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PUBLIC

To: Members of D2 Joint Committee for Economic Prosperity

Wednesday, 8 March 2023

Dear Councillor,

Please attend a meeting of the **D2 Joint Committee for Economic Prosperity** to be held at **9.30 am** on **Thursday, 16 March 2023** in Toyota Manufacturing UK, Burnaston, Derby, DE1 9TA, the agenda for which is set out below.

Yours faithfully,

A handwritten signature in black ink that reads 'Helen E. Barrington'.

Helen Barrington
Director of Legal and Democratic Services

A G E N D A

PART I - NON-EXEMPT ITEMS

1. Apologies for Absence
To receive apologies for absence (if any)

2. Declarations of Interest
To receive declarations of interest (if any)

3. Minutes (Pages 1 - 4)

To confirm the non-exempt minutes of the meeting of the Derby and Derbyshire Joint Committee for Economic Prosperity held on 23 November 2022.

4. Business Support - Vision Derbyshire (Pages 5 - 28)

5. Review of Governance Arrangements (Pages 29 - 34)

6. Joint Working and Funded Delivery (Pages 35 - 44)

7. East Midlands Combined Authority: Update (Pages 45 - 46)

8. Date of Next Meeting

9. Exclusion of the Public

To move “That under Regulation 21 (1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972”

PART II - EXEMPT ITEMS

10. Declarations of Interest

To receive declarations of interest (if any)

11. Low Carbon Mobility (Pages 47 - 50)

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MINUTES of a meeting of **D2 JOINT COMMITTEE FOR ECONOMIC PROSPERITY** held on Wednesday, 23 November 2022 at Council Chamber, County Hall, Matlock, DE4 3AG.

PRESENT

Councillor B Lewis (in the Chair)

Councillors (Cllr), Purdy, Gilby and Hart (Derbyshire County Council), A McKeown (High Peak Borough Council), D Fletcher (Derby City Council)

Also in attendance was Councillor .

Apologies for absence were submitted for Councillor .

1/19 DECLARATIONS OF INTEREST

There were no declarations of interest.

2/19 MINUTES

RESOLVED that the Minutes of the meeting of the Committee held on 10 October 2022 be confirmed as a correct record.

3/19 BUDGET ANNOUNCEMENTS AND IMPLICATIONS FOR LOCAL PROGRAMMES

W Morlidge introduced the item, setting out the broad approach to the discussion that would take place at the Joint Committee meeting on 23 November 2022.

RESOLVED to

- 1) Consider the outputs of the Chancellor's new budget and implications for local businesses, projects, and priorities; and
- 2) Identify key areas for development/ inclusion in the evidence base for a new economic strategy for the area as appropriate.

4/19 FURTHER REFINING THE REGENERATION PIPELINE

J Seymour introduced the item, recommending a workstream, involving local authorities and private-sector partners, to improve Derbyshire's readiness to gain access to funding to support delivery of key sites and enabling infrastructure.

RESOLVED to

- 1) Agree to a task and finish workstream being set up – organised by the County Council, to assess and collate relevant information in line with the suggestions;
- 2) Agree active participation and nomination of relevant officers from all 10 local authorities to support the work and assemble high-level business case material for key investment sites around Derbyshire, utilising the existing SGIF system;
- 3) Agree to the regular update of information to ensure the pipeline remains fit for purpose and supports successful funding bids; and
- 4) Agree to receive further reports on progress.

5/19 LOCAL SKILLS IMPROVEMENT PLAN

N Gasson-McKinley introduced the item, providing an outline of the Local Skills Improvement and the current approach to its development, including input from local authorities.

RESOLVED to

- 1) Consider the background information set out in the report and additional information presented;
- 2) Agree the priorities as presented – and any additional issues emerged through discussion;
- 3) Discuss how local authorities can take an active role in LSIP in the Steering Group;
- 4) Flag or share key reports that will help shape LSIP preparation;
- 5) Indicate which authorities would be interested in participating in future focus groups, events, online surveys, and consultations; and
- 6) Indicate if authorities can help expand employer reach.

6/19 EAST MIDLANDS COMBINED AUTHORITY: NEXT STEPS

C Henning introduced the item, providing a summary of progress to date and next steps on the creation of the East Midlands Combined County Authority.

RESOLVED to

1) Note progress made to date on the creation of the East Midlands Combined County Authority, in particular the public consultation; and

2) Support efforts to ensure that the consultation is promoted as widely as possible within the area.

7/19 DEVELOPING OUR STRATEGIC AGENDAS

J Batty introduced the item, requesting input from Committee members on the future items to be debated at the Committee meetings. Making suggestions for future topics of debate.

8/19 MINUTES

RESOLVED that the Exempt Minutes of the meeting of the Committee held on 10 October 2022 be confirmed as a correct record.

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DERBYSHIRE COUNTY COUNCIL

D2 JOINT COMMITTEE FOR ECONOMIC PROSPERITY

**UPDATE ON D2 VISION DERBYSHIRE BUSINESS START UP
PROGRAMME AND PROPOSAL TO EXTEND MEMORANDUM OF
UNDERSTANDING**

1.0 Purpose of Report

- 1.1 To provide an update on the key success areas regarding the D2 Vision Derbyshire Business Start-Up Project and to request an extension of the project until December 2023 with a possible extension beyond that period, subject to funding.

2.0 Discussion/Decision Required by the Meeting

- 2.1 The D2 Joint Committee is requested to discuss and comment on the on the positive progress of the Business Start Up Project and to note the request to extend the project to the project which has been developed in consultation with Cllr Gilby (nominated Leader for the Business Start Up scheme).
- 2.2 The Joint Committee is also asked to consider a potential related project to explore opportunities for a 'single grants portal' for the D2 geography as set out in paragraphs 3.18 to 3.20 of this report.

3.0 Information and Analysis Update

Monitoring & Enquiries

- 3.1 The project has made substantial progress and is delivering a valuable service to residents across the county who are looking to start their own business. Tangible results are being seen from the intervention – as evidenced in the positive feedback and case studies provided at Appendix 1. It is also reflected in the recent shortlisting of the project for a LGC 2023 award in the category of 'Economic Support'; presentation to LGC is due to take place on 18 April and an announcement made on 8 June 2023.
- 3.2 Despite the current economic environment, regular enquiries for support continue to be received and whilst *grant* applications have been slower than hoped, the level and pace seems to reflect other grant schemes

across the county – and wider. It is expected that increased marketing and promotion in the early part of 2023 will increase awareness of the services available and generate more enquiries and potential grants. Marketing activity includes an event in North East Derbyshire, greater social media and promotion across/ through the councils, including an article in Your Chesterfield resident magazine. The Business Start Up team is continuing to raise awareness through existing networks.

3.3 The table below sets out the number of registered clients to date and clearly demonstrates the high level of interest in the scheme. Appendix 1 provides case studies examples on successful support provided to businesses. A summary of core statistics is as follows:

- **698** clients have received advice from a Business Adviser.
- **318** of those are “live” or actively being supported with advice and being guided through the grant application process.
- **136** are “held” where the client has received some initial advice and then opted to take time to further research and develop their business ideas and plans. *It is anticipated many of these will progress and become live again.*

3.4 The remainder enquiries having been closed (often having successfully concluded the advice process) or referred to other schemes/ organisations such as the Green Entrepreneurs Fund or D2N2 for further support. The table also shows the level of activity across each geographical area. Members will recall the project is working slightly differently with the Erewash Partnership who is working with clients to get them grant-ready, as the district already has support in place for start-ups.

Enquiry Table by District end of February 2023

**Erewash Partnership is working with 55 start up clients in addition*

	Total	Amber Valley	South Derbyshire	Derbyshire Dales	Bolsover	Derby	High Peak	Erewash*	Chesterfield	North East Derbyshire	Out of area
Live	318	36	42	32	25	40	26	7	47	61	1
Held	136	28	35	5	15	28	3	8	12	2	
Closed	167	15	39	66	1	35	29	10	48	1	2
Total	698	79	116	101	41	103	58	25	107	64	3

Grant Applications and Types of Business

3.5 Headline figures are:

- The project has awarded **44** grants to the combined value of **£167,174.86**
- The client (private sector) investment released by this grant is **£291,866.83** with a client project investment total of **£459041.69**.
- The total anticipated 1st year turnover for these businesses is **£3,546,648**.

3.6 Enquiries have been received from pre-start and start-up businesses across a wide range of sectors. The largest sectors represented are retail, creative industries, food and drink, health and social care, and leisure & tourism.

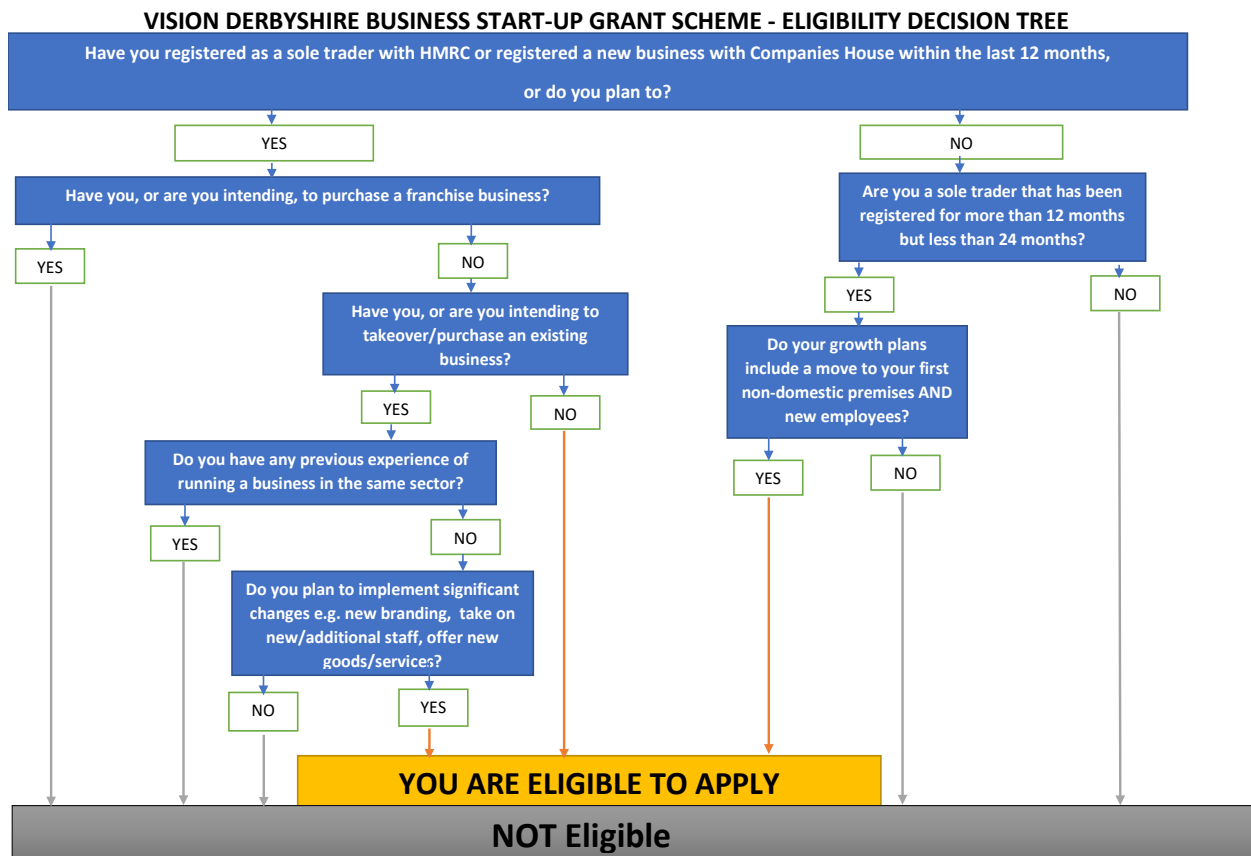
3.7 Grant applications have been received from diverse business types such as Hairdressers, Beauticians, Interior Designers, Antiques & Gift Shop, Architects, homeware designer, a new Radio Station, Care provider, Physiotherapist Virtual Assistant, and more. Many are creating jobs – estimated 60.

Mid Term Review and Revision of Eligibility Criteria

3.8 A mid-term review of the Programme has been undertaken to actively seek and collate feedback from each of the districts, the Business Advisers, the Project Officer and from clients who had engaged with the service.

3.9 Analysis has confirmed the level of enquiries has been higher than anticipated and that, based on client feedback, the programme is adding value to the business community across Derby and Derbyshire. Specific feedback from the advisers and districts suggested that the grant eligibility criteria would benefit from greater clarity and that the grant application process could be simpler.

3.10 As a result of this feedback, improvements to the grant criteria have been made and the associated eligibility document has been updated to include the decision tree below which was developed in conjunction with all the districts:



3.11 This decision tree allows users to quickly and easily ascertain whether they are eligible to apply for a grant and has been positively received. As a result, the grant application process has been updated and the number of quotes required to support an application has been reduced and now aligns with the procurement practices at Derbyshire County Council.

3.12 The documentation required to support a small grant application (under £500) has also been changed to reduce the administrative burden to the applicant, the assessor(s) and the approval panel. Further minor adjustments are being scheduled to update and improve the online application form.

Extension of the programme

3.13 The current Memorandum of Understanding (MOU) was signed by the County, City and the 8 district/borough councils in June 2021 with the intention of the pilot project running for two years up to June 2023 - utilising £1m of retained business rates previously approved by the Joint Committee. The current level of spend on the project is £450,505.30 with £65,589.17 grant spend committed but not yet claimed (as of end of February 2023); forecast spend on salaries & assessor contract/activities to the end of June 2023 would be an additional

£103,490 taking the total spend to £619,584.47. The grant fund remaining would be £380,415.53. Although the actual spend at the end of June will depend on amount of grant allocated, it is considered that based on the current profile, utilising all the remaining available money prior to the end of the original MoU period in June will be extremely challenging, if not impossible.

- 3.14 Given the level of success to date, it is possible for the remainder of the unspent money to be stretched to cover a further six months for the period up to the end of December 2023, thereby extending the level of support offered to local businesses through what continues to be a challenging environment. Expenditure on salaries and activities up to the end of December would be an additional £157,625, taking the total spend to £777,209.47, leaving £222,790.53 in the remaining funding pot. An extension to the original Memorandum of Understanding until 31 December 2023 has been considered by Cllr Gilby and recommended for approval. Appendix 2 of this report sets out the draft Memorandum of Understanding proposed to be signed by all the constituent authorities in D2 to cover the extension period.
- 3.15 To support continued sustainability of the programme, and in addition to the above, a proposal to extend the Vision Derbyshire Business Support Programme (for the period end of December up to the end of March 2025) was submitted to the district & borough councils for consideration and inclusion in their Shared Prosperity Fund (SPF) bids. Based on the level and rate of spend outlined above, it is anticipated that an additional £625k would be needed for the Programme to continue from 1st January 2024 to March 2025, which would align with the end of the SPF funding period. It would also support constructive dialogue with the wider D2N2 partnership over the period of development for the proposed combined authority.
- 3.16 A proposal to extend the MoU further, utilising SPF to cover the period 1st Jan 2024 to end of March 2025 is subject of a separate report to the Joint Committee, subject to all SPF monies being received and confirmed.

Improving Wider Support to Businesses

- 3.17 Through discussion at recent Shared Prosperity and Town Deal Boards, it is clear there is an expanding grant funding landscape aimed at supporting local communities and businesses. Many of the grant schemes being developed complement each other and could possibly work in tandem to offer match funding or added value to projects being put forward.

- 3.18 Informal feedback from applicants suggests that accessing information and understanding what grants are available and for what purpose is very difficult and confusing. Early intelligence suggests there is considerable scope to provide a more streamlined and simplified 'grants portal' that potentially provides a single front door for D2 business and voluntary/ community organisations to grant information and/ or signposts to other relevant information.
- 3.19 Through the strong joint working that is in place via the D2 Business, Economy and Place Workstream, it is proposed that the Joint Committee commissions officers to explore the issue further – providing a report back to the Joint Committee at a future date.

4.0 Recommendations:

- 4.1 That the D2 Joint Economic Prosperity Committee:
- a) Notes the strong and continued progress of the Vision Derbyshire Business Start Up Project.
 - b) Notes the previous changes to eligibility criteria which have ensured the Programme remains responsive to the needs of business.
 - c) Agrees the proposed extension to the timescale of the Programme, utilising the allocated Retained Business Rates fund and notes the revised, draft Memorandum of Understanding set out in Appendix 2 to be signed by local authorities.
 - d) Notes the separate report setting out the potential use of Shared Prosperity Fund for the Business Start Up Project to support an additional extension beyond 31 December 2023 to March 2025.
 - e) Requests the Business, Economy and Place Workstream explores the potential for a single front door for advising on grant funding opportunities across the D2 area and provide a report to the Joint Committee at a future date.

Success Stories

Reunion Ltd



Type of Business:

Community Deli, Café and co-workspaces

Grant Award:

£10K Grant Awarded

Equipment for refurbishment and installation of café & co-working spaces

Recently won "Best Newcomer" in the Marketing Derby Business Awards



"We received significant support and grant funding through Vision Derbyshire, which was so invaluable. Working with a dedicated advisor was so helpful during the early stages of our business, and the council were brilliant at answering questions and signposting to resources that could help us. The grant funding was also invaluable, in fact we wouldn't have been able to start without it! In this difficult climate, where labour and equipment is rising in cost each day, having that monetary support was vital for us as a new business. A big thank you to Vision Derbyshire for their support."

Blooms & Bantams



Type of Business:

Sustainable cut flower grower – offers flower arrangements to the public and corporate clients, courses and events

Grant Award:

£2133.57

Planting containers



“My business advisor (Sara) has been instrumental to the first year success of Blooms & Bantams. The advice I have received has always been constructive and has encouraged me to explore options and considerations that I would have likely ignored without prompt. These opportunities have encouraged me to develop connections and gain access to resources that have been incredibly useful in the first stages of starting a business.”

Potter's Snooker and Pool Club



Type of Business:

A family friendly, community focused high quality snooker and pool club

Grant Award:

£3750



“Business advice has been invaluable to support with networking and connecting with key stakeholders, and with grant application support. The business start-up grant has enabled Potters to purchase 8 new pool tables. This has generated extra income and allowed us to take on more pool teams. We have seen membership figures grow from circa 150 to over 1300 members in just 9 months. We now have 17 pool teams.

The grant also enabled Potters to re distribute some spend allocation so we could focus on repairing the building and become more sustainable. New doors, insulation, suspended ceiling & heating system has been installed. These improvements could not have been done so quickly without grant support as our primary focus was to invest in the pool & snooker facilities.”

Recently won Best Leisure Hospitality and Retail Award at the East Staffordshire South Derbyshire Business Awards

Jessica May Interior Design



Type of Business:

Interior Design Office

Grant Award:

£2991.20

Now employing additional 6 staff



“Our business advisor supported us from the start with guidance and information on grants available to us. Without the grant, we would have had to wait a lot longer to complete the renovations or gone with cheaper options until we could afford the items we desired. The grant has been a huge help in allowing us to get the new office to a high enough standard to impress our clients and employ more members of staff. “

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Appendix 2
Vision Derbyshire: Economic Management Board

Business Start-Up Support Service

Dated: _____

Memorandum of understanding between Derbyshire County Council and



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1 Background

- 1.1 The Vision Derbyshire programme was established in 2019 as a shared commitment across Derbyshire County Council and a number of district and borough councils. Partners agreed to strategically collaborate to improve outcomes for people and places, speak with one voice as a county, and coordinate resources better and more sustainably.
- 1.2 The Vision Derbyshire Joint Committee has agreed principles underpinning collaboration and the priority areas for collaboration (climate change; tourism; economy; social mobility). A sub-group named Derbyshire Vision Derbyshire Economic Management Board has been convened since 2020 to establish a Derbyshire pilot project to support recovery from Covid-19 in relation to the economy and communities. The learning from the pilot will help to inform longer term proposals. The sub-group is responding to assist the economic recovery and to meet the objectives of developing and increasing the business base across Derbyshire, through the employment of 5 Business Start-Up Advisers and an associated start-up grant fund to be administered internally by Derbyshire County Council. In the spirit of partnership working, Derby City Council, South Derbyshire Council and Erewash Partnership Ltd are part of the Start-Up Programme for recovery, alongside the other seven Vision Derbyshire Partners.

2 Aims and Objectives of the Start-Up Programme

- 2.1 The overarching aim of the Programme is to
- ❖ Offer 1:1 pre-start support through a network of additional, locally based, start-up advisors (supporting concept development, business initiation and registration, business planning, funding applications and resilience building) with referral to the other programmes for structured workshops and events and the University of Derby for graduate support, as appropriate.
 - ❖ Appoint dedicated business advisors on fixed term contracts and deployed on a geographical basis.
 - ❖ Access a pool of specialist advisors (procured on a call off basis) to provide specific advice e.g. marketing, retail, HR, patents/Intellectual Property, other.
 - ❖ Hold local networking events available to any pre-start / new start-up supported to attend
 - ❖ Offer a grant scheme to new start businesses within the first year of trading supported by the local advisor.
 - ❖ Offer a range of 'top up' services subject to funding
 - ❖ Run of a minimum of two years from Spring 2021 to ensure adequate promotion and take up of the offer, plus embedding opportunities for learning and best practice.
 - ❖ The programme to be built on the following principles:
 - Collaboration – with buy-in and commitment from all Derbyshire councils
 - Complementarity – filling identified gaps in provision and avoiding duplication

- Core offer – with local flexibility to tailor and top-up support
- Active referral – to and between partner offers
- Integrated offer – combining business advice with A2F
- Person centred – local point of contact / go to for support (time and place to suit client)
- Inclusive approach – with support available to different individuals and different sectors

2.2 The aim of this Memorandum of Understanding (MoU) is to provide the framework that supports effective day to day and partnership working between the County Council as the administrative body and the individual local authority on whose behalf the business advisor is working.

2.3 The scope of this MoU covers the work of the five Business Start-Up Advisers for the period 30 June 2023 until December 31st 2023 in delivering business support and advice to pre-start and new start (trading within 1 year of registration) entrepreneurs to develop business proposals to increase the business base of Derbyshire.

2.4 The Business Advisers will be monitored against the following Key Performance Indicators *NB: targets are for the period from inception to completion of extended period at 31 December 2023:*

Performance Indicators/ Management Information - Tractivity, CRM updated monthly to capture reporting information.			
	Data Capture Required	Outcome	Cumulative Target to Dec2023
All Partners DCC - collate and report to Vision Derbyshire Economic Management Board	Sector/geography (registered address of enquiry, employment status)	Equality of support across partner areas Intelligence gathering on sectors	
All Partners DCC - collate and report to Vision Derbyshire Economic Management Board	Demographic Information: age, ethnicity, gender, disability	Equal opportunities Intelligence gathering on demographics.	

All Partners – Vision Derbyshire Communications Group	Marketing and Promotion of Start-up support and grant scheme	Equality of promotion across Derbyshire. Awareness raising to a breadth of potential beneficiaries.	
All partners – Business Advisers to report directly via Tractivity	Partner organisations engaged. Referrals received.	High level awareness raising.	Monitored and best practice shared.
Business Advisers to report directly via Tractivity	Contact details of clients engaged: activity undertaken and outcome. Directly engaged – Enrolment form and initial assessment form completed	Number of clients directly engaged in pre-start support service.	600
	Registration details - HMRC	Number of clients starting up/registering to trade	180
	Contact details	Existing businesses (under 12 months) supported ie business planning/signposting to grant support	230
	Monitoring form and declaration from client	(Pre start origin) Business survival at 1 year	153
	Monitoring form and declaration from client	Jobs created (including owners and apprentices)	225
	Onward referral details of organisation	Clients advised of additional/alternative support ie move directly to D2 Starter Programme or specialist advice	60
	Grants	Grants awarded	150

2.5 To achieve the targets set for the above Performance Indicators, extended to December 2023 the Business Advisers will undertake the following activity:

- Provide appropriate support to entrepreneurs including support to prepare robust business plans, information on available premises, marketing advice, access to finance and grant funding alongside links to networking organisations.

- Engage with Schools, Colleges and the University of Derby to identify potential entrepreneurs.
- Engage with Business and Community Organisations to identify potential entrepreneurs.
- Promote and support delivery of a £550,000 grant programme to provide grants to new start businesses across the County of Derbyshire.
- Provide contact details and handover to the D2N2 Growth Hub business support service and other appropriate services as businesses move into their 2nd year of trading/activity.

3 Partnership activities

3.1 The apportionment of roles and responsibilities for the recruitment, management and evaluation of Business Advisers across the partnership is as follows:

Areas	Sub Areas	Examples	Responsibility
Resourcing & Onboarding	Job evaluation	job descriptions, job evaluated	DCC
	Recruitment	recruitment campaign, selection, pre-employment checks, employment contract	DCC/Districts
	Induction	induction plan developed & delivered	DCC/Districts
	Equipment	provision of IT & office equipment	DCC
	Payroll	joined to payroll, pay management, payroll queries	DCC
	Pensions	access to LGPS	DCC
	Trade Unions	TU membership	DCC
Employee Relations	Grievance	policy application	DCC
	Conduct	policy application	DCC
	Capability	policy application	DCC
	Bullying & Harassment	policy application	DCC
	Attendance Management	absence recording, absence management, occupational health	DCC
	Health & Safety	H&S compliance, wellbeing	DCC/District
	ET Claims	unfair dismissal, constructive dismissal, discrimination	DCC
Performance & Engagement	Performance Management	objective setting, 121s, feedback	DCC/District

	Learning & Development	performance development plan, learning approval & funding	DCC/District
	Engagement	communications, pulse surveys, engagement forums	DCC/District
Operational Line Management	Workload management	agreeing priorities, monitoring workload, managing conflicting priorities	District/DCC
	Team Meetings	participation in team meetings – Bimonthly	DCC
	Annual Leave	approving & monitoring annual leave	DCC
	Travel Expenses	approving expenses	DCC
	Workforce planning	determining resourcing requirements, contract management, redundancies	DCC/Districts

- 3.2 Activities will be reviewed via the Vision Derbyshire Economic Management Board quarterly with an activity report submitted to the Vision Derbyshire Joint Committee meeting as required.
- 3.3 Dispute resolution will be escalated to the Vision Derbyshire Joint Committee if a resolution is not able to be made by the Chair of the Vision Derbyshire Economic Management Board.
- 3.4 Derbyshire County Council (DCC) will employ the Business Start-Up Advisers and hereby indemnifies the other Partners in relation to all costs and claims that may be brought by a Business Start Up Adviser in relation to his/her employment or termination thereof.
- 3.5 DCC will allocate a Business Start-Up Adviser to work with a Partner organisation for the purpose of their administrative geography. The Business Start-Up Adviser will be based at that Partner’s office/base with touch down arrangements being offered at County Hall also. Working arrangements will be agreed between partner organisation and DCC.

4 Monitoring

4.1 All Partners commit to making referrals into the Vision Derbyshire Scheme via their business adviser or direct to the business inbox. Figures will be reported every quarter to the Vision Derbyshire Economic Development Board. Tractivity will be used by all partners and reports will be drawn from Tractivity. As a minimum, the following information will be required:

- Business Name and contact details – Enrolment form to be completed
- Confirmation of date business is registered as trading

- Details of any grant funding applied for and outcome of grant applications
- Details of referrals to other programmes of support
- Promotional activity undertaken

5 Impact evaluation

- 5.1 The Vision Derbyshire Joint Committee will commission and undertake an impact evaluation of the service prior to an extension of the programme to be shared with Partners.
- 5.2 A final evaluation on the effectiveness of the management approach/ ways of working, plus the impact of the project on the business base will be undertaken at programme end.

6 Designated partnership leads

- 6.1 Each Partner will appoint a senior member of staff as partnership lead, to line manage their designated business adviser and report to the Vision Derbyshire Economic Management Board on a monthly basis.
- 6.2 Changes in partnership leads should be notified immediately to the Assistant Director for Sustainable Growth at Derbyshire County Council and a substitute agreed within 2 weeks of notification.

7 Financial contributions

- 7.1 Funding of £1m is provided for the duration of the programme via the Vision Derbyshire programme to cover Business Advisor salaries and on-costs, Start-Up Grant, additional DCC manager costs and sundries such as travel, IT Equipment and so on.
- 7.2 No additional Partnership funding is required.

8 Disclaimer

- 8.1 It should be noted that by signing this document or by participating in Vision Derbyshire, the Partners are not committing to legally binding obligations. It is intended that the Partners remain independent of each other and that their collaboration and use of the term 'Partner' does not constitute the creation of a legal entity, nor authorise the entry into a commitment for or on behalf of each other.

Signed on behalf of: Derbyshire County Council

..... Date

[NAME, POSITION]

Signed on behalf of:

..... Date

[NAME, POSITION]

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DERBYSHIRE COUNTY COUNCIL

D2 JOINT COMMITTEE FOR ECONOMIC PROSPERITY

16 March 2023

Update on Review of Governance Arrangements

(1) Purpose of Report

1.1 The purpose of this report is to inform the D2 Joint Committee of the emerging proposals following completion of the review of current governance arrangements for driving economic growth across Derbyshire and the parallel review of the Vision Derbyshire arrangements. This brief report will be supported by verbal update at the meeting.

(2) Discussion and decision required by the Derby and Derbyshire Joint Economic Prosperity Committee (D2JC)

2.1 The Joint Committee is requested undertake a discussion based on the brief information set out in this report and consideration of the information provided at the meeting.

(3) Information and Assessment

3.1 At the previous meeting of the D2 Joint Committee in November 2022, members were advised of the review of governance arrangements relating to the growth agenda and agreed that the work, purpose and terms of reference of the following Boards be evaluated:

- The Derbyshire Economic Recovery Board (DERB)
- The Derbyshire Economic Partnership (DEP)
- The D2 Joint Committee for Economic Prosperity
- The D2 Vision Derbyshire Joint Committee

3.2 The purpose of the review was to ensure the most effective decision-making arrangements are in place to support strategy development and the delivery of key interventions that drive economic growth. The following key challenges were identified:

- Acknowledgement that the wider economic landscape has changed, including Covid-19 recovery (completed) and the proposed East Midlands Mayoral County Combined Authority (EMMCCA) arrangements

- The need to reduce current level of duplication of meetings, attendees and agendas.
- The current DEP chair's desire to step down from the role and opportunity to assess the need for an economic/ business partnership going forward.
- The need to strengthen the focus on economic development, and the 'voice of D2', especially in light of the proposed EMMCCA.
- Retaining the best of existing arrangements e.g. accessing the voice of business. The importance of the public private sector relationship was strongly demonstrated through the COVID pandemic. This should be capitalised in future structures.

3.3 A review of the current DEP, DERB and D2 Joint Committee arrangements was completed in December 2022, but the review of the Vision Derbyshire Board (supported by external colleagues) has just been completed. At the time of writing, the outputs of the Vision Derbyshire weren't available to support analysis of 'common ground' and emerging proposals but it is anticipated some element of this analysis will be possible by the time of the meeting. Discussion, therefore, will be supported by presentation on the day.

3.4 For ease of reference and background, Appendix 1 of this report provides a summary of the membership and core purpose of each of the four boards within the scope of the two reviews.

4. Recommendations

4.1 It is recommended the Joint Committee:

- a. Notes the brief overview contained in this report and considers the information presented at the meeting on 16 March to support wider discussion.
- b. Comments on the emerging shape of the proposals as appropriate.

Scope of Governance Arrangements

Board or committee	Attendees	Purpose and focus
<p>Derbyshire Economic Partnership (DEP)</p>	<p>Covers the D1 (Derbyshire only) geography. Previously attended by all ten leaders – attendance reduced following a prior review in 2018/19.</p> <p>Currently made up of: 4x elected members (covering HS2, rural issues, district LEP representative and accountable body), business rep organisations (Chamber, FSB, Institute of Directors), FE rep (Chesterfield College), HE rep (Derby Uni), Marketing Peak District and Derbyshire (MPDD).</p>	<p>Core purpose is to support economic growth through public/private sector partnership working.</p> <p>DEP sets work programme for DEP officers with a specific focus of work on: inward investment, skills and employment, supporting the rural economy</p>
<p>Derbyshire Economic Recovery Board (DERB)</p>	<p>Covered the D2 geography.</p> <p>Made up of all ten local authority leaders, major business reps (Henry Boot Ltd, Toyota, Heights of Abraham, Longcliffe Quarries), HE (Derby Uni) and FE (Derby College) rep, Chamber, Marketing Derby, Chair of MPDD.</p>	<p>Core purpose was to help sustainable recovery of the D2 economy following the shock of the COVID pandemic.</p> <p>Developed as a task and finish group focused on: agreeing key interventions, alignment of recovery funding and other resources, delivery of the COVID Recovery Strategy.</p> <p>As of November 2022, it was agreed the Recovery Strategy had been delivered and the work of the Board was complete.</p>
<p>Derby and Derbyshire Joint Economic Prosperity Committee (D2JC)</p>	<p>Covers the D2 geography</p> <p>Long standing board initiated in 2014 and constituted in 2015. Made up of all ten local authority leaders with the DEP Chair as an observer.</p>	<p>Core purpose is to work collaboratively to support and drive sustainable economic growth and be a single voice for D2 within the wider region.</p> <p>Decision making arena within the level of Leader delegations. Is responsible for Retained Business Rates fund and allocation to projects (circa £8m originally).</p>

		Considers regional and sub regional policy issues; development of D2 economic strategy; agreement and delivery of regeneration pipeline and growth priorities.
Vision Derbyshire Joint Committee	Is available for the D2 geography - 4 local authority members formally take part	<p>Core purpose is to drive efficiency and greater effectiveness of local authority services through joint working.</p> <p>Board agrees the delivery of Vision Derbyshire work programme including business start-up, planning, skills and climate change. Overlap/ links to work of D2JC above.</p>

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DERBYSHIRE COUNTY COUNCIL

D2 JOINT COMMITTEE FOR ECONOMIC PROSPERITY

UK Shared Prosperity Fund: Joint Working and Funded Delivery

(1) Purpose of Report

- 1.1 To provide the Joint Committee with an update on the proposed collaborative approach across D2 authorities for utilisation of the UK Shared Prosperity Funding (SPF) to support business and aid economic growth. The following proposals are set within the context of the proposed East Midlands County Combined Authority and the constraints of the SPF funding criteria.

(2) Discussion/ Decision Required by the Derby and Derbyshire Joint Economic Prosperity Committee (D2JC)

- 2.1 The D2 Joint Committee is requested to discuss the range of funding proposals set out in this report note implications for the Growth Hub and Visit Peak District and Derbyshire and confirm support for the allocation of SPF across the projects.
- 2.2 The Committee is also requested to consider and agree allocation of Retained Business Rates to support an extension to the Business Start Up grant.

(3) Information and Assessment

Background: UK Shared Prosperity Fund

- 3.1 The Government's SPF guidance states that one of its primary goals is to build pride of place and increase life chances across the UK. This also aligns with the Levelling Up White Paper (2022) Missions, and specifically Mission 9 which states: *'By 2030, pride in place, such as people's satisfaction with their town centre and engagement in local culture and community, will have risen in every area of the UK, with the gap between the top performing and other areas closing.'*
- 3.2 The SPF guidance confirms three investment priorities: Communities and Place; Supporting Local Business; and People and Skills. The City and district councils have each received an SPF allocation for the period up to the end of March 2025 to deliver projects under the three priority

themes. Where there are common areas of need across geographic areas, authorities are collaborating to ensure they maximise value for money and achieve successful delivery within the constraints of the SPF criteria.

- 3.3 Over recent years, Derby and Derbyshire has benefitted from the European funding (e.g. European Social Fund (ESF), European Regional Development Fund (ERDF) and European Agricultural Fund for Rural Development (EAFRD)) to deliver a range of business support programmes. However, European funding has now come to an end and Government's intention was that UKSPF would be used to support the programmes that local areas considered to be important in meeting economic or social need. Examples of the programmes funded through European money include De-Carbonise (providing energy efficiency audits and grant funding) and LEADER (supporting the rural economy).
- 3.4 Over the last five years, the D2 local authorities have also benefitted from activity funded through the shared Retained Business Rates pot which has included the Business Start Up programme, feasibility and other grants for capital works and skills support. The remaining balance in the Retained Business Rates pot is £932,289.
- 3.5 Through the Business, Economy and Place Workstream, the ten local authorities have worked hard to identify common proposals for the use of the SPF over the next two years, and to secure economies of scale either through joint commissioning and/ or joint delivery. It should be noted there is no single 'blanket' proposal covering every authority for each proposed programme – instead, a suite of options has been developed with the City and district authorities selecting the activity that best meets local need and priority.

Business Start-up

- 3.6 The Business Start Up project is currently funded through the Retained Business Rates pot and at the meeting on 16 March, 2023, the Committee will have previously considered a proposed extension to the timescale of the project from 30 June 2023 to 31 December 2023. It is anticipated this extension will expend all remaining monies allocated to the project (£1m). However, given the success of the scheme, discussions through the Business, Economy and Place Workstream have confirmed a strong commitment to continue the scheme beyond December 2023 and allocation of UKSPF provides the best opportunity to do so, and certainly in advance of any projects or programmes being developed through the proposed Combined Authority.

- 3.7 An assessment of costs to continue the Business Start Up programme has been undertaken and for the period 1st January 2024 (following utilisation of the Retained Business Rates) to 31st March 2025 (end of SPF period); it is estimated that £380,000 is required to fund the business advisers and project support officer. *NB: this is working on the basis of provision in High Peak, Amber Valley, Chesterfield, North East and South Derbyshire. Bolsover and Erewash have decided not to directly fund business start up through the joint approach to UKSP and instead, are looking at different approaches either through existing partnerships or local resources.*
- 3.8 As part of its SPF Investment Plan, Derby City is commissioning a range of business support services, including start-up, and has indicated welcome that a tender application from the current Vision Derbyshire Business Start Up team would be welcomed. At the time of writing, a tender has been submitted and feedback is awaited.
- 3.9 The relevant contributions required to continue the joint (Vision Derbyshire) approach to business advisers has been identified in the authorities' UKSPF Investment Plans. Subject to agreement of the approach by the Joint Committee, the details of the approach will be refined to ensure continued delivery of the programme from 1st January 2024 to 31st March 2025 and will include an extended Memorandum of Understanding. An update report brought back to the Joint Committee at a future meeting.
- 3.10 Although the provision of support and advice through the work of the business advisers has been one of the most successful elements of the scheme to date, the take up of start up grants is also now starting to increase.
- 3.11 For the period beyond December 2023, it is proposed to extend the start up grant pot through accessing some of the remaining funds from the Retained Business Rates pot; £245,000 is proposed to be allocated for this purpose. This would have two benefits:
- All authorities have contributed to the Retained Business Rates pot and therefore should/ would be able to access the grant pot, irrespective of whether they have utilised SPF to fund an adviser (as there will be a start-up business advisor in all authority areas one form or another).
 - Utilising Retained Business Rates to provide the grant funding means the amount needed from UKSPF is less and the money can be spread over other projects but means the start up project will still deliver the same outputs.

3.12 It is proposed the UKSPF- funded advisers and the whole business start up grant continues to be managed by Derbyshire County Council through the existing arrangements previously approved by the Joint Committee (*NB: this proposal would be subject to approval by DCC Cabinet*). It is considered this approach would provide consistency for the businesses and partners working within the scheme – specifically the external grant assessor who has built up considerable knowledge and understanding of the local economy over the first two years of the programme (this proposal would be subject to the performance review and potential extension of the existing contract).

De-carbonise scheme

3.13 The previously EU-funded ‘De-Carbonise’ scheme supported businesses across the D2 area to access energy efficiency audits and subsequent capital grant funding to improve the physical condition of their buildings and drive lower carbon emissions (e.g. through double glazing, solar panels, more efficient plant and machinery). The project has now closed but was highly successful – particularly as businesses spotted the opportunity to reduce their energy bills and tackling rising fuel prices at the back end of the project period.

3.14 Through discussions in the Business, Economy and Place Workstream, authorities have considered the opportunity presented by SPF to continue funding a similar project and as a result, several districts have agreed to do so and create a new de-carbonise scheme. *NB: some have allocated funding only towards undertaking energy audits with businesses, whilst others have also put forward an allocation to operate a grant scheme for de-carbonise projects based upon those audits.*

3.15 The participating districts and boroughs are:

District/Borough	Energy Audits	Grant Scheme	TOTAL
Amber Valley	£77,969	£0	£77,969
Chesterfield	£58,000	£150,000	£208,000
Derbyshire Dales	£57,970	£88,235	£146,205
High Peak	£100,000	£0	£100,000
North East Derbyshire	£75,000	£0	£75,000
South Derbyshire	£59,000	£149,000	£208,000

NB: Bolsover District Council, Erewash Borough Council and Derby City Council have opted out of the scheme

- 3.16 In order to secure economies of scale, those districts that have opted into the scheme have requested that overall management is undertaken by Derbyshire County Council; this would also include the Council undertaking the procurement process for appointing an organisation(s) to operate both the energy audits and the grant scheme, as well as manage the relationship with that organisation when they are appointed. The Joint Committee is advised that further work is required to fully understand the budget, fees and outputs required for the scheme - to help support this work, a draft project initiation document (PID) has been created and shared with participating districts and boroughs. It should be noted that separate approval from DCC's Cabinet would be required to confirm the arrangements.
- 3.17 Discussion has been taking place over a period of time to develop the De-Carbonise proposals and specific consideration has been given to potential alignment with the existing Green Entrepreneurs Fund (GEF), operated and funded directly by the County Council. Previously, the GEF had not offered grants for the installation of energy efficiency measures to buildings as this had been covered by the original, EU funded De-Carbonise scheme. However, this work has drawn to a close, demand from business for support in moving to net zero has increased and the Green Entrepreneurs Fund has changed its criteria to include support for low carbon capital measures such as solar panels, EV charging etc.
- 3.18 In considering how best to bring forward a new De-Carbonise project, two delivery options were considered:

Option 1 – New Scheme

- 3.19 This option was to create a stand alone project, separately established and managed from existing activity. A procurement exercise would be taken to secure an organisation to complete energy audits for the applicant business and provide them with a report listing potential interventions. The business would then apply to a separate funding scheme for the capital works - or potentially to the Green Entrepreneurs Fund. The disadvantage of this approach is the duplication in grants scheme which could be confusing to businesses (the GEF grant scheme criteria has been recently amended to cover low carbon capital measures such as solar panels, EV charging and so on) and also the down time it would take to undertake procurement and create new delivery and governance mechanisms.

Option 2 – Extend the Existing Derbyshire County Council Green Entrepreneurs Fund Scheme

- 3.20 In this option, a procurement exercise would be undertaken to secure an independent organisation to complete energy audits. The business would then apply via the Green Entrepreneurs Fund mechanism to access funding for the capital works required. Those authorities that have provided capital funding to the scheme would have a ring-fenced pot available for the businesses in their area. This approach has the benefit of being much less confusing for businesses, providing a single point of entry for low carbon grants in Derbyshire. Careful consideration would need to be given to marketing and promotional material to ensure eligibility criteria were clear to businesses due to the varying levels of funding on offer.
- 3.21 Following discussion, the preferred option recommended by the Business, Economy and Place workstream is to extend the mechanisms linked to the Green Entrepreneur's Fund Small Grant Scheme (the element of the scheme that funds de-carbonise projects to businesses), rather than to set up a similar, competing scheme. Initial discussion has taken place with members of the GEF Board and there is in principle support for the proposal.
- 3.22 However, to be fully effective, there are a number of issues which require further consideration. These include:
- Procurement of the energy efficiency audits
 - Membership of the GEF Board – to ensure funders are adequately represented
 - Ensuring appropriate financial checks and balances to ring fence SPF monies and ensure it is spent solely within the corresponding district
 - Similar checks and balances to ring fence recording of outputs
 - Ensuring appropriate management and project support resources are in place and costs are covered.
 - Amendments to existing arrangements such as contract with the University of Derby, Board meetings, finance processes etc
- 3.23 However, despite the above, it still is felt that extending the GEF would be less time-consuming and problematic than setting up a new and separate audit and grant scheme. These issues are not insurmountable and through continuing the partnership working that has been demonstrated already, it is considered these issues can be suitably resolved.

- 3.24 If this method of operating the grant scheme is approved, then it would only be the energy audit element of the project that would be tendered for.

Growth Hub

- 3.25 The D2N2 Growth Hub provides a single point of access to expert advisers offering support to businesses through a dedicated telephone enquiry service and signposting to other initiatives and resources. The Hub ensures economies of scale through a consolidated offer that would be costly and resource intensive if provided by individual authorities
- 3.26 Currently, it is funded by ERDF but this will end on 30th June 2023 and at the time of writing, there is no clarity on whether the Growth Hub will receive its annual allocation of core funding from the Department of Business and Trade (formerly BEIS) for 2023/24; consideration is likely to be given to the level of progress of the proposed Combined Authority. If some core funding *is* provided from Government beyond this date, there could be an opportunity for the Hub to offer low-level, centralised business support activity for the benefit of all districts and boroughs but 'added value' services such as dedicated advisers for localities, tailored workshops and other support would not be deliverable.
- 3.27 However, even if core funding comes forward, it is likely there won't be sufficient money to cover all required services and the Growth Hub has advised that access to SPF is necessary to ensure services can be provided at sufficient scale to serve the demand from local SMEs.
- 3.28 In June 2022, members of the Growth Hub Executive Group coordinated a pitch/offer with transparent costings for each of the 17 local SPF authorities across D2N2. The proposed costs were based on the proportion of the D2N2 business base in their area. The offer was for a centralised, core Growth Hub service based at East Midlands Chamber, to include frontline enquiry service, dedicated adviser resources for localities, events and workshops, tailored support to SMEs for digital, net zero and access to finance priorities.
- 3.29 Recently, Derbyshire authorities requested further cost details to see if there were opportunities for services to be tailored to their own area and fit within available SPF budget. They also requested data showing the level of Growth Hub activity in their area since April 2019. In response to this range of queries – and as a current core delivery partner and future host of the service - East Midlands Chamber is currently revising the Growth Hub cost proposals to provide greater flexibility and clarity.

- 3.30 Nottinghamshire authorities have agreed jointly commissioning some Growth Hub activity where there is benefit of delivering at scale and this could involve a call-off framework approach - although details are to be defined.
- 3.31 Local authorities in Derbyshire have expressed an interest in having similar discussions with the Growth Hub focused on a 'Derbyshire only' approach. Currently though, Derbyshire authorities are awaiting the updated cost plan from D2N2 Growth Hub which it is hoped will explain what services would be provided at what cost as per the interventions listed in 3.26. Until this work is completed, there is no confirmed position on the use of SPF to fund the Growth Hub from Derbyshire authorities.

Visit Peak District and Derbyshire (VPDD)

- 3.32 None of the local authorities have explicitly identified VPDD as a recipient of UKSPF in their Investment Plans, although a few have identified the visitor economy as a priority sector for some targeted funding.
- 3.33 VPDD has previously secured ERDF monies to deliver visitor economy projects through targeted business support schemes including: *Growing and Developing the Visitor Economy within Derbyshire*.
- 3.34 This programme ran from Sept 2017 to March 2023 with a contract value of £2.6m and focused on supporting businesses in sector-specific initiatives and identified growth areas (aligning with national policy – and national objectives highlighted in the Visit England's Tourism Plan). These included:
- Digital skills/ improving websites - (real time book ability)
 - Net Zero best practice – sustainable tourism (extending the season, improving business efficiency and bottom-line savings, green tourism business accreditations to market your business with etc.)
 - Accessibility – best practice – accessible champions – marketing to this audience (this sector has an annual tourism value of £12bn)
 - International – encouraging businesses to work with the international travel trade (the overseas value to England is £29bn – and is our 3rd most successful service sector export)
 - Pedal Peak – encouraging cycle friendly best practice
 - Market Towns – connecting local people with high streets – supported the food and drink sector with a dedicated food and drink campaign in 2018/19. Also supported local artisans/makers and we have taken 50 makers to Chatsworth County Fair in 2018,

2019 and again in 2022 (a handful are now permanent suppliers of the Chatsworth gift shop/farm shop).

3.35 As the European funding is now at an end, the programme will not be able to be delivered by VPDD without additional funding – e.g. from SPF.

4. Recommendations

4.1 That the D2 Joint Committee:

- a) Agrees the approach set out in paragraphs 3.6 to 3.12 to further extend the Business Start Up programme over the period 1 January 2024 to 31 March 2025 through the use of allocated SPF to fund business advisers, management costs and project support, and notes the submission of a tender to support delivery in Derby City.
- b) Approves the allocation of £245,000 from the shared Retained Business Rate pot to extend the Business Start Up grant for the period 1st January 2024 to 31 March 2025.
- c) Supports DCC to continue leadership and management of the extended business start-up scheme for the period to the end of March 2025.
- d) Notes the discussions and progress that have been made to develop an extended De-Carbonise UKSPF project.
- e) Approves Option 2 as the preferred approach to delivering a De-Carbonise scheme and commissions officers to undertake the work required to finalise arrangements, including addressing the issues set out at paragraph 3.22.
- f) Agrees that update reports for Business Start Up and De-Carbonise be brought back to Committee as appropriate.
- g) Notes the current position of Growth Hub and Visit Peak District and Derbyshire in relation to UKSPF and considers if any further work is required.

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DERBYSHIRE COUNTY COUNCIL
D2 JOINT COMMITTEE FOR ECONOMIC PROSPERITY
16 March 2023

**Update on Proposed East Midlands County Combined
Authority**

(1) Purpose of Report

- 1.1 To provide an update on the recent public consultation exercise on the proposed East Midlands Combined County Authority (EM MCCA), including headline outputs from recent public consultation and next steps. This report will be supported by a verbal update at the Committee meeting.

(2) Discussion and decision required by the Derby and Derbyshire Joint Economic Prosperity Committee (D2JC)

- 2.1 The D2 Joint Committee is requested to consider the information provided by provided via presentation at the Joint Committee meeting, provide commentary as appropriate and note the next steps.

(3) Information and Assessment

- 3.1 As previously reported to this Committee, Derbyshire County Council, Derby City Council, Nottinghamshire County Council and Nottingham City Council (the 'Constituent Councils') agreed a 'Devolution Deal' with Government on 30 August 2022. This Deal will be ratified, subject to a series of conditions, including legislation and the results of a public consultation.
- 3.2 Each of the constituent councils agreed to undertake public consultation on the draft Deal and proposal to create an East Midlands County Combined Authority. The consultation exercise took place between 14 November 2022 to 9 January 2023 and included online submissions, supported by a series of engagement sessions with stakeholders; over 5,000 responses have been received.
- 3.3 At the time of writing, assessment of the consultation results is being finalised and not available for inclusion. For this reason, an update will be presented to the Joint Committee at its meeting on the 16 March and will include an overview of key issues. Following consideration of the

feedback, the Proposal document will be subject to final amendments and presented to the Council meetings of each of the four Constituent Councils during March.

- 3.4 If approved, a formal Proposal will be presented to Government in order to inform the passage of legislation. Subject to this legislation being in place, the EMCCA will be brought into being in May 2024.

(4) Recommendations

4.1 It is recommended the Joint Committee:

- a) Notes the content of this report as background to the information that will be shared at the meeting.
- b) Considers the content of the presentation and undertakes discussion as appropriate.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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