



# LEP DIRECTORS BOARD

Tuesday, 19<sup>th</sup> January 2021 at 3.00pm

Via MS Teams

# Paper 0 - Greater Lincolnshire LEP Board Agenda

Time	Item	Lead	Status
3.00	<b>1 Welcome, Apologies, Declarations of Interest</b> 1.0 FOR APPROVAL - LEP Board Minutes - 6/11/2020 1.1 FOR INFO:- Decision Log 1.2 FOR INFO: Review of Actions 1.3 FOR INFO: Investment Board Minutes and Appointments Committee Actions	Chair	Attached
3.10	<b>2 FOR INFO: Chairs Report, including Brexit and Pandemic impacts on the economy</b>	Chair	Verbal
<b>Governance</b>			
3.20	<b>3 FOR DISCUSSION : Board Development</b>	Pat Doody	Attached (Not for publication)
<b>Strategy</b>			
3.30	<b>4 FOR DECISION Humber Freeport Bid</b>	David Gwynn, Bid Team	Attached
4.00	<b>5 For DISCUSSION: East Midlands LEPs Priorities</b>	CX	To follow
4.15	<b>6 FOR DISCUSSION; Output from Strategy Session</b>	CX	Attached
<b>Delivery</b>			
4.30	<b>7 FOR INFORMATION: CX report including quarter 3 Financial Update</b>	CX	
<b>Forward Agenda</b>			
4.45	<b>8 Forward Agenda Plan for debate</b>		
4.50	<b>Close</b>		

Access and Circulation of papers is public unless otherwise stated as confidential, and in line with the [Confidential](#) Reporting Policy.

**Attendees:** Pat Doody - Chair (Non-Executive Director), Cllr Philip Jackson - Vice Chair (NELC), Sarah Louise Fairburn - Vice Chair (L J Fairburn & Sons Ltd), Cllr Craig Leyland (ELDC), Cllr Oliver Hemsley (RCC), Cllr Rob Waltham (NLC), Alric Blake (AllTech), Dean Fathers (Health), Gary Headland (Lincoln College), Zoe King (Epix Media), Nick Worboys (Longhurst), Suraya Marshall (RAF Cranwell), Mandy Watson (Ambitions Personnel), Darren Cunningham (Phillips 66)

**Tentative:** Andrew Crookham (Accountable Body & Section 151 Officer), Alison Ballard (BAE Systems), Debbie Barnes (CX, LCC), Cllr Colin Davie (LCC), Yvonne Adam (Youngs Seafood)

**Apologies:** Simon Green (NELC)

**Observers:** Pete Holmes (BEIS), Clive Tritton (NLC)

**LEP Exec:** Ruth Carver, James Baty, Sue Groves

**For Agenda items:** David Gwynn, Consultants Team Humber Freeports

## Additional Papers

AP1 - Visitor Economy Board Draft Minutes - 15<sup>th</sup> December 2020

### Key Dates in the next quarter

<b>GLLEP Board Quarterly meeting:</b> 26 <sup>th</sup> February 2021 <b>GLLEP Board Monthly meeting:</b> 23 <sup>rd</sup> March 2021	<b>GLLEP Investment Board:</b> 26 <sup>th</sup> February 2021
<b>GLLEP Appointments Committee:</b> 8 <sup>th</sup> March 2021	<b>GLLEP Employment &amp; Skills Advisory Panel:</b> 9 <sup>th</sup> February 2021 9 <sup>th</sup> March 2021
<b>GLLEP Energy Council:</b> 10 <sup>th</sup> March 2021	<b>GLLEP Food Board:</b> 11 <sup>th</sup> February 2021
<b>GLLEP Health &amp; Care Enterprise Board:</b> 5 <sup>th</sup> February 2021	<b>GLLEP Manufacturing Board:</b> 19 <sup>th</sup> January 2021
<b>GLLEP Visitor Economy Board:</b> 23 <sup>rd</sup> March 2021	<b>Annual Performance Review:</b> 1 <sup>st</sup> February 2021
<b>Board Development Workshop</b> 3 <sup>rd</sup> February 2021	<b>AGM:</b> 8 <sup>th</sup> February 2021



# Greater Lincolnshire LEP Board

6<sup>th</sup> November 2020

Via MS Teams

Draft Minutes

**Present: Board Directors:**

Pat Doody - Chair (Non-Executive Director), Cllr Philip Jackson - Vice Chair (NELC), Cllr Craig Leyland (ELDC), Cllr Colin Davie (LCC), Cllr Oliver Hemsley (RCC), Alric Blake (AllTech), Dean Fathers (Health), Gary Headland (Lincoln College, IOD and Lincs Chamber), Suraya Marshall (RAF Cranwell), Mandy Watson (Ambitions Personnel), Alison Ballard BAE Systems), Chris Baron (Non-Executive Director), Prof Mary Stuart (UoL)

**Apologies:** Debbie Barnes (CX LCC), Cllr Rob Waltham (NLC), Cllr Ric Metcalfe (CoL), Stephen Fidler (DfT), Nick Worboys (Longhurst); Zoe King (Epix Media), Sarah Louise Fairburn - Vice Chair (L J Fairburn & Sons Ltd), Yvonne Adam (Youngs Seafood)

**Observers:** Peter Holmes (BEIS), Simon Green (NLC), Andrew Crookham (Accountable Body and S151 Officer), Cllr Richard Hannigan (NLC)

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

**For Agenda items:** Andrew Brooks (LCC), Duncan Botting (Chair of LEP Energy Council), Steve Brookes (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)**

The minutes from the Board meeting held on 30<sup>th</sup> September 2020 were accepted as a true record.

**Matter Arising:**

- Top 100 Businesses engagement. The meetings will focus mainly on a sector basis to discuss the impact of Covid, Brexit and what their plans, views, ambitions for the future. Board members will be involved in the meetings.
- Defence Sector Board, this is moving forward and it is anticipated that a scoping meeting will be organised in the next two weeks. The call for Defence Board members is currently live which will need to be considered by the Appointments Committee. Proposed members currently are Alison Ballard and Suraya Marshall.
- Following the recent interviews for LEP Board Director, one candidate was recommended for the Food Board and 3 candidates were asked if they would organise an Apprenticeship Commission with the consultant who will be starting in mid-November.
- Centre for Better Ageing - Seeking a volunteer from the Health & Care Enterprise Board.
- Vice Chair nominations for all GLLEP Boards - approximately 50% of Boards now have nominations.

**Actions:**

- ❖ Defence Board - RC, GH, SM and AB to discuss Defence Sector Board formation, plus advertise for defence leads from the private sector. - RC

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

- Action plan in place to recruit a post below the Chief Executive to assist with the vacancies in the team and to bring in additional resource, both in the short term and the longer term.

**Chief Executive Report (Paper 2) - CX**

- RC ran through the CX's performance and delivery report, and update on delivery of the LEP across governance, strategy and delivery. The Q2 Financial position was discussed.
- Current focus is on Covid and the Recovery Plan, with the implementation of the re-purposing of funds to focus on recovery (£700k agreed).

- Monthly Jobs and Careers Fair - first one to be held on the 11<sup>th</sup> November and so far 15-20 employers have got involved. DF asked whether disability was on the agenda.
- Launch of the Greater Lincolnshire Manufacturing Network took place 3rd November
- Query raised regarding the section on Strengthening links with China (Hunan). Response was that LCC has had a relationship with Hunan Province for a number of years with a 5 year plan to allow investment in Greater Lincolnshire. A briefing document will be sent to Alison Ballard to give background to the task within the ADP.

Comments:

- ❖ MW asked how much will the Jobs and Careers Fair will cost and how will the response be monitored, ie, how many people will actually be employed as a result of this. RC responded by saying that this was the role of the DWP who are working closely with the LEP and that the cost has been £20k for the whole year which is the cost of the platform.
- ❖ ABL said that this ties into the Top 100 and will show which companies are employing in the next year.

Actions:

- Job and Careers Fair - a note for the next board pack on key performance indicators, and evaluation, as well as ensuring that under-represented groups are targeted and measured against activity- NP/CH.
- Circulate to the Board both the letter from GL and the response from Matt Warman Digital Minister, following the discussion at Board. CJ
- Briefing on Hunan for Alison Ballard.

**Budget Update and Quarter 2 Expenditure Overview (Paper 2.1) -CX**

Report from the Finance & Audit Committee:

- Core funding is on track, following the Board's agreement that an immediate allocation of £700,000 of additional resources should be placed in core funding and a flexible fund of £180,000 to respond to a fast paced agenda. A budget realignment exercise will take place, and be in place for quarter 3.
- Single Local Growth Fund is on track. Claims have now been received for quarter 2 and are currently under review. From an initial assessment grant claims are down by £3Million for that period. This is mainly due to some large invoices from contractors being delayed and not defrayed by September, but will be discussed at the Investment Board to be held on the 11<sup>th</sup> November.
- Getting Building Fund is on track and 5 of the 6 schemes will be discussed/signed off at the Investment Board on the 11<sup>th</sup> November 2020.

Actions:

- Approval of appointment of auditor continuation - subject to approval of the accountable body - LHP/KS
- Copy of the full audit report to Alison Ballard - KS

**Freeports (Paper 3) - CX**

- Greater Lincolnshire LEP is part funding ARUP to develop some evidence and produce a prospectus on a Humber Freeport proposal.
- Government is keen to launch the competition for 10 Freeports in the country and this may be carried out when the budget is announced on the 25<sup>th</sup> November. The bidding process is due to start in the Autumn.
- Humber LEP and GLLEP are working together and focussing a Humber Freeport bid on low-carbon and advanced manufacturing, prioritising the creation of high quality jobs through value-adding activities.
- Humber Leaders and the Chairs of the Humber and Greater Lincolnshire LEPs work with MPs and businesses to make a joint representation to Government on the policy issues highlighted in the coming days.

**Comments:**

- ❖ Concerns raised that the Government is setting a cap on the size of Freeports (45km), so wish for GLLEP and Humber LEP to request a special case for Humber, which includes Goole, as this is a much larger than allowed currently.
- ❖ The Humber Leadership Board (consisting of the 4 local authorities) had discussed this and agreed that representations need to be made as a Freeport is beneficial to both banks of the Humber.
- ❖ Should be a single tax site so that benefits would be shared across the Humber.

**Actions:**

- The LEP Board approved the direction of travel for Humber Freeports proposal to be developed - HD.
- The LEP Board tasked the Executive with ongoing briefing for the Board, and to develop a competitive proposal for Humber Freeport alongside partners - HD.
- Organise briefing session for Board directors on Freeports, and other key topics such as Defence Sector, Off shore wind sector, and decarbonisation - CJ

**Collaboration Board across the Humber (Paper 4) - CX**

- Proposal to form a Collaboration Board with members from GLLEP and Humber LEP.
- Nominations for GLLEP are Pat Doody (Chair of GLLEP), Cllr Philip Jackson (NELC), Cllr Rob Waltham (NLC), Yvonne Adams (Youngs Seafood) plus one nomination from the private sector. Nominations have been received from the Humber LEP.
- The Collaboration Board will take forward any actions jointly on economic priorities, inward investment etc.
- Letter received from Minister - ensure that collaboration takes place between the two areas.

**Decision:**

- Agreed to forward a Collaboration Board between Humber and Greater Lincolnshire LEP.

**Impact of Brexit on Greater Lincolnshire Economy (Paper 5) - James Baty**

- As the transition period for the UK to exit the EU draws ever closer, and with no agreement reached between the UK and the EU, this paper explores the current levels of preparedness amongst businesses and what Greater Lincolnshire LEP and partners are doing to ensure businesses are supported in the right way to the 1<sup>st</sup> January 2021.
- Large companies are already working on challenges, but concerned that smaller companies are not ready.
- The Government has recently released the Check Change Go campaign with an online diagnostic tool to enable businesses and individuals to understand what things they need to prepare for in advance of 31<sup>st</sup> December: <https://www.gov.uk/transition> . This campaign has been coupled with intensive media advertisements and is the default location to steer businesses to understand what they need to prepare for.
- Locally, the Business Lincolnshire Growth Hub maintains their [EU Transition page](#) with resources, access to support via online advice and 1:1 support. The site also has an EU Exit action plan where businesses can receive a tailored report with suggestions on how to prepare for the end of the transition period.
- The Growth Hub has also been running virtual events through the year, with another 8 due between now and early 2021. These webinars cover specific topics such as understanding the new UK Global Tariff and trading under preference, understanding international trade documentation, supply chain management and navigating customs formalities and HMRC compliance. In addition the Growth Hub has provided dedicated one to one time with an international trade specialist who helps businesses optimally prepare for the end of the transition period.
- The Greater Lincolnshire Growth Hub leads the East Midlands Cluster (including D2N2 and Leicestershire LEP) which as a cluster has been rolling out additional cluster-wide support through the Business Resilience.
- The report, titled Labour Market Implications of Brexit outlines the impact that the UK's new

immigration system will have across our key sectors. The report indicates that:

- At least 40% of the workforce in Greater Lincolnshire is paid below the £25,600 salary threshold (there is a lower threshold of £20,480 provided the job is in a Government-defined shortage occupation or the applicant has a relevant STEM PHD).
- Where industries are still reliant on migrant labour, the introduction of this system may require businesses to fundamentally alter their business model to survive and prosper.
- Whilst the pace of automation has accelerated owing to the covid-19 pandemic, many labour-saving automation solutions are still years away. Many roles that are filled by EU nationals are in jobs that have historically been hard to fill by domestic workers therefore there will likely be a painful adjustment in some sectors in the near term.
- The challenge is not limited to the food and care sectors; the manufacturing and energy sector in Greater Lincolnshire is estimated to have over 6,000 EU workers (11% of the workforce) and the Ports and Logistics sector estimated to have just under 3,000 EU workers (11.6% of the workforce). Meanwhile the Visitor Economy sector is estimated to employ around 10,750 EU workers in the sector, 9% of the workforce.
- The report makes some recommendations for the LEP to consider:
  - Promote awareness throughout the businesses community about the coming changes and potential implications, targeting comms at exposed sectors.
  - Advocate for targeted policy change to address the acute and time sensitive issues facing our sectors.
  - Prepare for the long term reality, by supporting businesses to make the decisions required to update their models and practice.

#### Comments:

- ❖ According to Business Advisers, there is still confusion amongst businesses and if the LEP can do more, the LEP should.
- ❖ Suggested a higher profile, using social media etc.
- ❖ Use the LEP network to get message across.
- ❖ Could use the Top 100 to get the message across.
- ❖ 4½ million EU workers have applied for Settled Status, but if this has not been applied for before January, they will have to leave the country.

#### BEIS

- ❖ Would be useful to get intelligence on preparedness and how business are engaging during Covid, use quarterly economic survey
- ❖ Policy on immigration will not be re-visited or the date of transition changed.
- ❖ Home Office officials are keen to talk to businesses.

#### Actions:

- Seek Nominations for a working group to drive communication to business on preparedness,
- Support the national campaign heavily on are you prepared for Brexit -SH
- Develop local LinkedIn messages/video for Board Directors to use on specific issues such as EU settlement status - KS and Growth Hub.
- Use Top 100 discussions to raise key points about preparedness - JB
- Develop actions from the report
  - 1) Promote awareness - Kate
  - 2) Advocate for policy change ...MD
  - 3) Preparation for the longer term - Growth Hub and JB - Board Directors keen to get involved in this.

#### **Humber Industrial Strategy paper and plan (Paper 6) - Simon Green**

- The Humber Leadership Board had an enhanced role in re-writing the Humber LIS and GLLEP LIS (LIS Lite) and is concentrated on Pan-Humber. LEP Chairs are invited to the Board as observers. 4 areas of collaboration were agreed, namely Decarbonisation, Freeports, Flood protection, and



- marketing the Humber, which will impact on the coast of East Lincolnshire.
- Programme management will be required, particularly with the Environment Agency, CATCH and Catapult regarding the decarbonisation approach.
- Will need to assign leads to various projects.

Decision:

- The Plan was endorsed.

**Greater Lincolnshire Recovery Strategy Sign Off (Paper 7) - James Baty**

- The Medium Term Recovery Plan was previously presented to Board on 30<sup>th</sup> September and has now been amended following feedback by Board members and local stakeholders and converted from storyboard to report.

Comments:

- ❖ This recovery plan should also include Brexit, not just Covid, because of the lack of focus of businesses. RC to feedback.
- ❖ Suggested that the evidence should be shown in an appendix.

Actions:

- Support the national campaign heavily on are you prepared for brexit - KS
- Develop local linkedin messages/ video for Board Directors to use on specific issues such as EU settlement status - KS and Growth Hub.
- Use Top 100 discussions to raise key points about preparedness - JB
- Develop actions from the report
  - 4) Promote awareness - Kate
  - 5) Advocate for policy change ...MD
  - 6) Preparation for the longer term - Growth Hub and JB - Board Directors keen to get involved in this.

Actions:

- The Board approved the Recovery plan, and delegated the final sign-off to the Chair and Chief Executive.
- The executive were tasked with developing an implementation plan.

**Innovation Council Update (Paper 8) - Prof Mary Stuart**

- This is a strategic advisory board of the GLLEP and focuses on improved productivity and helping businesses.
- Also supported the development of the LIS and meets quarterly.
- At the last meeting 4 new members joined the Innovation Council.
- At the next meeting, discussion will take place regarding Post-Covid and the connection between skills and innovation.
- Already working with Innovate UK who supplies funding and working with them on agri-food.

Comments:

- ❖ Where do smaller businesses go for funding for smaller innovations? Innovation Council has a programme that works with SMEs for solutions, this was previously ERDF funding, but hope that future growth funds will be available.

**Energy Council & Local Energy Plans (Paper 9) - Duncan Botting & Andy Brooks**

- Our social and economic well-being depends on a secure, affordable and reliable energy supply. This energy supply needs to be capable of meeting our needs for power, heating and transport within homes and businesses across Greater Lincolnshire. Our energy demands vary depending on the time of day and season of the year. This means the way we supply energy needs to be flexible in order to meet these variations, and the diverse nature of our area provides challenges in matching that demand and supply.
- Schemes around the county can be held up by the lack of energy in the area.

- Workshop was held on 27<sup>th</sup> July where the Northern Powergrid, NHS, LCC were all involved. Key is the lack of understanding of information and where the challenges might be and the gaps in knowledge. Another workshop has been organised on 30<sup>th</sup> November with Western Power Distribution.
- Both Northern Powergrid and Western Power Distribution both serve communities and large conurbations outside of the GLLEP region and therefore will focus on balancing their network resources to best serve the business needs of each - which may not be in the best interests of GLLEP. These stakeholders are key stakeholders along with many others in the GL LEP area that will need to feed into and be recipients of the GLLEP version of its own LAEP. Relinquishing this responsibility will lead to the LEP being accountable but not responsible for the outcomes others deliver on their behalf.
- By preparing a Local Area Energy Plan (LAEP), we can develop an understanding of our energy needs, and identify direct economic opportunities to improve them. However current guidance on LAEPs (in the way of toolkits) needs to be treated.
- Humber - off shore capability of green energy, Lincolnshire has off shore wind farm, but there would be a challenge to produce hydrogen.
- There is a skills opportunity for green energy and could create and attract investment in Greater Lincolnshire.

Comments:

- ❖ Energy is key to underpinning all strategies.
- ❖ Humber is the largest decarbonisation site in the country.
- ❖ Fits in with Government agenda, but need local input and to take the lead for all.
- ❖ Roundtable with Minister regarding levelling up agenda. Greater Lincolnshire needs to be smarter or it will miss out on Midlands funding.
- ❖ Local energy production is essential and key for the future.
- ❖ Significant opportunity in this sector, but the challenge is around sustainability.
- ❖ Local Area Energy Plans are asking for £245k over 3 years, will see if there is any LEP budget, but to ask others for contributions, ie, other stakeholders, LCC
- ❖ There will need to be 5 Local Plans, Humber, East Coast, South of the county, Ports (Boston & Humber), Central agri domain

Actions:

- The LEP Board welcomed the update on the work of the Energy Council and the priority of local energy action plans.
- Promote 30<sup>th</sup> November session with Western Power to board and stakeholders - AB.
- Need to look at funding and priorities that can be achieved in a short time RC/AB.

**Digital Infrastructure (Paper 10) - Steve Brookes**

- Steve Brookes presented a paper on the current state of digital infrastructure across Greater Lincolnshire, Superfast Broadband across the county is reasonable but fibre to premises is poor. However there are some near term improvements being undertaken.
- In Lincolnshire, a third BDUK contract has commenced which will deliver Ultrafast Broadband to circa 8000 premises. This will effectively increase Superfast coverage in the county by around 2.5% and is focussed entirely on rural/very rural areas. The technology being used is a fixed wireless broadband technology which, since signing Contract 3, has moved on to a higher level of performance potentially utilising a 5G based technology.
- There is a need to focus on developing the digital strategy and helping companies.
- There is a need to engage with MPs - LEP already has meetings arranged and have written to Matt Warman MP.
- Investment in fibre across Greater Lincolnshire from December is positive news but need to lobby Matt Warman MP to make a case for investment to put Greater Lincolnshire in the forefront.

Comments:

- ❖ Need understanding of broad level of Broadband in Greater Lincolnshire.
- ❖ Digital infrastructure important to Greater Lincolnshire.

- ❖ Common understanding in Greater Lincolnshire and overlay where development and growth may be.
- ❖ Take up offer of working with BDUK and local authorities.
- ❖ Connectivity between energy and WiFi - could work together.
- ❖ Need consistent 4G across Greater Lincolnshire.
- ❖ Digital infrastructure for Greater Lincolnshire is key - need investment now.

**Actions:**

- Circulate response letter from Matt Warman MP regarding Broadband to the Board.
- Ask the local authorities to develop a Greater Lincolnshire Digital Strategy Group to take forward joint actions, such as digital mapping and evidence base, digital investment strategy and joint bids - LEP Strategy Group .

**Town Deals Update (Paper 11) - CX**

- Summary of bids previously circulated.
- Commonality of bids to be analysed.
- Grimsby Town Deal bid has been updated .
- Assessments of bids already received taking place and announcements due in January.

**Actions:**

- Add in Grimsby Priorities and recirculate mid -November when Scunthorpe's priorities are agreed - CJ
- Arrange a follow up meeting with Chairs to explore next steps, briefing MPs and commonalities - CJ to lead

**Forward Plan (Paper 12) - CX**

**Actions:**

- Board members asked for contributions to agenda.

**Any Other Business**

- None

**Meeting closed**