

Paper A

Minutes of the Board Meeting  
held on Thursday 31<sup>st</sup> March 2022 at 9.00 am  
Aura Innovation Centre -Bridgehead Business Park

<p><b>Attendance</b></p> <p><b>Board Members</b></p> <p>James Newman OBE (Chair) Councillor Jonathan Owen Diana Taylor David Hall Gill Alton Catherine Bishop Madge Moore Jayne Adamson Dafydd Williams</p>	<p><b>Observers</b></p> <p>Alan Menzies - East Riding of Yorkshire Council Mark Jones - Hull City Council Peter Campey - BEIS</p> <p><b>Executive Team and Secretariat</b></p> <p>Teresa Chalmers - COO Andrew Hewitt - Senior Policy &amp; Business Growth Manager</p> <p><b>Guests</b></p> <p>Kirsty Barr - HEY LEP Thomas Martin - Business Engagement Board Graeme Smith - Hull CC Louise Smith (Aura Innovation Centre/ University of Hull)</p>
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<p><b>1</b></p>	<p><b>Apologies</b></p> <p>Apologies: Cllr Daren Hale Stephen Parnaby OBE (Deputy Chair) Professor Susan Lea Matt Jukes HCC Caroline Lacy ERYCC</p>
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	<p><b>Declarations of Interest</b></p> <p>It was noted that Declarations of Interest should be declared at the start of each meeting or at the relevant agenda item. Declarations were given by:</p> <p>James Newman – re the Growing Places Fund – in regard of JHN board membership with Finance Yorkshire Dafydd Williams – re Freeport as ABP are main partner in Humber Freeport</p> <p><b>Register of Interests</b> – Board Members were asked to update these as soon as possible. The HEY LEP Register of Interests need to be updated annually and an email will be circulated shortly to prompt members to review their Register of Interests.</p>
2	<p>James Newman welcomed Board Members and guests to the meeting.</p> <p><b>Minutes of the meeting held on the 19<sup>th</sup> January 2022.</b></p> <p>The minutes of the meeting held on 19<sup>th</sup> January 2022 were approved and agreed as a correct record.</p> <p><b><u>Matters arising:</u></b></p> <ul style="list-style-type: none"> <li>● <b>Extension of Deputy Chair Role</b></li> </ul> <p>James Newman explained this was a technicality relating to the appointment of the Deputy Chair. Stephen Parnaby OBE has been appointed for an initial year, which had been extended at the last meeting until 31<sup>st</sup> March 2022. Due to ongoing period of change in the region, James has discussed with Stephen an extension of the role of Deputy Chair until December 2022, when it will be reviewed in the light of the LEP’s role and the LA devolution progress..</p> <p>James Newman asked the Board to consider this extension and added the support from the Deputy Chair was very much welcomed and appreciated.</p> <p><b>The Board supported the extension of Steven Parnaby tenure as Deputy Chair of HEY LEP until 31<sup>st</sup> December 2022.</b></p> <ul style="list-style-type: none"> <li>● <b>NP11 Convention of the North</b></li> </ul> <p>James updated the board on the LEP’s attendance at the NP11 Convention of the North held in February in Liverpool. The event was useful, with Michael Gove in attendance to provide a presentation on the Levelling Up White Paper. James noted that he had offered to NP11 for</p>

	<p>the HEY LEP region to host the event next year. The board were supportive of this suggestion.</p> <ul style="list-style-type: none"> <li> <b>Innovation Board</b> <p>James updated on the formation of the LEP's Innovation &amp; Transformation Board. This group, which will be chaired by the University of Hull's Vice-Chancellor, will meet three or four times a year to consider how to add value to developing new products, processes, and services and to provide a peer mentoring approach to SMEs who are most often at the forefront of change.</p> <p>Members will be sought for this board in April. DT enquired if alternative solutions had been considered. JHN said they had but it was felt that the new board is needed to focus efforts at a strategic level. It is likely that actions arising from this board will filter through the other sub-boards. MJ commented on the scoping meeting with Opportunity Humber and its potential to access global innovation events, it is important the region can effectively contribute. CB reminded colleagues of the way the VCSE sector had responded over the past few years and that this sector needs to be included within the membership. <b>Action – CB to speak with SL in terms of potential members.</b></p> </li> </ul>
3	<p><b>Chair's Update</b></p> <p>Board Members were briefed on the following:</p> <ul style="list-style-type: none"> <li> <b>The Humber Energy Board</b> <p>Feedback was provided from the last Energy Board. The meeting was positive with good attendance. Concern was noted from this group as to the future scope of Opportunity Humber and potential overlap of functions. UKRI are invited to attend a future meeting.</p> </li> <li> <b>LEP Review</b> <p>The Chair outlined some uncertainty as to whether the LEP review had concluded. PC confirmed that this was the case. It was also confirmed that a letter would be with the LEP by the end of the week outlining the BEIS position on LEP core funding for 22/23.</p> </li> <li> <b>Opportunity Humber</b> <p>The Chair outlined that up to this point HEY LEP had not been engaged in the discussions pertaining the set-up of Opportunity Humber. PC outlined that work was underway with LAs, BEIS and business partners</p> </li> </ul>

	<p>to develop this board, with proposals to be presented to LA leaders. It was confirmed that the Opportunity Humber will work pan-Humber and will have an advocating role nationally and internationally for the Humber as well as having a direct feed into UK Government.</p> <p>Opportunity Humber will focus on maximising growth potential for region and will fulfil the role of strategic decision-making body for the region with a dual key responsibility with the Humber Leadership Board. Minister Neil O'Brien will be the Government's sponsor for this work.</p>
4	<p><b>Pan Humber Issues</b></p> <p>An update was provided to the board on progress of the Humber Freeport bid. The full Business Case has been submitted to Government and has resulted in a range of clarification questions, which the Freeport team are in the process of answering.</p> <p>A key concern of all partners has been raised following the decision of SeAH Wind to locate in Teesside rather than on the Able site in North Lincolnshire as it had previously indicated. This investment had been factored into the business case submitted to Government and as such amendments will need to be made to reflect this change.</p>
5	<p><b>Business Engagement Board</b></p> <p>Thomas Martin updated the Board on activity from the Business Engagement Board (BEB). Since the last meeting a dinner at the House of Commons was held on 8<sup>th</sup> February 2022 and was hosted by Baroness Bottomley. In addition to BEB members and the two LA leaders, all MPs were invited, and an interesting debate was stimulated on the future of the region.</p> <p>The BEB have stated that they are keen to be engaged in the devo conversations in order to shape economic fortunes of the area, representing business interests in the region. At the next meeting in April the board will review its progress and set the key deliverables for the next 6 months. There is broad support for the County Deal but also a concern that this may not provide the maximum financial benefit for the region.</p> <p>JHN thanked TM for organising and financially supporting the event , which demonstrated the good intent and wish of the private sector to contribute to the success of the region.</p>
6	<p><b>Local Authority Updates</b></p> <p><b>Cllr Jonathan Owen, Leader, East Riding of Yorkshire</b></p>

JO thanked TM for organising the dinner and updated on the following:

- **Devolution**

The Levelling Up White Paper invited Hull & East Yorkshire to submit a bid, as a pilot, for a County Deal. This constitutes a level two devolution offer. Since the last board meeting, Government have approached the LAs asking for their devolution proposals via a specific proforma, which has been concluded and sent to Government. The LAs are waiting for a response from Government following this submission. The business voice will be included in future developments, capturing the expertise, knowledge and evidence to deliver the deal effectively.

- **Workforce Issues**

ERYC are struggling to attract skilled professional officers, in line with the experiences of many other Local Authorities.

- **Ukrainian support**

ERYC and Hull CC are currently working well together in order to welcome people, who are coming from the Ukraine. At this point 70 families have located in the ERYC area, and the Council is helping to ensure these families can access the services required.

TC noted that the LEP have been approached by NP11, who are in the process of setting up a job's brokerage scheme for Ukrainian people, and the LEP will be helping to publicise this in the coming weeks. CB commented that many VCSE colleagues are already delivering specific support for families, which has significant social value. JO said that social value was a defined outcome by the Treasury.

DH added that whilst the response to the Ukraine was of good merit, members should consider other people displaced from their home such as the Syrian Refugees, who cannot immediately work. JHN said that current staff shortages could provide good work opportunities for those who wish to do so.

- **Health & Social Care**

Work is currently underway with NHS to set up the new Integrated Care Systems which are replacing the CCGs. Immediate priorities will include addressing the waiting lists for treatment in addition to looking at the prevention agenda.

- **Mayor of London visit**

Sadiq Khan, the Mayor of London has recently visited the region to look at the development of the Siemens Mobility new underground trains. It was a very positive visit with the region's assets recognised.

- **Place based promotion**

Discussions are taking place on the promotion of the region and the role of the local authorities in this. Further updates will be provided in due course.

### **Mark Jones – Hull City Council**

- **Albion Square/Stoneferry Road**

The Albion Square regeneration scheme goes to planning later in the month. Ahead of this Hull CC have mobilised a team to commence preparatory works.

The Stoneferry Road improvements will complete in the next few months, delivering improved traffic flow for the junction.

- **Siemens Gamesa**

Siemens Gamesa project is progressing well and is looking likely to be the first investment on a Freeport site in the UK, should the Humber Freeport be approved.

- **Flood Defences**

The new Flood Defences have been officially opened creating improved barriers for the city.

- **OH Yes Net Zero**

The 'Oh Yes' campaign has now been launched, working closely with Reckitt. Businesses are signing up to the published pledge and there has been wide support for the campaign.

- **Hull Training and Adult Education**

HTAE has received an Ofsted Good report in its latest inspection. Congratulations go to the management team for their combined efforts.

- **Regeneration Champions**

Hull CC has recently appointed new regeneration champions, using uplift from the Enterprise Zone funds. These young people will work across

	<p>the LA.</p>
<p><b>7</b></p>	<p><b>Aura Innovation Centre – please see presentation attached.</b></p> <p>Laura Smith from the Aura Innovation Centre, (AIC) provided a presentation on the history, current operation and future aspirations for the facility.</p> <p>The Aura Innovation Centre opened in 2020 with the aim of accelerating, innovating and collaborating to support business success and to drive green innovation in the Humber area.</p> <p>The AIC enables businesses of all sizes to connect with the research expertise at the University of Hull to develop carbon-reducing ideas across all sectors. Working together to accelerate and de-risk innovation and maximise commercial returns.</p> <p>A state-of-the-art hub designed for collaboration for sharing and developing low-carbon ideas, it’s conveniently located with fast, easy access to the country’s motorway network, the Humber Bridge and excellent rail and bus connections.</p> <p>Working in partnership is the main aim of the centre and board members were asked to consider championing AIC with relevant partners.</p> <p>DH commented that often SMEs are not aware of the various support opportunities available in the region and also that there needs to be more awareness raising of manufacturing and construction businesses. For example, how to reduce a business’ carbon footprint, starting with the basics such as waste reduction. Also a consideration of the sizes of SMEs as a small business with under 20 employees needs a different solution to one that employs 240. SMEs also generally have less funding flexibility and therefore cannot significantly invest in large research opportunities.</p> <p>LS said that AIC is well placed to work with SMEs, understanding their perspective via a business lens, rather than a purely academic view.</p>
<p><b>8</b></p>	<p><b>HEY LEP Economic Growth and Workforce Wellbeing Strategy</b></p> <p>AH reported to the board that the HEY LEP Economic Growth and Workforce Wellbeing Strategy was launched on the 17<sup>th</sup> of February 2022 with an electronic audience of over 50 stakeholders.</p> <p>A limited print run of 100 copies of the Strategy has been undertaken and the document and edited video of the strategy launch available on the HEY LEP website.</p>

	<p>Following the completion of the strategy, the next phase of strategic activity is underway with the commencement of project planning works towards a key LEP output of producing delivery plans for each key priority outlined in the strategy document for the period up to 2026. This will take a twin track approach, with statutory LEP delivery plan completed for 22/23 whilst a larger consultation exercise, including the LEP sub-groups, LAs and other stakeholders is undertaken on the wider strategy delivery plan to 2026.</p> <p><b>The Board thanked AH for leading this work and approved the approach outlined in this paper to the completion of HEY LEP delivery planning process, both for the 22/23 year and for the lifetime of the strategy.</b></p> <p><b>The Board delegated final responsibility for sign off the 22/23 Delivery Plan to the Chair and Deputy Chair to enable submission to BEIS in a timely manner. A final copy of the 22/23 delivery plan to be circulated to Board members.</b></p>
9	<p><b>HEY LEP Budget Outturn, 2021-2022</b></p> <p>GS attended the board to update on the current budget outturn position. Although this is not the absolute end of year position, there should be minimal variation between the report and the final outturn.</p> <p>This indicates a likely underspend of c £128k, which would be added to available reserves. This underspend is attributable to a reduction in business travel and other post pandemic effects. Unfilled vacancies held by the LEP have also contributed to underspend.</p> <p><b>The Board noted the report.</b></p>
10	<p><b>Draft HEY LEP Budget 2022 -2023</b></p> <p>GS provided the board with an update on budget setting for 2022/23. Given the lack of funding certainty, it is not possible at this stage to set a budget given the material uncertainties surrounding the core funding from BEIS and as a result, that from the Local Authorities. Government is expected to be writing shortly to provide clarity on the funding arrangements for 2022/23. PC confirmed a letter would be send to LEP this week to confirm BEIS funding commitments to LEPs.</p> <p>GS noted that in order for the HEY LEP to continue going forward with the same staffing structure, then Local Authority contributions and BEIS funding of at least an equivalent quantum to the current year (£600k) is required to maintain ongoing operations and sustain the organisation.</p>

	<p>TC noted that a letter had been received yesterday evening from BEIS with confirmation of future funding for all LEP Growth Hubs. This funding settlement represents a 50% cut on previous years settlement. Due to the short timescales since receiving this letter, it has not been possible to fully understand the implications of this and reflect this in the budget. Board members expressed their disappointment with this position given the range of services provided by the Hub and the fact that it has performed so well.</p> <p><b>The LEP Board noted the current position with regard to the overall budget position and acknowledged that in advance of an indication of financial commitment from BEIS it is not possible to set a meaningful budget where there is such material uncertainty.</b></p> <p><b>The Board also noted that the ongoing operating cost of the LEP is £639k, of which around £20k can be charged to projects and that therefore funding equivalent to last year's levels would be required to continue with the same delivery model.</b></p> <p><b>Nonetheless, that the Board approved use of reserves for</b></p> <ol style="list-style-type: none"> <li><b>a. Marketing spend, in principle, of £10,000</b></li> <li><b>b. In advance of any notification of Growth Hub funding the board is requested to approve a one-month extension to the post of the Workforce Development Business Advisor at a cost of £3,759.</b></li> <li><b>c. Contribution towards the delivery of the Local Digital Skills Partnership.</b></li> </ol>
11	<p><b>Chief Operating Officer's Report</b></p> <p>TC reported on the following matters: -</p> <ul style="list-style-type: none"> <li>• Local Digital Skills Partnership - The LEP hosted its first ministerial visit on 3rd March 2022, where Minister Chris Philps officially opened the Humber Local Digital Skills Partnership. The event, held in the Guildhall in Hull, was well attended by over 50 invited guests, and included the launch of the Digital Capability Assessment Toolkit Programmes Updates. Thanks go to HCC for providing refreshments.</li> <li>• Foreign Owned Business activity</li> <li>• The HEY LEP Export Plan</li> </ul>

	<ul style="list-style-type: none"> <li>• LEP Team – Staffing Update</li> </ul> <p><b>The Board acknowledged the breadth and volume of work.</b></p>
<b>12</b>	<p><b>Employment &amp; Skills Board</b></p> <p>The Board were updated on progress made by the HEYLEP Employment &amp; Skills Board and the Employment &amp; Skills Team</p> <p>JA drew attention to the Digital Maturity Toolkit development by the Local Digital Skill Partnership in partnership with the Growth Hub and urged partners to look at, use and promote this valuable tool.</p> <p>JA also appealed for volunteers to appear in the bitesize videos which are currently being prepared by the Employment and Skills board.</p> <p><b>The Board noted the progress.</b></p> <p><b>Action – board members to confirm their interest in the videos via Chris Howell.</b></p>
<b>13</b>	<p><b>Business Support Board</b></p> <p>GA thanked MM for acting as chair at the most recent meeting. The Board were updated on progress made by the Business Support Board and the progress of the Growth Hub Review, which will be concluded in April, providing priority actions for the Board's consideration.</p> <p><b>The Board noted the progress.</b></p>
<b>14</b>	<p><b>Infrastructure Board</b></p> <p>The Board were updated on progress made by the Infrastructure Board, noting there is an emerging need to focus on freight movement. JO said that he had attended a very positive dinner event with Patrick McLochlin.</p> <p><b>The Board noted the progress.</b></p>
<b>15</b>	<p><b>Investment Programmes</b></p> <p>The Board were updated in relation to the legacy Capital Programmes, Getting Build Fund and Local Growth Fund.</p> <p><b>The Board noted the latest progress report.</b></p>

<b>16</b>	<b>Any Other Business</b>  <b>DT advised the board that any publications/marketing collateral should follow Net Zero principles.</b>  <b>JA said the health service were offering local support to those people displaced from P&amp;O Ferries, offering access to vacancies where appropriate. MJ said that the HCC Employment Hub was also working in support.</b>
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**Signed:**

**James Newman**  
**Chair**

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