

New Anglia Local Enterprise Partnership Board Meeting

Thursday 18th October 2018

10.00am to 12.30pm

Sizewell B Visitor Centre, Leiston, Sizewell, IP16 4UR

Agenda

No.	Item	Duration
1.	Welcome	25 mins
2.	Apologies	
3.	Welcome to Sizewell & Nuclear Sector Update	
4.	Declarations of Interest	
5.	Actions / Minutes from the last meeting	
Forward Looking		
6.	Opportunity Areas	Update
7.	Brexit	Update
Governance and Delivery		15 mins
8.	LEP Review	For Approval
Break		10 mins
Governance and Delivery		50 mins
9.	Capital Growth Programme Call	For Approval
10.	Innovative Projects Call	For Approval
11.	Eastern Agritech Proposal	For Approval
12.	Chief Executive's Report	Update
13.	October Performance Report	Update
14.	Finance Report including Confidential Appendices	Update
15.	Board Forward Plan	For Approval
16.	Any Other Business	

Next Meeting: 10.00am – 12.30pm, 21st November 2018

Venue: Keystone Innovation Centre, Thetford

New Anglia Board Meeting Minutes (Unconfirmed) 19th September 2018

Present:

David Ellesmere (DE)	Ipswich Borough Council
Doug Field (DF)	East of England Coop
John Griffiths (JG)	St Edmundsbury Borough Council
Matthew Hicks (MH)	Suffolk County Council
Dominic Keen (DK)	High Growth Robotics
William Nunn (WN)	Breckland District Council
Steve Oliver (SO)	MLM Group
Andrew Proctor (AP)	Norfolk County Council
Johnathan Reynolds (JR)	Nautilus
Lindsey Rix (LR)	Aviva
Sandy Ruddock (SR)	Scarlett & Mustard
Alan Waters (AW)	Norwich City Council
Jeanette Wheeler (JW)	Birketts
Tim Whitley (TW)	BT

In Attendance:

John Last (JL)	NUA (For David Richardson)
Corrienne Peasgood (CP)	Norwich City College (For Nikos Savvas)
Vince Muspratt (VM)	Norfolk County Council
Sue Roper (SuR)	Suffolk County Council
Shan Lloyd (SL)	BEIS
Abigail Cunliffe-Hall (AC)	BEIS
Fiona Wright (FW)	CMS (For Item 5)
Neil Prentice (NP)	Jacob Bailey (For Item 5)
Chris Dashper (CD)	New Anglia LEP (For Item 12)
Julian Munson (JM)	New Anglia LEP (For Item 5)
Lisa Roberts (LiR)	New Anglia LEP (For Items 6 and 7)
Chris Starkie (CS)	New Anglia LEP
Rosanne Wijnberg (RW)	New Anglia LEP
Helen Wilton (HW)	New Anglia LEP

Actions from the meeting: (19.09.18)		
Brexit Analysis: Brexit to be added to the Board Forward Plan in November Eastern Agri-Tech: CS to present a paper at the October Board on the options available To provide an update on the delivery timescales of major infrastructure projects including East West Rail Performance Reports: Investigate whether the addition of a percentage of financial slippage would be relevant		HW CS EG RW
1	Welcome from the Chair	
Doug Field (DF) welcomed everyone to the meeting including Corrienne Peasgood deputising for Nikos Savvas, John Last deputising for David Richardson and Abigail Cunliffe-Hall from BEIS. DF also welcomed Fiona Wright from CMS and Neil Prentice from Jacob Bailey.		
2	Apologies	
Apologies were received from: Nikos Savvas and David Richardson DF proposed bringing forward Item 5 on the agenda.		
5	Place Brand Development for Norfolk and Suffolk	
Steve Oliver (SO) introduced the place branding presentation and thanked Julian Munson & Hayley Mace for their work carried out to date. He advised the Board that a steering group had been established to progress the next steps and requested feedback from the board on the proposals. Fiona Wright (FW) and Neil Prentice (NP) provided the meeting with a presentation on the place branding experience of both agencies and gave an introduction to their proposals and the timeline for reporting back to the Board. The Board was advised that work would begin immediately with stakeholder sessions already planned for October with completion by the end of January 2019. The final project findings will be presented to the Board in February 2019. The Board agreed: <ul style="list-style-type: none"> To note the content of the presentation 		
3	Declarations of Interest	
Full declarations of interest can be found at http://www.newanglia.co.uk/about-us/the-board/ . DF declared an interest in the investments in Novafarina and Supapass as detailed in the New Anglia Capital report. He also noted that the Co-Op do work with Jacob Bailey although he was not part of the branding tender process.		
4	Minutes of the last meeting 20th June 2018	
The minutes were accepted as a true record of the meeting held on 20 th June 2018. <i>Actions from previous meetings updated as follows:</i> Brexit Analysis: Lindsey Rix (LR) requested an update on the LEP's response to the uncertainties facing businesses regarding Brexit. The Board agreed that this was a major issue and the LEP needed to be proactive in providing support. Chris Starkie (CS) proposed adding an item to the Board forward plan. It was agreed that this would be included in November. Andrew Proctor (AP) requested the item be expanded to include the impact on Local Authorities as well as businesses. Lisa Roberts (LiR) updated the meeting on the LEP's ongoing work and Brexit analysis carried out to date. Agri-Tech: CS advised the Board that the Combined Authority Business Board was due to hold its initial meeting on 24 th September and a paper on funding of the Agri-tech initiative would go to its November Board. Given the delay in receiving a response from the Combined Authority		

<p>DF asked CS to produce a paper on the options available to the New Anglia LEP. This will be presented at the October Board.</p> <p>ACTION: Brexit Analysis: Brexit to be added to the Board Forward Plan in November Eastern Agri-Tech: CS to present a paper at the October Board on the options available.</p>	HW CS
6 Economic Strategy Delivery Plan	
<p>LiR updated the Board on the work carried out to date to progress the Economic Strategy delivery plan since the publication of the strategy in the Autumn of 2017. The Board was advised that the Economic Strategy Delivery Coordinating Board (ESDCB) had been established and met for the first time on 4th September. It would continue to meet every 6-8 weeks to oversee the delivery of the plan.</p> <p>LiR advised that the concept of game changer opportunities had emerged through the engagement sessions which are those with the potential to deliver significant progress towards targets. LiR requested that the Board approve the Game Changers Approach to the delivery of the strategy. On approval the LEP team will progress work to identify those opportunities and build plans for their delivery.</p> <p>AP supported the approach and asked how the game changers had been identified to date and what others has been considered. LiR advised that the specific game changers had not yet been identified and this would form part of the next stage of the work.</p> <p>The meeting discussed the importance of infrastructure to the delivery of the plans and LiR noted that the smart infrastructure ran through all the opportunities presented.</p> <p>David Ellesmere (DE) asked how the make up of the Board had been agreed and whether the priority growth areas would be included. Alan Waters (AW) expressed concern that the urban areas did not have a specific place on the Board. CS advised that Local Authorities had been asked to put forward place representatives. He advised that, when requested, the Norfolk Chief Executives had provided details of their representatives and the Suffolk Growth Board agreed those from Suffolk. LiR advised that there was a rotating vacant seat on the Board whereby the Suffolk Chief Executives could attend depending on the agenda of the meeting.</p> <p>Vince Muspratt (VM) confirmed that for Norfolk there was a rotating representative who represented Greater Norwich.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the progress the development of the Economic Strategy delivery plan for the Economic Strategy • To adopt the concept of developing Game Changers. • That the ESDCB should also coordinate development of the Local Industrial Strategy 	
7 Local Industrial Strategy	
<p>LiR presented the paper to the Board detailing the context for Local Industrial Strategies, its link with the Economic Strategy and the proposed approach to developing a Local Industrial Strategy for Norfolk and Suffolk.</p> <p>LiR noted that Government have advised all LEPs to produce a Local Industrial Strategy and Shan Lloyd (SL) confirmed that while the sign off strategy had yet to be agreed it would include analysis of the evidence used in the production of the strategy. The LEP aims to produce its strategy by Autumn 2019 however guidance is constantly being taken from Government.</p>	

	<p>Corrienne Peasgood (CP) noted that a local strategy needed to include developments at a national level to assess how they can be incorporated locally.</p> <p>CS stated that the strategy needed to identify specific areas where the New Anglia area held a distinct position and the work would continue to drill down in the sectors identified to date to focus on the areas of distinctness.</p> <p>Tim Whitley (TW) agreed that it was vital to identify those areas that Norfolk and Suffolk lead on a national level.</p> <p>LR made the observation that there seemed to be a conflict between productivity and innovation between the Local Industrial strategy and the UK Shared Prosperity Fund.</p> <p>LiR confirmed that work would continue to expand the evidence base and leaders would have the opportunity to review the work at 3 different stages.</p> <p>The meeting discussed the complexity of the funding available.</p> <p>SO thanked the LEP team for their work and expressed his support for the approach and noted it was vital to identify those opportunities which would provide a compelling argument to Government for funding.</p> <p>John Last (JL) noted the importance of highlighting those sectors which, although not necessarily the largest, would affect the position of the region at a national level.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report • To agree the approach to developing the Local Industrial Strategy. 	
8	LEP Review	
	<p>CS presented the paper included in the meeting pack detailing the key requirements for the LEP Review and the impact on New Anglia LEP.</p> <p>A key issue to resolve is the removal of overlaps. New Anglia LEP is proposing to retain its existing geography.</p> <p>The Board was informed that those areas of Norfolk and Suffolk currently covered by both New Anglia and the Cambridgeshire and Peterborough Combined Authority (CA) have advised that they intend to remain with the New Anglia LEP and the process to ratify this decision is ongoing.</p> <p>At the same time the CA is likely to make its LEP boundaries coterminous with its own thus removing the overlap.</p> <p>SO asked what strengthening links with the CA would mean in practice.</p> <p>CS advised that this had yet to be decided but could take the form of an overriding formal agreement or agreements on specific issues where combined working was beneficial to all parties.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report and the recommendations of the LEP review • To agree the LEP submission on geography 	
9	Chief Executive's Report	
	<p>CS presented his report to the Board and highlighted key items.</p> <p>Johnathan Reynolds (JR) updated the Board on a meeting held with the UEA on CO2 reduction targets and their inclusion in the Economic Strategy with the aim of targeting specific areas producing the greatest results.</p> <p>JL asked for an update on East West Rail. CS confirmed that the LEP was now a full member of the consortium but that the last meeting had focussed on the central area. Further details will be provided in the future. The Board requested further details of the delivery timescales.</p> <p>ACTION: LEP Infrastructure Manager Ellen Goodwin (EG) will be asked to provide an update on the delivery timescales for this and other major infrastructure projects.</p>	

	<p>CS reviewed progress on sector deals noting the difficulty in becoming involved in some areas such as life sciences.</p> <p>AP queried the slippage on Growth Deal spend as it had been described as significant at the Audit and Risk Committee meeting. CS confirmed that the slippage was significant but that work was ongoing to manage it.</p> <p>Matthew Hicks (MH) queried the timing of the visit to Holland in January given that Brexit would take place shortly after. CS advised that there was already an event planned at this time therefore the visit coincided with existing plans.</p> <p>MH asked how previous attendance at MIPIM had been benchmarked. CS advised that feedback was provided to the Board and metrics on leads were collected.</p> <p>JW asked if longer term outputs could be tracked and reported back to the Board.</p> <p>JR also asked whether any learning from MIPIM could be transferred to other similar events.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> To note the content of the report To receive up update on delivery timescales for the East West Rail project and other major infrastructure projects 	EG
10	Programme Performance Reporting	
	<p>Rosanne Wijnberg (RW) presented her report as included in the meeting pack which addresses the recommendations made by PWC.</p> <p>LR queried the reporting cycle and format for the New Anglia Capital (NAC) report and requested a more formal process. The current bi-annual report was agreed to be appropriate and RW agreed to include this in the reporting cycle.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> To note the content of the report To approve the reporting cycle with the inclusion of NAC To approve the reporting template 	
11	September Programme Performance Reports	
	<p>RW presented the reports included in the meeting pack.</p> <p>RW reviewed the Growth Deal Performance Report in detail.</p> <p>Sandy Ruddock (SR) requested clarification of the level of slippage and asked if a percentage of the slippage would be relevant.</p> <p>CD reviewed the NAC report as included in the meeting papers.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> To note the content of the reports To approve the Growth Deal Quarterly Dashboard For RW to investigate whether the addition of a percentage of slippage would be relevant 	RW
12	Finance Report	
	<p>RW reviewed the finance report and asked for questions from the Board.</p> <p>RW advised the Board that the AGM would be asked to confirm that the authority to agree remuneration of the auditors and the responsibility to appoint new auditors be delegated to the Board.</p> <p>RW confirmed that the Audit and Risk Committee had gone out for tender and had held a panel with Price Bailey recommended as the new auditors.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> To note the content of the report 	
13	Board Forward Plan	
	CS reviewed the items to be covered at the October Board meeting	

The Board agreed:	
	<ul style="list-style-type: none"> To note the content of the plan
14	<p>Any Other Business</p> <p>DF reviewed the agenda of the AGM which would follow the Board Meeting.</p> <p>John Griffiths (HG) highlighted the upcoming West Suffolk Business Festival and also the Building Foundations event on 16th October and invited Board members to attend.</p>

Next meeting:

Date and time of next meeting: 10.00am – 12.30pm, 18th October 2018

Venue: Sizewell B Visitor Centre, Leiston, Sizewell, IP16 4UR

Actions from New Anglia LEP Board Meetings

Date	Item	Action	Update	Actioned By	Status
19/09/2018	September Programme Performance Reports	To investigate whether the addition of a percentage of financial slippage would be relevant	RW reviewed the reports with Sandy Ruddock & agreed that this was not required	RW	Complete
19/09/2018	Chief Executive's Report	To provide an update on the delivery timescales of major infrastructure projects including East West Rail	An update will be provided at the November Board meeting	EG	On-Going
21/02/2018	Economic Indicator Trajectories and Targets:	To receive a paper on CO2 reductions for consideration of inclusion in the economic strategy targets	Work is ongoing in conjunction with the UEA	CS/JR	On-Going
21/02/2018	Brexit Analysis	To receive an action plan detailing the next steps, timescales and measures of success	A paper is being presented at the October Board meeting	LiR	On-Going
22/11/2017	Business Performance Reports	To receive a proposal on the Eastern Agri-Tech initiative by email.	A paper will go to the November Combined Authority Board meeting. A paper detailing options for the New Anglia Board is being presented at the October meeting.	CS	On-Going

New Anglia Local Enterprise Partnership Board
18th October 2018

Agenda Item 6

An Update on the work of the Norwich and Ipswich Opportunity Areas

Author: Jacqueline Bircham

Summary

This paper sets out the planned outcomes of the Opportunity Area programme in Norwich and Ipswich and accompanies a presentation on progress to date by Katrina Gardiner, Programme Manager for the Ipswich OA, and Jacqueline Bircham, Programme Director for Norwich.

Recommendation

The board is asked to note the ambition and progress of the Norwich and Ipswich Opportunity Area projects.

Background

Opportunity Areas are a Department for Education project to improve social mobility in 12 areas in England that ranked in the bottom 10% of areas in the Social Mobility Index 2016. The delivery plan for Norwich Opportunity Area was published in October 2017, and for Ipswich in February 2018. These plans set out a strategy to improve social mobility in their respective areas supported by £6m of funding.

Key Considerations

Both areas have some challenging targets to be achieved by September 2021:

<p>Norwich:</p> <ul style="list-style-type: none"> • 95% of eligible three to four year olds and 75% of eligible two year olds will be benefitting from funded early education. • The proportion of children achieving a good level of development will be in the top half for all local authority districts in England. • Attainment at key stage 2 and key stage 4 will be in the top half of all local authority districts in England. • 50% of nineteen year olds will be qualified to level three. • The gap between the attainment of disadvantaged pupils and all pupils will be half what it was in September 2017. 	<p>Ipswich:</p> <ul style="list-style-type: none"> • The gap between the percentage of disadvantaged pupils and all other pupils achieving a good level of development at the end of Early Years Foundation Stage will be half what it was in September 2017. • The gap between the pupil absence rates for disadvantaged pupils and non-disadvantaged pupils will be half what they were in September 2017. • 50% of fourteen to nineteen year olds will be engaging regularly in youth social action. • Childcare and education professionals will report a higher level of job satisfaction • The full time teacher vacancy rates in
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<ul style="list-style-type: none"> • The rate of fixed term and permanent exclusions will have reduced by two thirds from the rate in 2016/17 • 90% of the 2018-19 cohort who were eligible for pupil premium in year eleven will be in a sustained destination 6 months after completing key stage 4 • 40% of young people in Norwich will go on to higher education or a higher level apprenticeship • 85% of pupils who were eligible for pupil premium in year eleven and who studied for a level three qualification will go on to a sustained destination after key stage 5 	<p>primary and secondary schools will have reduced and will be below national average.</p> <ul style="list-style-type: none"> • The proportion of NLEs per 1000 primary and secondary pupils in Ipswich is at least equal to national average. • Attainment at key stage 2 and key stage 4 will be in the top half of all local authority districts in England and the gap between the attainment of disadvantaged pupils and all pupils will be half of what it was in September 2017. • The proportion of pupils achieving level 2 in English and maths by age 16 will exceed the national average. • 95% of disadvantaged young people will be in a sustained positive destination for at least the first two terms after finishing key stage 4, and 90% after finishing key stage 5. • 44% of disadvantaged young people will go on to higher education. • The percentage of sixteen to eighteen year olds who are NEET will be half what it was in September 2017. • By 2021, all schools in Ipswich will have achieved at least six Gatsby Benchmarks
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Link to the Economic strategy

Improved aspiration and educational attainment in Norwich and Ipswich, particularly by young people from families and areas that have traditionally faced significant deprivation will contribute to the aim for Norfolk and Suffolk to be an inclusive economy with a highly skilled workforce. It is DfE's aim that learning from Opportunity Areas can be shared in similar contexts throughout England.

Next Steps

By December 2018 both areas will need to have committed their £6m of funding to projects that work towards the aims stated above. Work continues to ensure schools and colleges are engaged, and supported to achieve the programme outcomes.

Recommendation

The board is asked to note the ambition and progress of the Norwich and Ipswich Opportunity Area projects.

New Anglia Local Enterprise Partnership Board
Thursday 18th October 2018

Agenda Item 7

Brexit

Author: James Allen Presenter: Chris Starkie

Summary

This paper sets out the latest state of play in the Brexit negotiations and briefly outlines what each scenario would mean for the UK following its departure from the European Union (EU). The paper also outlines the role of the LEP in assisting businesses in the run up to Brexit and post March 31st 2019.

The LEP's role covers four headings. 1 Providing Brexit intelligence to Government. 2 Providing information to businesses on changes brought about by Brexit. 3 Work to shape the future funding landscape for business support. 4 Identify changes to LEP and other programmes to react to opportunities and threats posed by Brexit.

These four headline areas will form the basis for the LEP's minimise response to Brexit which is should be to minimise uncertainty for business and deliver our ambitions for the Economic Strategy for Norfolk and Suffolk regardless of the outcome of Brexit negotiations.

Recommendation

The Board is asked to:

- Agree the proposed approach for the LEP to manage business uncertainty and deliver the Economic Strategy regardless of the nature of Brexit.
- For Brexit to be added as a standing item to the board going forward.

Background

Following the UK's decision to leave the EU on 23rd June 2016, the official date for the UK's departure is 29th March 2019. A transition period has been agreed between 29th March 2019 to 31st December 2020 to allow time to complete final preparations ahead of the new post-Brexit rules coming into force. However, this transition period will only commence if a withdrawal agreement is reached between the two parties. A suitable agreement needs to be found on the Irish border situation to allow both parties to sign the withdrawal agreement.

Cabinet reached an agreement in July 2018 regarding the UK's vision for the future UK-EU relationship, known as the Chequers Plan.

This would effectively continue "harmonisation" with EU rules on the trade in goods, covering only those necessary to ensure frictionless trade; there would be different arrangements for trade in services with greater "regulatory flexibility" and "strong reciprocal arrangements"; freedom of movement as it stands would end but a "mobility framework" would ensure citizens can continue to travel and apply for study and work; a new customs arrangement would be

phased in; the UK could control its own tariffs and develop an independent trade policy; and the ECJ's jurisdiction would end.

However key elements of the Chequers Plan were rejected at the most recent informal EU Summit in September. Negotiations have continued behind the scenes as both sides come back to the table at the European Council on 18-19th October. If enough progress can be found at this meeting, then an informal EU Summit will be organised for 17-18 November to finalise and formalise a deal. Since the September Summit, EU leaders have been more optimistic that a deal can be secured.

A political declaration setting out the future UK-EU relationship, which will accompany the withdrawal agreement, is currently being prepared by the EU and will set out the latest state of play when published in draft format ahead of the October EU Summit. This non-binding document is key to the ratification of the UK-EU deal as it will map out the proposed future UK-EU relationship to be agreed upon during a transition period.

As things currently stand a few months away from the official date of departure, several options remain on the table: The Chequers Plan, a Canada-style option (CETA), a Norway-style option (EFTA), an extension of the Article 50 negotiations or a no-deal scenario in which both sides are unable to reach a withdrawal agreement.

There are several differences between these options:

- Canada has comprehensive but not complete tariff free trade in goods, limited access to trade in services, partial regulatory cooperation and an independent free trade policy. The deal excludes financial contributions to the EU, free movement of persons, regulatory equivalence and participation in common foreign and security policy.
- Norway has tariff free trade in all goods and services (excluding certain fish and agricultural products; free movement of persons; a financial contribution to the EU; implementation of all EU Single Market regulations. This deal excludes participation in current and future EU-third party trade deals, preferential access to the Single Market for agriculture and fisheries products, trade in goods without non-tariff barriers such as export licences and rules of origin and Common Agricultural Policy participation and funding.
- A no-deal would be a cliff-edge scenario in which the UK would revert to WTO trade rules on 29th March 2019 and would be subject to the EU's external tariffs, EU laws would be transferred in to the UK's lawbook, the UK would not be subject to ECJ rulings, the UK could implement free trade negotiations immediately, the Irish border question would remain unresolved, the UK would not be required to pay the £13bn contribution to the EU budget and on immigration – the UK would be free to set its own immigration rules, however the rights of EU and UK expats remains unclear. Customs procedures would be suddenly imposed between the UK and EU and this alongside international law obliging the EU to require checks on lorries and ships coming from the UK would cause delays and backlogs at European ports. The UK Government has set out a series of [technical notes](#) on how to prepare if there is a no-deal.

Before the end of January 2019, MPs will be offered a vote on the outcome of negotiations – whether a deal has been secured or not.

This vote could lead to a few options including agreement on a final deal, rejection and leaving without a deal, seeking to extend the Article 50 negotiations or a call for one final push in negotiations to agree on an acceptable compromise.

In September 2018, the Migration Advisory Committee published its final report on EEA migration in the UK. The report states that if free movement ends and the Tier 2 scheme is extended to EEA citizens, the salary threshold at £30,000 should be retained and the list of eligible occupations should be expanded to allow employers to hire migrants into medium-skills jobs.

The report does not recommend an explicit work migration route for low-skilled workers, except for a seasonal agricultural workers scheme.

LEP Brexit activity to date

The LEP's Economic Strategy was published some months after the UK's decision to leave the EU alongside a comprehensive economic evidence base.

This means that the Economic Strategy takes into account the decision to leave, but does not assess the potential impact in any detail.

To address this, the LEP commissioned Metro Dynamics to carry out more detailed work on the potential impacts on the workforce, trade, regulations and funding for key sectors. We commissioned Metro Dynamics as they were also involved in the development of the Economic Strategy and this ensured consistency of research.

The report can be found at this link: ['the potential implications of Brexit for Norfolk and Suffolk'](#)

It identified a series of recommended actions which were endorsed by the LEP board at its meeting in February.

1. Develop a Local Industrial Strategy
2. Develop our sector and innovation strengths
3. Drive Inward Investment and place marketing
4. Gather Brexit intelligence
5. Champion local businesses
6. Improve targeting of business support.
7. Support exporters
8. Collaborate with other parts of the UK

LEP Brexit activity going forward

All eight of the actions listed above are being taken forward.

However the discussion at September's board meeting highlighted the need to take a step back and agree the role the LEP can play in the Brexit process, and for the issue of Brexit to be more visible in the work of the LEP. A more comprehensive action plan, building on the initial eight point plan can then be developed.

The LEP Executive is recommending the LEP's role should be summarised under the four headings: Intelligence, advice, funding, strategic intervention.

All four are inter-related but distinct workstreams. They are: Intelligence, Advice, Funding, Strategic Opportunities.

1 Intelligence

The LEP will continue to act as an information resource to government. Following engagement with business, business intermediaries and local authorities, the LEP has been able to regularly feedback Brexit intelligence and highlight the state of business preparedness into Government through various channels.

For example, Sajid Javid MP and Steve Baker MP visiting the region to understand the implications, anecdotal feedback the LEP regularly provides Shan Lloyd, feeding relevant case studies to local MPs and continued regular dialogue with business intermediaries to discuss business preparedness and understand their latest Brexit analysis.

2 Advice

From an operational perspective, the LEP has an important role to play in the continued provision of information to the business community regarding the future relationship with the EU. We are currently working on a plan to provide succinct information on areas of concern to businesses including the finer details, once available, regarding what the future UK-EU relationship will mean for businesses across Norfolk and Suffolk.

The Growth Hub will be a valuable resource in providing advice and support to businesses post-Brexit. The LEP is proposing to set up an identical Brexit page on the LEP and Growth Hub websites for businesses to provide intelligence, seek advice and access useful resources such as information provided by Government, local government and business intermediaries (e.g. the [Chamber's business Brexit checklist](#)).

We have had positive discussions with the chambers, FSB and CBI on a collaborative approach around this. LEPs nationally are looking at what resources can be shared and utilised by respective growth hubs.

3 Funding

The LEP is working both regionally (with local authorities and MPs) and nationally to help shape the future of funding. The LEP alongside these partners has been making the case to Defra regarding transitional funding as this funding is scheduled to end in 2019. The consultation has now begun on the UK Shared Prosperity Fund, which will cover previous EU and domestic funding moving forward.

The LEP fed into the regional workshop in Norwich on 4th October and will continue to highlight the region's needs given the fund will be linked to the delivery of our Economic Strategy and Local Industrial Strategy.

4 Strategic Opportunities

The LEP is delivering on the ambitions set out in the Economic Strategy and many strategic actions being taken will be linked to Brexit, whether this is nurturing opportunities or addressing potential challenges.

The LEP is in the process of assessing whether programmes require adjusting so that they remain fit for purpose post-Brexit and whether strategic interventions may be required to continue to deliver business growth (e.g. experts in the Growth Hub on specific Brexit-related issues such as customs).

Next Steps

We welcome the Board's views on these proposed actions and welcome proposals for additional support measures to minimise uncertainty for business and deliver the Economic Strategy for Norfolk and Suffolk regardless of the nature of Brexit.

If the board agrees to the four headline workstreams, the LEP executive will bring work up short delivery plans for each of the four workstreams. These would include key activities proposed, timelines, resources and impact.

The first three workstreams are relatively self-contained. The fourth will be more complex and to a greater extent dependent on the outcome of Brexit talks. Updates on the workstreams would then be brought back to the board on a regular basis.

Recommendation

The Board is asked to:

- Agree the proposed approach for the LEP to manage business uncertainty and deliver the Economic Strategy regardless of the nature of Brexit.
- For Brexit to be added as a standing item to the board going forward.

New Anglia Local Enterprise Partnership Board

18th October 2018

Agenda Item 8

LEP Review

Author: Chris Starkie

Summary

This paper summarises New Anglia LEPs' proposed plan for the implementation of the LEP Review.

Following last month's paper on geography, this paper covers roles and responsibilities, leadership and organisational capacity and accountability and performance.

In most cases no changes to the structure or operating model of New Anglia LEP is required, but the paper makes a number of specific recommendations on areas where Government is requiring change.

Recommendation

The board is asked to approve the implementation plan for the LEP Review as laid out in this paper and specifically:

- Maintain its existing approach to the recruitment of its chair.
- Appoint a deputy chair by February 28th 2019.
- Amend the LEP's articles of association to class education members as private sector.
- Amend the LEP's articles of association to increase the number of private sector board members to 12.
- Agree to work towards increasing the female representation amongst private sector board members. This will include proactively raising the profile of the LEP amongst female business leaders.
- Ask the LEP chair to write to education and local authority members to highlight the gender balance recommendations in the LEP Review and ask for support in helping the LEP board achieve the targets set by Government.

Background

At last month's board meeting the LEP board agreed to submit a proposal to the Government around the LEP's geography which would retain the geography of New Anglia LEP as Norfolk and Suffolk.

The Government now requires LEPs to submit proposals around three further areas: 1 roles and responsibilities, 2 leadership and organisational capabilities and 3 accountability and performance.

Key issues

1 Role and responsibilities

The review stated that the primary role of LEPs is on enhancing productivity which will be achieved through the development of Local Industrial Strategies.

The review reiterated that LEPs will lead on the development of Local Industrial Strategies and all LEP areas will agreed their LIS with Government by early 2020.

As board members know, the LEP has begun preparatory work on our Local Industrial Strategy, with a view to publishing ours in autumn 2019.

LEPs are also now required to produce an annual delivery plan and end of year report. We will be working with Government colleagues on the desired format for this. The first delivery plan will be for April 2019 and end of year report a year later.

Our aim will be to create a delivery plan which is useful for board members as well as Government.

2 Leadership and organisational capacity

Appointment of chair and deputy chair

Government has stated it expects each LEP to consult widely and transparently with the business community before appointing a new chair and appoints a deputy chair.

Under our current processes, the chair of the board is appointed by the LEP board. Our process invites applicants from board members to put themselves forward for selection by other board members.

In the event there are no candidates from the board, then the position of chair is advertised externally.

This approach ensures that the new chair has the full support of the board, and also has practical experience of the LEP. It also enables a degree of continuity.

We are recommending that the LEP board retains its existing policy.

The Government review also requires LEPs to appoint a deputy chair by the end of February 2019. The advice does not explicitly state whether this should be a private sector board member, but this is understood to be the case.

New Anglia LEP's articles of association provide for a deputy chair or vice chair, and indeed the LEP used to have a vice chair, but the post is currently not filled.

We recommend that the post of deputy chair is filled.

The Review asks LEPs to agree defined term limits for chairs and deputy chairs. Our defined term limit is three years which complies with the request.

Private sector board representation

The Government wants to increase the proportion of private sector board members, whilst limiting board sizes to 20. The Government's aspiration is for two thirds of the board to be from the private sector.

Currently New Anglia LEP has a 50 / 50 split. This is made up of six local authority leaders, two education sector representatives (one from FE and one from HE) and eight private sector board members.

Government has confirmed that HE members can be classed as private sector and for local areas to determine if FE members should also be classed as private sector.

We are recommending that both education members should be classed as private sector. It would seem odd for HE to be classed one way and FE the other.

The recruitment of two additional private sector board members would then enable the LEP to be compliant with the LEP Review. The revised board size would be 18 members of whom 12 were private sector and six public sector.

We are recommending amending the LEP's articles of association to class education members as private sector and increasing the number of private sector board members to 12.

In addition, the education board members, if classed as private sector members, would also need to adhere to the term periods. That is a maximum of two terms of three years.

Board gender balance

The Government has also set a target of one third female board members by 2020 and expectation of 50/50 by 2023.

Currently we have three female board members out of a board of 16.

We recommend that the LEP board agrees to work towards increasing the female representation amongst private sector board members. This will include proactively raising the profile of the LEP amongst female business leaders.

In addition, **we recommend the LEP chair writes to our education and local authority members to highlight the recommendations in the LEP Review and asks for support in helping the LEP board achieve the targets set by Government.**

Independent secretariat

The review requires LEPs to have a secretariat independent of local government to support LEP's decision making.
New Anglia LEP already complies with this requirement.

3 Accountability and performance

Legal personality

The review requires LEPs to have a legal personality. The preferred model is for incorporation – which is New Anglia LEP's model.

Single accountable body

The review requires LEPs to have a single accountable body. We already do – Suffolk County Council.

Annual General Meeting

The review asks LEPs to hold annual general meetings and open them to the public. New Anglia LEP already does. LEPs are also not permitted to operate on a paid membership basis. We don't operate that model.

Governance

LEPs have been asked to set out who is responsible for spending decisions, appointments and overall governance.

These are already set out in our Local Assurance Framework. Chris Starkie is on the national working group looking at the new National Assurance Framework and we will update our own assurance framework as soon as the new national framework is published.

Scrutiny and oversight

The review asks LEPs to indicate how they will ensure external scrutiny and expert oversight. The LEP regularly participates in relevant local authority scrutiny panels.

The LEP's Audit and Risk Committee provides oversight and monitoring of audit, risk and ensures compliance with the assurance framework. It has an independent Chair appointed by the LEP Board and its other members are the Section 151 Officer of the Accountable Body and two LEP board members who are also appointed by the LEP Board.

As a company limited by guarantee our accounts are audited annually by independent auditors.

We therefore comply with all the scrutiny and oversight requirements laid out in the review.

Recommendations

The board is recommended to approve the implementation plan for the LEP Review as laid out in this paper and specifically:

- Maintain its existing approach to the recruitment of its chair.
- Appoint a deputy chair by February 28th 2019.
- Amend the LEP's articles of association to class education members as private sector.
- Amend the LEP's articles of association to increase the number of private sector board members to 12.
- Agree to work towards increasing the female representation amongst private sector board members. This will include proactively raising the profile of the LEP amongst female business leaders.
- Ask the LEP chair to write to education and local authority members to highlight the gender balance recommendations in the LEP Review and ask for support in helping the LEP board achieve the targets set by Government.

New Anglia Local Enterprise Partnership Board
Thursday 18th October 2018

Agenda Item 9

Capital Growth Programme: Focused Call

Author: Emily Manser / Chris Dashper. Presenter: Chris Dashper.

Summary

The Capital Growth Programme has £19m of capital funding remaining to be allocated and spent by March 2021.

As has been outlined in previous Board papers, the intention with this final allocation of funds is to launch a targeted call for strategic projects that will help to deliver the Economic Strategy for Norfolk and Suffolk.

This paper recommends that the strategic focus and launch of the call for projects should be Skills, Innovation and Productivity.

This paper was discussed at the Investment Appraisal Committee in September and is recommended for approval.

Recommendation

The Board is asked to: Approve the launch of a focused call on Skills, Innovation and Productivity, to allocate the remaining £19m of the Capital Growth Programme, following recommendation by the Investment Appraisal Committee.

Background

A Capital Growth Programme call for projects was launched in October 2017 for a wide range of infrastructure projects that help to deliver the new Economic Strategy. As a result of this call the Board approved funding for seven projects, as follows:

Bacton Flood Scheme	£1,080,000
Cefas Research Centre	£1,400,000
Snetterton Electricity Scheme	£2,650,000
A140 Hempnall Roundabout	£650,770
Eye Airfield Link Road	£1,460,000
Great Yarmouth Flood Defences	£8,200,000
Snape Maltings Flood Defences	£125,000
Honingham Thorpe Food Enterprise Park	£1,000,000
Total	£16,565,770

As outlined in earlier papers on the call, and in our bid to government for the Capital Growth Programme ('Growth Deal Three'), the intention is to allocate the remaining funding to strategic projects.

This would enable the LEP to focus its investment on areas that best meet the needs identified in the Economic Strategy.

To identify the focus of the new project call, a review of the current Growth Deal investment and profiled impact has taken place. This is summarised below.

An analysis of the geographic spread of projects shows a good geographic spread of LEP investment across the area, and across the priority places identified in the Economic Strategy.

Growth Deal investment by theme

The Government funding award for Growth Deal is £223m. £204m of this is allocated to projects or programmes, as outlined in Figure 1. The remaining £19m still requires allocation.

An analysis of the Growth Deal financial allocation by theme has been undertaken to identify any gaps in the investment portfolio.

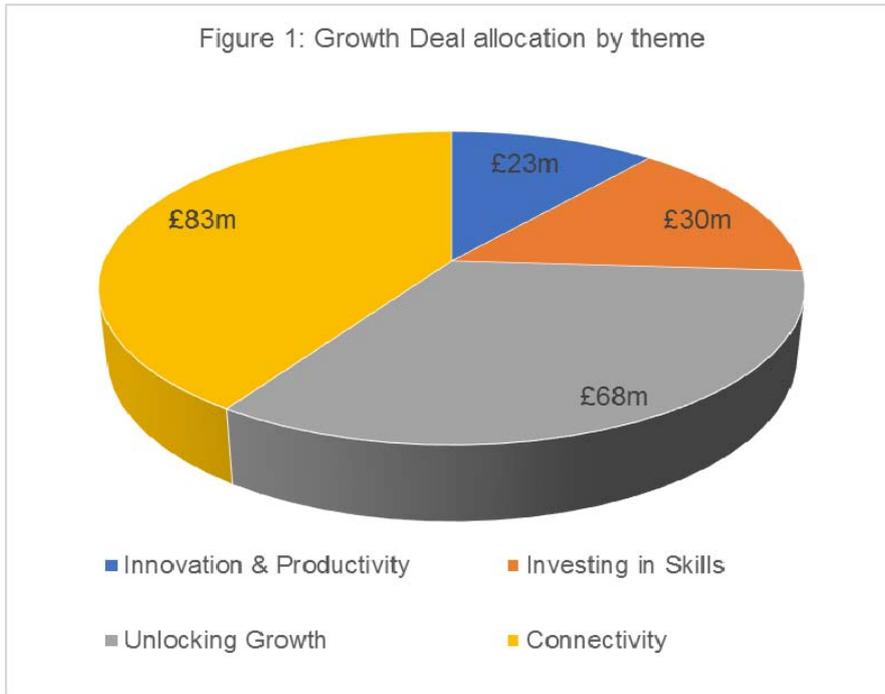
Growth Deal investment can be grouped into four themes:

- **Innovation & Productivity:** projects that boost innovation and productivity in our economy. This includes innovation centres and Growing Business Fund projects.
- **Investing in Skills:** projects that deliver the higher level skills needed to drive growth across our economy.
- **Unlocking Growth:** infrastructure that unlocks or protects housing or commercial developments in our priority places. This includes the Enterprise Zones, flood defences and Growing Places projects.
- **Connectivity:** projects and assets that improve the infrastructure and which create a modern, mobile, accessible, future-proof digital connected economy. This includes investment in Superfast Broadband and transport infrastructure.

These themes were outlined in the LEP's Growth Deal Three bid to government.

Figure 1 (below) refers to all financial allocations in Growth Deal i.e. the Growth Deal capital projects, the Capital Growth Programme, and the three other programmes funded by Growth Deal (Growing Business Fund, Growing Places Fund, Enterprise Zone Accelerator Fund).

Figure 1: Growth Deal allocation by theme



This shows that the largest proportion of Growth Deal funding has been invested in Unlocking Growth and Connectivity, which both relate to improving local infrastructure.

Skills and Innovation & Productivity projects have received proportionally less investment through Growth Deal.

Impact of the Capital Growth Programme

An analysis of the profiled impact of the Capital Growth Programme has been undertaken to identify any areas where further investment is required.

Figure 2 relates only to the profiled metrics of the Capital Growth Programme, of which £37m has been allocated so far. This is so that we can assess the specific impact of this programme so far, against which the LEP has agreed targets with Government.

As Figure 2 does not include the total profiled impact of Growth Deal, it should be noted that we are profiled to meet or exceed our overall Growth Deal targets.

Figure 2: Profiled impact of Capital Growth Programme

Capital Growth Programme	88,000 Net new jobs by 2036 (New/ Safeguarded jobs)	140,000 new homes by 2036	30,000 new successful businesses by 2036	66% of the population with nvq3+ (Learners/ Apprenticeships)	Grow our economy by £17.5bn by 2036	
					Private match	Public match
Profiled	41640	6300	204	36	£22.55m	£257.5m
Targets	37400	3500	75	380	£120m	£40m
<i>Difference</i>	+4240	+2800	+129	-344	-£97.45m	+£217.5m

This shows that **learner/ apprenticeships** are under-profiled compared to the target. This reflects the lower investment in skills as outlined in Figure 1.

The under-profiled **private match** reflects that the largest investment so far has been for infrastructure projects, which in their nature tend to have more public than private investment.

The above analysis indicates the call should be focused on **Skills and Innovation & Productivity**.

An example of a capital skills project that the LEP has invested in is the International Aviation Academy at Norwich Airport. The LEP invested £3.3m in this £11m project to refurbish a WW2 air hangar on the Norwich airport and create a custom designed facility for aviation training. The facility is the first of its kind in the UK and facilitates close working between education providers and the aviation industry. It includes classrooms, engineering workshops and a live aircraft in an emulation zone for students to work on. The project has created a space to run new courses and is projected to create over a thousand learners and apprenticeships by 2020.

Key Considerations

Taking on board our investment by theme to date and shortfall in profiled impact, the Board is being asked to consider the launch of a focused call for projects in the themes of **Skills and Innovation & Productivity**. This would allocate the remaining £19m in the Capital Growth Programme, to be drawn down by January 2021 (to enable the LEP to meet its final deadline of March 2021).

Three options were considered for allocating the remainder of the Capital Growth Programme.

1: An open call similar to the previous one that was run. The key risk is that it might not meet the profiled impact of the Capital Growth Programme (as outlined in Figure 2).

2: A targeted commission for specific projects that help to meet the ambitions in the Economic Strategy. The key risk is that this approach is not open and transparent to allow all possible projects to come forward.

3: A focused call, which is the preferred option. This would enable LEP investment to be focused on under-invested areas that help to deliver the Economic Strategy, whilst also being an open and transparent process.

There is a risk that we will not receive projects that are both strategic and deliverable within the tight timescales we have to spend the funding.

The LEP is aware of a number of potential projects and therefore believes this is a limited risk. However, should this risk occur the recommendation would be to run an open call for projects.

There is also a risk that this will exclude strong projects in the other priority themes. This should be balanced against the need to ensure LEP investment is focused on the Economic Strategy and meets the profiled impact of the Capital Growth Programme.

Link to the Economic strategy

The call for projects will focus on the following priority themes in the Economic Strategy:

Driving business growth and productivity:

- Prioritise digital and physical infrastructure projects to support businesses to develop and provide the opportunities that new and existing firms need to grow.
- Establish new centres of excellence to improve productivity and innovation, providing new skills for business leaders and employees.

Driving inclusion and skills:

- Prioritise capital investment on provision that will deliver the future skills our sectors and workforce need.

Projects will ideally deliver against both of the above priority themes.

We would particularly welcome projects that respond to the game changers identified for our Local Industrial Strategy, i.e. Agri Food, ICT and Clean Energy.

All projects recommended for approval will be appraised and prioritised against their fit with the Economic Strategy along with other criteria (outlined in Appendix 1).

Next Steps

Launch focused call for projects: 18 October
Call closes/ deadline for applications: 11 January 2019
Project appraisals: January – February 2019
Investment Appraisal Committee: 27 February 2019
Board decision on projects: 27 March 2019

All new projects are expected to be in progress by 2019, for spend of LEP grant by January 2021 (March 2021 at the latest).

Recommendation

The Board is asked to: Approve the launch of a focused call on Skills, Innovation and Productivity, to allocate the remaining £19m of the Capital Growth Programme, following recommendation by the Investment Appraisal Committee.

Appendix 1:

Guidance for Applicants – Capital Growth Programme ‘Call for Projects’

Introduction

New Anglia Local Enterprise Partnership is committed to driving economic growth in Norfolk and Suffolk. Our ambitions for future growth are set out in the Economic Strategy for Norfolk and Suffolk for the period 2017 to 2036.

The **ambitions** are:

- The place where high growth businesses with aspirations choose to be
- An international facing economy with high value exports
- A high performing productive economy
- A well-connected place
- An inclusive economy with a highly skilled workforce
- A centre for the UK’s clean energy sector
- A place with a clear, ambitious offer to the world

We will deliver these ambitions through actions and investment in priority **themes** and **places**.

The **themes** are:

- Our offer to the world
- Driving business growth and productivity
- Driving inclusion and skills
- Collaborating to grow
- Competitive clusters, close to global centres

The **priority places** are:

- Ipswich
- Norwich and Greater Norwich
- The Norfolk and Suffolk Energy Coast, including Bacton, Great Yarmouth, Lowestoft and Sizewell, with assets on and offshore
- The Cambridge - Norwich corridor
- The East/West corridors along the A47 from Lowestoft to King’s Lynn and the A14 Felixstowe through Ipswich, Stowmarket, Bury St Edmunds, Newmarket and Haverhill to Cambridge
- King’s Lynn and the A10 and rail corridor to Cambridge

The Economic Strategy can be viewed by following this link: <http://www.newanglia.co.uk/new-economic-strategy/>

Focused Call

Applications are invited for capital grant support towards the following priority themes and activities identified in the Economic Strategy:

Driving business growth and productivity:

- Prioritise digital and physical infrastructure projects to support businesses to develop and provide the opportunities that new and existing firms need to grow.

- Establish new centres of excellence to improve productivity and innovation, providing new skills for business leaders and employees.

Driving inclusion and skills:

- Prioritise capital investment on provision that will deliver the future skills our sectors and workforce need.

Projects will ideally deliver against both of the above priority themes.

We would particularly welcome projects that respond to the game changers identified for our Local Industrial Strategy, i.e. Agri Food, ICT and Clean Energy.

The funding is available through the Capital Growth Programme ('Growth Deal'). It must contribute to one or more of the following key outputs of the programme:

- New high quality jobs
- New businesses
- New learners/ apprenticeships
- Match funding (private and/ or public).

Eligibility criteria

Only Capital projects located within the New Anglia Local Enterprise Partnership area may apply.

All projects must be:

- Able to fully draw down LEP funding by 31 January 2021 (note LEP funding can only be drawn down in arrears upon satisfactory evidence of costs incurred).
- State Aid compliant
- Able to demonstrate their contribution to the delivery of the Economic Strategy and Call Focus through direct and indirect outputs.
- Able to demonstrate the need for funding and the additionality achieved by the funding.

It will not be possible to support:

- revenue costs
- costs that have been incurred before a grant offer is made
- items that only benefit an individual or sole business
- items that are not directly needed to deliver the proposed work
- loan repayments or contributions to general appeals
- political or religious activities.

The full application criteria are listed below.

Application process

i) Application Form:

Please submit an application form - to receive a copy of the application form, email jonathan.rudd@newanglia.co.uk

You will need to provide sufficient information to help determine if the project meets the requirements of the Call.

Please send completed Application Forms to jonathan.rudd@newanglia.co.uk

To arrive no later than 5pm on Friday 11th January.

No late submissions will be considered.

ii) Selection criteria

Projects will be scored on a competitive basis against the criteria set out in this call:

- Strategic Fit
- Fit with Call
- Deliverability
- Additionality
- Economic Return

Key areas will be scored 1-5 for each project, with 5 being the highest.

Table 1 provides further detail (see below).

iii) Selection process

Applications will be subject to a full appraisal by an independent consultant once submitted. A technical appraisal specialist may be sourced for individual projects if necessary.

The appraisal will be in accordance with HM Treasury Green Book principles of viability, value for money, achievability, affordability and need.

Once submissions have been received, applicants may be required to respond to queries about their projects from the LEP programmes team as part of the shortlist process.

The New Anglia LEP Board will consider all applications at its 27 March 2019 meeting and determine whether to approve or reject each application.

iv) Funding: All projects approved for funding will be subject to a legal agreement drawn up in conjunction with the LEP's Accountable Body, Suffolk County Council. The agreement will include the cycle of anticipated drawdown of funding and the outputs expected to be generated by the project.

Support

Queries on the completion of the Application Form/ Business Case and process should be directed to: chris.dashper@newanglia.co.uk or jonathan.rudd@newanglia.co.uk

Useful information

[Economic Strategy for Norfolk and Suffolk](#)

Applicants should ensure that they are familiar with the standards required for full business case appraisal at an early stage. Guidance for this can be found at: [HM Treasury Green Book Appraisal and Evaluation in Central Government](#)

In addition, reference should be made to the [DCLG Appraisal Guide](#) (December 2016).

Table 1: Assessment process

Criteria	5	4	3	2	1
<p>Strategic Fit: An assessment will be made against both the themes and places in the strategy, incorporating an assessment of the strategic case for public money, where appropriate.</p>	<p>High - strong strategic fit that directly supports 5 or more ambitions and directly delivers specific actions in the themes and places and / or unlocks other projects that do. A clear inclusive growth impact.</p>		<p>Medium - Good strategic fit. Project supports 3-5 ambitions & has a clear link to actions in themes & places, but delivers limited improvement on business as usual and/ or marginal inclusivity.</p>		<p>Low- Strategic fit not clear, supports <3 ambitions. Perhaps ongoing upkeep or sustaining activity, but does not directly support an action in a theme or place or will not bring about net additional growth or direct inclusive growth impact.</p>
<p>Fit with Call: An assessment will be made against the project's fit with the project call, with a robust plan in place to deliver against the criteria.</p>	<p>Strong fit.</p>		<p>Moderate fit.</p>		<p>Low fit.</p>

Criteria	5	4	3	2	1
<p>Deliverability: An assessment will be made that considers how the project will run and includes considerations of timescales, capacity, experience, risks and resources, alongside potential financial viability (whether the project is sufficiently well advanced to draw down LEP funding in the relevant timeframe).</p>	<p>High – Project has owners, governance and a clear route to funding with appropriate delivery capacity and a plan identified.</p>		<p>Medium – Plan is high level, with limited assessment of risk and only indicative funding, delivery and governance arrangements. Unclear whether delivery skills have been identified.</p>		<p>Low – Project plans not developed, little clear assessment of funding.</p>
<p>Additionality: An assessment against the information and evidence provided that demonstrates the net additional outputs against the economic indicators in the strategy. Given this is designed for strategic prioritisation, this should assess additionality in terms of the overall impact on the economic indicators.</p>	<p>High - demonstrates strong contribution to the metrics; clear process to achieve all metrics.</p>		<p>Medium - demonstrates reasonable contribution to the metrics; likely to achieve majority of metrics.</p>		<p>Low - demonstrates low contribution to the metrics; unlikely to achieve metrics.</p>

Criteria	5	4	3	2	1
<p>Economic Return: An initial assessment of economic impact & return on investment, to gain further insight into value for money. It will consider the forecast net outputs compared to the total cost of the project. Where available it will also consider any calculations relating to Return on Investment (ROI), GVA per £ of funding (over 10 years) or Benefit to Cost Ratio (BCR) where employment outcomes are harder to forecast.</p>	<p>High – demonstrates good value for money.</p>		<p>Medium – demonstrates reasonable value for money.</p>		<p>Low – demonstrates minimal value for money.</p>

New Anglia Local Enterprise Partnership Board
Thursday 18th October 2018

Agenda Item 10

Revenue budget framework- Funding call for innovative growth projects

Author: Chris Dashper/Chris Starkie

Presenter Chris Dashper.

Summary

This paper outlines the parameters of a funding call for a programme to facilitate innovative projects supporting economic growth and the delivery of the Economic Strategy utilising revenue from the Enterprise Zone Pot C.

The project was reviewed by the Investment Appraisal Committee at its meeting on 19 September 2018. The IAC agreed to recommend that the LEP Board support the proposal.

Recommendation

The LEP Board is requested to:

- Approve the specification and launch of a call for innovative growth projects to be supported through EZ Pot C income
- Approve the eligibility framework

Background

At the LEP Board meeting held on 20 June 2018 the board agreed the following recommendations for the use of Pot C funding for the 18/18 financial year:

- 1 Approve the allocation of £135k set aside in Pot C for core LEP costs to fund the Enterprise Adviser Network for 18/19
- 2 Approve the allocation of £100k from Pot C towards the LEP projects budget for 18/19
- 3 Invite the executive to develop a specification for a call for innovative projects from external partners which will help deliver the Economic Strategy
- 4 Approve the allocation of £500k from Pot C towards the call for innovative projects from external partners which will help deliver the Economic Strategy

This paper builds on the third and fourth recommendations above, defining the specification and process for the call for innovative projects to be supported through the Pot C income stream.

The majority of funding secured by the LEP to date has been capital funding and has been used accordingly to support capital intervention programmes including Growing Places Fund, Growing Business Fund and the Growth Deal.

The limited revenue funding secured from government has been used either to run the LEP's operations or to deliver to specific revenue-based projects such as our ERDF funded Growth Programme.

We have also on a one-off basis been able to fund a number of initiatives such as supporting tourism through Visit Norfolk and Visit Suffolk, the energy sector by providing support to EEEGR and projects to support the Creative Cultural sector and Digital Creative Sector.

The LEP's Enterprise Zones are an important source of revenue funding, generating an income stream from the retention of the uplift in business rates on each site and it is this income which can be used to support a revenue-based intervention programme for the region.

In line with the recommendations agreed by the board during the June board meeting, the LEP Executive has developed the following specification for a call to identify appropriate projects to support through a revenue-based programme funded by £500k of the Pot C income.

Key Considerations

The Board is being asked to consider the launch of a call for innovative growth projects for 2018/19 in the amount of £500k.

Timetable

The timetable for the call would be as follows:

- Board approval for specification and call: October 2018
- Call period: October-December 2018
- Project review and appraisal: January-February 2019
- Investment Appraisal Committee Decisions: March 2019

The majority of approved projects would be expected to draw down funding during the 2019/20 financial year, although some may be able to proceed immediately upon approval by the IAC and spend in March 2019.

A similar call would be launched in 2019/20 and in subsequent years. Project slippage between financial years is manageable in this circumstance, since, unlike many LEP funding streams, there is no requirement to spend the money in defined years.

Eligibility framework

For the first time, the LEP will be launching a call for projects based around a revenue theme, rather than capital.

Projects applying for capital funding in other LEP projects would be eligible to apply for limited amounts of revenue funding from the innovative growth fund.

In order to judge one project against another, the projects will need to clearly demonstrate what they are delivering, in other words what the LEP is purchasing.

Given the different types of project, the different outputs will vary – for example some schemes might have very tight defined outputs, others more broad impact.

Our assessment process would rank proposals against the following criteria.

- 1 Demonstration of clear fit with Economic Strategy.
- 2 Additionality. How is this more than business as usual. The fund should not replace core funding.

- 3 Value for money. Can the project demonstrate this is good use of public money.
- 4 Leverage. What additional funding, public or private or in-kind support does the project generate.
- 5 Impact. What will the project actually deliver and how innovative is the proposal.
- 6 Sustainability. What will happen when the funding ends.

Each would be scored from one to five, with a total maximum score therefore of 30. One being low. Three medium and five being good.

We would only anticipate recommending approval of projects which scored four or five across all six categories.

The assessment criteria is outlined in more detail in Appendix 1 which is the formal guidance for applicants document.

Types of project

Pot C is ring fenced by the LEP to invest in supporting economic growth and in the delivery of the LEP's Economic Strategy.

The proposed revenue framework is designed to ensure that funding generated by Pot C from the Enterprise Zones is both aligned with the Economic Strategy and can help accelerate the delivery of the strategy.

We will prioritise projects that can clearly demonstrate direct links to delivering elements of the Economic Strategy, and in particular the growth of our ambitions, themes, sectors and key growth locations.

For example we would prioritise projects relating to energy, agrifood, ICT/ digital and creative industries with clear and demonstrable outputs.

We are also looking for cross-sector collaborations, where specialist skills in one sector can drive innovation and growth in another would be of particular interest.

And we would also consider proposals for revenue funding to accelerate the impact of LEP capital schemes.

We would not anticipate supporting transport feasibility studies through this fund.

Recommendation

The LEP Board is requested to:

- Approve the specification and launch of a call for innovative growth projects to be supported through EZ Pot C income
- Approve the eligibility framework

Appendix 1:

Guidance for Applicants – Revenue Programme Call for Projects.

Introduction

New Anglia Local Enterprise Partnership is committed to driving economic growth in Norfolk and Suffolk. Our ambitions for future growth are set out in the Economic Strategy for Norfolk and Suffolk for the period 2017 to 2036.

The **ambitions** are:

- The place where high growth businesses with aspirations choose to be
- An international facing economy with high value exports
- A high performing productive economy
- A well-connected place
- An inclusive economy with a highly skilled workforce
- A centre for the UK's clean energy sector
- A place with a clear, ambitious offer to the world

We will deliver these ambitions through actions and investment in priority **themes** and **places**.

The **themes** are:

- Our offer to the world
- Driving business growth and productivity
- Driving inclusion and skills
- Collaborating to grow
- Competitive clusters, close to global centres

The **priority places** are:

- Ipswich
- Norwich and Greater Norwich
- The Norfolk and Suffolk Energy Coast, including Bacton, Great Yarmouth, Lowestoft and Sizewell, with assets on and offshore
- The Cambridge - Norwich corridor
- The East/West corridors along the A47 from Lowestoft to King's Lynn and the A14 Felixstowe through Ipswich, Stowmarket, Bury St Edmunds, Newmarket and Haverhill to Cambridge
- King's Lynn and the A10 and rail corridor to Cambridge

The Economic Strategy can be viewed by following this link: <http://www.newanglia.co.uk/new-economic-strategy/>

Call for projects

Applications are invited for revenue grant support towards innovative projects to support the delivery of the themes and activities identified in the Economic Strategy.

Eligibility criteria

Only project applicants located within the New Anglia Local Enterprise Partnership area may apply.

All projects must be:

- State Aid compliant
- Able to demonstrate their contribution to the delivery of the Economic Strategy and Call Focus through direct and indirect outputs.
- Able to demonstrate the need for funding and the additionality achieved by the funding.

It will not be possible to support:

- capital costs
- Transport feasibility studies
- costs that have been incurred before a grant offer is made
- items that only benefit an individual or sole business
- items that are not directly needed to deliver the proposed work
- loan repayments or contributions to general appeals
- political or religious activities.

The full application criteria are listed below.

Application process

i) Application Form:

Please submit a copy of your application form or business case. To receive a copy of the application form, please email @newanglia.co.uk

You will need to provide sufficient information to help determine if the project meets the requirements of the Call.

Please send completed Application Forms to @newanglia.co.uk

To arrive no later than 5pm on Friday 21st December.

No late submissions will be considered.

ii) Selection criteria

Projects will be scored on a competitive basis against the criteria set out in this call:

- Demonstration of clear fit with Economic Strategy.
- Additionality. How is this more than business as usual.
- Value for money. Can the project demonstrate this is good use of public money.
- Leverage. What additional funding, public or private or in kind support does the project generate.
- Impact. What will the project actually deliver.
- Sustainability. What will happen when the funding ends.

Key areas will be scored 1-5 for each project, with 5 being the highest.

Table 1 provides further detail (see below).

Table 1: Assessment process

Criteria	5	4	3	2	1	Guidance
Clear Fit with Economic Strategy	High - strong strategic fit that directly supports 5 or more ambitions and directly delivers specific actions in the themes and places and / or unlocks other projects that do. A clear inclusive growth impact.		Medium - Good strategic fit. Project supports 3-5 ambitions & has a clear link to actions in themes & places but delivers limited improvement on business as usual and/ or marginal inclusivity.		Low- Strategic fit not clear, supports <3 ambitions. Perhaps ongoing upkeep or sustaining activity but does not directly support an action in a theme or place or will not bring about net additional growth or direct inclusive growth impact.	Applicants should demonstrate for their project: <ul style="list-style-type: none"> •Does the project or scheme directly support the ambitions / themes/ priority places set out in the Economic Strategy? •Does the project unlock other projects with a high strategic fit? •Does it help accelerate delivery of a LEP capital scheme? •Will it deliver new economic growth, or is this business as usual? •Have you assessed the inclusive growth contribution of the project? •Is there a clear rationale for public intervention; market failure or distributional impact, or should it be funded by other means?
Additionality	Strong fit-demonstrates strong additionality above existing provision.		Medium - demonstrates reasonable additionality above existing provision		Low - demonstrates low additionality above existing provision.	Applicants should demonstrate that their project is more than business as usual. The LEP will not normally provide core funding, unless in a start-up phase. Does the project bring additional partners or benefits to the table. Does it leverage in additional funding? How much and has it been committed, cash or in-kind?
Value for Money	High- Significant value in the project		Medium- Good value in the project		Low- Poor value in the project.	Applicants should demonstrate for their project that the project demonstrates good use of public money. Costs per output should be in line with acceptable levels for other comparable LEP funded projects.
Leverage	High- project requires minimum LEP contribution and has maximum private or public match		Medium- project operates at mid-point of LEP contribution and equivalent private or public match		Low- project requires significant LEP contribution and has minimum private or public match	LEP contribution will always be within acceptable State Aid ranges, SME intervention would be between 10-30%, de-minimis intervention could be higher, but leverage should always be at the highest level possible.

Criteria	5	4	3	2	1	Guidance
Impact	High- Significant impact as a result of the project.		Medium - Good impact as a result of the project.		Low- Minimal impact as a result of the project.	Projects which deliver the maximum impact for the minimum contribution will score the highest in terms of assessment. Broader impact projects, those which demonstrate a wider benefit will score higher. Projects which support and lead to the development of others are to be seen in a positive light. But projects that demonstrate clear outputs or outcomes will be prioritised. Applicants need to show clearly what the LEP is purchasing and what it is getting in return.
Sustainability	Strong- project is self-sustaining immediately following LEP funding		Good- project shows potential sustainability within 1-3 years from LEP funding		Weak- sustainability is not achievable within 5 years or requires ongoing public support	Projects should clearly describe future sustainability in terms of resources and finances. Projects which require the minimum public input and have no further requirement for public funding will score in the strong category.

ii) Selection process

Applications will be subject to a full appraisal by an independent consultant once submitted.

The appraisal will be in accordance with HM Treasury Green Book principles of viability, value for money, achievability, affordability and need.

Once submissions have been received, applicants may be required to respond to queries about their projects from the LEP programmes team as part of the shortlist process.

The New Anglia LEP Board Investment Appraisal Committee will consider all applications at its 27 March 2019 meeting and determine whether to approve or reject each application.

iv) Funding: All projects approved for funding will be subject to an agreement drawn up in conjunction with the LEP's Accountable Body, Suffolk County Council. The agreement will include the cycle of anticipated drawdown of funding and the outputs expected to be generated by the project.

Support

Queries on the completion of the Application Form/ Business Case and process should be directed to: @newanglia.co.uk or @newanglia.co.uk

Useful information

[Economic Strategy for Norfolk and Suffolk](#)

Applicants should ensure that they are familiar with the standards required for full business case appraisal at an early stage. Guidance for this can be found at: [HM Treasury Green Book Appraisal and Evaluation in Central Government](#)

In addition, reference should be made to the [DCLG Appraisal Guide](#) (December 2016).

New Anglia Local Enterprise Partnership Board

Thursday 18th October 2018

Agenda Item 11

Eastern Agri Tech Growth Initiative

Authors: Chris Dashper/Julie West. Presenter Rosanne Wijnberg

Summary

Launched in 2013, with initial funding from the Government's Regional Growth Fund programme, the Eastern Agri-Tech Growth Initiative operates across both the former GCGP LEP and New Anglia LEP areas. The programme was created to cover the wider geographical areas to reflect both the importance and spread of the agri-food, drink and horticulture sector.

The programme received £1m of funding from the New Anglia LEP Growth Deal in 2016. Over the past 18 months discussions have been ongoing around further funding for the programme. However, any commitment to additional funding has been put on hold, subject to the resolution of issues of governance and access to funding faced by the former GCGP LEP. During this time the programme has remained open and projects have been supported through GCGP funds alone.

In addition, a number of performance and reporting issues with the current delivery arrangements will need to be addressed for New Anglia LEP to be satisfied that Growth Deal funding is being managed effectively.

This paper recommends that the LEP Board continues to support the existing arrangement of delivery on a partnership basis rather than bring the programme in-house, principally due to the positive reputation of the programme, the value for money New Anglia LEP receives as a result of our contribution and the considerable expertise contained within the Partnership Board. Consideration has been given to running the programme through the Growing Business Fund, but is felt that this would diminish the identity of a high profile programme targeted at a key sector for the LEP.

Recommendation

The New Anglia LEP Board is recommended to approve the continuation of the programme in partnership with the Cambridge and Peterborough Combined Authority, providing a financial contribution of £1m towards the programme in 2018/19. Release of any funding will be contingent on the CPCA being able to access their Growth Deal funding from government from November 2018 and agreeing all delivery recommendations noted below (more detail of which is contained in the Future Delivery Arrangements section of this paper). The CPCA have confirmed that all these points will be resolved to enable the partnership approach to the programme to continue:

1. That Growth Deal funding for the CPCA is unfrozen by government by November 2018
2. Appropriate State Aid exemption agreed for project awards

3. Monthly reporting of whole programme outputs to New Anglia LEP
4. Joint publicity and promotion arrangements agreed
5. Operational delivery group or equivalent reconvened
6. Consideration of appropriate resources to deliver the programme
7. Designated Chair to be appointed to the Partnership Board

Background

The Eastern Agri-Tech Growth Initiative (Agri-Tech programme) brings together leading agriculture, research, science and technology assets in the East of England to strengthen a nationally significant, vibrant cluster that brings a truly global reach and impetus to the growing UK Agri-Tech sector. In essence, the Agri-Tech programme provides grant funding to SME businesses across the food, drink and horticulture value chain. The funding provides a significant boost by supporting businesses looking to invest in specialist equipment, new market and supply chain development, ways to improve productivity and efficiency, and the application and commercialisation of Research and Development.

The programme has helped to support the creation of new jobs across both LEP areas and to encourage leading-edge research and development.

The Agri-Tech programme has received positive feedback from businesses benefiting from the programme, being recognised for its simplicity, focus, speed, and advice/guidance provided. There is positive media coverage across the range of media channels, including national trade press. News about successful applicants is handled either by the CPCA Communications Teams or the New Anglia Communications Team depending in which local authority area successful applicants are based/where the project will take place.

The Agri-Tech programme has developed a well-established brand and positive recognition not only in the two geographical areas but further afield including within Government.

Programme Delivery

The Agri-Tech Programme has two funds;

1. A Growth Fund, for grants of between £10,000 and £150,000 at a maximum of 25% of the total project costs, to support improvements in productivity and efficiency and job creation/protection;
2. An R&D Fund which provides grants of between £10,000 and £60,000 at a maximum of 50% of the total project costs to support the development of innovative ideas, products and technology. It is operated under the BEIS UK General Block Exemption Regulation GBER

Programme Performance

Outputs from start of programme	New Anglia LEP area	Shared Area (West Suffolk/West Norfolk)	GCGP/Combined Authority Area	Overall total for whole programme
Grant Awards	30	17	44	91
Jobs created				700
Funding awarded	£1.34m	£1.04m	£3.18m	£5.65m
Match Funding levered				£14m
Rejected	5	2	12	19

projects				
Project pipeline				£6m

*In addition, the programme has supported the Eastern Agri Tech Innovation Hub at Soham (£600k grant)

Key Considerations

Cambridge and Peterborough Combined Authority Financial position

At present the Combined Authority Growth Deal allocation for 2018/19 remains frozen and no new funding may be awarded. Release of future funding is subject to the Business Board meeting the three criteria set at the Annual Conversation between Government and the Combined Authority namely: formation of the Business Board as replacement for the LEP; responding to the Government's consultation on Strengthened Local Enterprise Partnerships and full compliance with the National Assurance Framework. Central Government has outlined provisional annual payments to the CA under the Growth Deal to 2021 once these conditions are met.

The intention is for the CA to use £6m of its growth deal funding once released for the extension of the Agri-Tech programme.

New Anglia LEP have been asked to consider a funding allocation of £1m which would be sufficient to meet current and anticipated future demand. This will allow for the continued management and development of the programme with both LEP areas contributing to the process.

Costs incurred to date

During the period of uncertainty over funding for the CA, the programme has continued to operate and has to date incurred around £160k of administrative costs and grant awards in the New Anglia area, which New Anglia LEP has previously acknowledged and agreed to cover the costs of, regardless of whether the programme is financially supported on an ongoing basis or not. This comprises £60k at 6% towards the administration of the funds and £100k of grants awarded since the previous New Anglia LEP contribution was fully spent. This £160k forms part of the £1m request, not an addition to it.

Future delivery arrangements to be addressed

There is no doubt that the Agri tech programme is a popular and beneficial intervention option for SME applicants in the relevant agri-food, drink and horticultural sectors. It has gained credibility with government and the business community and is a complimentary rather than competitive programme to the New Anglia LEP Growing Business Fund. Of particular note is the expert panel, the Programme Board, created to make decisions on the applications received for grant support.

However, experience of the programme since funding was initially awarded in 2016 has indicated that number of improvements in the delivery will need to be addressed to ensure that any New Anglia LEP funding assigned to the programme is administered appropriately.

1) State Aid

The majority of awards made through the programme are awarded under the General Block Exemption Regulation (GBER), a legitimate intervention for SME projects.

Agricultural A1 growing or first stage processing projects should not be supported under GBER.

The CA should apply for the correct State Aid dispensation to award funding to A1 Agricultural projects or award funds only to second stage and beyond food processing projects.

2) Monitoring and reporting

The CA must commit to regular reporting of spend and outputs back to New Anglia LEP to account for funds allocated to the programme.

Reporting should be established to coincide with other output collection and LEP board meeting schedules and submitted in good time.

3) Publicity and promotion

The programme should be promoted equally across both areas, with shared branding on promotional material.

Agreed procedures exist for publicity of each award made in each area, these should be maintained, and the process standardised as much as possible.

4) Programme Management and Governance

The operational delivery group, the support mechanism for the programme outside of the Programme Board, has been suspended for some time and it would be beneficial to partners to restart this group to help maintain aspects of the programme including scheme criteria and compliance.

5) Delivery resources

The CA should consider the level of resources needed to deliver a programme of this size and complexity, ensuring that the opportunity exists for a separation of duties where needed.

6) Programme Board Chair

A permanent Chair for the Programme Board should be appointed as soon as practical. Ideally the Chair should be independent from the Combined Authority.

Link to the Economic strategy

The Agri-Tech programme was created to cover the wider geographical areas to reflect both the importance and spread of the Agri food, drink and horticulture sector, which is one of the LEP strategic priority sectors.

Next Steps

Outstanding amounts of approximately £160k of historical grant monies awarded to projects in the New Anglia area up to September 2018 should be released to the CA.

A series of officer meetings should be set up to agree the future delivery and governance arrangement of the programme to ensure compliance.

Recommendation

The New Anglia LEP Board is recommended to approve the continuation of the programme in partnership with the Cambridge and Peterborough Combined Authority, providing a financial contribution of £1m towards the programme in 2018/19. Release of any funding will be contingent on the CPCA being able to access their Growth Deal funding from government from November 2018 and agreeing all delivery recommendations noted below (more detail of which is contained in the Future Delivery Arrangements section of this paper). The CPCA have confirmed that all these points will be resolved to enable the partnership approach to the programme to continue:

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Summary

This report provides an overview of LEP team activities since the June board, structured around:

- 1) Programmes
- 2) Strategy
- 3) Engagement
- 4) Operations and Finance

Recommendation

The board is asked to note to contents of the report.

1) Programmes

This section provides a headline update on the LEP’s main programmes.

Growth Deal

The Growth Deal supported Beccles Relief Road was officially opened on 25 September 2018, the ceremony attended by the LEP Chair. The new 1.2 mile road will reduce congestion in Beccles, particularly HGVs using the town centre and could create up to 3,000 new jobs in the area.

The Phoenix Enterprise Park in Lowestoft officially opened on 5 October 2018, on the site of the former Wessex Foods factory, which burnt down in 2010.

The £6.5m redevelopment of the Enterprise Zone site has been supported via a £2.5m Growth Deal award from New Anglia LEP for infrastructure and access to the site. The redeveloped site offers 17 business units, with six already in the process of being occupied.

Slippage on programmes within the Growth Deal has been previously highlighted as a challenge. Good progress is being made in tackling this, with total expenditure for the second quarter of the financial year exceeding target.

Emily Manser, our Growth Deal Manager, will be leaving the LEP as she is relocating to Wiltshire. Recruitment of her successor is underway and we will be ensuring there is sufficient capacity in place to manage the programme.

Growing Places Fund

Current loan drawdown in the financial year 18/19 is progressing well, with the combination of the Winerack and Malthouse projects in Ipswich due to drawdown £5m between them this year. Construction works on both these projects is progressing well.

There is great interest from new projects requiring finance through the Growing Places Fund, with a total of 14 pipeline projects at varying stages of negotiation on potential LEP funding.

New Anglia Capital

At the New Anglia Capital board meeting held in September, the Board saw a number of pitches from potential investments and agreed a further investment in Spark EV, a company specialising in innovative range technology for electric vehicles and based in Newmarket.

In addition, New Anglia Capital has agreed Heads of Terms on an investment into our delivery partner Anglia Capital Group which will allow ACG to become regulated and for New Anglia Capital to become a shareholder in ACG.

As a regulated body ACG will be able to actively arrange angel investments and assist less experienced angels, thus further accelerating the economic growth of the region.

ACG estimate being able to at least double the current investment profile in the region This is based in part on the number of angels and investors they have not been able to support because of their unregulated status.

In addition to increasing the number of investments, becoming regulated would attract further co-investment, reducing reliance on LEP funding.

For instance funding could be sought from the British Business Bank angel co-investment fund, which only works with regulated entities.

Growing Business Fund

The Growing Business Fund delivery is currently experiencing its most successful year to date, with a significant number of new applications coming forward seeking support through grant funding.

Since the beginning of the financial year, 20 grants have been approved totalling £3.65m, with £2.16m of funding paid to 13 businesses and just under 150 jobs created.

There remains a healthy pipeline of applications coming forward, with the programme expected to achieve its outputs and outturn for this financial year.

Growth Programme

As previously reported, the Business Growth Programme has now had an additional 3 years of funding confirmed by MHCLG, which will enable the programme to operate until the end of August 2021.

This programme includes our Growth Hub, small grants programme and start up programmes delivered by NWES and MENTA.

The Programme is currently on target to achieve all its contracted outputs and is slightly behind its financial profile, although we expect this to be resolved in the first quarter of 2019/20.

Within the Growth Hub, two dedicated Skills Advisers have been appointed to provide specialist skills support to SMEs, as well as the provision of a Skills Portal, that provides SMEs with access to information relating to training courses.

A ‘High Growth’ business adviser was appointed in September 2018, to bring together a range of local and national partners, providing businesses with bespoke support and unlocking business growth.

2) Strategy

This section provides an update on the work being undertaken by the LEP’s strategy team since the last board meeting. This includes work around skills, infrastructure and transport.

Skills

Eastern Institute of Technology

Doug Field hosted a dinner at West Suffolk College to bring together key stakeholders involved in the Eastern Institute of Technology proposal.

Nikos Savvas provide an update on the plans, with contributions during the evening from businesses who are the anchor employers, as well as university partners and other colleges who will together make up the IoT.

Nikos highlighted the tight timeline to submit the final bid, and the amount of focused work required to ensure we have a really compelling submission which will make a tangible impact on the skills needs of the local economy.

Further employer engagement events are due to be held over the coming weeks at partner colleges including College of West Anglia, Suffolk New College and Easton & Otley College.

Transport

Local Transport Board Meeting – 18 September

The Local Transport Board visited the Transport Systems Catapult in Milton Keynes on 18 September to hear about how innovative transport is already being incorporated to support growth across the country. The regional lead from the Catapult has agreed to join the Local Transport Board going forward at the request of Doug Field.

Transport East – 17 December

Dominic Keen represented the LEP at Transport East in Bury St Edmunds on 14 September. The Forum agreed the importance of linking the Transport Strategy with economic growth as well as the need for a compelling economic narrative, a set of collective goals and an understanding of Government’s decision making timetable. A wider stakeholder event is being planned for 17 December at Trinity Park, Ipswich.

Infrastructure

Building Growth Group Utilities Infrastructure workshop – 20 September

The Building Growth Group held a workshop looking at overcoming the utility infrastructure barriers to productivity in the construction industry. The event was attended by 55 people from across the industry and a paper will be presented back to the next Building Growth Group meeting on 8 November.

LEP Network Housing meeting – 10 October

New Anglia has recently joined the LEP Network sub-group associated with housing. This provides a useful opportunity to share best practice with other LEPs and to interact directly with Government and agencies such as Homes England.

Local Energy East Strategy – Local Authority Workshops – 2 November

Norfolk and Suffolk Delivery Plan workshops are scheduled for 2 November looking at what we need to do to the deliver on the Strategy’s ambitions moving forward.

Greater South East Energy Hub

The Greater South East Energy Hub is a collaboration of eleven LEPs who are working together to increase the number, quality and scale of local energy projects being delivered across the South East of the UK.

The Regional Hub Manager started in post on 3 September and will be working closely with a Norfolk and Suffolk Project Manager who is in post from 22 October to ensure our local ambitions are well understood and promoted.

3) Engagement

This section covers engagement activity with local stakeholders, including local authorities, local businesses and MPs. It also covers activity with Government and our wider international activity. The Communications and Engagement Dashboard is included as Appendix 1 to this report.

MIPIM UK

The East will be exhibiting again at MIPIM UK on 17 and 18 October, with a 72sqm stand covering Norfolk & Suffolk. The stand is located next to London and will carry materials branded as The East showcasing our development opportunities.

In addition to the stand we have a 30 minute slot in the business showcase lounge, where John Howard will be presenting ‘Investing in the East of England – a developer perspective’ and also Sir Edward Lister from Homes England.

Norfolk Enterprise Festival

The LEP and the Growth Hub provided significant support for the first Norfolk Enterprise Festival. The festival was the brainchild of Mid Norfolk MP George Freeman and business man Mark Lapping.

More than 400 people attended the event at West Acre Theatre, which brought together a range of inspiring business speakers as well as business advisers including the Growth Hub in a festival setting.

The event provided a positive showcase for the Growth Hub with 20 individuals receiving one to one support in the advice clinic.

In addition Anglia Capital Group delivered a dragons den style session with three entrepreneurs pitching for £10,000 of support from Mills & Reeve and Grant Thornton. There was also a panel session including MPs, council leaders, the LEP and the chamber of commerce.

The event helped raise the profile of the LEP and Growth Hub and has led to a significant number of positive leads.

The Dutch Connection Update

Local Flavours 2018 business to business expo held at the Norfolk Showground attracted 120 exhibitors showcasing the best of East Anglian produce. For the first time, representatives from one of the major supermarkets from the Netherlands were in attendance and actively participating in meet the buyer sessions. In addition a Dutch VIP business reception was well attended and supported by New Anglia LEP and Local Authority partners.

Plans are now well advanced for an ‘East’ stand for Horecava 2019 (Jan 7th – 10th), the largest food and drink expo in the Netherlands, with the aim of taking food and drink companies from Norfolk and Suffolk to showcase their products.

A 105m² stand is supported by a mixture of public (NCC, NALEP, SCC) and private (stand holders and sponsors) contributions. We are also working with the Department of International Trade to see how we can incorporate branding, resource and also support for stand holders. A lot of interest was generated at Local Flavours with 12 businesses requesting to attend Horecava.

Lintott Industry Training Academy

The LEP was represented at the launch of the Lintott Training Academy at Bowthorpe in Norwich.

The launch also coincided with the presentation of the Queen’s Award for Enterprise to the business by Lord Lieutenant of Norfolk Richard Jewson.

Lintott is one of the UK’s leading suppliers of control systems to the water industry and other sectors. The company’s performance has been transformed over the past few years since it

was taken over by a management team including chief operating officer Jamie Thumms. Jamie is also the chairman of the New Anglia Advanced Manufacturing and Engineering sector group (NAAME).

Engagement with individual businesses – confidential

4) Operations and finance

This section provides an update for the board on any key operational matters as well as a headline summary of the LEP’s core finances. More detail on finances can be found in agenda item 12.

Core Finances

Management accounts for the period ending 30 September 2018 – year to date income is £774k with an operating surplus of just under £35k, this is ahead of budget by just under £27k.

Operating cash balance is £437k which is in line with management expectations.

The LEP’s financial statements to 31 March 2018 were adopted at the September annual general meeting and have been filed at companies house. They are also published on our website.

Personnel

Progress continues to be made on the process of transferring the Enterprise Coordinators team from Norfolk County Council and Suffolk County Council to the LEP executive. The process has been complicated by the number of individuals from different departments from the two authorities involved in the process.

We are also continuing to recruit to our vacancies including those of compliance manager, funding manager, EZ accelerator fund coordinator and sectors and innovation coordinator. The posts have all now been advertised, with interviews now underway.

We are also beginning the recruitment process for the Growth Deal manager post.

Recommendation

The board is asked to note to contents of the report.

Appendix 1.

Communications & Engagement Dashboard

September 2018

This dashboard shows outcomes and impact of communication during September through owned media – the information which we control and issue ourselves – and earned media – published by third parties based on information which we have provided. (*Refers to pre-GDPR numbers)

Outcomes

Owned media – social media and e-newsletters

	September '18	September '17
Average Twitter engagements per day (likes, retweets, expansions etc.)	36.6	22.7
Twitter Engagement Rate	2%	N/A
Number of Twitter followers	7,192 (up 56)	6,410 (up 88)
Number of LinkedIn company page followers	420	N/A
Monthly e-newsletter open rate	33.98%	21.7%*
Average click-throughs from monthly e-newsletter	27.27%	15%*

Earned media – coverage achieved through external sources

	September '18	September '17
Coverage of our press releases achieving coverage in target media list (EDP, EADT, Lynn News, Ipswich Star, Bury Free Press, BBC, ITV)	100%	100%
Average coverage achieved per press release	4 articles	2.1 articles

Impact

Top Tweet – received 55 engagements

LEP chair challenges leaders to "find a game-changer" - read more from our AGM here: newanglia.co.uk/lep-chair-chal...
Thanks to the 100+ leaders from business, local government and education who attended, and to the fantastic @IAA_Norwich for hosting us.



3:29 PM - 20 Sep 2018

Our **top tweet** for September was a post summarising the LEP's 2018 Annual General Meeting, quoting Doug Field's challenge to businesses to 'find a game changer' for the region's economy and thanking those who attended.

Most clicked article from monthly e-newsletter – received 63 clicks



Find out about investments near you

An interactive version of our popular investment map is available on our website, showing investments made through our Growth Deal and Growing Places Fund programmes, plus information on each of our Enterprise Zone sites.

[Take a look at the interactive map](#)

The most clicked article was about the new interactive version of our investment map, which sits on the LEP website front page and is also regularly promoted on social media.

Media coverage

LEP boss outlines achievements and ambitions at annual meeting

Local Enterprise Partnership (LEP) and the support they provide to businesses and jobs in the region. LEP boss Chris Starkie, boss of the East Anglian partnership, spoke at the annual meeting of the LEP on Wednesday, 19 September, at the University of East Anglia. Starkie outlined the achievements of the LEP in 2017-18 and the ambitions for 2018-19. He said the LEP was proud to have supported 1,000 jobs during the year. Starkie also outlined the LEP's ambition to create 10,000 jobs in the region by 2020. He said the LEP was working with partners to create a 'game-changer' in the region. Starkie also outlined the LEP's ambition to create a 'game-changer' in the region. Starkie also outlined the LEP's ambition to create a 'game-changer' in the region.



Total number of articles: 57

Media coverage of LEP activity included the LEP's 2018 Annual General Meeting on 19 Sept., an agreement with Drenthe officials and the opening of the Beccles Southern Relief Road.

BBC Look East also interviewed Chris Starkie regarding a call for increased investment in Norfolk and Suffolk, backed by local MPs and businesses.

Public Engagements



The board and executive team attended **49** (10 out of region) engagements during the past month.

One of the more notable engagements was the Annual General Meeting, which most LEP staff attended. Both LEP CEO Chris Starkie and Chair Doug Field spoke at the event, which included a Q&A session with the audience.

New Anglia Local Enterprise Partnership Board
18th October 2018

Agenda Item 13

Title: October Programme Performance Reports

Author: Programme leads; Presenter: Rosanne Wijnberg

Summary

The following report(s) follow for review by the LEP Board this month:

- Business Growth Programme; Jason Middleton

Recommendation

The board is asked to:

- Note the report(s)

Business Growth Performance Report

Programme Overview - What is the Business Growth Programme?

The New Anglia Growth Programme is the LEP's flagship business support programme and comprises three main elements:

- New Anglia Growth Hub, offering free and impartial advice to individuals and businesses as well as signposting them to a range of additional support
- New Anglia Small Grant Scheme, providing grants between £1,000 and £25,000 to SMEs to enable growth, increased productivity and job creation
- Start-up and Early Stage Support Programme, providing specialist support to help people set up a successful new business – delivered by partners NWES and Menta

The Programme year runs from September to August, however, the data is presented as the financial year, April to March

The Programme was developed following a review of business support in 2013, overseen by the LEP Board

All elements of the Programme were built into the LEP's Strategic Economic Plan (2014), with funding for the current programme coming from BEIS and ERDF funding

What is the overall Programme Status?

Finance	Amber	The Programme is slightly behind its funding profile
Outputs	Green	On track to meet its outputs for the period to the end of August 2021
Delivery	Green	The Programme is performing well in terms of delivery with new activity for the next three years being finalised

What are our key updates?

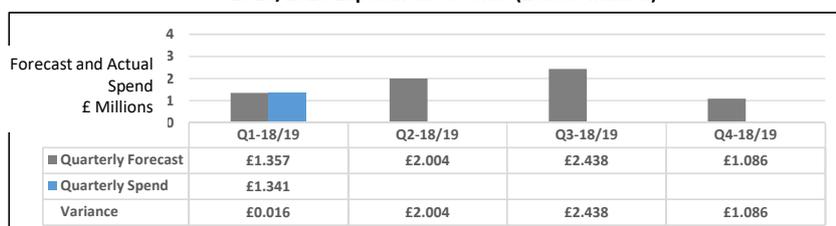
- An additional £7.4m of ERDF funding (£14.8m including match funding) has been approved by MHCLG, to enable the Programme to operate until the end of August 2021
- The Programme has committed all the private sector match funding needed to successfully draw down the EDRF funding until the end of August 2018
- From September 2018 onwards, the Programme will target SMEs with High Growth potential, providing 'bespoke' support to unlock economic growth more effectively

What is our financial position?

Financials (£ million)

Year	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/22	Total
Profile Spend	£0.306	£1.300	£3.321	£6.885	£5.895	£5.829	£2.251	£25.787
Actual Spend	£0.306	£1.300	£3.321	£1.341				£6.268
Remaining Spend	£0.000	£0.000	£0.000	£5.544	£5.895	£5.829	£2.251	£19.519

2018/2019 Expenditure Profile (£6.885 million)



What is our contribution to the Economic Strategy?

Outputs - Cumulative from September 2015 to August 2021	Target	Claimed to end of August 2018	Monthly Change	Notes
Businesses receiving grants	330	211	9	Target to the end of August 2018 achieved
Businesses receiving 'in-depth' support - more than 12 hours	1,108	394	21	On track to meet target
Businesses start-ups supported	1,350	539	11	Behind target due to Nwes under-performance
Value of grants received by businesses	£3.22m	£1.33m	£0.13m	Slightly behind target to the end of August 2018
Private investment provided by businesses	£12.89m	£5.72m	£0.49m	On track to meet target
Employment increase in supported businesses	1,560	590	14	On track to meet target
Businesses introducing new products	53	31	3	On track to meet target
Businesses receiving Information/Diagnostic/Brokerage	4,236	2,085	107	On track to meet target

What is the project status?

Overall:	Amber →	
Growth Hub	Green →	The Growth Hub is delivering well and making good progress with regards to its targets
Small Grant Scheme	Amber ↓	The Scheme has approved sufficient grants for operation until the end of August 2019
Start-Up (Nwes)	Red ↑	There have been some issues regarding the delivery of some outputs, which is currently being resolved
Start-Up (Menta)	Green →	Menta are performing around 25% above their above their agreed target and have exceeded their August 2018 target

What are the next steps?

- Following approval of additional funding from MHCLG, the most pressing issue is the development of the 'High Growth' support element of the Programme
- Recruitment of the additional staff required to deliver activity post September 2018
- Development of a new marketing strategy covering the next three years of operation
- Revision of the operation of the Small Grant Scheme, to ensure it is still fit for purpose

New Anglia Local Enterprise Partnership Board
Thursday 18th October 2018

Agenda Item 14

Finance Report

Author: Keith Spanton; Presenter: Rosanne Wijnberg

Summary

This report provides board members with an update from the finance department on the LEP's finances to the period ending 31 August 2018. The report includes **confidential** appendices:

Appendix A - core management accounts period ended 30 September 2018

Appendix B – core monthly and year to date graphs

Management accounts

The LEP's core income and expenditure account and graphs for the month ended 30 September 2018 are shown in confidential appendix A and B.

Year to date – 30 September 2018

Headline figures for the six months are: Total income £774,259 of which £373,998 represents core contribution with recharges and other income of £400,261 making up the balance. Costs to 30 September total £739,595 leaving a surplus of £34,665, ahead of budget by £26,960. Details of any larger variances will be explained at the board meeting

Statutory accounts year ended 31 March 2018

The financial statements were adopted at the annual general meeting held in September. These have been submitted to Companies House and now available to the public. The annual accounts have also been published on the New Anglia website.

For transparency a full set of statutory accounts have been filed.

Recommendation

The Board is invited to note the contents of the report.

New Anglia LEP Board Forward Plan - 2018

Date	Venue	Forward Looking	Governance & Delivery
17 th January	Orbis, Lowestoft	<ul style="list-style-type: none"> ● Aims and Objectives for the Year 	<ul style="list-style-type: none"> ● Capital Growth Programme projects ● Voluntary Community Sector Programme ● New Anglia Capital ● The Malthouse ● (WSC 2nd Phase Project)
21 st February	Marble Hall, Norwich	<ul style="list-style-type: none"> ● Economic Indicator trajectories and targets ● Brexit Analysis 	<ul style="list-style-type: none"> ● Governance review new structure ● Annual review of current operational plan. ● ERDF bid
21 st March	Jockey Club, Newmarket	<ul style="list-style-type: none"> ● Institute of Technology (IoT) 	<ul style="list-style-type: none"> ● 2018/19 budget ● Capital Growth Programme bids ● Growing Places Fund bids
18 th April	Green Britain, Swaffham	<ul style="list-style-type: none"> ● Tri Lep Local Energy East Strategy ● Cambridge Norwich Tech Corridor 	<ul style="list-style-type: none"> ● Scheme of Delegation ● LEP Capital budget ● Review of professional advisers ● Decision Log
23 rd May	Co-op Education Centre, Ipswich	<ul style="list-style-type: none"> ● Transport strategy ● Enterprise Zones 	<ul style="list-style-type: none"> ● Growth Deal Quarterly Dashboard ● Capital Growth Programme Projects ● PwC report review of implementation ● Data Dashboard ● WSC 2nd Phase ● Speculative Development
20 th June	The University of East Anglia	<ul style="list-style-type: none"> ● Place Branding ● Inward Investment ● Skills 	<ul style="list-style-type: none"> ● Growing Places Fund Atex Park ● Enterprise Adviser Network ● Growth Deal Quarterly Dashboard ● Local Energy Strategy ● Revenues Budget Framework ● Capital Growth Programme Honingham Enterprise Park
18 th July	Meeting Cancelled	<ul style="list-style-type: none"> ● Opportunity Areas (To October) 	<ul style="list-style-type: none"> ● Draft accounts To be approved electronically ● Eastern Agritech proposal (To October) ● Programme Performance Report (To September) ● NAC Bi Annual Update (To September)
August			No Board Meeting
19 th September	Aviation Academy + AGM	<ul style="list-style-type: none"> ● Brand Strategy ● Economic Strategy Delivery Plan ● Local Industrial Strategy 	<ul style="list-style-type: none"> ● LEP Review ● Performance Reports (Data Dashboard, Data Dashboard, Quarterly Dashboard) ● NAC Bi Annual Update
18 th October	Sizewell, Suffolk	<ul style="list-style-type: none"> ● Opportunity Areas ● Brexit 	<ul style="list-style-type: none"> ● LEP Review ● Capital Growth Programme Call ● Innovative Projects Call ● Eastern Agritech Proposal
21 st November	Keystone Centre, Thetford	<ul style="list-style-type: none"> ● Tech Businesses 	<ul style="list-style-type: none"> ● Tier 2 Governance Review ● EZ Accelerator Fund ● GPF Application
December			No Board Meeting

New Anglia LEP Board Forward Plan - 2019

Date	Venue	Forward Looking	Governance & Delivery
30 th January	Suffolk	<ul style="list-style-type: none"> Aims and Objectives for the Year 	<ul style="list-style-type: none"> Growth Programme Performance Report Enterprise Zones Performance Report
27 th February	Norfolk	<ul style="list-style-type: none"> Place Branding in Norfolk & Suffolk 	<ul style="list-style-type: none"> Economic and Programme Dashboards Growth Deal Performance Report
27 th March	Suffolk	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> LEP Delivery Plan and Budget Capital Growth Programme Projects Enterprise Zones Performance Report NAC Bi-Annual Report Agritech Report
April		No Board Meeting	
23 rd May	Norfolk	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Revenue Call Projects Growth Programme Performance Report Economic and Programme Dashboards
26 th June	Suffolk	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Enterprise Zones Performance Report Growth Deal Performance Report Agritech Report
23 rd July	Norfolk	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Draft accounts Growth Programme Performance Report
August		No Board Meeting	
25 th September	Suffolk	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Enterprise Zones Performance Report Economic and Programme Dashboards Growth Deal Performance Report NAC Bi-Annual Report LEP AGM
30 th October	Norfolk		<ul style="list-style-type: none"> Growth Programme Performance Report Agritech Report
27 th November	Suffolk	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Economic and Programme Dashboards Growth Deal Performance Report
December		No Board Meeting	