

DRAFT Minutes of the Board Meeting
held on Thursday 23rd November at 9.30 am
County Hall, Beverley

<p>Attendance</p> <p>Board Members</p> <p>James Newman OBE (Chair) Stephen Parnaby OBE (Deputy Chair) Cllr Charlie Dewhirst on behalf of Cllr Anne Handley Cllr Mike Ross Jayne Adamson Catherine Bishop Madge Moore David Hall Diana Taylor</p> <p>Apologies</p> <p>Professor Dave Petley Alan Menzies Cllr Anne Handley Matt Jukes Daffyd Williams</p>	<p>Observers</p> <p>Jo Dooley- East Riding of Yorkshire Council Alex Codd – Hull City Council Peter Campey – Department for Business and Trade</p> <p>Executive Team and Secretariat</p> <p>Teresa Chalmers, HEY LEP Karen Philipson, HEY LEP Stacey Alexander, HEYLEP Jacquie Newman, HEY LEP Jon Brunton, HEY LEP Chris Howell, HEY LEP</p> <p>Guests</p> <p>Graeme Smith, HCC</p>
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<p>1</p>	<p>Welcome – JHN welcomed Board members to the meeting.</p> <p>Declarations of Interest</p> <p>Jayne Adamson – Member of ICB, who are resourcing the Health Careers Project Diana Taylor – Freeport regarding ongoing support provided by Future Humber and the Humber Energy Board regarding support for the Humber 2030 Vision updated document. Stephen Parnaby – The Business Day - Director</p>
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2	<p>Minutes of the meeting on 28th September 2023 & Any Matters Arising</p> <ul style="list-style-type: none"> Item 4 Page 6 – should read Teaching Excellence Framework <p>JHN asked members to consider the minutes – all agreed as correct.</p> <p>Matters Arising</p> <ul style="list-style-type: none"> Mark Jones Celebration Event - was attended by JHN, SP, TC on behalf of the LEP Board.. The postponed visit to the region by Lord Callanan took place in October; the agenda had changed due to Ministerial asks but the region was well presented. The Humber Industrial Cluster Plan further activity - The LEP had attended the national celebration event where all six Cluster Plans had been well received and a new publication focussing on best practice had been published (Enabling net zero: a plan for UK industrial cluster decarbonisation – UKRI) The publication lists several recommendations for taking forward the plans and partners are now awaiting news of the next opportunities. The Humber Energy Board remains the custodian of the HICP. Chair & Deputy Chair, following recommendations by board members the two HEY LEP Chair and Deputy Chair posts have been extended until 31 March 2024– confirmation letters had been received.
3	<p>Chair's Update</p> <ul style="list-style-type: none"> Northern Pan Regional Partnership - further discussion had taken place at the recent LEP Chairs meeting to consider expanding the membership of this to include public/private and the academic sector, in order to create a holistic northern strategy and support collaboration. LA leaders have been contacted by leading officers and the Chair of NP11 and were in discussions. Integration of the LEP – 31st March 2024 HEY LEP will cease due to the removal of core funding. The Chairs are in conversations with officers and Leaders from both LA's. JHN was keen to keep the HEYLEP as one single unit until CA is in place to enable smoother transition to the MCA who will deal with regional issues across HEY.

4	<p>Humber Freeport Update</p> <p>Stephen Parnaby updated on the latest activity: -</p> <ul style="list-style-type: none"> • The Inaugural Board Meeting had taken place with the next meeting being held in December. • Tax sites had been ratified and resolved. • Next stage is to appoint a permanent CEO • An interim Chair was still in place and this will need to be reviewed in 2024. • Devolution announcements were welcome to give some clarity to where the Freeport will fit in with existing pan Humber structures. • Tax benefits have been extended by a further five years.
5	<p>Humber Energy Board – the HEB had held a further meeting and were working on a joint PR campaign including the updating and extension of the Humber 20230 Vision document. This document will include a focus on skills. JHN said the LEPs had produced some good and current research on green jobs and skills, and this should be used to inform the new publication. Added value was essential rather than duplication of work already undertaken. TC added that the Freeport was also planning a series of skills workshops and that herself and Ruth Carver GL LEP were in conversations to ensure positive outcomes rather than duplication.</p> <p>JHN said more work is needed to set up the various work streams of the HEB focussing on different forms of clean energy and net zero activities. It was helpful that the HEB had been directly mentioned in the Devolution Deal script and would be invited to join the refreshed Humber Leadership Board once extended.</p>
6	<p>Great Lincolnshire LEP</p> <p>JHN said both LEPs continue to meet to work on appropriate Humber based activity such as the Careers Hub work. The GL LEP board and local authorities had confirmed that this LEP would continue as one economic unit for next year, using reserves and the government funding that was announced for transition processes, until such time as the Mayoral Office was set up with the likelihood of transfer of its functions to the Office.</p>

7	<p>Local Authority Updates</p> <p>Cllr Ross, Hull City Council</p> <ul style="list-style-type: none"> • Devolution Deal – Cllr Ross thanked all those involved in getting to this stage, there had been a lot of intense work to put this together. More hard work starts now, in general terms, some members of the public are unsure what it means for the region, this was something that would be addressed. Public consultation will start after full Council approval to progress and in the new year. The Deal, whilst at the same rate per capita as those most recently announced, provided support for some additional economic developments, such as the proposed Medi-tech Centre in Hull. The split between capital and revenue was also favourable and would enable flexibility in delivery. • Whilst there is huge oversubscription for HCC UKSPF funding it is not fully committed to date. This is because year one was very late in providing a short window of fund allocations plus the applications and assessment processes and systems needed to be finalised. Some good delivery is now taking place, including wrap around support for residents. • The Levelling Up Partnership funding is again a challenging timescale. The proposed Western Dock Masterplan will go to Cabinet early December. <p>Cllr Dewhirst, ERYC (on behalf of Cllr Handley)</p> <ul style="list-style-type: none"> • Caroline Lacey, Chief Executive had left the ERYC Authority. An open recruitment process will take place in the future. Alan Menzies, Executive Director, will step up in the interim period, with an interim Deputy supporting him. <p>JHN placed on record thanks to Caroline Lacey for her support for the HEY LEP and for her work in the East Riding and wider Humber region.</p>
8	<p>LEP Integration/Regional Implications</p> <p><i>*At this point LEP staff and local authority officers left the meeting, apart from TC, who was there only to provide any required technical</i></p>

	<p><i>detail.</i></p> <p>A discussion took place with Board Members only, regarding the LEP integration processes. The majority of Board members agreed that in order to better manage activities moving towards a Combined Authority the LEP should be kept as one regional economic unit, which would continue delivering regional activities and provide the base for the Mayoral Office. Interim arrangements, in terms of governance, should fall under the Hull and East Riding Unitary Leaders Board.</p> <p>The Chair also noted that there needed to be a review of the Humber and HEY LEP Reserves and proposals will be brought forward to the next meeting for the Board to approve relating to the use of those reserves once the LEP had closed on 31 March. Action – TC/GS/JHN/SRP</p>
<p>9.</p>	<p>Chief Operating Officer Report</p> <ul style="list-style-type: none"> • Growth Hub – The Create Growth Programme - Working with our small steering group, including both local authorities and the University of Hull, the Board was informed of the bidding success. This result will provide an additional £520k of sector-specific business support to the Hull and East Yorkshire region. The programme focuses on a range of defined businesses, as designated by DCMS within specific SIC codes, which have capacity to grow, providing specialist business support, advice, and mentoring. The funding includes the employment of a leading officer, who is being recruited, to ensure targets and outcomes are met and the reporting mechanisms successfully delivered. • Investment Panel Delivery - a separate report on the recent activity of the Investment Panel is on the agenda bringing Board Members up to date on the required processes and how recommendations are agreed in terms of investment and which areas need further Board review. • Export Update - HEY LEP continues to administer the Export Growth Grant (EGG) UKSPF project. As a result of Hull CC re-allocating UKSPF Year 2 funds, HEY LEP has requested an additional £22K from this local authority to support a further 4 companies attending a trade show between November 2023 and the end of March 2024. ERYC have access to different funding mechanisms that can support export. • Governance - The letters concerning the initial extension to the current appointments 31st March 2024 as per the board's request had been received by the Chair and Deputy Chair. This process can be

	<p>revisited if needed.</p> <ul style="list-style-type: none"> • HICP Legacy - a number of Humber based organisations involved in decarbonisation (including the LEP) were invited an Enabling Net Zero launch event hosted by UK Research and Innovation in London. The event was held to launch a document produced following the learning from the 6 Industrial Decarbonisation Challenge (IDC) plans. <p>Other areas covered in the paper included: -</p> <ul style="list-style-type: none"> • National LEP Network activity • The Staff Team Update
10.	<p>Growth Hub Update</p> <p>The HEY Growth Hub continues to deliver a suite of business support services in the region. The Growth Hub also collates business and economic intelligence from across the region.</p> <p>JB provided an operational update on the Growth Hub for the financial year to date. The majority of targets had been achieved apart from the intensive support which was challenging given the time SMEs would need to work with Advisors, However, JB though this would be achieved by year end. Other areas covered:-</p> <ul style="list-style-type: none"> • Made Smarter Programme (DBT funded) - An update on the prospective expansion of the programme is still awaited. It is currently anticipated that an announcement may be made as part of the Government's Autumn budget statement on 22 November 2023. This would allocate additional funding to deliver more activity within the current timescales of the programme to March 2025, as well as a possible time extension of the programme to September 2025. • NB – The government's autumn budget statement on 22 November confirmed the expansion of the Made Smarter Programme to all English regions by the 2025/26 year, which includes a one year extension to the current programme operating in Yorkshire & The Humber from March 2025 to March 2026. Further details around funding levels for the Y&H programme in 25/26 is still awaited. However, it has been confirmed that there will be no additional funding for the Y&H programme during the currently contracted funding period, which will have to operate within the existing funding envelope. • DCMS Create Growth Programme - The award of DCMS funding was formally announced by the Secretary of State for Culture, Media and Sport, Lucy Frazer MP, at a national Creative Industries conference in Manchester on Monday 13th

	<p>November. The HEY LEP Growth Hub Manager attended this conference on behalf of the HEY local area partnership. HEY LEP issued a press release in support of this announcement on the same date.</p> <ul style="list-style-type: none"> • Business & Economic Intelligence - The Growth Hub continues to gather business and economic intelligence from the region, which is submitted to DBT in the form of a monthly report
11.	<p>Employment & Skills Board</p> <p>The report was noted by the Board.</p> <ul style="list-style-type: none"> • JA placed on record thanks to Richard Sellick who had stepped down from the Board after a number of years.
12	<p>Business Support Board</p> <p>The report was noted by the Board.</p> <ul style="list-style-type: none"> • The Artificial Intelligence presentation had been well received from Dr Dionysios S. Demetis, Hull University. The presentation raised several areas of discussion with the BSB Members and raised questions regarding which areas of business would need to be considered prior to investing in AI without a firm understanding of its impact on all business strands and what it could lead to. • JB indicated that this subject regularly comes up in SME conversations and as such JB and CH were considering a mini conference in the new year. • BSB board members had agreed to share the presentation slides with main Board Members. However, this is a large file so a separate link will follow these minutes.
13.	<p>Infrastructure Board</p> <p>The last Infrastructure Board was postponed due to several apologies being received. The next Board meeting will take place in January 2024.</p>
14.	<p>Investment Panel & Programme Reports</p> <ul style="list-style-type: none"> • GS updated the LEP Board (Paper F), giving an overview of the governance

	<p>and decision-making processes associated with the allocation of Growing Places funding through the HEY LEP's Investment Programme.</p> <p>The funding decision making processes taken/used by the Investment Programmes Team are the same as those followed by the former Humber LEP for the Growing the Humber Grant Programme (2014) and the Growing Places Loan Programme (2014), followed by that of the Growing Hull and East Yorkshire (GHEY 2020-22) and as set out in the HEY LEP Local Assurance Framework 2021. A small tweak was needed in the process that suggested large investments of over £250k should come to the main board for approval. Board members agreed with this suggestion. The updated flow chart would be replaced in the Local Assurance Framework for reference on the LEP's website. Action – Jacquie N</p> <ul style="list-style-type: none"> • An update (Paper G) was provided to the Board in relation to the legacy capital programmes: Local Growth Fund (LGF), Getting Building Fund (GBF) and the new Growing Places Fund (GPF). <p>Area covered:-</p> <ul style="list-style-type: none"> • Nine remaining LGF projects are continuing to progress well, claims and output delivery is submitted alongside progress updates and written reports. Satisfactory progress is being made in achieving all outputs. It should be noted that delivery of outputs, such as houses unlocked, are expected to be delivered beyond 2025 • The team continue to concentrate on increased promotion of the GPF available, working in close partnership with the Made Smarter and Export Growth Grant (EGG) offer to deliver promotion at events across the Hull and East Yorkshire region. GPF was represented at the Manufacturers Export Event 7 November at the Chamber of Commerce as part of the International Trade Week • To date the GPF programme has received 108 Expressions of Interest. They cover a wide variety of sectors including Manufacturing, Construction, Agriculture, Horticulture, Hospitality, Retail and Wholesale. • Goole RaisE Business Centre, continue to submit outputs, steady progress is being made in attracting tenants. They are about to be awarded the BREEAM certificate of sustainability and expect to be classified as 'Excellent'
15.	<p>Any Other Business</p> <ul style="list-style-type: none"> • LEP Reserves – discussion was needed over how to utilise the reserves – it was agreed a meeting be organised with JN, SP, TC and GS.

	<ul style="list-style-type: none">• Action - January Board Meeting to agree the suggestion of supporting the HEB in some way and The Business Day 2024
16.	Date and time of next meeting: Wednesday 24 th January 2024 9 am via Teams

Signed:

James Newman
Chair

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