

Item 1.3: DRAFT Key Decision/Action Points from Board**D2N2 LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING**

Monday 19 March, 2018

Nottinghamshire County Council, County Hall, West Bridgford, Nottingham NG2 1EP

Chair Peter Richardson
 Minutes Sally Hallam

1. Present and Apologies**D2N2 Board Members in Attendance**

Cllr Roger Blaney	Newark and Sherwood District Council
Cllr Kay Cutts	Nottinghamshire County Council
Cllr Jon Collins	Nottingham City Council
Cllr Barry Lewis	Derbyshire County Council
Cllr Ranjit Banwait	Derby City Council
Cllr Tony Ashton	High Peak Borough Council
Andrew Pickin	Business Representative
Jane Howson	VCS Representative
David Williams (Geldards)	Business Representative
Paul Harris	Business Representative

Also in attendance

Scott Knowles	East Midlands Chamber Chief Executive
Anthony May	Nottinghamshire County Council CEO
Ian Curryer	Nottingham City Council CEO
Mike Ashworth	representing Derbyshire County Council
Christine Durrant	representing Derby City Council
Sanjiv Kohli	representing Newark and Sherwood DC
Simon Baker	High Peak Borough Council CEO
Justin Homer	BEIS (sub for Area Director)

Officer Support

Matthew Wheatley	(Interim) Chief Executive, D2N2 LEP
Lindsay Wetton	Senior Manager – Sector Development, D2N2 LEP
Sajeeda Rose	(Interim) Deputy Chief Executive, D2N2 LEP
Tom Goshawk	Capital Projects Officer, D2N2 LEP
Rachel Quinn	Active Engagement Officer

Apologies

Apologies were received from Dawn Ward, Ian Morgan, Peter Gadsby, David Williams, Melanie Ulyatt and Prof Edward Peck.

1.1 Welcome and Introductions

The Chair welcomed all to the meeting, extending a particular welcome to Cllr Tony Ashton who was attending for his first meeting, with High Peak's CEO, Simon Baker accompanying him.

1.2 Declarations of Interest

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

1.2 Minutes of last meeting and matters arising

The Minutes of the meeting held on 15 January, 2018 were approved as a true record. There were no matters arising other than those already covered on the agenda.

2. Updates for Information

2.3 (i) D2N2 Enterprise Zone – Boots EZ Site Update Presentation

Ahead of the main agenda items, the Chair invited guest speaker, Mark Chivers, Director of Estates at Walgreens Boots Alliance to deliver an update presentation on infrastructure and extension of the Boots EZ site before responding to general questions from the floor. The speaker recorded particular thanks to Nottingham City Council for their work in support of developments. The Chair thanked the speaker on behalf of the group.

2.1 Chair's Report

The Chair introduced his report updating Members on developments since the last Board meeting, notably:

- (a) the outcome of the 'Annual Conversation' and the implementation of the D2N2 Governance Action Plan;
- (b) the current Ministerial Review of LEPs and its potential implications; and
- (c) the recommended approach to refreshing and clarifying Board membership.

He reiterated the importance of demonstrating good governance following the Ney review and in light of the ongoing Ministerial Review and referred to work completed and ongoing to address identified issues. These included strengthening the role and involvement of private-sector representatives on the Board and dealing with the financial complexities of reducing three Accountable Bodies into one.

Cllr Blaney referred to the appointment of a Nottinghamshire Districts Representative on the Board, shown in Appendix C as having a tenure of two years and that District representative appointments should be reviewed annually by the Nottinghamshire and Derbyshire District Councils.

Ian Curryer proposed a confidential AOB item following the end of this Board meeting, where Board members would consider in closed session away from officers the processes to be put in place for the appointment of a new Board Chair from July, 2018 when Peter Richardson would be standing down. They would also use this time to consider arrangements for recruiting a Chief Executive Officer for the LEP. A confidential note of the outcomes of this private meeting would be made by Ian Curryer.

Board **NOTED** the report.

Board **AGREED**:

(a) to endorse the template for Board terms, nomination routes and extensions at Appendix C, with the amendment that District Council representation be reviewed annually by the Nottinghamshire and Derbyshire District Councils;

(b) to support the refresh of the Board from July, 2018 onwards in the terms as detailed in the paper.

2.2 Interim Chief Executive's Report

MW introduced his report updating Board on interim staffing arrangements, inviting comments on the draft Operational Plan for 2018/19 which was to be finalised by the end of March, 2018 and outlining ongoing work to prepare a refreshed SEP for presentation in final draft form to the next Board meeting on 18 May, 2018 before its official launch at the July AGM.

Anthony May thanked the interim CEO for early submission of the draft Operational Plan, which had incorporated steers provided to him by the local authorities' Chief Executives Group. Commitment was confirmed from the upper tier authorities for continued funding for the LEP.

Jane Howson asked if the small staff team was strong enough as it stood. Ian Curryer reported that the Chief Executives group would continue to work to review the resource available to support the work of the LEP.

MW indicated that he would be working with partners to strengthen support for skills work.

Board **APPROVED** delegated authority to the Chair to finalise and approve the D2N2 Operational Plan by 31 March, 2018.

2.3 D2N2 Enterprise Zone (i) and (ii) Nottingham and Derby

In lead David Williams' absence, the Chair asked MW to introduce the report. MW referred to the proposal to develop an Advanced Manufacturing Research Catapult Facility at Infinity Park, something that was seen by all education sector representatives as a positive step as there was currently no catapult facility within the D2N2 area.

Board AGREED:

(i) to delegate authority to the interim Chief Executive to negotiate and enter into a Collaboration Agreement with the University of Sheffield and Derby City Council as described; and

(ii) to instruct the interim Chief Executive to report back to the LEP Board on progress and seek authority before entering into any funding commitments.

2.3 D2N2 Enterprise zone (iii) Markham Vale

Cllr Lewis introduced his report on the Markham Vale Enterprise Zone and gave an additional update to inform the group that a deal had been completed to bring Grangers International Ltd, owners of the Cherry Blossom boot polish brand, to the site creating further welcome job opportunities in the near future.

Board welcomed this and **NOTED** the report.

2.4 HS2 Update Report

The Chair referred to awareness of external messages suggesting that the East Midlands was falling behind the West Midlands in its progress towards plans for HS2. He invited Andrew Pritchard to update Board on initiatives to progress implementation of the HS2 Growth Strategy.

AP stressed that plans were moving forward satisfactorily and with a clear consensus. He indicated that the HS2 Strategic Board would be meeting in a week's time to consider a more detailed working proposition. This would then be discussed further with partners and private-sector members would be actively engaged as part of this further consultation.

Jane Howson expressed the view that the apparently local authority-led process demonstrated why there was difficulty currently in getting the private sector to engage fully in debate.

Both Cllr Lewis and Cllr Banwait acknowledged the importance of private-sector involvement going forward. Cllr Banwait indicated that the Derby Renaissance Board invited key partners to a forum as part of this meeting. It was suggested that something similar be used in Nottingham to disseminate information more widely in that area of D2N2.

Given the considerable level of interest in HS2 developments, the Chair supported the stepping up of consultation with both the private sector and the wider community.

Board **NOTED** the report.

3.1 Skills Commission Update Report

MW introduced an update report on the work of the D2N2 Skills Commission.

Mike Ashworth expressed the view that it had been disappointing to see that the FE sector had taken the significant decision not to submit a bid under the Department for Education's Institute of Technology scheme without reference to the LEP.

The Chair asked the interim Chief Executive to contact Board Member and FE Representative, Dawn Ward with a request for her to distribute a note to Board members to flesh out the decision in more detail.

Board **NOTED** the report.

3.2 D2N2 Business Growth Hub Update Report

In lead Melanie Ulyatt's absence, Lindsay Wetton introduced this report, recording thanks to Melanie for the positive and insightful experience that she was bringing to her new role as Chair of the Growth Hub Board. LW summarised developments including issues identified from business engagement.

Scott Knowles gave a verbal update from the East Midlands Chamber perspective, noting evidence that exports from the area remained strong whilst businesses reported some concerns over how to address the challenge of whether and how to pass on price increases to customers.

Board **NOTED** the report, the range of business support activity and Progress Indicators.

3.3 GPF Report Capital Projects

Cllr Collins introduced a report updating Board on the status of the Growing Places Fund (GPF) programme.

Board **NOTED** the overall progress and status of projects including due diligence. Board **DECLINED** the loan to Drakelow.

3.4 Infrastructure and Investment Board report

Cllr Lewis introduced a report updating Members on the January, 2018 Infrastructure and Investment Board and highlighted ongoing robust discussions taking place around the monitoring of projects.

Sajeeda Rose reported working with Nottingham City Council and Derbyshire County Council to manage underspend into next year for projects now coming through.

Justin Homer for BEIS acknowledged LEP assurances that had been given to turn underspend around and confirmed that BEIS would continue to monitor.

Cllr Blaney highlighted a typographical error in the report recommendation to approve Sherwood Energy Village, which should have read Sherwood Business Centre.

Board **RECEIVED** the project updates and the high-risk report and **NOTED** budget and predicted underspends.

Board **APPROVED** the Sherwood Business Centre and N2 Towns Programme and pre-compliance funding for Medical Technologies Innovation Facility (MTIF).

5. Any Other Business

Members continued to meet in closed session at the end of the meeting as outlined under 2.1.

6. Date of next meeting

18 May, 2018 11am – Derby Arena, Pride Park

DRAFT