



Department for Levelling Up,  
Housing & Communities



Department for  
Business, Energy  
& Industrial Strategy

### **Annex A - [LEP NAME] 2021-22 Annual Performance Review Preparation**

The purpose of this document is to create a shared understanding of the LEP's position in relation to governance, delivery and strategic impact in preparation for the Annual Performance Review meeting. This is in order that both LEPs and the Cities and Local Growth Unit are fully briefed and prepared for the meetings, to make for a more open, transparent and productive meeting.

Deadlines have been set in order to ensure parity across LEPs, regardless of when their meetings are scheduled.


Character limits (including spaces) are set to support LEPs in the production of the document. The intention is to keep the responses short. Please do not exceed the character limit as this will be strictly enforced. Do not provide attached documents as these are not required and will not be considered.

The LEP is required to return this document to the Inbox below, copying the relevant Cities and Local Growth Unit Area Lead by **7 January 2022**.

[localgrowthassurance@communities.gov.uk](mailto:localgrowthassurance@communities.gov.uk)

LEPs, with their Area Lead assistance, are required to complete the information requested in the tabs to provide evidence on their current position (actual to date, as per the date of this document). The Improvement Plan tab should only be completed if applicable. As stated in the APR Guidance, the LEP's Quarter 2 data will only be considered if the LEP met the 26 November 2021 submission deadline for the data return.

This is not the sole source of information/evidence and the Cities and Local Growth Unit will gather performance information from a variety of sources. This report has been designed to capture key points on which to shape discussions at the Annual Performance Review meeting. Therefore, please keep comments brief as there will be time to discuss fully at the meetings. It intentionally does not cover each and every criteria detailed in Annex F Performance Assessment Key Indicators; it concentrates on those covered in the category requirements provided in that document and provides LEPs with the opportunity to submit important LEP data and information.

<b>Position (LEP Chief Executive)</b>	Chief Exec
<b>David Ralph</b>	David Ralph
<b>Date</b>	
<b>Date</b>	6th Jan 2021

## Governance

This section enables the LEP to provide up to date evidence around the theme of governance; and in particular for the category requirements explained in Annex F - Performance Assessment Key Indicators.

Please detail the LEPs commitment across the year to maintain compliance against the National Local Growth Assurance Framework. Please summarise any specific impacts of the LEP Review and/or Covid-19 and mitigations to maintain 'best efforts' on Governance. **(1000 character limit)**

Assurance Framework refreshed in accordance with the September 2021 NLGAF, approved by the Board, & published on website. C-19 response in Build Back Better plan: agreed with partners & published

Impact of LEP Review - erosion of LEP capability & authority:

1. Board rolling retirement policy had been agreed to ensure no sudden loss of experience but not possible to recruit new Board members when function of the LEP and therefore skill sets etc unclear and the policy has not been implemented.
2. Without a clear and meaningful purpose there is a risk of Board members' & partners disengagement
3. With two female Board members standing down after the AGM, the LEP is not longer compliant with the one-third/ two-third female/ male ratio and has drawn on exemptions under the National AF, notifying CLGU in Sep. Private/ public balance remains compliant
4. Financial outlook uncertain: reserves to operate 'as is' to Sept 2022 & Board considering options to ensure full year delivery 22/23

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Where applicable, if the LEP had compliance issues raised following the compliance check conducted by the Cities and Local Growth Unit in August 2021, please provide details. Please state what date the issue(s) was rectified, or, if unresolved, evidence why this is the case and a plan of when the issue(s) will be rectified. **(1000 character limit)**

CLGU were unable to find expenses register published online: **updated and published 21/09/21**

CLGU recommended HMG logo is included on main web pages: **completed 18/08/21**

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#### Gender Diversity

Total number of female board members (excluding co-opted members)	Total number of male board members (excluding co-opted members)	Percentage female (requirement one-third, excluding co-opted members).
5	13	28%

Where the LEP holds current vacancies that impact the Gender Diversity, please state the nature of the vacancies, and any relevant use of the National Local Growth Assurance Framework Exemptions. **(1000 character Limit)**

In January the LEP appointed 4 new Board members. 93 applications were received in autumn 2020 of which 20 were female. Subsequently, 11 were shortlisted for interview, 3 of them female with 3 male and 1 female appointed

Following the October AGM, two Board members stepped down. As both were female this reduced the Board's female/male ration from 39% to 28%. As above, the LEP notified CLGU of this impending change and its intention to draw on the NLGF Exemptions at the September mid-year review.

Future Leaders programme agreed and live with business orgs, led by Chambers; aim to improve diversity and breadth of private sector talent for future Board roles in the LEP or partners. Now with 15 members on the 6 month programme

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Private Sector Representation		
Total number of private sector board members (excluding co-opted members)	Total number of board members (excluding co-opted members)	Percentage of private sector excluding co-opted members (requirement two thirds) NB. 65% or above is acceptable
12	18	67%
Where the LEP holds current vacancies that impact the Private Sector Representation, please state the nature of the vacancies, and any relevant use of the National Local Growth Assurance Framework Exemptions. <b>(1000 character limit)</b>		
n/a		

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If applicable, please detail any other use of the National Local Growth Assurance Framework Exemptions. Please note, use of any Exemptions should have been notified to your Area Lead and the Central Assurance Team. <b>(500 character limit)</b>
n/a

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Please detail any actions taken by the LEP's diversity champion to meet the LEP's diversity statement, over and above the representation on the board. **(1000 character limit)**

Future Leaders programme: now with 15 members on the 6 month programme

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#### **Section 151 / 73 / 127 Officer Engagement**

Has the Section 151 / 73 Officer (or his/her senior representative) attended at least one LEP Board during this financial year?

Yes

x

No

#### **Scrutiny Arrangements**

Please detail your scrutiny arrangements, setting out how these meet the requirements of the National Local Growth Assurance Framework **(1000 character limit)**

In addition to 4 Local Authority Board representatives, democratic oversight is also provided by the HotSW LEP Joint Scrutiny which sits under the HotSW Joint Committee.

Scrutiny panel have met twice so far looking at Build Back Better in July & LEP review & digital in November. February meeting will be examining inclusive growth

Scrutiny reviews strategic decisions made by the LEP Board & progress of LEP programmes.

Details available on the LEP's website and the dedicated scrutiny website (<https://democracy.devon.gov.uk/ieListMeetings.aspx?CId=456&Year=0>)

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## Delivery

### Getting Building Fund

This sections allows you to provide detail on the progress of the Getting Building Fund (GBF), including updates to the financial position as well as updating on outputs and risk.

In this section please provide details on the financial position of GBF, including the value of funding contractually committed, the total expenditure to date, any major risks identified, and mitigations taken. **(1000 character limit)**

The entire fund is contractually committed, apart from approx £70k to be reallocated to a Smarter Carbon scheme. At Q2 we have spent £17.13m on projects with the balance currently forecast for Q3 and Q4 2021, minus the change requests for extensions to 22/23 which total £2.044m and which has been flagged in the quarterly returns.

We are confirming profiles and are expecting delays on a few projects due to the latest covid pandemic impact on absenteeism and supply chains which may increase total to spend in 22/23 to around £6-7m. These requests have not yet been formally received for SIP approval as yet but we are expecting the first, for Taunton Digital Innovation Centre to come to the January SIP meeting.

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In this section please provide details on the outputs being achieved by GBF. Please provide detail on where there is a significant variation from the original forecast for individual projects, any major risks to ensuring outputs are achieved, and any mitigation taken. **(1000 character limit)**

To date we have achieved 150 jobs, 53 construction jobs, 3881sqm of training floorspace, 55 business assists, 2038 learner assists. We are forecasting a further 257 jobs, 549 construction jobs, 5331sqm commercial floorspace, 444 business assists in 21/22. A change request for the Plymouth Green Homes project sees retrofit outputs decrease from 630 to 560 and CO2 avoided from 500t to 445tCO2e in result of supply chain, pandemic and Brexit impacts. Slippages to TDIC and Torbay Business Centre will shift some outputs beyond FY 21/22 and a reduction of approx. 400sqm in commercial floorspace will result in a decrease of 38 jobs and 23 construction jobs. Under-performance of 160 construction jobs which we believe have been created but are yet to be reported by the projects.

SIP continues to monitor and reviewed outputs history at the October meeting

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#### **Local Growth Fund**

Please detail progress on outputs achieved by the Local Growth Fund (LGF), and any relevant details of residual expenditure this year under Freedoms and Flexibilities. **(1000 character limit)**

In the first half of FY 21/22 a total of 257 jobs and 142 apprenticeships were created and 3458 learner assists along with 22,491sqm of commercial floorspace reported. We are contacting projects to provide updated forecasts for the remaining outputs to ensure all contracted outputs are realised. In the first half of FY 21/22 a total of £827,721 was spent via freedoms and flexibilities. Total forecast for 21/22 is £6.3m with £10.2 in 22/23 and the remaining £4.1m in 23/24, all under projects as previously notified.

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#### **Other delivery (optional)**

Please add here any other comments on LEP delivery/influence on other programmes, e.g. Growth Hubs, ESIF etc. **(1000 character limit)**

The LEP was commended by BEIS for delivery of the Growth Hub in 21/22 and we have worked closely with DLUHC, DWP and EAFRD to commit remaining funds across the ESIF programmes

The Lep also sits on the Boards of the 3 town deals and we co-chair HEROG which has coordinated the area's response to Brexit and then the pandemic

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## Strategic Impact

Please provide an overview of the LEP's approach to strategic impact, its framework of priorities, and activity undertaken this year (including against its delivery plan). **(1500 character limit)**

LEP's priorities set out in Build Back Better plan around clean & inclusive growth: available on website and endorsed by business, all local authorities and National Parks. More detailed work is then set out in the Blueprint for Clean Growth and alongside this, in October the Board agreed the priorities for inclusive growth which are now being worked up into a detailed way forward

LEP has recruited Head of Delivery and now has a team of sector leads focussing on BBB & as a result has e.g. helped secure the Ampaire project for Exeter and developing a wider sustainable aviation proposition. Cross-LEP working continues on nuclear (WECA, HotSW and the Welsh DA), aerospace (all 6 SW LEPs) and marine (CloS, Dorset)

Engagement with local MPs has continued & LEP-specific Westminster comms have been refocussed into a campaign approach with rural as the priority Jan - Mar 22

Engagement with local key partners continues via Joint Committee & we've built on previous work to develop even closer relationships with business groups, e.g. Chambers leading a consortium of business organisations delivering the LEP's Future Leaders programme

HotSW also still leads the Great SW partnership across CloS, Dorset and HotSW via APPG: seeking Govt recognition

21/22 workplan published on the LEP website setting out more detail on the activity for the year and progress reported to F&R quarterly and 6-monthly to the Board (last update was in October)

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### Improvement Plans (where applicable)

Please only complete this section if the LEP received an "action needed" outcome following last years APR and is working under an improvement plan

Please explain briefly the in-year actions undertaken against the improvement plan, in terms of achieving the agreed milestones and progress on issue identified. **(1000 character limit)**

n/a

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