

New Anglia Local Enterprise Partnership Additional Board Meeting

Wednesday 26th August 2020

10.00 - 11.30pm

Via MS Teams

Agenda

No.	Item		
1.	Welcome from the Chair		10 minutes
2.	Apologies		
3.	Declarations of Interest		
4.	Actions / Minutes from the last meeting		
Governance			
5.	Draft Annual Financial Statements 19/20 - confidential	For Approval	20
6.	Food Innovation Centre Update – confidential	Update	25
7.	Chief Executive’s Report – including confidential items	Update	25
8.	Board Forward Plan	Update	5
9.	Any Other Business		5

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

Sam Chapman-Allen (SC)	Breckland Council
Claire Cullens (CC)	Norfolk Community Foundation
David Ellesmere (DE)	Ipswich Borough Council
Doug Field (DF)	East of England Coop
C-J Green (CJG)	Brave Goose
John Griffiths (JG)	West Suffolk Council
Matthew Hicks (MH)	Suffolk County Council
Pete Joyner (PJ)	Shorthose Russell
Dominic Keen (DK)	Britbots
Steve Oliver (SO)	MLM Group
Corrienne Peasgood (CP)	Norwich City College
Andrew Proctor (AP)	Norfolk County Council
Johnathan Reynolds (JR)	Opergy
Alan Waters (AW)	Norwich City Council
Jeanette Wheeler (JW)	Birketts
Tim Whitley (TW)	BT

Attendees

Louise Aynsley (LA)	S151 Officer, Suffolk County Council
Vince Muspratt (VM)	Norfolk County Council
Shan Lloyd (SL)	BEIS
Julian Munson (JM)	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: (23.06.20)	
None	
1	Welcome from the Chair
Doug Field (DF) welcomed everyone to the meeting.	
2	Apologies
Apologies were received from Sandy Ruddock and Helen Langton.	
3	Declarations of Interest
None	
Full declarations of interest can be found at http://www.newanglia.co.uk/about-us/the-board .	
4	Minutes of the last meeting
The minutes were accepted as a true record of the meeting held on 23 rd June 2020.	
Chris Starkie (CS) reviewed the actions from the last Board meeting and confirmed that all actions from the last meeting had been completed.	
5	LEP Response to COVID-19
<p>CS presented the paper to the board noting that this is will be the last paper where the Covid-19 response is provided separately and in future it will be incorporated into the Chief Executive's Report.</p> <p>Key items were highlighted to the board.</p> <p>Getting Building Fund - CS provided an update on the submission to the detailing New Anglia's allocation of £32.1m.</p> <p>R&R: The fund has been very successful with £1.3m awarded covering a wide range of businesses and a healthy pipeline in place.</p> <p>Workforce: Work has been ongoing to understand the range of schemes available and a script will be produced for businesses to use. An initial meeting has been held with key partners and a Job Support programme is being established. Work is also being carried out to identify and engage with companies with large numbers of staff on furlough and which are at risk of making redundancies.</p> <p>PPE: the database has been expanded to include cleaning products and other support for businesses opening up and BEIS is now referring businesses to the database.</p> <p>Peer to Peer: BEIS are progressing this project and have asked for numbers of companies being invited. New Anglia will be engaging with 250-300 businesses.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> To note the content of the report 	
6	Visitor Economy Recovery Plan
<p>Julian Munson (JM) presented the paper highlighting the impact the pandemic is currently having and is predicted to have in the future and provided an overview of the process which has been carried out to produce the plan.</p> <p>The work has been carried out in collaboration with partners and provides a strategic approach which promotes all areas of the region not just the more well known coastal areas.</p> <p>The improved and increased use of innovation and technology were also highlighted as they will be used to better effect to target potential visitors to the region.</p>	

	<p>Claire Cullens (CC) noted that improved transport links were vital to encouraging more tourists. JM confirmed that this was a 6 month plan which could not address large scale infrastructure projects but that the importance of this was noted and was continuing to be promoted as key.</p> <p>Pete Joyner (PJ) highlighted the LEP's success in bringing the key partners together to produce the plan. He noted that support for businesses was important but that the LEP should also be ambitious in its aims in projects which will attract tourists to the region.</p> <p>Matthew Hicks (MH) asked if the DMOs had approved the plan. JM confirmed that they had all been involved in its compilation and signed off but that promotion was key to its success.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report • To approve the Visitor Economy Recovery Plan 	
7	Large Company Grant Scheme: CONFIDENTIAL	
8	Apprenticeship Levy Transfer Scheme	
	<p>CS provided the board with an update on the Apprenticeship Levy Transfer scheme which has been operating since December 2019 and informed them that, to date, 37 transfers have taken place to date, with a further 11 in the pipeline pending recruitment with a total monetary value of over £300k.</p> <p>The Board was advised that the pandemic has significantly reduced the numbers of apprenticeships available and there are concerns that some of those on furlough will be made redundant. The coordinator will therefore also be supporting redundant/at risk apprentices and working with stakeholders to rebuild apprenticeship numbers and advocate their value to the business community.</p> <p>DF noted that the Coop had transferred some of its Apprenticeship Levy to the Scheme. Corrienne Peasgood (CP) backed the support being given to apprentices facing redundancy and CC asked board colleagues for their support in transferring any unused levy to the scheme.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report 	
9	Continuing Business	
	<p>Rosanne Wijnberg (RW) presented the report and highlighted key issues specifically noting that the pandemic has impacted on issuing offer letters to recipients from the Innovative Projects Fund but most projects are still progressing and, given that this is a New Anglia fund there is no set deadline.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> • To note the content of the report 	
9	Capital Budget – Confidential	

9	July Performance Reports	
<p>RW presented the July Project Performance Reports.</p> <p>The meeting was advised that the New Anglia Capital report has been postponed as work is still ongoing on the review of its investments to assess the impact of the pandemic on performance.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> To note the content of the report 		
10	Management Accounts	
<p>RW presented details of Q1 2020 and highlighted key areas.</p> <p>It was noted that that 1/3 of the grant income had been delayed following the change in the allocation process and was expected in September.</p> <p>Recharges are down as less money has been spent on events.</p> <p>Wages & salaries are below budget as there are some vacancies and Keith Spanton has not been replaced on a like for like basis.</p> <p>Motor expense & room hire costs are down. Some of these are part of core operations and some are for programmes which will be reflected in a corresponding reduction in income.</p> <p>General expenses have been allocated across the year but some invoices have been received during Q1 such as LEP Network membership.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> To note the content of the report 		
11	Board Forward Plan	
<p>CS noted the August meeting had been booked which would have a reduced agenda to include the 19/20 Accounts and a Chief Executive's report which would now include the Covid-10 update.</p> <p>DF noted that planning had begun on the AGM which would be held virtually.</p> <p>CS asked for any requests for board items to be submitted to him.</p> <p>JR asked whether Brexit would be included as a separate item. CS confirmed that this will be included in the Chief Executive's report unless key issues arose.</p> <p>The Board agreed:</p> <ul style="list-style-type: none"> To note the content of the plan 		
12	Any Other Business	
<p>JR noted that the roundtable session with Nadim Zahawi was very positive and New Anglia had once again been able to table questions which were addressed by the Minister.</p>		

Agenda Item 7 – Chief Executive's Report

Author: Chris Starkie

Summary

This report provides an overview of LEP team activities since the July board. It incorporates both Covid-19 specific activity and business as usual.

The report is split into five parts, reflecting different strands of LEP activity:

- 1) Programmes
- 2) Strategy
- 3) Industry Councils, sector groups and external partnerships
- 4) Engagement and promotion
- 5) Governance, Operations and Finance

The media dashboard is attached as an appendix to the report.

Highlights

Continued good progress being made in the delivery of the LEP's flagship C-19 support programme the **Business Resilience and Recovery Fund**.

47 awards have now been awarded totalling £1.811m. Total projects value of £4.392m.

The **New Anglia Growth Hub** has now handled more than 1,500 C-19 enquiries from businesses resulting in almost 4,000 hours of one to one support from advisers.

Levels of enquiries dropped off during July but have ramped up significantly ahead of the launch of a **new grants for Tourism and SME businesses**. However, our funding allocation from Government is unlikely to meet demand.

We have asked for an increase in this allocation and are looking at other ways to support the businesses.

Peer to Peer Network New Anglia LEP has been awarded a budget of up to £345,000 to deliver a Peer to Peer Network which will provide 250 businesses with a 21 hours programme of business support delivered by experienced business facilitators.

Enterprise Zones. A topping out ceremony will be held on August 27th for the new building on the Norwich Research Park Enterprise Zone. The building is a joint venture between South Norfolk Council and the LEP. A legal agreement with the planned tenant is closed to being signed.

The Norfolk and Suffolk Job Support programme. This new programme, part of the restart plan, will be launched at the start of September.

The campaign will reach out to businesses offering a health check via the Growth Hub and to promote the services and support for business both looking to increase or reduce staffing.

RESTART Festival. The festival on September 29th and 30th is free for any business to watch and will deliver practical training sessions, inspirational business speakers, new ideas and timely case studies.

Using innovative new technology delivered by a Suffolk event AV company, the two day virtual event will be livecast across two channels on both days, with hosts in socially-distanced green screen studios facilitating panel discussions, live Q&As and short training sessions.

Recommendation

The board is asked to note the contents of the report

1) LEP Programmes

Business Resilience and Recovery Scheme

The LEP's flagship C-19 response programme the Business Resilience and Recovery Scheme is continuing to see a strong pipeline of applications and approvals.

Our requirement for match funding and clearly structured business plans is ensuring that high quality applications are continuing to come forward, from a range of sectors and right across Norfolk and Suffolk.

The majority of applications are being approved, however some bids have been refused or reduced in scope.

Reasons for rejection include:

- 1 No clear evidence that the business has been impacted by C-19.
- 2 A business as usual project being put forward – no evidence of how the funding would be used to adapt to opportunities or threats of C-19
- 3 Funding not required. The business clearly has the funds in place and does not need the grant – in other words the project would happen anyway.

To date 47 businesses have been supported with total grants of £1.811m and private match of £2.581m committed, giving projects with a total value of £4.392m.

Investment in these 47 businesses will create 33 FTEs and safeguard 1,188.

Of the 47 businesses supported, 27 are in Norfolk (£998,386) and 20 are in Suffolk (£812,808).

Confidential

Another four applications are currently with the panel for decision and 11 are going through the due diligence process. Together these 15 proposals have a potential grant value of £578,820, when added to those already approved, the total grant value amounts to £2,390,014.

This means that awarded projects and those in the due diligence pipeline account for 68% of the available fund.

The programme will be extended through additional funding secured through the Getting Building Fund.

Peer to Peer Network

New Anglia LEP has been awarded up to £345,000 by Government to deliver a peer to peer network for 250 businesses.

The project is part of the Government's Productivity Review which found that peer to peer networks can significantly improve the performance of businesses.

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The project will be managed by the LEP and delivered by the New Anglia Growth Hub, and run between September 2020 and March 2021.

Businesses will be split into cohorts of 11, with a dedicated facilitator running eight sessions over a total of 21 hours of support.

Each business will also be entitled to half a day of one to one support.

The Growth Hub will be recruiting three coordinators to organise the 23 cohorts of businesses and we will be advertising for facilitators to run the sessions which will cover key areas of business growth such as marketing, HR, and tech adoption.

The programme complements the LEP's Scale Up programme which provides a more intense programme for a smaller cohort of businesses, and will be ideal for those business managers not quite ready for the Scale up programme.

Business Growth Programme

New Anglia Growth Hub

The Growth Hub has handled more than 1,500 Covid-19 related enquiries since the start of the outbreak in mid-March. The individual queries have as expected been complex, with businesses experiencing multiple challenges. Just under 4,000 hours of one to one support has been delivered by the GH advisers to these businesses.

Visitor economy and SME grants scheme

Whilst call volumes reduced during July – the Government announcement of a new grant scheme to support the Visitor Economy and wider economy (offering grants between £1,000 and £3,000 to SMEs) has generated just under 2,000 enquiries, which the Growth Hub are now working to process.

The scheme will be delivered by the LEP through the Growth Hub and will go live towards the end of August.

The 2,000 enquiries have come before we have even launched the scheme.

The amount of funding we have been allocated (£586,000) will be nowhere near enough to meet demand – it will enable us to offer around 200 grants.

We have requested additional funding from Government and will be referring applicants to other LEP programmes as well as partner programmes.

Small Grant Scheme

We continue to receive applications to the Small Grant Scheme, with just under 300 grants awarded to date, however, the number of applicants has slowed in recent weeks.

Start up programme

The number of people coming forward seeking support to start their own business has continued to increase and Nwes and Menta are providing a range of virtual based workshops and one to one sessions.

Growth through Innovation

Since the 1st April, ten projects have been approved, totalling £192k, which is well towards our £483k target by the end of March 2021. The average grant value approved to date remains just under £20k. Our pipeline of potential applications looks healthy, with £375k worth of projects under development.

Growing Business Fund

Interest in the GBF continues, particularly from the manufacturing sector. As of the end of July we have approved £636k worth of projects and have a further £1.2m of applications going through the due diligence process and a further three applications valuing £930k at development stage with the Growth Hub.

Eastern Agri-tech Initiative

Interest in this scheme continues, with three new applications coming forward in June for processing totalling £260k, and a further four in the pipeline, which we hope to see approved in the next month. We continue our work with CPCA to ensure that funding is fully allocated and drawn down by applicants by the end of March 2021.

Growing Places Fund

Many projects continue to develop well – Norwich Castle has just claimed £0.5m on its Castle Keep transformation project, Gainsboroughs House is in full construction mode for the improvements to the museum and the Saxmundham Creative Enterprise Hub has started the refurbishment of the GPO Exchange building on the High Street in the town.

Several projects that are in the process of receiving Growing Places Fund grants from the LEP have experienced delays and increased costs due to Covid 19 and are subject to review by the LEP Executive team and Investment Appraisal Committee. This review includes whether the projects will meet their spend profiles and/or whether the LEP can provide additional support to these projects to help them with immediate post Covid 19 recovery.

New Anglia Capital - Confidential

LEP Innovative Projects Fund

Innovative Projects Fund 1 (2018 Call) - £500,000.

IPF 1 Summary: Seven projects supported, with a combined allocation and commitment of £539k. An amount of £28,616 has been claimed so far in this financial year, bringing the spend to date to £168,617. Local Authority match funding of £63k and Private match funding of £106k has been recorded.

One project is now complete and five other projects have either submitted claims or have agreed dates for claims, meaning these projects remain on course, albeit in some cases delayed in the main due to C-19.

The final project - Norfolk County Council's 'Building Supply Chain Skills Capacity' project has been affected by COVID-19 restrictions. The project builds on the opportunities presented by Vattenfall's Offshore Wind construction programme. However, delays in obtaining ministerial permission for the development and in local highways consultations, has meant that the project leader is now looking at other construction projects that the supply chain can look to support. A progress meeting is scheduled in Mid-August.

Innovative Projects Fund (2019 Call) - £1.5m

IPF2 Summary: 18 projects with a combined allocation of £1.472m.

Nine projects now have their Grant Offer Letters and have commenced. £15,674 has been claimed so far in this financial year. Private match funding of £10,450 has been recorded.

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Project Status:

- TCHC's VG Incubator has submitted its first claim. 1 new FTE job and 1 PTE job have been created. 15 learners have joined the programme.
- Claims for the remaining eight projects (with Offer Letters) are expected anytime between now and mid-October.
- A further five projects are awaiting their Offer Letters from SCC.

The remaining three projects are being reviewed and re-profiled in view of current circumstances. The Ipswich Cornhill project (events) has been returned to the IAC with a revised proposal.

Growth Deal (Capital Growth Programme)

Work on the development of **Productivity East**, a new regional hub for engineering, technology and management at UEA recommenced in late June 2020 following delays because of Covid-19.

Although all workstreams are still making progress, health restrictions and co-ordination between contractors carrying out other necessary works will delay completion and occupation of facilities by approximately 3 months.

A new Productivity East webpage is due to launch at the end of August 2020. Key features include a one-stop shop for information on, and access to, business solutions, facilities, education and training opportunities. Work is ongoing to define what continuous professional development will be offered.

The **Lowestoft Flood Risk Management Project** secured an award of approximately £43.5m from the Government, the largest single award to any scheme in the country.

Anglian Water began ground investigations in June to confirm which water and sewage pipes would need to be moved or diverted to allow the flood protection scheme to continue.

With planning permissions in place and the anticipated completion of ongoing ground investigations in August 2020, the project is expected to move into an accelerated delivery mode.

Communications and engagement works will also significantly increase, with the project team planning a ground-breaking event likely to be held in late September to mark the start of construction of tidal elements.

Enterprise Zones

Enterprise Zones - Confidential

Inward investment

Enquiries

The team received two new projects needing a response this month and received reports of a successful project that landed during the Covid Crisis.

As at 11/08/20 we have 15 enquiries in progress. 22 proposals have been submitted to date in 2020.

Department for International Trade:

The High Potential Opportunity (HPO) which was focused on healthy ageing and the Norwich Research Park was unsuccessful.

Feedback recognised the strength of the cluster and viability for investment due to research and academia assets, but pointed to the broad scope of the application and need for a more precise definition of the commercial opportunity for it to have been a suitable nomination.

The team is due to meet with DIT to understand the outcome and it looks likely the proposal can be refined and resubmitted in the autumn.

Norfolk and Suffolk key companies list

As part of the development of the Invest Norfolk & Suffolk inward investment service, the team is developing a list of the key businesses in Norfolk and Suffolk to ensure the LEP, DIT and local authority colleagues have a clear and consistent approach to working with our biggest employers and in particular our foreign owned businesses.

The Invest Norfolk & Suffolk team have shared details with all Norfolk districts of the companies in their area which are either already on the One List of DIT key accounts or which are considered to be suitable candidates. Review calls with each District are being scheduled over the next month.

The Suffolk list of key business accounts is nearing initial finalisation, and following review by LEP colleagues, will be shared with Suffolk districts.

Promotion and profile-raising:

EEEZ energy sector marketing: Delivery Group meeting 9 July, procurement of new brand management supplier undertaken, Invest Norfolk & Suffolk staff participated in Global Offshore Wind virtual event 22 & 23 July

Further development on Norfolk & Suffolk Unlimited website: property search and report builder launched <https://www.norfolksuffolkunlimited.co.uk/commercial-property-map> & <https://www.norfolksuffolkunlimited.co.uk/report-builder/>

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2) Strategy

Economic Recovery

Good progress is being made in delivering the Economic Recovery Restart plan. Each part of the plan has been now been picked up by existing groups, industry council and sub boards with delivery plans updated.

The Economic Recovery Group met for the first time on 10th August and will oversee the implementation of the Economic Recovery Restart plan and provide direction on the day to day development of the Economic Recovery Renew plan. A Restart progress update will be presented to the LEP board in November along with a proposal on the approach to the Renew plan.

The LEP are considering local and sector lock downs and developing plans ensure the LEP and Growth Hub can respond effectively as well as put in place mitigating actions to try and minimise impact were possible on the local economy. The LEP remains involved with both Norfolk and Suffolk Resilience Forums and Health Protection Boards representing business and the economy.

Economic Indicators Dashboard

The LEP is working with NODA, SODA, and Metro Dynamics to develop an updated set of economic indicators which will incorporate new, relevant metrics (e.g. Furlough figures, universal credit claims,) alongside some of the more usual indicators such as employment rates, wages, and GVA. We are also exploring some options for incorporating a selection of metrics around the progress towards achieving clean and inclusive growth. We are working to try to reflect our best understanding of what the likely impacts of both Brexit and Covid are likely to be on the local economy.

We are working with Metro Dynamics to develop a web-based dashboard which will set out a revision of longer-term economic growth projections and indicators. This will be open to all partners and provide live and up to date economic data.

Brexit

At the latest BEIS Transition Business Readiness Forum on 23 July, government officials set out the latest information/guidance for businesses. Many changes will be required at the end of 2020 regardless of the outcome of the negotiations given the UK will no longer be part of the Single Market or Customs Union. A major new communications campaign has been launched to run alongside the negotiation which will indicate changes businesses need to make and the opportunities that lie ahead. Government is seeking views on the long-term plan for the UK's border and the trading of goods and services across the UK's nations.

Skills and Employment

Job Support Programme

The Redundancy Support Programme has been renamed the Norfolk and Suffolk Job Support Programme to better reflect that it will be supporting people in work or education and looking for work or education. A wide range of partners including DWP have been working to put in place the tools and information and are aiming to launch a campaign to promote the programme on 1st September.

The Job Support Campaign will reach out to businesses offering a health check via the Growth Hub and to promote the services and support for business both looking to increase or reduce staffing.

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Programme will evolve over time as more support and services come on board or are identified currently it includes:

- A Web based triage system to sign post to support and services providing tailored information to the individual.
- Job support pack – one-pager infographic sheets with information on schemes and support e.g. self-employed, apprenticeships etc
- Programme of webinars
- Timeline to outline when key schemes e.g. DWP’s Kick Start will be launched and when business can expect more information.

We are also exploring how we implement a matching process – identifying new job opportunities and matching with companies that are looking to make redundancy with similar skill set.

European Funding Programmes

ERDF funding

The remaining funds in the ERDF funding programme have been largely allocated to Covid response initiatives, including the Reopening High Streets Safely Fund, which has seen £1.5m funding channelled through Norfolk and Suffolk Districts for projects starting this summer. The LEP continues to raise the issue of continuation funding for the Growth Hub, whose current funding ends in 2021, with Government.

ESF funding

The ESF funded projects which are currently live are now on the [LEP website](#). Several further projects are due to launch in the autumn.

The LEP has submitted three Call requests worth £5m for consideration as part of the ESF National Reserve Fund process. We expect to hear soon whether they have been approved and further calls in Norfolk and Suffolk will go live in September.

Infrastructure

Transforming Cities

While DfT continues to review the Transforming Cities submission it was announced at the end of July they have formally approved funding for Tombland to enable Transport for Norwich to progress work on this key city centre project.

Transport East

Transport East held its second forum of 2020 on the 22nd July (Full papers can be found [here](#)) with a range of updates including:

- Summary of progress since April on the 100-day plan
- Presentation of the Communications Plan for Transport East
- COVID-19 recovery: Transport East work programme
- Recommendations for Transport East from the KPMG Decarbonisation report

Ely Task Force

Ely Task Force met on the 30th July where network rail updated on the programme and timeline. Positively ground investigation surveys have commenced despite challenges with social distancing regulations. Task force agreed to produce an assumptions log meaning all members are clear about what is included within the core scope of the project. The LEP attended a separate meeting on communications and agreed to promoting project consultation events to achieve widest engagement.

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There will be a specific item at the next Transport Board on Ely and the communication actions the Transport Board can lead to support the project.

Broadband

The Suffolk Broadband and Digital Connectivity Working Group updated in July that the Better Broadband for Suffolk Programme is ahead of delivery plan targets and is now expected to be completed by September 2020. Superfast coverage in Suffolk has now reached 96.68% and coverage in the county for speeds of 30Mbps+ now stands at 95.87%. As the deployment is now focussed on FTTP connections in rural parts of the county, the increases in the coverage percentage will be slower but Suffolk's coverage is very much in line with counties of similar size and rurality.

Housing

The 2020 Norfolk Housing Monitoring Report is due to be published shortly noting 4,826 houses were built in Norfolk in 2018/19, an increase of 1,282 houses since the previous year, 1,092 of these were affordable homes. The largest increase was recorded by Norwich City Council with 927 dwellings completed. Four district councils, Breckland, Broadland, Norwich and South Norfolk delivered more houses in 2018/19 than the Local Housing Need figure, which is the minimum number of houses required to be built each year.

3) Industry Councils, sector groups and external partnerships

LEP Innovation Board

Work is progressing well on implementation of the Innovation Board Delivery Plan. Several projects are now underway, including the Innovation Mentoring Programme, led by Norfolk County Council, which seeks to match interested businesses with mentoring support or innovation funding such as Innovate UK.

The Board also endorsed a bid to the Norfolk Strategic Fund for a 'Connected Innovation' project which aims to link up all the innovation centres with additional business support and cross-sector events activity. The Innovation Team have also been supporting the Cambridge Norwich Tech Corridor with the Funding Fit workshops, delivering focussed session on specific Innovate UK funding calls.

The Innovation Board met in July for an extraordinary meeting to discuss the role of innovation in economic recovery and clean growth and will be working closely with the LEP executive to ensure that major innovation and transformational projects form a part of the Renew Recovery Plan going forward.

Agri-Food Industry Council

The LEP is currently working with Savills to undertake an intelligence and feasibility project for the sector. The project, which will produce a data set of companies in Norfolk and Suffolk, will look at emerging food trends and opportunities in order to provide greater understanding and evidence of areas of specialism, gaps or weak points, relationships and opportunities, to help strengthen value chains in the sector.

In addition, the study will consider the best way to capitalise on the public interest in local food as a result of the pandemic. Investigating different models of local branding and distribution, such as Taste the West, it will provide a set of recommendations for the LEP and Agri-Food Industry Council to take forward. The final report is due in September and will feed into the Inward Investment Team's work as well as the Recovery Renew Plan.

Visitor Economy

Following endorsement by the LEP Board, the Visitor Economy Recovery Plan was published in July, setting out the short-term actions needed to restart the sector.

The Plan, which was a collaborative effort led by the LEP and Visit East of England (VEE), was endorsed by all the Local Authorities and DMOs in Norfolk and Suffolk. It was sent to the Department for Digital, Culture, Media and Sport (DCMS) who noted it as an excellent example of best practice.

One of the ambitions in the plan is for Norfolk and Suffolk to become 'top of mind' for domestic tourists by launching a collaborative campaign. The 'Undiscovered England' campaign, which is being led by VEE in collaboration with an alliance of DMOs, has just been awarded £350k from the Cabinet Office. The Cabinet Office and Visit Britain commented that the campaign was awarded more than the maximum of £300k due to the strong partnership in place.

In addition, the Norfolk Strategic Fund has recently announced a Tourism Sector Support Package of £2.225m to enable Norfolk destinations to open safely for both visitors and local residents. With the 'Kickstarting Tourism' grants soon to be rolled out through the Growth Hub, this makes a substantial set of interventions for a sector so affected by the pandemic. Focus has now turned to monitoring impact of the Recovery Plan and taking forward the strategic Tourism Action Plan.

Cultural Sector

New Anglia Cultural Board has long been considered an exemplar nationally for the strong partnership and delivery of cultural led economic growth. The Board has been awarded £60k by New Anglia LEP, Arts Council England as well as Norfolk and Suffolk County Councils to deliver a comprehensive strategic plan and ten-year vision as part of the refresh of the strategy *Culture Drives Growth*. The project will enable New Anglia Cultural Board to maintain its nationally celebrated position at the forefront of culture led growth and make significant contributions to the recovery of the sector.

The new strategy will include a 360 review of the Board, development of cross sector partnerships and a shared investment prospectus, one of the interventions in the Local Industrial Strategy. The strategy comes at a pivotal time for the sector, after several high-profile organisations announcing redundancies.

At the same time, led by National Centre for Writing, the Board is delivering the £457,500 project *Collaboration: Place: Change*. The project, which has been funded by Arts Council England and the LEP is a new leadership programme designed to equip current and future leaders with the skills they need to drive social and economic change across Norfolk and Suffolk.

Manufacturing and Engineering

Work is progressing well on the NAAME project, *Engineering Success*. The Talent Sharing Platform, which is being led by the Cambridge Norwich Tech Corridor has significant backing from the private sector and being developed rapidly in response to the pandemic.

The UEA Business School are working on the cluster development study with several focus groups scheduled to take place in September with a wide range of business stakeholders. The study will provide a set of recommendations for NAMME to deliver. Having signed an MoU with Make UK, the national manufacturing sector body, NAAME has become increasingly engaged on

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a national level. The LEP Team have been involved with several Make UK roundtables helping to raise the profile of NAAME.

Cambridge Norwich Tech Corridor

The *Re-imagine* programme was set up to support businesses to collaborate and come up with new products and services and to identify opportunities for these to gain funding to be moved forward. The Tech Corridor and LEP team organised the first *Re-Imagine* event on the 5th August in collaboration with Warren Services to develop a bid to Innovate UK for Industrial Research to develop a regional digitised supply chain. The proposal was well received and partners, including the Tech Corridor and Institute for Manufacturing, are now working with Warren Services to develop a bid of up to £3m.

Ipswich Vision

The Cornhill is due to be reopened to the public on Tuesday 18th August (subject to a successful Road Safety Audit) following necessary works to improve access and enhance the public space with new planters.

4) Communications and Engagement

RESTART business recovery festival

RESTART is a free, virtual, business recovery festival taking place on 29 and 30 September aimed at businesses large and small across Norfolk and Suffolk.

The event has brought together by the LEP team, supported by the Norfolk Enterprise Festival and local partners.

The Norfolk Enterprise Festival was developed by Mid-Norfolk MP George Freeman and local business leaders and the LEP supported the festivals held in 2018 and 2019.

With the outbreak of C-19 a physical festival was not possible and a decision was made to evolve the 2020 festival into an online event which could serve both Suffolk and Norfolk.

The Restart Festival is designed to bring to life the Norfolk and Suffolk Economic Recovery Restart Plan.

The festival is free for any business to watch and will deliver practical training sessions, inspirational business speakers, new ideas and timely case studies.

Using innovative new technology delivered by a Suffolk event AV company, the two day virtual event will be livecast across two channels on both days, with hosts in socially-distanced green screen studios facilitating panel discussions, live Q&As and short training sessions.

Training sessions and panels will cover a wide range of practical guidance on grants and funding, marketing, HR, workplace wellbeing as well as retail and the high streets, innovation funding and skills.

Sessions are being delivered by local business leaders as well as business support partners.

The event is being supported by sponsors including Norfolk County Council, the Federation of Small Businesses, Norwich Research Park and Mills & Reeve.

Funding from the sponsors is helping towards the costs of staging the event, which would otherwise have had to come purely from the LEP budget.

Video content from the festival will be available on the LEP website after the event for free and for all local businesses and partners to access. Businesses can sign up for free here

<https://newanglia.co.uk/restart-festival/>

5) 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.

Governance

Due to the impact of Covid-19, Government has agreed certain exemptions and extensions to the conditions of the National Local Growth Assurance Framework. We have made good progress to date and do not plan to rely on any exemptions listed. We will confirm this as part of our quarterly monitoring process. We anticipate the Mid-Year review with Government will take place in September. Details are yet to be finalised.

Finance

Following further work to consider and report on the impact that Covid-19 might have on investments held by New Anglia Capital, Price Bailey's work is now complete. An updated Management Letter and statutory financial statements were circulated to the Audit & Risk Committee for review and agreement. The committee has now recommended the accounts for approval by the LEP Board. The accounts can be viewed under agenda item 5.

Payment of our final third of 2020/21 Local Growth Funding (£15.8m) is anticipated around 19th August.

Government has confirmed the LEP's allocation of the new Getting Building Fund (£32.1m). Payment to the LEP is anticipated early September.

Recommendation

The board is asked to:

- Note the contents of the report

Communications activity during July 2020

This dashboard sets out the outcomes and impact of communication during **July 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

	July 2019	June 2020	July 2020
New Anglia LEP			
Number of Twitter followers	7,904	8,537	8,603
Number of clicked links per month	154	631	411
Average Twitter engagements per day (likes, retweets etc.)	53.8	131.6	114.6
Number of impressions (the number of times a tweet showed in someone's timeline)	95.4K	209K	193K
Number of LinkedIn followers	977	2,611	2,898
Number of impressions on LinkedIn	N/A	37.2K	52.7K
E-newsletter: open rate	38.3%	39.5%	33.6%
E-newsletter: click-through rate	28.42%	32.55%	26.7%
Norfolk & Suffolk Unlimited			
Number of Twitter followers	N/A	528	549
Number of clicks per month	N/A	32	26
Average Twitter engagements per day (likes, retweets etc.)	N/A	39.2	25.1
Number of impressions (number of times users saw our tweet)	N/A	36.9K	30.4K
Number of LinkedIn followers	N/A	836	895

Top Tweet – New Anglia LEP

Top Tweet earned 10.3K impressions

In case you missed it, we launched the region's Economic Recovery Restart Plan earlier this week. You can find out more here newanglia.co.uk/covid-economic...

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[View Tweet activity](#)

[View all Tweet activity](#)

Our top tweet for July highlighted the launch of our Economic Recovery Restart Plan and earned a massive 10.3K impressions.

Top Tweet – Norfolk & Suffolk Unlimited

Top Tweet earned 3,195 impressions

Friday's photo features this great aerial shot of Norwich Research Park [#weareunlimited](#) [#unlimitedpics](#) [#Norfolk](#) [@NorwichResearch](#) [@ParfreyDavid](#) pic.twitter.com/QV1EcyFBsq



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[View Tweet activity](#)

[View all Tweet activity](#)

An aerial shot of Norwich Research Park was Norfolk & Suffolk Unlimited's best performing tweet for July, earning 3,195 impressions. We regularly post photographs which showcase locations in the region via this account.

Media coverage – New Anglia LEP

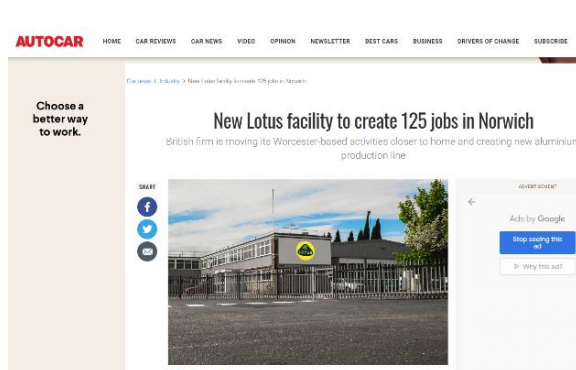
Suffolk and Norfolk nets millions under PM's New Deal

PUBLISHED: 11:52 06 July 2020 | Sarah Chambers



New Anglia LEP chair Doug Field says region's New Deal funding package is "great news" Picture: EAST OF ENGLAND CO-OP

Norfolk and Suffolk have secured a £32.1m slice of government cash to fund "shovel-ready" projects across the two counties.



Additional £1.4m for Norwich scheme to help disadvantaged children

PUBLISHED: 16:21 17 July 2020 | UPDATED: 16:21 17 July 2020 | Simon Parkin



Norwich Opportunity Area runs projects with schools to help boost the life chances of disadvantaged children. Picture: Getty Images

July was a bumper month for publicity, with more than 35 separate pieces of coverage.

The launch of our Economic Recovery Restart Plan at the beginning of the month was well picked up by the local media. It was the lead story on BBC Look East on 7 July and featured an on-camera interview with Chris Starkie. In addition, Chris was interviewed by BBC Look East and Radio Norfolk about our report looking the impact of Covid-19 on employment. This and other coverage firmly positioned us as being at the forefront of the region's response to the pandemic.

The Government's award of £32m towards 'shovel-ready' projects in our area was covered in the East Anglian Daily Times and Insider Media.

Lotus's announcement that it is to develop a purpose-built facility in Norwich, potentially creating 125 jobs here, was covered by Autocar, Insider Media, and the Eastern Daily Press in its print and online editions. The story was also picked up by the East Anglian Daily Times and EDP24. The LEP has supported Lotus with this move.

Other stories covered during July included the £1.4m award to the Ipswich and Norwich Opportunity Areas to continue for a fourth year and the £43m confirmed investment in Lowestoft's Flood Defence project.

Media coverage – Norfolk & Suffolk Unlimited

Region's desperate tourism fightback begins with bid to coax back visitors

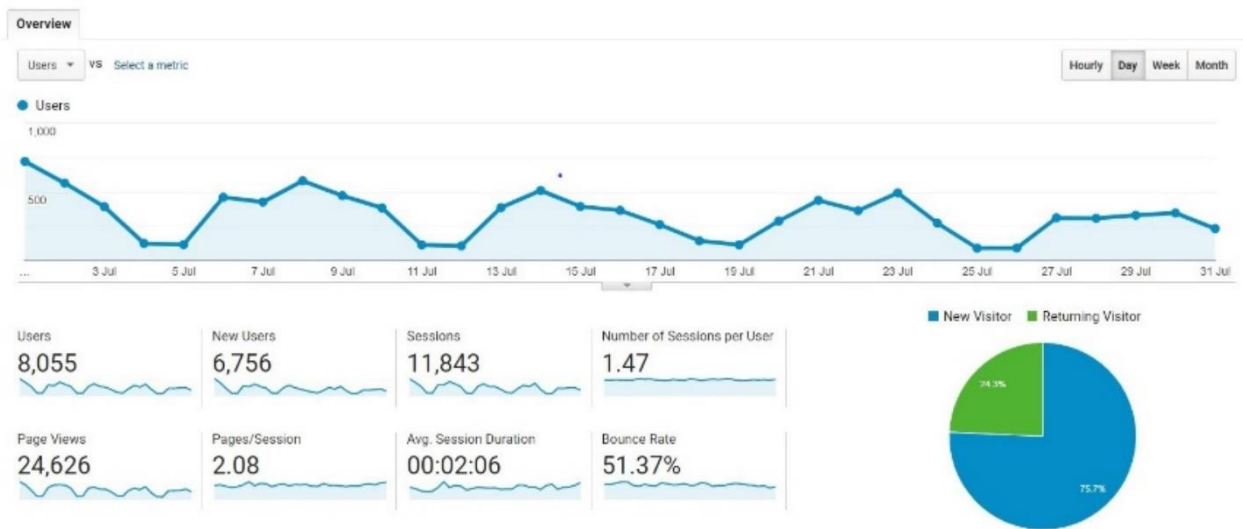
PUBLISHED: 00:01 23 July 2020 | Sarah Chambers



Could Suffolk and Norfolk's huge coastline attract staycationers looking for a quiet getaway this summer? Picture: SARAH LUCY BROWN

The launch of a Visitor Economy Recovery Plan under the Norfolk & Suffolk Unlimited brand was featured in ITV Anglia's lead story on 23 July. Andy Wood, chair of Visit East of England, did an on-camera interview about the initiative. The story was also picked up by the East Anglian Daily Times and EDP24.

Google Analytics – New Anglia LEP website



Our website has continued to see high volumes of traffic. There were 8,055 users and 24,626 page views in July – an increase on the previous month. The average session was 02:06, with a bounce rate of 51.37%. New visitors made up 75.7%, while returning visitors made up 24.3%.

The most visited page was our Employment Opportunities section (this had more than 2,000 page views), followed by funding, our team and the Business Resilience & Recovery Scheme.

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
21 st 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 • Economic Recovery Plan Sign Off • Covid-19 Impact on employment • Enterprise Zones, Eastern Agr-Tech & EAN Performance Reports • Operating & HR Policies
21 st July	Teleconference		<ul style="list-style-type: none"> • Visitor Economy Recovery Plan Sign Off • Covid-19 Update • Large Company Grant Application • Growth Programme Performance Report, • Apprenticeship Levy Pool • Capital Budget / Q2 Management Accounts
26 th August	Teleconference		<ul style="list-style-type: none"> • GPF Amendment • Draft Accounts Approval
23 rd September	Teleconference	<ul style="list-style-type: none"> • Innovation Board Update 	<ul style="list-style-type: none"> • Institute of Technology • Suffolk Recovery Fund • GPF Application • Growth Deal & Enterprise Zones Performance Reports • Economic and Programme Dashboards • NAC Bi-Annual Report
23 rd September	New Anglia LEP AGM		
21 st October	Teleconference	<ul style="list-style-type: none"> • Skills Advisory Panel Update 	<ul style="list-style-type: none"> • All Energy Industry Council & Energy Recovery Plan • Growth Programme & Agritech Performance Reports • Quarterly Management Accounts
25 th November	Teleconference	<ul style="list-style-type: none"> • Inward Investment Strategy • Economic Recovery Plan – Restart Update 	<ul style="list-style-type: none"> • Economic and Programme Dashboards • Growth Deal Performance Report
December	No Board Meeting		

Standing Items (where relevant)

- Brexit
- Local Industrial Strategy
- IAC recommendations
- Continuing Business/ 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
- Opportunity Areas progress report
- Freeports
- EZ forward plan – February or March 2021
- Tourism Zones / Visitor Economy – To be scheduled once timing known
- IoT sign off on bid – to be scheduled once timing is known
- Towns Deals
- Norfolk and Suffolk Investment Plan
- Clean Growth Taskforce
- Economic Recovery Plan – Restart & Renew progress update