

Paper A

Minutes of the Board Meeting
held on 19th July 2022 at 9.00 am
Via Microsoft Teams

<p>Attendance</p> <p>Board Members</p> <p>James Newman OBE (Chair) Stephen Parnaby OBE Jayne Adamson Gill Alton Catherine Bishop David Hall Madge Moore Councillor Mike Ross Councillor Jonathan Owen Diana Taylor Dafydd Williams</p>	<p>Observers</p> <p>Alan Menzies - East Riding of Yorkshire Council Mark Jones - Hull City Council</p> <p>Executive Team and Secretariat</p> <p>Teresa Chalmers Andrew Hewitt Karen Philipson</p> <p>Guests</p> <p>Graeme Smith – Hull City Council</p>
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<p>1</p>	<p>Apologies</p> <p>Matt Jukes HCC Caroline Lacy ERYCC</p> <p>Declarations of Interest</p> <p>Stephen Parnaby OBE – The Business Day Dafydd Williams – Freeport</p> <p>Board Members were reminded about declarations and gifts and hospitality for any dinners etc. over the cost of £25.00. In the case of none to be declared please send a nil receipt is required by email for the register by 5th August 2022 to T.chalmers@heylep.com</p> <p>Please note that even if hospitality is declined this still needs to be declared</p>
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2	<p>Minutes of the meeting held on 22nd May 2022</p> <p>These were approved and agreed as a correct record.</p> <p><u>Matters arising</u></p> <p>Matters arising were covered in today's board agenda</p>
3	<p>Chair's Update</p> <ul style="list-style-type: none"> • Thanks were given to Professor Susan Lea for her huge contribution and support given over the years to the Humber LEP and more recently the Hull & East Yorkshire LEP. Susan has made a significant contribution to the region, ensuring the University is recognised for its anchor institution status and has led on improvements in academic and research outputs. Susan will be missed from this board and members are looking forward to welcoming Professor Petley later this year. • The Humber Energy Board had met recently at the Ergo Centre, where Richard Gwilliam, Drax, had been appointed as the Chair. Revised Terms of Reference had also now been agreed and key issues included marketing of the region's assets. The CBI had also been in attendance and because the region is part of their Energy Cluster, they have agreed to put some resources into supporting this board. It was also agreed to involve NP11 due to their work focus on Net Zero because there are further opportunities to deliver this work at a larger scale, where appropriate. We also need to be linking with other parts of the North, especially the North West. • Opportunity Humber - JHN had spoken with previous Minister O'Brien and subsequently new Minister Greg Clarke, in terms of progress to date of OH, including membership and areas of activity. The Humber Leadership Board had also had a similar discussion, but at present, it seems that there is a general lack of information or action. Despite several offers there has been no contact at LEP level, although it was understood this was that is imminent. (As of 10th August – no contact had been made)
4	<p>Pan Humber issues</p> <p>SRP reported that the Freeport SteerCo had not met for some time and there was some confusion about whether funding is in place to complete the final business case</p>

	<p>DW confirmed that there were ongoing conversations between the various parties within the Freeport and the OH to try and see how those two entities can work together, due to the overlap in terms of the areas of interest for the two.</p> <p>With regards to the funding situation, a joint note had been sent to all partners from the Chair and the Accountable Body with a way forward, requesting agreement. DW confirmed that the partnership is now in a much better position than when the Board last met.</p>
<p>5</p>	<p>Local Authority Updates</p> <p>Cllr Jonathan Owen, Leader, East Riding of Yorkshire</p> <ul style="list-style-type: none"> • Freeport – Senior Finance Officers across the four authorities had met and agreed a way forward and now processes can commence. • Workforce recruitment and retention remains an issue and that is across local government generally. • The new Beverley Enterprise Centre was officially launched last week, the latest of ERYC's business centres. The Centre is already a success, with 29 start-up units for small businesses and only two remaining for lease. The diversity of business is excellent. • The RAISE Business Centre at Goole also opened a few weeks ago with nearly all the units taken with a whole range of small businesses. • Cllr Owen has been asked to be the Vice Chair of the Integrated Care Partnership, which has membership of all six local authorities, which will give him a seat representing local government on the Integrated Care Board, and a vote on the Board. The role also means he represents Hull and East Riding on the board. Two additional local authority councillors will also sit on the Integrated Care Board, one representing York and North Yorkshire and one representing North and North East Lincolnshire. <p>Cllr Michael Ross – Hull City Council</p> <ul style="list-style-type: none"> • Attention is focused on the Council's budget situation, which is producing some public and press attention. The Council is now in the early stages of looking at what needs to be addressed as priority actions. • Devolution discussion - no further progress to report from the last board meeting. • A major consultation exercise on roads and traffic issues in Hull was to take place. It should be going out to residents and the business community in the coming weeks.

6	<p>LEP Financial Outturn 21/22</p> <p>LEP Board Members were updated on the funding position of the various LEP managed funds, recognising Hull City Council is the Accountable Body. This covers the financial year to 31st March 2022. These figures refer to the first year of operation of the HEY LEP and include some balances brought forward from the predecessor body, the Humber LEP.</p> <p>The following matters were highlighted: -</p> <ul style="list-style-type: none"> • Core budget returned a small surplus back into the reserves this year. This amount that will help sustain the LEP through the current year because the 2022/2023 budget is likely to have to draw on those reserves this year. • In terms of commitments, there's schedule of £38,000c of areas of activity that we want to carry forward explicitly to fund the main ones being around marketing and the continuation of delivery of the Digital Skills Partnership contract. • As the Board will note there are some projects that have not spent at the end of the financial year. BEIS allow a series of “freedoms and flexibilities” that, in essence, allow the Accountable Body to <u>temporarily</u> substitute similar spending from its own resources to comply with BEIS requirements. This allows us to carry forward any underspend. • The Board acknowledged the Financial Outturn and approved the carrying forward of reserves to sustain the LEP.
7	<p>Chief Operating Officer and HEY LEP Team Report</p> <p>TC reported on several activities that had taken place since the last board meeting.</p> <ul style="list-style-type: none"> • The Business Day was a huge success, led by the Deputy Chair, Stephen Parnaby OBE, with Karen Philipson, acting in support, with over 650 delegates listening to a range of stimulating speakers. The LEP stand, produced by recyclable cardboard, included interactive elements to engage delegates to consider their role in decarbonisation and offered the opportunity to receive a Digital Assessment Analysis. The Business Day and Business Week were both successes for the LEP as they provided opportunities for the LEP for the first time since the pandemic, to interact with a much broader audience than usual. Both provided an excellent opportunity to network once again.

	<ul style="list-style-type: none"> • The Humber Industrial Cluster Plan – this continues to deliver on the delivery of the commissioned work packages with progress being made in every area of delivery. Conversations are ongoing regarding the legacy aspect of the Plan upon completion with issues, including the updating of key data and the licensing of the model, are being considered. Agreed a full update would be added to agenda for the next Board Meeting • UKSPF - The LEP has continued to work in partnership and support of the two local authorities, who are the lead parties for developing the two required LA fund delivery plans. As the previous commissioner of similar programmes, the LEP’s role has changed considerably. • Goole Town Deal - The LEP continues to support the development of the Goole Town Deal and attended a meeting on Friday 1st July where the Board discussed and agreed an updated operational plan, considering spend requirements in this financial year through to the cessation of funding in financial year 25/26. • The Growth Hub - The LEP completed and returned the necessary funding documents (schedules) to BEIS by the given 13th June 2022 deadline. These are now under review by BEIS and the formal funding offer letter is awaited imminently (Update – now received). As previously reported to the Board, the reduction in core funding has presented a challenging situation. However, after dialogue with both LA delivery partners, job losses have been avoided and a core service of free and impartial information, advice, guidance and signposting for all businesses and pre-start individual in the HEY region has been maintained. • Creative Industries Opportunity - The LEP has completed an initial Expression of Interest to bid for a highly competitive fund, which is open to all LEPs and LAs. The bid is on behalf of the LEP and two local authorities and would bring an additional £370k to the region to develop bespoke business support for the Creative Industries (CI’s). (Additional Update – the LEP has received positive feedback on the EOI and will now proceed to full business case in a still very highly competitive process of only 6 awards out of 19 bids.)
9	<p>Any Other Business:</p> <p>There was no other business</p>
10	<p>Date and time of next meeting:</p> <p>Thursday 29th September 2022, 9 am via Microsoft Teams</p> <p>Members are invited to suggest agenda items by the beginning of September.</p>

Signed:

**James Newman
Chair**

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