

Economic Development Committee

Date: Tuesday, 26 June 2012
Time: 14:00
Venue: County Hall
Address: County Hall, West Bridgford, Nottingham NG2 7QP

AGENDA

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2	<u>To note the Membership of the Committee</u> Details	1-2
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14 June 2012

Agenda Item:

REPORT OF CHIEF EXECUTIVE

TERMS OF REFERENCE

Purpose of the Report

1. To note the Committee's terms of reference.

Information and Advice

2. County Council on 29 March 2012 agreed the following terms of reference for the Economic Development Committee:-
 1. The exercise of the powers and functions set out below are delegated by the County Council in relation to economic development:
 - a. All decisions within control of the Council including but not limited to those listed in the Table below
 - b. Policy development in relation to economic development
 - c. Review of performance in relation to the services provided on at least a quarterly basis
 - d. Review of day to day operational decisions taken by Officers
 - e. Approval of consultation responses
 - f. Approval of departmental staffing structures as required
 2. If any decision required falls within the remit of more than one Committee the relevant Committee Chairs will agree which Committee would be the most appropriate to consider it. In the event agreement cannot be reached the report will be referred to the Policy Committee for determination.
 3. As part of the detailed work programme the Committee will receive reports on the exercise of powers delegated to Officers.
 4. The Committee will be responsible for its own projects but, where it considers it appropriate, projects will be considered by a cross-committee project steering group that will report back to the most appropriate Committee.

Table

Responsibility for promoting economic development and regeneration and associated activities

Responsibility for liaising with business clubs in the County

Other Options Considered

3. None.

Reason/s for Recommendation/s

4. To inform the committee of its terms of reference.

Statutory and Policy Implications

5. 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 report be noted.

Mick Burrows
Chief Executive

For any enquiries about this report please contact: David Forster 0115 977 3552

Constitutional Comments

6. As the report is for noting only, no constitutional comments are required.

Financial Comments (PS 2/5/12)

7. There are no financial implications arising directly from this report.

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.

a) Report to County Council – 29 March 2012 (published).

Electoral Division(s) and Member(s) Affected

All

26 June 2012

Agenda Item: 6

REPORT OF THE GROUP MANAGER, CORPORATE STRATEGY

INTRODUCTION TO SERVICES AND ECONOMIC DEVELOPMENT BUDGET

Purpose of the Report

1. To provide the Economic Development Committee with an introductory overview of the key service areas within its remit, and to advise on the budgetary position for 2012-13.

Information and Advice

2. To support the new Committee's work, officers will set out the main projects, activities and budgetary commitments for the Council's Economic Development work under the following main headings:
 - § Leadership
 - § Employment and Skills
 - § Business Prosperity

A short introduction has also been included as Appendix A to this report.

3. Members will have the opportunity to ask questions following the initial overview.
4. The Committee's consideration of the current priorities for Economic Development will inform the future Work Programme.

Reason/s for Recommendation/s

5. To support the Committee's ongoing consideration of Economic Development matters across Nottinghamshire and to inform future discussions about the Council's Economic Development budget.

Statutory and Policy Implications

9. 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 Committee notes and comments on the introductory information provided about the Council's Economic Development priorities and budget.

Celia Morris
Group Manager, Corporate Strategy

For any enquiries about this report please contact: Celia Morris (0115 977 2043)

Constitutional Comments

10. As the report is for noting only, no constitutional comments are required.

Financial Comments

11.

Background Papers

None

Electoral Division(s) and Member(s) Affected

All

Economic Development Roles & Responsibilities 2012-13

For the current 2012-13 business planning and financial year, the service has three core priorities as reflected in the County Council's Budget Book and the team plan as follows :

A. Business & Prosperity which includes:

<ul style="list-style-type: none"> ○ Nottinghamshire Growth Plan ○ Nottinghamshire Local Broadband Plan ○ Nottinghamshire Enterprise Zone ○ Nottinghamshire Business Investment Zones ○ Business engagement activities ○ Local supply chain – improving access to Council contracts ○ Social enterprise development ○ Invest in Nottingham 	<ul style="list-style-type: none"> ○ Market towns ○ Innovation centres ○ Nottingham Development Enterprise + green technologies ○ Legacy activity – equity and loans stakes ○ Nottinghamshire Equity Fund ○ High Growth Business project
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B. Employment & Skills which includes:

<ul style="list-style-type: none"> ○ Work Clubs ○ Wheels 2 Work ○ Apprenticeships / work experience ○ Money champions 	<ul style="list-style-type: none"> ○ Youth employment
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C. Leadership which includes:

<ul style="list-style-type: none"> ○ D2N2 Local Enterprise Partnership ○ Joint Leadership and Core City Board ○ European Regional Development Funds ○ Experience Nottinghamshire 	<ul style="list-style-type: none"> ○ LEADER (rural economy) Programme
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Brief descriptions against each work area and (where applicable) budgetary allocations are outlined in the tables following.

Work area	Description	Lead officer	Budget 2012-13
Notts Growth Plan	Development of a long-term Growth Plan for the County. This will be a partnership document framing a vision for the Nottinghamshire economy, and key actions.	Celia Morris Matt Lockley	£0
Notts Local Broadband Plan	Delivery of a £17 million investment in superfast broadband across rural Nottinghamshire. Project currently in the procurement phase – delivery expected to commence Q4 2012-13, and complete March 2015. 116,000 properties to benefit from superfast broadband.	Nicola Brown McCoy	£2.15 million capital; £450,000 revenue
Notts Enterprise Zone	Alliance Boots + 3 other sites designated as Enterprise Zone. Contribution to strategic direction and delivery.	Geoff George	£0
Notts Business Investment Zones	Develop a strategic approach to investment sites across the County, which can be marketed as a portfolio. Secure further funding to kick-start these sites.	Geoff George	£0, but potential to attract
Business engagement	Facilitating Nottinghamshire Business Engagement Group (NBEG) and visits by Committee Chairman and (formerly) Cabinet to large and high growth companies across the County. Retaining relationships with business support and representative organisations.	Sue Hetherington	£15,000
Supply chain development	Working through organisations such as the East Midlands Property Alliance to support smaller companies to get the accreditation / standards they need to be able to bid for public sector contracts. Expanding this activity in 2012-13.	Hilary Porter	£30,000
Social enterprise development	Continuing support to fledgling social enterprises in Nottinghamshire –	Hilary Porter	£0

	consideration needed for this work going forward.		
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Work area	Description	Lead officer	Budget 2012-13
Invest in Nottingham	Staff and cash contribution to the Invest in Nottingham function which is hosted by the City Council. Focus on securing inward investment enquiries and converting these into actual investments. Promoting the wider County offer through the Invest brand.	Tom Rawsterne	£0 – to be agreed.
Market towns	Exploring the scope for Nottinghamshire's market towns to be drivers for growth. [note: the Leader is involved with this workstream].	Sue Hetherington	£0
Innovation centres	Ongoing management of a contract which integrates management of three innovation centres in Nottinghamshire. Driving better performance from the centres' bottom lines, and increasing their reach into the wider business community.	Kay Massingham	£50,000 for underpinning contract; £20,000 for innovation outreach.
Nottingham Development Enterprise – low carbon economy	Ongoing contribution to NDE who support the Nottinghamshire Green Tech Network and deliver low carbon events and training in Nottinghamshire.	Matt Lockley	£10,000
Legacy activity – loans and equity	The County Council had a business loans and equity programme in the late 1990s / early 2000s. Some legacy issues relating to County Council stakeholdings remain.	Geoff George	£0
Nottinghamshire Equity Fund	Proposed new equity fund for business growth, with significant contribution from the County Pension Fund.	Matt Lockley	£10 million (subject to Pension Fund approval)
High Growth Business support	Business development project for early and micro businesses that have the potential to become 'high growth' (which would then enable them to access Government funds). To be	Sue Hetherington	£50,000

	delivered with Nottingham City Council and the University of Nottingham		
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Work area	Description	Lead officer	Budget 2012-13
Work Clubs	Developing and maintaining a network of Work Clubs across the County. Volunteer-led model, with initial support and ongoing networking by the County Council. Some capacity building activity in children's centres to roll the model out further.	Denise Stephenson, Trish Adams	£50,000
Wheels 2 Work	Ongoing support for a project run by the Rural Community Action Network. Provides access to travel funding and / or subsidised moped hire for people in rural areas who would otherwise struggle to access work.	Trish Adams	£30,000
Making the Connection	Allocation to cover staff costs incurred due to project closure not aligning with notice periods.	Geoff George	Max £7,000
Apprenticeships / work experience	Consideration of Nottinghamshire Apprentice of the Year awards.	Hilary Porter	£0 – to be agreed
Money champions	Support for money advisors to go into community venues (principally children's centres) to help parents to handle financial issues more effectively.	Hilary Porter	£10,000
Youth employment	Economic development contribution to work around tackling the youth unemployment rate in the County, which is higher than the City and the national average.	Trish Adams	£0
D2N2 Local Enterprise Partnership	Officer support to the Leader and Chief Executive in their roles on the LEP Board and Officer Group. Lead role for the food and drink manufacturing sector.	Matt Lockley	£5,000
Joint Leadership and Core City Boards	Officer support to the Joint Leadership and Core City Boards, which are the principal economic development partnerships for the area. JLB is chaired	Matt Lockley	£0

	by the Leader.		
European Regional Development Funds	Ongoing leadership role for the County Council in terms of the management of the Nottinghamshire ERDF programme.	Kay Massingham	£0
Experience Nottinghamshire	Strategic relationship management of the County Council's contract and work with Experience Nottinghamshire, the tourist board for the County.	Matt Lockley	£118,000
LEADER (rural economy)	Contribution to the LEADER project, which supports rural economic growth in Bassetlaw and Newark and Sherwood.	Nicola McCoy Brown	£5,000
Edwinstowe and Robin Hood Festival	Potential contribution to activities to support businesses in Edwinstowe Village and to ensure that they benefit from the influx of visitors to the Robin Hood Festival (picks up recommendation from scrutiny)	Trish Adams	Max £5,000

Total allocation to projects - £405,000 (excludes Nottinghamshire Broadband Plan, which has a separate allocation agreed by County Council in December 2011).

Total revenue budget - £437,000

Left to allocate - £32,000

[Note: total staff costs for Economic Development of £407,012]

26 June 2012

Agenda Item:

REPORT OF THE CHAIRMAN OF ECONOMIC DEVELOPMENT COMMITTEE

INTEGRATED INNOVATION CENTRE CONTRACT: PERFORMANCE REPORT

Purpose of the Report

1. To report on performance during the first year of operation of an integrated management contract covering the three Nottinghamshire innovation centres of Mansfield i-Centre, Newark Beacon and Worksop Turbine.

Information and Advice

Background

2. The three innovation centres in North Nottinghamshire comprise the Mansfield i-centre, the Newark Beacon and the Worksop Turbine. The centres were built to provide flexible and high-quality business accommodation and to drive economic growth in the local community. A key principle behind their establishment was to nurture innovative knowledge-based enterprises in order to bring higher-skilled and better-paid employment into areas which traditionally had low skills levels and associated low wages.
3. Tenant businesses at the centres benefit from excellent facilities including high specification buildings, modern telephony and ICT facilities, access to meeting and conferencing facilities, on-site cafés, and in the case of the Mansfield i-Centre, an on-site nursery.
4. The premises have different building owners but the County Council is an equity stakeholder in all three, having contributed to the construction costs of all.
5. In April 2011, a major change to operations was instituted with a move to a single, outsourced management contract covering all three centres. Previously, Mansfield i-Centre and Newark Beacon had been managed under separate outsourced contracts and different providers, and the Turbine had been managed in-house by the County Council.
6. The integrated management contract had the joint aim of seeking to improve the way the three centres are managed, and to drive the maximum economic benefit from the Nottinghamshire centres - by enabling additional collaboration

opportunities for businesses in the centres, e.g in terms of networking and supply chain development, and by integrating business support, both of which will promote growth in the tenant businesses.

- Oxford Innovation Ltd (OI) was appointed on a five-year contract to March 2016, with the possibility of two one-year extensions.

Performance against targets in 2011/12

Occupancy

- The contract contains targets to encourage the contractor to grow occupancy in order to eventually bring all three centres into surplus, whilst maintaining customer satisfaction and encouraging successful companies to graduate from the centres. This last target introduces a tension into the contract, as the contractor must increase occupancy whilst also enabling some tenants to move on.
- At the end of the first year of operation, occupancy across the three centres had increased from 71% to 72.7%. During this period, there had been five customer graduations. A graduation is counted when a business leaves a centre to move into its own newly purchased premises, or other leased premises where there is a measure of growth. Company departures for reasons of downsizing are not counted as graduations.
- During 2011/12, the number of tenant businesses in the centres increased from 83 to 90 (8.4% growth). At the same time, the number of virtual tenants increased from 68 to 89 (30% growth).

Jobs

- A key aim of the centres is to grow employment. Based on a survey conducted in May 2011, there were 345 FTEs at the three centres (Note: this is an extrapolated figure based on returns to the audit; not all customers responded). By March 2012 this figure had increased to 399 – growth of 16%. A detailed breakdown of the job figures by centre is given below

Centre	Estimated FTEs in tenant customers May 2011	FTEs in tenant customers at 31 March 2012
Mansfield iCentre	150	165
Newark Beacon	86	90
Worksop Turbine	109	144
Totals	345	399

- 163 of the 399 FTEs counted at year end were jobs in businesses arriving in the centres during the year. 39 were completely new jobs created across all tenant businesses during the year. As well as the 399 jobs in tenant customers, there were another 92 FTE jobs associated with virtual tenant customers of the three

centres, and 10 FTE jobs directly employed by the contractor to work in or across the centres.

Business support

13. Provision of free innovation business support to centre tenants now forms part of the service. In the first year, the target to provide at least 10 hours of innovation business support to 46 tenant businesses was met. A breakdown by centre is given below:

Centre	No of customers benefiting from business support
Mansfield iCentre	17
Newark Beacon	14
Worksop Turbine	15

14. Annex 1 provides two case study examples which typify business support provision. The business support aims to help tenant businesses grow. OI routinely follow up beneficiaries 12 months after conclusion of business support to test whether this has been achieved.

Financial performance

15. The contract value is around £1m per year. It was anticipated that all of the contract fee would be met from rental and conferencing income generated by the centres. At the end of year 1, in fact total income generated was around £90K less than the contract fee. Looking at the individual centres, deficits were at Newark Beacon and Worksop Turbine. Mansfield iCentre had a surplus of some £28K of income above contract fee. Some in-house expenditure will be met out of this sum before final surpluses are shared between partners in accordance with pre-existing agreements. The shortfall on the other two centres will be met by partners under pre-existing deficit sharing arrangements.

16. Factors impacting on income include the wider economic climate, use of discounting to drive occupancy and failure to increase prices in a timely manner. These issues have been raised with the contractor. If the missed target for 2011/12 is not remediated by 31 March 2013, a penalty clause comes into play equivalent to 5% of the contract fee in 2012/13. At the same time, the financial target for 2012/13 remains as set out in the original Tender Documentation, at break even in each individual centre.

Other Options Considered

17. No options apply to this information report.

Reason/s for Recommendation/s

18. The report is for information.

Statutory and Policy Implications

19. 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

The County Council has pre-existing commitments to support deficits and share in surpluses contained in Deeds of Agreement for each of the centres. Appropriate budgetary provision is made from within the Economic Development Budget, where required.

Equalities Implications

Accessibility is an integral part of each innovation centre building and is routinely considered in service provision under the contract.

RECOMMENDATION/S

- 1) That the report be noted
- 2) That a further report on performance on the Integrated Innovation Centre contract be brought back to Economic Development Committee in 12 months.

Report of the Chairman of the Economic Development Committee

For any enquiries about this report please contact: Kay Massingham ext 72212

Constitutional Comments (NAB 12.06.12)

20. The Economic Development Committee may note the contents of this report.

Financial Comments (MB 13/06/12)

21. There are no financial implications arising directly from the report.

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.

Contract Award Notice, 1 March 2011

Strategic Management Board 21 May 2012 Report on Contract Performance 2011/12
Annex 1: KPI Monitoring

Emails from R. Panther, Oxford Innovation, Job outputs, Thursday 24 May and Friday 25 May

Electoral Division(s) and Member(s) Affected

Newark West, Keith Girling
Worksop North, Sybil Fielding
Mansfield South, Stephen Garner, Chris Winterton

ANNEX 1: BUSINESS SUPPORT CASE STUDIES

CASE STUDY 1

Name of Company Assisted

PrimarySite

How the Company found out about the Coaching for High Growth programme

PrimarySite is based in the Newark Beacon Innovation Centre, a centre managed by Oxford Innovation, where it also provides business support to tenants.

The Growth Challenge

PrimarySite creates websites for primary schools. The company was founded in 2002 by husband and wife team, Geoff and Rose Millington, drawing on Geoff's experience as a primary school teacher and Rose's background in IT. PrimarySite has grown rapidly, providing a quality product that meets the needs of its primary school customers, and achieved turnover of approximately £750,000 in 2010/11. However, the company has also increased in its size and complexity and so profitability has remained relatively flat over recent years.

How has Oxford Innovation's Coaching Team helped?

Oxford Innovation assisted the directors to undertake a comprehensive review of the business and to develop a new strategy that sets out the role the business wishes to play in inspiring primary schools and children in using web technology to fulfil their potential. As a result, the focus of the business will shift to include additional web applications that can further enrich the learning experience for children.

A new set of goals were created, including profitability targets, and plans were developed to improve the marketing of new and existing products and services with the aim of increasing customer numbers and revenues. Plans were also developed to increase the efficiency of the 'back office' in order to service customers more effectively and generate cost savings.

In order to engage their staff in the changes taking place, a set of core values were established with the management team aimed at engendering a culture where staff are empowered to take decisions and innovate, thus providing more time for the directors to work 'on the business', rather than 'in the business'.

What is happening now?

PrimarySite now has a new succinct business plan summarising the key actions the management team needs to take to achieve their vision and goal of becoming a £5 million turnover business by 2015. The directors are confident that, by following the strategies now in place, they will achieve an increase in revenue of 25% this year and, with this, greater profitability.

Quote:

"We have found the pro-active support provided by Oxford Innovation to be invaluable. Our previous experiences of business support and mentoring programmes is that they were often disjointed and too passive. When we told Oxford Innovation that we were interested in receiving advice on business growth, we were offered an intensive course of four half-day sessions with Richard Crooks, where we covered a lot of ground in a logical, structured way.

"These sessions forced us to step back from the business, challenge the way we do things, and set some clear goals for the short, medium and long term future, rather than the more year-to-year approach we had been taking. While Richard provided some standard business practices and models for us to use, he also familiarised himself with the specific issues affecting our business, tailoring his advice accordingly.

"We feel refreshed and inspired, and are determined to move forward with a clear vision and the tools we need to achieve our goals."

CASE STUDY 2

Name of Company Assisted

Purpose Media

How the Company found out about the Coaching for High Growth programme

Purpose Media is based in the Mansfield i-centre, a centre managed by Oxford Innovation, where it also provides business support to tenants. Purpose Media is an e-commerce business. They offer content managed and ecommerce websites, website-Sage integration and online marketing, including search engine optimisation.

The Growth Challenge

Since its formation in 2009, Purpose Media has grown to achieve turnover of £250,000. The founders' next ambition is to generate a turnover of £1 million in the near future. However, the two directors felt that they were "too close" to the business and welcomed external support from Oxford Innovation to develop a marketing and sales strategy to drive an increase in their turnover and profitability. They also wanted help to understand what capabilities and resources they required to support their growth objectives and, at the same time, to reduce the reliance on them as the only two directors.

How has Oxford Innovation's Coaching Team Helped?

Oxford Innovation undertook a comprehensive review of the business, starting with its vision. A clear strength of Purpose Media is its ability to create web solutions that provide an excellent return on investment (ROI) for their clients. Therefore, a vision was created, "to help businesses to achieve superior ROI performance via the web". This provided the context for their marketing and sales strategy.

For the business, there was the need, not only to increase client numbers but, also and more importantly, to increase the average value of client projects. So an analysis was undertaken of the different services or solutions required from clients in order to achieve “superior web-based ROI”. These were identified as:

- 1) Establishing a strong, initial web presence
- 2) Maximising visitor numbers
- 3) Converting visitors into leads, and leads into customers
- 4) Improving business efficiency, by integrating a website into the ‘back office’
- 5) Providing integration between online and offline marketing, providing a consistent brand message

The implications for Purpose Media were to:

- 1) Change their customer offer to articulate it in terms of (the above) business solutions, rather than promoting a range of technical-based solutions.
- 2) Create agreed ROI outcomes / measures for clients’ websites so as to measure their success and, ultimately, the success of the services provided by Purpose Media.
- 3) Develop the capabilities within the business to deliver effectively all of the different elements of their offer - deciding whether to recruit or buy in the required resources.
- 4) Set revenue goals for each of the elements of their offer, from “developing an initial webpresence” through to “providing online and offline integration”, in terms of how each element will contribute towards the turnover target of £1 million, and then work up plans to deliver against those goals.
- 5) Identify the company’s target market in terms of sectors and geographical locations, and routes to those markets, in promoting and selling their new customer offer.

What is happening now?

Purpose Media have created a new business plan incorporating the new approach that was identified with Oxford Innovation. With new business wins and increasing revenues from existing clients, directly as a result of implementing this new approach, Purpose Media is making new appointments – up to four in total - to deal with new levels of business. With a new found momentum and confidence, the directors have also recently appointed a new PR & marketing manager to help raise their profile and target the level of business required to achieve their £1 million turnover target. These changes will support the firm’s growth, whilst reducing dependence on the current two directors.

Quote

“We have been involved in various business support programmes in the past, but none as good as the one we have undertaken with Oxford Innovation. The way forward suddenly appears very clear

and we now know how to get there, what people we need around us, and the type of clients whom we are seeking to target.”

“I would highly recommend Oxford Innovation to any business which is actively trying to grow and wants to understand what they need to do to achieve this. The support, business knowledge and, more importantly common sense, from Richard Crooks (of Oxford Innovation) has proved for the past few months to be simply invaluable, to say the least.”

26 June 2012

Agenda Item:

**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.
5. It is also expected that the committee will wish to receive regular reports on outside bodies. Administration Committee, which has overall responsibility for outside bodies, will decide which outside bodies should report to which committees. There will be a report to a future meeting about this.

Other Options Considered

5. None.

Reason/s for Recommendation/s

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

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. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the committee's work programme, appendix A, be noted, and consideration be given to any changes which the committee wishes to make;
- 2) That the committee indicate which operational activities it wishes to receive regular reports on;
- 3) That it be noted that responses to previous scrutiny reviews which are relevant to this committee will be included in the work programme.
- 4) That consideration be given to the frequency of reports from the outside bodies as set out in appendix B

Jayne Francis-Ward

Corporate Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: David Forster 0115 977 3552

Constitutional Comments (SLB 30/04/2012)

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

Financial Comments (PS 2/5/12)

9. There are no financial implications arising directly from this report.

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.

- a) Report to County Council – 29 March 2012 (published).

Electoral Division(s) and Member(s) Affected

All

ECONOMIC DEVELOPMENT COMMITTEE - WORK PROGRAMME
APPENDIX A

<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>
June 2012				
Overview of economic development committee's role and key economic development issues	Background for Committee Members on the role and remit of the Committee plus information on key economic indicators for the County and growth trends etc	Information	Matt Lockley	Matt Lockley
Economic development budget 2012-13: update	To consider the economic development budget for 2012-13 and to discuss and approve any variations	Information (possible decision)	Matt Lockley	Matt Lockley
Nottinghamshire Innovation Centres contract	To consider progress with the integrated innovation centres management contract, and to note performance to date. May include consideration of financial implications for the County Council subject to performance improvements.	Information (possible decision)	Kay Massingham	Kay Massingham
Work Programme 2012-13	To consider the proposed work programme for the Committee during 2012-13 and to propose amendments and / or additions as necessary.	Decision	Chairman	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 the latest D2N2 Board meeting.	Information	Celia Morris	Matt Lockley
Co-options	To consider whether to pursue a co-opted seat on the Committee for a member of the Nottinghamshire business community (or a representative body) who could act as a business advisor to the Committee	Decision	Chairman	Matt Lockley
September 2012				
Nottinghamshire Growth Plan	To consider a draft version of the Nottinghamshire Growth Plan and to recommend its approval by the County Council	Decision	Celia Morris	Celia Morris

<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>
	<i>Note: will need to go to Policy Committee and Full Council</i>			
Nottinghamshire Enterprise Zone	To receive an update on the Nottinghamshire Enterprise Zone and on investments proceeding through the D2N2 Local Enterprise Partnership	Information	Geoff George	Geoff George
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.	Information	Celia Morris	Matt Lockley
Tourism and economic development: scrutiny	To consider and respond to recommendations made by the Communities and Environment Standing Committee in relation to tourism and economic development	Decision	Matt Lockley	Matt Lockley
Nottinghamshire Business Engagement Group: review	To review the progress of the Nottinghamshire Business Engagement Group and consider recommendations about the future development and priorities of the group	Decision	Matt Lockley	Sue Hetherington
October 2012				
Corporate Economic Development Strategy	To consider and approve a corporate economic development strategy / statement for the County Council. <i>Note: may also need to go to Policy Committee? Will need to go to Full Council.</i>	Decision	Celia Morris	Celia Morris
Experience Nottinghamshire: half-yearly review	To review progress against the Service Level Agreement with Experience Nottinghamshire in 2012-13	Information	Celia Morris	Matt Lockley
Nottinghamshire Local Broadband Plan	Various throughout the year: updates on the procurement process and timelines; approval of appointment of specialist support (i.e. technical advice / demand stimulation work)	Information and decisions when necessary	Nicola McCoy Brown	Nicola McCoy Brown
Supply chain readiness: update on work with	Report and presentation to update Committee on work commissioned through the 2012-13 economic development	Information	Matt Lockley	Hilary Porter

<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>
procurement on improving access to public sector opportunities for Nottinghamshire SMEs	budget to improve the readiness of local companies to access public sector contracts. Potentially to include proposals for 2013-14?			
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	Celia Morris	Matt Lockley
November 2012				
Economic development budget 2013-14: outline proposals	To discuss and approve outline plans for the economic development budget in 2013-14	Decision	Matt Lockley	Matt Lockley
Nottinghamshire Work Clubs: update	To receive an update on progress on the roll-out of the Nottinghamshire Work Club programme, and to consider future investment in this activity	Information and decision	Trish Adams	Trish Adams
The State of the Nottinghamshire Economy	Statistical analysis of Nottinghamshire's economy, to include growth sectors, employment trends and potential investment opportunities	Information	Matt Lockley	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.	Information	Celia Morris	Matt Lockley

<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>
January 2013				
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	Matt Lockley	Matt Lockley
Experience Nottinghamshire: 2013-14 Service Level Agreement	To consider and approve the service level agreement between Nottinghamshire County Council and Experience Nottinghamshire for 2013-14	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	Celia Morris	Matt Lockley
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 Council	Information (possible decision)	Matt Lockley	Tom Rawster
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.	Information	Celia Morris	Matt Lockley
April 2013				

<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>

Dates and Deadlines for Economic Development Committee - TBC

<u>Report deadline</u>	<u>Date of pre-agenda</u>	<u>Agenda publication</u>	<u>Date of Committee</u>

*Early due to Bank Holidays

Outside Bodies - Reports to Committees**Appendix B**

Periodic reports will be expected from these outside bodies to the committees named.

Outside Body	Reporting to which Committee	Frequency of reports
Arts Partnership Nottinghamshire	Culture	
Community Safety Partnerships Trust	Community Safety	
Cotgrave Futures Trust	Econ Dev	
County Councils Network	Policy	
Cresswell Heritage Trust	Econ Dev & Culture	
Crime & Disorder Reduction Partnerships	Community Safety	
D2N2 Local Enterprise Partnership	Policy	
East Midlands Airport Independent Consultative Committee	Environment & Sustainability	
East Midlands Councils (incl. East Midlands Improvement & Efficiency Board)	Policy	
East Midlands Leaders' Board	Policy	
Experience Nottinghamshire	Culture	
Futures (Nottingham and Nottinghamshire Futures)	Children & Young People	
Greenwood Community Forest Partnership	Culture	
Joint Executive Group - North Notts & North Derbyshire ERDF Priority Axis 2 Group	Econ Dev	
LGA General Assembly	Policy	
LGA Rural Commission	Policy	
LGA Urban Commission	Policy	
Local Government Flood Forum	Environment & Sustainability	
Nottingham Development Enterprise	Econ Dev	
Nottingham Playhouse Board	Culture	
Nottingham Playhouse Trust	Culture	
Nottinghamshire City and County Employment and Skills Board	Econ Dev	
Nottinghamshire Fire Authority	Community Safety	
Robin Hood Airport Doncaster Sheffield Consultative Committee	Environment & Sustainability	
SACRE	Children & Young People	
Severn Trent Regional Flood and Coastal Committee	Environment & Sustainability	
Waste Partnering Agreement Board (Joint Waste Management Committee)	Environment & Sustainability	
Waste Recycling Environmental	Environment & Sustainability	

26 June 2012

Agenda Item:

**REPORT OF THE CHAIRMAN OF ECONOMIC DEVELOPMENT COMMITTEE
BUSINESS COMMUNITY CO-OPTION**

Purpose of the Report

1. To consider the merits of a co-opted seat to the Economic Development Committee from the Nottinghamshire business community and if agreed, to consider the means by which this can be secured.

Information and Advice

2. The Economic Development Committee's Terms of Reference and the report on this meeting's agenda on the Economic Development services and budget illustrates the close connectivity with Nottinghamshire business and the need to be responsive to local business issues.
3. The Chairman of this Committee, Councillor Girling is both the County Council's Business Engagement Champion and Chairman of the Nottinghamshire Business Engagement Group (NBEG) itself comprising most County-based business clubs and federations and is therefore well-placed to offer insight from its meetings to this Committee. In addition, many Members run or are in senior positions within local businesses. However, it is considered the Committee would benefit from additional co-opted support from a local business leader.
4. The proposed role will be non-voting and will :
 - Offer a business perspective to the Committee's considerations and work plan;
 - Act as a critical friend regarding the potential impact of a County Council project or activity on the Nottinghamshire business community;
 - Champion the Council's Economic Development activity both where it acts alone or in partnership with others.
5. The role suggests the Committee seeks someone from a Nottinghamshire-based business or representative group with experience of working with the public sector; of engaging with different types and sizes of businesses and of networking at a senior level. Should the Committee agree to this, consideration should be given to the means of fulfilling the co-option. There are a number routes through which a co-option can be promoted and it is proposed that this opportunity is promoted widely, seeking nominations. Offering this opportunity over forthcoming

weeks will allow nominations to be secured for consideration and for the co-option to be agreed, potentially in time for the September Committee meeting.

Other Options Considered

6. The Committee may chose not to agree a co-option from the business community.

Reason/s for Recommendation/s

7. The report seeks the Committee's view on securing a business perspective to its considerations and offers a suggested means of securing this through due process.

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.

Financial Implications

There are no specific financial implications arising as a consequence of this report. This may require further consideration should it be proposed that expenses or an honorarium be paid to any co-opted individual.

Equalities Implications

The suggested process for consideration by the Committee offers a transparent means of securing participation. Should the co-optee have any particular needs to facilitate their participation, these will be considered at the time.

RECOMMENDATION/S

That the Committee agrees the proposal to co-opt a member of the Nottinghamshire business community to this Committee and the process by which this can be achieved.

Report of the Chairman of the Economic Development Committee

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

Constitutional Comments (SLB 18/06/2012)

9. Economic Development Committee has authority to consider the matters set out in this report.

Financial Comments (MB 15th June12)

10. As noted above, there are no direct financial implications arising from this report. If expenses or honoraria are subsequently agreed, they will need to be contained within existing Committee budgets.

Background Papers

There are no background papers associated with this report.

Electoral Division(s) and Member(s) Affected

All

