R&D (academic & industrial) capability against priority areas of focus.
 - f. Create a Greater Lincolnshire Roadmap to establish a national Defence & Security Hub in the Region.

- g. Shape the GLLEP funded, Lincoln Science & Innovation Park-based Defence Technologies ISTAR Research Institute's approach to support the Roadmap and attract more R&D to Greater Lincolnshire.
- h. Influence the Government's national and regional policy to locate more defence and security activity in Greater Lincolnshire.
- i. Encourage industry to expand its footprint creating more jobs in Greater Lincolnshire to support the Defence & Security Sector including its supply chain.
- j. Attend DSEI 21.
- k. Work with the Lincoln Science & Innovation Park to ensure innovation helps grow the Sector.
- l. Liaise with the Skills Board and others as needed to fulfil the objectives.

The Greater Lincolnshire LEP is a company limited by guarantee, established to provide strategic leadership to set out local economic priorities for Greater Lincolnshire. There will be a two-way relationship between the Greater Lincolnshire LEP and the Defence & Security Board, and each will give advice and be asked for advice on matters where a defence and security perspective is required.

Accountability

- The Defence Board will be one of the LEP's sector advisory boards.
- It will be chaired by a defence champion.
- The board will be recruited through an open recruitment process. All appointments will be approved by the LEP's Appointment Committee.
- The Defence & Security Board members will have a term of office for three years with a view to renewal for a further three years in order to provide continuity.
- The Defence & Security Board will approve an activity plan and make recommendations to the LEP Board for endorsement.
- The Defence & Security Board will report regular progress to the LEP Board on its delivery.
- As members of the board resign or reach term of office, the Defence & Security Board will make recommendations to the Defence & Security Board Chair for replacements.

Membership

The Defence & Security Board will have sub sector and geographical representation and be predominately private sector.

Membership of the board will also include representatives that can provide a level of specialist support and knowledge that will be required to successfully deliver the agreed priorities within the work programme.

Ideally all board members will work or live in the Greater Lincolnshire area.

The Defence Board will report to the main LEP Board to ensure the sector is integrated with the activities of the LEPs other identified growth priorities and to ensure the interests of the sector are represented in decision making and policy formation.

Meetings

The Defence & Security Board will meet at least twice a year. In the short-term meetings will be monthly to understand and drive immediate issues, and in the medium to long-term, quarterly. Members are expected to provide apologies if they cannot attend, but can send alternative representatives of their organisation to meetings.

An annual calendar of meetings will be agreed at the outset.

The Greater Lincolnshire LEP will provide the initial secretariat and executive support for the board.

Individual members of the Defence & Security Board shall act in accordance with their responsibilities as members of the Defence & Security Board, being mindful of any specific requirements or values which the LEP may from time to time decide. The Defence & Security Board as a whole and as individual members shall in particular be mindful of and respect the commercially confidential and sensitive nature of some activities. Individual members shall at all times act in the best interests of the agreed collective objectives and in good faith. In the event of any conflicts of interest, Individual Members shall declare these to the Chair.

Individual Members will commit to attending at least one out of the two meetings of the Defence & Security Board as a condition of membership.

Members should be senior decision makers and able to influence at local and potentially national level to support the delivery of priorities. They should also be advocates of the Sector, able to commit the time to attend board meetings and exert influence as is required.

A Code of Conduct and Register of Interest is in place and all Board members and observers are required to complete a declaration.

Equality & Diversity Statement

The Greater Lincolnshire LEP is a future focused, growth driven, not-for-profit organisation, which works transparently and honestly in partnership with the private and public sectors, to deliver inclusive economic opportunities for all.

Greater Lincolnshire LEP is committed to achieving diversity and equality of opportunity as a commissioner of services and projects. Lincolnshire County Council is the LEP's host employer of the core workforce, and together, this means doing what we can to positively promote equality and diversity across the delivery of projects, programmes and services and within our workforce and commits that all staff, visitors, contractors and others we have contact with are treated fairly, equitably and with dignity and respect.

Reference 18: Defence & Security Board Terms of Reference
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