



LEP DIRECTORS BOARD

Tuesday, 22nd February 2022

Via MS Teams 3.00pm to 5.00pm

Greater Lincolnshire LEP Board Agenda (Monthly)

Time	Item	Lead	Status
15.00	1 Welcome, Apologies, Declarations of Interest	Chair	
15.05	1.0 FOR APPROVAL: Minutes -25/01/2022 1.1 FOR INFO: Decision Log 1.2 FOR INFO: Review of Actions	Chair	Item 1.0 Item 1.1 Item 1.2
15.10	2 FOR INFO: Chairs and CX Report	Chair	Verbal
Governance			
15.30	3 FOR INFO: Decision on appointment of Auditors and discussion on Directors Dashboard Paper 3.0 Quarterly Performance Report: Paper 3.1 Quarterly Finance Report Paper 3.2 Plan for Growth Progress - LEP	Caroline Illingworth	Item 3.0 Item 3.1 Item 3.2
15.45	4 FOR DISCUSSION: Levelling Up White Paper opportunities	James Baty, Liz Shutt and CX, LEP	Item 4 Presentation
Strategy			
16.15	5 FOR DISCUSSION: University of Lincoln 5-year strategy	Neal Juster & Caroline Low, University of Lincoln	Item 5 Presentation
Forward Agenda			
16.50	6 Forward Agenda Plan		Item 6
17.00	Close		

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

Attendees: Pat Doody (Non-Executive Director and Chair), Cllr Philip Jackson - Vice Chair (NELC), Sarah Louise Fairburn - Vice Chair (IMP and Maker), Cllr Colin Davie (LCC), Cllr Oliver Hemsley (Rutland CC), Cllr Craig Leyland (ELDC), Debbie Barnes (CX LCC), Simon Bird (ABP), Darren Cunningham (Phillips 66), Chas Dickens (Air Commodore RAF Cranwell), Dean Fathers (Health), Jo Hardy (Hardy's Farm), Gary Headland (Lincoln College, IoD & Lincs Chamber), Andrew Hunter (UoL), Zoe King (Epix Media), Mandy Watson (Ambitions Personnel), Nick Worboys (Longhurst), Julian Free (UoL)

To be confirmed:

Alison Ballard (BAE Systems), Cllr Rob Waltham (NLC), Stephen Fidler (DfT)

Apologies: None

Observers: Pete Holmes (BEIS), Clive Tritton (NLC), Simon Green (NELC), Andrew Crookham (Accountable Body & S151 Officer)

LEP Exec: Ruth Carver, Caroline Illingworth, James Baty, Liz Shutt, Sue Groves (Note Taker)

Guests Neal Juster (Vice Chancellor UoL), Caroline Low (Director of Planning & Strategy UoL)

Key Board Dates for 2022

<p>GLLEP Board Quarterly meeting: 25th March, 22nd July, 28th October</p> <p>GLLEP Board Monthly meeting: 25th January, 22nd February, 26th April, 31st May, 28th June, 27th September, 29th November</p>	<p>GLLEP Employment & Skills Advisory Panel: 19th January, 15th February, 16th March, 12th April, 10th May, 14th June, 12th July, 9th August, 13th September, 11th October, 8th November, 13th December</p>
<p>GLLEP Appointments Committee: To be arranged</p>	<p>GLLEP Investment Board: 6th April 2022</p>
<p>GLLEP Energy Council: 21st February, 23rd May, 21st September, 12th December</p>	<p>GLLEP Food Board: 20th January 2022, 12th May 2022</p>
<p>GLLEP Health & Care Enterprise Board: 7th February, 9th May, 6th September, 5th December</p>	<p>GLLEP Manufacturing Board: 17th January, 19th April, 12th July, 11th October</p>
<p>GLLEP Visitor Economy Board: 24th February, 24th May, 23rd September, 16th December</p>	<p>GLLE Defence & Security Advisory Board 10th February, 10th May, 19th September, 6th December</p>
<p>GLLEP Finance & Audit Committee Future dates to be arranged</p>	<p>GLLEP Food Board 20th January, 12th May</p>

LEP Events 2022

- GLEAM - Greater Lincolnshire Engineering and Manufacturing Network - Engineering a skilled workforce - 1st March 2022
- UKFV - DEFRA Food & Drink Summit - Birmingham- 2 March 22
- Greater Lincolnshire and Rutland Visitor Economy Conference: The EPIC Centre - Tuesday 22nd March 2022
- Defence Dinner - 30th March 2022
- Manufacturing Conference: Provisional Friday 20th May at Kenwick Park
- Humber Business Week - w/c 6th June - LEP roundtable on energy and food.
- LEP Annual Lunch - 10th June 2022
- Lincs Show - June 22-23rd - UKFV
- SPARK Festival - 8-10 July 2022 (Manufacturing Board) LEP (Skills team) + BL
- LEP Annual Conference - November 2022
- Fresh Produce Consortium - Peterborough Showground 3rd Nov 22 - UKFV and Team Lincs
- Lincolnshire Day - 1st October 2022



Greater Lincolnshire LEP Board

Minutes of 25th January 2022

Via MS Teams

Present: Board Directors:

Pat Doody (Non-Executive Director and Chair), Cllr Philip Jackson - Vice Chair (NELC), Sarah Louise Fairburn - Vice Chair (IMP and Maker), Cllr Colin Davie (LCC), Cllr Oliver Hemsley (Rutland CC), Alison Ballard (BAE Systems), Dean Fathers (Health), Debbie Barnes (CX LCC), Simon Bird (ABP), Darren Cunningham (Phillips 66), Julian Free (UoL), Jo Hardy (Hardy's Farm), Gary Headland (Lincoln College, IoD & Lincs Chamber), Zoe King (Epix Media), Mandy Watson (Ambitions Personnel), Nick Worboys (Longhurst)

Apologies from Directors: Cllr Craig Leyland (ELDC), Cllr Rob Waltham (NLC), Andrew Hunter (UoL)

Observers: Pete Holmes (BEIS), Katherine Cousins (BEIS), Clive Tritton (NLC), Andrew Crookham (Accountable Body & S151 Officer)

Apologies from Observers: Stephen Fidler (DfT), Mick Lazarus (BEIS), Simon Green (NELC)

LEP Officers: Ruth Carver, Caroline Illingworth, Halina Davies, Sue Groves (Note Taker) -

For Agenda items: Rachael Greenwood (Midlands Engine Director)

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.

Declarations of Interest:

- ❖ Simon Bird (Item 4 -Freeport)
- ❖ Dean Fathers has now joined the Board of Access, a defence company, so wished it to be noted that any future items on Defence, a Declaration of Interest should be noted

Minutes & Matters Arising (Paper 1) - Chair

- Minutes from the meeting held on 26th November 2021 accepted as a true record, and the CX ran through the matters arising.

Matters arising:

- ❖ Directors Dashboard - Chair asked when this would be available. CX responded that this is to replace the quarterly performance report and a draft should be ready for discussion at the February/March Board in time for the next delivery year.
- ❖ Update requested as to when the Labour Market Challenge Fund would be launched.
Response: Once the Clean Growth Accelerator Fund closes on the 28th February, the Labour Market Challenge Fund will be launched.

Decision Log & Review of Actions (Papers 1.1 and 1.2)

- ❖ Action Log of 24th April states that the review of Strategic Advisory Board is completed, but it is ongoing - will be amended.

Chair & CX Report (Paper 2) - Ruth Carver

- ❖ Also from the Action Log regarding the Board meeting held on 26th October, transport was discussed, particularly around freight and the East West Link between Immingham, Doncaster and Liverpool. Some of the transport elements are incorporated within the Freeport bid which is being submitted, the need to find out what data requirements Midlands Connect requires to understand how a business case can be put together for an improve freight arrangement between Immingham and Liverpool is underway.

Comments

- Simon Bird met the MC team to explain that it is much broader than just Immingham, Doncaster and Liverpool, it needs to include the whole of the Humber and the Pennines, so need to make a case for investment to ensure there is sufficient rail capacity either side of the Humber and to get over the Pennines.
- ❖ Levelling Up Paper - still awaiting publication. CX to keep the Board updated and will provide a summary of key points and circulate.
- ❖ Delivery Plan - would normally have been produced, but Chair and CX currently holding one to one meetings with Directors where feedback will be included in the Delivery Plan and a draft will be discussed at the March Board meeting so that LEP activity in April can be considered. Meetings are also being held with each Chair of Strategic Advisory Boards for their feedback.
- ❖ LEPs have been asked by the Department for Education to submit proposals for Skills Bootcamps by mid-February of up to £1m being led by LEPs, working with delivery partners to scope out broad areas of interest. Meeting arranged next week with employers and providers to take forward. Great opportunity to bring activity into the region, but asked that Greater Lincolnshire and Rutland based providers are procured. The Lincolnshire IoT could bring together nearly all the FE providers across Greater Lincolnshire, which may enable a stronger bid to be submitted and would also be beneficial to the IoT.

The Chair updated the Board on the formation of the Humber Energy Board - companies from both sides of the Humber who are involved in the energy sector are represented, ie, Equinor, Phillips66, Drax, National Grid etc, who will provide a single voice to government to ensure that the area makes the most of energy sector opportunities. One meeting has been held, with the next due in February.

Update on ABP from Simon Bird - Immingham complex is the largest in the country for tonnages, twice the size of anybody else in the country. If you look at the geography, it is well placed to serve the northwest, Manchester, Leeds, Liverpool, down to the Midlands and further north as a consequence and currently, container operations are very strong. To accommodate the growth, new facilities are to be built, looking at £100m investment to build four new berths on the eastern side of Immingham into the estuary and currently seeking the developed consent order.

Actions:

- Board Directors will receive information on various items, ie, to attend any opportunities for photo shoots for example, Grantham Southern Relief Road, etc.
- CX to incorporate all good news stories and investments are included in the report going forward.

Proposal to underwrite the costs of the LEP 2022/2023 (Paper 3) - LEP Futures Group

CX led this item and presented recommendations from the sub group LEP Futures. Following on from last board meeting where six options were considered, the Board asked that further work be undertaken on LEP Board underwriting the costs of the LEP until March 2023 prior to the publication of the Levelling Up White Paper.

CX explained the current balance of reserves and the ways in which reserves could increase during the financial year from interest, loans repaid etc.

There are 3 options for consideration:

- Full funding at the same level from national government of £500k
- Partial funding from national government of £250k
- No funding from national government

Recommendations

- ❖ That the LEP Board agrees to underwrite the costs of running the LEP until 31st March 2023 to the maximum value of £557k, if required.
- ❖ Recognition that if the underwrite provision is utilised, this severely impacts the delivery plan for the LEP and Greater Lincolnshire.

- ❖ Post White Paper that the LEP Team are asked to develop a delivery plan and agree with partners for 2022/2023 with three funding scenarios, no core funding, 50% core funding (£250,000) or 100% core funding from government (£500,000k)
- ❖ Seek in principle funding for 2022/2023 academic year for the Greater Lincolnshire Career Hub - circa £120,000 -LCC £84,000, NELC £18,000, NLC £18,000.
- ❖ LEP team to undertake a mid-term finance options paper to bring back to board for discussion

Decision:

- The LEP Board supported the proposals to underwrite the costs for the next 12 months or to March 2023 and if there are any changes, the Board will be consulted.

Simon Bird left the meeting

Allocation of Resources for Freeport (Paper 4) - Halina Davies

- ❖ This is to support the inception costs of submission to government of the Outline Business Case and Full Business Case. All partners have been asked to contribute on behalf of the Freeport, ie, the two LEPs, 4 local authorities and local business and also the government is contributing. The final cost will be known by the end of February.
- ❖ Asking the Board to approval delegated authority to the Chief Executive for up to £35k from GLLEP, with HEYLEP contributing the same amount, pending the outcome of the White Paper.
- ❖ £35k is part of a much larger contribution of up to £700k, of which the local authorities are paying into and GLLEP would contribute if (a) it is affordable or (b) that the Freeport can demonstrate that it is necessary to pay for the business case development and set-up costs, therefore the delegated authority would only be actioned if it is needed.

Decision:

- Board approved delegated authority with the caveat of only contributing on evidence of need.

Approval of Business Plan and Allocation of Resources for UK Food Valley (Paper 5) - Sarah Louise Fairburn

- ❖ An outline business plan was presented for year one of the UK Food Valley activity. This is more a sense of direction and is not the final plan. This is a chance for the board to challenge and understand what the plans are for the Food Board at this point and have a say in how much support and what shape that should take.
- ❖ The UK Food Valley is one of the LEP's game-changers and it is the ambition for the food sector to be in the top 10 cluster in the world by 2030 and is progressing well and there is a lot of interest from the private sector.
- ❖ The proposal to the Board is to seek an outline budget of £221k for year one activity covering programme management, comms and engagement, research and developing business cases.

Decision

- The Board approved up to £75k for the UKFV Programme Manager within the LEP team as a one-year fixed term post and asked that the full business plan be developed to consider activities and a longer term model of operation.

Midlands Engine Priorities (Presentation) - Rachael Greenwood

- ❖ Rachael gave a presentation on the work of the Midlands Engine.
- ❖ The Midlands Engine is linked to the scale that they represent and have an important voice into government in a UK context and economy and is comparable to the size of Denmark's economy of approximately £250bn.
- ❖ 102 MPs in the Midlands Engine region, $\frac{1}{6}$ th of the voice in the House of Commons, which is really important and influential.
- ❖ Observatory work continues, working with 16 or 17 of the region's universities carrying out research.
- ❖ State of the Region report was published in December.

- ❖ Green Growth 10-point plan - Growth Board has mobilised over ¼ of the actions in the Action Plan, ie, the launch of the Hydrogen Technology Strategy.
- ❖ Digital Connected map, GLEP were a pilot and provide a video piece on the importance of the Connected Map. The Map shows broadband, which is fairly well connected, but also shows where the significant gaps are in areas, particularly in rural areas. DCMS approached Midlands Engine to work on a Giga hubs project which will be taken predominantly to rural areas, including Lincolnshire and also health, schools, other public buildings that are not going to be served.
- ❖ Recently held a Midlands Digital event, with a minister as a speaker who talked about the collaboration around Giga hubs and at about the £18 million investment that the government will make in the region as the start of a of a Gigabit connection project, working with Lincolnshire to ensure that it is included.
- ❖ Considerable work been carried out getting an investment portfolio, some based on investment propositions that Greater Lincolnshire has put forward. This was really a bit of an antidote from the DIT proposal to take 15, some of which weren't virgin sites to the global investment summit, representing the Midlands. Having spoken with partners, LEPs, local authorities, 170 investible propositions have been identified with a total value of over £40.2bn. The portfolio will be put under the Midlands Engine umbrella and will be accessible via the Midlands Engine website with a dynamic portal where that will be searchable and that will have your information and take that to a bigger market.
- ❖ Health - led Midlands Life Sciences and Health symposium in November, the first time that a spotlight has been put on regional health and life sciences, medical technologies and was a very successful event.

Areas of Focus with Midlands Engine/Greater Lincolnshire LEP

- Food, defence and green growth/energy
- Transport corridors - freight and A46/A16/A17
- Female leaders across the midlands - is there something that the Midlands can join together on - SLF to discuss with Dean Fathers
- Discussion on whether the Humber hydrogen work is as well connected across the Midlands Engine and the Green Growth Board as it should or could be. More could be done here.
- RC said that once the White Paper has been launched, need to take to Midlands Engine about the Humber Energy Board/Humber Opportunity to make those connections.

Scheme of Delegation and Local Assurance Framework (Paper 6) - Caroline Illingworth

- ❖ This is the beginning of the full review of the governance documentation being undertaken.
- ❖ Local Assurance Framework - update is that it is in line with the most recent version of the National Assurance Framework and ensures that the information contained there in is up to date. **Approved.**
- ❖ Scheme of Delegation - revision to ensure that some of the more operational areas of governance can be delegated down to the Executive team where required and to make some of the elements within the scheme are more specific. **Approved.**

Decision

- The Scheme of Delegation and LAF were approved by the Board subject to the amendment above and can be published.

Forward Plan (Paper 7)

- ❖ All Board Directors asked to think about any topics for discussion at future Board meetings, ie, productivity, housing etc.

Any Other Business

None

The meeting closed at 1700 hours.

GREATER LINCOLNSHIRE LEP BOARD ACTION LOG - Jan 22 Updated

Date	Action	Action by	Status
20/04/2021	Strategy session with Board and Chairs of Strategic Advisory Boards	Sue Groves	ONGOING 17 th November completed, 1/4ly sessions in the diary and lunch 10/06/22
23/05/2021	Strategic Review and supply chain connectivity to be brought back to board with Business Lincolnshire	James Pinchbeck	April 2022 Board
28/09/2021	Launch Labour Market Challenge Fund in March 22. Manufacturing - develop a Post Pandemic Action plan. Seafood - Update on UKFV Seafood - Proposals for a seafood skills and innovation centre	Simon Telfer Darren Joint Sarah Louis Fairburn	April 22 Board September 22 Board March 22 Board
26/10/2021	LEP to ask MPs to support/lobby Greater Lincolnshire on the early development of carbon capture. Over the next 4 months, assistance for Midlands Connect/TFN from GLLEP will be needed to scope out the current position on rail freight east west. Data regarding East-West link to be forwarded to JC from SB. Task and Finish Group to be arranged to ensure a joined up "Greater Lincolnshire" is developed for use in relevant meetings, and to ensure the message about the East West rail link for Humber to Liverpool is amplified. Volunteers required and	Pat Doody via the Humber Energy Board Halina Davies Halina Davies	Jan 22 Ongoing Ongoing

	representatives from LCC, NELC and NLC. Directors Dashboard to be developed	Caroline Illingworth	In development - Due Feb 22 Board
26/11/2021	Clean Growth Accelerator Fund Labour Market Shortage Fund - LEP Team to develop further and launch in March 2022	HD HD	Complete launched in December 21 March 22
25/01/2021	Board Directors will receive information on various items, ie, to attend any opportunities for photo shoots for example, Grantham Southern Relief Road, etc. CX to Incorporate all good news stories and investments are included in the report going forward. CX to look a developing future business models	HD - Share info CX CX	Ongoing Ongoing Summer 22

LEP Board and Investment Board Decision Log (one year rolling)

Date	Decision Making	Decision Made
26/02/2021	LEP Board	<ul style="list-style-type: none"> • A Local Area Energy Plan for Southern Lincolnshire - Board support for the approach, however financial contribution from the LEP would be considered at the budget realignment. • Health and Care - Board support for the approach of mapping opportunity, however financial contribution from the LEP would be considered at the budget realignment. • Approval of the UK's Food Valley Strategy and resources of £35,000 allocated
23/03/2021	LEP Board	<ul style="list-style-type: none"> • Recommendations of Appointments Committee ratified by the LEP Board
20/04/2021	LEP Board	<ul style="list-style-type: none"> • LEP Defence & Security Advisory Board Terms of Reference agreed, subject to slight amendments • LEP Board supporting the ongoing SIDP gap analysis • That the final overarching revised GLLEP pipeline is endorsed and published by the Board in June
23/05/2021	LEP Board	<ul style="list-style-type: none"> • The revised delivery plan and additional resources for 21/22 were approved by the LEP Board. In line with scheme of delegation the delivery of plan is delegated to the LEP CX. Budget Envelope £1.4 million • The LEP Pipeline can be published, and responses sent to all applicants.
29/06/2021	LEP Board	<ul style="list-style-type: none"> • Endorsed the priorities of the ESAP Action Plan for 21/22
30/07/2021	LEP Board	<ul style="list-style-type: none"> • Board approved the LEP's Risk Register with the amendments.
20/09/2021	Investment Board	<ul style="list-style-type: none"> • Options for GLLEP Capital Funds - The Investment Board agreed three options for the Board to consider on the 28th September.
28/09/2021	LEP Board	<ul style="list-style-type: none"> • None taken.
26/10/2021	LEP Board	<ul style="list-style-type: none"> • Local Labour Market Shortages - Agreed that more needs to be done with engaging children at an earlier age.

26/11/2021	LEP Board	<ul style="list-style-type: none"> • That the governance of the Plan for Growth, Recovery Plan for Greater Lincolnshire should transfer to the LEP Board with immediate effect. <ul style="list-style-type: none"> - The LEP team will work with partners to see if there are any fundamental gaps or updates within the Plan for Growth. - To highlight any preferences in relation to the future delivery of the Plan for Growth Update, for example in dashboard format. • Clean Growth Accelerator Fund and Labour Market Short Funds - Both calls were agreed and delegated to the chair and cx to develop further and launch in the financial year.
26/11/2021	Investment Board	<ul style="list-style-type: none"> • Invest and Grow Loan - The Quadrant, Boston - Interest payments to continue to be invoiced each year at the rates originally agreed until the loan is fully repaid. Loan repayments postponed with 20% being repaid in March 2022, 40% in March 2023 and the final payment in March 2024. The final schedule was delegated to the Chief Executive to agree. The Board approved the proposal to develop 23 of the contractually forecast affordable houses within the Housing Programme on Heron Way and as a result to enable 23 market houses on the Boston Quadrant site. • Getting Building Fund & SLGF Update Report - 1) Investment Board accepted the updates within the report. 2) Q3 report - Investment Board to be held mid-February
25/01/2022	LEP Board	<ul style="list-style-type: none"> • The LEP Board supported the proposals to underwrite the costs for the next 12 months to March 2023 and if there are any changes, the Board will be consulted. • Allocation of resources for Freeport - Board approved delegated authority with the caveat of only contributing on evidence of need. • UK Food Valley - The Board approved up to £75k for the UKFV Programme Manager within the LEP team as a one-year fixed term post and asked that the full business plan be developed to consider activities and a longer-term model of operation. • Scheme of Delegation and Local Assurance Framework - The Scheme of Delegation and LAF were approved by the Board subject to the amendment above and can be published.

Paper 3 - ADP Q3 Performance Report

Publication	Public Paper (published)					
Meeting date:	22 nd February 2022					
Agenda Item:	3					
Item Subject:	Q3 Performance against Annual Delivery Plan targets					
Author:	Caroline Illingworth					
For:	Discussion		Decision	X	Information	X

Recommendation:

The Board is asked to note the contents of the report and to make a decision on the appointment of Auditors for the next three years.

Background :

This report aligns with Q3 of the 2021-22 financial year against the Annual Delivery Plan. Reporting is by exception. To view the targets and outputs in the Annual Delivery Plan visit [here](#). The report has been developed using a RAG rating to assist Board Directors, as follows:

Green: On target to fully deliver or already complete

Amber: Some elements behind target, but not all

Red: Not on target to fully deliver

Appointment of External Auditors

The contract with the existing external auditors (Duncan and Toplis) has now come to an end. Invitations were sent to four separate companies for proposals and quotes. Two were returned. The Finance & Audit Committee have reviewed the options and recommend to the LEP Board, the re-appointment of Duncan & Toplis.

Recommendation 1 Auditors

The LEP Board are recommended to re appoint Duncan & Toplis as the LEP external auditors for a further 3 years, subject to requirement..

Recommendation 2: Directors Dashboard

The Board is asked to discuss the layout, contents, and level of detail of the proposed Dashboard and feedback any changes required. The Dashboard will also provide a summary of LEP core financial information and risks, based on the information reviewed by the Finance & Audit Committee.

The demonstration dashboard can be viewed here:

<https://app.powerbi.com/view?r=eyJrljoiZjhhkNDliN2ItNTBjMy00ZGRLLWlyOGQtODg5MmRjYjQ1YTA3IiwidCI6ImI0ZTA1YjkyLWY4Y2UtNDZiNS05YjI0LTk5YmE1YzExZTVLOSj9> *Please note this currently contains dummy information for demonstration purposes only.*

We propose that, from next FY, the quarterly performance report will be presented to the Board via a screenshot of the main dashboard, with a link provided to the fully interactive version to enable exploration of the details if required.

Paper 3 - ADP Q3 Performance Report

Action	Current Status	Forecast Year End Status	Exceptions	Highlights
PRIORITIES				
Game Changers	Green/ Amber	Green /Amber	Clean Growth Plan not yet developed - Energy council lead UKFV - revised business case to LEP Board in March 22	Plans for Regional Defence & Security Cluster now being developed, along with a planned launch of the Greater Lincolnshire Defence & Security Network Humber Freeport Full Business Case submitted to Government 31 st Jan 2022
Recovery - Plan for Growth	Green	Green	NIL	Regular cross-SAB meetings now in place to support cross-sector working LEP leading on establishment of Freeport Innovation Liaison Group
International Trade & Profile	Green	Green	NIL	Defence Sector and Visitor Economy propositions currently being worked on. HPO in Offshore Wind Ports Hub being developed with DIT and partners. Extensive programme of events and activities undertaken by Team Lincolnshire
Strengthen the LEP	Amber	Amber	Covid and LEP Review has prevented any significant progress on strategic collaboration with BROs	LEP team enhanced in Q3 with new additions to the Enterprise Coordinator team
CAPITAL PROGRAMME DELIVERY				

Paper 3 - ADP Q3 Performance Report

Action	Current Status	Forecast Year End Status	Exceptions	Highlights
<p>Monitor & Evaluate Local Growth Fund programme</p> <p>Agree risk position and contingency planning for Getting Building Fund programme</p> <p>Meet project outputs</p>			NIL	GBF risk and contingency planning now in place
<p>Target Outputs 2025:</p> <ul style="list-style-type: none"> • 5,003 jobs created • 3,963 homes created • 4,766 learners supported • 14,551m² area of new skills floor space 			SLGF - some output delivery has slipped in timeframe. This is to be expected given COVID but we also understand the difficulties of projects being able to time indirect outputs within their contracts.	
<p>Single Local Growth Fund (SLGF) 34 projects</p>			We had expected GSRR to complete Phase 2 in Q3 but this has slightly slipped to Q4.	
<p>Getting Building Fund (GBF)</p> <p>11 projects plus Skills Capital Fund Programme</p>			<p>On track to meet spend of £25.8m as per the grant determination letter, however this has been enabled by the approved use of freedom and flexibilities.</p> <p>£4.7m grant spend will slip into 22/23 but we are in a clear position that this is a national challenge. We have worked with projects and have strong profiles that shows £2.4m will be cleared in June and the remainder by Sept 22.</p>	
EMPLOYMENT & SKILLS				

Paper 3 - ADP Q3 Performance Report

Action	Current Status	Forecast Year End Status	Exceptions	Highlights
<p>Refresh Local Skills Report</p> <p>Publish Apprenticeship Strategy & Action Plan</p> <p>Expand Enterprise Advisor Network</p> <p>Deliver online jobs & careers fairs</p> <p>Influence delivery of ESF programmes</p> <p>Produce a digital skills strategy</p> <p>Maximise impact & reach of national employment & skills initiatives</p>			<p>Working with HEYLEP to jointly commission a digital skills strategy - Q1 new fy.</p>	<p>3 new Enterprise Coordinators joined the team in November enabling us to reach all 1114 secondary schools and Colleges across the Greater Lincolnshire patch.</p> <p>Interviews also took place for the externally fully- funded Strategic Career Hub Lead and the successful candidate will join the team in February 2022, a much-needed additional resource.</p> <p>Skills Bootcamp Proposal for GL submitted 17th Feb 2022</p>
BUSINESS GROWTH				
<p>Support business recovery from pandemic</p> <p>Retain & Grow investment by foreign-owned businesses</p> <p>Strengthen LEP profile</p> <p>Effective delivery of comms and engagement plan</p> <p>Create Thought Leadership Plan</p> <p>Deliver successful Annual Conference and GL Annual Review</p>			<p>NIL</p>	<p>First physical Team Lincolnshire event held at Hemswell Court on 6th Oct.</p> <p>High level of investment enquiries received across a variety of sectors but predominantly in agri-food and renewables.</p> <p>Monthly enews continues to gain reach and impact, with contributors co-sharing with their networks.</p> <p>Top tweets: Live UKFV Launch tweet Case study featuring student and staff at new Agri Tech Centre of Excellence</p>
Business Lincolnshire Growth Hub				

Paper 3 - ADP Q3 Performance Report

Action	Current Status	Forecast Year End Status	Exceptions	Highlights
Support 36 scale-up businesses Increase profile & reach of Growth Hub Intensively assist 288 SME businesses via ERDF contracts Achieve client satisfaction of at least 90% Create minimum of 100 new jobs			NIL	57 scale-up businesses supported against target of 36 281 jobs created against target of 100
GOVERNANCE				
Embed Equality & Diversity Plan Ensure SABs have clear work programmes and performance monitoring Review governance structures & Local Assurance Framework Publish Annual Financial Statement & Report			Work commencing to begin delivery of actions in the E&D Action Plan, but this will not be complete by year end Most SABs now have an agreed programme of priorities, but some not yet agreed	Updated Local Assurance Framework published

Publication	Public Paper (published)					
Meeting date:	9th February 2022					
Agenda Item:	3.1					
Item Subject:	2021/22 Financial Update Quarter 3					
Author:	Linsay Hill Pritchard					
For:	Discussion	X	Decision		Information	X

Summary - This report provides an overview of the financial position of the Greater Lincolnshire LEP and summarises the financial income and expenditure covering the period 1st April 2021 - 31st December 2021.

Recommendations: The LEP Board is asked to:

- Note the expected outturn for 21/22
- Note the position in relation to Income and expenditure

1 Summary Budget for Financial Year 2021/2022

2.1 An Interim budget for 2021/22 was proposed to the LEP board in March 21. The overall core budget was estimated at £1.171million. This was to be funded by a combination of core funding, earmarked reserves, re-purposed funds, grant income, fee income and interest. Following continued reviews by the LEP team the estimated budget use for the year raised to 1.5 million and this was advised to Board. The budget took account of the proposed increases in the Career Hub model and other activities to support the delivery of the LEP business plan. At the December 21 period the expected outturn for 21/22 is £1.316Million.

3 LEP Finances - Spend overview April - December 2021

3.1 The LEP have received £32.597 million of funding within the year including its core funding allocation of £500k and the 2nd tranche of £12.9 million of Getting Building Fund. The table below shows the income and expenditure from the period to December 2021.

Area	Income to December 2021	Expenditure to December 2021
LEP Operation Core	£533,000	£207,114
LEP Core Repurpose	£0	£24,219
Enterprise Co-ordinator	£33,171	£58,041
Career Hub	£64,700	£51,021
Kickstart/capacity	£2,940	£16,549
Skills and Employment Manager	£0	£30,532
Skills Advisory Panel	£75,000	£36,611
EM Ambassador Network	£13,250	£11,119

Paper 3.1 - 2021/22 Financial Update - Quarter 3

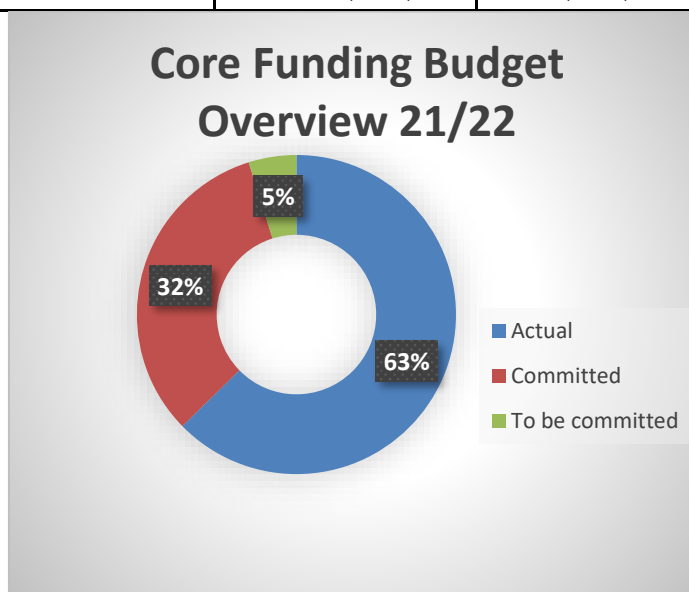
Future Proofing Coastal Tourism	£0	£88,758
Business Investment Fund	£0	£117,127
Invest to Grow Loan Fund	£95,554	£0
Single Local Growth Fund	£0	£183,097
Getting Building Fund	£12,900,000	£4,594,011
TOTAL	£13,717,615	£5,418,200

LCC Partnership Area	Budget as at December 2021	Expenditure to December 2021
LCC Commissioning	£309,105	£280,389
Research	£25,000	£7,800
Employment and Skills	£10,000	£8,536
TOTAL	£344,105	£296,725

Total Expenditure for the period to December amounts to £5.714m. The budget has been recently scrutinised, and the revised core budget and expected outturn is £1.318m. On the capital programme side, the budget has reduced to £25.3m.

Progress against the expected outturn is:

AREA	Expected Outturn	Actual to date	% Spent
Core Revenue Budget	£1,167,783	£720,812	61.72%
Revenue Programme Budget	£149,877	£99,877	66.64%
Capital Programme Budget	£25,314,058	£4,894,235	19.33%
Total	£26,631,718	£5,714,924	21.46%



The revenue budget aligns with previous years in that there are often larger items of spend in the last quarter of the financial year. The capital budget looks low however we are in the

Paper 3.1 - 2021/22 Financial Update - Quarter 3

process of releasing just over £4.5 million on the SLGF and GBF programmes following the submission of claims for Quarter 3 in January.

4 Reserves

- 4.1 The LEP holds several reserves to allow a response to operational pressures and deliver their agreed business plan priorities - a few which are required to be accessed in this financial year. The table below shows the amounts of reserve that are currently held in each of the 3 identified classifications:

Name of Fund	Balance on 31 st December 2022
Cash Balance 1 - Core Funding, Reserves, and other cash balances (committed)	£1,864,274
Cash Balance 2 - Growing Places Fund (Invest to Grow)	£4,889,825
Cash Balance 3 - Single Local Growth Fund (committed)	£8,305,989
Total	£15,715,163

- 4.2 Funds in Cash balance 1 and 3 are committed. Cash balance 2 has a combination of committed funds and uncommitted but as identified above these will change when the next phase of re-purposing is undertaken.

5 Getting Building fund

- 5.1 The LEP were awarded £25.8 million for six schemes under the Getting Building fund with government expectation that £12.9million will be spent by March 2021 and a further £12.9 spent by March 22. The programme has progressed well and is fully contracted however many of the projects have suffered delays due to the impact of the pandemic.

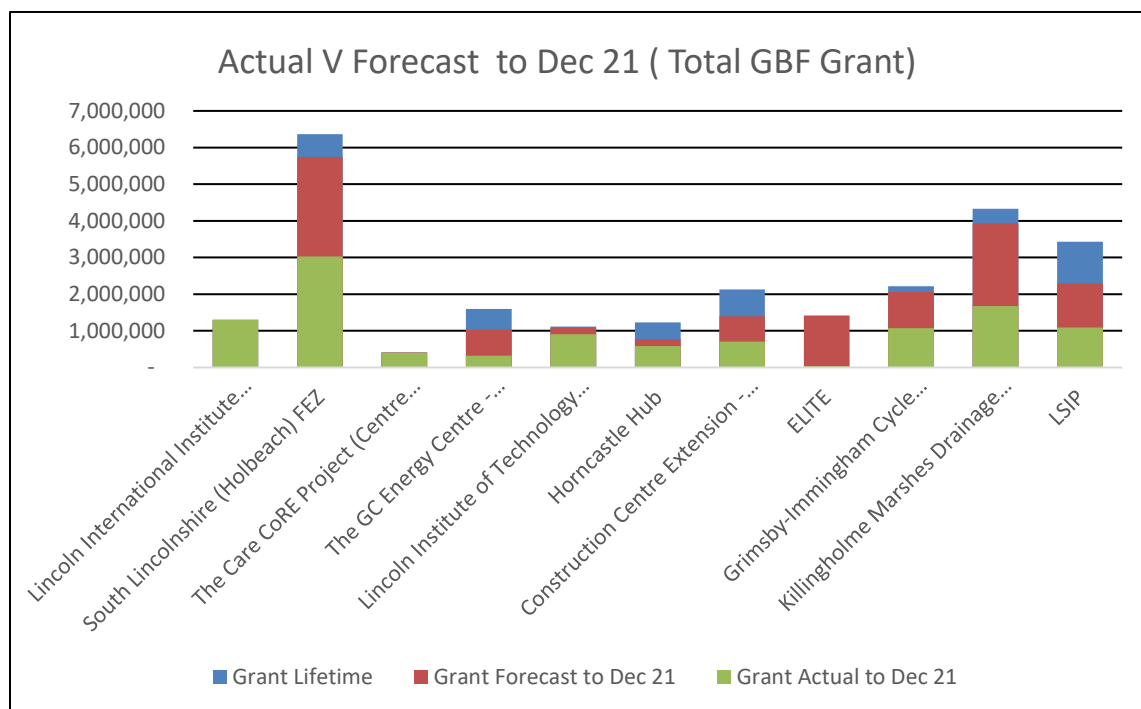
GBF -Table 1 - Quarter 3 Summary Position

	Expected	Actual	Variance
Spend to Sept 21	£38.532m	£22.336m	£16.196m
Grant to Sept 21	£21.442m	£11.130m	£10.312m
Match to Sept 21	£17.090m	£11.206m	£5.884m

- 5.2 Since the programme's inception there is a 47.25% underspend on grant forecasts as of the end of Quarter 3. Many projects have been experiencing delays/shortages in supplies and COVID safe working practices are also causing time pressures. Procurement for some schemes has become difficult as projects fight to get fixed prices on contracts.
- 5.3 The full £25.8m allocation from government has been received. As per the grant determination letter we were able to secure £10m in Freedom and flexibility

(Offset)in 21/22. No other freedoms and flexibilities have been utilised as projects have been paid on agreed in year intervention rates.

5.4 The table below gives a view of how individual projects are operating against their grant forecasts



5.5 We are continuing to work on a plan for spend moving forward and this will form a major part of our discussions at the Annual conversation on the 8th of February. Q4 sees a forecast of £9million grant however I suspect there to be more slippage in this period, and we have gone back to those projects that we are most concerned about. £5million is expected to be released in 22/23. Given the most recent forecasts the bulk of this will be spent in the first quarter of 22/23 and can be covered (if agreed with government) by freedom and flexibility already achieved. Given we have created the £10Million offset pot we are in a good position to cover any further slippage up to this value.

5.6 The Board should note that this was always going to be a very challenging period for any capital programmes, and we understand that GBF underspend is a national issue. Given experience on previous programmes I would argue that the projects have done incredibly well to spend as much as they have to the quarter 3 period and have been keeping us updated throughout on problems that they have been facing. To achieve the programme grant, spend by June 22 would feel a huge achievement.

5.7 As previously highlighted in reports to the committee and board most of the projects have experienced delays due to supply issues, new working practice limitations and the difficulty in securing fixed costing for certain pieces of work.

Paper 3.2– PLAN FOR GROWTH UPDATE

Publication	Public Paper (published)				
Meeting date:	22 nd February 2022				
Agenda Item:	3.2				
Item Subject:	Greater Lincolnshire Economic Plan for Growth Monitoring Report Q3				
Author:	James Baty				
For:	Discussion		Decision		Information X

1. Overview

1.1 This report updates the Board on progress within the Greater Lincolnshire Economic Plan for Growth, ie the Pandemic Recovery plan, as well as future delivery in line with delivery plan reporting and issues relating to governance.

2. Future Reporting Update

2.1 Work is ongoing to dovetail this with the delivery plan reporting via a ‘Directors Dashboard’, which will mirror the deliver plan dashboard. This will provide Board with a simple overview and the ability to dive into the plan should more detail be required. It is anticipated that the new reporting style will be in place by April 2022 ahead of the new financial year, following the implementation of the LEP Delivery Plan dashboard.

3. Plan for Growth Interim Monitoring Report

The Plan for Growth has now been active for 9 months, having been agreed and published in April 2021. The plan includes a range of actions and activities ranging from 1-5 years in terms of delivery. Within the report below is a general status, together with exceptions and highlights from the actions within the plan as reported.

Plan for Growth Progress Report Q3 FY21/22

Thematic Area	Overall Status	Exceptions	Highlights	Forecast Status (year 5)
SECTOR PRIORITIES				
Food	<i>Green -</i>	Development of UK Horticulture strategy has not commenced, adjacent work underway through UKFV	<p>Successful CRF Fund bid from North East Lincolnshire re Seafood sector</p> <p>Board agreed to fund fixed term post for UKFV</p> <p>3 UKFV investment brochures launched</p> <p>UKFV Capital programmes are on target</p> <p>Successful Levelling Up Fund bid for improvements on A16 to improve access to employment between Spalding and Boston</p> <p>HPO Launched for Automation in Food Processing.</p>	<i>Green-</i>

Paper 3.2– PLAN FOR GROWTH UPDATE

Thematic Area	Overall Status	Exceptions	Highlights	Forecast Status (year 5)
Energy	<i>Amber</i>	<p>LEP Clean Growth Cluster Plan will not be delivered this FY</p> <p>Further support required on bid to Government for Humber Zero project</p> <p>Clean growth plan development is ongoing with mapping underway.</p>	<p>LCC and District Councils have agreed a budget to procure technical advice. The umbrella task force continue to seek an appropriate, knowledgeable external independent adviser to inform a coherent strategy and enabling framework to deliver Local Areas Energy Plans (LAEP).</p> <p>Opportunity Humber private sector led group to provide single voice for pan-Humber opportunities.</p> <p>Humber Leadership Board and Joint Strategy Groups across estuary established to provide improved LEP and Public Sector coordination.</p> <p>Through GBF, the LEP has provided £4.3m for the Able Marine Energy Park.</p> <p>HPOs being developed with DIT for Offshore Wind Ports Hub.</p>	<i>Green</i>
Ports and Logistics	<i>Green</i>	<p>Constraints on sector delivery due to haulage shortages/risks</p>	<p>Full business case for Freeport submitted in January 2022. Work ongoing.</p> <p>UoL Centre for Food and Fresh Produce Logistics funding approved in Boston Town Deal with full business case drawn up</p> <p>Digital Technology Transport and Logistics Centre funded by LEP and Boston College now operational - £2.43m</p> <p>Early stage trials with the University of Lincoln are underway to encourage 5G technology uptake and utilisation of streamlining movements of goods and produce across borders.</p>	<i>Green</i>
Visitor Economy	<i>Amber</i>	<p>1 out of 5 actions are Red and still awaiting amendment:</p> <p>Achieve Tourism Zone Status This is affected by change in Government policy; partners adjusting accordingly</p>	<p>LEP Visitor Economy Board refreshed - 3 priorities agreed</p> <p>LCC has relaunched Visit Lincolnshire website and has produced how to guides to support managers and leaders in their having a competitive advantage in their business operations.</p> <p>Expansion of Visit Lincoln to wider area DMO-Destination Lincolnshire</p> <p>LCC have produced Green Tourism Toolkit, to be launched in March 2022.</p>	<i>Amber</i>

Paper 3.2– PLAN FOR GROWTH UPDATE

Thematic Area	Overall Status	Exceptions	Highlights	Forecast Status (year 5)
Defence	↑	Work on the defence cluster plan is in scope to begin this FY but will not be in place for implementation before year-end.	<p>Defence Board Launched and a Defence Investment Brochure is almost complete.</p> <p>Defence Board establishing network, with dinner arranged for March 2022</p> <p>LSIP Phase 2 (GBF) being developed and has anchor tenant focused on supporting innovation in the sector.</p>	-
Health and Care	-	<p>Resilience of health and care sector remains low, due to covid and staffing challenges.</p> <p>New challenges arising post-covid particularly regarding mental health</p>	<p>Health and Care Board have commissioned University of Lincoln Business school to undertake analysis of the sector, clusters and opportunities. Work on going to be delivered by financial year end.</p> <p>Centre for Rural Health at Lincoln Medical School delivered and operational - £1.26m Growth Deal</p> <p>Centre for Ageing Better bid successful, 5 year partnership. Partnership manager recruited, collaboration agreements in place.</p> <p>Care Core Skills Programme Project completed in December 2021- £0.4m GBF</p>	-
Advanced Manufacturing and Chemicals	-	Need to assess further support required from Chemicals sector to transition into trading arrangement	<p>Greater Lincolnshire Manufacturing Network programme established.</p> <p>Manufacturing Transformation Programme established by the Growth Hub.</p> <p>National Supply Chain programme established</p>	-
FOUNDATION PRIORITIES				
Place	-	LEP to review role and offer to support UKSPF following Levelling Up White paper.	<p>Successful Town Deal Fund bids for Grimsby, Scunthorpe, Lincoln, Boston, Skegness and Mablethorpe.</p> <p>Levelling Up Fund announced at SR for Gainsborough town centre and A16 access to employment</p> <p>11 successful Community Renewal Fund bids announced at SR.</p> <p>LCC bid for Towns Funds for Grantham was successful.</p> <p>Working with DLUHC and DfT to establish learning</p>	-

Paper 3.2– PLAN FOR GROWTH UPDATE

Thematic Area	Overall Status	Exceptions	Highlights	Forecast Status (year 5)
			processes to inform UKSPF.	
Ideas	—	Made Smarter Lincoln out of scope for City of Lincoln Town Deal bid. However, UoL working on new bid; Greater Lincolnshire growth hub leading on a wider, complimentary East Midlands Made Smarter programme.	<p>Offshore Renewable Energy (ORE) Catapult has successfully won funding for five projects as part of the Clean Maritime Demonstration Competition, funded by the Department for Transport and delivered in partnership with Innovate UK.</p> <p>University of Lincoln/Innovation Council review of innovation cluster approach complete</p> <p>University of Lincoln have produced a toolkit for small employers to link in to graduate opportunities locally; currently producing a website to highlight local opportunity to graduates.</p>	—
People	—	<p>DfE have changed requirements and refresh of the ESAP Local Skills Plan due now due by end of January 2022.</p> <p>Digital skills strategy planned for Q1 2022</p>	<p>ESAP produced Local Skills Plan in conjunction with DfE in April.</p> <p>Year long flagship programme of online jobs and careers fairs is complete and support to areas with face-to-face fairs ongoing.</p> <p>Institute of Technology Launched - almost 900 learners have benefitted from new courses and facilities specialising in higher technical skills needs for agri-tech, food manufacture, energy, digital and engineering sectors to provide career pathways into science, engineering and skills trade occupations.</p> <p>Apprenticeship Strategy and employer-led action plan complete and ready for publication</p> <p>Proposal for funds to extend careers support to all secondary schools across Greater Lincolnshire and establish a Career Hub has been successful. Onboarding of 4 new staff underway, 3 starting in role during November and a new Career Hub Strategic Lead due to start in February 22.</p> <p>Continuing to work with local and national</p>	—

Paper 3.2– PLAN FOR GROWTH UPDATE

Thematic Area	Overall Status	Exceptions	Highlights	Forecast Status (year 5)
			employment and skills schemes to influence delivery, for example, involvement in the procurement of the Government’s new flagship employment scheme Restart.	
Business Environment	—		<p>Levels of inward investment enquiry at record level and rising, particularly relating to food, decarbonisation and Freeport opportunities. Landed investments include Global Berry relocating to Greater Lincolnshire after direct intervention. Korean business SeAH opening factory at Able Marine Energy Park</p> <p>International Trade Strategy produced in partnership with businesses and local authorities in Greater Lincolnshire - actions to be implemented in coming months.</p> <p>Team Lincolnshire ambassador network has grown by 7% since April 2021, taking total membership to 126 members.</p>	—
Infrastructure	—	<p>One road infrastructure bid included in Levelling Up Fund announcement - A16 improvements</p> <p>Connectivity challenges remain threat for delivery of UKFV</p>	<p>Key development land has been unlocked and invested including Able Marine Park £78m for offshore wind turbine factory, Freeport land, Advanced Manufacturing Park Scunthorpe.</p> <p>Killingholme Pumping Station to facilitate Able Marine Park development.</p> <p>LCC preparing a bid for DfT funding for EV charging pilot</p> <p>Cycling projects ongoing, with Immingham to Grimsby cycle route scheme on track to complete March 2022.</p>	—

- Taking the Plan forward:** Future monitoring of projects will be increasingly metric based and aligned to Delivery Plan. Partners will be required to feed in project updates to the LEP exec team on a quarterly basis in order to provide accurate monitoring.

Further work will be undertaken to evaluate the impact of the actions within the plan.

5. Recommendation:

The Board is asked:

- To acknowledge and agree any changes made within the plan, where highlighted.
- To raise any particular questions or points regarding progress against the plan.

Paper 4 - Director's Dashboard Demo

Publication	Public Paper (published)					
Meeting date:	22 nd February 2022					
Agenda Item:	4					
Item Subject:	Demonstration of Director's Dashboard					
Author:	Caroline Illingworth / James Baty					
For:	Discussion	X	Decision		Information	X

Background:

LEP Officers have been developing a new "Director's Dashboard", to better present LEP quarterly performance information. The Dashboard will provide a headline view of LEP performance statistics at KPI level, plus an interactive interface that will provide the ability to drill down into details of individual targets within those KPIs.

The Dashboard will also provide a summary of LEP core financial information and risks, based on the information reviewed by the Finance & Audit Committee.

The demonstration dashboard can be viewed here:

<https://app.powerbi.com/view?r=eyJrljoiZjhkNDliN2ltNTBjMy00ZGRlLWlyOGQtODg5MmRjYjQ1YTA3liwidCI6ImI0ZTA1YjkyLWY4Y2UtNDZiNS05YjI0LTk5YmE1YzExZTVlOSJ9>

Please note this currently contains dummy information for demonstration purposes only.

We propose that, from next FY, the quarterly performance report will be presented to the Board via a screenshot of the main dashboard, with a link provided to the fully interactive version to enable exploration of the details if required.

Recommendation:

The Board is asked to discuss the layout, contents, and level of detail of the proposed Dashboard and feedback any changes required

Item 6 - GLLEP Board Forward Planner 2022

Date	Venue	Standing Items	Other Items
Tuesday, 22 nd February 2022 at 3.00pm to 5.00pm	Monthly Teams	Chair & CX Report RC Quarterly: Performance, Finance, ADP and programmes - LEP Plan for Growth Progress - LEP	University of Lincoln - Five-year Strategy - Neal Juster VC and Caroline Low (Director of Planning & Corporate Strategy) - confirmed Levelling up White paper discussion
Friday, 25 th March 2022 at 9.30am to 1.00pm	Face to face Blundell Park, Grimsby	Chair & CX Report	Humber Freeport - David Gwynne - Interim Chief Executive of Humber Freeport - confirmed Overview of the SGHA activities, review of past year and what we're prioritising this year. Overview of Youngs and Sofina - Simon Smith & Simon Dwyer Visitor Economy Board priorities and Tourism Action Plan - Nicky van der Drift/Jo Hardy - tbc Defence Board priorities and activities - Julian Free - confirmed
Tuesday, 26 th April 2022 3.00pm to 5.00pm	Monthly Teams	Chair and CX Report Quarterly Directors Performance Dashboard	Employment and Skills Advisory Panel covering skills evidence base, priorities, apprenticeships, and delivery in schools; Simon Telfer, Mandy Watson and Clare Hughes
Tuesday, 31 st May 2022 3.00pm to 5.00pm	Monthly Teams	Chair and CX Report	LEP Annual Report sign off and Audit - Finance and Audit Committee - Linsay Hill Pritchard TBC Energy Council priorities and activities- Duncan Botting TBC Energy workforce at Midlands Engine - LEP - RC Low carbon accelerator fund = Halina Davies

Item 6 - GLLEP Board Forward Planner 2022

Tuesday, 28 th June 2022 at 3.00pm to 5.00pm	Monthly Teams	Chair and CX Report	UKFV progress report -Sarah Louise Fairburn - TBC
Friday, 22 nd July 2022 at 9.30am to 1.00pm	Quarterly - Face to face	Chair and CX Report Directors Performance Dashboard	Innovation Council priorities and actions - Andrew Hunter TBC
August - No meeting			
Tuesday, 27 th September 2022 at 3.00pm to 5.00pm	Monthly	Chair and CX Report	Manufacturing board priorities and actions - Darren Joint TBC
Friday, 28 th October at 9.30am to 1.00pm	Quarterly face to face	Chair and CX Report Directors Performance Dashboard	Health and Care Enterprise Board - priorities and actions - Dean Fathers TBC
Tuesday, 29 th November 22 at 3.00pm to 5.00pm	Monthly	Chair and CX Report	
December - No meeting			
Friday, 27 th January 2023 at 9.00am to 1.00pm Venue tbc	Quarterly Face to face	Chair and CX Report Directors Performance Dashboard	Midlands Engine - Rachel Greenwood and Midlands Connect - Maria Machincoses - TBC
Tuesday, 28 th February 2023 at 3.00pm to 5.00pm	Monthly	Chair and CX Report	Freeport update - TBC
Tuesday, 28 th March 2023 at 3.00pm to 5.00pm	Monthly	Chair and CX Report	
Friday, 28 th April 2023 at 9.30am to 1.00pm	Quarterly	Chair and CX Report Directors Performance Dashboard	