

New Anglia Local Enterprise Partnership Board Meeting

Wednesday 20th May
10.00am - 12.00pm

Via MS Teams

Agenda

No.	Item	
1.	Welcome from the Chair	
2.	Apologies	
3.	Declarations of Interest	
4.	Actions / Minutes from the last meeting	
5.	LEP Response to COVID-19	Update
6.	Restart and Rebuild - Covid-19 Economic Recovery Plan	For Approval
7.	Growing Place Fund - Food Innovation Centre Investment - confidential	For Approval
8.	LEP Capital Budget 20/21- confidential	For Approval
9.	LEP Continuing Business – including confidential items	Update
10.	Management Accounts – Q1 2020	Update
11.	May Performance Reports and Programme Dashboard	For Approval
12.	Investment Appraisal Committee Chair, Vice Chair and Membership	For Approval
13.	Board Forward Plan	Update
14.	Any Other Business	

New Anglia Board Meeting Minutes (Unconfirmed)
21st April 2020**Present:**

Claire Cullens (CC)	Norfolk Community Foundation
David Ellesmere (DE)	Ipswich Borough Council
Doug Field (DF)	East of England Coop
John Griffiths (JG)	West Suffolk Council
Matthew Hicks (MH)	Suffolk County Council
Pete Joyner (PJ)	Shorthose Russell
Helen Langton (HL)	University of Suffolk
Dominic Keen (DK)	Britbots
Steve Oliver (SO)	MLM
Corrienne Peasgood (CP)	Norwich City College
Andrew Proctor (AP)	Norfolk County Council
Johnathan Reynolds (JR)	Opergy
Sandy Ruddock (SR)	Scarlett & Mustard
Alan Waters (AW)	Norwich City Council
Jeanette Wheeler (JW)	Birketts

Attendees

Sue Roper (SR)	Suffolk County Council
Vince Muspratt (VM)	Norfolk County Council
Shan Lloyd (SL)	BEIS
Chris Dashper (CD)	New Anglia LEP - For Item 6
Chris Starkie (CS)	New Anglia LEP
Rosanne Wijnberg (RW)	New Anglia LEP
Helen Wilton (HW)	New Anglia LEP

Actions from the meeting: (21.04.20)		
COVID-19 to be added as an item to future board meetings		HW
1	Welcome from the Chair	
Doug Field (DF) welcomed everyone to the meeting		
2	Apologies	
Apologies were received from Tim Whitley.		
3	Declarations of Interest	
Full declarations of interest can be found at http://www.newanglia.co.uk/about-us/the-board . None		
4	Minutes of the last meeting	
The minutes were accepted as a true record of the meeting held on 25 th March.		
5	LEP Response to COVID-19	
Chris Starkie (CS) presented the paper to the board noting that some programmes are still ongoing and this work is covered in Item 8 on the agenda. CS highlighted the work carried out to set up a database of PPE suppliers which has now been made available to organisations looking to source PPE. Promotion of this is ongoing. Work is also starting on a recovery plan to support the local economy in the short and longer term including a specific group which has been established to focus on supporting the tourism industry and the challenges it faces. Andrew Proctor (AP) highlighted the importance of co-ordinating the different strands of the tourism industry and CS confirmed that the Destination Marketing Organisations (DMOs) are working with the LEP as part of this group. Jeanette Wheeler (JW) noted that staff in construction want to be working again but may be prevented from doing so due to issues in the supply chain and the LEP could play a role in resolving these problems. JW also suggested that Richard Ross has details of business angels are looking to provide business consultancy and could be available to the Growth Hub. Claire Cullens (CC) noted that they could also provide support to the Voluntary Sector. John Griffiths (JG) asked for an update on the gaps identified in current funding and also on other problems businesses are reporting. CS confirmed that gaps in funding had been identified such as bed & breakfast owners paying council tax rather than rates. The refusal of insurance companies to pay some claims has also been an issue as well as queries over furloughing staff. These are being escalated and some gaps are being plugged over time. The meeting discussed the issues around the procurement of PPE. The Board agreed: <ul style="list-style-type: none">To note the content of the report		
6	COVID-19 Business Reliance and Recovery Plan	
Chris Dashper (CD) presented the new scheme with an initial budget of £3.5m providing capital grant support for initial resilience and longer term recovery.		

	<p>AP expressed his support for the proposal but noted the size of the fund. CS agreed that this would not cover all requirements but felt that it complemented other existing LEP programmes.</p> <p>CD noted that other programmes continued and that if they did not spend all their funding then further monies could be made available.</p> <p>The meeting discussed potentially targeting the scheme at specific sectors and the issues this created and the potential for offering more funding at a later date.</p> <p>CS confirmed that discussions were ongoing with Government for approval to reallocate funds from capital to revenue projects and to obtain further future funding.</p> <p>DF proposed that the launch of the scheme would initiate enquiries which would help steer any targeting in the future.</p> <p>CD confirmed that, on approval the first payments can go out within 10-12 days.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report • To approve the new Business Resilience and Recovery scheme with an initial budget of £3.5m 	
7	Board Member Recruitment	
	<p>David Ellesmere (DE) reviewed the process which had been carried out to recruit a private sector board member and a Chair and detailed the rationale behind the decision. He said the panel was unanimous in its recommendations.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report • To endorse the appointment of C-J Green as private sector board member 	
8	LEP Continuing Business	
	<p>DF proposed that any questions should be directed to Rosanne Wijnberg outside the meeting.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report 	
9	Board Forward Plan	
	<p>DF requested that COVID 19 is added as a standing item to the next few meetings.</p> <p>ACTION: Board Forward Plan for be updated accordingly</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the plan 	HW
10	<p>Any Other Business</p> <p>DE noted that there is still a vacancy on the Investment Appraisal Committee and that a new Chair also needs to be appointed.</p>	

New Anglia Local Enterprise Partnership Board

Wednesday 20th May 2020

Agenda Item 5

LEP Response to COVID-19

Author: Marie Finbow

Presenter: Chris Starkie

Summary

This report provides the board with an update on the LEP's response to the Covid-19 pandemic.

Whilst many of the LEP's programmes and schemes are continuing to operate as normal, the LEP team and operations have been restructured to respond to the economic shock caused by the Covid-19 pandemic.

It is important to stress that the LEP is working closely with a wide range of partners including all Norfolk and Suffolk local authorities, business groups such as the chambers and FSB, colleges, universities and LEP sector groups.

Recommendation

The LEP Board is asked to note the contents of this report

Background

As previously outlined to the board, the LEP's Covid-19 response is structured under seven workstreams:

1. Business Intelligence
2. Business Support and Advice
3. Local Funding
4. Workforce
5. Sectors and Supply Chain – Sub workstreams PPE, Visitor Economy, Agri Food, Energy and Construction.
6. Economic Impact
7. Communications

Set out below is a summary of the key activity which has taken place within each of these workstreams over the last few weeks.

The LEP is working closely with local partners including all Local Authorities, Chambers of Commerce, Federation of Small Businesses, Job Centre Plus and Department for Work and Pensions.

1 Business Intelligence

Intelligence reports continue to be submitted to Government on a weekly basis. Information is typically gathered from around 50 different sources each week including local authorities, businesses and sector groups.

Most recently the narrative is shifting towards businesses reopening and what is needed when they do to remain safe. Business sentiment from surveys seems to be improving in terms of cashflow concerns and concerns about overall closures.

Highlights from the weekly return sent on 11th May include:

- An urgent ask for the Job Retention Scheme to evolve with partial furloughing as we enter the next phase.
- Intelligence from the All Energy Industry Council, including a bleak outlook for oil and gas; the short-term impact of refocusing on what is needed for offshore wind turbines to keep spinning, ensuring safe shift patterns, and allowing for the good use of planned outage periods; and ports highlighting the impacts of a reduction in activities.

In addition to the weekly returns we are now using the information to develop further intelligence products:

- A weekly high-level trends document summarising the trends from each intelligence return.
- A 'gaps in support' log has also been created setting out the specific gaps in the government support schemes which is used to escalate issues and monitor resolutions.

The intelligence collected is enabling us to be fleet of foot to escalate issues locally and nationally, consider local solutions where appropriate and is supporting the discussions and helping to shape all three stages of work— response, restart and rebuild.

It is enabling us to respond quickly in providing evidence and case studies to government, MPs and local partners.

Business intelligence submitted by LEPs and other partners has resulted in policy changes by Government including: changes to the furloughing regime, the introduction of additional funding and flexibility in business grants awarded by local authorities and changes to the Covid Business Interruption Loan scheme.

2 Business Support / Advice

The Growth Hub is continuing to provide support to businesses through its phone-based service. This service complements on the ground support provided by local authority colleagues.

A new rota system was introduced in early April, with additional capacity provided by the Enterprise Adviser Network team, to bring the number of Growth Hub advisers able to take calls to 25 people.

During March and April the Growth Hub provided in depth support to more than 2,000 businesses on Covid-19 related issues.

Enquiries into the Growth Hub have been broken down by theme:

- Small Business Grant – 24%
- Grants/Finance - 20%
- Workforce and Employees – 12%
- Support for self-employed – 10%

- Business Interruption Loan Scheme – 10%
- Business Rates Relief/Holiday - 10%
- Deferring VAT & Income Tax – 9%
- Commercial Tenants – 2%
- Insurance – 2%
- Companies House – 1%

The LEP is also helping local authorities provide up to date information to businesses on the Government support schemes and other support through the production of a business support script.

The script is updated on a daily basis and made available to the Growth Hub advisers and local authority colleagues.

3 Local Funding

Business Resilience and Recovery Fund (£3.5 million)

The Business Resilience and Recovery Scheme was launched on Monday 4th May and provides support to businesses in Norfolk and Suffolk that have been affected by the Covid-19 Coronavirus and are looking at ways to recover and strengthen their business performance.

As part of the process, an initial in-depth diagnostic exercise is undertaken by the New Anglia Growth Hub advisers, to determine eligibility of the business and identify what type of support they require.

Those companies applying under the scheme can also apply for a 50% grant towards capital costs involved in initial resilience and future recovery of their business. A grant of £25,000 up to a maximum of £50,000 is available to support projects. The scheme has proved popular and several enquiries are already being handled, developed and progressed by the Growth Hub.

The first application for £50,000 was approved by the end of the first week for a company in Thetford. The grant will be used to obtain a new model of laser cutter which will enable the business to secure additional contracts for work that is outside of their current capability and increase efficiency (due to a decrease in downtime experienced with the old machine).

Covid-19 business tool kit

A new funding section has been added to the [Covid-19 business toolkit](#), with links to key external funding opportunities for businesses and charities. Information around Covid-19 is changing rapidly and the toolkit has been created to provide the latest information, guidance and support available to businesses all in one place.

VCSE sector

There is an emerging work priority around supporting the VCSE sector to respond to new funding opportunities, working in partnership with both County Councils and VCSE sector support organisations.

4 Workforce

Work continues identifying workforce challenges and gaps across sectors, working with partners and the Department for Work and Pensions.

The employment opportunities page on the LEP website continues to grow rapidly. There are now 144 listings with most of these having more than position available.

More than 2,000 people viewed the vacancies page in the first week of May alone.

The webpage is being further developed to include careers information, case studies, sector insights and linked training opportunities.

5 Sectors and Supply Chain

Sub-workstreams currently include: PPE, Visitor Economy, Agri-Food, Energy and Construction.

1. Personal Protective Equipment (PPE)

The LEP PPE supplier database now contains 196 suppliers and producers of PPE with around 50% of the businesses listed based in Norfolk or Suffolk.

Around 850 different PPE products are now available on the system.

To date, **more than 160 users have registered to use the system to source PPE – all health or care providers or other front-line service.**

We are in the process of seeking feedback from these users to help us shape the system going forward.

Ten users of the system have so far informed us they have used the system to make significant purchases of PPE.

Consideration is now being given to giving businesses access to the system, given the expected increase in demand for PPE in the wider economy.

A further area of focus has been enhancing the manufacturing capabilities or upskilling of companies to increase the supply of PPE locally. Work is underway in contacting potential or existing PPE manufacturers across Norfolk and Suffolk to understand the scale up/diversification challenges and support interventions they might need.

The team are also exploring ways to understand the long-term PPE requirements and local demand to support this work.

Manufacturers are being linked to potential customers which has resulted in several significant orders for local firms.

Local manufacturing capabilities are being fed into the new national database of capabilities managed by Make UK.

2. C-19 Visitor Economy Group

It is widely recognised that the visitor economy has been hardest hit by the pandemic, and the LEP and Visit East of England and all local authorities, the industry and destination management organisations to establish a group to respond to the pandemic.

A region-wide survey of businesses to inform next steps and provide a foundation for a recovery plan for the sector has been undertaken with 776 responses received, led by Visit East of England. A draft report has been circulated, and the first analysis of the responses has revealed:

- Greater confidence from parts of the sector such as self-catering, Broads boats and outdoor attraction of being able to adhere to social distancing. Some hospitality, retail and catering businesses will find it more of a challenge and will impact the viability of opening if they cannot operate at full capacity.
- Timing of the easing of restrictions will be a key determining factor on business survival – if businesses can open before the school holidays then recovery will be easier.
- Government intervention and packages are generally welcomed, more is needed, particularly on VAT and Business Rates relief.

- Visitor economy businesses need a move towards 'flexible furloughing' as many have a lot of preparation work to do before they can open and start to see income return.
- Safe tourism is critical – both for visitors and residents. There is an opportunity to promote Norfolk and Suffolk as a 'safe destination' with lots of space.
- Adaptability - better digitization of businesses for example, online advance bookings to manage footfall is needed.
- The sector highlighted a need for more networking and sharing. Also creating better, resilient supply chains between local businesses.
- Continuing development of a year-round visitor economy would mitigate current reliance on Easter to September and enable greater resilience in the long term.

The LEP has supported the region's Destination Management Organisations (DMOs) with bids to the Visit Britain Resilience Fund.

Five bids were submitted, to the first come first serve fund, four have been successful – Visit East of England, Suffolk Coast, Ipswich, and Newmarket – Great Yarmouth are still waiting to hear the outcome of their bid.

A call has been launched for accommodation providers who can open for key workers after reports that those working on critical infrastructure e.g. offshore cannot find accommodation. An online registration form has already been set up and is hosted on the LEP website with details disseminated to accommodation providers by Visit of East of England.

28 responses have been received to date. When finalised, the list will be sent to Visit East of England to host on their website and the LEP will use the sector networks to promote the list to key workers looking for accommodation.

3. Other sectors

The LEP is working with partners to understand the impact of the pandemic on individual sectors that make up the Norfolk and Suffolk economy. Sector heat maps are being developed to look at the challenges and issues impacting each sector. A more detailed update on other sector activity will be provided in June's report.

6 Economic Impact

A range of activity to assess the economic impact is underway. Agenda item x sets out a proposal for developing an Economic Recovery plan. The proposed approach has two phases - 'Restart' covering the next 10 to 12 months, with the first edition to be published in June and updated every six weeks and 'Rebuild' covering 3-5 years to be published in Summer 2021 and be informed by more robust evidence.

Metro-Dynamics has been commissioned, through the LEP's framework agreement, to support the work on impact assessment, scenario planning and developing the recovery plans.

7 Communications

The PPE campaign about how organisations which do not usually need PPE can source it received good coverage in local media, including BBC Look East on 27th April. The comms team are now compiling case studies of firms producing PPE, to promote good news stories.

The 'Big Business Check In' campaign was launched on 28th April - encouraging people to share grants information to their favourite local businesses to tell them what's available and gained good coverage in the local media.

We have continued to see a significant increase in traffic to the LEP's website, with the most popular pages being covid-19 related. The employment page alone saw 2,000 views in the first week of May which equated to 22% of our website traffic for that week.

Focus is now moving towards social distancing messages as businesses turn their attention to reopening. Whilst we await official guidelines, discussions are taking place with the Social Distancing Communications Lead about how to start getting messages out and sharing good practice.

LEP Network and wider engagement

As well as working with partners at a local level to respond to the Covi-19 pandemic, the LEP has also been working at a national level via the LEP Network.

Working with the LEP Network and fellow LEPs is enabling the New Anglia LEP team to articulate work being done locally and influence national policy.

National LEP activity has included:

Leading on the development of a policy paper around the relaunch of the Government's Enterprise Zones policy.

Participation in a LEP Network/Chambers of Commerce working group to look at strengthening links between the organisations.

Participation in LEP Network chairs meeting with Government ministers.

Recommendation

The LEP Board is asked to note the contents of this report

New Anglia Local Enterprise Partnership Board

Wednesday 20th May 2020

Agenda Item 9

LEP Continuing Business Report

Author: All, Rosanne Wijnberg

Presenter: Rosanne Wijnberg

Summary

This report provides an overview of LEP team 'continuing business' activities since the April board, structured around:

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

The media dashboard is attached as an appendix to the report

Recommendations

The board is asked to note the contents of the report

1) LEP Programmes

Growth Deal (Capital Growth Programme)

Delivery of all large capital projects has slowed considerably over the past two months, with many construction sites closed or reducing work for safety reasons. Several projects have used this time to plan and reschedule activities to minimise the impact.

Work on refurbishing and replacing part of the headquarters of the Centre for Environment, Fisheries and Aquaculture Science (CEFAS) in Lowestoft is only progressing where social distancing guidelines can be adhered to. Consequently, demolition of the former Grand Hotel to enable extension of the car park and landscaping has been stopped and completion of the project has been pushed back from the end of summer 2020 to later in the year.

The revised Strategic Outline Business Case and supporting papers for the Ely Area Rail Enhancement Project has received approval from a special Anglia Programme Board led by Network Rail and the Department for Transport. This is the first positive step toward securing additional funding for further development of the programme, to include environmental surveys, consultation work and preparation of a Transport & Works Act Order that will authorise alteration to the railway path and boundaries.

Business Growth Programme

The Business Growth Programme remains ahead of its output and spend profile. A further four applications, totalling £55,333 were approved in April, with match funding of £221,336.

The Q1 claim for the Programme (December 2019 to February 2020) has been submitted to MHCLG and totals £1.295m, taking the 2019/20 cumulative total to £6.107m or 103% of the target. We are still awaiting sign off of our Project Change Request (PCR), requesting an additional £1.1m of ERDF funding to enable the Growth Hub and Small Grant Scheme to operate until the end of November 2021. We understand that this will take longer than usual due to the current situation. We have been advised that we are due to receive an additional £249.5k from BEIS for business support activities. We await details on the funding criteria.

Growth through Innovation

The Growth Through Innovation (GTI) fund is now operational, providing grants between £1,000 and £25,000 for capital and revenue investment into SMEs for a wide range of Innovation, Research and Development activities. We have nine projects under development, supported by the Growth Hub. One application for £22,500 has been approved. We are working with a range of partners to promote the fund and have seen a high number of ICT businesses showing interest.

Growing Business Fund

Interest in the GBF continues, particularly from the manufacturing sector. In April an application for £82,010 was approved, with private sector match of £328,040. We have a further two applications for May - for £434,290 of funding with £3,908,742 of private sector match. The three applications will generate 34 new jobs between them. The pipeline remains buoyant, although payments for grants has slowed during the past month.

Eastern Agri-tech Initiative

After a long delay three applications are with the panel for voting. A further four companies have applied for grants, due diligence is being carried out by Norfolk County Council and they will be considered by the panel shortly.

A considerable pipeline of further projects exists, but the CPCA has temporarily prioritised delivery of their new capital intervention programme. We are in discussion with them regarding future delivery.

Growing Places Fund

In April the LEP Board approved the transfer of the uncommitted balance of this fund to support the new Resilience and Recovery Fund - £3.5m.

Gainsborough's House development drew down its full allocation of £250k in April. A slowing in project drawdown now seems inevitable.

The Winerack loan arrangements are subject to review by Homes England following a request from the developer. The loan arrangements and the view of Homes England on these arrangements will be considered by the IAC in the near future. This has taken longer than anticipated.

Work with Lotus is ongoing to identify what development costs are eligible, under State Aid, for LEP support. We estimate that an initial payment of circa £300,000.

New Anglia Capital

New Anglia Capital directors have continued to review potential investments first considered at the January NAC Board meeting.

A proposal has been put forward to review the terms of NAC investments to see if the fund could be better used to support businesses through the Covid-19 emergency. A meeting will take place prior to the next NAC Board meeting, to be held in June.

Anglia Capital Group continue to support NAC. Hannah Smith, having left ACG in early April, has been retained for one day per week to support NAC for the next few months.

LEP Innovative Projects Fund

Innovative Projects Fund (2018 Call) - £500,000.

IPF1 Summary of Progress:

7 projects under the 2018 call of the Innovative Projects Fund have a combined IPF allocation and commitment of £539,531. The value of claims for the first year (2019/20) was £140,001. Since the end of the financial year a further £9,076 has been spent. This now brings actual spend to date to £149,077. Forecast spend of £214,507 is expected for 2020/21.

The Ipswich Cornhill Project has now been completed (IPF1). The project attracted £57,391 in Public Match Funding and £34,301 in Private Match funding. It created 62 new events in the Cornhill, increased dwell time in the Cornhill area by 9.75% and created a 27.75% increase in visits to the area. The project was awarded a further £50,000 under the 2019 call of the IPF.

Project delivery has been impacted by Covid-19 restrictions. Two projects continue to make progress - the Fit for Nuclear Project will deliver its course online until August 2020, at which point the course will revert back to the classroom environment if possible. Visit East of England's project also continues as this represents mostly desk based work at this current time.

Enterprise Zones Update

Work is progressing well on the construction of the major new distribution centre for Amazon on the Eastern Gateway Enterprise Park at Sproughton near Ipswich, one of the Space to Innovate Enterprise Zone sites. Despite Covid-19 restrictions, development has been able to continue almost as planned and so is due for completion by June. Approximately 100 jobs will be created initially including permanent jobs recruited by Amazon and additional posts hired by independent delivery companies.

Plans for the major Gateway 14 development site at Stowmarket has also taken a step forward, developers Jaynic have been officially appointed to oversee the scheme. Part of this strategically important site, located close to the A14, is designated a Space to Innovate Enterprise Zone site.

Overall, up to 2.3 million sq ft of business, logistics and commercial space can be provided over the next 10-15 years on Gateway 14 and a planning application will be submitted later this year

The New Anglia LEP Enterprise Zone Team continues to liaise with Local Authority partners, landowners and developers to identify any specific issues arising from Covid-19 impact on construction and delivery of our Enterprise Zone sites.

Inward investment

Invest East ERDF project: Investment Readiness activity continues with seminars (for the first time) taking place using a web-based format for the third cohort of the programme involving over 30 companies. Participants are from a wide range of sectors including: agri-robotics, clothing, cosmetics, digital HR, marketing, gaming, media, energy and energy supply chain, construction, training, and fintech.

A bid to create a second, High Potential Opportunity (HPO) was submitted to Dept for International Trade (DIT), centred around Norwich Research Park with a focus on the healthy ageing Grand Challenge. DIT's HPO programme has been successful so far, generating a number of leads and 3 successes already, after only a few months of promotion.

Working with colleagues from DiT and BT, a training presentation resource is being created on the first New Anglia HPO (Adastral Park 5G) to enable colleagues to promote the 5G opportunity effectively. This involves a set of digital material from our team and partners, building upon assets created by the Tech East network.

A US offshore wind supply chain initiative is being explored with the Dept of Economic Development in Virginia Beach, the biggest city in Hampton Roads, Virginia. A 2.7GW array is planned off the coast comprising 220 turbines. Online discussions have taken place to enable local businesses to engage with the opportunity this market may represent.

The inward investment team are currently managing 12 new enquiries, pertaining to interest in investing into the medtech sector, energy storage, offshore port services, food processing and production and healthy living technology.

2) Strategy

Skills:

The LEP has provided evidence to the Skills Advisory Panel team at the Department of Education of our 2019/20 spend; and submitted the signed memorandum of understating for 2020/21. Part of the agreement moving forward is to produce a Local Skills Report which has been drafted and shared with Skills officers at Norfolk and Suffolk County Councils.

Institute of Technology (IOTs)

The Department for Education has published a prospectus for phase 2 IOTs outlining criteria for bids. It is expected that only one proposal will proceed going forward and the LEP team and LAs are considering the best approach.

Careers Hub

The LEP has submitted an Expression of Interest to the Careers Enterprise Company to support the expansion of the careers hub across Norfolk and Suffolk which would enable the proposal under the ESF bid to commence from September, ahead of successfully securing ESF funding.

Enterprise Advisor Network

The Enterprise Adviser Network continues to provide support to Careers Leads and Teachers through virtual CPD sessions and online resources.

Infrastructure:

Transport Board

The next meeting of the Transport Board on 2nd June will take place virtually focusing on the impact COVID-19 on transport and considering the challenges and opportunities for recovery.

Integrated Ticketing

Progress on integrated ticketing being made with Suffolk colleagues. Discussions taking place with Norfolk.

Trowse Rail Bridge Upgrade

The Reliability and Capacity study is expected to be finalised at the end of May. A joint position statement is also being developed for discussion.

Transport East

A 'ways of working' workshop is arranged for 19th May to build on what already works well, and scope out how the expanding partnership team could work better. The decarbonisation study is progressing with the first phase expected to be complete by June.

Blue Tech Cluster Opportunity

Work has commenced on scoping the Blue Tech Hot House event centred around innovation and opportunities at Felixstowe Port.

3) Communications and 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 A to this report.

New Anglia LEP website

The redeveloped New Anglia LEP website launched in mid-April. The new site has been designed to improve the user journey, making it clearer for businesses to understand what the LEP does and how we can help them. Among the new features is an interactive investment map. A number of new Coronavirus business support pages have also been added.

Delivery plan

The New Anglia LEP delivery plan has been published on the website at <https://newanglia.co.uk/relevant-publications-about-us/>

New Anglia Innovation Board

The New Anglia Innovation Board held their May Board meeting with an update from Cefas on the multi-million-pound redevelopment of their site at Lowestoft, supported by the LEP. With a theme of 'innovation in energy', presentations were also given on the All Energy Industry Council and Offshore Renewable Energy Catapult and the progress being made to date. There are plans to develop new project activity including a proposed Centre of Excellence for Energy Systems Integration.

A delivery plan for the Innovation Board has now been developed which highlights how planned projects and activity align with the LIS interventions and also how these might support recovery plans post-Covid19 across key sectors. The innovation centres, technology parks, research institutes and universities all have an important role to play in supporting economic recovery for Norfolk and Suffolk and at a national level.

Sector Groups and Industry Councils

The Agri-Food Industry Council and All Energy Industry Council held their main board meetings on 21st and 30th April respectively with a key focus of the discussion on the impact of Covid-19 on the sectors and importantly how industry can work together with the LEP, Local Authorities and other partners on recovery plans going forward. Industry Councils will have an important role to play in helping drive economic recovery going forward as well as supporting the key strategic interventions set out in the Local Industrial Strategy.

The LEP and partners continue to engage and work closely with other sector groups such as manufacturing (NAAME), visitor economy and culture etc. to progress plans on future support for these key sectors and any specific interventions required to aid post-Covid19 economic recovery plans.

4) Governance, 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 operational finances.

Risk Register

The current risk score for risk 11, Growth Deal Delivery, remains at high risk. The coronavirus pandemic has introduced additional delays. We will continue to work with individual projects to mitigate against this impact and will consider capital swap arrangement if appropriate.

Finance

In previous years our Growth Deal allocation has been paid in April. We have recently been advised that the payment of our 2020/21 Growth Deal allocation of £47.4m from Government will be staged - with 2/3 to be paid in May and 1/3 to be paid in September, the final payment being subject to a review of progress. This will have an impact on our interest earned and the assumptions made in our operating budget.

Our £500k Core Funding was received at the end of April.

Our draft 2020/21 Capital Budget is included in this month's papers for Board approval.

Preparations are ongoing for our 2019/20 audit. Price Bailey will undertake the audit remotely during the two weeks commencing 18th May. The Audit and Risk Committee is scheduled for 23rd June.

Recommendation

The board is asked to:

- Note the contents of the report

This dashboard sets out the outcomes and impact of communication during April 2020 through owned media – the information which we control and issue ourselves – and earned media (third-party outlets). (*Refers to pre-GDPR numbers)

Owned media – social media channels and e-newsletters

	April 2019	March 2020	April 2020
New Anglia LEP			
Number of Twitter followers	7,709	8,322	8,402
Number of clicked links per month	349	212	741
Average Twitter engagements per day (likes, retweets etc.)	46.77	69.1	157.53
Number of impressions (the number of times a tweet showed in someone's timeline)	74.3K	121K	252K
Number of LinkedIn followers	754	2,097	2,292
Number of impressions on LinkedIn	N/A	45.1K	39.5K
E-newsletter: open rate	39.18%	33.77%	37.84%
E-newsletter: click-through rate	33.1%	17.65%	23.38%
Norfolk & Suffolk Unlimited			
Number of Twitter followers	N/A	426	456
Number of clicks per month	N/A	37	33
Average Twitter engagements per day (likes, retweets etc.)	N/A	16.5	25.56
Number of impressions (number of times users saw our tweet)	N/A	37K	25.2K
Number of LinkedIn followers	N/A	731	761

Top Tweet – New Anglia LEP

TWEET HIGHLIGHTS

Top Tweet earned 6,345 impressions

Does your business have production capability and capacity to produce PPE during COVID-19? Do you have existing PPE stock which could be used by frontline staff? If so, please get in touch [#COVID19](#) [#PPEshortage](#) [#Masks](#) [#goggles](#) [#sanitiser](#) [#coronavirus](#)
newanglia.co.uk/data-capture-f...
pic.twitter.com/40Jk8HfWhb



1 27 23

We have played a key role in coordinating the appeal for businesses to manufacture or supply personal protective equipment (PPE) to frontline workers. This produced our best performing tweet, earning more than 6,300 impressions, 23 likes and 27 retweets.

More than 180 companies have responded to the appeal for businesses to help supply PPE and the posting and sharing of posts like this has really helped promote this campaign.

Top Tweet – Norfolk & Suffolk Unlimited

TWEET HIGHLIGHTS

Top Tweet earned 2,101 impressions

Today's photo – Blue skies at the lovingly restored Venetian Waterways in Great Yarmouth [#unlimitedpics](#) [#weareunlimited](#)
pic.twitter.com/aO28j9UdH2



9 21

Our top tweet for April was a photo of the restored Venetian Waterways in Great Yarmouth, which earned more than 2,000 impressions, 21 likes and 9 retweets.

Media coverage – New Anglia LEP

Urgent plea for businesses to help with production of PPE to aid coronavirus fight

Lauren Cope | lauren.cope@archant.co.uk | @LaurenCope
PUBLISHED: 12:44 08 April 2020 | UPDATED: 12:44 08 April 2020



Public urged to check small business owners are claiming grants to get through coronavirus crisis

PUBLISHED: 12:06 27 April 2020 | UPDATED: 14:05 27 April 2020 | Sarah Chambers

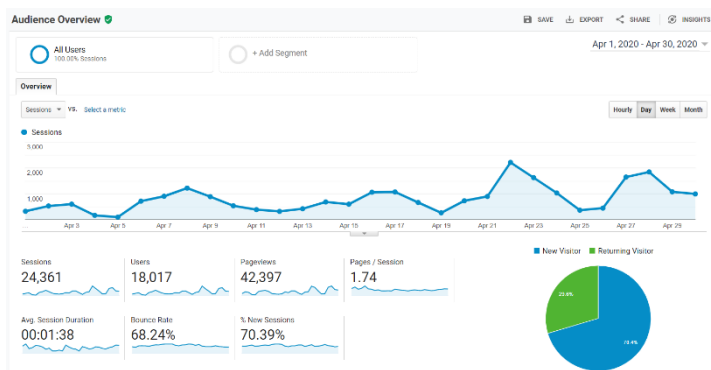


The Big Small Business Check-In aims to ensure businesses are getting the help they need Picture: ANURAKPONG

The LEP's proactive and coordinated response to the Covid-19 pandemic, especially around the PPE shortage, has earned widespread media coverage. The Eastern Daily Press ran a story (opposite) about the appeal for local businesses to get involved in meeting the demand for equipment for those on the frontline, quoting Chris Starkie. He was also interviewed about the issue on BBC Look East.

We have also been helping councils promote the availability of grants to help small businesses through the crisis, with Chris Starkie interviewed on BBC Radio Suffolk. In addition, we introduced the Big Small Business Check-In, which encouraged people to let their favourite business know they might be eligible for funding. This was covered by the East Anglian Daily Times.

Google Analytics – New Anglia LEP website



Traffic to the LEP website soared during April, with 42,397 page views (up 26,616 on March) and 18,017 users (up 12,365 on March). The most popular pages were COVID-19-related: employment opportunities (13,703), PPE data capture (4,307), business grants available through local authorities (1,224) and free support for your business during Coronavirus (709).

Visitors spent an average of 1:38 visiting the site (down 32 secs) and of those visiting the site, 70.466.8% were new (up 3.6%) and 29.6% were returning (down 3.6%).

New Anglia Local Enterprise Partnership Board
Wednesday 20th May 2020

Agenda Item 10

Management Accounts – January to March 2020

Author: Rosanne Wijnberg

Presenter: Rosanne Wijnberg

Summary

This report provides board members with an update on the LEP's finances for the period ending 31 March 2020. The report includes **confidential** appendices:

Appendix A - management accounts period ended 31 March 2020

Appendix B - grant analysis period ending 31 March 2020 (graphs)

Recommendation

The board is asked to review and note the management accounts and accompanying graphs.

Management accounts – 31 March 2020

In previous years we have reported performance monthly against the Core Budget. We have amended the approach for the 2019/20 financial year and the management accounts are now being reported quarterly and will reflect the consolidated position, showing both Core and Programmes.

The LEP's consolidated management accounts for the period Apr 2019 to March 2020 are attached in Appendix A.

As a reminder, **Core** covers the work of the LEP including:

- Developing and delivering the economic strategy.
- Engagement with central Government and national agencies.
- Engagement with our local authority partners, education partners, with business and the voluntary sector.
- Governance and management of the LEP
- Management of our sector groups
- Innovation and Inward investment
- Support for partnership initiatives such as Cambridge Norwich Tech Corridor, Ipswich Vision and the Opportunity Areas

Programmes covers programmes and projects delivered or managed by the LEP including: Growth Deal, Growth Programme, Enterprise Zones, Growing Business Fund, Growing Places Fund, Enterprise Adviser Network and Apprenticeship Levy Fund.

Income Explanatory Notes

New Anglia core

This is core funding the LEP receives from government, plus the match funding received from our local authority partners. This also includes the additional £200k capacity funding to support the development of our Local Industrial Strategy.

New Anglia grant/programme income

Most of this income is the LEP's Growth Deal - £24.6m this year. The grant element is allocated when it is received, the top slice is accrued on a monthly basis, as costs are incurred.

This category also includes income from the LEP's Enterprise Zone Pot C, which is recognised as it is received.

In addition, the LEP has received contributions from our local authority partners for round two of the Innovative Projects Fund – and additional £1m. This initiative was not included in our budget, resulting in a variance.

New Anglia Recharges

This is mostly the recovery of costs from the Business Growth Programme (ERDF programme). It also includes income (recovered costs) from other LEP initiatives such as the Norwich Opportunity Area and Cambridge Norwich Tech Corridor.

EAN Income (Enterprise Adviser Network)

This income is from claims submitted to the Careers & Enterprise Company, plus contribution from the LEP's Enterprise Zone Pot C fund. This match funding contribution was previously agreed by the board.

Interest received

The LEP receives interest from money it loans out through its Growing Places Fund. It also receives interest from Suffolk County Council (Accountable Body) for funds which they hold on our behalf. As the payment of Growth Deal grants is significantly below budget, the balance that is subject to interest is much higher than anticipated in the budget. In the budget we assume interest in the month of receipt (cash basis); in the accounts interest is accrued monthly. This explains the large variance between actual and budget.

Expenditure Explanatory Notes

The material expenditure items are described in more detail below.

Wages & Salaries

This covers all staff, including those team members charged to specific programmes. It also includes staff costs for LEP initiatives, these are then reclaimed from the external funding partners. We have a small favourable variance against budget as a result of small differences in timing.

Consultancy and Subcontracting

The budget was flat profiled over the twelve months. Costs have been consistently ahead of profile – additional Norfolk Enterprise Festival costs and a contribution of £32k to the GEML Task Force had not been budgeted for. These increases were offset by underspend in other areas.

Projects

The annual budget for projects, as agreed at the March board is £852k. Project costs are accounted for when incurred, however due to the difficulty in anticipating these costs the budget was flat profiled over the twelve months i.e. split evenly. The variance against budget largely reflects the delay in spend and claims made against the Innovative Projects Fund.

Marketing and Events

We have incurred additional costs in this category, the majority of which has been recovered from partners e.g. Norwich Opportunity Area.

Legal & Professional

Most of these costs are incurred through the Growth Deal and Enterprise Zone programmes and they have been lower than budget.

Irrecoverable VAT

The budget includes irrecoverable vat due to the LEP not being able to claim back VAT. VAT is budgeted against relevant costs, which are flat profiled throughout the year. Some of the incurred project costs have included VAT which would not have been known at the time of the budget. This will therefore show an adverse variance on irrecoverable vat but will be offset by a similar amount as a favourable variance in 'project' costs.

Grant analysis – Appendix - B

Growth Deal

This chart represents grant payments made to Growth Deal projects. The budget reflects the Growth Deal annual allocation plus the rollover from 2018/19. The figures do not include Growing Places or Growing Business Fund, these are shown separately. It does not include any loans or investments made through the Enterprise Zone Accelerator Fund (EZAF). Fourth quarter claims were less than forecast resulting in a carryover of £15.9m. We expect this slowdown to continue.

Growing Business Fund

This chart represents grant payments made through the LEP's Growing Business Fund. There is a sizeable pipeline however these enquiries are taking longer to convert into applications.

Growing Places Fund

The Growing Places Fund (GPF) is different to the other LEP 'grant based' programmes. The GPF programme is a hybrid comprising both loans and grant payments. This current graph only charts progress of grant payments made through the year which are treated as an expense rather than an investment.

Small Grants Scheme (ERDF)

The amount shown is actual grants paid and does not include private match.

Innovative Projects Fund

This is the LEP's newest fund and is a revenue-based fund. This initial fund is now fully committed. To date around £140k has been paid out with most of the remaining grants now likely to be paid in the next financial year.

Recommendation

The board is asked to review and note the management accounts and accompanying graphs.

New Anglia Local Enterprise Partnership Board
Wednesday 20th May 2020

Agenda Item 11

May Programme Performance Reports

Author: Programme leads; Presenter: Rosanne Wijnberg

Summary

The following reports follow for review by the LEP Board this month:

- Growth Deal; Jonathan Rudd
- Growth Programme; Jason Middleton

Recommendation

The board is asked to:

- Note the reports
- Approve the Growth Deal Quarterly Dashboard

Appendix 1 – Growth Deal Performance Report for May 2020

Below is an update on all Growth Deal projects, reflecting the 'Project Status' section of the Performance Report.

Red: Attleborough Sustainable Transport Package– Delivery of schemes has begun, although later than forecast and additional delays due to public consultation, land purchase and planning permission continue to slow both delivery & drawdown of grant.

Red: Great Yarmouth Transport Package- Delivery remains slower than anticipated, although preparation & planning activity increased, and expenditure has risen. Hall Plain/Quay scheme delayed 12 months by consultation and likely public inquiry.

Red: Snetterton Employment Area- Delivery has been delayed by 9-12 months; firstly, by a 30% cost plan estimate increase and contract renegotiation between Breckland DC and UK Power Network, and secondly by an indemnity clause in the site lease agreement with owners BWSC. Both are resolved. Delivery, expenditure and claims expected to restart in Q1 2020-21.

Red: Lowestoft Flood Risk Management Project- Delivery of tidal defence elements are delayed by 9 to 12 months, as a legal issue held up both ground & marine investigations. These have now been separated and planning permission was granted for construction of tidal walls, which should now take place throughout the 2020-21 financial year.

Red: Ely Area Rail Enhancement Scheme- Programme development and option selection has been delayed by various factors. Rail system complexity, integration of a road scheme for Queen Adelaide and the scale of interventions at level crossings to mitigate risk are the principal issues. NR are submitting a business case for £13.1m additional funding from DfT for continuing development work through to an Outline Business Case submission in 2022 for a 'Decision to Design' the preferred solution.

Red: Enterprise Zone Accelerator Fund–Projects at Nar Ouse EZ and Norwich Research Park were approved in Nov 18 and May 19 respectively. Project development was much slower than anticipated and no grant claims took place in during the 2019-20 Financial Year.

Red: Snape Maltings Flood Defences- delivery delayed by an ongoing Internal Drainage Board (IDB) application to the Environment Agency for Flood Defence Grant in Aid (FDGiA). Funding decision expected June 2020, with construction progressing in earnest from October.

Amber: Growing Business Fund (Subject to separate Performance Report).

Amber: Growing Places Fund (Subject to separate Performance Report).

Amber: Norwich Area Transportation Strategy - City Centre Package- Delivery of Prince of Wales Road gyratory scheme progressing well, although there is a remaining delay to the Plumstead Road Roundabout scheme.

Amber: Thetford Transport Package-No substantial progress or claims have been submitted for the past 9 months. Delivery schedule for final elements of package not yet known.

Amber: Great Yarmouth Rail Station Interchange- Delay and uncertainty remain over the Vauxhall Gardens element of the package for which a CPO may be used to acquire land.

Amber: Eye Airfield Access Link Roads- delivery delayed by more than 6 months to spring & summer 2020 in accordance with contractor's advice regarding progress during better weather.

Amber: SNC Digital & Technology Skills Hub- Delivery schedule not known. Project team have not yet submitted their first claim & monitoring report.

Green: West Suffolk College Engineering and Innovation Centre.

Green: Suffolk Broadband Programme.

Green: A47/A1074 Longwater Junction, Norwich.

Green: Ipswich (Radial) Transport Package.

Green: Norwich Area Transportation Strategy - A11 Corridor.

Green: Ipswich Cornhill.

Green: East Coast College Energy Skills & Engineering Centre.

Green: Great Yarmouth Third River Crossing.

Green: Cefas Marine Science Hub.

Green: Bacton to Walcott Coastal Management Scheme.

Green: Great Yarmouth Flood Defences.

Green: A140 Hempnall Roundabout.

Green: Honingham Thorpe Food Enterprise Park.

Green: CCN Digi-Tech Factory.

Green: UoS DigiTech Centre.

Green: Norfolk & Suffolk Innovation Network.

Green: UEA Productivity East.

Blue: Easton & Otley College Construction Training Centre.

Blue: Lynnsport Access Road (King's Lynn).

Blue: Bury St Edmunds Eastern Relief Road.

Blue: King's Lynn Innovation Centre.

Blue: Ipswich Waterfront Innovation Centre.

Blue: International Aviation Academy Norwich

Blue: South Lowestoft Industrial Estate.

Blue: Norwich Northern Distributor Road.

Black: College of West Anglia University Centre.

Black: Upper Orwell Crossing Feasibility study.

Black: Lowestoft Third Crossing Feasibility study.

Black: Norfolk Broadband programme.

Black: Beccles Southern Relief Road.

Black: Bury St Edmunds Sustainable Transport Package.

Black: Haverhill Innovation Centre.

Black: Growth Hub Programme.

Black: Sudbury Western Bypass Study.

Black: Felbrigg Junction Improvement.

Growth Deal Dashboard

LEP Name New Anglia LEP

This Quarter: Q4_1920

Deliverables Progress



Housing	This Quarter		15-17	Financial Year					Total
				17-18	18-19	19-20	20-21	21-25	
Houses Completed	17		176	7	62	493	0	-	738
Forecast for year	350		0	40	150	350	155	310	1,005
Progress towards forecast	5%		-	18%	41%	141%	0%	-	73%



Jobs									
Jobs Created	387		173	1,345	648	626	0	-	2,792
Apprenticeships Created*	0		8	7	10	3	0	-	28
Jobs including Apprenticeships	387		181	1,352	658	629	0	-	2,820
Forecast for year	407		598	393	605	407	216	259	2,478
Progress towards forecast	95%		30%	344%	109%	155%	0%	-	114%

* Apprenticeships included within jobs totals prior to 2017



Skills									
Area of new or improved floorspace (m2)	0		3,944	4,849	0	13,968	0	-	22,761
Forecast for year	6,125		2,930	4,849	0	6,125	5,968	0	19,872
Progress towards forecast	0%		135%	100%	-	228%	0%	-	115%

Number of New Learners Assisted	82		153	275	708	476	0	-	1,612
Forecast for year	870		72	279	846	870	862	3,778	6,707
Progress towards forecast	9%		213%	99%	84%	55%	0%	-	24%



Transport									
Length of Road Resurfaced	0.4		0.0	0.0	1.3	1.6	0.0	-	2.8
Length of Newly Built Road	0.0		1.4	2.5	23.1	0.0	0.0	-	27.0
Length New Cycle Ways	0.7		0.0	0.0	10.0	2.2	0.0	-	12.1

Project RAG Ratings

Project Name	Previous Quarter Q3_1920	This Quarter Q4_1920	Project Name	Previous Quarter Q3_1920	This Quarter Q4_1920
Easton and Otley College	G	G	Great Yarmouth Third River Crossing	G	AG
College of West Anglia	G	G	Lowestoft Flood Risk Management	AR	AR
Lynnsport Access Road	G	G	Ely Area Rail Capacity Enhancement	R	R
Bury St Edmunds Relief Road	G	G	Enterprise Zone Accelerator Fund	AR	AR
Kings Lynn Innovation Centre	G	G	Cefas Marine Science Hub	G	G
Growing Business Fund	AG	AG	Bacton to Walcott Coastal Management Scheme	AG	G
Growing Places Fund	AG	AG	Eye Airfield Access Link Road	A	A
West Suffolk College	G	G	Snapes Maltings Flood Defence	AG	AR
Norfolk Broadband Programme	N/A	N/A	Great Yarmouth Flood Defences	AG	AG
Suffolk Broadband Programme	G	G	A140 Hempsall Roundabout	AG	AG
A47 Longwater Junction	G	G	Honingham Thorpe Food Enterprise Park	G	G
Norwich Area Transportation Strategy (NATS) C	AG	AG	UoS DigiTech Centre	G	G
Norwich Area Transportation Strategy (NATS) A	G	G	CCN Digital Technology Factory	G	G
Ipswich Waterfront Innovation Centre	G	G	SNC Digital & Technology Skills Hub	G	AG
International Aviation Academy	G	G	Norfolk & Suffolk Innovation Network	G	G
Becoles Southern Relief Road	G	G	UEA Productivity East	G	G
Haverhill Innovation Centre	N/A	N/A	Running Costs	G	G
South Lowestoft Industrial Estate	G	G	-	-	-
Sudbury Western Bypass Study	N/A	N/A	-	-	-
Attleborough Sustainable Transport	A	AR	-	-	-
Bury St Edmunds Sustainable Transport	G	G	-	-	-
Great Yarmouth Transport Package	G	AR	-	-	-
Ipswich Radial Corridor Improvements	G	G	-	-	-
Thetford Transport Package	G	A	-	-	-
East Coast College	G	G	-	-	-
Felbrigg Junction Improvemnet	N/A	N/A	-	-	-
Ipswich Cornill	G	G	-	-	-
Snetterton Employment Area	AG	AR	-	-	-
Norwich Northern Distributor Road	G	G	-	-	-
Great Yarmouth Rail Station Interchange	AG	AG	-	-	-

Growth Deal Performance	Area lead comments
G	

Financial Progress

LGF Award	2015-16	2016-17	17-18	18-19	19-20	20-21	Total
	£36,900,000	£38,548,555	£41,334,111	£34,659,957	£24,661,848	£47,412,132	£223,516,604

LGF Outturn	This Quarter		15-17	Financial Year				Total
				17-18	18-19	19-20	20-21	
Actual	£ 7,966,471		£ 75,448,555	£ 28,621,444	£ 29,312,509	£ 25,938,681	£ -	£ 159,321,190
Forecast for year	£ 43,547,372		£ 75,448,555	£ 28,621,445	£ 35,420,467	£ 43,547,372	£ 40,242,892	£ 223,280,731
Progress towards forecast	18%		100%	100%	83%	60%	0%	71%

LGF Expenditure														
Actual	£	4,045,930	£	73,694,786	£	22,489,457	£	37,198,266	£	22,018,139	£	-	£	155,400,648
Forecast for year	£	43,547,372	£	75,448,555	£	22,144,992	£	41,896,919	£	43,547,372	£	40,242,892	£	223,280,730
Progress towards forecast		9%		98%		102%		89%		51%		0%		70%

Non-LGF Expenditure														
Actual	£	49,833,706	£	44,410,132	£	156,718,635	£	290,891,617	£	111,162,422	£	-	£	603,182,806
Forecast for year	£	122,698,974	£	46,410,132	£	55,432,686	£	286,366,003	£	122,698,974	£	107,966,956	£	618,874,751
Progress towards forecast		41%		96%		283%		102%		91%		0%		97%

Total LGF + non-LGF Expenditure															
Actual	£	53,879,636		£	118,104,918	£	179,208,092	£	328,089,883	£	133,180,562	£	-	£	758,583,454
Forecast for year	£	166,246,346		£	121,858,687	£	77,577,679	£	328,262,922	£	166,246,346	£	148,209,848	£	842,155,482
Progress towards forecast		32%			+97%		+231%		+100%		+80%		+0%		90%

Contractual Commitments (manual entry)

Forecast			15-17	17-18	18-19	19-20	20-21	Total
			£ 107,828,427	£ 23,950,927	£ 28,880,126	£ 55,595,263	£ 7,261,861	£ 223,516,604
Actual			£ 107,828,427	£ 23,950,927	£ 27,769,356	£ 51,175,733		£ 210,724,443
Variance			+0%	+0%	-4%	-8%	-100%	-6%

Commentary

- Our Contract Commitments now include our 7% Running Costs.
- Despite good progress in delivery of the Great Yarmouth Flood Defence Project, the Environment Agency chose to spend Grant in Aid during the 2019-20 financial year and therefore only claimed 10% of the £5m LGF initially forecast to be spent this year.
- Lowestoft Flood Risk Management Project, which was an LGF award and government priority specified in New Anglia's Growth Deal, has experienced significant delay and slow expenditure.
- Development of the strategically significant Ely Area (Rail) Capacity Enhancement is proving extremely complex, it has therefore fallen behind schedule and carries considerable risk.

Section 151 Officer Approved

Name
Signature
Date

Business Growth Programme Performance Report - March 2020

Programme Overview - What is the Business Growth Programme?

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

- New Anglia Growth Hub (GH), 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 (SGS), 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 was developed following a review of business support in 2013, overseen by the LEP Board.

Programme years run from September to August, however, the data is presented as the financial year, April to March.

All elements of the Programme were built into the Norfolk and Suffolk Economic Plan, with funding for the current programme coming from BEIS and ERDF funding.

What is the overall Programme Status?

Finance	Green	On track to meet the spend profile for the period to the end of August 2021.
Outputs	Green	On track to meet its outputs for the period to the end of August 2021 (slightly behind the job target and 12 hours of support)
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?

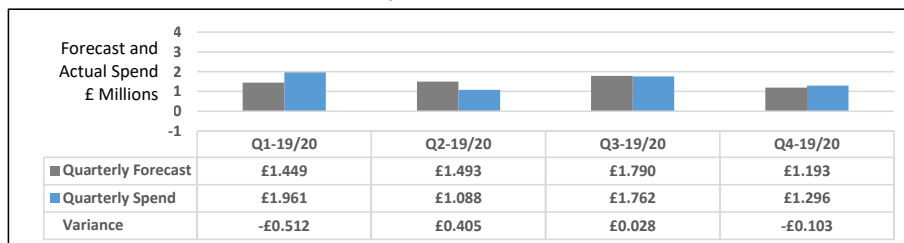
- The Programme has committed sufficient SGS applications to enable us to draw down all the private sector match funding needed until the end of Aug 2021
- In March 2020 four Small Grant Scheme projects were approved with a total grant value of £79k and £317k of private match.
- The Q4 19/20 claim (Dec 2019 - Feb 2020 delivery) has been finalised and submitted to MHCLG. The claim value is for £1.296m
- Cumulative 2019/20 spend to date (up to the end of Feb 2020 delivery) is £6.1m (103% of the 2019/20 target).
- Currently started working on monthly claims from partners for the Q1 2020/21 (Mar - May 2020 delivery).
- Our request to extend GH and SGS activity until the end of Nov 2021 has been approved, giving us a total Programme value of £28.059 million.
- The Annual Evaluation, covering the period Sep 2018 - Aug 2019 has now been finalised and will be shared with partners over the next few weeks.

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	£1.301	£3.442	£6.941	£5.925	£5.818	£2.070	£25.803
Actual Spend	£0.306	£1.301	£3.442	£7.671	£6.107			£18.827
Remaining Spend	£0.000	£0.000	£0.000	-£0.730	-£0.182	£5.818	£2.070	£6.976

2019/2020 Expenditure Profile (£5.925 million)



What is our contribution to the Economic Strategy?

Outputs - Cumulative from September 2015 to August 2021	Target	Delivered to end of March 2020	Monthly Change	Notes
Number of approved grants	330	365	4	Target exceeded
Businesses receiving 'in-depth' support - more than 12 hours	1,108	676	3	On track to meet target
Businesses start-ups supported	1,350	1,062	13	On track to meet target
Value of grants received by businesses	£3.22m	£2,679m	£66k	On track to meet target
Private investment provided by businesses	£12.89m	£11,219m	£405k	On track to meet target
Employment increase in supported businesses	1,560	1,146	20	On track to meet target
Businesses introducing new products	53	58	1	Target exceeded
Businesses receiving Information/Diagnostic/Brokerage	4,236	2,851	29	On track to meet target

What is the project status?

Overall:	Green →	
Growth Hub	Green →	Delivering well and making good progress with regards to its targets, slightly behind their C4 (12 hours of support) target.
Small Grant Scheme	Green →	Awarding grants ahead of its profile and is currently four months ahead of its claim profile
Start-Up (Nwes)	Green →	Performing well, slightly behind the job target
Start-Up (Menta)	Green →	Performing well, slightly behind the job target

What are the next steps?

- Continue delivering the 'Scale-Up New Anglia' Programme and proactive marketing campaigns, supported by the Scale Up and Compliance Partnership websites.
- Awaiting for a signed Grant Variation Agreement regarding the extension of the SGS and GH activities; this will lead to revision of our 2020/2021 outputs and budget
- Proactively working across the LEP and with partners, including local authorities and membership organisations, to provide support to businesses affected by Covid-19
- Start implementing the recommendations proposed in the Sep 2018 - Aug 2019 BGP Evaluation report.

New Anglia LEP Board Forward Plan – 2020

Date	Venue	Forward Looking	Governance & Delivery
29 th January	Liftshare Norwich	<ul style="list-style-type: none"> • Aims and Objectives for the Year • Brexit impact report 	<ul style="list-style-type: none"> • Local Industrial Strategy investment plan • Evaluation Framework • Board Recruitment • Remuneration Committee ToR • Growth Programme, EAN, Enterprise Zones & NAC Reports • Quarterly Management Accounts
26 th February	Ipswich Town Hall, Ipswich	<ul style="list-style-type: none"> • Establishment of Clean Growth Taskforce and framework • Development of Tourism sector action plan 	<ul style="list-style-type: none"> • Governance – reporting from industry councils and other sub-boards • Investment Plan Pipeline • Economic and Programme Dashboards • Growth Deal Performance Report
25 th March	Teleconference	<ul style="list-style-type: none"> • LEP Delivery plan 20/21 	<ul style="list-style-type: none"> • LEP updated Local Assurance Framework 20/21 • LEP Operating Budget 20/21 • Freeports • Economic Shocks – Brexit & COVID-19 • Election of Deputy Chair • Enterprise Zones, EAN and Agritech Performance Reports
24 th April	Teleconference		<ul style="list-style-type: none"> • LEP Continuing Business • LEP Response to COVID-19 • Business Resilience and Recovery Scheme • Board recruitment
20 th May	Teleconference		<ul style="list-style-type: none"> • Food Innovation Centre Investment • COVID-19 Update • Covid-19 Economic Recovery Plan • Capital Budget 20/21 • Quarterly Management Accounts • Growth Programme and Growth Deal Performance Reports
23 rd June	Teleconference		<ul style="list-style-type: none"> • COVID-19 Update • Enterprise Zones and Agritech Performance Reports • Equal Opportunity & Diversity Policy Report • Modern Slavery and Human Trafficking statement
21 st July	Teleconference	<ul style="list-style-type: none"> • Innovation Board progress report • Transport Board progress report 	<ul style="list-style-type: none"> • Tourism Action Plan • Draft accounts • Growth Programme Performance Report, NAC Bi-Annual Report • Apprenticeship Levy Pool • Quarterly Management Accounts
August		No Board Meeting	
23 rd September	National Centre for Writing, Norwich	<ul style="list-style-type: none"> • Enterprise Zones • Agritech Industry Council progress report 	<ul style="list-style-type: none"> • Enterprise Zones Performance Report • Economic and Programme Dashboards • Growth Deal Performance Report
23 rd September		New Anglia LEP AGM	
21 st October	Sutton Hoo Suffolk	<ul style="list-style-type: none"> • Skills Advisory Panel update • ICT Digital Industry Council progress report 	<ul style="list-style-type: none"> • Evaluation on LEP programmes • Growth Programme Performance Report • Agritech Report • Quarterly Management Accounts
25 th November	Centrum, Norwich,	<ul style="list-style-type: none"> • Growth Deal 	<ul style="list-style-type: none"> • Economic and Programme Dashboards • Growth Deal Performance Report

Standing Items (where relevant)

- Covid-19
- Brexit
- Local Industrial Strategy
- IAC recommendations
- Chief Executive's Report including updates on
 - Programmes
 - Strategy
 - Engagement and promotion
 - Governance, Operations and Finance
- Board Forward Plan

Items to be Scheduled

- Equality & Diversity Training
- Investment Plan
- Social Investment
- Town Deals
- Digital Skills Project
- Inward investment strategy
- Skills Advisory Panel plans and progress
- Energy Industry Council progress report
- Opportunity Areas progress report