

# Hull & East Yorkshire LEP Board Meeting

Wednesday 24<sup>th</sup> January 2024  
9.00 am via MS Teams

## Draft Notes

		Lead Officer
1.	<ul style="list-style-type: none"> <li>Welcome</li> <li>Apologies were received from Cllr Ann Handley, Matt Jukes, Madge Moore</li> <li><b>Declaration of Interests</b></li> </ul> <p>Stephen Parnaby re The Business Day Diana Taylor re Freeport, and the use of the LEP Reserve Funds Jayne Adamson – transfer of funds to ICB</p>	James Newman
2.	<p><b>Minutes of the meeting – 23<sup>rd</sup> November 2023</b></p> <ul style="list-style-type: none"> <li>Any Matters Arising - Catherine Bishop had sent apologies for this meeting – minutes will be amended</li> </ul>	James Newman
3.	<p><b>Chair’s Update included:</b></p> <ul style="list-style-type: none"> <li>JHN discussed the last <b>Humber Energy Board</b> and the proposals provided by consultants, Palace Yard, in regard of the future direction of the Board. This included options to formalise the Board, to create additional working streams and to align its work with the further development of the Humber Leadership Board. Members have been asked to comment on the proposals with a likely outcome early in Spring 24.</li> <li><b>Humber Leadership Board developments</b> – the HLB is likely to be further built on to include a wider range of Humber representatives including both future Mayors (if the current consultation proposals are positively received). Additional HLB members would include all three Humber based universities, the two north and south bank business board chairs, and a wider range of business representatives. The Joint Strategy Unit is working in</li> </ul>	James Newman


	<p>support of finalising the proposals prior to further discussions with all four Humber Local Authority Leaders.</p> <ul style="list-style-type: none"> <li>• <b>The Business Engagement Board</b> - the most recent meeting focussed on the proposed HEY Devolution Deal and how board members could encourage and support other businesses to participate in the consultation.</li> <li>• <b>NPIER Progress</b> - as outlined in the COO report on the agenda, the NP11 work is contributing to the NPIER and will work on several strands. Conversations with elected leaders are now underway and will help define the final membership of the board. Government remain supportive of the developments.</li> </ul>	
4.	<p><b>Pan Humber Update</b></p> <p>SP informed the Board that the last Freeport Board meeting took place on 19<sup>th</sup> December 2023.</p> <p>Items covered:</p> <ul style="list-style-type: none"> <li>• Simon Green, as Chief Executive is now working with government and a range of stakeholders to ensure that governance arrangements are of the required level.</li> <li>• Permanent office accommodation/admin support would be needed.</li> <li>• Marketing initiatives were taking shape to spread to word about what Humber Freeport stands for, not just locally, but regionally and nationally, as national recognition is important.</li> <li>• Matters still to resolve regarding working in collaboration with Humber Energy Board and the incoming MCA, which need to resolved – i.e. Pan Humber organisation</li> <li>• Good news on the tax sites - first success, Metsa tissue at Goole, 400 jobs and also at Saltend with Pensana and another 100 jobs.</li> <li>• Tax incentive extensions may be to 2031 tbc.</li> </ul>	Stephen Parnaby
5.	<p><b>Local Authority Updates</b></p> <p>Cllr Ross updated the Board on the devolution consultation process with both LAs engaging in a range of community</p>	Cllr Ross HCC

	<p>opportunities to meet with various groups and members of the public to explain the proposals in more detail. Responses had been received by over 3,000 people to date and it is hoped that this engagement will increase the rate.</p> <p>Alan Menzies said the responses currently were mostly in favour of the Mayoral approach, but more needed to be done to ensure residents were clear on what this proposal means for themselves as individuals, employers, employees and for the economy.</p> <p>Discussions within both cabinets are focussing on agreeing the council budgets for next year.</p>	<p>Alan Menzies on behalf of Cllr Handley</p>
<b>Items for Discussion</b>		
<p>6.</p>	<p><b>LEP Reserves</b></p> <p>GS presented the paper on behalf of himself, JHN and TC. There is still further work to be done to clarify the differences between former Humber LEP and HEY LEP Reserves but the overall bigger picture is unlikely to change. HEY LEP is likely to break even at closure if the proposed reserves investments are agreed.</p> <p>The Humber LEP reserves are to be invested in Humber based activities such as that described in the discussions regarding the HLB and HEB and can be used to support the secretariat or any Humber based activity if the Board agree.</p> <p>JHN commented on this use, to develop the infrastructure to support the HEB and to provide funding for The Business Day and the place-based work as described in the paper. JHN asked the Board members to consider if any other aspect should be included in the proposals.</p> <p><b>Action – Board members to email TC by Friday 9<sup>th</sup> Feb.</b> JHN stated that the final proposals for agreement in addition to those suggested would come back to the Board meeting in March.</p> <p><b>Action – JHN. GS and TC.</b></p> <p><b>The Board agreed to support the use of Humber reserves for the Business Day and place-based work.</b></p>	<p>James Newman and Graeme Smith (HCC)</p>

7.	<p><b>LEP Integration/regional implications</b></p> <p>JHN discussed the ongoing conversations with both LAs, the Leaders and CEOs and stated the positive and solution driven approach presented. Apart from very final considerations, and as to align with the LEP Board's view on keeping the LEP Team together this was the direction of travel. Arrangements will be finalised in the coming weeks and a note will go out to all Board members. <b>Action – JHN/SP.</b></p> <p>This will in effect provides the basis for the future development of the MCA, building on the current regional activity. The devolution consultation closes on 27 Feb and following this there will be the opportunity to socialise the LEP's future once both Cabinets have met and agreed the way forwards.</p> <p>It is proposed that the interim arrangements will include a new Business Board and a replacement to the current Employment and Skills Board. Both LAs will agree the recruitment processes and all Board and Sub-Board members will receive the information asap. <b>Action – TC/LAs</b></p> <p>TC commented that this decision has been well received by LEP Team Members who had experienced a long period of insecurity and now welcomed the clear pathway going forwards.</p>	James Newman
8.	<p><b>LEB Board Devolution collaborative response</b></p> <p>JHN asked members if they wished himself and SP to draft a collaborative response from the Board. This was agreed. <b>Action – JHN and SP</b></p>	James Newman and All
9.	<p><b>Discussion Paper - Equality, Diversity &amp; Inclusivity</b></p> <p>CB presented the paper outlining the various discussions and potential for increasing the EDI focus in the new transitional arrangements. EDI remains a core pillar of public and private sector work and will be increasingly important to the region to reduce inequalities, create additional opportunities and to engage residents and businesses alike. There are some excellent examples of how EDI is used to deliver business services and to ensure equality of access. JB and CH had been reviewing other regional approaches to build on the current data gathering by the Growth Hub.</p> <p>The Board welcomed the work and the detail in the paper and supported the recommendation for JB and CH to work closely with both LAs to further develop this work in the period leading</p>	Catherine Bishop, Jon Brunton / Chris Howell

	up to the formation of the MCA if approved. <b>Action – CH and JB</b>	
<b>Items for Information and/or decision</b>		
10.	<p><b>Chief Operating Officer and Team Report</b></p> <p>TC updated the Board on the range and depth of LEP activities that have not diminished over the last year. Several new projects had been developed and this will bring additional services to the HEY region.</p> <p>One area of risk is the recruitment of the Create Growth post which is in progress via HCC systems; the current grading is below that of other Create Growth Leads and as the project is for one year of service delivery this may prove unattractive to potential applicants.</p> <p>The NP11 were continuing to contribute to the wider discussions on northern assets and future governance models. This work includes developing a framework for a ‘Manifesto of the North’ with four clear policy areas of Trade and Investment, Transport, Net Zero and People and Place. LEP colleagues will be contributing to these discussions.</p> <p>The following recommendations were agreed:</p> <ul style="list-style-type: none"> <li>• The approval of using Humber LEP Reserves to pay for the Humber domain names as per agenda 7.1</li> <li>• The publication of the LEP Annual Review document in March 2024, as opposed of July in previous years which was previously part of the AGM.</li> <li>• To return the voluntary return contribution of £10k, as recommended by the ESB, back to the ICB to develop a work experience website across five regions.</li> <li>• Dafydd Williams continues to hold Board membership whilst transitioning to a new role</li> </ul>	Teresa Chalmers
11.	<p><b>Growth Hub Update</b></p> <p>JB presented the report, outlining the progress to date and informed the board that DBT were satisfied with the Growth Hub Half Year Report (as per Dec 23).</p>	Jon Brunton

	<p>JB continues to work closely with both LAs in regard of the UKSPF business support services to ensure no duplication and maximisation of resources.</p> <p>The Manufacturers Network has attracted 18 SMEs to a variety of events and meetings, including an informal network event in Dec 23.</p> <p>Made Smarter has reached its targets to date. Government have announced that this programme will now be rolled out to all English regions by 25/26. Current funding is in place to March 25 with the new expansion resources not yet confirmed.</p> <p>Create Growth – the funding letter has still not been received but is expected shortly. This will then be used to finalise the Steering Group’s TOR and the Delivery Plan. Legal agreements and MOUs will be needed between all delivery partners. There is an urgency to get plans in place as delivery is for one year, initially, from April 24. Recruitment issues have been described in the COO report.</p>	
12.	<p><b>Export Paper</b></p> <p>AF updated the Board on recent progress of the Export Growth Grant work. Options for utilising the current balance of funds were:</p> <p><b>Option 1</b> - The remaining £17,320 staff costs to be transferred to HEY LEP staffing resources for the remainder of the programme (April 2024-March 2025), as originally planned.</p> <p><b>Option 2</b> - The remaining allocated staff costs to be converted into grant monies, which will enable HEY LEP to offer grants to a further three* companies looking to exhibit at a trade show from April 2024 onwards. *Assuming each company applies for the max £5,400 grant.</p> <p><b>Action - Board members approved Option 2 to increase the opportunity for an increase in funding allocations.</b></p>	Andrew Finch
13.	<p><b>Minutes of the Employment and Skills Board – held on 11th December 2023</b></p> <p>JA presented the paper demonstrating the range of activity that the ESB were leading on. In March 2023, the HEY LEP</p>	Jayne Adamson and Chris Howell

	<p>entered into a collaboration with the H&amp;NY ICB to undertake a programme of activity promoting careers in health and social care and in doing so, help improve recruitment to skills shortage occupations. £300k was secured from the H&amp;NY ICB to fund the project.</p> <p>The project focusses on interventions which help people of all ages who are disadvantaged or distanced from the labour market in some way (socioeconomic disadvantage or learning difficulty by way of example) to access jobs in health and social care settings.</p> <p>The HEY LEP has now recruited a Project Lead and in partnership with the H&amp;NY ICB has developed a detailed work plan.</p> <p>The H&amp;NY ICB have identified a work experience management platform which would allow them to manage a wide range of placement opportunities on behalf of the integrated care system providing a central point of contact for all applications or enquiries enabling sustainable and scalable work experience opportunities system wide. The cost of the platform is £10k.</p> <p>The HEY LEP team reviewed the project plan and were able to identify £10k that could be used for this purpose and the ESB recommend to make this available to the H&amp;NYICB.</p> <p><b>The Board approved this transfer</b></p> <p>CH then provided board members with the Economic Inactivity presentation</p> <div style="text-align: center;">         Paper H - Appendix 3        - Spotlight on Econorr     </div>	
14.	<p><b>Minutes of the Business Support Board – held on 10<sup>th</sup> January 2024</b></p> <p>DW updated the Board on the most recent BSB meeting where discussions included the performance of the Growth Hub, an Employment Self-Assessment &amp; Carers Hub Update, presented by James Hardstaff of BAE Systems and received UKSPF updates from ERYC and HCC.</p> <p>The Board discussed a proposal for establishing a Professional Services Network Group, considering that the former Humber LEP had facilitated a quarterly meeting of professional services</p>	Dafydd Williams

	<p>firms as part of a 'Professional Services Network'. This network was attended by representatives from the regional banking, accounting, and legal industries. The network was disbanded at the closedown of the Humber LEP on 31<sup>st</sup> March 2021 and was not reconstituted under the HEY LEP, due to reduced staffing and budgetary resources.</p> <p>The work required to re-establish such a network could be undertaken by existing LEP personnel. The ongoing secretariat function and any modest meeting costs arising would need to be covered by the HEY LEP or successor organisations.</p> <p>The BSB agreed to seek written feedback from the rest of the members regarding establishing the network group, either within the current LEP or under the new arrangements pre-M/CA.</p>	
15.	<p>Minutes of the <b>Infrastructure Board</b> – held on 12 January 2024</p> <p>SP discussed the last meeting of the Board which included:</p> <ul style="list-style-type: none"> <li>• Presentation by Allenby Commercial on the Monacle Building (formerly Europa House)</li> <li>• Google Freeport South Update by Stephen Silvester, ERYC</li> <li>•</li> </ul>	Stephen Parnaby
16.	<p>Any Other Business</p> <p>There was no further business, the meeting closed at 10.45 am</p>	All
17.	<p>Date and time of next meeting:</p> <p><b>20<sup>th</sup> March 2024 at 9.30 am, County Hall, Beverley</b></p>	All