# D2N2 LEP BOARD – AGENDA

**Tuesday, 19 March, 2019, 10am – 12.00pm**

North East Derbyshire District Council, 2013 Mill Lane, Wingerworth, Chesterfield S42 6NG

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## 2. Strategic discussion

### 2.1 Overview of local Industrial Strategy
- **Presentation**
  - Paul Harris and Matthew Wheatley

### 2.2 Chair’s Report, including:
- a) D2N2 Board Governance Proposal (Appendix 1)
- b) Implementation of the LEP Review (Appendix 2)
- c) Prime Minister’s Council of LEP Chairs
- d) Lord Mayor’s Mansion House Roundtable
- e) Media Coverage Report (Appendix 3)
- **Presentation**
  - Elizabeth Fagan

### 2.3 People and Skills: Challenges, Strategy and Governance
- **Presentation**
  - Prof Kath Mitchell and Rachel Quinn

### 2.4 D2N2 Chief Executives Report, including:
- a) D2N2 Strategic Economic Plan
- b) Local Industrial Strategy
- c) Skills and Employment Update
- d) ESIF Summary Update
- e) North Derbyshire Manufacturing Zone
- f) Local Assurance Framework (appendix to follow)
- g) Stronger Towns Fund
- **Presentation**
  - Sajeeda Rose

## 3. Standing Items

### 3.1 HS2 Update Report (including appendix)
- **Presentation**
  - Andrew Pritchard

### 3.2 Performance Review and update (including appendix)
- **Paper/presentation**
  - Sajeeda Rose

### 3.3 D2N2 Enterprise Zone - Markham Vale
- **Exempt item under Local Government (Access to Information) Act**
- **Presentation**
  - Cllr Lewis

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5. **Date of next meeting**: Tuesday, 14 May, 2019 (10 am – 12 noon) Nottingham, venue tbc

*Tea/coffee will be available on arrival*
**Item 1.3:** DRAFT Key Decision/Action Points from Board

D2N2 LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING

Tuesday 22 January, 2019

University of Derby, Kedleston Road, Derby De22 1GB

Chair Elizabeth Fagan
Minutes Sally Hallam

1. Present and Apologies

D2N2 Board Members in Attendance

- Cllr Jon Collins – Nottingham City Council
- Cllr Kay Cutts, MBE – Nottinghamshire County Council
- Paul Harris – Business Representative
- Peter Gadsby – Business Representative
- Jane Howson – VCS Representative
- Cllr Barry Lewis – Derbyshire County Council
- David Wright – Assistant Director, BEIS EM and SEM
- Prof Kath Mitchell – H E Representative
- Cllr Chris Poulter – Derby City Council
- Dawn Ward – F E Representative
- David Williams (Geldards) – Deputy Chair, D2N2

Also in attendance

- Anthony May – Nottinghamshire County Council CEO
- Nikki Jenkins – sub for Nottingham City Council CEO
- Mike Ashworth – representing Derbyshire County Council
- Greg Jennings – sub for Derby City Council CEO
- Allen Graham – Rushcliffe Borough Council
- David Wright – Assistant Director, BEIS
- Scott Knowles – CEO, East Midlands Chamber

Officer Support

- Sajeeda Rose – Chief Executive, D2N2
- Matthew Wheatley – Growth Plan Manager, D2N2
- Lindsay Wetton – Senior Programme Manager – Business Engagement, D2N2
- Rachel Quinn – Careers, Employability and Inclusion Manager, D2N2
- Tom Goshawk – Capital Projects Manager
Apologies

Apologies were received from Board members Cllr Tony Ashton, Cllr Simon Robinson and David Williams, together with Simon Baker.

1.1 Welcome and Introductions

The Chair welcomed attendees to the meeting and extended thanks to Prof Kath Mitchell for allowing the university to be host for the meeting.

1.2 Declarations of Interest

The Chair reminded all Members that Declarations of Interest should be stated to be recorded where an interest arose.

Peter Gadsby declared an interest in item 3.3 GPF and took no part in discussions under this item.

1.3 Minutes of last meeting and matters arising

The Minutes of the previous regular meeting held on 30 November, 2018 were confirmed as a true record.

There were no matters arising other than those already covered on the agenda.

1.4 Establishing a Company limited by guarantee

Peter Ware of Browne Jacobson LLP attended to speak to his paper as published on incorporation models for D2N2 LEP. He highlighted the recommended model of a company with one class of membership where individual members would be both directors and members concurrently.

In response to questions from the floor, CEO Sajeeda Rose confirmed that insurance for the Board of Directors would be put in place and funded by the LEP. The Chair confirmed that directorships would cease for directors who resigned at any point.

Board AGREED the recommendation to incorporate D2N2 LEP as a company limited by guarantee, with one class of membership.

2. Items for Strategic Discussion

2.1 Chair’s Report

The Chair updated Board on a number of developments since the last Board.

On Board governance, and in response to requests for further clarification on the roles of proposed new sub-boards and their membership, the Chair invited David Williams, Deputy Chair and nominated Chair of the proposed Place Board to lead a discussion on how this Board would work in practice.

David Williams summarised proposals for colleagues, confirming firstly that the proposed
Board was not envisaged as an independent body, but one that would discuss priorities and make recommendations to the main D2N2 Board. Its proposed membership would be drawn from the four upper tier authorities within D2N2, together with four district representatives, two from each county, four business representatives and representatives from Marketing Derby/Derbyshire and Marketing Nottingham/Nottinghamshire. Meetings would be bi-monthly ahead of the main Board. D2N2’s CEO would attend.

A general discussion followed, out of which arose the following points:

1. The importance of confirming the independence of the Chair, with no potential conflicts of interest arising
2. Some clarification over the separate role of Marketing Peak District and Destination Chesterfield and how to incorporate representation for these organisations, together with clarification regarding inclusion of all parts of Nottinghamshire within Marketing NG
3. Whether the chosen membership of the local authority members was to be officer or elected member
4. Support for providing opportunities for culture and health interests to be represented on the proposed Board
5. The need to factor in inclusion when drawing up Terms of Reference for consideration.

In response to point 3, the Chair confirmed that whoever was appointed to the Committee (both local authority and business as with Board), no substitutes would be permitted.

On LEP review implementation, Board was informed that a number of meetings had taken place with the five districts subject to the overlap and, at their request, with Sheffield City Region. The Chair advised members that she would shortly be meeting individually with the new Chair of SCR. Meanwhile it was understood that formal discussions were taking place within the district authorities.

The Chair confirmed that Derbyshire County Council had been selected as the Single Accountable Body going forward.

On partner engagement, the Chair referred in particular to report paragraph 5.3, highlighting the work that she had begun to build on D2N2’s collaboration with Midlands Engine. It was noted that whilst Midlands Engine’s remit was to work collaboratively, there was room on both the part of the LEP and Midlands Engine to improve ways of working. Board noted that the need for clearer communication across the region had already been reported to BEIS.

Board NOTED the report.

**ACTIONS:**

1. Confirm independence of Place Board Chair
2. Upper tier authorities to confirm their chosen membership (whether elected member or officer to be at the discretion of each respective local authority)
3. District representatives to confirm their chosen membership (whether elected member or officer as above)
4. Deputy Chair to agree two business representatives
5. Remaining two business representatives to be confirmed in consultation with members
6. Resolve representation for all marketing agencies
7. Circulate draft Terms of Reference to Board members for comment.
2.2 Chief Executive’s Report

Sajeeda Rose introduced her report updating Board on eight items for information as outlined in the document.

She confirmed that the Strategic Economic Plan had now been signed off and would be published shortly. This also formed ‘phase one’ of the Local Industrial Strategy (LIS) which would now be the focus for work going forward under the leadership of Board member, Paul Harris.

Board was informed that a first meeting with Government had taken place following D2N2’s Annual Performance Review, to discuss how government would work with the LEP to co-produce the LIS. Currently there was no set format for this document and general advice had been given to define clearly what would work for the local area. D2N2 would be working to submit a draft for discussion to the new Place Board by the end of Q2/Q3 to give time for input to feed into the final version which would be submitted to Government for approval by November, 2019. Robust evidence would be key to persuading Government and the LEP was well-placed with the work already done on this to date.

Paul Harris set out the proposed approach for developing the LIS and, in particular, highlighted the importance of ensuring Board buy-in, along with strong partner engagement and collaboration with neighbouring LEPs. Engagement would be sought from all partners in the co-production of the LIS including from local authorities, Universities, businesses and wider representation. Consultation and engagement would be built in as part of the development of the plan.

The Chair thanked colleagues from both local authorities and the universities for offers of support with this work.

Board’s attention was drawn to the importance of sector deals, a number of which had been announced since the last Board meeting.

On the Annual Performance Review, Board was advised that the exercise this year had been part of a more formal assessment across all 38 LEPs, looking at performance, strategy, development and delivery. Following a robust conversation, it was clear that all recommendations from the previous APR had been met and good progress was being made on delivery going forward. The formal letter back from Government confirming review outcomes would be shared with Board when received.

With reference to the update on skills, Board’s attention was drawn in particular to work with the Careers and Enterprise Company which was now taking off well. Further Enterprise Co-ordinators had recently been appointed, with one further appointment due later in January to complete full coverage of the LEP area.

Board members were advised that following the successful bid to pilot a Manufacturing Enterprise Zone in North Derbyshire, partners had held an initial inception meeting to put together a plan for the delivery of the project and further updates would be brought back to Board.

Board NOTED the report.
3. Standing items

3.1 D2N2 Enterprise Zone

Markham Vale

Board received a report on Markham Vale and the Enterprise Zone and NOTED the continuing progress being made on development activities, securing new occupiers and general updates.

3.2 Performance Review and Update Report

The CEO presented a summary report on performance of the Local Growth Fund budget, the Growing Places Fund and the Growth Hub.

Attention was drawn to good progress now being made with spending on LGF, with an overspend against budget balancing out underspends from previous years. Work was being undertaken through liB to mitigate the identified high-risk projects.

On GPF, no new applications were being considered whilst existing ones continued to work through. The new Single AB would review this fund and re-shape in line with market demand.

The Growth Hub had celebrated its fourth birthday on 6 December, 2018 and funding was in place for delivery from April, 2019 onwards.

Board NOTED the report.

3.3 GPF Report Capital Projects

Board NOTED the overall progress and status of projects including due diligence and NOTED the overall financial position of the GPF programme.

3.4 Infrastructure and Investment Board report

Cllr Lewis introduced a report updating members on the Infrastructure and Investment Board meeting held on 20 December, 2018 including notes on LGF projects referred to above. He drew attention in particular to the expected outputs of the Nottingham Southern Gateway Project.

Board NOTED the report.

3.5 HS2 Report

Andrew Pritchard spoke briefly to his update report on the HS2 Growth Strategy.

Members were informed of revised governance arrangements as the activity of local partners moved from strategy development to delivery and the successful bid for £1.8m funding to support growth around Toton was highlighted, as was the £2m to take forward proposals to establish a development corporation covering the Toton area.

Board also heard of work under way to establish a new HS2 Skills and Supply Chain Board, as well as joint work with Midlands Connect to embed effective strategic and local connectivity.
Board **NOTED** the report and endorsed the ongoing role of D2N2 in the delivery of the East Midlands HS2 Growth Strategy. It was **AGREED** that a report on HS2 should be a standing item on all future Board meetings.

4 **Any Other Business**

Sajeeda Rose asked Board Members to let her have a note of any adverse impacts as a result of Brexit for onward reporting.

5 **Date of next meeting**

Tuesday, 19 March, 2019 (10.00am – 12.00 pm) – Derbyshire tbc.
Item 1.3: DRAFT Key Decision/Action Points from Board

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4 Any Other Business

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5 Date of next meeting

Tuesday, 19 March, 2019 (10.00am – 12.00 pm) – Derbyshire tbc.
1. **INTRODUCTION**

1.1 This report updates members on significant developments since the last Board meeting, specifically:

   a. D2N2 Board Governance Proposal
   b. Implementation of the LEP Review
   c. Prime Ministers Council of LEP Chairs
   d. Lord Mayor’s Mansion House Roundtable
   e. National Infrastructure Commission Roundtable
   f. Media Coverage report.

2. **RECOMMENDATION**

2.1 Board is asked to **NOTE** the report and approve the following recommendations:

   - Approve the proposed Terms of Reference for the D2N2 Board Governance structure
   - Approve the draft D2N2 Articles of Association to complete the formal process of incorporation.

3. **D2N2 BOARD GOVERNANCE PROPOSALS**

3.1 Whilst much work has been ongoing through the period since the last Board meeting, which is detailed, work has been progressing on the development of D2N2 Local Industrial Strategy under Paul Harris’s direction and I would like to thank all of you and your teams who are engaging with this work.

   Following the discussion at the last board meeting on the revised board governance proposals, and in particular in relation to the Place Board, we have continued to develop the draft terms of reference for each of the groups within the proposed governance structure. Draft terms of reference for each of the proposed boards are attached as an annex to the papers (Appendix 1)

3.2 By way of a reminder, the context for the changes are set within the need to ensure stronger governance arrangements that enable greater partner collaboration and engagement, as well as providing transparency and accountability of policy development.
and decision making. The Diagram below sets out how the structure will operate and in particular make clearer the roles of the individual groups and how they relate to the decision making process.

3.3 In particular the revised governance structure will enable D2N2 to strengthen its partner engagement and collaboration, building on what is already working well such as engagement of the public sector and strengthening engagement with other partners where engagement could be stronger.

3.4 Following the board meeting we have worked with partners including members of the board to help shape and refine the proposed terms of reference. I would like to thank all the input and contributions we have had to date, which I hope are reflected in the draft terms of reference.

3.5 One of the particular concerns raised following the last board meeting is the role of the local authorities within the proposed structure. I am very clear that the local authorities play a significant and important role within the LEP in terms of both shaping and defining policy to support growth and in terms of decision making on key investment decisions. This has been reflected in terms of the membership of each of the boards and in particular in the context of both the Place Board and Investment Board where the local authorities will play a key role in their statutory capacity as place shapers. The role of both D2 and N2 Economic Prosperity Committees in this area is also recognised and reflected in terms of their representation at Board and Sub-Board level.

3.6 The revised model of governance builds on the role of local authorities within D2N2 LEP and seeks to move towards a wider partnership model with the private and other public sector partners.

3.7 The next stage of implementing the governance model is to confirm the Chair of each of the groups and then recruit the proposed membership. As detailed further below we have
recently appointed new Board Members on to the D2N2 Board which I would like to factor in as part of the appointment of individual board chairs.

3.8 I am keen to move forward towards setting up the groups so that we can start to move forward with a detailed work programme for each Board to drive the delivery of the ambitions within the Strategic Economic Plan.

In the immediate short term the proposed groups will be instrumental in shaping and defining our Local Industrial Strategy and therefore the need to move towards implementation is critical.

3.9. Clearly the work of the groups will evolve once they are fully established and set up and it will be for the respective groups led by each of the Chairs to ensure that the terms of reference remain relevant and to refer any proposed changes back to the Board for approval.

3.10 Each Board will provide regular progress updates at the main D2N2 Board and develop a work programme to drive forward their respective areas.

**Board Members are invited to approve the draft Terms of Reference and move forward towards implementing the governance model.**

4. **IMPLEMENTATION OF THE LEP REVIEW**

4.1 Since the last Board meeting we have continued to make good progress on implementing the LEP review, and I am confident that in most areas we will be fully compliant with the LEP review by 1 April, 2019.

4.2 Below is an update on how we are progressing on each of the 4 areas where further work is still enquired to ensure full compliance.

4.3 **GEOGRAPHY**

In terms of geography, work is still ongoing to remove the overlap with Sheffield City Region LEP (SCR), in 5 of our districts (Bassetlaw, Bolsover, Chesterfield, Derbyshire Dales and North East Derbyshire).

The Government’s position on the removal of overlaps has remained consistent, with a clear policy position stating that the failure to remove any remaining overlaps across the LEP network would disadvantage those LEP areas through restricted access to various funding streams.

Since the last board meeting I have continued to engage with the leaders of the districts in the overlap areas and have also met with the new Chair of Sheffield City Region, James Muir to seek a way forward.

I have received a joint letter from the respective leaders of Bolsover District, Derbyshire Dales and North East Derbyshire sent to the Chairs of both D2N2 and SCR LEP, with an in-principle agreement to remove the overlap by remaining within
D2N2 LEP, whilst still retaining non-constituent membership of the Mayoral Combined Authority.

I have acknowledged the letter as a positive move forward, and confirmed that I will meet the districts jointly with SCR to discuss the conditions within their letter.

Both Bassetlaw District and Chesterfield Borough Councils have yet to formally confirm their position in relation to the overlap. In terms of Chesterfield Borough Council a full council meeting has resolved to delegate authority to the leader.

Whilst there is still no formal resolution across all 5 districts, good progress is being made towards reaching an outcome with the Districts recognising that dual membership of LEPs cannot continue.

We will continue to work closely with the districts and Sheffield City Region towards a resolution.

4.4 BOARD COMPOSITION

As Board Members will recall, we undertook a recruitment exercise for additional private sector board members to strengthen representation and meet the requirement for a 2/3rd private majority. There is also a requirement that LEP boards embed a gender balance with at least a third of the board being female by 2019 and moving towards equal balance by 2020.

With the support of the Nominations Committee which included Deputy Chair, David Williams, Paul Harris, Barry Lewis and Jane Howson, we reviewed the applications and I am delighted to confirm that we have been able to appoint 5 new board members. I am confident that the new members will strengthen our representation and engagement with businesses and help to shape the work of D2N2.

The 5 new board members are:

- **Karen Smart, Managing Director of East Midlands Airport (EMA)** – Karen was appointed EMA’s Managing Director in April 2018. As the region’s international gateway the Airport serves just under five million passengers a year, connecting them to over 80 destinations in Europe and further afield to Florida and Cancun. Prior to joining EMA Karen was Director of Landside Operations at London Stansted Airport, worked for service company Serco and was a Royal Air Force officer.

- **Viv Russell, Group Managing Director for the Longcliffe Group** – Viv was appointed Group MD to the Matlock-based company in March 2018. Longcliffe, established in 1927, employs over 170 people and is the UK’s leading independent supplier of pure limestone powder, granules and aggregates. Viv’s previous experience includes working for Tarmac Cement and Lime business, based in Buxton, as its Lime & Powders Director and he was responsible for its £90million per annum turnover operations. He is Institute of Quarrying Deputy Vice-Chair and Chair of the Mineral Products Qualifications Council (MPQC).
• **Emma Rigler, Logistics and Manufacturing Excellence Leader, Laing O’Rourke** – Emma’s expertise is in helping businesses improve how they work, particularly around seeking growth by maximising supply chain partnerships. She works for Laing O’Rourke, supporting its drive towards leading innovation and excellence in the construction industry. Much of that ambition is realised through the company’s Explore Industrial Park (EIP) in Steetley, Nottinghamshire; Europe’s most automated concrete products facility and employer of 400 people. Emma’s past experience includes promoting ‘business transformation’ in the manufacturing and financial services sectors. Previous employers include multi-national insurance company The RSA group, where she was Operational Excellence Manager and Business Transformation Programme Manager.

• **Jayne Mayled, Managing Director of True Story, Nottingham** – Jayne is the owner of retail and brand creative agency True Story, where her team of 90 help businesses and brands grow through designing customer experiences and communication. Jayne spent her early career in marketing and PR in the premium beauty sector before joining Boots plc; where she worked across a wide range of roles and business areas before becoming Communications Director, leading all group internal and external communications. Jayne is also the founder of specialist hair care brand, White Hot, sold globally in stores and online.

• **Graham Cartledge CBE, Chairman of Handley House** – Handley House is the parent company overseeing three leading international design teams; Benoy, Holmes Wood and Uncommon Land. Graham joined Benoy in 1974 and became its Chair in 1992. Handley House has more than 500 people globally, working on diverse and complex projects to strengthen communities and deliver lasting economic value.

  A passionate supporter of British design and champion of international trade, Graham has worked with UK and international Prime Ministers, Cabinet Ministers and numerous dignitaries in furthering the work of British business overseas. Graham maintains his global network via multiple roles including Honorary Member of The 48 Group Club, Vice-Chairman of the China-Britain Business Council, Board Advisor for the UK India Business Council and Board Member at Infrastructure Exports UK. In 2014/15 Graham held the position of High Sheriff of Nottinghamshire and is currently a Deputy Lieutenant for Nottinghamshire County Council.

  With the exception of Jayne Mayled who will be joining in June, I am pleased that the new members will be joining with immediate effect.

4.5 **SINGLE ACCOUNTABLE BODY**

The review recommends that all LEPs should have a single accountable body from April 2019. Following a formal selection process I can confirm that we have appointed Derbyshire County Council as our single accountable body.

Good progress is being made towards the transition from Derby City Council and Nottingham City Council in relation to all funding and legal agreements with a view to being fully operational by 1 April, 2019.

I would like to thank colleagues across all 3 authorities for their support towards enabling a smooth transition.
4.6 **INDEPENDENT LEGAL IDENTITY**

The review requires all LEPs to have an independent legal identity by 1 April, 2019. On 18 October, 2018 the D2N2 Board agreed to form a Company Limited by Guarantee in order to comply with the review.

Following the agreement of the company structure at the last board meeting, draft Articles of Association have been drafted for the board’s approval. These are attached as **Appendix 2**.

The Articles reflect all current board arrangements in terms of representation, including roles and their term limits.

The Articles are currently drafted to include all the districts across D2N2 pending the conclusion of the removal of the overlap. Should this need to change we will issue an amendment to the articles.

In order to complete the incorporation process by 1 April, 2019 we will need all board members to complete their documentation which will be circulated separately.

**Board Members are asked to approve the Articles of Association and complete the formal process for incorporation.**

5. **PRIME MINISTERS COUNCIL OF LEP CHAIRS**

5.1 On 31 January, 2019 I attended my first Prime Minister’s Council of LEP Chairs. The Prime Minister committed as part of the Industrial Strategy to a biannual summit of Local Enterprise Partnership (LEP) Chairs and this was the second of these summits, the first having been held on 19 June, 2018.

LEP Chairs were invited to provide business intelligence on a regional basis and an update on the progress of developing a Local Industrial Strategy. I was pleased to represent the collective Midlands Engine LEPs at the meeting to provide an update and, in particular, focusing on the work of Midlands Connect and the economic opportunities to be realised through improved connectivity and the role of HS2 within that context.

The Prime Minister was joined by Ministers Greg Clarke and James Brokenshire, who all reiterated the importance and value of LEPs in driving forward economic growth in their respective LEP areas through strong leadership and evidence based Local Industrial Strategies.

Following the Meeting the Prime Minister said:

“*Local Enterprise Partnerships have a vital role to play in delivering our modern Industrial Strategy.*

“*Working closely with government, their leadership is helping make sure businesses thrive as we prepare to leave the European Union.*

“I was pleased to hear directly from LEP representatives how they are bringing together the local business community, universities and other partners to design long-term, ambitious plans tailored to the strengths and needs of their areas.*
“Using their unique insight and expertise to co-develop Local Industrial Strategies, LEPs are boosting economic growth, securing jobs and delivering prosperity – making sure that no community is left behind.”

7. LORD MAYORS MANSION HOUSE ROUNDTABLE

7.1 As part of the annual Lord Mayors Mansion House event on 16 May, 2019 Ministers would like to host an afternoon session with wider LEP engagement to bring in a local place context on driving economic growth. This was specifically raised at the PM Councils meeting by James Brokenshire.

HMG would like all LEP Chairs to attend, and bring along business guests with them. In particular we have been asked to bring along:

- a large employer from the LEP area, who can feed in a view from a ‘big business’;
- a small, medium sized enterprise from the LEP area, who can provide a small business view;
- a young entrepreneur (suggested as someone under 30 years old).
- a business that could feed in an innovation, science, tech and/or R&D view.

I would like to invite the board to nominate and recommend individuals who could join me.

8. NATIONAL INFRASTRUCTURE COMMISSION VISIT

8.1 On 5 February, 2019 David Williams, Deputy Chair hosted a roundtable of regional stakeholders and presented the opportunity for them to meet with the National Infrastructure Commission (NIC) to discuss their National Infrastructure Assessment as well as the future of infrastructure development in the UK.

The National Infrastructure Commission is an impartial commission to the Government which provides evidence based advice on the present and future infrastructure needs of the UK to the Government to inform policy and strategic decision making.

The NIC were represented by the Chair of the Commission, Sir John Armitt, along with a fellow Commissioner from the Board, Julia Prescott. The event, hosted by Derby City Council at their chambers, was well attended by a variety of public and private sector partners from across D2N2. including D2N2 Board members.

Following the discussion and roundtable, the Commissioners were taken on a guided tour of some of the major infrastructure priorities within Derby City Centre. This tour provided context for the visiting party with relation to the work that the NIC is undertaking in partnership with Derby City Council as announced in December 2018, which will look at developing an infrastructure plan to improve transport, employment and housing in the area.

9. DEVELOPMENT CORPORATION OVERSIGHT BOARD

9.1 I attended the first oversight board for the proposed Development Corporation on 4th March 2019, chaired by Sir John Peace. The meeting provided an update on next steps, including the confirmation that £2 million to start to establish a body to deliver development
opportunities has been signed off by the Ministry of Housing, Communities and Local Government and will be released by the end of March, 2019, and come through D2N2.

9.2 The first meeting of the interim oversight board included representatives from Midlands Engine, Midlands Connect, East Midlands Chamber, East Midlands Airport, City, County and Borough Councils from across the region, HS2 Ltd, Highways England and universities.

9.3 Early work is underway to take forward the Development Corporation, with more work to follow. The meeting outlined the next stage of work, including three significant commissions in the coming months:

Businesses, research institutions and regional stakeholders will be brought together to refine the investment proposition and development plans;

A detailed assessment of the economic value of bringing the development sites together will be made, including how the Development Corporation can accelerate the creation of new jobs, increased productivity and housing in the region;

A route map for the incorporation of the body will be outlined to understand its scope, powers and responsibilities, including learning from successful development corporations from around the world.

10. MEDIA ACTIVITY

10.1 I attach the regular D2N2 Media Coverage Report (Appendix 3) for the Board’s attention, detailing media coverage (in print, on radio and television, and digitally/online) achieved by D2N2.

10.2 We are currently reviewing our marketing and communications approach with a view to raising D2N2’s profile and extending our reach. Further details will be brought back to the board as part of the annual plan for 2019/20 at the May board meeting.

10.3 This report lists coverage by:
   a. publication/media source
   b. date of article
   c. headline or summary of the news item
   d. ‘reach’ (maximum potential readership, listeners, viewers or website users) who might have seen the article.

There is also a ‘Highlights’ section listing the top media ‘talking points’ for the period. Copies of individual articles mentioned in the Media Coverage Report can be supplied to Board members on request.

Elizabeth Fagan
Chair
19 March, 2019
D2N2 INVESTMENT BOARD

TERMS OF REFERENCE

PURPOSE

To oversee on behalf of the D2N2 LEP Board ("the LEP Board") the management of all funding pots delegated to the LEP, including the Local Growth Fund, Growing Places Fund, Enterprise Zone Business Rates Uplift reallocation or any other relevant funding streams across the administrative areas of Derby, Derbyshire, Nottingham and Nottinghamshire.

The Investment Board is responsible for:

Approving investments from D2N2s various funding streams on behalf of the D2N2 LEP Board that will invest in projects and programmes that will contribute to the delivery of the objectives of the D2N2 Strategic Economic Plan and emerging Local Industrial Strategy;

The Investment Board shall:
- take decisions on behalf of the D2N2 LEP Board for:
  - individual scheme approval
  - Release of funding, including scrutiny of individual scheme business cases.
- Monitor progress of scheme delivery and spend.
- Oversee the overall delivery of all funding programmes ensuring financial and output targets are monitored
- Recommend to the LEP Board a programme to respond to changed circumstance (scheme slippage, scheme alteration, cost increases etc).

MEMBERSHIP

The membership of the board is as follows:

<table>
<thead>
<tr>
<th>Voting members</th>
<th>Observers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Derby City Council</td>
<td>Highways England</td>
</tr>
<tr>
<td>Derbyshire County Council</td>
<td>Network Rail</td>
</tr>
<tr>
<td>Nottingham City Council</td>
<td>Homes England</td>
</tr>
<tr>
<td>Nottinghamshire County Council</td>
<td>Department For Transport</td>
</tr>
<tr>
<td>Derbyshire district and borough councils</td>
<td>Department for Business, Energy and Industrial Strategy</td>
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<tr>
<td>(Two District members)</td>
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<tr>
<td>Nottinghamshire district and borough councils</td>
<td></td>
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<tr>
<td>(Two District members)</td>
<td></td>
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<tr>
<td>3 Private sector members of the Derby, Derbyshire, Nottingham and Nottinghamshire Local Enterprise Partnership (Chair plus 2 other private sector representatives)</td>
<td></td>
</tr>
<tr>
<td>Voting members</td>
<td>Observers</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>-----------</td>
</tr>
<tr>
<td>• Social Inclusion representative (one member)</td>
<td></td>
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</tbody>
</table>

**Principal Advisors to the Board (non-voting):** D2N2 Chief Executive, Capital Projects Manager, Section 151 officer plus Accountable Body Lead Officers

**Chair and Deputy Chair** – The Board will be chaired by the D2N2 Chair, with the Deputy Chair to be appointed from one of the local authority board members

The Board, as set out above, comprises twelve voting members. The Board may co-opt additional members to represent other sectors; such co-opted members will not have voting rights. Conditions of appointment are:

i. Local Authorities (upper tier/unitary): membership rests with the position which the member holds within the authority rather than with the individual, so councillors will be replaced if they change office. It is for each authority to determine which post holders are to act as its representatives.

ii. District and Borough authorities within Derbyshire and Nottinghamshire: it is for the district and borough authorities to determine their own arrangements for selecting representatives, who are expected to sit for a minimum term of one year and a maximum of three years. It is also for the constituent authorities to determine how their joint interests should be represented and how those districts and boroughs not directly represented should be engaged in the decision-making process.

iii. D2N2 LEP: representatives are expected to sit for a minimum term of one year and a maximum of three years.

iv. Any co-opted member - would be reviewed annually by the Board with a maximum term of three years.

v. Each member will be required to participate in decision-making in the best interests of the Board whether or not these are consistent with those of their own organisation.

vi. No substitutes will be permitted for nominated board members as per the main D2N2 Board Member.

The Board will review its constitution after six meetings of the Board or every two years, whichever is the sooner.

### 4. Conflicts of Interest

Members of the Board are required to declare, on appointment, that they will act in the best interests of the LEP area, not for their organisational or geographic interests.

The rules for declaring personal interests will be those that apply to the council to which the councillor has been elected. A register of Board Members’ interests will be maintained and will be available for public inspection and will be updated at the beginning of each financial year.

All Board members are expected to govern themselves by the Nolan Principles and these can be found within the Local Assurance Framework.
5. Accountable Body

Derbyshire County Council shall be the Accountable Body to the D2N2 LEP which will be responsible for the following:

- Ensuring that decisions are made in line with the LEP Assurance Framework.
- Ensuring that promoters confirm their projects conform with any requirements with regard to equalities, social value, environment, State Aid, procurement etc.;
- Ensuring (through the Section 151 Officer) that the funds are used appropriately;
- Maintaining the official record of Investment Board proceedings and holding copies of all relevant documents relating to any funding streams the Accountable Body is responsible for;
- Ensuring Investment Board decisions at formal meetings are recorded.
- Responsibility for the decisions of the Investment Board in approving projects (for example if subject to challenge);
- Ensuring there are arrangements for local audit of funding allocated by the Investment Board at least equivalent to those in place for Local Authority expenditure.

The Director of Finance, Derbyshire County Council (S151 officer) will ensure that all funds are administered in accordance with the Assurance Framework.

6. Audit and Scrutiny

The Board undertakes to seek and to act upon the findings of an internal audit of its activity on at least an annual basis. The findings of each audit will be considered by a Board meeting, and any remedial action required recorded within the minutes of that meeting.

The aim of each audit will be to verify that the Board is operating effectively within the terms of its agreed Assurance Framework.

The effectiveness of the Board and its governance, delivery and monitoring processes will be overseen by the incumbent Accountable Bodies Scrutiny committee who will provide an independent review to ensure that the Investment Board works in line with the Local Assurance Framework.

7. Approvals process for project applications:

The Board has adopted an approvals process in respect of project applications as set out in the Local Assurance Framework.

8. Support and Administration

Derbyshire County Council will provide support arrangements for secretariat and administrative services, specified in its Service Level Agreement with the LEP.

The Board has the authority to form task and finish groups when required, which may comprise Board members and/or supporting officers.
9. **Working Arrangements, Transparency and Local Engagement**

There will be at least four meetings each year and thereafter to meet the business needs. Specifically the Board will meet:

(a) to determine the initial decision on the composition of the scheme programme;

(b) To make individual scheme investment decisions.

The meetings will be chaired by the D2N2 Chair.

Meetings will be deemed quorate when a minimum of five voting members are in attendance. Each voting member carries a vote of equal weight. Where the voting members present are equally divided the chair will carry a casting vote. Where the elected chair is not present the Deputy-chair will exercise this function. No business requiring voting shall take place without either the chair or Deputy-chair being present.

The Investment Board will publish agendas and minutes. Materials will be hosted on the Derbyshire County Council website but each member organisation will provide a direct link to this from its own.

It is for individual member organisations to ensure that any schemes submitted to the Board for funding have been subject to the appropriate procedures to provide the public and stakeholders with the opportunity for input before decisions are made. The Board will not take responsibility for dealing with correspondence, petitions, lobbying, consultation etc, all of which are to be handled by the promoter of the scheme in accordance with its own procedures.

FOI and EIR requests will be dealt with in accordance with the relevant legislation.

The Board will use Derbyshire County Council’s complaints procedure.
D2N2 PLACE BOARD

TERMS OF REFERENCE

PURPOSE
Supporting and enhancing the quality of place within D2N2 as a great location to live, work visit and invest is identified as a key priority within the Strategic Economic Plan in order to deliver the vision for a more productive, competitive and inclusive economy.

The Place Board will be an advisory group to the D2N2 board to facilitate and support the development of approaches to enhance the overall quality of place across D2N2. The Place Board will bring together strategies, implementation and investment proposals for the Place priority within the Strategic Economic Plan, including infrastructure and connectivity, place making and marketing, and digital connectivity. This will build on the work of existing local plans and strategies.

It will provide strategic direction to all Place related activity across D2N2 and inform the development of the Place element of the Local Industrial Strategy.

ROLES AND RESPONSIBILITIES
The Place Board will:

**Strategy**

1. Develop implementation plans to deliver the Place elements of the Strategic Economic Plan.
2. Inform the Place element of the Local Industrial Strategy.
3. Bring together and co-ordinate local partner plans within the context of the overall Strategic Economic Plan, and identify key shared priorities for D2N2;
4. Complete periodic reviews of the Place priority to ensure that this remains fit for purpose, during the life of the Strategic Economic Plan.
5. Propose the commissioning of underpinning strategies, as and when necessary, to support the overall delivery of the Place priorities.
6. Provide support to the strategic work programmes of key delivery partners to ensure that best practice is shared and opportunities for collaboration between partners are explored.
Investment

7. Identify opportunities for further investment and develop proposals to further these.

Delivery

8. Provide oversight of the delivery of D2N2 funded Place activities, and feed any key issues into the Investment Board.

9. Ensure that a strong pipeline of projects is in development and where necessary take action to stimulate these.

10.

MEMBERSHIP

The membership of the Group is as follows:

- Chaired by the Deputy Chair of the D2N2 Board;
- Deputy Chair of the Place Group from one of the local authority representatives;
- In recognition of the role of Local Authorities as place makers senior officer representation from the authorities as follows – 4 upper tiers, plus 2 Derbyshire, 2 Nottinghamshire districts
- 4 place marketing representatives
- In addition to the Chair, 4 Business representatives (Including 2 from the LEP Board) from relevant sectors including Commercial/property and housing
- 2 Social Inclusion representatives

Homes England, Highways England and Network Rail will be issued with a standing invitation to attend the meetings.

The D2N2 Chief Executive and relevant LEP officers will also attend meetings in an advisory capacity.

MEETINGS

Meetings will take place on a bi-monthly basis, during the first six months of operation, dropping to quarterly thereafter. The Chair will determine whether these need to occur more or less frequently as business determines.

SUB GROUPS

The Chair can determine if any sub-groups or task and finish groups need to be set up to oversee specific work streams in support of the role of the Place Board.

Existing theme and working groups such as the D2N2 Rural Reference Group and the D2N2 Inward Investment group will feed in market intelligence and evidence to the board.

A review of the sub-group arrangements will be undertaken every 6 months to ensure they remain operationally relevant.
ATTENDANCE POLICY

All members will be expected to attend meetings, other than in exceptional circumstances. Any member failing to attend for three consecutive meetings will be invited to consider their ongoing membership.

DELEGATED AUTHORITY

The Place Board will have no delegated authority.

ACCOUNTABILITY

The Place Board is directly accountable to the D2N2 Board. It will be chaired by the D2N2 Deputy Chair with lead responsibility for the Place agenda.

D2N2 BUSINESS GROWTH BOARD
TERMS OF REFERENCE

1. PURPOSE

To contribute to the D2N2 Strategic Economic Plan ambition that by 2030 D2N2 will have a world class innovation-led, highly productive economy with a global reputation for manufacturing excellence.

The main purpose of the Business Growth Board will be to ensure that businesses across D2N2 are supported to maximise their potential for growth and productivity, by providing a focus for coordinating the support provided across the area and informing the design of future support.

The Business Growth Board will specifically lead on overseeing delivery of the D2N2 Growth hub on behalf of the D2N2 Board.

2. ROLES AND RESPONSIBILITIES

The Business Growth Board will lead on:

1. Achieving the overall aims and objectives of the D2N2 Growth Hub by providing advice on delivery to boost productivity and growth within the D2N2 SME base;

2. Making strategic links between the Growth Hub and other organisations delivering support to businesses to improve the co-ordination of business support across D2N2;

3. Capturing business intelligence on the needs of businesses to unlock productivity, to shape and enhance the provision of business support through the Growth Hub and other delivery partners;

4. Being intelligence led by providing a specific focus on implementing and monitoring mechanisms that allow the Growth Hub to capture insight and intelligence from its activity to ensure it remains effective in achieving its overall goal for improving growth and productivity;

5. Providing wider stakeholder engagement to ensure improved alignment of future business support delivery.
3. MEMBERSHIP

The Board will be Chaired by a private sector member of the D2N2 LEP Board, who will also appoint
a Deputy Chair from the Business Growth Board for continuity.

Business Growth Board Members have been invited from public and private sector organisations that
can support the aims of the Business Growth Board.

Membership decisions have taken into account the potential for conflicts of interest and state aid
issues in case of service design and delivery.

An overview of proposed Board membership is below with numbers to be agreed:

![Business Growth Board Membership overview](image)

Figure 1: Business Growth Board Membership overview

4. MEETINGS

Meetings will be held quarterly and dates will be planned for the calendar year ahead. Additional
engagement may be requested of Members or their colleagues in working groups or events during the
same period.

5. SUB-GROUPS

The Chair can determine if any sub-groups or task and finish groups need to be set up to oversee
specific work streams in support of the role of the Business Growth Board.

The Growth Hub Executive Board will feed in to the Business Growth Board.
6. ATTENDANCE POLICY

All members will be expected to attend meetings, other than in exceptional circumstances. Any member failing to attend for three consecutive meetings will be invited to consider their ongoing membership.

7. ACCOUNTABILITY

The Business Growth Board is directly accountable to the D2N2 LEP Board. It will be chaired by a private sector representative of the D2N2 Board with lead responsibility for the Business Growth agenda. The Chair will also appoint a Deputy Chair for continuity.
D2N2 INNOVATION BOARD
TERMS OF REFERENCE

PURPOSE

Innovation is identified within the Strategic Economic Plan as one of the key underpinning themes to achieving a more productive and competitive economy that is truly inclusive. This is further enhanced by our D2N2 Science & Innovation Audit, published in December 2017.

The Innovation Board will be responsible for developing a strategic and coordinated approach to innovation activities, which support and drive forward D2N2’s economic growth ambitions as articulated in the Strategic Economic Plan and Science & Innovation Audit.

The role of the Innovation Board will be to drive productivity in the Innovation priorities and strengths within D2N2 by bringing together universities, policy makers, delivery partners and businesses into effective industrial partnerships.

ROLES AND RESPONSIBILITIES

The Innovation Board will:

1. Build on the evidence of the D2N2 Science and Innovation Audit and further define market strengths and opportunities to inform the Local Industrial Strategy.

2. Identify opportunities to raise performance in our core innovation-led sectors as identified in the Science and Innovation Audit: Transport Equipment Manufacturing, Food and Drink and Life Sciences and Energy & Low Carbon.

3. Champion knowledge exchange and collaboration with existing areas of expertise to encourage wider adoption; including amongst SMEs and across supply chains;

4. Identify opportunities to harness our specialist expertise and know-how to address the Grand Challenges in the national Industrial Strategy, specifically in relation to Mobility, Low Carbon and an Ageing Population, through our market priorities and reviewing the D2N2 Enabling competencies as defined within the Strategic Economic Plan.

5. Encourage greater adoption of digitalisation across the economy through showcasing the opportunities from digitalisation, sharing best practice and encouraging collaboration;
DRAFT INNOVATION BOARD TERMS OF REFERENCE –

6. Influence the development and design of future skills for D2N2 businesses to deploy & commercialise their innovation through the Industrial Partnerships to respond to national innovation funding calls, but also demonstrate competencies within D2N2 as the place for world class innovation

7. Identify opportunities to host new pilots, by encouraging collaborative Industrial Partnerships that can champion D2N2’s reputation as a home for innovation, and attract further investment and support job creation.

MEMBERSHIP

The membership of the Group is as follows:

- Chaired by a private sector member of the D2N2 Board
- Representation from local authorities as follows – 4 upper tiers, plus 1 Derbyshire, 1 Nottinghamshire districts
- 4 Business representatives – Including large R&D businesses and SME’s (sector related to SIA)
- Representatives from University of Derby, University of Nottingham and Nottingham Trent University
- Representation from the FE sector
- Representation from Innovation centres (Medilink, ASHN, Rail Forum, F&D Forum and NARMC)
- Social Inclusion representative
- Catapult Centres
- Innovate UK Partnership Manager (UKRI)

D2N2 relevant officers will also attend meetings in an advisory capacity.

MEETINGS

Meetings will take place on a bi-monthly basis, during the first six months of operation, dropping to quarterly thereafter. The Chair will determine whether these need to occur more or less frequently as business determines.

SUB GROUPS

The Chair can determine if any sub-groups or task and finish groups need to be set up to oversee specific work streams in support of the role of the Innovation Board. These are in essence the Industrial Partnerships that will bring together the best people to collaborate and advise on the D2N2 SIA market priorities, enabling competencies and national Grand Challenges with the objective of producing evidence based “Productivity and Growth Plans” for our market competencies.

A review of the sub-group arrangements will be undertaken every 6 months to ensure they remain operationally relevant.
ATTENDANCE POLICY

All members will be expected to attend meetings, other than in exceptional circumstances. Any member failing to attend for three consecutive meetings will be invited to consider their ongoing membership.

DELEGATED AUTHORITY

The Innovation Board will have no delegated authority.

ACCOUNTABILITY

The Innovation Board is directly accountable to the D2N2 Board. It will be chaired by a private sector D2N2 board member.


D2N2 Science & Innovation Audit Summary
D2N2 PEOPLE AND SKILLS BOARD

TERMS OF REFERENCE

PURPOSE

To develop, implement and oversee the delivery of the People and Skills element of the Strategic Economic Plan and to act as the Skills Advisory Panel for D2N2.

The Board will also lead the development of the People element of the Local Industrial Strategy for D2N2.

OBJECTIVES

- To enable the effective functioning of local labour markets by fulfilling the functions of the Skills Advisory Panel in D2N2;
- To co-ordinate and join up the between skills and training providers, labour supply and employer needs;
- To hold to account the provision of skills and employment to ensure that it is of high quality and supports the delivery of objectives within the Strategic Economic Plan;
- To ensure that the skills ecosystem in D2N2 meets the skills needs of local businesses, particularly in key sectors that are critical to the growth of the local economy;
- To ensure that D2N2 people have the skills, aspiration and opportunity to compete for jobs in the local labour market;
- To shape future policy development and priorities on issues related to skills, employment and economic inclusion in D2N2.

ROLES AND RESPONSIBILITIES

Skills Advisory Panel Functions: (See Appendix I for full list of SAP functions)

1. Develop an implementation plan for People and Skills based on the thematic priorities identified in the D2N2 Strategic Economic Plan and for delivery of the People strand of Local Industrial Strategy.

2. Provide leadership on skills in the local area; engaging with employers and providers and providing skills advice to D2N2 Board;

3. Develop understanding of current and future local skills and labour market needs and influence the development of skills and employment support provision in the local area to meet that need.
4. Understand the wider dependencies in the local area and working together with other parts of the D2N2 LEP enable a cross-cutting approach to People and Skills.

5. Improve access to and availability of careers advisory services (National Careers Service and Careers and Enterprise Company) and careers resources to connect people to careers opportunities.

6. Raise the profile of apprenticeships with local employers and providers.

7. Share analysis and best practice, as widely and transparently as possible, with central government and other Skills Advisory Panels to learn from each other and tackle wider skills challenges.

Additional People and Skills Board Functions:

**Strategic**

8. Enable representation of all types of providers, employers (large and small) and other key local stakeholders, including local authorities and the Voluntary and Community Sector;

9. Bring together and co-ordinate partner plans within the context of the overall Strategic Economic Plan, and identify key shared priorities for D2N2;

10. Complete periodic reviews of the People and Skills priority to ensure that this remains fit for purpose, during the life of the Strategic Economic Plan.

11. Commission underpinning strategies, as and when necessary, to support the overall delivery of the People and Skills priority.

12. Identify emerging international and national policy, best practice and thematic trends, and ensure that the D2N2 area actively responds to these.

13. Provide direction and support to the strategic work programmes of key delivery partners to ensure that best practice is shared and opportunities for collaboration between partners are explored.

14. Inform the development and implementation of priorities forming the People pillar of the Local Industrial Strategy

**Investment**

15. Advise on potential investment decisions for local skills and employment provision as well as overseeing implementation.

16. Identify further investment sources and develop proposals to access these.

**Delivery**

17. Monitor the delivery of D2N2 funded People and Skills priority projects and escalate any delivery issues to the D2N2 Investment Board.
18. Ensure that a strong pipeline of projects is in development and where necessary take action to stimulate these.

19. Ensure that the People and Skills priorities, outcomes and milestones within the SEP are delivered in line with expectations.

MEMBERSHIP

The membership of the Group will comprise no less than 8 (quorum) and no more than 18 comprising representation from the following:

- 4 Business representatives (Including 1 from the LEP Board and 1 from the Business Growth Hub Board)
- 4 representatives from local authorities
- 1 Social Inclusion representative
- 1 Schools representative
- 1 General FE representative
- 1 Higher Education representative/University
- 1 VCSE representative
- 1 representative from each of the following government departments, bodies and national programmes (in line with the requirements for the SAP):
  - Department for Education
  - Department for Work & Pensions / Job Centre Plus
  - Education and Skills Funding Agency
  - National Careers Service local provider

The D2N2 officers will also attend meetings in an advisory capacity.

Membership will be held by named individuals – no substitutions or proxies

Membership will be by appointment through nominating bodies (where appropriate) or otherwise through open recruitment.

MEETINGS

Meetings will take place on a bi-monthly basis, during the first six months of operation, dropping to quarterly thereafter. The Chair will determine whether these need to occur more or less frequently as business determines.

SUB GROUPS

The Chair can determine if any sub-groups or task and finish groups need to be set up to oversee specific work streams in support of the role of the People and Skills Board.

A review of the sub-group arrangements will be undertaken every 6 months to ensure they remain operationally relevant.
ATTENDANCE POLICY

All members will be expected to attend meetings, other than in exceptional circumstances. Any member failing to attend for three consecutive meetings will be invited to consider their ongoing membership.

DELEGATED AUTHORITY

The People and Skills Board will have no delegated authority unless specifically agreed by the main D2N2 Board.

ACCOUNTABILITY

The People and Skills Board is directly accountable to the D2N2 Board. It will be chaired by a Member of the D2N2 Board as agreed by the D2N2 Chair.

A Deputy Chair will also be appointed by the Chair of the People and Skills Board to ensure continuity should the Chair not be available.

V3. 11th March 2019.
APPENDIX I

Skills Advisory Panel Functions:

1. Develop an implementation plan for People and Skills based on the thematic priorities identified in the D2N2 Strategic Economic Plan;

2. Provide leadership on skills in the local area; engaging with employers and providers and providing skills advice to D2N2 Board;

3. Develop understanding of current and future local skills needs and local labour market as well as the present skills and employment support provision in the local area by:
   a. developing a strategy and mechanism for the a robust and authoritative evidence-based skills and labour market analysis which clearly identifies existing local skills and employment challenges, and identifies key areas of future needs
   b. developing a sophisticated understanding of both the local labour market and skills provision in the local area, the extent to which labour mobility within, or into, a local economy can address skills needs, and the projected gaps between skills needs and skills provision
   c. building knowledge of the range of both local, regional and national employment provision that exists or is planned;
   d. presenting the analysis at board level and sharing it with wider employer and provider communities to ensure that their perspective on the local labour market and local employment and skills system is reflected in future prioritisation;
   e. Providing analysis to inform the development and the implementation of the ‘People’ element of Local Industrial Strategies.

4. Develop a clear approach to addressing skills and employment challenges within the local area, including by looking ahead to likely skills priorities in the coming decade by:
   a. building an understanding of the local area across a range of partners including employers (SME and larger employers from across the private and public sectors), all types of providers and other key partners (including the community & voluntary sector) to agree shared approaches to addressing the challenges the analysis has identified;
   b. providing a ‘feedback loop’ for the continual development of the ‘People’ element of the D2N2 Local Industrial Strategy.

5. Understand the wider dependencies in the local area and working together with other parts of the D2N2 LEP to:
   a. link them to the skills and employment analysis as well as strategic plans;
   b. ensure the ‘People’ element of the Local Industrial Strategy is integrated effectively with the wider work of D2N2.
6. Act as co-ordinator of local skills providers by:
   
a. fostering co-operation between providers in mix of provision;

b. actively working with a range of local providers (Further Education, Higher Education and independent) to plan for how the skills needs are to be met;

c. Encouraging local providers to reflect the Skills Advisory Panel analysis when planning for T Levels implementation and delivery, and for the Skills Advisory Panel analysis to inform the investments that are made in the provider base to prepare for T Levels roll-out.

7. Work closely with careers advisory services (National Careers Service and Careers and Enterprise Company) to ensure that potential learners are informed about potential career routes within a local area, and that all careers information and guidance is informed by up-to-date local labour market information. This will involve working with:
   
a. the Careers & Enterprise Company’s Enterprise Advisor Network to ensure that the Skills Advisory Panel analysis is shared through the network and informs the activities they support locally;

b. The National Careers Service local contractor to ensure that Skills Advisory Panel analysis is embedded into advice and guidance given to adults.

8. Raise the profile of apprenticeships with local employers and providers.

9. Advise where skills and labour market resource should be directed to support local employers and residents, using its understanding of existing employment support provision in the local area and the needs of the local labour market.

10. Share analysis and best practice, as widely and transparently as possible, with central government and other Skills Advisory Panels to learn from each other and tackle wider skills challenges.
THE COMPANIES ACT 2006

PRIVATE COMPANY LIMITED BY GUARANTEE

ARTICLES OF ASSOCIATION

OF

D2N2 LOCAL ENTERPRISE PARTNERSHIP

[Adopted by special resolution on / Dated 2019]
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INTERPRETATION

In these Articles, unless the context otherwise requires:

Act: means the Companies Act 2006;

AGM: has the meaning given to it in article 26;

Articles: means the Company’s articles of association for the time being in force;

bankruptcy: includes insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy;

Business Day: means any day (other than a Saturday, Sunday or public holiday in England) when banks in London are open for business;

Business Member: means any person admitted to Membership in accordance with article 24.1.1;

Conflict: means a situation in which a director has or can have, a direct or indirect interest that conflicts or possibly may conflict, with the interests of the Company;

director: means a director of the Company and includes any person occupying the position of director, by whatever name called;

District Councils: means Ashfield District Council; Bassetlaw District Council; Broxtowe District Council; Gedling Borough Council; Mansfield District Council; Newark and Sherwood District Council; Rushcliffe Borough Council Amber Valley Borough Council; Bolsover District Council; Chesterfield Borough Council; Derbyshire Dales District Council; Erewash Borough Council; High Peak Borough Council; North East Derbyshire District Council and South Derbyshire District Council;

District Council Member: means any person admitted to Membership in accordance with article 24.3.1;
document: includes, unless otherwise specified, any document sent or supplied in electronic form;

electronic form: has the meaning given in section 1168 of the Act;

Education Sector Member: means any person admitted to Membership in accordance with article 24.4.1;

Eligible Director: means a director who would be entitled to vote on the matter at a meeting of directors (but excluding in relation to the authorisation of a Conflict pursuant to Article 16, any director whose vote is not to be counted in respect of the particular matter);

Interested Director: has the meaning given in article 16.1;

LEP Area: means Derby, Derbyshire, Nottingham and Nottinghamshire, or such other geographical area as is assigned to the Company by government from time to time;

Member: means a person whose name is entered in the Register of Members of the Company and Membership shall be construed accordingly;

Model Articles: means the model articles for private companies limited by guarantee contained in Schedule 2 of the Companies (Model Articles) Regulations 2008 (SI 2008/3229) as amended prior to the date of adoption of these Articles;

Objects: has the meaning given to it in article 2.1 and object shall mean any one of them;

ordinary resolution: has the meaning given in section 282 of the Act;

Private Sector Member: means any Business Member, Voluntary Sector Member or Education Sector Member;

Private Sector Director: means any director who is appointed a director by means of being a Private Sector Member

Public Sector Member: means any person admitted to Membership in accordance with article 24.2.1 or 24.3.1;

secretary: means the secretary of the Company and any other person appointed to perform the duties of the secretary of the Company, including a joint, assistant or deputy secretary;

special resolution: has the meaning given in section 283 of the Act;

subsidiary: has the meaning given in section 1159 of the Act;

Upper Tier Authority Member: means any person admitted to Membership in accordance with article 24.2.1;

Voluntary Sector Member: means any person admitted to Membership in accordance with article 24.5.1;
writing: means the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

1.2. Save as otherwise specifically provided in these Articles, words and expressions which have particular meanings in the Act shall have the same meanings in these Articles.

1.3. Headings in these Articles are used for convenience only and shall not affect the construction or interpretation of these Articles.

1.4. A reference in these Articles to an article is a reference to the relevant article of these Articles unless expressly provided otherwise.

1.5. Unless expressly provided otherwise, a reference to a statute or statutory provision shall include any subordinate legislation from time to time made under that statute or statutory provision.

1.6. Any word following the terms including, include, in particular, for example or any similar expression shall be construed as illustrative and shall not limit the sense of the words preceding those terms.

1.7. The Model Articles shall not apply to the Company.

2. OBJECTS

2.1. The objects for which the Company is established (Objects) are:

2.1.1. to stimulate economic growth, employment, community development, inward investment, training and development, and commerce in the LEP Area; and

2.1.2. to promote the LEP Area positively at regional, national, European and international levels on matters affecting its economic development.

3. POWERS

3.1. In pursuance of the Objects, the Company has the powers to:

3.1.1. do all such things which in the opinion of the directors are in the best interests of the Company and its Members; and

3.1.2. do all such other lawful things as are incidental or conducive to the pursuit or to the attainment of any of the Objects.

4. INCOME

4.1. The income and property of the Company from wherever derived shall be applied solely in promoting the Objects.
4.2. No distribution shall be paid or capital otherwise returned to the Members in cash or otherwise. Nothing in these Articles shall prevent any payment in good faith by the Company of:

4.2.1. reasonable and proper remuneration to any Member, officer or servant of the Company for any services rendered to the Company;

4.2.2. any interest on money lent by any Member or any director at a reasonable and proper rate;

4.2.3. reasonable and proper rent for premises demised or let by any Member or director; or

4.2.4. reasonable out-of-pocket expenses properly incurred by any director.

5. WINDING UP

On the winding-up or dissolution of the Company, after provision has been made for all its debts and liabilities, any assets or property that remains available to be distributed or paid, shall not be paid or distributed to the Members but shall be transferred to another body with objects similar to those of the Company or as directed by the government department then responsible for local enterprise partnerships.

6. GUARANTEE

6.1. The liability of each Member is limited to £1, being the amount that each Member undertakes to contribute to the assets of the Company in the event of its being wound up while he is a Member or within one year after he ceases to be a Member, for

6.1.1. payment of the Company's debts and liabilities contracted before he ceases to be a Member;

6.1.2. payment of the costs, charges and expenses of the winding up; and

6.1.3. adjustment of the rights of the contributories among themselves.

Director: general

7. DIRECTORS’ GENERAL AUTHORITY AND CONDUCT

7.1. The directors are responsible for the management of the Company’s business and may exercise all the powers of the Company accordingly.

7.2. In their conduct of the Company’s business the directors shall at all times:

7.2.1. conduct themselves in a professionally responsible manner;

7.2.2. will have due regard to all confidentiality obligations concerning the Company’s business; and
7.2.3. shall observe the seven principles as set out by The Committee on Standards in Public Life (as amended from time to time).

8. **DIRECTORS MAY DELEGATE**

8.1. Subject to the Articles, the directors may delegate any of the powers which are conferred on them under the Articles:

8.1.1. to such person or committee;
8.1.2. by such means (including power of attorney);
8.1.3. to such an extent;
8.1.4. in relation to such matters or territories; and
8.1.5. on such terms and conditions;

as they think fit.

8.2. If the directors so specify, any such delegation may authorise further delegation of the directors’ powers by any person to whom they are delegated.

8.3. The directors may revoke any delegation in whole or part, or alter its terms and conditions.

9. **COMMITTEES**

9.1. Committees to which the directors delegate any of their powers must follow procedures which are based as far as they are applicable on those provisions of the Articles which govern the taking of decisions by directors.

9.2. The directors may make rules of procedure for all or any committees, which prevail over rules derived from the Articles if they are not consistent with them.

**Directors: decision-making**

10. **DIRECTORS TO TAKE DECISIONS COLLECTIVELY**

The general rule about decision-making by directors is that any decision of the directors must be either a majority decision at a meeting or a decision taken in accordance with article 11.

11. **UNANIMOUS DECISIONS**

11.1. A decision of the directors is taken in accordance with this article when all Eligible Directors indicate to each other by any means that they share a common view on a matter.
11.2. Such a decision may take the form of a resolution in writing, where each Eligible Director has signed one or more copies of it, or to which each Eligible Director has otherwise indicated agreement in writing.

11.3. A decision may not be taken in accordance with this article if the Eligible Directors would not have formed a quorum at such a meeting.

12. **CALLING A DIRECTORS’ MEETING**

12.1. Any director may call a directors’ meeting by giving not less than ten Business Days’ notice of the meeting to the directors or by authorising the secretary (if any) to give such notice.

12.2. A director who is absent from the UK and who has no registered address in the UK shall not be entitled to notice of the directors’ meeting.

13. **QUORUM FOR DIRECTORS’ MEETINGS**

13.1. At a meeting of the directors, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting.

13.2. The quorum for the transaction of business at a meeting of directors is any eight Eligible Directors.

13.3. If the total number of directors in office for the time being is less than the quorum required, the directors must not take any decision other than a decision:

13.3.1. to appoint further directors; or

13.3.2. to call a general meeting so as to enable the Members to appoint further directors.

14. **CHAIRING OF DIRECTORS MEETINGS AND APPOINTMENT OF VICE CHAIR**

14.1. The directors may appoint a Private Sector Director to chair their meetings and the person so appointed for the time being is the Chair.

14.2. The directors may appoint a Private Sector Director to act as a deputy to the Chair (Deputy Chair) for such purposes as the directors may determine.

14.3. A Chair or Deputy Chair (as applicable) shall be appointed for periods of no more than three years, such appointment ending at the board meeting falling closest to the third anniversary of their appointment (or re-appointment) or when they cease to be a Member whichever is earlier. The Chair and Deputy Chair (as applicable) shall be entitled to put themselves forward for re-election and the board of directors may resolve to appoint the Chair and/or Deputy Chair at such board meeting for a further period of three years provided that no Chair or Deputy Chair shall be able to serve more than six consecutive years in their respective role.
14.4. The Chair shall not be eligible for the role of Deputy Chair after serving two consecutive terms as Chair and the Deputy Chair shall not be eligible for the role of Chair after serving two consecutive terms as Deputy Chair.

14.5. If neither the Chair nor the Deputy Chair are participating in a meeting of directors within 15 minutes of the time at which it was to start, the participating directors must appoint one of themselves to chair it, such person being a Private Sector Director.

15. CASTING VOTE

15.1. If the numbers of votes for and against a proposal at a meeting of directors are equal, the Chair, Deputy Chair or other director chairing the meeting (as appropriate) has a casting vote.

15.2. But this does not apply in respect of a particular meeting (or part of a meeting) if, in accordance with the Articles, the Chair, Deputy Chair or other director chairing the meeting is not an Eligible Director for the purposes of that meeting (or part of a meeting).

16. DIRECTORS’ CONFLICTS OF INTEREST

16.1. The directors may, in accordance with the requirements set out in this article, authorise any Conflict proposed to them by any director which would, if not authorised, involve a director (an Interested Director) breaching his duty to avoid conflicts of interest under section 175 of the Act.

16.2. Any authorisation under this article 16 shall be effective only if:

16.2.1. to the extent permitted by the Act, the matter in question shall have been proposed by any director for consideration in the same way that any other matter may be proposed to the directors under the provisions of these Articles;

16.2.2. any requirement as to the quorum for consideration of the relevant matter is met without counting the Interested Director; and

16.2.3. the matter was agreed to without the Interested Director voting or would have been agreed to if the Interested Director’s vote had not been counted.

16.3. Any authorisation of a Conflict under this article 16 may (whether at the time of giving the authorisation or subsequently):

16.3.1. extend to any actual or potential conflict of interest which may reasonably be expected to arise out of the matter or situation so authorised;

16.3.2. provide that the Interested Director be excluded from the receipt of documents and information and the participation in discussions (whether at meetings of the directors or otherwise) related to the Conflict;
16.3.3. provide that the Interested Director shall or shall not be an Eligible Director in respect of any future decision of the directors in relation to any resolution related to the Conflict;

16.3.4. impose upon the Interested Director such other terms for the purposes of dealing with the Conflict as the directors think fit;

16.3.5. provide that, where the Interested Director obtains, or has obtained (through his involvement in the Conflict and otherwise than through his position as a director of the Company) information that is confidential to a third party, he shall not be obliged to disclose that information to the Company, or to use it in relation to the Company’s affairs where to do so would amount to a breach of that confidence; and

16.3.6. permit the Interested Director to absent himself from the discussion of matters relating to the Conflict at any meeting of the directors and be excused from reviewing papers prepared by, or for, the directors to the extent they relate to such matters.

16.4. Where the directors authorise a Conflict, the Interested Director shall be obliged to conduct himself in accordance with any terms and conditions imposed by the directors in relation to the Conflict.

16.5. The directors may revoke or vary such authorisation at any time, but this shall not affect anything done by the Interested Director prior to such revocation or variation in accordance with the terms of such authorisation.

16.6. A director is not required, by reason of being a director (or because of the fiduciary relationship established by reason of being a director), to account to the Company for any remuneration, profit or other benefit which he derives from or in connection with a relationship involving a Conflict which has been authorised by the directors in accordance with these Articles or by the Company in general meeting (subject in each case to any terms, limits or conditions attaching to that authorisation) and no contract shall be liable to be avoided on such grounds.

16.7. Subject to sections 177(5) and 177(6) and sections 182(5) and 182(6) of the Act, and provided he has declared the nature and extent of his interest in accordance with the requirements of the Act, a director who is in any way, whether directly or indirectly, interested in an existing or proposed transaction or arrangement with the Company:

16.7.1. may be a party to, or otherwise interested in, any transaction or arrangement with the Company or in which the Company is otherwise (directly or indirectly) interested;

16.7.2. shall be an Eligible Director for the purposes of any proposed decision of the directors (or committee of directors) in respect of such existing or proposed transaction or arrangement in which he is interested;
16.7.3. shall be entitled to vote at a meeting of directors (or of a committee of the directors) or participate in any unanimous decision, in respect of such existing or proposed transaction or arrangement in which he is interested;

16.7.4. may act by himself or his firm in a professional capacity for the Company (otherwise than as auditor) and he or his firm shall be entitled to remuneration for professional services as if he were not a director;

16.7.5. may be a director or other officer of, or employed by, or a party to a transaction or arrangement with, or otherwise interested in, any body corporate in which the Company is otherwise (directly or indirectly) interested; and

16.7.6. shall not, save as he may otherwise agree, be accountable to the Company for any benefit which he (or a person connected with him (as defined in section 252 of the Act)) derives from any such transaction or arrangement or from any such office or employment or from any interest in any such body corporate and no such transaction or arrangement shall be liable to be avoided on the grounds of any such interest or benefit nor shall the receipt of any such remuneration or other benefit constitute a breach of his duty under section 176 of the Act.

17. RECORDS OF DECISIONS TO BE KEPT

Where decisions of the directors are taken by electronic means, such decisions shall be recorded by the directors in permanent form, so that they may be read with the naked eye.

Directors: numbers and appointment

18. NUMBER OF DIRECTORS

18.1. Unless otherwise determined by special resolution, the number of directors shall not be less than 4 (four) but shall not exceed 20 (twenty).

19. APPOINTMENT OF DIRECTORS

19.1. A director must be a natural person and must at all times also be a Member of the Company admitted as a Member in accordance with articles 24.1, 24.2, 24.3, 24.4 or 24.5 unless otherwise approved by an ordinary resolution of the Members

19.2. Subject to the provisions of these Articles any person who is willing to act as a director, meets the requirements of article 19.1, and is permitted by law to do so, may be appointed to be a director—

19.2.1. by ordinary resolution, or

19.2.2. by a decision of the directors.

20. RETIREMENT DISQUALIFICATION AND REMOVAL OF DIRECTORS

20.1. A person ceases to be a director as soon as:
20.1.1. that person ceases to be a director by virtue of any provision of the Act or these Articles or he becomes prohibited by law from being a director;

20.1.2. that person ceases to have the characteristics (as appropriate) required pursuant to article 19.1;

20.1.3. that person shall for more than twelve months have been absent without permission of the directors from meetings of directors held during that period and the directors resolve that that person’s office be vacated;

20.1.4. a bankruptcy order is made against that person;

20.1.5. a composition is made with that person’s creditors generally in satisfaction of that person’s debts;

20.1.6. a registered medical practitioner who is treating that person gives a written opinion to the Company stating that that person has become physically or mentally incapable of acting as a director and may remain so for more than six months; or

20.1.7. notification is received by the company from the director that the director is resigning from office, and such resignation has taken effect in accordance with its terms.

20.2. In the event that any director who is also a Member ceases to be a director pursuant to article 20.1, such director shall at the same time also cease to be a Member.

Directors: miscellaneous

21. ALTERNATE DIRECTORS

No director shall be entitled to appoint an alternate director or anyone to act on their behalf at meetings of the directors.

22. SECRETARY

The directors may appoint any person who is willing to act as the secretary for such term, at such remuneration and upon such conditions as they may think fit and from time to time remove such person and, if the directors so decide, appoint a replacement, in each case by a decision of the directors.

Members: becoming and ceasing to be a Member

23. MEMBERSHIP

23.1. The Members shall be categorised as follows:

23.1.1. Business Members;
23.1.2. Upper Tier Authority Members;
23.1.3. District Council Members;
23.1.4. Education Sector Members; and
23.1.5. Voluntary Sector Members.

23.2. The maximum number for each membership class is as follows:
23.2.1. Business Members 9 (nine);
23.2.2. Upper Tier Authority Members 4 (four);
23.2.3. District Council Members 2 (two);
23.2.4. Education Sector Members 2 (two); and
23.2.5. Voluntary Sector Members 1 (one).

23.3. Membership shall be open to natural persons who possess the characteristics (as appropriate) set out in articles 24.1.1, 24.2.1, 24.3.1, 24.4.1 and 24.5.1, and who:
23.3.1. apply to the Company in the form required by the directors;
23.3.2. are approved by the directors; and
23.3.3. sign a written consent to become a Member agreeing to be bound by these Articles.

23.4. The directors shall be entitled to refuse admission to membership if:
23.4.1. in their opinion, the person does not possess the required characteristics of a Member pursuant to articles 24.1, 24.2, 24.2.3 and 24.4.5 (as appropriate); or
23.4.2. in their opinion, they consider it not to be in the best interest of the Company to admit such person as a Member or
23.4.3. any such application were if accepted lead to any of the individual numbers set out in articles 23.2.1, 23.2.2, 23.2.3, 23.2.4 or 23.2.5 being exceeded.

23.5. No membership fee shall be charged by the Company.

24. RIGHTS OF MEMBERSHIP

24.1. The Business Members shall:
24.1.1. consist of natural persons who undertake business, professional or other commercial activities with a view to making a profit;
24.1.2. each be entitled to exercise one vote in relation to any resolution of the Members;

24.1.3. subject to article 18, article 19.1 and article 20.2, have the obligation individually to be a director of the Company and may at any time in writing resign such position as director provided always they also resign as a member of the Company; and

24.1.4. unless agreed otherwise by the company by ordinary resolution be Members for 3 years from the date they first became members, they may seek to be admitted as Members for 1 further period of 3 years.

24.2. Upper Tier Authority Members shall:

24.2.1. be the leaders of Derbyshire County Council, Derby City Council, Nottinghamshire County Council and Nottingham City Council from time to time ("Upper Tier Authority Members");

24.2.2. each be entitled to exercise one vote in relation to any resolution of the Members;

24.2.3. subject to article 18, article 19.1 and article 20.2, have the obligation individually to be a director of the Company and may at any time in writing resign such position as director provided always they also resign as a member of the Company; and

24.2.4. immediately cease to be Members if they cease to be leaders of their respective councils.

24.3. District Council Members shall:

24.3.1. be any 2 of the leaders of the District Councils ("District Council Members") as determined from time to time by such District Councils themselves (with 1 coming from the councils in Derbyshire and 1 coming from the councils in Nottinghamshire);

24.3.2. each be entitled to exercise one vote in relation to any resolution of the Members;

24.3.3. subject to article 18 article 19.1 and article 20.2 Error! Reference source not found. have the obligation individually to be a director of the Company and may at any time in writing resign such position as director provided always they also resign as a member of the Company;

24.3.4. immediately cease to be members if they cease to be leaders of their respective Councils; and

24.3.5. unless agreed otherwise by the company by ordinary resolution be members for 2 years from the date they first became members they may seek to be admitted as members for further periods of 2 years.
24.4. The Education Sector Members shall:

24.4.1. be any 1 (one) of the vice-chancellor, pro vice-chancellor, or person of equivalent seniority in the University of Nottingham, Nottingham Trent University or Derby University and any 1 (one) of the Principal or Deputy Principals of any of the 6 colleges established for further education in the LEP Area as determined from time to time by such educational bodies themselves;

24.4.2. be entitled to exercise one vote in relation to any resolution of the Members;

24.4.3. subject to article 18, article 19.1 and article 20.2, have the obligation individually to be a director of the Company and may at any time in writing resign such position as director provided always they also resign as a member of the Company;

24.4.4. immediately cease to be members if they cease to hold their position of their respective education bodies; and

24.4.5. unless agreed otherwise by the company by ordinary resolution be members for 2 years from the date they first became members they may seek to be admitted as members for further periods of 2 years.

24.5. The Voluntary Sector Members shall:

24.5.1. be 1 (one) member, director or trustee or person of equivalent standing of a charity or other ‘not for profit’ organisation in the LEP Area as determined from time to time by such voluntary bodies themselves or at the invitation of the board of Directors;

24.5.2. subject to article 24.4.3 each be entitled to exercise one vote in relation to any resolution of the Members;

24.5.3. subject to article 18, article 19.1 and article 20.2, have the obligation to be a director of the Company and may at any time in writing resign such position as director provided always they also resign as a member of the Company;

24.5.4. immediately cease to be a member if they cease to hold their position of their Voluntary Sector Body; and

24.5.5. unless agreed otherwise by the company by ordinary resolution be members for 2 years from the date they first became members they may seek to be admitted as members for further periods of 2 years.

24.6. The rights of a class of Members under these Articles shall only be varied if:

24.6.1. 75 per cent of the Members of that class consent in writing to the variation; or

24.6.2. a special resolution is passed at a separate class meeting of those Members agreeing to the variation.
24.7. The provisions regarding general meetings in these Articles shall, subject to the necessary changes being made, apply to such class meetings of the Members.

24.8. Any Member who is also a Director shall cease to be a Director immediately should they at any time cease to be a Member.

25. TRANSFER OF MEMBERSHIP

Membership shall not be transferable.

Decision making by Members: general meetings

26. ANNUAL GENERAL MEETING

The Company shall hold an annual general meeting (AGM) at least once every calendar year to be held within the LEP Area and such meeting shall be open to the public.

27. ATTENDANCE AND SPEAKING AT GENERAL MEETINGS

27.1. A person is able to exercise the right to speak at a general meeting when that person is in a position to communicate to all those attending the meeting, during the meeting, any information or opinions which that person has on the business of the meeting.

27.2. A person is able to exercise the right to vote at a general meeting when:

27.2.1. that person is able to vote, during the meeting, on resolutions put to the vote at the meeting; and

27.2.2. that person’s vote can be taken into account in determining whether or not such resolutions are passed at the same time as the votes of all the other persons attending the meeting.

27.3. The directors may make whatever arrangements they consider appropriate to enable those attending a general meeting to exercise their rights to speak or vote at it.

27.4. In determining attendance at a general meeting, it is immaterial whether any two or more Members attending it are in the same place as each other.

27.5. Two or more persons who are not in the same place as each other attend a general meeting if their circumstances are such that if they have (or were to have) rights to speak and vote at that meeting, they are (or would be) able to exercise them.

28. QUORUM FOR GENERAL MEETINGS

28.1. No business other than the appointment of the chairman of the meeting is to be transacted at a general meeting if the persons attending it do not constitute a quorum.
28.2. The quorum for a general meeting is eight Members and no meeting shall be quorate unless the number of Members who are Private Sector Members between them comprise more than two-thirds of the number of total Members participating.

29. CHAIRING GENERAL MEETINGS

29.1. The Chair or, in his or her absence, the Deputy Chair or, in his or her absence, a Private Sector Director nominated by the directors shall preside as chair of every general meeting.

29.2. If neither the Chair, the Deputy Chair nor such other Private Sector Director nominated in accordance with article 29.1 is present within fifteen minutes after the time appointed for holding the meeting and willing to act, the directors present shall elect one of their number to chair the meeting.

29.3. If no director is willing to act as chair of the meeting, or if no director is present within fifteen minutes after the time appointed for holding the meeting, the Members present in person or by proxy and entitled to vote must choose one of their number to be chair of the meeting, save that a proxy holder who is not a Member entitled to vote shall not be entitled to be appointed as chair of the meeting.

30. ATTENDANCE AND SPEAKING BY DIRECTORS AND NON-MEMBERS

30.1. Directors may attend and speak at general meetings, whether or not they are Members.

30.2. The chairman of the meeting may permit other persons who are not Members of the Company to attend and speak at a general meeting and, in the case of an AGM, the chair of the meeting is obliged to permit such other persons who are not Members of the Company to speak.

31. ADJOURNMENT

31.1. If the persons attending a general meeting within half an hour of the time at which the meeting was due to start do not constitute a quorum, or if during a meeting a quorum ceases to be present, the chair of the meeting must adjourn it.

31.2. The chair of the meeting may adjourn a general meeting at which a quorum is present if:

31.2.1. the meeting consents to an adjournment; or

31.2.2. it appears to the chair of the meeting that an adjournment is necessary to protect the safety of any person attending the meeting or ensure that the business of the meeting is conducted in an orderly manner.

31.3. The chair of the meeting must adjourn a general meeting if directed to do so by the meeting.

31.4. When adjourning a general meeting, the chair of the meeting must:

31.4.1. either specify the time and place to which it is adjourned or state that it is to continue at a time and place to be fixed by the directors; and
31.4.2. have regard to any directions as to the time and place of any adjournment which have been given by the meeting.

31.5. If the continuation of an adjourned meeting is to take place more than 14 days after it was adjourned, the Company must give at least 7 clear days’ notice of it (that is, excluding the day of the adjourned meeting and the day on which the notice is given):

31.5.1. to the same persons to whom notice of the company’s general meetings is required to be given; and

31.5.2. containing the same information which such notice is required to contain.

31.6. No business may be transacted at an adjourned general meeting which could not properly have been transacted at the meeting if the adjournment had not taken place.

Voting at general meetings

32. VOTING: GENERAL

32.1. Without prejudice to any other provision of these Articles, a resolution put to the vote of a general meeting must be decided on a show of hands unless a poll is duly demanded in accordance with the Articles.

33. ERRORS AND DISPUTES

33.1. No objection may be raised to the qualification of any person voting at a general meeting except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting is valid.

33.2. Any such objection must be referred to the chair of the meeting whose decision is final.

34. POLL VOTES

34.1. A poll on a resolution may be demanded:

34.1.1. in advance of the general meeting where it is to be put to the vote; or

34.1.2. at a general meeting, either before a show of hands on that resolution or immediately after the result of a show of hands on that resolution is declared.

34.2. A poll may be demanded by:

34.2.1. the chair of the meeting;

34.2.2. the directors;

34.2.3. two or more persons having the right to vote on the resolution; or

34.2.4. a person or persons representing not less than one tenth of the total voting rights of all the Members having the right to vote on the resolution.
34.3. A demand for a poll may be withdrawn if:

34.3.1. the poll has not yet been taken; and

34.3.2. the chair of the meeting consents to the withdrawal.

34.4. Polls must be taken immediately and in such manner as the chair of the meeting directs.

35. CONTENT OF PROXY NOTICES

35.1. Proxies may only validly be appointed by a notice in writing (a “proxy notice”) which:

35.1.1. states the name and address of the Member appointing the proxy;

35.1.2. identifies the person appointed to be that Member’s proxy and the general meeting in relation to which that person is appointed;

35.1.3. is signed by or on behalf of the Member appointing the proxy, or is authenticated in such manner as the directors may determine; and

35.1.4. is delivered to the company in accordance with the Articles and any instructions contained in the notice of the general meeting to which they relate.

35.2. The company may require proxy notices to be delivered in a particular form, and may specify different forms for different purposes.

35.3. Unless a proxy notice indicates otherwise, it must be treated as:

35.3.1. allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting; and

35.3.2. appointing that person as a proxy in relation to any adjournment of the general meeting to which it relates as well as the meeting itself.

36. DELIVERY OF PROXY NOTICES

36.1. A person who is entitled to attend, speak or vote (either on a show of hands or on a poll) at a general meeting remains so entitled in respect of that meeting or any adjournment of it, even though a valid proxy notice has been delivered to the Company by or on behalf of that person.

36.2. An appointment under a proxy notice may be revoked by delivering to the Company a notice in writing given by or on behalf of the person by whom or on whose behalf the proxy notice was given.

36.3. A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates.
36.4. If a proxy notice is not executed by the person appointing the proxy, it must be accompanied by written evidence of the authority of the person who executed it to execute it on the appointor’s behalf.

37. **AMENDMENTS TO RESOLUTIONS**

37.1. An ordinary resolution to be proposed at a general meeting may be amended by ordinary resolution if:

37.1.1. notice of the proposed amendment is given to the Company in writing by a person entitled to vote at the general meeting at which it is to be proposed not less than 48 hours before the meeting is to take place (or such later time as the chairman of the meeting may determine); and

37.1.2. the amendment does not go beyond what is necessary to correct a grammatical or other non-substantive error in the resolution.

37.2. If the chair of the meeting, acting in good faith, wrongly decides that an amendment to a resolution is out of order, the chair’s error does not invalidate the vote on that resolution.

**Administrative arrangements**

38. **MEANS OF COMMUNICATION TO BE USED**

38.1. Any notice, document or other information shall be deemed served on or delivered to the intended recipient:

38.1.1. if properly addressed and sent by prepaid United Kingdom first class post to an address in the United Kingdom, 48 hours after it was posted (or five Business Days after posting either to an address outside the United Kingdom or from outside the United Kingdom to an address within the United Kingdom, if (in each case) sent by reputable international overnight courier addressed to the intended recipient, provided that delivery in at least five Business Days was guaranteed at the time of sending and the sending party receives a confirmation of delivery from the courier service provider);

38.1.2. if properly addressed and delivered by hand, when it was given or left at the appropriate address;

38.1.3. if properly addressed and sent or supplied by electronic means, one hour after the document or information was sent or supplied; and

38.1.4. if sent or supplied by means of a website, when the material is first made available on the website or (if later) when the recipient receives (or is deemed to have received) notice of the fact that the material is available on the website.

For the purposes of this article, no account shall be taken of any part of a day that is not a Business Day.
38.2. In proving that any notice, document or other information was properly addressed, it shall suffice to show that the notice, document or other information was addressed to an address permitted for the purpose by the Act.

39. INDEMNITY AND INSURANCE

39.1. Subject to article 39.2, but without prejudice to any indemnity to which a relevant officer is otherwise entitled:

39.1.1. each relevant officer shall be indemnified out of the Company's assets against all costs, charges, losses, expenses and liabilities incurred by him as a relevant officer in the actual or purported execution and/or discharge of his duties, or in relation to them including any liability incurred by him in defending any civil or criminal proceedings, in which judgment is given in his favour or in which he is acquitted or the proceedings are otherwise disposed of without any finding or admission of any material breach of duty on his part or in connection with any application in which the court grants him, in his capacity as a relevant officer, relief from liability for negligence, default, breach of duty or breach of trust in relation to the Company's (or any associated company's) affairs; and

39.1.2. the Company may provide any relevant officer with funds to meet expenditure incurred or to be incurred by him in connection with any proceedings or application referred to in article 39.1.1 and otherwise may take any action to enable any such relevant officer to avoid incurring such expenditure.

39.2. This article does not authorise any indemnity to the extent that such indemnity would be prohibited or rendered void by any provision of the Act or by any other provision of law and any such indemnity is limited accordingly.

39.3. The directors may decide to purchase and maintain insurance, at the expense of the Company, for the benefit of any relevant officer in respect of any relevant loss.

39.4. In this article:

39.4.1. companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate; and

39.4.2. a relevant loss means any loss or liability which has been or may be incurred by a relevant officer in connection with that relevant officer's duties or powers in relation to the Company, any associated company or any pension fund or employees' share scheme of the Company or associated company; and

39.4.3. a relevant officer means any director or other officer or former director or other officer of the Company, but excluding in each case any person engaged by the Company (or associated company) as auditor (whether or not he is also a director or other officer), to the extent he acts in his capacity as auditor.
**East Midlands Business Link**
07/01/2019
Innovation consultancy moves into Nottingham and says move partly prompted by wanting to work with D2N2 and Midlands Engine.
Website

**The Business Desk**
01/01/2019
Innovation consultancy moves into Nottingham and says move partly prompted by wanting to work with D2N2 and Midlands Engine.
Website

**Derbyshire Times**
08/01/2019
Plan to demolish Debenhams building on Derby Beckettall site – as part of area redevelopment, part-funded by D2N2 LEP - prompts objections by building conservation campaigners.
Print

**Manfield CHAD**
11/01/2019
Plans unveiled for new leisure centre. Ashfield DC to apply for £1.5m D2N2 funding.
Print

**Rotherham News**
12/01/2019
Neighbouring LEPs at odds over overlapping boundaries
Website

**Rail Advent website**
16/01/2019
Article on Market Harborough Midlands Main Line improvement project mentions D2N2 funding and quotes CP Manager Tom Goshawk.
Website

**Nottingham Post**
20/01/2019
Nottingham Castle project article mentions D2N2 funding
Print

**Nottingham Post**
20/01/2019
Article on SEGRO Logistics Park freight terminal nr East Midlands Airport includes quote from D2N2 Capital Projects Manager Tom Goshawk
Print

**Derbyshire Times**
21/01/2019
Plans for Beckettall regeneration area nearing completion. D2N2 co-funding of project mentioned.
Print

**Insider Media**
24/01/2019
D2N2 Chair joins Northern Powerhouse leaders and others at Parliament to ask politicians to commit to HS2 Phase 2 line.
Website

**Planning and Building Control**
29/01/2019
Nottinghamshire County Council supports £260m infrastructure projects
Website

**West Bridgford Wire**
04/02/2019
Maven Debt Fund provides £410000 to support local businesses
Website

**East Midlands Business Link**
08/02/2019
East Midlands leaders meet with national advisor on UK infrastructure
Website

**East Midlands Business Link**
07/02/2019
East Midlands Business Link – Midlands Pavilion events at MIPIM 2019 in Cannes includes speech by D2N2 Chair Elizabeth Fagan.
Website

**The Business Desk**
07/02/2019
Midlands Pavilion events at MIPIM 2019 in Cannes includes speech by D2N2 Chair Elizabeth Fagan.
Website

**The Derbyshire Telegraph**
08/02/2019
New stations for Derby bike scheme, co-funded by D2N2.
Print

**Nottingham Post**
10/02/2019
New £1.8m medical technology hub proposed for Boots’ Enterprise
Print

**Business Cloud News**
11/02/2019
Proposed LEP funding for plans submitted by NTU for medical technology facility.
Website

**East Midlands Business Link**
12/02/2019
Demolition of old Debenhams building approved, part of Beckettall Derby city regeneration co-funded by D2N2.
Website

**The Business Desk**
12/02/2019
Proposed LEP funding for plans submitted by NTU for medical technology facility.
Website

**East Midlands Business Link**
13/02/2019
Summit held to maximise East Midlands benefits from HS2
Website

**Mirage News**
13/02/2019
HS2 Minister visits D2N2 area to talk with LEP Deputy Chair and others on economic potential for HS2 in area.
Website

**The Business Desk**
13/02/2019
Nuclear AMRC Midlands opens in Derby to support manufacturers
Website

**Energy Live News**
14/02/2019
Nuclear AMRC centre Midlands opens at Infinity Park Derby.
Website

**Insider Media**
14/02/2019
Nuclear AMRC centre Midlands opens at Infinity Park Derby.
Website

**Nottingham Post**
14/02/2019
Carlton Square transformation plans passed. Gedling Borough Council set to bid for cash to N2 Towns Centre programme, co-funded by D2N2.
Print

**Production Engineering Innovations Solutions Media**
14/02/2019
Nuclear AMRC centre Midlands opens at Infinity Park Derby.
Website

**Machinery**
15/02/2019
Nuclear AMRC Midlands officially opened
Website

**Factory Gate News**
18/02/2019
Nuclear AMRC centre Midlands opens at Infinity Park Derby
Website

**Manufacturing and Engineering Mag**
21/02/2019
Nuclear AMRC Midlands to Now Open
Website

**Nottingham Post**
26/02/2019
Rapid progress on Nottingham Castle refurbishment, co-funded by D2N2 LEP.
Print

**West Bridgford Wire**
28/02/2019
Get your business Brexit ready event in West Bridgford
Website

**Nottingham Post**
02/03/2019
Electric vehicle charging points installed in Netherfield and Carlton
Print

**Gedling Eye**
03/03/2019
Electric vehicle charging points installed in Netherfield and Carlton
Print

**Nottingham Post**
03/03/2019
New photo of proposed HS2 hub at Toton revealed ahead of first meeting of Midlands Engine Development Corporation Oversight Board, re HS2 related developments, meets; with D2N2 represented on board.
Print

**The Business Desk**
03/03/2019
Business leaders gather to map out ‘new vision’ for East Midlands economy
Website

**BBC Radio Nottingham Drivetime**
04/03/2019
D2N2 CEO Sajeeva Rose interviewed on Government announcement of £1.6billion Stronger Towns Fund.
Radio

**Insider Media**
05/03/2019
First meeting of Midlands Engine Development Corporation Oversight Board, re HS2 related developments, meets; with D2N2 represented on board.
Website

**Leicestershire Mercury**
04/03/2019
East Midlands Chamber welcomes Government launch of £1.6billion Stronger Towns Fund and looks forward to ‘working with D2N2 and other LEPs’.
Website

**The Business Desk**
04/03/2019
East Midlands Chamber welcomes Government launch of £1.6billion Stronger Towns Fund and looks forward to ‘working with D2N2 and other LEPs’.
Website

**The Derbyshire Telegraph**
04/03/2019
East Midlands Chamber welcomes Government launch of £1.6billion Stronger Towns Fund and looks forward to ‘working with D2N2 and other LEPs’.
Print

**East Midlands Business Link**
05/03/2019
East Midlands Chamber welcomes Government launch of £1.6billion Stronger Towns Fund and looks forward to ‘working with D2N2 and other LEPs’.
Website

**East Midlands Business Link**
06/03/2019
First meeting of Midlands Engine Development Corporation Oversight Board, re HS2 related developments, meets; with D2N2 represented on board.
Website

**East Midlands Business Link**
06/03/2019
Article on ‘Team Nottingham’ at MIPIM mentions D2N2 as supporter of Team.
Website

**East Midlands Business Link**
07/03/2019
‘Derby and Derbyshire ready for MIPIM’ article mentions D2N2 LEP support.
Website

**Nottingham Post**
08/03/2019
Opening of Boots Enterprise Zone pedestrian and cycle bridge, mentions D2N2 involvement/funding and Capital Projects Manager Tom Goshawk quoted.
Print

**Nottingham Post**
08/03/2019
New foot and cycle bridges open to connect Boots
Print

**West Bridgford Wire**
08/03/2019
Opening of Boots Enterprise Zone pedestrian and cycle bridge, mentions D2N2 involvement/funding
Website

**Derby Telegraph**
10/03/2019
Article updating readers on Derby Assembly Rooms replacement plans mentions D2N2 co-funding of project.
Print

**East Midlands Business Link**
11/03/2019
Article on new building projects around Nottingham city mentions D2N2 funding/ involvement in them.
Website

**Nottingham Post**
11/03/2019
Article on various big building projects around Nottingham city mentions D2N2 funding/ involvement in them.
Print

**TOTAL**
7,097 average reach per day (over 93 days)
D2N2 LOCAL ENTERPRISE PARTNERSHIP
BOARD REPORT

DATE: 19 March 2019
REPORT LEAD: Sajeeda Rose
AGENDA ITEM: Item 2.4 Chief Executive’s Report

TITLE: D2N2 Chief Executives Report

1. INTRODUCTION

1.1 This report updates Board on the following:
   - D2N2 Strategic Economic Plan
   - Local Industrial Strategy
   - Skills and employment update
   - ESIF Summary Update
   - North Derbyshire Manufacturing Zone
   - Local Assurance Framework (appendix issued separately)
   - Stronger Towns Fund

2. RECOMMENDATIONS

2.1 Board is invited to
   a. NOTE the report
   b. Consider the options for delivering the next stage of the LIS

3. D2N2 STRATEGIC ECONOMIC PLAN & INDUSTRIAL STRATEGY

3.1 D2N2 Strategic Economic Plan

The D2N2 Strategic Economic Plan has now been published and is on line at; www.d2n2lep/sep

It is a comprehensive economic strategy for the D2N2 area, setting a long term vision and targets and has been built on a comprehensive evidence base and extensive consultation. A summary document, ‘Vision 2030’ has been prepared to communicate its ambitions and key actions to a wider audience.

3.2 D2N2 Local Industrial Strategy

In December 2018, Government invited D2N2 LEP to join ‘wave 3’ of LEPs in preparing a Local Industrial Strategy. Board Member Paul Harris has led on the first stage of the development of the LIS on behalf of the Board.

As the first step in the development of the LIS, Paul is undertaking initial interviews with partners around the D2N2 area, including every local authority, board members and business
representative organisations, about their views on the key issues and opportunities that we face, priorities for the strategy and evidence.

There are five broad overlapping phases to the development of the LIS but engagement will continue throughout the development process with a view to have a final document to submit to Government in November 2019 for publication by the end of March 2020.

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There will be additional work required to take forward the LIS; options include advertising for additional consultancy support, or asking Paul to undertake this in a formal contractual role.

This would be above the usual Board member commitment of 2 days per month to undertake this task in depth over the period of LIS development, particularly ongoing engagement with partners throughout the process. This additional work is estimated to require 25 days of time to undertake.

If board members are in agreement we will enter into a formal contract with Paul to lead the stakeholder engagement and facilitate board engagement stages of the LIS.

We are also reviewing where we will need to bring in additional capacity in terms of the evidence gathering and synthesising stages.

**Scope of the LIS**

The D2N2 Local Industrial Strategy will be a shorter document, covering the same time period as the SEP, containing a limited number of focused, evidence backed priorities that drive us towards the vision and targets in the SEP. It will be developed in close consultation with and jointly published by HM Government and will contribute towards achieving the aim of the UK’s Industrial Strategy to;

"...boost productivity by backing businesses to create good jobs and increase the earning power of people throughout the UK with investment in skills, industries and infrastructure"

The priorities in the LIS will need clear ‘line of site’ from the local evidence base and any priorities with a financial implication will need to be subject to an appraisal of their additionality and displacement, following the UK Government’s ‘Green Book’ approach. Government has produced guidance to inform the development of evidence bases for Local Industrial Strategies and will test the robustness and independence of the evidence base, i.e. would an independent person reach the same conclusions on the basis of the evidence gathered?

A prioritised, well informed Local Industrial Strategy is key to ensuring that D2N2 area and the East Midlands more widely secures the investment in infrastructure, innovation and skills that we need.
in the coming years and therefore high quality and distinctive priorities backed by credible evidence will be key.

The D2N2 Local Industrial Strategy will help to secure and then guide the allocation of all funding that flows through the LEP in future so it is imperative that the Board reaches full and committed agreement on its contents and speaks with one voice to government about the priorities it contains. The Board will receive a presentation from Paul about the overall approach to the development of the Strategy and the role of the Board.

Approach to Evidence Gathering

Officers are working with partners to update the evidence base gathered for the SEP in line with guidance from Government with a view to identifying initial strategic implications of the evidence for consultation with LEP Boards and other groups from May 2019. The evidence base will be structured around the 5 ‘foundations’ of the UK’s Industrial Strategy and its four ‘Grand Challenges’.

‘Foundations of Productivity’
- Ideas
- People
- Infrastructure
- Business environment
- Places

Grand Challenges
- Artificial Intelligence and the Data Economy
- Clean Growth
- Ageing Society
- The Future of Mobility

The evidence base will build on the SEP evidence, be focused and support the board to identify the strategic implications of the evidence and the priorities arising rather than just understanding the condition of the local economy.

RECOMMENDATION:

Board is asked to consider and approve the options for developing the next stage of the LIS.

4. PEOPLE & SKILLS UPDATE

Over the last 2 months LEP Officers have been working to create an operational framework for the Skills Advisory Panel (SAP). The SAP will be fully encompassed by the People & Skills Board and will provide an evidence-based mechanism to enable the effective functioning of the D2N2 local labour market. The benefits of the SAP over previous models of People and Skills governance in D2N2 is clearer function and expectations combined with a model that ensures engagement from key government departments (DfE, DWP, ESFA etc); ensuring a regular and timely conversation to help shape national policy as well as local delivery. The SAP is also expected to lead production and implementation of the People theme of Local Industrial Strategy

The recent bid to Department for Education for £75K to support development of the D2N2 Skills Advisory Panel (SAP) has been successful. The funding is designed to aid building capacity, growing sustainable local capability and producing high quality analysis to underpin the work of the SAP. In D2N2 the funding will be used for recruitment of additional temporary staffing capacity,
procurement of data, research and tools (as identified through a gap analysis) and the development of platforms, tools and communication mechanisms to enable the information gathered by the SAP to be used and interpreted by/for D2N2 target audiences (e.g. employers, schools, young people etc).

A role description for additional analytical capacity is currently being written with the intention to advertise the role before the end of March. Board members are asked to consider if they are aware of any secondment opportunities that could be created to fulfil this role.

Careers Inspiration: D2N2 is pleased to welcome Daniel Heffernan later in March as the final member of the Enterprise Coordinator team across D2N2. Dan joins Futures with experience of Careers and Enterprise Company programme delivery and will cover north and west Nottinghamshire (Bassetlaw, Mansfield, Ashfield and Newark & Sherwood) schools and colleges. This appointment completes the core EC numbers to 10 (7.5 FTE) enabling support to every mainstream secondary, college and special / alternative schools across D2N2.

In support of this work 2 bids have been submitted to additional funding streams within the Careers and Enterprise Company. A bid to increase reach of careers support to 40 primary schools has been submitted. Led by Learn by Design with support from D2N2, the programme provides STEM careers support to all primary age children in clusters of schools in Derbyshire, Nottinghamshire and Nottingham City. The work will coordinate with activity already underway in the Derby Opportunity Area and is designed to inspire young people about long term future career opportunities such as HS2. The bid also has support of the East Midlands HS2 Skills and Supply Chain Board.

The second bid is a one-year re-submission of the Careers Hub bid which D2N2 narrowly missed out on in 2018. Due to the short timeframe for delivery, the hub will be focussed on the learning community cluster already well established in NE Derbyshire, Chesterfield and Bolsover. However, learning from the programme will be shared across all D2N2 schools now full staffing has been achieved and expansion into other areas will be pursued when the opportunity arises.

5 ESIF SUMMARY UPDATE

ERDF

In October 2018 calls were launched under all priority axes to allocate the total remaining funding under each priority axis outside of the Nottingham SUD allocation. In this call round a total of 13 outline applications passed the MHCLG Gateways assessment. The table below shows the balance remaining within the D2N2 allocation against the value of application received which passed the Gateway assessment under each Priority Axis.

<table>
<thead>
<tr>
<th>PA</th>
<th>Theme</th>
<th>ERDF call value</th>
<th>Value of applications received</th>
<th>Remaining balance</th>
<th>No of applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Innovation</td>
<td>£2,778,222</td>
<td>£5,890,432</td>
<td>-£3,112,210</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>ICT</td>
<td>£950,893</td>
<td>£945,736</td>
<td>£5,157</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>SME Competitiveness</td>
<td>£6,489,145</td>
<td>£5,897,188</td>
<td>£591,957</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>Low Carbon</td>
<td>£8,627,477</td>
<td>£9,731,728</td>
<td>-£1,104,251</td>
<td>3</td>
</tr>
<tr>
<td>PA</td>
<td>Theme</td>
<td>ERDF call value</td>
<td>Value of applications received</td>
<td>Remaining balance</td>
<td>No of applications</td>
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<td>-------------------</td>
</tr>
<tr>
<td>5</td>
<td>Climate Change Adaptation</td>
<td>£1,081,398</td>
<td>£1,080,000</td>
<td>£1,398</td>
<td>1</td>
</tr>
<tr>
<td>6</td>
<td>Protecting the environment and resource efficiency</td>
<td>£1,051,102</td>
<td>£1051,102</td>
<td>-£2</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>£19,902,622</td>
<td>£26,165,240</td>
<td>-£6,262,618</td>
<td>13</td>
</tr>
</tbody>
</table>

**PA1**

At ESIF subcommittee held 14 February 2019 it was agreed that as there was not enough budget available under the call to support all PA1 applications which offered a strong strategic fit. Members requested that further evidence is provided from applicants to inform the strategic advice to the MA and the prioritisation under the call.

**PA4**

A large project submitted under the PA4 call (SUNRISE from Nottingham City Council for £5,280,721 of ERDF was deemed by ESIF subcommittee to have a weak strategic fit and recommended that it be rejected at this stage noting that the applicant can reapply if there is a future PA4 call.

**ESF**

**ESFA opt in provision**

The LEP has been informed of the successful providers chosen to deliver the ESFA opt in programmes in the area. These are:

- D2 - Skills Support for the Workforce and Redundancy (£8,370,000 ESF) – Serco
- N2 - Skills Support for the Workforce and Redundancy (£8,370,000 ESF) – Serco
- Youth Engagement in D2N1 – (3,024,000 ESF) - DTS / learndirect
- Community Grants in D2N2 – (£1,350,000) - Futures Group Nottingham

LEP officers will meet with representatives of the ESFA and providers on 14 March 2019 to ensure this new provision will meet the strategic skills and employment priorities of the LEP.

**DWP open calls**

There are four applications in appraisal by DWP for the following open calls:

1.1 – Access to Employment for Jobseekers and Inactive People in the D2N2 LEP area (£8.1 m of ESF) – 3 applications

This call for proposals aims to support unemployed and inactive participants into employment and self-employment.

1.2 Careers & Employability Service for those at risk of becoming NEET in the D2N2 LEP Area (£1m of ESF) – 1 application
This call will provide a ‘Careers and Employability Service’, to work with senior managers in educational establishments to agree a programme of enhanced careers and employability support to young people aged 15 – 19 identified as at risk of becoming NEET.

**ESF: Future calls schedule**

At their meeting of February, the 14th ESIF subcommittee agreed with LEP officers recommendations for the future ESF calls schedule. LEP officers will now consult and work with local authority skills officers and other key stakeholders to refine call documentation and work with DWP to agree a final call schedule for the remaining ESF funds. The first calls to be launched in April 2019 will be;

- interlinked calls for the 2.2 programmes - the D2N2 Skills Access Hub and the D2N2 Careers and Employability Hub to a value of £3,132,973
- interlinked calls for the D2N2 Digital programme – 1.1 Digital skills for the Unemployed and the 2.1 Digital Skills for the Employed programmes to a value of £3,922,181

**Working Links – INSPIRE Local**

ESIF subcommittee received notification from DWP on the 15th of February that Working Links who deliver the INSPIRE Local programme in D2N2 had entered voluntary administration.

On the 1st of March ESIF subcommittee were informed that delivery of the Working Links contract has now been taken over by a new supplier, Fedcap Employment Ltd.

LEP officers will meet with DWP and Fedcap Employment Ltd in April 2019 to minimise disruption to the programme and beneficiaries currently on programme.

**EAFRD**

24 applications to the EAFRD programme are now progressing in D2N2. 6 projects have been contracted and 3 projects have completed. There is a strong pipeline of applications still to be received over the coming months and the Rural Payment Agency are working to support applicants to prepare and submit these.

**6. North Derbyshire Manufacturing Zone**

Following the successful application to the Manufacturing Zone pilot, D2N2 alongside North East Derbyshire, Bolsover and Chesterfield councils have as previously stated been awarded £220,000.

This funding will support work to investigate how those areas could tackle planning restrictions, enable land to be used more productively, provide certainty for business investment and help boost local productivity and growth.

As part of the submission process for the funding the Local Authorities alongside D2N2 were required to resubmit and updated proposal to MHCLG as to what the funding provided will be spent on and how this will help to achieve manufacturing employment growth in this area. After working collaboratively with all partners a resubmission was delivered to government on the 28th of February on the proposal.

The Northern Manufacturing Zone now has a year to deliver on the proposal submitted to Government and working groups across the area have been established to progress the commitments made. D2N2 is working with partners collaboratively and has a role on the steering
groups for the project. The Manufacturing Zone’s progress must be reported back to Government in March 2019, September 2019 and finally in March 2020 to summarise the final outcomes of the studies.

7. **Local Assurance Framework**

All 38 LEPs have been issued revised guidance to the National Assurance Framework in January 2019. This new guidance sets out the new benchmarks for compliance with government processes alongside the assurances that all LEPs need to have put in place to fulfil proper governance standards by the 1st of April 2019.

D2N2 have been working with the Single Accountable Body to refresh the Local Assurance Framework and ensure that all elements of the document comply with the National assurance Framework.

The main difference between this version of D2N2’s LAF and the previous is that the document now contains a greater level of detail about the LEP Board including its Governance and the selection of memberships. Also included is the guidance of process around the Enterprise Zone funding and the Growing Places Fund.

The overall decision making and approval process on individual projects within the document however does not change from the previous version.

The document alongside a checklist from MHCLG on the pieces which are required to be compliant is included as an appendix.
## 1. Introduction

1.1 The East Midlands HS2 Growth Strategy was published in September 2017 and sets out ambitious proposals to use HS2 connectivity create an additional 74,000 jobs and £4 billion of GVA by 2043 (10 years after HS2 Phase 2b is planned to be operational). Development of the Growth Strategy (available on the [EMC Web-site](#)) was supported by a grant of £1.25 million from DfT, which was managed by the HS2 Strategic Board with financial accountability through D2N2. The Growth Strategy focuses on the following three areas:

- **People**: Ensuring local communities and businesses can benefit fully from the economic opportunities that HS2 will bring, both during and after construction.
- **Place**: Delivering complementary growth around the Hub Station at Toton and in Chesterfield/Staveley
- **Connectivity**: Ensuring that the Hub Station is well connected to surrounding communities, towns and cities where around 80% of the economic benefit of HS2 is likely to be realised, and that links to and within Chesterfield are improved.

1.2 This report updates the D2N2 Board on progress on delivering the Growth Strategy since the Board met on the 22nd January 2019.

## 2. Making the political case for the Eastern Leg

2.1 There has been considerable media speculation about the future of HS2 in recent weeks, particularly since recent Channel 4 dispatches programme: ‘HS2 the Great Train Robbery’. Although the Secretary of State for Transport and DfT have been absolutely clear about the Government’s support for the whole HS2 network, we are living through a period of almost unprecedented national political and economic uncertainty. In this context, Phase 2b of HS2, including the line between Birmingham, East Midlands Hub, Chesterfield, Sheffield and Leeds, cannot be taken for granted.

2.2 As a result local and regional partners across the north and midlands have taken steps re-state the case for HS2 through the #HS2alltheway campaign, including organising two major Parliamentary events both chaired by Lilian Greenwood, MP for Nottingham South and Chair of the Transport Select Committee.

- **Securing HS2 for the North & Midlands**: 24th January 2019 - with a contribution from the Secretary of State for Transport, Chris Grayling MP as well as Midlands Connect and Transport for the North.
- **HS2East**: 6th March 2019 - which focused on the benefits the Eastern Leg of HS2 and high speed rail links to Edinburgh, with contributions from the HS2 Minister, Nusrat Ghani MP, Cllr Jon Collins and Andrew Pritchard. Further information on HS2East is set out in Appendix 1.
2.3 Both events featured a strong representation and participation from the East Midlands, including the Chair of D2N2 Elizabeth Fagin.

2.4 The HS2East also event featured a presentation from Lord Kerslake, former Head of the Civil Service and Chair of the UK2070 Commission. The Commission is an independent initiative which is seeking to understand the scale of regional inequalities across Britain and what can be done to address the situation. The Commission plans to produce an initial report in June 2019, but has already taken a keen interest in the potential of HS2 to rebalance the UK economy. Further information on the UK2070 Commission can be found at: http://uk2070.org.uk/.

2. Proposed Locally Led Development Corporation

2.1 The Government has made available up to £2million to D2N2 for the Midlands Engine to develop the case for a locally led development corporation to facilitate development at the HS2 Hub Station at Toton, and potentially around East Midlands Airport and the Ratcliffe Power Station site.

2.2 The first meeting of an ‘Oversight Board’ Chaired by Sir John Peace met on the 4th of March 2019, with local authority leaders and business leaders in attendance, including the Chair of D2N2 Elizabeth Fagin.


3. East Midlands Gateways Connectivity Plan

3.1 As the HS2 Growth Strategy makes clear, 80% of the growth associated with the HS2 Hub Station at Toton will be in surrounding localities. In particular, Derby, Leicester, Nottingham, East Midlands Airport, Loughborough, Mansfield/Ashfield and Amber Valley. Realising this potential will be dependent on delivering high quality strategic connectivity between the Hub Station and these areas by a mix of transport modes.

3.2 The East Midlands Gateways Connectivity Study was established to determine the most effective package of interventions, and to determine a strategic outline business case (SOBC) that can demonstrate value for money and deliverability. The study has been jointly funded by the 4 local transport authorities in the D2N2 area, Highways England and Midlands Connect, with an in-kind contribution (in the form of data) from HS2 Ltd.

3.3 The initial focus of the study has been developing a multi-modal transport model covering the Greater Derby and Greater Nottingham areas and extending south to include the area around East Midlands Airport. The model is also being used by HS2 Ltd to inform its Transport Assessment for the Phase 2b Hybrid Bill, for the HS2 themed HIF bid led by Nottinghamshire County Council, and will be available for use by councils and the private sector to inform development proposals on an ongoing basis.

3.4 Over recent weeks, the model has been used to assess a long list of over 50 potential transport interventions, including strategic and local highway improvements, rail and local mass transit options six key corridors across the study area. The initial outcome of this work was highlighted at meeting of the HS2 Strategic Board on the 25th February 2019, and is largely consistent with the assumptions and proposals set out in the East Midlands HS2 Growth Strategy.

3.5 The emerging package of interventions will be subject to future detailed consideration by the HS2 Executive Board on the 5th April 2029 and 12th June 2019 before the sign off of the final Strategic Outline Business Case by the end of June 2019.

4. Skills and Supply Chain Activity
4.1 The first meeting of the Skills and Supply Chain Delivery Board took place on the 22nd February 2019 chaired by Ian Greenaway, MD of Chesterfield-based manufacturer MTM Products and former President of East Midlands Chamber (Derbyshire, Nottinghamshire, Leicestershire). The establishment of the Delivery Board completes the new Governance structure agreed by the HS2 Strategic Board in July 2018.

4.2 The meeting confirmed the arrangements and initial priorities for taking forward five ‘people’ elements of the Growth Strategy:

- **Inspiring Young People**: led by Leicestershire County Council
- **Supporting Individuals**: led by Derbyshire County Council
- **Harnessing the Power of Higher Education**: represented by University of Derby and University of Leicester
- **Supporting Further Education Collaboration**: led by the Skills and Education Group
- **Ensuring our businesses our HS2-Ready**: led by East Midlands Chamber (Derbyshire, Nottinghamshire, Leicestershire)

5. **Recommendation**

5.1 The Board notes this report and endorses the ongoing role of D2N2 in the delivery of the East Midlands HS2 Growth Strategy.

**Key Contact**
Andrew Pritchard
Andrew.pritchard@emcouncils.gov.uk
HS2East: connecting potential, driving growth

Through the Midlands to the great towns and cities of the north – including Birmingham, Derby, Leicester, Nottingham, Sheffield, Leeds, York, Newcastle – and onwards to Scotland, we have the brightest and the best: first class hubs of construction and advanced engineering; of financial services, biotechnology, and manufacturing; of higher education, skills and innovation.

HS2East is the golden thread that will unify the economies of the Midlands and the North of England with Scotland via the North East.

Create more jobs and opportunities for people and communities

Bring local economies closer together, and radically reduce journey times between key cities

Boost regional rail connectivity, by freeing up capacity across the network

Take lorries off motorways, by freeing up capacity on other rail routes for freight

#HS2alltheway
HS2 East

Uniquely, not only will this see major improvements in journey times south of York, it will also create much faster links to and between regions northward, and to Scotland.

HS2 East will link together towns and cities to forge a step-change in connectivity. It will unlock new markets, catalyse jobs, boost skills, and present new opportunities for our communities to reshape the economic geography of the UK.

The Eastern leg will transform connectivity between Birmingham and the economies of the East Midlands, Yorkshire, the North East and Scotland – a combined area of 15 million people which already contributes over £320 billion a year to the UK economy.

Our analysis shows that over 60% of the wider economic benefits of Phase 2 will be delivered on the Eastern leg of HS2.

HS2 East will massively improve connectivity between the financial centres of the North and Scotland – Leeds and Edinburgh, helping to boost trade and investment in a post-Brexit economy.

HS2 East links the key manufacturing centres in the North and Midlands, firms like Rolls Royce, Toyota, Bombardier, JCB, Jaguar Land Rover, Nissan, Siemens and Caterpillar - and many supply chain companies.

Full delivery of the Eastern Leg with a link to the East Coast Main Line would help free up capacity across the network, boosting regional rail connectivity and supporting the economies of all communities. Timetables could be changed to meet different priorities as long-distance services could be shifted onto HS2.

High speed rail to Scotland

Linking high speed services to Scotland via an upgraded East Coast Main Line will bring a major total economic uplift of £717m annually.

Feasibility work led by Transport Scotland has demonstrated that improvements to Newcastle Station and to the rail corridor between Newcastle and Edinburgh could deliver a London to Scotland journey time of 3 hours – making high speed rail via HS2 East a competitive alternative to air travel.

About HS2 East

The HS2 East partnership is working to ensure the Eastern Leg of HS2 is delivered in full, to the fastest possible timescale, and to make the case for why the Eastern Leg is the best option for bringing the benefits of high speed rail to all communities, from the Midlands to the North of England and Scotland via the North East.

We are a broad coalition of local government, from combined authorities to city regions and counties, working in close partnership with Local Enterprise Partnerships, Chambers of Commerce, and transport groups.
1. INTRODUCTION

   This report provides an overview of performance of all LEP funded activities which includes the Local Growth Fund budget, the Growing Places Fund, the Growth Hub and the Enterprise Zone.

2. RECOMMENDATION

   To NOTE the paper.

3. PROGRESS

   3.1 In addition to the separate reports on the Local Growth Fund from the Infrastructure Investment Committee and the Growing Places Fund Sub-group this paper provides an overview and update on progress of both programmes and an update on the Growth Hub.

   3.2 LOCAL GROWTH FUND 2018/19

   Overall good progress continues to be made in this financial year with projects coming forward for approval and delivery.

   The current programme forecast for 2018/19 is £45.66m against a target of £32.36m. The overspend takes into account funding carried forward from previous years which currently stands at £42m.

   Good progress is being made with this year’s spend with £32m of funding being delivered to projects so far and I am confident that this year’s allocation of funding will be not only spent but surpassed to utilise underspend from previous years.

   As the financial year is coming to a close all projects are being engaged with to monitor projected levels of spend up to the close of the financial year. D2N2 have had conversations with the project sponsors to gain certainty over final project spend in year.

   We continue to closely monitor the programme and review all projects at the IIB on a risk based approach. Currently there are 3 projects flagged as high risk which are detailed in the attached High Risk report.

   We are continuously exploring opportunities for accelerating delivery to offset any delays across the programme which are inevitable with complex physical infrastructure schemes.

   In terms of outputs we are again making good progress against delivering our core targets and report these back through the IIB.
3.3 GROWING PLACES FUND

The attached report provides a detailed update on progressing the current pipeline of projects. As we move towards a combined Single Accountable Body we have paused any new applications and will be undertaking a review of all existing projects in the pipeline.

Alongside this we have also commissioned a separate independent review of the fund to establish if it is still fit for purpose and identify current market gaps given the significant change in landscape and funding availability since the fund was launched in 2011. The findings of the review will inform the future use of the remaining funds.

3.4 GROWTH HUB

The current ERDF funded project, which delivers the majority of Growth Hub activity, comes to an end on 31 March, 2019. The past few months have been focused on capturing as many outputs as possible via the Adviser teams as well as planning for the next phase of the Growth Hub. The attached dashboard provides an update on current performance.

We are embedding the Growth Hub’s strategic priorities agreed in 2018, i.e.

1) For the Growth Hub to be the ‘go-to’ place for business support, a service for all SMEs

2) Providing added value to SMEs, linking them to wider opportunities beyond business support provision, e.g. HS2 or Heathrow supply chain, and delivering interventions that improve productivity in SMEs

3) Capturing and utilising insight and intelligence to inform future service delivery.

Governance structures continue to be reviewed but we have agreed that the project Executive Group will focus on priorities 1 and 2 above, particularly around operational and tactical issues, whilst the proposed Business Growth Board will focus on priority 3.

Growth Hub 2.0

The Growth Hub 2.0 funding (via ERDF) has been approved and we await a funding contract. This secures the service for a further three years from April 2019 to March 2022. The existing service (i.e. enquiry handling, website, events, Advisers) will remain with the additional of two new delivery partners – Derby City Council and Erewash Partnership which will bring new Adviser roles into the Growth Hub.

The new elements of the service will be:

1) The current Digital Growth Programme activity will be brought into the Growth Hub service

2) A Growth Hub Grant Scheme will be available with a total of £2m available to award to SMEs
The underlying focus of the Growth Hub 2.0 model is improving productivity of SMEs. We have developed a Marketing Action Plan which will influence all SME engagement activity during the next three years and will be continually reviewed by the project Executive Group.

The proposed Business Growth board will help to oversee the future work of the Growth Hub and ensure stronger alignment with the focus within the Strategic Economic Plan.

3.5 Enterprise Zones

Since the last board meeting there have been no further meetings of the Enterprise Zone Steering Group and therefore a brief summary of business is reported in this performance update.

Following a successful application for Building Foundations for Growth funding, the Nottingham Science Park 2 development has begun works on site in February 2018, the project is currently in the groundworks stage and progress has been made on the development. As stated, the project is expected to be fully complete by February 2020.

D2N2 are continuing to work with Derby City Council on how to progress the Project Mulberry business case, meetings are ongoing with the City Council of how the funding for the project will be brought together as the Council are looking to utilise the business rates retained to contribute towards the development. A potential funding mechanism is expected for the May Board meeting following a submission of need to the LEP which will be reviewed internally before being presented. Also on Infinity Park the opening of the Nuclear Advanced Manufacturing Research Centre (NAMRC) took place on the 13 February, 2019. The centre will initially occupy space in the iHub whilst a business case for its own facility is realised. D2N2 are working in partnership with the NAMRC and Derby City Council to bring forward a potential proposal and sit on working groups related to the project.

On the Boots Enterprise Zone Site progress towards the second phase of the Medical Technology Innovation facility is continuing in conjunction with the projects other site at NTU’s Clifton Campus. NTU are working through the proposal with Boots as the landowner and are hoping to bring forward a business case to the LEP in the summer to grant the funding for the project through Local Growth Funds.
**Projects at High Risk are:**

<table>
<thead>
<tr>
<th>Project</th>
<th>Why is this high risk?</th>
<th>Mitigation</th>
<th>LGF Investment</th>
<th>Action for IIB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gedling Access Road Nottinghamshire County Council</td>
<td>The promoter has reported that the start date for commencement had previously slipped by 12 months due to delays in land being purchased through a Compulsory Purchase Order.</td>
<td>The promoter has provided an update to the IIB and has had approval for a Pre-Compliance Agreement. Work on a CPO is ongoing and the project promoter delivered an update to the February IIB to provide reassurances on the future of the project and the timescales for delivery. The IIB were satisfied with the promoter’s response and agreed to await the outcome of the process.</td>
<td>£10.8M</td>
<td>IIB have previously approved the pre-compliance request from the applicant. IIB are asked to note the progress and await the statutory processes for CPO.</td>
</tr>
<tr>
<td>A61 Corridor and Whittington Moor Roundabout Derbyshire County Council</td>
<td>Delays in submitting the business case on the first phase of the programme in relation to Whittington Moor.</td>
<td>The promoter has provided previous updates to the IIB on progress and has had approval for a Pre-Compliance Agreement to support the development of the full corridor development. The project has been awaiting the conclusion of a consultation on the proposed improvements at Whittington Moor Roundabout. A number of objections have been raised to a proposed road closure which has delayed the scheme. The IIB formally replaced this element of the programme at the February IIB with a new project at Clowne.</td>
<td>£15.64M</td>
<td>IIB have received an update on the projects progress in February 2019. The IIB will continue to monitor the progress of the delivery of various elements for the project.</td>
</tr>
<tr>
<td>Project</td>
<td>Why is this high risk?</td>
<td>Mitigation</td>
<td>LGF Investment</td>
<td>Action for IIB</td>
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<tr>
<td>Newark Southern Link Road Newark and Sherwood District Council</td>
<td>This has been put at high risk due to output targets being missed and uncertainty over match funding contributions for the completion of the road.</td>
<td>The applicant made a submission to the Housing Infrastructure Fund which was not successful. Further funding alternatives are currently being worked on from the project sponsor. Meetings have been held with key stakeholders to come to a conclusion about potential funding solutions for the project. D2N2 has part funded an independent viability assessment to identify the best course of action for funding the full scheme.</td>
<td>£7M</td>
<td>The LEP continue to meet with the project promoter alongside other partners. A full update on the project was received by the IIB in February.</td>
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Growth Hub Operational Dashboard (Apr 2016-Dec 2019)

**Targets**

- **3hr assists (P13)**: 2505 achieved (91% of target)
- **12hr assists (C1)**: 472 achieved (81% of target)
- **New enterprises (C5)**: 64 achieved (50% of target)
- **Jobs created (C8)**: 240 achieved (63% of target)

**Engaged**
- 4,971 businesses

**ERDF eligible**
- 3,841 businesses

**Turnover**
- £342M combined

**Employment**
- 4,612 combined FTE

- **4,971 businesses**
- **3,841 businesses**
- **£342M combined**
- **4,612 combined FTE**

* figures based on data collected since Q2 2018

**Businesses engaged by quarter**

- Q1 2016-17: 334
- Q2 2016-17: 355
- Q3 2016-17: 348
- Q4 2016-17: 732
- Q1 2017-18: 527
- Q2 2017-18: 480
- Q3 2017-18: 471
- Q4 2017-18: 584
- Q1 2018-19: 446
- Q2 2018-19: 330
- Q3 2018-19: 362

**Key Sectors**

- Creative & Digital: 46%
- Construction: 14%
- Visitor Economy: 7%
- Life Sciences: 8%
- Food & Drink: 12%
- Transport Equipment: 5%
- Other: 3%

**Size of businesses**

- 1-9 Micro (inc. Proprietor): 87%
- 10-49 Small: 9%
- 50-249 Medium: 3%
- 250+ Large: 1%

**Source of enquiry (Top 10)**

- Growth Hub Website: 24%
- Event - Growth Hub: 24%
- Other (please specify): 15%
- Event - Other: 10%
- Approached by Growth Hub: 9%
- Referred by another busin...: 7%
- Growth Hub Marketing Col...: 4%
- National Business Network...: 4%
- Growth Hub Surgery: 2%
- Twitter: 2%

**Nature of enquiry (Top 10)**

- Business Strategy and Planning: 40%
- Access to Finance: 30%
- Starting A Business: 13%
- Sales and Marketing: 5%
- Other: 5%
- Staff Training/Development: 4%
- New Product & Service Development: 1%
- Searches for Premises: 1%
- Management Training/Development: 1%
- Sector Specific Expertise: 0%
1. **INTRODUCTION**

This report provides an update on the 28th February 2019 Infrastructure and Investment Board (IIB).

2. **RECOMMENDATION**

To receive the programme performance overview and the high risk report, the budget update, an update on the City Hub, a presentation on the North Derbyshire Manufacturing Zone.

3. **PROGRESS**

28th February 2018 IIB

The February 2019 IIB was held at County Hall, Matlock it considered the following agenda items:
- A Programme Performance overview
- Local Growth Fund Budget
- City Hub update
- Presentation on the North Derbyshire Manufacturing Zone
- As an exempt paper, the High Risk projects

- An overview of the programme was given by Sajeeda Rose. Two projects remain at amber risk:
  - Vision university. Further discussions are taking place with the College, they have a new team to stabilise the college.
  - A46 corridor. Rushcliffe will be coming to the next IIB to update on the Clifton and Bingham schemes.

The output monitoring for quarter 3 was presented, showing 2 projects at high risk, Newark Southern Link Road and Vision University. Overall we have achieved 96% of the jobs target, 52% of the homes target and 31% learner’s target.

- The budget was presented to the Board showing an over commitment within year of £19.15m. This will be offset by the money being held by Derbyshire County Council to achieve a balance budget. The overall programme is still showing an over commitment of £7.45m which at the June 2017 IIB meeting was agreed to be funded by a £4m contribution from the Growing Places Fund and the balance to be shared on an equitable basis by the 4 Upper Tier Authorities.

- Representatives from Nottingham College attended the meeting and provided an update on the City Hub project. Details were provided of the project timeline, progress and cashflow and members were reassured that the project was within budget and
operating to the programme timeline. Members were given an insight into the Hubs curriculum offer, and how the promise would be delivered and impacts measured.

- Members were provided with a presentation on the North Derbyshire Manufacturing Zone by North East Derbyshire District Council. Funding of £220,000 was secured this being the highest allocation in the region. Going forward the £220,000 grant has to be spent by March 2020. The Zone’s revised proposals were: De-risking planning / Local Development Orders; Commercial development design guide; Mobility Strategy; Project management and governance arrangements in place. A Project Control Board (PCB) would have an overview of the project with a Project Operation Group (POG) responsible for the day to day running of the project.

- In the exempt part of the meeting promoters gave an update on the three high risk projects Gedling Access Road, Newark Southern Link Road and A61 Corridor. As part of the A61 project, the IIB agreed in principal to reallocate funding from the Whittington Moor scheme to the Clowne North scheme.

Sarah Wainwright  
Senior Accountant/Project Monitoring Officer D2N2  
Derbyshire County Council