

Hull and East Yorkshire LEP Board

Paper A - Minutes of the Board meeting held on Wednesday 16th June via Microsoft Teams

Attendance

Board Members

James Newman OBE (Chair)
Stephen Parnaby OBE (Deputy Chair)
Madge Moore
Diana Taylor
David Hall
Dafydd Williams
Jayne Adamson
Gill Alton
Professor Susan Lea
Councillor Jonathan Owen
Councillor Daren Hale
Catherine Bishop

Observers

Alan Menzies - East Riding of Yorkshire Council
Alex Codd - Hull City Council
Peter Campey - BEIS

Executive Team and Secretariat

Teresa Chalmers - COO
Caroline Sansam
Karen Philipson

Guests

Jon Brunton - HEY LEP
Karen Oliver-Spry - HEY LEP
Laura Barley – HEY LEP
Gill Dillon - HEY LEP

1. Welcome & Introductions

JHN welcomed Chris Howell to the meeting as the LEP's new Employment and Skills Manager. JHN welcomed Alex Codd and Alan Menzies, who were attending the meeting instead of Matt Jukes and Caroline Lacey.

2. Apologies

Apologies were received from Caroline Lacey and Matt Jukes.

3. Declarations of Interest

JHN declared an interest in NPIF (Paper B) and anything relating to the EU programme as a member of the National Growth Board.

4. Minutes of the meeting held on the 19th April and Matters Arising

The minutes of the meeting held on the 26th May were approved as accurate.

Matters Arising:

- JHN reported that thank you letters had been sent to Councillor Brady and Councillor Burton on behalf of the Board.
- JHN is arranging a meeting with Thomas Martin to move forward on the work of Business Engagement Board.
- TC indicated that the LEP has formally responded to the Hull City Council's Economic Strategy Consultation.
- AC reported there was a good response to the Economic Strategy Consultation which were supportive of the direction and vision and the final document will be available in July.
- JHN reported that Board members have been appointed as directors of the Hull and East Yorkshire Local Enterprise Partnership Ltd and Indemnity Liability Insurance is being arranged.
- JHN reported that verbal feedback from Government is that the COP 26 bids were unsuccessful. However, DT reported that there are some amber proposals across the wider region but these will require further exploration. DT agreed to update further at the next meeting.
- Congratulations were given to SP and KP for organising the Business Day event as part of Business Week. The event went well as did many of the events across the whole week.
- DT reported that the potential future Ministerial visit is looking positive with Number 10 requesting that the vision for Hull goes to the Build Back Better Council. 25 businesses from the Hull area are involved and a number of big businesses are also involved. DT thanked Hull City Council and University of Hull for their support.

5. Chair's Update

JHN reported that good progress was being made in a number of areas. Recruitment to the sub-boards is underway and details are available on the HEY LEP website. In addition, letters have been sent to previous Humber LEP board members encouraging them to apply. The four sub-board chairs have been appointed and details are contained with the Chief Operating Officer report. JHN indicated that private sector board members will have specific roles and responsibilities and some will also sit on a sub-boards.

JHN briefed the Board on a number of important and useful meetings he had attended in the preceding month.

6. Pan Humber Issues

SP reported that the Freeport visit by officials from Ministry of Housing, Communities and Local Government went well. They were impressed that the region is speaking with one voice and it was a very positive visit. The Government is interested in how the Freeport can benefit both the region and the UK. The budget and funding was discussed and Government guidance on this is expected on this shortly. DW explained that the visit included a port tour which was the first port they had seen and they were really impressed and it is clear that the Humber is leading the pack. However, DW expressed concern that the government is still finding its feet on Freeport policy, which could delay progress.

SP agreed to update the Board on decarbonisation and carbon capture activity at a future meeting.

SP reported that there is now agreement that The Joint Strategy Unit (JSU) will continue and will directly report to the Humber Leadership Board. The Board discussed how the membership may potentially include other organisations. AC reported that the Single Conversation Group was being re-established across the Humber geography.

7. Chief Operating Officer's Report

TC reported that the LEP team continue to make progress in a number of areas of work and the Board noted progress in terms of governance, staff recruitment and forward planning.

TC explained that the Assurance Framework is being development and an advanced draft would be presented to the Board in July with final sign off delegated to the Chair.

TC asked the Board to endorse the appointment of sub-board chairs and explained that the terms of reference are being developed and would be presented to the Audit, Finance and Governance Panel for approval prior to endorsement by the main board.

TC briefed the Board on a funding request to the Careers and Enterprise Company (CEC). From 1 September 2021, funding has been requested from the CEC for the HEY LEP to develop a Careers Hub that would work with the 35 schools from across the Hull and East Riding, who are already engaged with the Humber CEC contract. The outcome of this expression of interest

will be known at the end of June/beginning of July 2021.

TC updated the Board on a number of staffing changes. TC thanked KP for providing Executive PA support during the transitional period of HEY LEP.

SL briefed the progress on developing the Innovation and Transformation Board to ensure it is effective and it is linking into the relevant businesses across the region. Terms of reference, governance and structures are being developed, which are drawing on best practice from around the world.

SL expressed concern that resourcing of the LEP is a risk to the Board and it should be kept under close review. JHN agreed and stated that both Councils are aware of her concerns.

Agreed:

- **To endorse the appointment of the sub-board chairs.**
- **To delegate the sign off by the Chair for the Assurance Framework following the July meeting.**

8. Economic Strategy Plan

TC updated the Board on progress on developing the HEY LEP Growth and Wellbeing Strategy (working title). It will build on the two local authorities' strategies and include the priorities for the LEP board and sub-boards. The Board has previously agreed some key priorities for the Economic Strategy and these will be included in the consultation exercise.

TC outlined the timeline for the consultation. There was a discussion about what meaningful consultation would look like and potentially extending the consultation period if the number of responses were low.

TC asked the Board for their views on the ambitions document. The following comments were received:

- Good start but refining is required.
- Opening statement is required and high level vision is needed. However, vision is not a commitment, a vision is actually doing something so the document needs a bold statement
- Needs understandable concepts, achievable statements and goals.
- Should include importance of digital improvements but give the nod to changing workforce practices/blended working, which is likely to become the norm.
- Include a number of transformation projects

- Electrification connection versus local jobs for local workforce and jobs attracting people into the area.
- Try to avoid the use of generic statements, which could apply to any region.
- Be wary of a shopping list of items, which read like a plan rather than a vision.
- Important to include and highlight the differences to the economy e.g. between Freeports and decarbonisation.
- Grouping the ambitions into key themes will help judge success and provide direction.
- Good to see coastal and rural issues included.
- Too many strategies in one area could be confusing (e.g. HCC, ERYCC and HEY LEP). We need to combine all strategies into one.
- Is the timeline of five years achievable? Perhaps we need a tight five year plan with longer term ambitions, especially for the transformational issues and plans.

Agreed:

To produce the plan framework to enable the consultation documents to be produced.

Note – since the Board meeting the timeline has been revisited in the light of conversations with the Chair and the two LAs. Please see updated timeline as appendix to this document.

9. Getting Building Fund Programme

KOS updated the Board on delivery and progress of the Getting Building Fund (GBF) to 31st March 2021 (Q4 reporting period for the first full year). At this point all projects have submitted claims and some output delivery is starting to be seen. KOS explained that delivery of outputs, such as houses, will be achieved over a number of years following investment. One project has claimed their GBF spend in full.

KOS explained that due to ongoing impacts of COVID on supply of materials, labour and timescales, the programme has slipped approx. £2m into the FY21/22. However, Hull City Council, as the Accountable Body for the programme, has agreed “freedoms and flexibilities” with Government, which means they are able to use capital switching as a way of managing spend from year to year.

Agreed:

To note the latest progress report.

10. Local Growth Fund Programme

KOS briefed the Board on the Local Growth Fund Programme, which ended on 31st March 2021. It was reported that a small number of projects have experienced delivery slippage and will be completed in the current financial year. In addition, there is an ongoing requirement to monitor and report output delivery for the programme. Full benefit realisation for many schemes will come in future years.

KOS explained that the programme will still require legacy monitoring after 31 March 2021 and reported that the relevant financially and physically complete projects with outputs yet to be achieved will be handed over to Greater Lincolnshire LEP, within the coming weeks, for ongoing monitoring once all audits and variations are agreed and completed. HEY LEP will be responsible for monitoring legacy Humber LEP projects on the north bank.

KOS explained that the delivery report reflects the situation to end March 2021 (Q4). The Accountable Body will produce a progress summary to the end of the 2020/21 financial year, which will be presented to the July Board.

KOS reported there is a £4.8m underspend, which the accountable body will manage using capital switching “freedoms and flexibilities”, the majority of which will come from three projects in Hull and East Yorkshire; Stoneferry Road (£2.2m), Brough Relief Rd (£1.5m) and Development of Priory Park (£1.1m).

Agreed:

To note the latest progress report, proposed transition arrangements for Lincolnshire-based projects and the requirement for ongoing reporting.

11. Labour Market Statistics and the Economic Impact Report Presentation

The Board received an update on the employment statistics and the outcomes of the Economic Impact Report from Gill Dillon the LEP’s Senior Advisor on Employment and Skills. GD agreed to share the full presentation with the Board.

12. Growth Hub Update

JB provided an update on the activities of the HEY Growth Hub. The HEY Growth Hub has recently received acceptance confirmation from BEIS for its delivery model and budget for 2021/22. This has allowed the commencement

of the requisite recruitment and procurement activity needed to fulfil the 21/22 delivery plan.

JB reported on a number of other items:

- Award of £90,000 by BEIS to deliver the Peer Networks Programme (PNP) in 2021/22, with six cohorts of eleven businesses to be supported for 18 hours of one-to-many action learning and 3.5 hours of one-to-one coaching and mentoring.
- Preparatory work on the implementation of the BEIS-funded Made Smarter 12 month pilot scheme in Yorkshire & the Humber, which is a wrap-around programme of support interventions aimed at manufacturing SMEs, with an overall ambition of increasing the adoption of advanced digital manufacturing processes and systems.
- Development of a discussion paper examining the current range of business support services that sit under the Growth Hub to identify gaps and opportunities in Hull and East Yorkshire. The paper will help inform the HEY LEPs business support strategy. The paper will be discussed with Hull City Council and East Riding of Yorkshire Council and will be presented to the LEP Board at the meeting on 21st July for further review.
- JB also stated that he is now a member of working group of the Growth Hub National Network.

Agreed:

To note the information included within the report.

13. LEP Delivery Plan 2021

LB explained that a Delivery Plan is being developed for HEY LEP for 2021/22. The Delivery Plan will outline key targets for the forthcoming year. The Delivery Plan is a key part of the Assurance Framework, which provides assurance to Government and Parliament (as well as the residents, businesses and other stakeholders) that there are robust systems and processes in place locally to ensure resources are spent with regularity, propriety and value for money.

Agreed:

To delegate the sign off by the Chair for the Delivery Plan at the end of June.

To note the information included within the report.

14. Communications and Engagement Report

The report was submitted for the Board's information and taken as read.

Any other business

JHN asked JO and DH to brief the Board on any recent local authority activity and he suggested that this becomes a standing item on the Board agenda going forward.

JO update:

- Joint letter sent to Luke Hall MP, Minister of State (Minister for Regional Growth and Local Government) regarding the devolution deal and a possible meeting
- Goole Town Deal successful and award made.
- Changes to the ERYC Local Plan.

JHN asked JO to send him a copy of the letter to Luke Hall MP.

DH update:

- Meeting with East Riding of Yorkshire Council.
- Economic Strategy Consultation closed.
- Submission of Levelling-Up Bid.
Transport for the North Ministerial Meeting.

Signed:

James Newman
Chair