

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

Friday 30 November, 2018

Ashfield District Council, Urban Road, Kirkby-in-Ashfield Notts NG17 8DA

Chair Elizabeth Fagan
 Minutes Sally Hallam

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

Cllr Tony Ashton	High Peak Borough Council
Cllr Dave Liversidge	Nottingham City Council (sub)
Cllr Kay Cutts, MBE	Nottinghamshire County Council
Paul Harris	Business Representative
Jane Howson	VCS Representative
Cllr Barry Lewis	Derbyshire County Council
David Wright	Assistant Director, BEIS EM and SEM
Prof Warren Manning	H E Representative (sub)
Cllr Chris Poulter	Derby City Council
Dawn Ward	F E Representative
David Williams	Business Representative
David Williams (Geldards)	Business Representative

Also in attendance

Adrian Smith	sub for Nottinghamshire County Council CEO
Chris Henning	sub for Nottingham City Council CEO
Joe Battye	representing Derbyshire County Council
Verna Bayliss	sub for Derby City Council CEO
Simon Baker	High Peak Borough Council CEO
David Wright	Assistant Director, BEIS
Susan Caldwell	LEP Sponsor, DIT
Cllr Mick Barker	Derby City Council

Officer Support

Sajeeda Rose	Interim 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
Sally Hallam	Office Manager, D2N2

Apologies

Apologies were received from Board members Peter Gadsby, Prof Kathryn Mitchell, Cllr Simon Robinson and Cllr Jon Collins, together with Scott Knowles and Allen Graham.

1.1 Welcome and Introductions

The Chair welcomed attendees to the meeting and extended a particular welcome to LEP Sponsor, Susan Caldwell who was attending as an observer to the LEP Board for the first time. The Chair confirmed to Board that Melanie Ulyatt had now stepped down from her role as a member of the LEP Board and placed on record her thanks to Melanie for her contribution to the work of the Board during her tenure.

The Chair also thanked Rob Mitchell, CEO Ashfield District Council for the authority's hospitality in offering use of their meeting facilities before inviting him to present to the group ahead of the main meeting.

RM delivered a short overview of Ashfield, including local links, regeneration projects and aspirations for future sustainable growth aligned to objectives shared with the LEP.

Board received the presentation with thanks.

1.2 Declarations of Interest

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

Cllr Liversidge declared an interest in item 3.1 Enterprise Zone and took no part in discussions under this item.

Paul Harris declared an interest in item 3.1 (ii) Infinity Park and took no part in discussions under this item.

Cllr Cutts declared an interest in item 3.2 Growth Hub 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 18 October, 2018 were confirmed as a true record.

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

2. Items for Strategic Discussion

2.1 Chair's Report

The Chair introduced her report updating Members on developments relating to the implementation of the LEP Review and to D2N2 Board Governance, as well as ongoing progress with Rolls Royce Action Group and Partner engagement.

She recorded thanks to Deputy Chair, David Williams for his support in ongoing work. In terms of the LEP review and ongoing issue of the requirement by Government to remove geographical overlaps, EF reported that this remained unresolved as outlined in her report, but updated members that D2N2 LEP had reached out to Sheffield City Region and was going on to a tele-conference following today's meeting, the outcome of which would be reported back in due course.

A short discussion ensued, in which some concern was expressed that in the absence of intervention by Government there may be a stand-off following the Secretary of State's letter, notwithstanding D2N2's willingness to address the issue. A plea was also made for appropriate communication for and to businesses once decisions had been reached, together with clear guidance on collaborative working going forward.

In terms of likely timetable for announcements regarding the UK Shared Prosperity Fund, Board was informed that timings were likely to be affected by whether or not Government achieved a Brexit deal. If progress were to be made in the next fortnight, an announcement may be made ahead of the Christmas recess; if not, no new information would come out until 2019.

On Board composition, the Chair referred members to notes within her report, including timescales for achieving a re-constituted Board which she hoped would be fully in place by February, 2019.

Going forward the Chair requested that there should be no substitutes for Board Members at Board meetings.

On progress towards appointment of a single Accountable Body, Board was informed that a two stage tender process was underway. Nottinghamshire County Council had indicated that it would not be submitting an expression of interest, and would therefore support the appointment process.

Board's attention was drawn to notes within the report covering ongoing steps being taken towards acquiring independent legal identity by 1 April, 2019.

Members spent some time discussing the proposed governance structure as set out in the report, with a number of new Boards each to be headed up by a private-sector Member. Concern was raised by several local authority Members over appropriate representation particularly in respect of the new Place Board, given local authorities' role in delivering on this strategy.

The Chair acknowledged the points being made, and reminded Members that D2N2 had clear terms of reference to work to under the review in relation to the role of the private sector. One of the observations had been the need for a stronger private-sector voice to be heard in decision-making, which was now being addressed, notwithstanding the ongoing role of the public sector. In terms of approach, the Chair reiterated that to deliver appropriately against the new Local Industrial Strategy, it would be critical to integrate the current, separate bodies that operated across the area and to work together.

The new framework represented a strong starting point for a new way of working. The Governance model was for further discussion over the coming weeks with partners, with a final recommendation to come back to the main D2N2 Board for approval.

Board's attention was drawn to the summary notes on Rolls Royce Action Group and to those relating to partner engagement meetings that the Chair had undertaken. The Deputy Chair was invited to add a verbal update on the LEP Network meeting of Chairs and CEOs that he had attended for D2N2. David Williams reported that there was a strong commitment to get on with the job and a willingness to share best practice had been evident. The LEP Network did not support the call by the PM's office for a 'national LEP voice', on the grounds that LEP represented sectors of the community much wider than simply the voice of business.

Board **NOTED** the report updates.

2.2 (Interim) Chief Executive's Report

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

She recorded thanks to all for feedback received in response to the consultation process. Overall, the move towards a greater focus on productivity was welcomed and the message that skills were key to moving productivity forward had been heard and noted, as had the need to finalise the SEP and move on to developing the Local Industrial Strategy.

Nottingham City Council raised a concern about the process for finalising the SEP without the opportunity to ensure their feedback had been reflected in the final SEP. The Chair committed to speak directly with Cllr Jon Collins on this matter ahead of sign-off.

The Board was asked to approve the development of a final draft SEP to be signed off for publication by the Chair and Deputy Chair before launch early in the New Year, which was supported by the Board.

The Interim CEO informed Members that she would be representing D2N2 at an event in Bristol on 6 December, 2018 to celebrate the first anniversary of the launch of the LIS. An announcement was expected there on who would be invited to take part in the next stage. D2N2 would also shortly be attending a meeting in Birmingham to learn more about the West Midlands' LIS to inform development of D2N2's strategy. It was intended that a working group including local authority and university representatives would be set up, to reflect a fully co-owned process in developing the LIS.

SR reported that the LEP's Annual Review would take place on 15 January, 2019. She confirmed to Members that, building on last year's review, all governance issues had now been addressed and significant progress had been made on improving all areas of strategy and delivery.

Board's attention was drawn to the summary notes on Skills and Employability, together with those covering ESIF and the proposed new high streets fund announced in the Autumn Budget. Board noted efforts in train to liaise with local partners to develop a potential joint strategy for the funding.

Board **NOTED** the report.

ACTION: EF to meet with Leader, Nottingham City Council (SH to set up)

3. Standing items

3.1 D2N2 Enterprise Zone

3.1 (i) and (ii) Nottingham and Derby

Board **NOTED** proposals for Nottingham Science Park and **AGREED** - given the timings between EZ Boards - to delegate powers to the LEP Deputy Chair and Chief Executive to approve next steps to meet project requirements, such authority to be on the basis of an appropriate review of the financial costs of the Final Business Case to confirm compliance with the Local Assurance Framework.

3.1 (iii) Markham Vale

There was no update to report at this time.

3.2 D2N2 Business Growth Hub Update Report

The Chair invited Lindsay Wetton to introduce this report, updating members on strategic developments and progress made in the D2N2 Growth Hub.

LW summarised the previous quarter's activity and underlined the role of the Growth Hub Strategy in contributing to the SEP productivity targets.

Board member, Paul Harris highlighted the importance of a more data-driven approach to gather evidence in support of the LEP's Local Industrial Strategy, a point endorsed by the Chair.

Board **NOTED** the report.

3.3 Performance Review and Update Report

Following the request at last month's Board, the Interim CEO presented a summary report on performance of both the Local Growth Fund budget and the Growing Places Fund.

LGF was now progressing much better following delays in the previous financial year, overspend was pulling back on the previous underspend and at-risk projects continued to be subject to monitoring.

GPF loans were progressing, with some early repayments and no anticipated defaults.

Chris Henning wished to record the thanks of Nottingham City Council for LEP support which was having an impact on Nottingham's transformation.

Board **NOTED** the report.

3.4 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.

3.5 Infrastructure and Investment Board report

Cllr Lewis drew Members' attention to the short summary report on the Local Growth Fund budget.

Board **NOTED** the report.

4. Any Other Business

None.

5. Date of next meeting

Tuesday, 22 January, 2019 (10.00am – 12.00 pm) – Derby tbc.

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