

# Hull and East Yorkshire LEP Business Support Board

Paper A - **Draft** Minutes of the Board meeting held at 2pm on Wednesday 7<sup>th</sup> December 2022 - Ergo Centre – Bridgehead, Hessle.

<p><b>Attendance</b></p> <p><b>Board Members</b></p> <p>Jason Speedy - Chair Jo Dooley David Hall Paul Burnley Jan Brumby</p>	<p><b>Executive Team and Secretariat</b></p> <p>Andrew Hewitt Jon Brunton Andrew Finch</p> <p><b>Guests</b></p> <p>Paula Gouldthorpe</p>
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<p><b>1.</b></p>	<p><b>Welcome and apologies</b></p> <p>Stephen Parnaby (Deputy Chair) Nic Dakin Rachel Smurthwaite Antonio C Malfense Fierro Gill Alton Madge Moore</p> <p>AH updated the board that a resignation had been received from Gill Alton. LEP Chair James Newman has sent a note of thanks to James on behalf of the board.</p> <p>DH welcomed Paula Gouldthorpe to the meeting.</p>
<p><b>2.</b></p>	<p><b>Declarations of Interest</b></p> <p>AH noted that the LEP had an interest in UK SPF.</p> <p>DH declared that his companies were currently accessing the support of the HEY Growth Hub including some of its ERDF funded grant schemes.</p>
<p><b>3.</b></p>	<p><b>Minutes of the meeting held on 7<sup>th</sup> July 2022 and Matters Arising</b></p>

	<p>The minutes were approved as accurate.</p> <p>All matters arising from the minutes were captured on the Action Log paper with the action points forming the agenda today regarding invited guests and papers.</p>
<p><b>4.</b></p>	<p><b>The UK Shared Prosperity Fund</b></p> <p>AH introduced the agenda item- both LAs had submitted their Investment plans to government before the deadline of the 1<sup>st</sup> August. Government had announced approval of these plans on Monday 5<sup>th</sup> December.</p> <p>Both the Hull and the East Riding Partnership Boards have met and are pursuing their own methodology for distributing the funding.</p> <p>Hull CC have made the decision to continue with an application process at risk to inform deliver of the Investment Plan. The application process for Year 1 projects was opened on the 24<sup>th</sup> of October 2023 for projects which would be completed by the 31<sup>st</sup> March 2023. The HEY LEP has had an application approved for an amount of funding to support Export activity in the Hull area. This process will be repeated for years 2 &amp; 3 with applications due to reopen in Jan/Feb 2023.</p> <p>East Riding are currently finalising their approach to utilising UKSPF but are due to be publishing their approach in due course.</p> <p>The board undertook a discussion about how, in the context of business support, a seamless customer journey can be achieved by aligning both Hull and East Riding UK SPF programmes. The board felt that it could play a role in this task.</p> <p><b>ACTION- HEY LEP Business Support Board to offer to support both the East Riding's and Hull CC's UKSPF Partnership Boards in aligning Business Support project investments.</b></p>
<p><b>5.</b></p>	<p><b>Federation of Small Business ED &amp; Policy Update.</b></p> <p>JS thanked Paula Gouldthorpe from the FSB for attending this meeting.</p> <p>PG provided an informative presentation covering the following areas:</p> <ul style="list-style-type: none"> <li>• Who are FSB?</li> <li>• What FSB Does and what are the Member Benefits</li> <li>• Entrepreneurial North - Survey</li> <li>• FSB Small Business Awards</li> <li>• Small Business Challenges</li> </ul> <p>A copy of the slides circulated are attached with these minutes.</p> <p>This presentation prompted some discussion with the board. PG asked partners</p>

	<p>around the table to support in publicising the Entrepreneurial North survey to businesses in order to gain a strong local dataset. The findings of this work can be shared with partners</p> <p><b>Action – Business Support Board to assist FSB with promotion of Entrepreneurial North Survey</b></p> <p>A discussion was undertaken around current issues around Energy pricing and its impacts upon small businesses. It was noted that many small businesses do not make the link between ‘Net Zero’, ‘Clean Growth’ and a reduction in energy bills. All partners agreed more work could be undertaken on this.</p> <p>Finally, it was noted that the SME sector is reliant upon the individuals who run these businesses. Approaches such as the HEY Workforce resource and support for small business owners are appreciated.</p>
6.	<p><b>Cost of Living Support for Small Business</b></p> <p>Picking up from themes discussed in the previous presentation JB noted that the Growth Hub has been proactive in providing support to businesses in relation to the energy and cost of living crises. A dedicated webpage has been established on the Growth Hub website which provides information on such measures as the government’s Energy Bill Relief Scheme, as well as links to other sources of information, guidance and funding support. JB demonstrated the webpage to the group: <a href="http://heygrowthhub.com/energy-crisis-the-economy/">heygrowthhub.com/energy-crisis-the-economy/</a></p> <p>Additionally, JB noted in collaboration with the Yorkshire cluster of Growth Hubs, a series of webinars are taking place across November and December covering the energy crisis for small and medium businesses. These webinars will examine the government support for business energy bills and will also look at energy efficiency and cost control measures for businesses. Five 90-minute webinars will run in total, covering this topic on both a generic basis and a sector-specific basis for the Manufacturing, Retail &amp; Hospitality, and Agricultural sectors. More details can be found via the weblink above.</p> <p><b>Action – Partners to assist with publicising these energy crisis support measures to businesses and networks</b></p>
7.	<p><b>Growth Hub/ Made Smarter Operational Update</b></p> <p>JB provided the board with an update on current Growth Hub / Made Smarter activity.</p> <p>This update included information on core Growth Hub and #GrowMySME programme performance thus far in 2022. JB noted that the performance of both programmes is strong and this was acknowledged by BEIS at the HEY LEP’s recent Mid Term review.</p>

	<p>JB also provided an update on the Made Smarter programme. He outlined that the South Yorkshire Mayoral Combined Authority (SYMCA) are the accountable body for the Yorkshire &amp; Humber Made Smarter programme, on behalf of the Yorkshire cluster of LEPs and Growth Hubs. SYMCA are commissioning a services contract that will deliver the majority of programme interventions. Due to a technical error in the initial set of procurement documents, this commissioning activity is approximately 6 weeks behind schedule. It is now expected that the contract will be awarded and a delivery provider in place by mid-January 2023.</p> <p>The funding agreement between SYMCA and Hull City Council (on behalf of the HEY LEP) to account for the 1 FTE Digital Transformation Specialist job post was executed in mid-November. Recruitment activity for this post is to start imminently. This job role will be responsible for raising awareness of Made Smarter amongst Hull &amp; East Yorkshire manufacturing SMEs and managing a caseload of manufacturing firms whilst supporting their access to the various support interventions as commissioned under the services contract, including digital road-maps, technical support, a leadership &amp; management programme, and facilitated student work placements.</p>
<p><b>8.</b></p>	<p><b>Investment Programmes Update</b></p> <p>AH provided the board with and update on the Growing Places Fund.</p> <p>The Growing Places Fund officially launched on April 1st, 2022.</p> <p>To date the programme has received 65 Expressions of interest (as of 09/11/2022). Expressions of interest are being received from a variety of sectors including Agriculture &amp; Horticulture, Manufacturing, Construction, Energy, Wholesale and Retail and Human Health. There is a 50/50 % split between applications received from Hull and the East Riding of Yorkshire.</p> <p>We have currently received 24 applications (09/11/2022). 15 Grants have been approved to date (09/11/2022). The value of grants awarded was £335,567.74. A further 3 applications are currently in appraisal, with final grant decisions due to be made at the Investment Panel to be held on 15th November 2022. The total value of the grant ask(s) is £70,324.34</p> <p>5 out of the 15 grants awarded have been drawn down in full to the value of £51,252.68.</p>
<p><b>9.</b></p>	<p><b>Export Update</b></p> <p>Andrew Finch, attended the meeting to update on HEY LEP/ DIT Export activity.</p> <p>A proposal (Hull Overseas Trade Awareness project) has been submitted to Hull City Council for UKSPF Year 1, which would commission a series of 6 export workshops/webinars to run between January and March 2023, engaging Hull-registered SMEs across all sectors with regional stakeholders in order to help grow their business through exporting to European and global destinations.</p>

	<p>Existing exporters will be encouraged to engage with new markets, whilst earlier-stage businesses will be inspired to commence trading overseas.</p> <p>A further proposal will be submitted in January 2023 for an export intervention to run from April 2023 onwards during UKSPF Year 2. This proposal would focus on an Export Support Grant scheme, offering match-funded grants to enable Hull-registered SMEs to attend overseas trade mission events. If successfully run in year 2, this project would look to continue in year 3.</p> <p>AF also updated on Skills Bootcamp activity. Hull and Humber Chamber of Commerce is delivering a 16 week import / export skills bootcamp to two cohorts commencing in September, aimed primarily at those already employed in an international trade role that have not had any formal training and would like to update and develop their skills. Twenty places are currently being funded through the Bootcamp. The Chamber is looking to bid for further funds to extend this training provision through 2023. A good example of cross-LEP collaboration and positive engagement with a key regional export partner.</p>
<p><b>10.</b></p>	<p><b>Business Support Policy Horizon Scan</b></p> <p>AH provided an update on the UK Government Autumn Statement.</p>
<p><b>11.</b></p>	<p><b>Future Agenda Items</b></p> <p>The board asked for an update on the Local Skills Improvement Plans and the role of the business community in shaping these.</p> <p><b>Action: This item to be added to the next agenda</b></p>
<p><b>12.</b></p>	<p><b>AOB</b></p> <p>A brief discussion was had around pressing business and economic intelligence issues from the region.</p> <p>JB advised that one of her FEO members would like to know more about contracting opportunities with the HEY LEP and Growth Hub. J Brunton provided a brief summary of how LEP and Growth Hub commissioning opportunities are managed, and offered to speak to JB's contact regarding this is desired.</p> <p>Action: JB to put FEO member in touch with J Brunton.</p> <p>DH advised that there is currently a shortage of small industrial units in the 3,000 sg/ft to 30,000 sg/ft range. This is causing issues for manufacturing and engineering firms that are looking to expand. DH also advised that there is a perceived need for a brokerage service to support regional manufacturers to share high-value plant and machinery, with a view to pooling certain resources.</p> <p>Action: J Brunton to summarise this business intelligence in next monthly business intelligence reports sent to BEIS.</p>

**Next meeting date:**

**8<sup>th</sup> Feb 2023 between 2 – 4 p.m.**

Signed:

Gill Alton  
Chair

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