

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.

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