

Annual Delivery Plan

2019/20



Mission statement

Our mission is to build on our reputation as a premier location for growth, innovation, creativity and world-leading technologies, resulting in the doubling of GVA by 2050.

To achieve our mission, our objectives are set out across the priority themes of Growing People, Growing Places and Growing Business. All are underpinned by a commitment to social inclusion and equality.

SEMLEP has three key ways of delivering the mission:

- 1 **Setting strategic direction:** Leading on the South East Midlands Strategic Economic Plan, Local Industrial Strategy and Energy Strategy
- 2 **Direct intervention to increase growth:** Securing and overseeing the Local Growth Fund and steering the European Structural Investment Fund. We also coordinate business support and finance through our Growth Hub service
- 3 **Facilitation and coordination:** Bringing local partners together, both with the SEMLEP area and across the wider Oxford-Cambridge Arc. In doing so we join up strategic priorities, realise growth opportunities and provide a collective voice for the area to government and other strategic bodies.

The government scored SEMLEP as **“Exceptional”** in 2018/19 for Strategy, Governance and Delivery. In 2019/20 we will maintain focus on quality and continuous improvement to remain a top performing Local Enterprise Partnership (LEP) for the benefit of our communities, the economy and wider South East Midlands (SEM) area.

Our three priority themes:



Growing People



Growing Places



Growing Business



Economic context

Growth is particularly strong in the area, with the highest population growth of all LEP areas (excluding London) from 1997-2017. The local housing market is also strong, with the SEMLEP area contributing over 6% of national new homes in 2017/18, despite having just 3.6% of the national population.

The quality of this growth has remained strong. Employment rates, business survival rates, and start-up rates are all above their respective national averages. In 2017 SEMLEP was the top LEP area for the proportion of firms engaged in product and service innovation (ERC, 2017). Milton Keynes also had the 3rd highest productivity of all UK cities, measured using GVA per worker. (Centre for Cities, 2018).

However, despite some productivity hotspots, there continues to be an issue of low productivity when considering the economy as a whole: in 2017 GVA per hour worked was 3.3% below the UK average and has not recovered to pre-recession levels. SEMLEP will continue to track the health of the local economy, as frequently as the data allows, and use this to guide the strategic direction of the LEP's activity.



Highest population growth
(outside London)
1997-2017



Strong local housing market
2017/18:

area contributed	compared to
6%	3.6%
national new homes	of national population



Monitoring performance

SEMLEP will produce updates for board meetings, with an end of year report for 2019/20 in May 2020. This will include updates on progress against key performance indicators (KPIs), key milestones across SEMLEP's main work areas, and the wider economic context.

The wider economic performance will be compared against national averages using the LEP Economic Outlook scorecards (which are being produced by the Enterprise Research Centre and Technopolis Group), and tracked on a quarterly basis where the data allows.

This annual delivery plan details the KPIs, the key milestones that SEMLEP will use to monitor its 2019/20 performance.



Strategy

Milestones for 2019/20

Submit the South East Midlands' Local Industrial Strategy to SEMLEP's Board – **May 2019**

Produce an accompanying LIS summary brochure to promote the area – **June 2019**

Produce a progress update on the implementation of the South East Midlands' Energy Strategy – **November 2019**

Commission, conduct and analyse results from the SEMLEP business survey – **December 2019**

Launch of the South East Midlands Local Industrial Strategy

SEMLEP's strategy, launching in the first wave of Local Industrial Strategies, will align with the National Industrial Strategy. It is a long-term plan, co-developed with government to identify new ways of building on local economic strengths and addressing challenges to enhance productivity. Feedback from government has been highly positive, with SEMLEP's LIS development process being held as best practice for other LEPs. The LIS is due to be designed and published by the government in July 2019, but this is subject to change, according to Whitehall timetables. The final LIS document will also include an Arc-wide delivery plan and a set of proposed local interventions.

Alongside this, SEMLEP will produce a LIS brochure to showcase the areas unique assets and unique opportunities. Following the launch of these two documents, SEMLEP will work with government to co-create a delivery plan for LIS implementation.

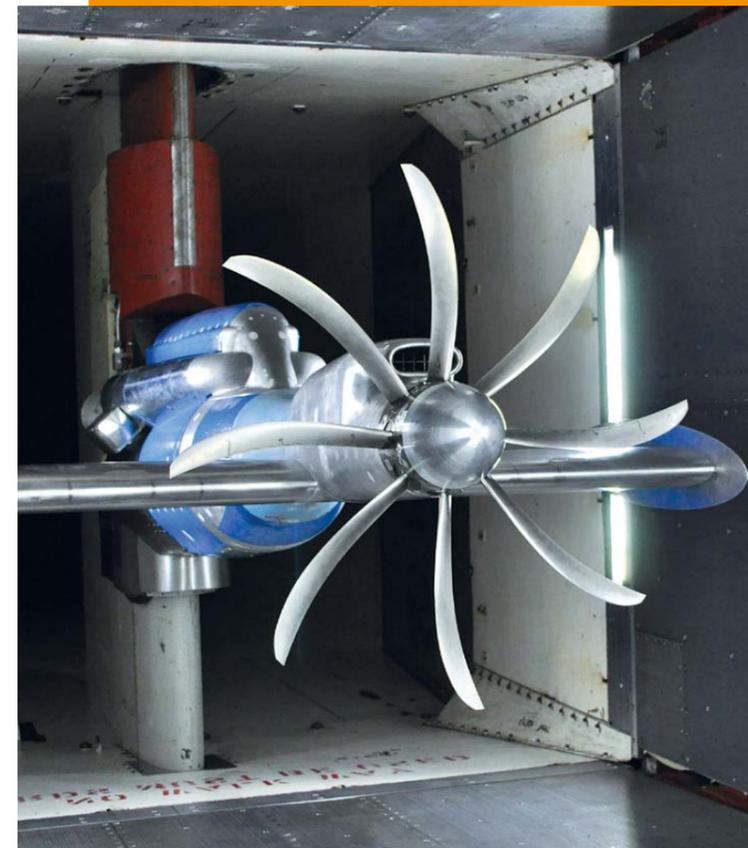
More information can be found at:
semlep.com/industrial-strategy/

Launch of the South East Midlands Energy Strategy and next steps

In February 2019, SEMLEP was one of the first LEPs to launch its energy strategy, an important first step in addressing current energy constraints and identifying actions to support cleaner growth. Throughout 2019/20, SEMLEP aims to work closely with local stakeholders, BEIS and the Greater South East Energy Hub (GSEEH) to work towards the long-run implementation of the energy strategy, with a progress update scheduled for November 2019.

2019 Business Survey

SEMLEP will conduct its biennial business survey in 2019, following surveys in 2017 and 2015. Past surveys have been extremely valuable, identifying local business constraints and issues which underpin SEMLEP's strategy work. The 2019 survey will also act as an important source of evidence for the LEPs new Skills Advisory Panel (SAP).



Oxford-Cambridge Arc

SEMLEP will continue its involvement in the development of the Oxford-Cambridge Arc, and will be heavily involved in the four key workstreams: Productivity, Place-making, Connectivity and Environment. In addition, SEMLEP's future activities as part of the Oxford-Cambridge Arc will be published as part of its Local Industrial Strategy. These link into the Local Industrial Strategies produced across the Arc and identify key opportunities and challenges for the region. Further details on SEMLEP's involvement in delivering the Arc vision can be found in The Oxford-Cambridge Arc: government ambition and joint declaration between government and local partners.

SEMLEP is involved in number of collaborative groups with its partner LEPs in 2019/20. This includes quarterly LEP Chairs and Chief Executive Meetings and working sessions with the government's Ox-Cam Unit and Area Team.



Milestones for 2019/20

Update the Articles of Association and review all Terms of Reference for the Board and the committees – **July 2019**

Refresh our Stakeholder Engagement Strategy – **September 2019**

Approve service level agreement with Luton BC – **September 2019**

Commence participation in the LEP Network Peer Review exercise – **September 2019**

Review and update our equality and diversity statement – **February 2020**

Governance

SEMLEP's Assurance Framework for 2019/20

We have published the 2019 Assurance Framework and will take the actions required to remain compliant with the government's guidance as required. SEMLEP will review policies throughout 2019/20 and remains committed to continuous improvement, high standards of transparency and effective governance. Documents related to governance are available on the SEMLEP website.

Our new Chair and board members

On 27 February, SEMLEP confirmed Peter Horrocks CBE as the organisation's new Chair. New private sector board members also joined in the last year, including a new SME Champion and Energy Champion. Board profiles can be viewed on the SEMLEP website.

Throughout 2019/20 we will provide training and workshop sessions with the Chair, Board, Chief Executive, Director of Programmes and Governance. Full details on the role of SEMLEP's board and the induction process can be found in SEMLEP's 2019 Assurance Framework.

Stakeholder Engagement Strategy 2019

Over the 2018/19 period, we saw significant change for SEMLEP with regards to all areas of business: governance, delivery and strategy. To respond to this SEMLEP is refreshing the communications and stakeholder engagement strategy to:

- Further our relationships with sponsors and partners to meet our area's economic ambitions
- Enhance engagement with beneficiaries, business and communities to deliver SEMLEP's programme objectives
- Prioritise communications efforts to promote strong and inclusive places



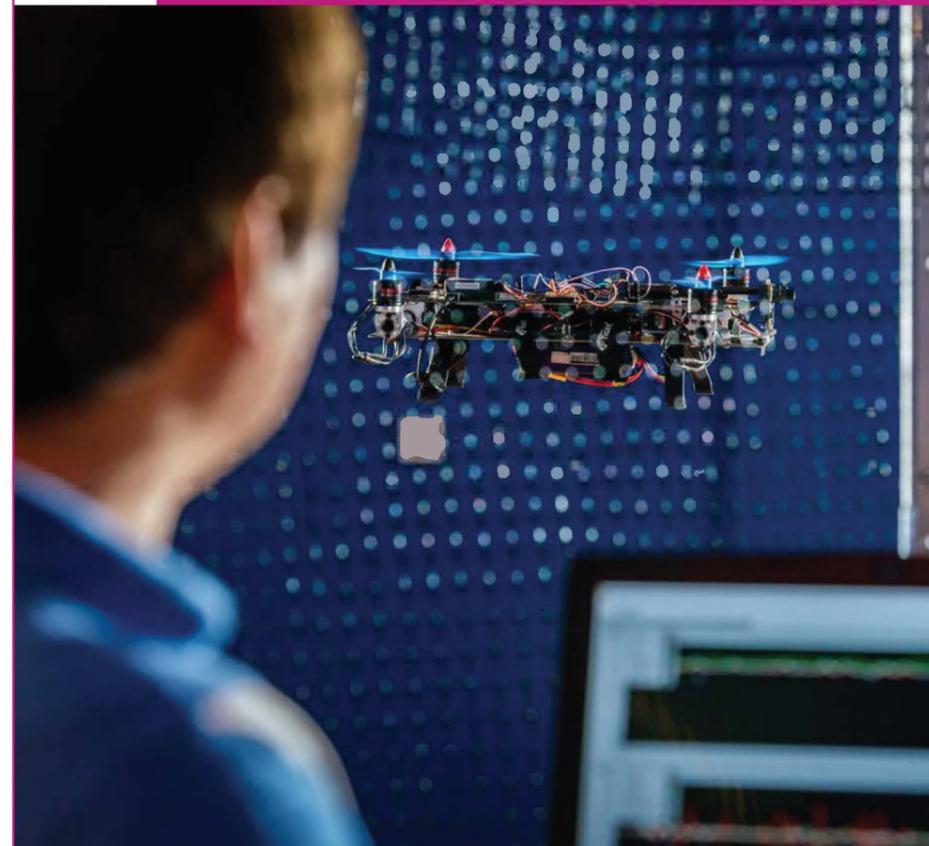
78.4% employment rate (2018)



Over £7bn goods exported (2017)



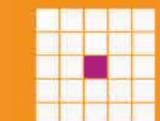
£4bn service exports (2016)



Top LEP area for businesses engaged in product or service innovation (2018)



93% new business Y1 survival rate



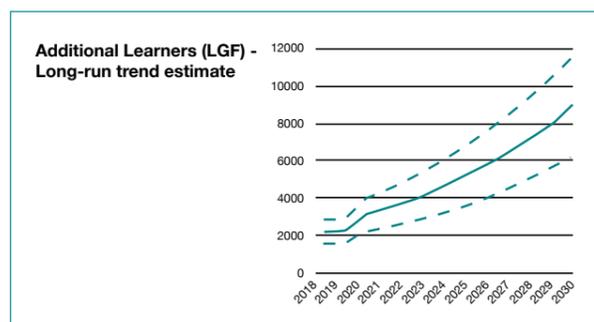
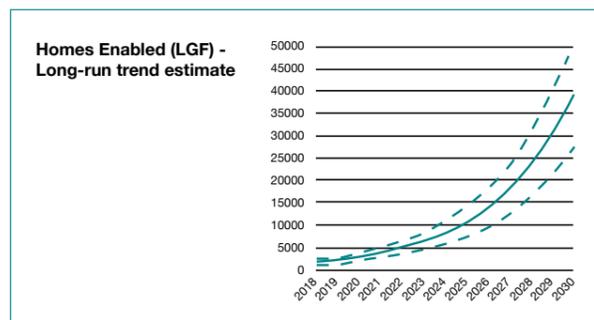
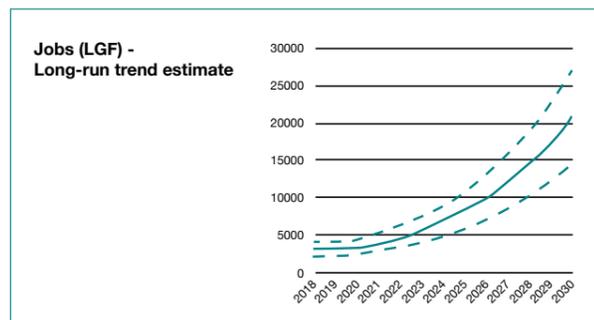
1 in 25 new businesses in England started in SEMLEP area (2017)

Delivery

This section provides a summary of SEMLEP's activities for delivery. These are presented across four main areas: Local Growth Fund, European Structural Investment Fund (ESIF), SEMLEP's Growth Hub and Skills.

Local Growth Fund – KPIs

KPI	Total to date (31 March 2019)	Totals to end March 2020	Cumulative to end of March 2020	Provisional forecast to 2030
Jobs	3062	222	3284	21016
Homes enabled	1617	1344	2961	39676
Learners	2169	975	3144	8989



— Forecast KPI Delivery
 - - - + 30% Confidence Interval

Local Growth Fund

Milestones for 2019/20

Approve up to 16 new projects as a result of the 2018 bidding round and due diligence – **September 2019**

Have 12 LGF funding agreements in place – **September 2019**

Agree risk position and contingency planning for final year of LGF – **February 2020**

Programme Overview

The government awarded a total of £265m to the South East Midlands LEP (SEMLEP) area from 2015 to 2021 for capital projects to support growth. It is often also referred to as the Growth Deal.

The SEMLEP Board is responsible for the funds and they ensure that the funds are spent properly. To learn more about how decisions are made and how the money is monitored, please read SEMLEP's 2019 Assurance Framework.

The current approved programme of 36 projects are delivered under three themes:

Growing Business – supporting productivity, such as through supporting new testing facilities and new commercial premises

Growing People – enhancing skills, creating new skills infrastructure in line with local skills demand

Growing Place – building transport and local regeneration schemes, enabling housing and employment infrastructure

The full list of projects can be found at: <https://www.semlep.com/investment-programme/>

The programme's long-term goal is to deliver:



Over **40,000** homes



22,000 jobs



Up to **9,000** additional learners by 2030





Milestones for 2019/20

Hold the first Grant Panel meeting for the Community Grants fund, followed by up to two additional meetings in 2019/20 to allocate the fund – **July 2019**

Promote 2019 ESIF calls launched by government in line with their programme timeframe – **September 2019**

European Structural Investment Fund Programme

ESIF 2019 Calls

European Regional Development Fund calls will be published by the MHCLG in Spring/Summer 2019 and will be open for 8 weeks. These calls will prioritise funding for projects in themes: Promoting Research and Innovation, ICT, SME Competitiveness, Low Carbon and Green Infrastructure. (e.g. Natural Capital, Parks etc.)

ESF (European Social Fund) 2019 calls for skills in employment were published by government in April 2019. This funding call focused on projects that support businesses and individuals to deliver digital and construction skills. Funding calls for projects that support people into employment were published in May 2019. These calls prioritise projects that up-skill the workforce and support individuals currently not in education, employment or training.

SEMLEP Community Grants fund

The Community Grants programme offers Voluntary, Community and Social Enterprise (VCSE) organisations grant funding of £10,000 to £20,000 (from a £1.2m grant pot) to deliver local projects that make a difference within local communities across the area, including supporting individuals who are currently unemployed or economically inactive to take up training, volunteering or get back into work.

The programme is funded by the European Social Fund (ESF) and the Education Skills Funding Agency (ESFA) and will be run by SEMLEP. Unlike many other grant funding schemes, Community Grants do not require match funding so grants can cover 100% of the project cost. The funding call opened in April 2019, followed by an information event. The first awards panel is expected in June 2019, with up to 2 more planned for 2019/20 to assist in allocating the fund.

Growth Hub

Launch of SEMLEP's Growth Hub

SEMLEP's new Growth Hub became operational in January 2019, following the merger of Velocity Growth Hub and Northamptonshire Growth Hub. The connected team provides a clear single service offer for all businesses across the South East Midlands. The team have established an effective business information and support brokerage model including a Knowledge Bank to make referring faster and more efficient.

The Growth Hub team of Business Advisers provide businesses with 1-to-1 support. Alongside a programme of business skills workshops delivered in collaboration with partners.

Growth Hub – KPIs

KPI	Forecast for 2019/20
Number of enquiries received	2500
Number of clients 1-to-1s (including diagnostic reviews)	500+
Number of workshops delivered	20+

Milestones for 2019/20

Launch 'High Growth' business support offer for pre-scale and scale-up businesses – **July 2019**

Establish the Growth Hub's new partnership approach by having memorandum of understandings (MOUs) in place with key partners to aid the delivery of connected business support – **March 2020**



Through the Growth Hub SEMLEP plans to enhance current business support for scale-ups and pre-scale up businesses. This will be delivered in collaboration with local universities in a new programme part-funded through ERDF. A provisional start date for the programme has been set for July 2019 depending on final confirmation from MHCLG. The programme, named GrowthCurve, will direct resources to deliver more than 100 high intensity support outputs per year for the duration of the project.

Partnership working and MOUs

SEMLEP seeks to work in closer collaboration with business support organisations, including Local Authorities, to position the Growth Hub as the gateway for business support provision for all businesses across the area. MOUs with each key partner are being developed to facilitate effective working relationships and further connecting the business support landscape in the South East Midlands.

Organisations such as Innovate UK, the Knowledge Transfer Network, DIT, Enterprise Zones and more will form part of the Growth Hub's Knowledge Bank, enabling strategic partnership with key groups and allowing businesses to be referred to key organisations more quickly.

Skills

KPI	Forecast for 2019/20
Proportion of Schools/Colleges with a completed Compass Tool	85%
Careers and Enterprise Company Schools/College membership	130
Number of Enterprise Advisers	80

Skills Advisory Panel (SAP)

Funding for SEMLEP’s Skills Advisory Panel is approved and is expected to build upon SEMLEP’s Skills Board. As part of preparing the SAP for its first meeting in June 2019, SEMLEP will:

- Create Terms of Reference
- Recruit members to the SAP
- Create an Economic Development Officers working group to support the SAP work
- Acquire the Labour Insight database and conduct analysis of vacancy data for the LEP
- Develop a Labour Market Information (LMI) portal and skills scorecards for stakeholders, based on analysis.

SEMLEP Careers and Enterprise Company Network

There are currently 125 schools in the network, 85% of schools/colleges overall, with 92% of mainstream schools (upper, secondary, middle). SEMLEP aims to grow this to 130 schools in 2019/20. The network comprises 73 Enterprise Advisers, from 57 employers, 65 of which are matched to schools/colleges. SEMLEP aims to grow this to 80 Enterprise Advisers in 2019/20.

Careers activity within the schools/colleges is driven to align with the 8 Gatsby Benchmarks for good careers guidance. The Compass tool is used to evaluate and monitor progression against the benchmarks. 80% of schools in the SEMLEP area completed Compass, with an aim to increase this to 85% in the 2019/20 year. Enterprise Coordinators (EC) will support Careers Leaders with resources to achieve the Gatsby Benchmarks, being prescriptive in provision to ensure quality of delivery.

Milestones for 2019/20

Prepare the Skills Advisory Panel (SAP) for its first meeting, with regular meetings to follow throughout 2019/20 – **June 2019**

Work with Arc partners and stakeholders to create a Digital Skills network for the Oxford-Cambridge Arc – **September 2019**

Oxford-Cambridge Arc

As part of delivering the Oxford-Cambridge Arc, SEMLEP will work with partners across the Ox-Cam Arc to determine common themes and joint approaches to skills-related activity. This will involve continuing our membership in a number of regional and national skills working groups, including: Automotive Council as part of Automotive Sector Deal and the Screen Skills Working Group, Creative Industries Federation Skills and the Higher and Further Education Working Group as part of Creative Industries Sector Deal. SEMLEP will also continue its membership of the DEFRA/LEP Food and Drink Network.

In order to help address digital skills shortages, SEMLEP will also work with Arc partners to create a new Digital Skills network to assess employer needs, working with stakeholders to create a logical definition of the groupings within the sectors aiming towards a Local Digital Skills Partnership bid.



125 schools currently engaged (goal is to reach 130)



Currently represents **92%** of all mainstream schools



80% schools completed Compass tool



73 Enterprise Advisers from 57 different employers (goal is to grow to 80 Enterprise Advisers)

Summary of KPIs and Milestones for 2019/20

Activity	2019/20 Milestones
Strategy	<ul style="list-style-type: none"> • Submit the South East Midlands' Local Industrial Strategy to SEMLEP's board – May 2019 • Produce an accompanying LIS summary brochure – June 2019 • Produce a update on the implementation of SEMLEP's Energy Strategy – November 2019 • Commission, conduct and analyse results from the SEMLEP Business Survey 2019 – December 2019
Governance	<ul style="list-style-type: none"> • Approve service level agreement with Luton BC – September 2019 • Update the Articles of Association and review all Terms of Reference for the board and the committees – July 2019 • Refresh our Stakeholder Engagement Strategy – September 2019 • Commence participation in the LEP Network Peer Review exercise – September 2019 • Review and update our equality and diversity statement – February 2020
Delivery	<ul style="list-style-type: none"> • Approve up to 16 new projects as a result of the 2018 bidding round and due diligence – September 2019 • Work with partners and government departments to maximise spend by March 2021 – seen through reports to Growth Fund Task Group – February 2020 • Have 12 LGF funding agreements in place – September 2019 • Successfully allocate the SEMLEP Community Grants fund, following the Grant Panel meeting – July 2019 • Promote all 2019 calls for ESIF funding, subject to government proceeding with the programme – September 2019 • Launch 'High Growth' business support offer for pre-scale and scale-up businesses – July 2019 • Establish the Growth Hub's new partnership approach by having memorandum of understandings (MOUs) in place with key partners to aid the delivery of connected business support – March 2020 • Prepare the Skills Advisory Panel (SAP) for its first meeting, with regular meetings to follow throughout 2019/20 – June 2019 • Work with Arc partners and stakeholders to create a Digital Skills network for the Oxford-Cambridge Arc – September 2019



Delivery section	Delivery KPIs	To 31 March 2020
LGF	<ul style="list-style-type: none"> • Jobs created • Homes enabled • Additional learners 	<p>222</p> <p>1344</p> <p>975</p>
Growth Hub	<ul style="list-style-type: none"> • Number of enquiries received • Number of client 1-to-1s (including diagnostic reviews) • Number of workshops delivered in collaboration with partners 	<p>2500</p> <p>500+</p> <p>20+</p>
Skills	<ul style="list-style-type: none"> • Proportion of schools/colleges with a completed Compass Tool • Careers and Enterprise Company Schools/College membership • Number of Enterprise Advisers 	<p>85%</p> <p>130</p> <p>80</p>

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