Item 1.3: CONFIRMED Key Decision/Action Points from Board

D2N2 LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING

Wednesday, 23 September, 2020

By Teams Dial-In

Chair for this meeting    Viv Russell

Minutes    Sally Hallam

1. Present and Apologies

D2N2 Board Members in Attendance

Graham Cartledge    Business Representative
Cllr Kay Cutts, MBE    Leader, Notts County Council
Michele Farmer    VCS and Inclusion Representative
Cllr Barry Lewis    Leader, Derbyshire County Council
Cllr David Mellen    Leader, Nottingham City Council
Prof Shearer West    H E Representative
Cllr Chris Poulter    Derby City Council
Emma Rigler    Business Representative
Cllr Simon Robinson    Rushcliffe Borough Council,
Jayne Mayled    Business Representative
Cllr Alex Dale    Leader, NE Derbys DC
Andrew Cropley    F E Representative
David Wright    Area Lead D2N2, BEIS
James Brand    Business Representative

Also in attendance

Joe Battye    rep for Derbyshire County Council
Gill Callingham    rep for N E Derbyshire DC
Anthony May    CEO, Nottinghamshire County Council
Kath Marriott    CEO, Rushcliffe Borough Council
Rachel North    rep for Derby City Council
Scott Knowles    CEO, East Midlands Chamber
Nicki Jenkins    rep for Nottingham City Council

Philip Handley    Accountant, HSKS Greenhalgh (auditors)
Peter Handford    S 151 Officer, Derbyshire County Council
Sarah Wainwright    Snr Accountant, Derbyshire County Council

Officer Support

Sajeeda Rose    Chief Executive, D2N2
Tom Goshawk    Head of Capital Programmes, D2N2
Frank Horsley    Head of Business and Innovation, D2N2
Will Morledge    Head of Strategy and Policy, D2N2
Rachel Quinn    Head of People and Skills, D2N2
Rob Harding    Head of Marketing and Communications, D2N2
Dan Heffernan    Careers Hub Lead, D2N2
Apologies

Apologies were received from Chair Elizabeth Fagan, Deputy/Interim Chair, David Williams and Board Member, Tim Freeman together with LEP Sponsor, Susan Caldwell.

1.1 Welcome and Introductions

In the absence of both Chair and Deputy, Viv Russell took the Chair for this meeting.

VR welcomed all attendees to the meeting and extended a particular welcome to new Board members at their first meeting. Each was given a couple of minutes to introduce themselves briefly to the group.

1.2 Declarations of interest

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

Andrew Cropley declared an interest in the West Nottinghamshire College project under item 2.4 and took no part in this discussion.

1.3 Minutes of last meeting and matters arising

The Minutes of the previous meeting held on 8 July, 2020 were confirmed as a true record, and all actions were confirmed as being completed.

2.1 Formal Appointment of Auditors

Sarah Wainwright introduced this item, reminding members that Companies House would require accounts for the first time this year for the incorporated LEP. Following a standard tendering process, HSKS Greenhalgh had been selected as the firm to undertake this work. She introduced Philip Handley, Director of Audit and Associated Services at HSKS Greenhalgh.

Mr Handley gave a short summary to members of the process and paperwork that would be required and indicated that full explanatory information would be circulated to all following this meeting, with a formal letter of engagement to be signed by the Chair if the appointment was approved.

Board APPROVED the appointment of HSKS Greenhalgh as auditors for D2N2 LEP.

Item 2.2 Interim Chair’s Report

VR introduced this report updating members on significant developments since the last meeting, including:

i) the Economic Recovery and Growth Plan;
ii) East Midlands Freeport update;
iii) Governance update;
iv) Advisory Boards update;
v) MPs roundtables update.

In David Williams’ absence, Sajeeda Rose was invited to speak briefly to each section.
i) Economic Recovery and Growth Plan

SR reminded Board of the background to the Economic Recovery and Growth Strategy (ERGS), namely that it was intended as a narrative complementing local plans with the aim of attracting long-term investment to the region. She handed to Will Morlidge who then took Members through a short summary slide presentation covering work to date.

WM reminded Board that this strategy built on the Local Industrial Strategy that had been endorsed by Board in March, 2020. The three guiding principles of productivity, clean growth and connectivity remained, but were being revised to take into account the impact of Covid 19 on employment, learning and socialising.

Board was advised of the timetable for next steps, with feedback including comments from this Board, the Covid19 Recovery Board and Leaders’ Board to be in by 9 October so that a revised draft could be presented to BEIS for informal comment by 16 October. From there, a final draft would be prepared for discussion by the Analytical Group on 27 October and Covid 19 Recovery Board on 2 November.

WM sought feedback on the general direction of progress of the draft and invited comments from Members on specific propositions in order to shape the final pitch to Government.

A general discussion took place, broadly reflecting support for the draft to date. Specific points arising from the conversation included:

- From Prof West, welcoming the direction of travel in relation to zero-carbon and digital, which linked to the work being undertaken by the University of Nottingham, and the role of innovation;
- From Cllr Mellen, a recommendation to strengthen the pitch for the visitor economy with specific reference to the investment made to the Nottingham Castle transformation project;
- From Graham Cartledge, a recommendation to focus on the opportunities presented by the sport and health sectors within D2N2;
- From Michele Farmer, in terms of productivity and inclusion a recommendation to ensure the region was demonstrated to be one with quality of life: a place both to live and work.

Board ENDORSED the draft ERGS and agreed the next steps as proposed.

ii) East Midlands Freeport Update

SR referred Members to notes within the circulated report and confirmed that the response from Government was now awaited. Given the present national situation, it was expected that there would probably be some flexibility with the initially envisaged 12-week consultation period ending mid-October. Additionally, formal policy framework information was still awaited in order to refine the final pitch proposal to Government. Work was therefore continuing with partners in anticipation of the formal competition launch to ensure consistency of data as well as alignment with the business case being prepared for the Development Corporation area.

iii) Governance Update

SR drew attention to detailed notes in the report. Following the implementation of a new governance structure for the LEP from January, 2019, a review had been carried out as agreed to ensure that that the structure remained fit for purpose in delivering the objectives set by Board.
SR referred to tightening up the structure to ensure consistency between Advisory Boards over areas of work, together with the introduction of a dashboard to measure impact and performance across all Boards.

Board **APPROVED** the revised Terms of Reference for each advisory board and proposed reporting arrangements as outlined.

iv) Advisory Boards Update

VR drew Members’ attention to notes within the report and, as Chair of the newly-merged Business Growth and Innovation Board (BGIB), confirmed that the first meeting had been successfully attended with good updates in particular on the critical role being played by the Growth Hub as well as on international trade matters.

Prof Shearer West confirmed that she had attended her first meeting on handover from Prof Kathryn Mitchell and highlighted the themes that had been discussed including Covid 19 recovery, Skills for Growth and a 3-year action plan for increasing Digital Skills in D2N2.

For the Place Board, SR confirmed that external presentations at the recent meeting had prompted thought-provoking discussion around how places and spaces would operate in the future. The revised ToR had also been considered. Investment Marketing and Tourism, which had been included under Place were now felt to align more closely with BGIB going forward.

v) MPs Roundtables Update

SR referred to the ongoing strong relationship with the area’s MPs, citing collaborative work with them to secure the July meeting with Steve Barclay, Chief Secretary to the Treasury as an example. Further regular meetings were coming up in the next couple of weeks for both Conservative and Labour Group MPs.

Board **NOTED** the Interim Chair’s report.

2.3 Chief Executive’s Report

Sajeeda Rose presented her report updating Board on items including:

a) Skills Update, including presentation on Careers Hub activity;
b) Business and Innovation/Growth Hub Update;
c) ESIF Update;
d) Marketing and Communications Update.

and referred members to the notes under each item.

She invited Dan Heffernan, Careers Hub Lead for North Derbyshire to present to Board on recent work by the Careers Hub.

DH took the group through a slide presentation outlining Careers Hub activity and focusing specifically on the work undertaken in collaboration with 130 organisations, Chesterfield Borough Council and Destination Chesterfield to create the ‘My Future’ digital platform.

Board learned that this was a digital space available via desktop or mobile app for young people and parents to access careers and transition information including downloadable prospectuses, virtual workplace tours and workshops under one virtual roof. They were given
a short demonstration of how the site worked. The project had been recognised as nationally innovative by the Careers and Enterprise Company, with many other areas now looking to replicate the D2N2 model.

VR thanked Dan and thanks were also recorded to him and the team for this work. VR confirmed that Longcliffe would be happy to support the initiative.

Board **NOTED** the report.

### 2.4 Capital Programme Performance Update

The Chief Executive introduced a report providing an update on the performance of the D2N2 Capital Programme and detailing the latest updates of all programmes as presented to the Investment Boards on 4 August and 9 September, 2020.

She reminded Board that the LEP was on track to deliver its remaining £40m LGF funding this year, whilst £44m new funding would come from the Getting Building Fund. SR handed to Tom Goshawk to take Members through a summary of each scheme prior to seeking formal endorsement and approval of schemes confirmed by the Investment Board.

Cllr Cutts indicated that she would not endorse the paper at this meeting and wished her views to be formally recorded. She expressed particular disappointment that Nottinghamshire’s bid to the LEP for a 5G voucher scheme had not been successful and questioned the lack of digital provision in the schemes now presented for ratification. She expressed her reservations on the rationale for decisions reached and asked for a list of projects that had not succeeded.

SR acknowledged Cllr Cutts’ view, but confirmed that following independent assessment of all bids, the risks associated with the Nottinghamshire voucher scheme had been demonstrated to be significantly higher than other proposed projects. Additionally, it was understood that other sources of funding could be available to fund digital infrastructure that were more suitable than the Getting Building Fund.

A project list had been circulated with the previous Board but would be reissued for ease of reference.

TG talked the Board through summary slides including outcomes and numbers of jobs to be created by each project, namely:

**From the August Investment Board:**
- £425,000 for the Tollbar House project in Ilkeston
- £650,000 for the Revitalising the Heart of Chesterfield project

**From the September Investment Board:**
- £2.2m for the YMCA Community and Activity Village in Newark
- £160,000 for the Mushroom Farm project in Eastwood
- £850,000 for the Facility for OMICs research in metabolism project at the University of Derby
- £673,718 for the Automation and Robotics Centre project at West Notts College
- £800,000 for the Smarter Wireless Innovation Facility project at NTU’s Clifton campus.

Michele Farmer queried the need to develop new offices at Ilkeston at the current time. TG reported that there had previously been a low stock of suitable local buildings to be re-
purposed in this way, and the market assessment confirmed demand for new offices. The scheme would provide smaller units that hopefully in recovery would offer a new market to that area. This was endorsed by Cllr Lewis.

Cllr Cutts queried the investment into the YMCA Community and Activity Village in Newark, which she perceived to be centred largely around sport.

SR confirmed that the LEP’s support for the Newark scheme was based on learner support rather than sport. This landmark project for the YMCA had been designed with other partners including Newark and Sherwood District Council, Nottingham Trent University, Newark College and Public Health England.

Cllr Mellen welcomed the spread of projects now approved, recognising the need to plan for the medium- and longer-term. He particularly welcomed NTU’s Smarter Wireless innovation Facility project as a vehicle for further digital innovation.

Subject to recorded dissent by Cllr Cutts:

Board RATIFIED and CONFIRMED the decision of the Investment Board to invest £425,000 of Local Growth Fund to the Tollbar House project in Ilkeston.

The Board RATIFIED and CONFIRMED the decision of the Investment Board to invest £650,000 of Local Growth Fund to the Revitalising the Heart of Chesterfield project.

Board RATIFIED and CONFIRMED the decision of the Investment Board to invest £2.2m of Local Growth Fund to the YMCA Community and Activity Village in Newark.

Board RATIFIED and CONFIRMED the decision of the Investment to invest £160,000 of Local Growth Fund to the Mushroom Farm Project in Eastwood.

Board RATIFIED and CONFIRMED the decision of the Investment Board to invest £850,000 of Local Growth Fund to the Facility for OMICS Research in Metabolism project at the University of Derby.

Board RATIFIED and CONFIRMED the decision of the Investment Board to invest £673,618 of Local Growth Fund to the Automation and Robotics Centre project at West Nottinghamshire College.

Board RATIFIED and CONFIRMED the decision of the Investment Board to invest £800,000 of Local Growth Fund to the Smarter Wireless Innovation Facility project at NTU’s Clifton Campus.

Board NOTED the progress of the capital programme and the new Getting Building Fund projects.

Board DELEGATED authority to the Investment Board to approve any projects that come to the October Investment Board to enable those projects to progress before the November Board meeting. Board Members would be provided with a written report on the outcome of the Investment Board.
**ACTION:** LEP to recirculate list of project bids to LGF (SR).

**2.5 Midlands Engine Development Corporation Strategic Business Case Update**

Board **RECEIVED** and **NOTED** a confidential report updating on the Midlands Engine Development Corporation Strategic Business Case.

**3. Any other business**

The date for the D2N2 Annual Meeting, likely to be at the end of November, would be announced shortly.

Via zoom chat, Cllr Poulter asked if the policy on no substitutes at Board remained and SR confirmed this to be the case.

**4. Date of next meeting**

Tuesday, 24 November, 2020 (10.00am – 12.00 pm) – joining details to follow.