

Economic Development Committee

Tuesday, 27 November 2012 at 14:00

County Hall, County Hall, West Bridgford, Nottingham NG2 7QP

AGENDA

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Notes

- (1) Councillors are advised to contact their Research Officer for details of any

Group Meetings which are planned for this meeting.

- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Christine Marson (Tel. 0115 977 3887) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.

minutes

Meeting	ECONOMIC DEVELOPMENT COMMITTEE
Date	16 October 2012 (commencing at 2.00 pm)

Membership

Persons absent are marked with `A`

COUNCILLORS

Keith Girling(Chairman)
Gordon Wheeler (Vice-Chairman)

Victor Bobo
Steve Garner
Glynn Gilfoyle
Stan Heptinstall, MBE

Eric Kerry
John Knight
Liz Yates

A Ex-officio (non-voting)
Mrs Kay Cutts

CO-OPTED MEMBERS

A Mr M Chivers – Boots Plc
Mr K Sirrell – Federation of Small Businesses
Ms N G Gosson (substitute Federation of Small Businesses)

OTHER COUNCILLORS IN ATTENDANCE

Councillor Mel Shepherd

OFFICERS IN ATTENDANCE

David Forster)
Celia Morris) Policy, Planning and Corporate Services
Department

Geoff George)
Matthew Lockley)
Nicola McCoy-Browne)
Carl Bilbey, Conservative Group Research Officer
Michelle Welsh, Labour Group Research Officer
Anna Vincent, Independent Research Officer
Mandy Steel, Environment and Resources Department

MINUTES

The minutes of the last meeting held on 4 September 2012 were taken as read and confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

There were no apologies for absence.

DECLARATIONS OF INTEREST

There were no declarations of interest.

INTRODUCTION TO CO-OPTED MEMBERS

Members welcomed the co-opted members to their first meeting of the Economic Development Committee.

NOTTINGHAMSHIRE ENTERPRISE ZONE

Mr George introduced the report to members, followed by a presentation by M Chivers setting out how the awarding of the Boots Campus as an enterprise zone will have an effect and what changes are being suggested for the future of the site. In taking members through the slide presentation changes in business use of some of the Grade II listed buildings were highlighted along with future potential business opportunities.

RESOLVED 2012/014

That the report be noted.

D2N2 LOCAL ENTERPRISE PARTNERSHIP – UPDATE ON PROGRESS AND APPROVAL TO ACCEPT CAPACITY FUND MONIES

RESOLVED 2012/015

That the report be noted and that the County Council's role as accountable body for the Local Enterprise Partnership Capacity Fund be approved.

WORK RELATED LEARNING OPPORTUNITIES AT NOTTINGHAMSHIRE COUNTY COUNCIL

RESOLVED 2012/016

That the positive steps the County Council is taking to offer more young people the opportunity to access a variety of work related learning opportunities be noted.

RESPONSE TO RECOMMENDATIONS FROM THE COMMUNITIES AND ENVIRONMENT STANDING COMMITTEE REVIEW OF TOURISM AND ECONOMIC DEVELOPMENT

RESOLVED 2012/017

That the recommendations of the Communities and Environment Standing Committee on tourism and economic development be agreed and that the proposed responses as set out in paragraph 5 to the report be approved.

UPDATE ON THE NOTTINGHAMSHIRE LOCAL BROADBAND PLAN

RESOLVED 2012/018

That the continued progression towards delivering superfast broadband in Nottinghamshire be noted

WORK PROGRAMME

RESOLVED 2012/019

That the work programme be noted

The meeting closed at 4.05 pm.

CHAIRMAN



27th November 2012

Agenda Item: 4

**REPORT OF THE CHAIRMAN OF ECONOMIC DEVELOPMENT COMMITTEE
THE NOTTINGHAMSHIRE BUSINESS ENGAGEMENT GROUP**

Purpose of the Report

1. To offer the Committee further details on the workings of the Nottinghamshire Business Engagement Group (NBEG) and to offer considerations on its value and operational aspects.

Information and Advice

2. NBEG was established by the County Council as a response to its signing-up to the Federation of Small Businesses "Small Business Engagement Accord" in December 2009. Backed by the Local Government Association, the Accord is a voluntary code of practice for individual local authorities and the Federation of Small Businesses (FSB) to co-sign. It seeks to ensure that the local business community is given the opportunity to participate in local decision making processes as they may impact on small businesses and to understand the rationale behind any decisions made.
3. The Accord contains a set of principles aimed at improving the level of participation by businesses in local democracy processes and specifically, allows the County Council to demonstrate its commitment to supporting and engaging with businesses in Nottinghamshire. As a consequence, amongst a range of related activity associated with the principles, two key issues were enacted by the Council. Firstly, a nominated County Council member was appointed as the Small Business Engagement Champion and secondly, in order to facilitate a healthy on-going dialogue, a business engagement group was established.
4. Councillor Keith Girling was appointed as the County Council's Champion and NBEG was established in the new year of 2010 following a period of consultation with a range of umbrella business organisations impacting on and / or operating within the County. A Terms of Reference (ToR) was agreed and this is attached as an Appendix to this report. The ToR was agreed at its first meeting and is regularly reviewed by the membership, as will be noted from the version control.

Objectives and Operations

5. The Committee will note the formal Objectives of the Group at Section 2 of the ToR alongside the business membership as listed at Section 3 but additionally, local groups such as the Southwell and the Collingham Business Clubs are now regular and welcome attendees.
6. Since its establishment, the Group has met regularly on (approximately) an 8 weekly / quarterly cycle, being facilitated by the County Council's Economic Development Team. This is more than the minimum frequency referenced in the ToR and reflects the on-going desire of all parties to maintain the face-to-face elements of the wider business engagement work, particularly when joint discussions are required and / or a guest speaker is arranged.
7. It will be noted that while meetings remain an important part of the NBEG arrangements, in between times, crucially, NBEG members share information directly with each other and the Economic Development Team engages with the members via electronic means offering both information on new developments, seeking feedback on specific issues or requesting participation in events.
8. NBEG meetings are chaired by Councillor Girling. As a (predominantly) business group, Councillor Girling has consistently reminded the members that he would be happy to cede this role to the business membership but to date, they have unanimously agreed that Councillor Girling should maintain the role.

Latest Position

9. As paragraph 5 notes, the ToR has evolved and been amended over time to reflect changing circumstances and as a consequence of its own membership-led reviews. It will be noted that a further derivation is required given for example the introduction of the Committee system at the County Council. At its last meeting in September 2012, members reflected on the style and timing of the meetings, offered further ideas on presentations and encouraged the continued use of electronic means of communication in between meetings.
10. The most significant developments which have seen a positive response from the NBEG membership and which have impacted upon the ToR may be summarised as follows :
 - **Linkages to the D2N2 Local Enterprise Partnership.** With the establishment of the D2N2 LEP and its remit to be business-led, NBEG worked with the Nottinghamshire and Nottingham business representatives on the LEP Board to ensure that they attend NBEG meetings to update members as to LEP activity and to listen to the views of businesses in return, to influence the LEP's activity. The Economic Development Team has facilitated discussions with the NBEG membership to ensure its priorities were voiced as coherently as possible and the timing of NBEG meetings were altered to better align them with LEP Board meetings as a consequence.
 - **The Nottinghamshire Growth Plan.** NBEG has proved a valuable reference point to secure liaison with the County's many smaller businesses in addition to the contact made with larger employers. This includes early conversations on the proposed direction on the Plan and on-going liaison as the Plan has been in development. As the

Plan is now being progressed to a formal consultation phase, again, NBEG members will be offered the opportunity to comment and influence the final draft.

- **City / County Business Relationships.** Related to the Growth Plan developments, the NBEG membership now includes City-based business groups reflecting the self-evident inter-relationships between businesses across the City and County. As the Committee will be aware, the City's and County's Growth Plans are designed to be complementary and the Plans were the subject of presentations at the same NBEG meeting. The ambition for alignment was much welcomed by the business community. More recently, members will of course be aware that the Council has taken the step of securing business co-options to this Committee, further reinforcing the business engagement with the Council.
 - **County Council Budget Consultation.** The Council recognises the value of securing input from the business community alongside wider consultation as it sets its annual budget. NBEG is again being used as a vehicle to secure such input via the cascading of information through the membership for the 2013/14 Budget Consultation.
 - **Presentations and Information Sharing.** The membership has found significant value from presentations and discussions with a wide range of externally sourced expertise. Routes to NBEG are many and varied, be they suggestions from the Chairman and the Economic Development Team, suggestions from the membership or via direct approaches from agencies seeking an opportunity to reach local businesses. To date, meetings have welcomed presentations on matters including economic trends and issues; accessing business finance; venture capital; exporting / UKTI; the Bloodhound project; the local Universities' Ingenuity project (business / innovation support); business crime; the Nottinghamshire Innovation Centres; the Growth Accelerator initiative and broadband development. Individual business organisations also lead discussions on what issues are current within their respective memberships and reflect on trends and concerns - this may take the form of a simple verbal update or depending on the issue, a presentation.
11. Taking the total number of individual business members from the respective organisations which attend NBEG meetings or have information cascaded onwards to them, NBEG represents an effective way of maintaining engagement with some 12,000 mainly small businesses. It has proved a responsive group and both businesses and the Council value the engagement. It will also be noted that in parallel, contact is maintained with the County's larger sized companies via regular Member, Chief Executive and Economic Development Team visits with some 30 visits having been made over the past three years.

Other Options Considered

12. There are no other options applicable to this report.

Reason/s for Recommendation/s

13. This report is offered to support the Committee's understanding of NBEG's operations as part of the Council's business engagement activity.

Statutory and Policy Implications

14. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding

of children, sustainability and the environment and those using the service and where such implications are material they are described in the report.

Financial Implications

15. NBEG meetings are held in various key locations across the County to ensure attendance is open to all. Costs are kept to a minimum through the use of Council facilities where possible or via member organisations offering to host meetings but a small budget is maintained via the Economic Development Committee budget to support NBEG meetings including room hire and refreshments.

RECOMMENDATIONS

That members consider the details of the Nottinghamshire Business Engagement Group and welcome its continued operation in supporting business engagement and influencing growth across the County.

Report of the Group Manager, Corporate Strategy

For any enquiries about this report please contact: Geoff George ext 72046

Constitutional Comments (KK 19.11.2012)

16. The proposals in this report are within the remit of the Economic Development Committee.

Financial Comments (DJK 15.11.2012)

17. The contents of this report is duly noted; the costs of holding the NBEG meetings will be contained within the Revenue Budget.

Background Papers

None

Electoral Division(s) and Member(s) Affected

All

TERMS OF REFERENCE

NOTTINGHAMSHIRE BUSINESS ENGAGEMENT GROUP

Version control

Version:	9
Date:	1 December 2011
Status:	Final

1. INTRODUCTION

Nottinghamshire County Council, Nottingham City Council and key business organisations, networks and clubs are members of the Nottinghamshire Business Engagement Group (NBEG) (the Group).

NBEG was originally established as a means of improving communication between the County Council and the local business community, given the latter's key role as an employer, creator of wealth and a key driver of the local economy.

Since its inaugural meeting of 12 July 2010, the Group has developed to include Nottingham City Council.

Nottinghamshire County Council and Nottingham City Council (the Councils) are aware of the vital role played by small businesses, in terms of jobs, investment and the economic vitality of local economies. The Councils are committed to helping local businesses grow and thrive and to engaging with them effectively.

Good communication assists the Councils to better understand the views of the business community. Similarly, local authority objectives and actions can be clearly communicated to business.

The Group has also developed to include representatives of the D2N2LEP Board (Local Enterprise Partnership). The D2N2LEP Board's remit is to determine the Local Enterprise Partnership's strategic priorities. The Board is a strong influential voice for the area and a conduit between Government and the area at a time of change. NBEG is an effective link to the D2N2LEP. It provides a communication route which enables SMEs to be kept informed of the development of the D2N2LEP strategy and it enables D2N2LEP board members to hear directly from representatives of local SMES what the key issues are affecting them.

NBEG also provides a communication mechanism between Group members enabling them to share information about projects, services and to share best practice.

It is expected that Group members will cascade information provided by the Councils to their members / network.

2. OBJECTIVES / ROLE OF THE BUSINESS ENGAGEMENT GROUP (the Group)

The specific objectives / role of the Group are as follows:

- To provide strategic advice to Nottinghamshire County Council and Nottingham City Council (the Councils) on issues that affect the business community and to assist in developing solutions to those issues.
- To provide an effective means of communication between the Councils and the Nottingham / Nottinghamshire business community
- To assist the Councils to engage with the business community on matters of significance including the dissemination of information to and consultation with businesses
- To provide advocacy in association with the Councils to enable effective lobbying of Government on matters affecting the economic prosperity of Nottingham / Nottinghamshire and its businesses
- To ensure that the needs of businesses are considered in the development of the Councils' Strategic Plans and delivery of services
- To provide an effective means of communication between the D2N2 LEP Board and the Nottingham / Nottinghamshire business community
- To enhance communications between business organisations in Nottingham / Nottinghamshire.

3. MEMBERSHIP

To ensure that a wide cross section of the local business community is represented membership of the Group is comprised of a maximum of two senior representatives from each of the following organisations which represent business interests across Nottinghamshire:

- The Derbyshire and Nottinghamshire Chamber of Commerce
- The Federation of Small Business
- The Institute of Directors
- The Confederation of British Industry
- First Enterprise Business Agency
- Representatives from the Nottinghamshire and Nottingham Business Clubs and networks, including Mansfield 2020, Newark Business Club, Retford B4B, North Notts Business Connections, Worksop Business Club, Nottingham City Business Club and the Independent Business Association.

Applications for membership of the Group will be reviewed by all Group members who will, by majority vote, collectively decide whether an organisation can join the Group. As a general rule membership is restricted to organisations which represent a broad business base (not one particular sector).

Business membership of the Group is complemented by standing representation from Nottinghamshire County Council as follows:

- The Cabinet Member for Culture and Community (or nominated deputy)
- The County Council's Business Engagement Champion
- The Chief Executive Officer (or nominated deputy)

- The Head of the Economic Development team (or nominated deputy)

Other councillors or officers may be invited to specific meetings where agenda items relate to their area of responsibility or expertise (e.g. trading standards, highways, procurement).

Business membership of the Group is complemented by standing representation from the Nottingham City Council as follows:

- The Deputy Leader, Economic Development, Resources and Customer Care (or nominated deputy)
- Business, Growth and Investment Manager (or nominated deputy)

Other councillors or officers may be invited to specific meetings where agenda items relate to their area of responsibility or expertise (e.g. trading standards, highways, procurement).

The D2N2 LEP is represented by the business representatives for Nottingham and Nottinghamshire.

Nottinghamshire County Council's Business Engagement Champion, Councillor Keith Girling, chairs meetings of the Group.

The Vice-Chairman, John Collins (Rushcliffe Business Partnership), who was elected at the meeting of 26 May 2011, will chair meetings if Councillor Keith Girling is unable to attend a meeting.

The Chairman and Vice-Chairman positions will be reviewed at the annual review of the Terms of Reference.

Members of the Group may arrange for substitutes to attend in their place if they are unable to attend a meeting.

4. FREQUENCY OF MEETINGS

No fewer than two meetings will take place each financial year (April to March). Each meeting will usually be for a maximum period of 2 hours.

The frequency of meetings will be agreed by Group members.

Where possible, meetings of the Group will be arranged to take place five to ten working days prior to the D2N2LEP Board meetings.

5. SECRETARIAT ARRANGEMENTS

The agenda for the meeting will be agreed, in advance.

Two weeks prior to each meeting NBEG members will be asked to identify potential topics for discussion. The agenda will ultimately be agreed by the Chairman of the Group.

The County Council will provide a secretariat service for meetings of the Group. It will be responsible for issuing the agenda and papers no later than five working days in advance of

meetings. It will also provide a minute taker and notes of meetings will be despatched to all Group members no later than 10 working days after meetings have taken place.

Meetings will mainly be held at the Councils' offices, the Newark Beacon Innovation Centre and the Expand Business Centre, Arnold. However, suggestions as to alternative venues are welcome, particularly if the meeting can be usefully combined with a visit to a business, or relevant project, which will support the Group in addressing its objectives.

6. REVIEW AND ALTERATIONS TO THE TERMS OF REFERENCE

The Group will review its 'Terms of Reference' on an annual basis. The first review of the 'Terms' took place on 20 July 2011.

7. CONTACT DETAILS FOR SECRETARIAT

Sam Jones – Economic Development Officer

Economic Development
Policy, Planning and Corporate Services
Nottinghamshire County Council
County Hall
West Bridgford
Nottingham
NG2 7QP

☎ 0115 977 3067

✉ sam.jones@nottscc.gov.uk

1 December 2011



27th November 2012

Agenda Item: 5

REPORT OF THE GROUP MANAGER, CORPORATE STRATEGY

NOTTINGHAMSHIRE WORK CLUBS UPDATE ON PROGRESS

Purpose of the Report

1. To update Committee on progress with the development of a network of work clubs in Nottinghamshire libraries and the achievements of the work clubs to date.

Information and Advice

2. Nottinghamshire County Council has funded work club activity in the County since early 2011. The first Work Club operated out of the new Worksop Library. Since the outset, Work Clubs have been operated as a volunteer based model, with key volunteers being recruited to lead the development of work-based activity in their local areas. The first 12 months of Work Club activity were delivered by Self Help Nottingham, who has substantial experience of delivering volunteer based peer support groups. Successful work clubs were established in Worksop, Kirkby in Ashfield, Hucknall and Arnold.
3. Work clubs were originally set up through a commissioned third party arrangement which worked well in getting them off the ground but had limitations in terms of dedicated support for the work clubs. It also offered a mixed message about whether the work clubs were a Council service. Subsequently delivery of the work clubs was brought in house, as this also offered better value for money.
4. The purpose of the work clubs is to offer a neutral space for unemployed people to come together to support each other in their journey back to work. The model relies heavily on peer support and key volunteers, who are key to motivating attendees to proactively search for work. The Nottinghamshire model has no eligibility criteria, meaning that whatever benefit people receive, they are welcome to attend. Over the course of the first year of operation, it became clear that the main focus of the work clubs should be on:
 - a. CV writing and application processes
 - b. Interview skills and confidence building
 - c. Jobsearch strategies
 - d. Managing health issues in the workplace
5. To bring more structured and consistent support to the work clubs a Work Club Co-ordinator was appointed by the County Council in May 2012. This enabled the development of a structured range of services and for the Nottinghamshire work clubs to be more clearly

badged as a Council service. Two additional work clubs have since opened in Newark and Mansfield libraries.

6. Since the appointment of the work club co-ordinator there have been:

- a. Over 600 attendances at the work clubs;
- b. 17 work club members have secured employment; and
- c. 3 people have taken up training opportunities.

It is likely that the numbers of people moving into work or training following work club support is higher than this but not everybody lets the work club know they have secured employment.

7. Additional activities introduced into the work clubs by the work club co-ordinator include

- Local employers describing how to secure employment. Sessions have been delivered by Laing O'Rourke and Sainsbury's and have been well received
- CV workshops
- Health at work sessions
- Sessions by Jobcentre Plus staff about local opportunities

8. A pilot 'Steps4Success' motivational course has been designed and delivered by Mansfield CVS using funding from our Adult and Community Learning Service. The first course was delivered at the Kirkby work club, 10 people attended and of these 2 have found work and another person has taken significant steps to get closer to the jobs market. A second course will be delivered in December for Titchfield and Oakham Children Centres.

9. Work clubs are open to anyone but members do tend to be older people. Some issues common to the work club members which pose problems for them in their job search include a high level of IT illiteracy; many older members do not have easy access to IT or an understanding of basic IT skills. This is a barrier because job search and application processes are increasingly on-line. The work club co-ordinator and volunteers are designing a simple course to introduce IT to jobseekers which will be delivered this year.

10. Many of our work club members are anxious about how to manage health issues in work and this creates a barrier to successful job search and can lead to depression and other mental health conditions. The Nottinghamshire Fit for Work Service has developed a session for work clubs members about managing health conditions at work.

11. Crucial to the success of the work clubs is the role of volunteers. Each work club requires two key members to be available at sessions to set up, meet and greet, offer support and advice to other work club members and to act as the link to the co-ordinator. The skills developed in the role as key volunteer help these members to find work and nurturing new volunteers is an on-going process. The co-ordinator is working with our Community Engagement Officers to identify new volunteers both to support existing work clubs and to establish new ones in other areas.

12. Access to Information Technology (computers and printers) plays an important part in the work clubs and in those libraries where IT is available in the meeting room it works well. However not all libraries have IT available and we are discussing with colleagues in ICT how we can supply IT access to our work clubs.

13. Attached to this report are comments from current work club members which demonstrate how the Nottinghamshire Work Clubs are valued by people who use them.

Future Developments

14. 'Steps4Success' will be rolled out to other work clubs and also childrens centres if the pilot course in Titchfield proves effective. This motivational workshop model has been used with young people in the past and we are exploring whether a Steps4Success course can be delivered to NCC apprentices towards the end of their time with the authority to support them in securing employment on leaving the authority. The young apprentices would be encouraged to form a work club following the course.
15. The work club co-ordinator is working with Jobcentre Plus and colleagues in the Young People's service to explore establishing a young people's work club. A young people's work club would not readily lend itself to the self help model and would require more on-going support. There may be opportunities under the Youth Contract to take this forward.
16. Since the appointment of the co-ordinator the work clubs have become more structured and an effective programme of support has been developed for work club users. Good links have been made with a range of partners which has resulted in tailored sessions being developed and delivered. Activities in the pipeline include further 'Steps4Success' workshops, developing members' IT skills, continued input from employers and developing a support offer for work club volunteers.
17. The key to the success of the work clubs this year is dedicated support provided through the co-ordinator post, which has brought stability to existing work clubs, developed new clubs and accessed external resources. The benefits of this role are clear in terms of on-going attendance at work clubs and positive job and training outcomes. A good working relationship with external partners ensures that work club members are able to access new opportunities as they arise in their area.

Other Options Considered

18. None. The report is for noting.

Reason/s for Recommendation/s

19. To ensure that Committee Members are aware of the ongoing development of Work Clubs being delivered through the Council's Economic Development team.

Statutory and Policy Implications

20. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

21. Nottinghamshire Work Clubs are open to all Nottinghamshire residents, they are voluntary to attend and based in libraries which have open access

Financial Implications

22. Work Clubs have benefited from a £50,000 budget allocation in 2012-13. This has enabled the creation of the co-ordinator post, access to funds for training and the planned development of Enterprise Clubs.

23. Members will consider any future financial implications of the Work Club model during the agenda item on 2013 – 14 budget allocations.

RECOMMENDATION/S

That Members note the content of this report.

Report of the Chairman of the Economic Development Committee

For any enquiries about this report please contact: Matt Lockley ext 72446

Constitutional Comments (KK 19.11.2012)

The proposals in this report are within the remit of the Economic Development Committee.

Financial Comments (DJK 15.11.2012)

The contents of this report are duly noted; the financial funding has been identified within the report.

Background Papers

None

Electoral Division(s) and Member(s) Affected

All

Nottinghamshire Work Clubs (w/c 15.10.12)

“Why do you find our work clubs useful and valuable?”

Work Club Member responses:

“Encourages people to explore their skills and use their abilities to network “

“Provide a service that JCP do not provide, and resources they do not provide including access to the internet, help with CV’s, letter writing and job searches.”

“Free access to the help you need when looking for work and have no money. Extremely valuable financially”

“Help searching for jobs and additional help eg CV – never had a CV – but now need one”

“Access to new information through meeting people, ie jobs, support, local opportunities”

“Good interaction with other members”

“Feel more positive after being here today”

“Gives you the confidence to help others”

“More friendly atmosphere than the job centre”

“It has given me confidence.... I feel more welcomed and confident at the work club”

“Nice to be in the company of people in the same situation as yourself”

“Near to home. Can collect information regarding jobs and training”

“Meet new friends, use the internet. I can’t afford the internet at home”

“Support with CSV’s, letters and applications”

“Learn about jobs from other people”

“After attending Kirkby work club a number of times I have had lots of help and advice with CV’s, and job searches in a friendly atmosphere”

“Get together with other like minded people in the same position as you, bouncing ideas off each other”

“When I am at the work club it makes me feel better about myself and job searching in general”

"I have attended Kirkby and Mansfield work clubs from their beginnings and have found I have gained confidence. I have enjoyed listening to the different speakers and the Steps 4 Success which I found enlightening. Help with CV's and job searching has been very valuable"

Key Volunteer Comments

"Difference between this and other work clubs is this is more flexible, no time limits and is peer supported. People can come and go as they please. It is community based"

"Morale and confidence booster for everybody"

"I have found being a volunteer extremely helpful and informative. I have met some wonderful people and made some wonderful friends. I feel the value of help including CV's, job searching, applications etc is much needed."

27 November 2012**Agenda Item: 6****REPORT OF GROUP MANAGER, CORPORATE STRATEGY****EXPERIENCE NOTTINGHAMSHIRE – SERVICE LEVEL AGREEMENT****Purpose of the Report**

1. This report seeks approval to the Service Level Agreement (SLA) between Nottinghamshire County Council and Experience Nottinghamshire Ltd (EN) covering the three financial years from 2012/13 to 2014/15.

Information and Advice

2. EN is the recognised 'Destination Management Organisation' (DMO) for Nottingham and Nottinghamshire and was established in 2004 as a not for profit partnership between the public and private sectors. The Government recognises the value of DMOs such as EN and is committed to their future as the main delivery organisation for strategic tourism investment.
3. The City and County Councils were founding partners of EN, as well as financial contributors; and Board members; with elected members from both Councils sitting on the Company's Board. When EN was formed both City and County Councils transferred responsibility for their tourism marketing and promotions work to it.
4. Further to the approval by Policy Committee in September 2012 of an additional £100k per annum for a three year period to Experience Nottinghamshire (taking the Council's contribution to £218,000 per annum) it was agreed that a revised SLA would be developed to reflect the additional contribution.
5. The proposed SLA is attached for Committee's consideration. It outlines EN's role in marketing Nottinghamshire as a destination to the leisure and business visitor, including domestic and overseas markets and providing strategic support and expertise to other bodies seeking investment to develop the quality of the Nottinghamshire tourism offer. It details the information required by the Council to effectively monitor and assess the activity/service provided by EN and the outcomes it achieves.

Reason/s for Recommendation/s

6. To ensure that members are aware of and in agreement to the SLA with Experience Nottinghamshire.

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below.
8. There are no material implications in respect of finance, equal opportunities, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service.

RECOMMENDATION/S

9. It is recommended that the SLA between Nottinghamshire County Council and Experience Nottinghamshire for 2012/12 to 2014/15 (as attached at Appendix A) is approved.

Celia Morris
Group Manager, Corporate Strategy

For any enquiries about this report please contact: Celia Morris, Group Manager – Corporate Strategy. Tel 0115 9772043

Constitutional Comments (SLB 15/11/2012)

10. Economic Development Committee is the appropriate body to consider the content of this report.

Financial Comments (DJK 15.11.2012)

11. The contents of this report are duly noted; the additional £100k p.a. for 3 years has been agreed by Corporate and applied to give a budget for Experience Nottinghamshire of £218k.

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Electoral Division(s) and Member(s) Affected

All

APPENDIX A

SERVICE LEVEL AGREEMENT

Between

Nottinghamshire County Council

and

Experience Nottinghamshire Ltd

1st April 2012 to 31st March 2015

INTRODUCTION

This is a three year service level agreement (SLA) between Nottinghamshire County Council and Experience Nottinghamshire Ltd. It will cover the period 1st April 2012 to 31st March 2015.

The SLA is designed to highlight key issues that the Council will wish to see addressed by the Board of the company, in return for a continuing agreement of financial and staffing support. The targets contained within this SLA will be subject to quarterly performance monitoring and formal review annually.

The Council is fully committed to creating a successful, thriving visitor economy.

Through this SLA we will be seeking to create the environment for the continued development of tourism in Nottinghamshire. We want to ensure that tourism remains an effective and successful contributor to the County economy.

This agreement outlines Experience Nottinghamshire's role in the marketing of Nottinghamshire as a destination to the leisure and business visitor, including domestic and overseas markets, and leading on seeking investment to develop the quality of the Nottinghamshire product, supporting the delivery of competitive culture and heritage attractions that are able to compete with similar attractions across the Country.

PARTNERSHIP OUTLINE

Aims

1. To work, with the Council, in setting the strategic direction for the development of tourism in Nottinghamshire
2. To maintain and develop the tourism offer of the County of Nottinghamshire for the citizens of the County and the region, for businesses and for visitors.
3. To ensure that tourism remains an effective and successful contributor to the Nottinghamshire economy and to making the County a more attractive and vibrant destination.
4. To contribute to Nottinghamshire's economy by attracting visitors to the County and play an active role in developing and marketing events and festivals that will act as attractors.
5. To encourage and facilitate transformational enhancements to Nottinghamshire's visitor attractions, festivals and events; improvements to accommodation and hospitality provision within the County and influencing inward investment.
6. To work with the Council to secure public and private sector investment and funding to develop the quality of the Nottinghamshire offer, including championing investment in the public realm and raising the quality of the facilities provided for all visitors.
7. To provide an ambassadorial function for Tourism in the County, working to influence national, regional and local strategies and working with regional and sub-regional agencies.
8. To work in active partnership with business, education, cultural organisations, and other strategic service providers to extend both the range and reach of Experience Nottinghamshire's work.

PARTNERSHIP DELIVERY 2012 - 2015

In order to achieve the aims listed above **Experience Nottinghamshire** will:

1. Champion transformational change in the tourism sector, benchmarking Nottinghamshire against other comparable destinations and horizon scanning for future tourism trends and initiatives
2. Market Nottinghamshire as a destination to the leisure and business visitor including domestic and overseas markets.
3. Develop and deliver specific marketing activity that increases the tourism economy of the County of Nottinghamshire through destination marketing and product development.
4. Enhance the marketing, packaging and offer of events, activities and festivals and where appropriate work jointly with NCC to achieve this.
5. Provide the leadership to ensure that Nottinghamshire is on target by 2015 to achieve 5% growth in tourism earnings by 2020 set by Visit England.
6. Produce a balanced budget and business plan for the running of the services provided by Experience Nottinghamshire setting out key performance indicators and targets. This plan to be agreed annually with the Council
7. Actively support work in the county that seeks investment to develop the quality of the Nottinghamshire visitor offer supporting Nottinghamshire's tourism businesses, events and festivals and visitor attractions. As agreed and prioritised in the business plan.
8. Provide strategic support and expertise to other bodies in the development of the tourism product including developing cultural events and initiatives and as agreed work jointly with NCC to achieve this.
9. Provide the tourism contribution to Strategic Partnerships bodies, including the D2N2 Local Enterprise Partnership.
10. Identify funding opportunities at a national and regional level that will secure the long-term future of Nottinghamshire as a growing visitor destination: work with relevant bodies to secure these funds and provide strategic direction for their allocation and management within the scope of the overall destination management plan when determined.
11. Continue to grow and develop private sector engagement with and membership of Experience Nottinghamshire to maintain and grow investment from other sources.
12. Provide a forum to ensure the engagement and communication with all stakeholders, businesses and service providers to support the tourism economy.
13. Consider appropriate mechanisms to celebrate the achievements of the tourism sector through an annual awards programme.
14. Provide strategic guidance in relation to market intelligence to support the County Council to develop its strategic tourism priorities, including but not limited to heritage based tourism.
15. Provide input, comment and intelligence so that the Council can respond to national tourism policy
16. Provide specialist advice on tourism to the Council and for EN to act as the voice for the tourism sector in Nottinghamshire at regional and national level
17. To provide the equivalent of 10 days tourism consultancy support to Nottinghamshire County Council to support the Council's tourism priorities
18. EN to consult with partners and key stakeholders across the sector to develop an agreed destination management plan. . Once agreed an action plan for implementation to be prepared and delivered.

In order to achieve the aims listed above **Nottinghamshire County Council** will:

19. Provide a financial contribution of £218,000 per annum in 2012/13, 2013/14 and 2014/15. The annual financial contribution will be made in 2 instalments.
20. Ensure that Experience Nottinghamshire is involved in consultation with, or on behalf of the Council, on matters of direct relevance to the tourism sector in the County
21. Provide support, assistance and advice, via the Group Manager, Corporate Strategy in the first instance
22. Facilitate effective working relationships with all Council departments and ensure access to potential partnership and stakeholder groups,
23. Ensure EN is updated on staff responsibilities and key activities relating to tourism.
24. Provide 2 elected Member representatives to serve on the Strategic Board of Experience Nottinghamshire Ltd.
25. Provide a senior officer of the Council (the Lead Officer) to attend Board and Finance & General Purpose meetings to advise and support the Company in a non-voting capacity.
26. Provide a reasonable level of information, advice and support to the organisation in connection with this agreement.
27. Actively support the role of Experience Nottinghamshire as the county's recognised Destination Management Organisation, including signposting from County Council website and endorsement of EN membership.

OPERATION OF ACTIVITIES AND PERFORMANCE INDICATORS

Experience Nottinghamshire will provide information to the Lead Officer so that the Council can monitor the activity/service provided by the organisation using the following performance indicators:

Type of measure	Indicator	Evidence
Quality	<ul style="list-style-type: none"> • Presentation twice yearly of progress / performance report to relevant Committee • To run a yearly membership satisfaction survey and implement changes where appropriate. 	<p>Report and minute</p> <p>One survey per calendar year – results to be reported within one month to NCC</p>
Objective outputs measures:	<ul style="list-style-type: none"> • Record all new projects scoped and delivered via intervention from EN • Identify existing projects developed via intervention from EN • To report on the ROI as part of the Visit England Regional Growth Fund 	<p>Evidence provided by Experience Nottinghamshire</p> <p>Evidence provided by Experience Nottinghamshire</p> <p>Exact Visit England reporting Return on Investment methodology TBC</p>

	<p>campaign</p> <ul style="list-style-type: none"> • To increase private sector membership by 5% year on year with effect from 2013/14 • To maintain commercial income at least 150k.p.a. • To achieve £720,000 in PR value in 2012/13 and in the two subsequent years an increase of at least 5% on the investment value of publicity generated through marketing and promotional activities. • To achieve a target of an average of 55,000 unique visits per month to the EN website with a 5% year on year growth in subsequent years • To achieve 20% year on year growth over social media channels (including Twitter and Facebook) from the baseline to be set in 2012/13 • To capture 10k new consumer records from downloads, brochure requests, competitions and bookings year on year • To achieve 500 downloads of the iPhone EN guide by end of 2012/2013 and then to see 1000 additional downloads year on year • To gain signup of 20 new business to sell tickets/services for events through EN distribution channels 	<p>Experience Nottinghamshire membership records.</p> <p>Experience Nottinghamshire accounting records.</p> <p>Monitored as part of each campaign and measured through PR industry accepted formula that calculates PR value from equivalent advertising value.</p> <p>Evidence provided by Experience Nottinghamshire</p> <p>Evidence provided by Experience Nottinghamshire based on Google analytics</p> <p>Evidence provided by Experience Nottinghamshire</p> <p>Evidence provided by Experience Nottinghamshire</p> <p>Evidence provided by Experience Nottinghamshire</p>
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	<ul style="list-style-type: none"> • To manage projects to achieve all the outcomes set out in the project proposal and within budget • Maximise external funding potential to develop the Nottinghamshire tourism offer • On track to achieve 5% growth in tourism earnings (Visit England's projections in the County from 2010 and 2020) 	<p>Evidence of funding maximisation and project outcomes achieved.</p> <p>Evidence of funding opportunities considered and pursued.</p> <p>Visit England projection - monitored by annual STEAM survey</p>
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Experience Nottinghamshire will provide the following information:

Annually

- Budget and business plan detailing key performance indicators and targets
- Health and Safety Policy and report on incidents
- Equalities Impact Assessment and Action Plan
- Insurance Certificate
- Approved accounts
- Annual operational review report
- Summary of membership

Bi Annually

- Progress / Performance Report to the relevant Committee
- Press pack and evaluation for each marketing campaign
- An analysis of financial actual figures against budget
- Copy of any promotional materials.

The Lead Officer and the senior management of Experience Nottinghamshire will meet at least four times each year to monitor and review the agreement.

PARTNERSHIP REQUIREMENTS

Experience Nottinghamshire Ltd. will undertake to:

1. Operate Experience Nottinghamshire Ltd in accordance with the recognised industry safety and public service standards, and, where relevant, a quality assurance programme.

2. Operate effective access and equal opportunities policies, which will give full consideration to the access needs of people with disabilities, different cultures and gender, and ensure that the tourism offer reflects their needs and integrates them fully.
3. Ensure that the funds allocated are used specifically for the provision of the agreed services and by the named organisation only.
4. Maintain appropriate insurance to cover public liability and employment liability.
5. Inform the Council of any changes to its Constitution, Management Committee or contact representative as soon as practicably possible.
6. Inform the Council of any changes to its charging policy, staffing arrangements or delivery of the service or activity as soon as practicably possible.
7. Notify the Lead Officer, or their representative, if unable to sustain the services as specified and return such part of any unspent support, allocated pro rata, as the County of Nottinghamshire Council may determine.
8. Make provision for the inspection of the accounts by Council officers at any reasonable time, if requested, within 14 days.
9. Consult with the Lead Officer, or their representative, over any changes to priorities.
10. Consult with the Lead Officer, or their representative, over staffing matters and recruitment of senior staff.
11. Keep and supply a copy of all minutes of all board meetings to the Lead Officer, or their representative.
12. Share assets where appropriate with County Council officers – particularly relevant databases and systems, as well as marketing messages and material.

In the event of Experience Nottinghamshire committing a fundamental breach of its obligations under this agreement, the Council will be entitled to terminate this agreement immediately and reclaim on a pro rata basis such sum as represents all funding from the date of the breach. Any subsequent entitlement to funding will cease immediately.

In the event that the Members of the Company shall seek in a General Meeting to amend the Memorandum and Articles of Association of the Company without the consent of the Council such consent not to be unreasonably withheld and/or to remove a Director or Directors nominated by the Council without due cause, the Council will be at liberty to discontinue its support of the Company from the date of such General Meeting.

The terms of the agreement may be varied or the agreement terminated by mutual consent of the Organisation and the Council.

GENERAL CONDITIONS

1. The agreement will last for 3 years terminating on 31st March 2015. The Council undertakes to inform Experience Nottinghamshire Ltd by September 2014 of its intentions in relation to future arrangements.
2. This agreement can be terminated by Experience Nottinghamshire or Nottinghamshire County Council at any time by giving 6 months notice
3. The Council's financial contribution in each financial year is subject to satisfactory performance and agreement of key services rendered.

SIGNED ON BEHALF OF EXPERIENCE NOTTINGHAMSHIRE LTD

Chair	
Print Name	
Date	

Chief Executive	
Print Name	
Date	

SIGNED ON BEHALF OF NOTTINGHAMSHIRE COUNTY COUNCIL

Corporate Director Policy, Planning and Corporate Services	
Print Name	
Date	

Lead Officer	
Print Name	
Date	

27th November 2012**Agenda Item: 7****REPORT OF THE GROUP MANAGER, CORPORATE STRATEGY****NOTTINGHAMSHIRE GROWTH PLAN – CONSULTATION DRAFT AND
FEEDBACK TO DATE****Purpose of the Report**

1. To introduce the draft version of the Nottinghamshire Growth Plan; to update the Committee on feedback received and to request input from the Committee into finalising the Plan.

Information and Advice

2. Members will recall that a presentation was brought to the Committee in September which outlined progress to date with developing a Nottinghamshire Growth Plan. In subsequent weeks, a draft version of the Plan was finalised and circulated to business leaders, partners and stakeholders for consultation.
3. The draft Plan will be circulated with this report. The consultation exercise launched on 29th October and closes on 7th December. To date, there has been a healthy response, with a number of senior business leaders and partners offering feedback, insight and advice.
4. A short presentation will be made to the Committee which will highlight key issues and themes that have come out of the consultation to date. Committee Members will then have the opportunity to offer their own input into the final drafting of the Growth Plan.

Next steps

5. Consultation is due to close on 7th December. It is then intended that the Growth Plan be finalised and published before the end of the calendar year. Policy Committee will sign off the final version of the plan. Work is already underway to scope out some of the actions in the Plan and to agree lead agencies and resources required (separate paper on 2013-14 budget refers).
6. Once the Growth Plan is published, the County Council will develop a Council Economic Development Strategy, which will set out which elements the Council will lead on and other corporate activities which contribute more broadly to the growth agenda.
7. A report on the Council's Economic Development Strategy will be brought back to this Committee for consideration in the New Year.

Other Options Considered

8. None. Consultation on the Nottinghamshire Growth Plan, and in particular feedback from Nottinghamshire's business community, is seen as essential to its deliverability.

Reason/s for Recommendation/s

9. To enable Committee to be briefed on feedback on the Growth Plan, and for Members to offer their own insight into the Plan prior to its finalisation.

Statutory and Policy Implications

10. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

11. None at present, although future budget decisions may need to factor in key elements of the Growth Plan.

RECOMMENDATION/S

That Members consider feedback received to date on the draft Nottinghamshire Growth Plan and offer their own comments prior to its finalisation.

Report of the Group Manager, Corporate Strategy

For any enquiries about this report please contact: Matt Lockley ext 72446

Constitutional Comments (KK 19.11.2012)

12. The proposals in this report are within the remit of the Economic Development Committee.

Financial Comments (DJK 15.11.2012)

13. The contents of this report are duly noted; the financial implications are mentioned in Paragraph 11.

Background Papers

Draft Nottinghamshire Growth Plan

Electoral Division(s) and Member(s) Affected

All



27th November 2012

Agenda Item: **8**

REPORT OF THE GROUP MANAGER, CORPORATE STRATEGY

BUDGET: 2012-13 BUDGET UPDATE AND PRIORITY SETTING FOR 2013-14

Purpose of the Report

1. To inform Committee of its budget position in 2012-13 and to propose outline budget priorities for 2013-14.

Information and Advice

2012-13 budget

2. At the start of the 2012-13 financial year, the Economic Development base (revenue) budget for project development and activity (excluding staff costs) was £437,000. Decisions on allocating this budget were made by the Portfolio Holder and Deputy Portfolio Holder (Culture and Community) in December 2011, and then approved within the Budget for 2012/13 by Council.
3. A summary of expenditure items for 2012-13 is included below. These are as per the budget decision making process with the Portfolio Holder and Deputy Portfolio Holder in December 2011.

Initiative / activity	Budget	Commentary
Making the Connection	7,000	Residual costs of project closedown
Leadership	15,000	LEADER programme; LEP related activity
Turbine	50,000	Forecast share of 2012-13 deficit
Innovation outreach support	20,000	Outreach business support linked to innovation centres
NDE	10,000	Contribution to core costs, focus on low carbon economy
Business engagement	15,000	Sponsorships and business awards; events; memberships
Wheels to Work	30,000	Contribution to core costs; RCAN project
Experience Nottinghamshire	118,000	Contribution to core costs.
Work Clubs	50,000	Work Club co-ordinator post; venue hire; training.
Money champions	10,000	Pilot project to encourage financial independence.
Supply Chain Readiness Network	30,000	Continuation and expansion of project to get Nottinghamshire companies procurement ready.
High Growth Business project	50,000	Contribution to University of Nottingham project
Total	405,000	

Reports are brought to Committee on a regular basis updating Members on the outcomes achieved as a result of the above investments.

4. There remained £32,000 in the budget. In addition to this and since the start of the financial year, there has been movement in the budget as follows:
 - i. Additional £100,000 awarded to Experience Nottinghamshire following Policy Committee approval in September 2012. This will be permanently vired into the Committee's budget from contingency;
 - ii. Up to £150,000 allocated from contingency towards the project development and management costs of the Superfast Broadband programme;
 - iii. Lack of progress with the High Growth project (lead partner University of Nottingham) means that this project will not now go ahead to the same timescale, and the County Council's allocation of £50,000 is no longer required;
 - iv. The LEADER programme no longer requires the County Council's contribution. £10,000 is therefore released for reallocation.
5. The changes above lead to an amended total Economic Development budget for 2012-13 of £687,000, of which £595,000 is committed. A balance of £92,000 therefore remains unallocated.
6. Committee may decide that this money should be returned to central funds for reallocation. However there are some projects and priorities that would benefit from further funding in this financial year:

a. Invest in Nottingham(shire) - £25,000

The County Council has been working closely with the City Council over the last 18 months to develop a combined inward investment offer under the Invest in Nottingham brand. This includes the secondment of 0.6 FTE Economic Development Officer to the Invest in Nottingham team, and the production of PR and marketing materials that promote the whole county. £20,000 was allocated out of the 2011-12 budget to support this work.

Work on specific sites (e.g. Welbeck Colliery, Lindhurst, Newark Growth Point and the Enterprise Zone) is also covered through this arrangement. Positive outputs are now being recorded and a Memorandum of Understanding between Invest in Nottingham and the County Council has been prepared. A contribution of £25,000 in 2012-13 would enable the integrated service to:

- Support the alignment of the inward investment offer relating to the City and County Growth Plans (the latter being the subject of wider consultation) and including the expansion of the Invest in Nottingham Club;
- Enhance current materials and branding, including the website;
- Develop specific materials as referenced by demand, including information on financial incentives by range, sector and geography and international linkages.

b. Start-up business support - £40,000

Support for start-up and micro businesses has seen a significant decline. Local providers have adapted to the new landscape and are offering some innovative new business support products – however these are predominantly now charged for rather

than free. This clearly has implications for end users of these services, particularly those with new business ideas and potential but who have no collateral behind them.

An investment of £40,000 in start-up business support is proposed. This would enable up to 80 intensive pre-start/start-up interventions to take place. The minimum intervention would include an initial health check / challenge session to identify the support needed by the individual business. A minimum of 10 hours coaching support would then be offered, focussed on the businesses' particular area of need. This activity would be commissioned through the Council's usual procurement route. There is scope for this activity to be piloted in 2012-13 with a view to a more comprehensive programme being developed in 2013-14, in line with the priorities in the Nottinghamshire Growth Plan

c. Contribution to micro-loan fund - £20,000

The Council has been approached by the Nottinghamshire Community Foundation, with a request to part-fund a new micro-loan scheme that the NCF will be running in conjunction with the Fredericks Foundation. Further detail on the scheme is appended to this report. The Fredericks Foundation has secured £200,000 for Nottinghamshire from the Regional Growth Fund, and this needs to be matched by local sources (both public and private). An investment of £20,000 by the Council would deliver significant leverage of other funds and enable the Council to invest in new start and micro businesses. The Fredericks Foundation retains all of the risk associated with individual investments. The Nottinghamshire fund would operate as a loan fund, with all repaid loans being recycled through the fund into new investments.

d. Nottinghamshire Apprentice Awards - £7,000

Scoping work has already been undertaken for the development of a Nottinghamshire Apprentice Awards scheme. Nottinghamshire has the highest percentage of young people in apprenticeships in the country, and a flagship event to celebrate young people's achievements would generate positive publicity and engage young people and businesses in the apprenticeships agenda.

It is estimated that £7,000 would cover the cost of a Nottinghamshire Apprentice Awards scheme. The Council would work with the private sector, borough and district councils to ensure representation is achieved from a broad cross-section of apprenticeships.

7. Subject to the Committee's decisions on these items, all of the remaining £92,000 could be allocated. Any remaining unallocated funds could be used to offset the call on the contingency budget for the Broadband project.

2013-14 budget – setting outline priorities

8. Assuming that there are no changes, the base budget for Economic Development Committee into 2013-14 will be made up as follows:

Base budget	£537,000
Nottinghamshire Broadband Plan	£150,000
Total	£687,000

9. The base budget includes the approved £218,000 contribution to Experience Nottinghamshire. In effect, therefore, there is £319,000 available for priorities and actions in 2013-14.

10. The Nottinghamshire Growth Plan is currently out for consultation. It identifies priorities for investment in growth, and these have been used to set out funding options for the Committee for 2013-14. There are three main themes within the Growth Plan; Committee could therefore agree a headline budget allocation as follows:

i.	Competitive Business Growth	£120,000
ii.	Connectivity	£50,000
iii.	Aspiration and Talent	£120,000
	Total	£290,000

11. A lower amount is proposed for the connectivity theme as many of the Growth Plan proposals for connectivity and infrastructure require facilitation and lobbying rather than direct funding, or alternatively require significant capital investment which is not at the disposal of this Committee.

12. The Growth Plan highlights specific actions which will need to be taken forward to drive economic growth in the County. Whilst the Growth Plan is still in consultation format, it does include some key projects that are likely to be developed and that will require the County Council to take a key role and / or capacity build. These are outlined below, alongside suggested budget allocations for these projects:

i. Competitive Business Growth

Portal of information on local business support and funding streams to maximise the local take up of advisory and financial support packages that are offered by national and local bodies - £15,000

Establishing a Nottinghamshire Peer 2 Peer funding mechanism to enable businesses and individuals to invest in local business ideas - £50,000

Creating or commissioning products to support new start businesses. Up to 110 businesses could be funded through this allocation - £55,000

ii. Connectivity

Develop the Nottinghamshire Business Investment Zone model and establish a Nottinghamshire Developers Forum to drive forward new employment developments and investments in the County - £20,000

Enhance the vibrancy of town centres and market towns - £30,000

iii. Aspiration and Talent

Deliver activities to encourage routes back into work. This could include expanding the Work Club network; better promotion of apprenticeships, establishing Enterprise Clubs - £60,000

[Contribute to] delivery of the Nottinghamshire Youth Employment Strategy - £60,000

13. As Committee Members will be aware, the Worksop Turbine Business Innovation Centre continues to operate at a loss. Whilst losses are reducing year-on-year, it would be prudent to allocate a proportion of the budget to meet any further losses in 2013-14. According to the current business plan from Oxford Innovation, the Worksop Turbine is forecast to make an operating surplus of £29,000 in 2013-14. However, given that operating deficits continue to be higher than predicted, a budget allocation of £15,000 is recommended to cover any eventual deficit (note: deficits on the Worksop Turbine are shared with Bassetlaw District

Council under the terms of the existing Deed of Agreement). The surplus/deficit forecast will be closely monitored throughout the financial year so that any amendments to this allocation can be made if necessary. Whilst continued deficits at the Turbine centre are disappointing, these should be seen in the context of the number of new businesses and jobs that are sustained and created at the centre each year. Members were updated on this at the June meeting of this Committee.

14. Subject to decisions made by Committee on these proposals and amounts, detailed plans under each of these headings will be brought back to Committee in January for approval.
15. Finally, it is proposed that the remaining £14,000 be allocated to strategic leadership priorities. This will include continued facilitation of the Nottinghamshire Growth Plan; costs associated with running the Nottinghamshire Business Engagement Group and sponsoring key business awards and memberships (i.e. Chamber of Commerce and Federation of Small Businesses) which benefit the County Council through access to wider business networks.

Other Options Considered

16. Options are set out in the report.

Reason/s for Recommendation/s

17. To secure Committee approval for budget allocations in 2012-13 and Committee feedback on outline proposals for the 2013-14 budget.

Statutory and Policy Implications

18. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

19. There are no immediate financial implications of the outline budget proposals for 2013-14. However Committee Members should note that final suggestions on the 2013-14 budget will need to be taken at the January meeting of the Committee in order to enable Council consideration at its meeting in February 2013.

RECOMMENDATION/S

1. That Members note expenditure incurred to date in 2012-13;
2. That Members agree an approach to the unspent budget in 2012-13;
3. That Members agree the headline proposals for expenditure in 2013-14.
4. That a final report on budget recommendations for 2013-14 is brought to this Committee for sign off in January 2013.

Report of the Group Manager, Corporate Strategy

For any enquiries about this report please contact: Matt Lockley ext 72446

Constitutional Comments (KK 19.11.2012)

20. The proposals in this report are within the remit of the Economic Development Committee

Financial Comments (DJK 15.11.2012)

21. The contents of this report are duly noted; the financial proposals for the utilisation of the 2012/13 under-spend and the budget allocation for 2013/14 are clearly identified within the report for Committee Members to review and agree.

Background Papers

Electoral Division(s) and Member(s) Affected

All



27 November 2012

Agenda Item: 9

**REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES**

WORK PROGRAMME

Purpose of the Report

1. To consider the Committee's work programme for 2012/13.

Information and Advice

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
4. As part of the transparency introduced by the new committee arrangements, committees are expected to review day to day operational decisions made by officers using their delegated powers. It is anticipated that the committee will wish to commission periodic reports on such decisions. The committee is therefore requested to identify activities on which it would like to receive reports for inclusion in the work programme. It may be that the presentations about activities in the committee's remit will help to inform this.
5. The work programme already includes a number of reports on items suggested by the committee.

Other Options Considered

6. None.

Reason/s for Recommendation/s

7. To assist the committee in preparing its work programme.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the committee's work programme be noted, and consideration be given to any changes which the committee wishes to make.

Jayne Francis-Ward
Corporate Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: David Forster, x 73552

Constitutional Comments (HD)

1. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

Financial Comments (PS)

2. There are no direct financial implications arising from the contents of this report. Any future reports to Committee on operational activities and officer working groups, will contain relevant financial information and comments.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All

ECONOMIC DEVELOPMENT COMMITTEE - WORK PROGRAMME

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information ?</u>	<u>Lead Officer</u>	<u>Report Author</u>
27 November 2012				
Nottinghamshire Growth Plan	To review and endorse the draft of the Nottinghamshire Growth Plan, following consultation in October and November.	Decision	Mick Burrows	Celia Morris Matt Lockley
Nottinghamshire Business Engagement Group	To review the progress of the Nottinghamshire Business Engagement Group and consider the future development and priorities of the group	Information	Matt Lockley	Matt Lockley
Experience Nottinghamshire Service Level Agreement	To consider and approve the content of the Service Level Agreement with Experience Nottinghamshire covering the period 2012-13 to 2014-15	Decision	Celia Morris	Celia Morris
Economic development budget 2013-14: outline proposals	To discuss and approve outline plans for the economic development budget in 2013-14	Decision	Celia Morris	Matt Lockley
Nottinghamshire Work Clubs: update	To receive an update on progress on the roll-out of the Nottinghamshire Work Club programme	Information	Trish Adams	Trish Adams
22 January 2013				
Supply chain readiness: update on work with procurement on improving access to public sector opportunities for Nottinghamshire SMEs	Report and presentation to update Committee on work commissioned through the 2012-13 economic development budget to improve the readiness of local companies to access public sector contracts.	Information	Matt Lockley	Hilary Porter
Economic development budget 2013-14: final proposals	To sign off the economic development budget for 2013-14, including the entry into the Council's budget book	Decision	Celia Morris	Matt Lockley
D2N2 LEP – progress, programme of activities and funding opportunities <i>[n.b. standing item]</i>	To receive an update on the D2N2 LEP, its work on priorities, key programmes and funding opportunities. Feedback from latest D2N2 Board meeting.	Information	Matt Lockley	Matt Lockley
05 March 2013				
Invest in Nottingham: review and future joint working	To consider progress to date on the joint working arrangements for inward investment with Nottingham City	Information (possible)	Matt Lockley	Tom Rawsterne

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information ?</u>	<u>Lead Officer</u>	<u>Report Author</u>
	Council	decision)		
Corporate Economic Development Strategy	To consider and approve a corporate economic development strategy / statement for the County Council.	Decision	Celia Morris	Celia Morris
23 April 2013				

Last updated 02 November 2012