NOTES OF MEETING

Attendees

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
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<tbody>
<tr>
<td>Viv Russell (Chair)</td>
<td>Longcliffe Quarry</td>
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<tr>
<td>Amanda Brown</td>
<td>Derbyshire County Council</td>
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<td>Ben Sumner</td>
<td>University of Nottingham</td>
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<td>Charlotte Horobin</td>
<td>Make UK</td>
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<td>Chris Pook</td>
<td>D2N2 Growth Hub</td>
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<td>Claire Twells</td>
<td>Smith Partnership</td>
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<td>Clinton Walker</td>
<td>Security Aware</td>
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<td>Darren Clarke</td>
<td>Medilink UK</td>
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<td>Dave Bee</td>
<td>Uniper</td>
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<td>Diane Beresford</td>
<td>East Midlands Chamber of Commerce</td>
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<td>Dominic Stevens</td>
<td>Destination Sheffield</td>
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<td>Emma Knight Strong</td>
<td>Green Arch Consulting</td>
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<td>Frank Horsley</td>
<td>D2N2 LEP</td>
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<td>Geoff George</td>
<td>Nottinghamshire County Council</td>
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<td>Huw Bowen</td>
<td>Chesterfield Borough Council</td>
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<td>Ian Harrison</td>
<td>DIT</td>
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<td>Jeremy Hague</td>
<td>Nottingham Trent University</td>
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<td>Jo Dilley</td>
<td>MPDD</td>
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<td>John Collins</td>
<td>Professional Coaching Alliance Ltd</td>
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<td>John Forkin</td>
<td>Marketing Derby</td>
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<td>Julian Bowrey</td>
<td>Innovate UK</td>
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<td>Julian Stone</td>
<td>Inception Associates</td>
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<td>Keith Cox</td>
<td>Bloc Digital</td>
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<td>Lewis Stringer</td>
<td>British Business Bank</td>
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<td>Martin Rigley</td>
<td>Lindhurst Engineering</td>
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<td>Mike Epton</td>
<td>Centre for Management and Business Development</td>
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<td>Natalie Gasson-McKinley</td>
<td>FSB</td>
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<td>Nicola Swaney</td>
<td>Rolls Royce Plc</td>
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<td>Rachel Hayward</td>
<td>Ask the Chameleon</td>
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<td>Rob Harding</td>
<td>D2N2 LEP</td>
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<td>Robert Dixon</td>
<td>Nottingham City Council</td>
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<td>Sajeeda Rose</td>
<td>D2N2 LEP</td>
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<td>Warren Manning</td>
<td>University of Derby</td>
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<td>Will Morlidge</td>
<td>D2N2 LEP</td>
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<td>Maureen Vieyra (note taker)</td>
<td>D2N2 LEP</td>
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1. **Introductions**
VR introduced Clinton Walker, a new private sector representative, to the Group.

2. **Minutes from the Last Meeting**
The minutes were adopted as a true record of the meeting.

Actions from the last meeting had been completed.

3. **D2N2 Low Carbon Priorities and EM Freeport Update**
WM shared his presentation on low carbon priorities from the Green Growth Strategy, which had been adopted by the last Place Board. Key points included:

- There was a genuine desire from Government and business to ramp up the low carbon agenda.
- Midlands Energy Hub had conducted research into the low carbon sector in the region.
- D2N2 is the second biggest employer, and businesses, in this sector.
- A focus would be on both supporting the growth of the low carbon good and services sector in D2N2 and improving take up for all businesses across the region.
- There is a huge opportunity and desire for this and the LEP is focusing on 6 areas where the LEP can add value.
- WM was on a call to businesses in Nottingham and advised that he had been preaching to the converted.
- WM’s ask is for this Advisory Board to take the lead on carbon literacy in business.

**Comments/Questions**
- The manufacturing sector has a vested interest in the net zero campaign to be seen as the solution rather than the challenge. **Q: Is WM talking to UKRI? A:** Yes, there is considerable funding available that appears to be uncoordinated. There is a big role for Innovation group to pull the strands together.
- There should be a young people strand and encouragement for them into future jobs.
- There is now a huge influx of finance from the private sector and cheaper money for delivering this.
- This is about bringing together the expertise in the region and sharing what is already available. The narrative is to support businesses to make the transition.

**Freeport**
SR shared a slide showing the three sites and updated on progress:
• All partners who had supported the bid were thanked
• The policy allows for tax sites as a stimulus
• East Midlands Airport had been used as our “port” the only inland bid submitted.
• The primary focus is to promote green growth and create jobs with a potential for up to 60,000 jobs, both directly and indirectly.
• Subject to success, AB will be updated of future progress.

Comments/Questions
• Q: It appeared that the HS2 bit was on the margins – why?  A: The bid was around land that could be developed within the 3 sites and further customs sub-zones. HS2 is part of DevCo and Freeport will be developed in parallel to DevCo.

4. Growth Hub Peer Network Pilot – Progress and Future
DB spoke to her presentation.

• The delivery of Peer Network pilot has been successful with excellent take up and has fitted well with the wider Growth Hub offer.
• Once results were available, feedback would be given to this meeting.
• BEIS has awarded the LEP a contract for 17 cohorts in the next round.

Comments/Questions
• JC endorsed everything DB said. Testimony to the success is that businesses are turning up. Weekly facilitator meetings have been successful and able to feedback to GH.
• CP – this has gone really well and it is a positive result with a new funding allocation confirmed for next year. It is still an opportunity even though we are delivering fewer cohorts but that will leave more time for planning. Intelligence is being driven down to business advisers on GH.
• Q: Aware that there is a hospitality event but is there an opportunity for a more visitor economy focused event?  A: Definitely. Although there is only funding for 17 through BEIS in 2021/22, efforts are being made to identify funding through GH core funding and it is likely that further funding maybe available from underspend elsewhere.
• Q: Embedding sustainability and stimulating adoption is an important part of a low carbon transition – is that a key part of the programme?  A: No as the overall aim is to get businesses to work together and share challenges.
• HB – really interested how many more jobs have been created, whether turnover has increased, etc. Maintaining momentum through existing facilitators will be important.

5. Business Growth and Innovation – Progress Update
FH presented the report:
• Enterprise and Business Support – GH review has been attached to the report. Closing date for tender is today (3/3/21). The review will commence once a consultant has been commissioned and the deadline for completion is 31 August and will be reported back to Advisory Board via the GH Executive Board.
• GH funds – commenced discussions with ERDF for any potential contract extension. Funding is due to end in March next year and the hope is to extend for 12-18 months.
• ERDF – D2N2, working with programme managers EGS, have secured £500,000 to bring the Manufacturing Growth Programme to D2N2. Further details to follow.
• International Women’s Day 8th March 2021 – D2N2 continue to explore a potential programme of activity to encourage female entrepreneurship, building on research work carried out by UoN.
• Access to Finance – talent spotting investable businesses is an objective for the theme group. A session has been planned to revitalise the existing GH intermediary network and develop a focused approach to investment readiness. Innovate Edge are now part of the group.

• Innovation – the focus of the theme group will be to triangulate activity between agreed innovation priorities, low carbon, and IR4/digitalisation agendas. Work continues on mapping existing innovation assets to determine sector focused projects and maximise business engagement.

• The Government review of DMOs was announced last week as the visitor economy and town centres recover from the pandemic.

Comments/Questions
• JF – Inward investment will be at the heart of this going forward and at the heart of recovery for towns and cities. Collaboration in the D2N2 area with delivery partners to ensure there is a join at D2N2 and Midlands Engine level.

6. D2N2 Growth Hub – Progress Update
CP advised
• Business engagement: GH continue to see extremely high numbers every week with over 1,000 per month together with high engagement via webinar programme.
• Performance on ERDF is going well. Spend is slightly lower than expected but this is due to lower costs in delivering via webinar as opposed to traditional events.
• Key challenge on outputs will be on delivery of Business Investment Fund (BIF) grants. Excellent take up throughout Covid lockdown with 12 expressions of interest every month.
• Since August 2019 applicants have been requesting for more funding than available (maximum £20k). A request has been made to MHCLG to increase grant limit to £30k.
• Business Resilience Programme (EM Cluster with GLLEP and LLEP) has been successful in helping to support businesses through webinars, events and 1:1 advice on very specific issues. BEIS funding allocated late last year for spend to March for additional advisory resource to support businesses for EU transition. This is being delivered at Cluster level.
• GH are managing Covid Recovery Grants (up to £2k) allocated from ESIF national headroom. The scheme is now closed with 405 businesses contracted. The scheme reached 89% of spend target and supported more visitor economy businesses than originally ringfenced.
• VR thanked CP and the GH team for their hard work and support over a challenging period.

7. Manufacturing – Proposals for Co-ordinated Programme of Support
FH spoke to his presentation
• EM Cluster Chairs/Chief Execs have identified industrial digitalisation as a priority area of work for collaborative activity.
• Work with partners such as Make UK and emerging innovation priorities have indicated that support for adoption of IDS and automation is vital for the continued competitiveness of our SME manufacturing base.
• The East Midlands has been omitted from the roll out of Made Smarter so the framework will seek to maintain momentum and demonstrate to Government that investment is required.
• There is a clear role to maximise the use of innovation assets D2N2 has funded through capital programmes.
• Alongside low carbon growth, the ID manufacturing priority will work with partners through the Innovation theme group to coordinate.

Comments/Questions
• CHo – endorses that FH has worked tirelessly working with the Board. Very disappointed that Made Smarter roll out has not included EM. Make UK will continue to lobby for further support.
• JB – Innovate UK welcome this initiative and would be keen to engage on any proposed D2N2 manufacturing summit/innovation week. Welcomes the idea of linking into local investments proposed via the Stronger Towns Fund.
• JC – welcomes the sector agnostic approach and hopes that businesses will be encouraged to be involved.
• FH – The first stage is to develop a new manufacturing sub group/advisory panel. Anyone interested should contact FH direct.

8. Communications and Engagement - Update
RH advised the meeting:
• Focus was on annual conference before Christmas.
• Luke Stott had left and Kay Knowles joined at beginning of January
  o Draft engagement plan developed
  o Purpose of plan is to move from reactive to proactive.
  o Account management – gold/silver/bronze methodology proposed
  o Pilot proposed with BG&I partners
• CRM – in final phase of business case to link up with Chamber and GH using Microsoft Dynamics. CRM implementation will need to be incorporated with engagement plan.
• AGM – virtual AGM was best attended to date with very positive comments from Government re quality and content.

9. Any Other Business
None.

VR thanked everyone who attended and participated.

ACTIONS:
6. DB to report back to the meeting on the results of the Growth Hub Peer Network Pilot