

Economic Development Sub-Committee

Date: **Thursday, 21 January 2016**

Time: **10:30**

Venue: **Hethel Engineering Centre, Chapman Room,**

Persons attending the meeting are requested to turn off mobile phones.

Membership

Mrs C Walker (Chair)

Ms C Bowes Mr B Spratt

Mr J Childs Mr J Timewell

Mr S Clancy Mr A White

Mr T Jermy Mr M Wilby

**For further details and general enquiries about this Agenda
please contact the Committee Officer:**

Anne Pickering on 01603 223029
or email committees@norfolk.gov.uk

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A g e n d a

1. **To receive apologies and details of any substitute members attending**
2. **To agree the minutes of the meeting held on the 26 November 2015**

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3. **Declarations of Interest**

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a Disclosable Pecuniary Interest you may nevertheless have an **Other Interest** in a matter to be discussed if it affects

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

If that is the case then you must declare such an interest but can speak and vote on the matter.

4. **Any items of business the Chairman decides should be considered as a matter of urgency**

5. **Local Member Issues/ Member Questions**

Fifteen minutes for local member to raise issues of concern of which due notice has been given.

Please note that all questions must be received by the Committee Team (committees@norfolk.gov.uk) by **5pm on Monday 18th January**. For guidance on submitting public question, please view the Consitution at Appendix 10.

6. **Member Working Group Update**

Verbal Update by Members

7. **Apprenticeships - Update**

Verbal Update from Officers

8. Next Stage of Development for Hethel Engineering Centre/Hethel Innovation Ltd

Presentation from Managing Director, Hethel Centre/Hethel Innovation Ltd - Simon Coward

9. Finance Monitoring report

Report by Executive Director, Community and Environmental Services

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10. Norfolk Rail Group

Report by the Head of Democratic Services

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11. Forward Plan

Report by Executive Director, Community and Environmental Services

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Group Meetings

Conservative	9:00am	Conservative Group Room, Ground Floor
UK Independence Party	9:00am	UKIP Group Room, Ground Floor
Labour	9:00am	Labour Group Room, Ground Floor
Liberal Democrats	9:00am	Liberal democrats Group Room, Ground Floor

Chris Walton
Head of Democratic Services
County Hall
Martineau Lane
Norwich
NR1 2DH

Date Agenda Published: 13 January 2016



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Economic Development Sub- Committee

**Minutes of the Meeting held on 26 November 2015 at 10.00 am at
County Hall.**

Present:

Mrs C Walker (Chairman)

Mr J Childs

Mr S Clancy

Mr D Crawford

Mr T Garrod

Mr T Jermy

Mr B Spratt

Mr J Timewell

Mr M Wilby

Also Present: Mr R Coke, Chairman of Environment, Development and Transport Committee

1 Apologies and Substitutions

Apologies received from Mr I Mackie (substituted by Mr T Garrod), Mr R Bird (substituted by Mr D Crawford)

2 Minutes

- 2.1 The minutes of the meeting held on 21st September were agreed as a correct record and signed by the Chairman.
- 2.2 In reference to point 8.1 regarding the Scottow Enterprise Park update the Chairman of the Working Group informed the Chairman of the Sub-Committee that there had been a very low turnout at the welcome meeting and absences at the first group meeting since the membership had changed. The Chairman of the Sub-Committee advised she would look into this and would report back at the next meeting.

3 Declaration of Interest

- 3.1 No declarations were made.

4 Items of Urgent Business

- 4.1 The Chairman allowed Mr B Spratt to raise an issue regarding the sale of Eastport and was advised that an update would be provided at the next meeting.

- 4.2 The Chairman allowed Mr M Wilby to raise a query regarding the NDR asking that now Government funding had been received when work would start on the ground. The Sub-Committee were advised that the contract with Balfour Beatty should be finally signed this week and preliminary works would start as soon as possible – Members would be advised on any ground breaking ceremony.

Members agreed that a push should now be made on developing the Western link.

The Sub-Committee congratulated the hard work done on this project, in particular by Tom McCabe and David Allfrey.

- 4.3 The Chairman allowed Mr B Spratt to raise a concern regarding the continuing problems on the Acle straight and suggested that the interim works to put in double white lines and reduce the speed limit to 50mph be progressed swiftly.

Members agreed that the Chairman of EDT Committee should contact Highways England to invite them to a Committee meeting so the importance of the works required could be highlighted.

5 Local Member Issues / Questions

- 5.1 Mr S Clancy raised the issue of the increasing risk around the future of the UK steel industry. Could the Chair of Economic Development Sub-Committee and the Chairman of the EDT Committee write to the Local Government Association and local MP's to draw attention to this important issue and start a campaign to save the UK steel industry.

The Chair agreed and advised that officers would compose letter to send on the Sub-Committee's behalf.

6. Update from Outside Bodies.

6.1 County Farms

- Cllr Spratt made the point that the tenant farmers worked very hard for very little profit.

6.2 Norfolk Rail Group

- The Chair of the Group, Mrs C Walker informed the Sub-Committee of the latest meeting held where the views and concerns regarding the current rolling stock were highlighted.
- Members expressed their disappointment at the news that improvement works to the Ely loop junction had been postponed.

6.3 Scottow Enterprise Park Working Group

- The Chairman of the group, Mr J Timewell reported that the suggested pedal park that had been in the news had not been agreed yet but that the company

was very keen and there was lots to be discussed when it was brought to the working group.

- Phase 2 of the solar farm was being worked up and could result with us having one of the largest in the UK.
- There were many projects in the pipeline but none had been agreed yet, the focus was mainly on getting businesses interested at the moment.

6.4 Norfolk, Suffolk, Essex China Partnership

- A decision had been taken that the partnership would continue but at a reduced rate.

7. France (Channel) England Programme annual report

7.1 The Sub-Committee received a presentation (Appendix A) from Marie Pierre Tighe which gave an update on the France England Programme.

7.2 The following points were raised during the discussion:-

- It was explained that the name Interreg referred to Inter-regional co-operation. The France (Channel) England programme aims at funding projects involving partners both in French regions and in English regions.
- It was noted that there had been only 18 applications in the second call for projects which was a drop from 44 during the first call but that this drop had been expected. It is planned to have 2 calls for projects every year until 2019.
- No money had been allocated to any projects yet, a selection committee in March 2016 will be the first instance when any decisions would be made and funds allocated to successful project bids.
- The team supports potential project applicants to develop their project within the guidelines set by the programme, and facilitators are helping partnerships with the aim to get successful bids through.
- That Norfolk was the first local authority in the UK to achieve this role was a real opportunity and by working with the partners should help to secure positive project funding for Norfolk in the future.

7.3 The Sub-Committee thanked Marie Pierre Tighe for her hard work and asked that condolences were passed on to French colleagues following the events in Paris last week.

7.4 The Sub-Committee noted the presentation.

8. Apprenticeships – Update

8.1 The Sub-Committee received an update on the apprenticeships programme.

8.2 The following points were raised during the discussion:-

- The team were making themselves ready for the challenges faced with the upcoming funding reforms for apprenticeships due between now and July 2016. The introduction of the Apprenticeship Levy would only be applied to larger organisations with smaller business not being required to pay.
- Suffolk's apprenticeship programme was launching the campaign about getting 500 new apprentice's starting in 100 days with the aim of encouraging employers to sign up. Norfolk's apprenticeship programme was focusing more on creating quality applications as this was where there was currently a concern; this was a national issue though and the team were in discussions with partners nationally to investigate this further.
- As part of their apprenticeship, the apprentice's taken on within the team were looking into how to market the programme at 16-18 year olds.
- The Norfolk Chamber of Commerce was involved with the apprenticeships programme and the relationship was important in promoting apprenticeships to chamber members
- In response to a question regarding Academy Schools, the members were informed that there were many academies involved with the apprenticeships programme.
- The Sub-Committee were assured that the strategies of the programme were working and that this was shown with the increase in apprenticeships being 2% higher than the national figure for the period August 2014 – July 2015, however they could not guarantee that this would be sustainable but that the team were working very hard and would continue to do so.
- In reference to the handout provided to the Sub-Committee (Appendix B) the officers were asked what could be done regarding the low number of apprenticeships in the areas of leisure and construction.

Officers advised that there had been an increase in construction but that this was a difficult industry to get involved as many construction companies did not want to invest in apprenticeships but rather required immediate skilled labour.

In regards to the leisure industry, while an important area of industry for Norfolk it was difficult to create good apprenticeships as there was a lot of seasonal work but that this was an area to be looked into further.

- The Apprenticeship's Norfolk network engage with partners to ensure they know what the employers require, provide support and bring different groups together. There are intermediary organisations involved who bring a more holistic approach to the network, such as support and guidance. The team work closely with Children's Services colleagues to ensure that colleagues working with young carers and those not in education are also

provided with support, guidance and information regarding applying for an apprenticeship.

- 8.3 The Sub-Committee thanked the officers for their hard work and noted the update.

9. Finance and Performance Monitoring report

- 9.1 The Committee received the report from the Executive Director of Community and Environmental Services which provided the Sub-Committee with the financial position for the service to the end of October, including the planned use of reserves. It also gave an overview of progress in relation to the service's 2015/16 service plan priorities, as at the end of quarter 2.

- 9.2 It was noted that the final bullet point on point 2 of the report which referred to the France England funding programme was incorrect and no money had been committed yet.

- 9.3 The Sub-Committee asked if more geographical information could be provided to help highlight the economic activity around the county and officers agreed to provide this for the next report.

- 9.4 The Sub-Committee noted the report.

10. Forward Plan

- 10.1 The Committee received the report from the Executive Director of Community and Environmental Services which set out the items/decisions programmed to be brought to this Sub-Committee for consideration in relation to economic development issues in Norfolk.

- 10.2 The Sub-Committee asked if an update on the Tourist Board and the Eastport could be provided at the next meeting.

- 10.3 Mr B Spratt proposed, seconded by Mr M Wilby that the January meeting be moved forward to the 7th January as there were important topics to be discussed.

The motion **Fell** with **4 vote For** and **5 votes Against**.

- 10.3 The Committee agreed the Forward Plan.

The meeting closed at 12:00pm.

Chairman



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INTERREG VA France (Channel) England Programme

Presentation to the **Economic Development Sub-Committee**

26/11/2015



The Interreg VA France (Channel) England Programme is financed by European Regional Development Funds/
Le Programme Interreg VA France (Manche) Angleterre est financé par le Fonds Européen de Développement Régional

1. Winning the bid
2. Developing the Cooperation Programme
3. Presentation of the Cooperation Programme
4. The stakeholders
5. Project development



The Interreg VA France (Channel) England Programme is financed
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1. Winning the bid

- Competition process in June 2013
- NCC as Managing Authority was formally approved in September 2013
- NCC is the first Managing Authority in England for European Territorial Cooperation programmes
- The bid was built on previous delivery models



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2. Developing the Cooperation Programme

- Difficult process (needs agreement of the UK and French delegations, and approval by the EU)
- The Cooperation Programme was built on an analysis of the programme area (Buiten report)
- First draft was submitted to the European Commission in October 2014
- Formal adoption of the Cooperation Programme by the European Commission in October 2015

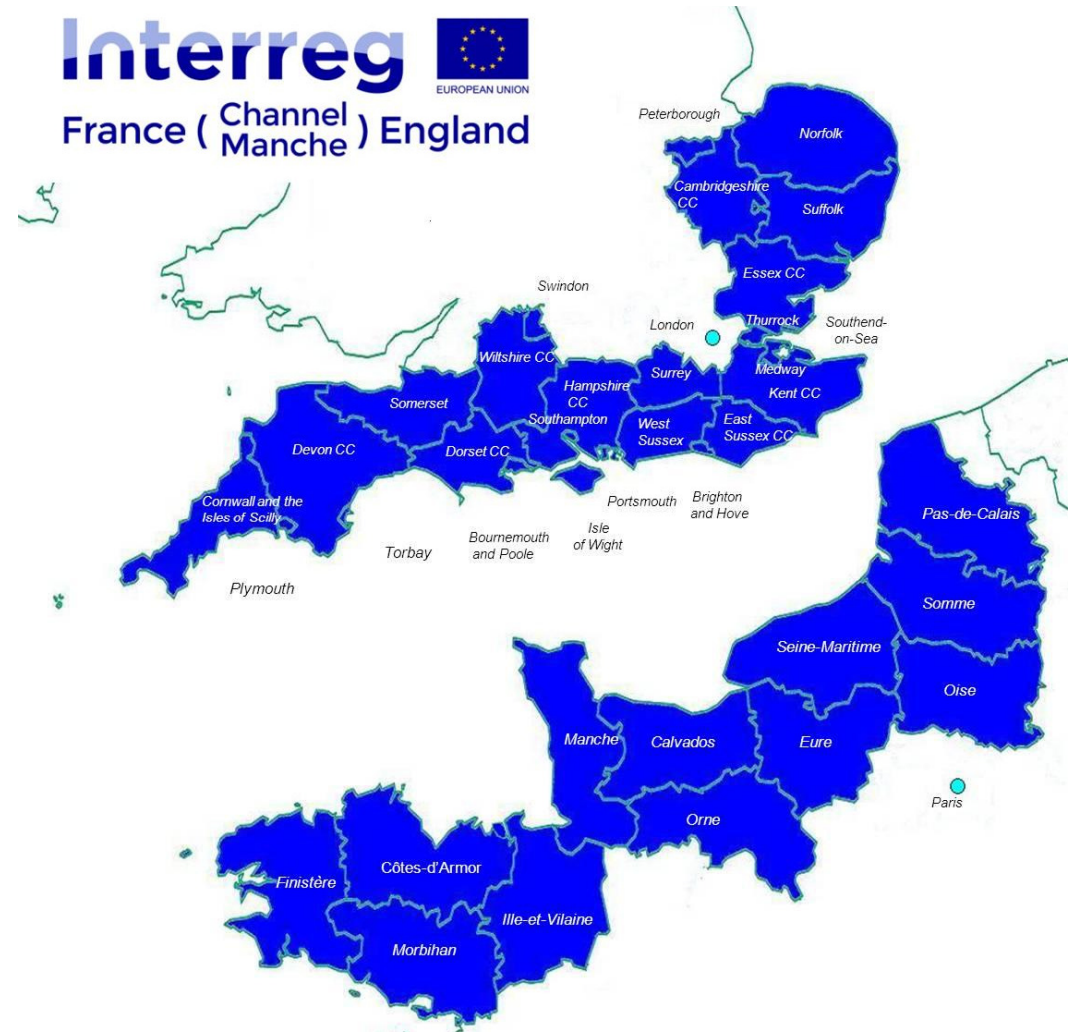


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3. Presentation of the Cooperation Programme

Eligible area



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The new programme

- 5 Specific Objectives
- Indicators to deliver against
- Co-funding rate up to 69%
- Two-stage application
- Reduction of administrative burden
- 223 millions euros of ERDF



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Programme priorities



Research & Innovation



Low-Carbon Economy



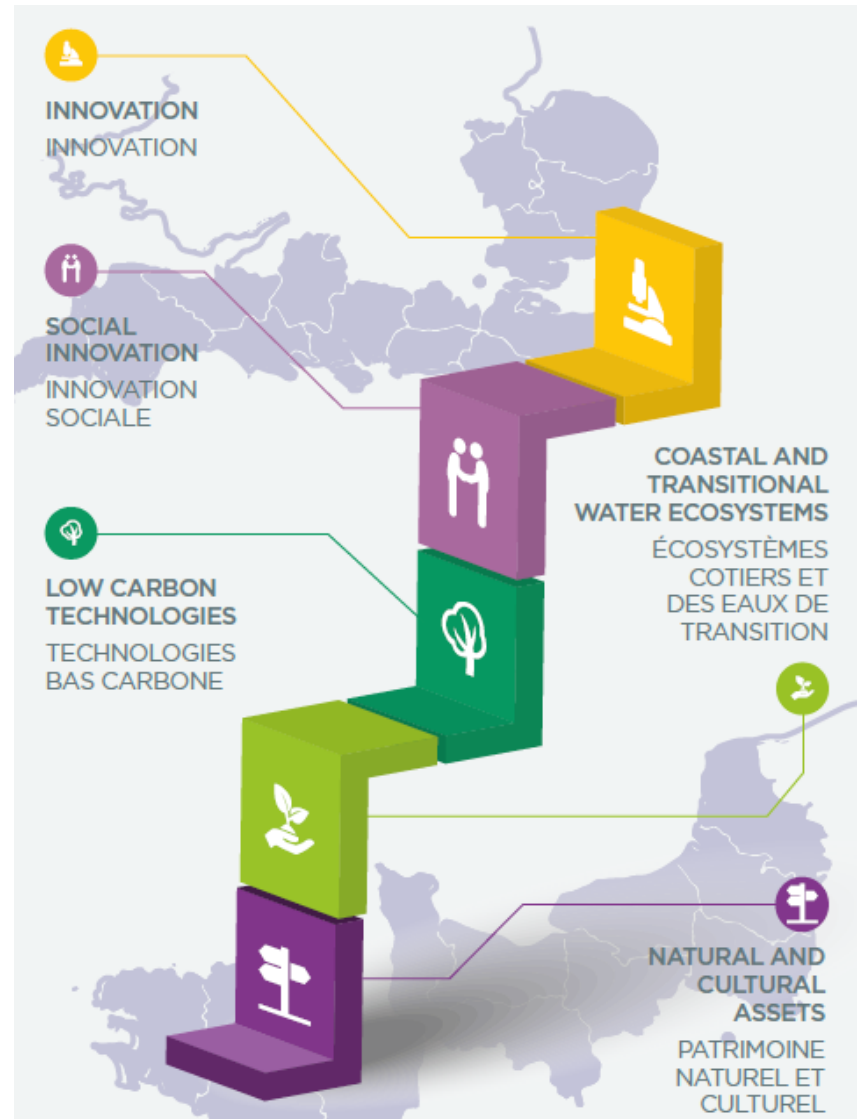
Attractiveness of the area



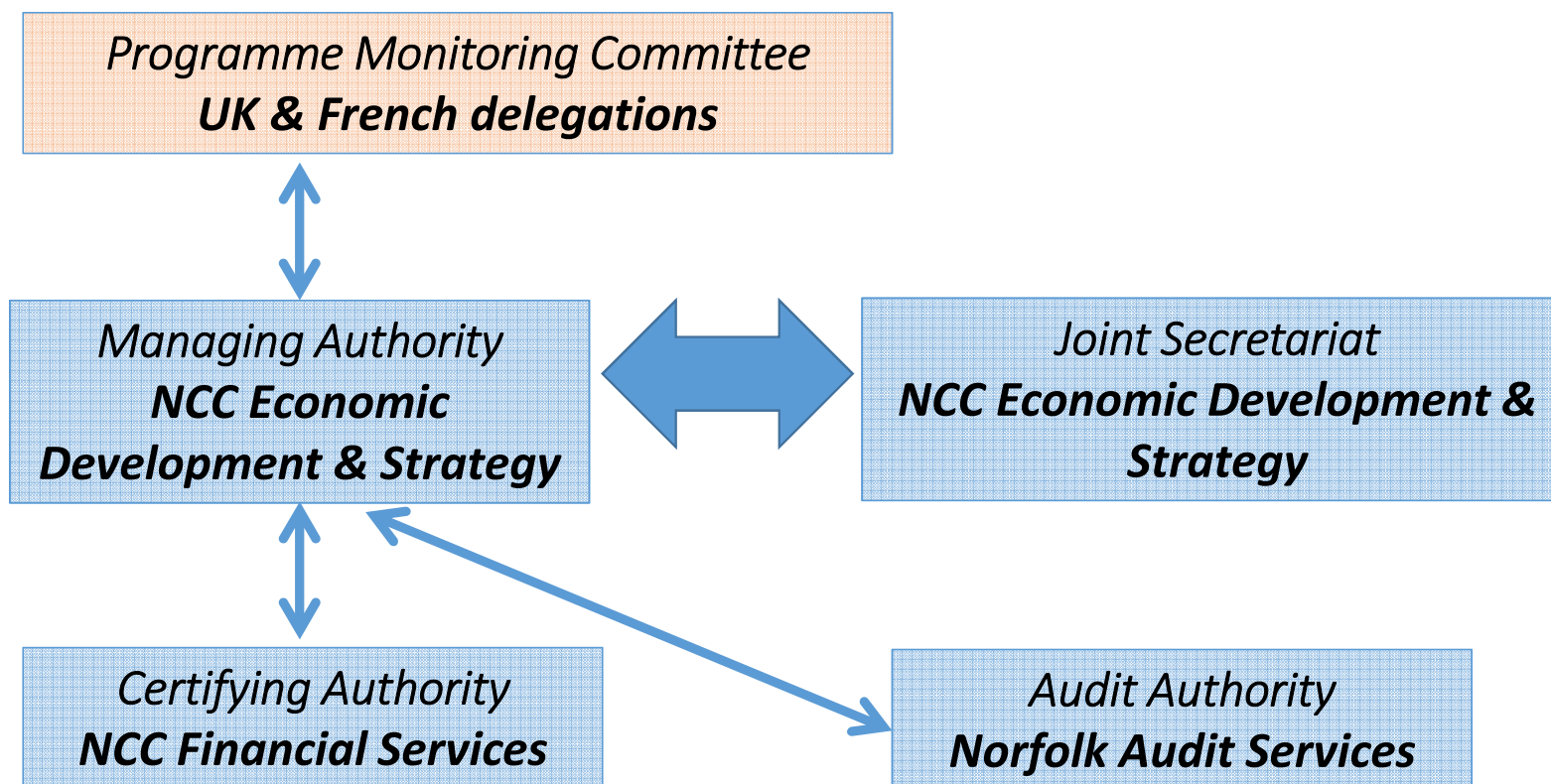
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Programme objectives



4. Stakeholders – NCC bodies



5. Project development

Promotion of the programme

- Facilitators (JS staff)
- Programme partners' networks
- European networks (Interact)
- Social media (Twitter, LinkedIn)
- Website (including programme manual)
- Annual event (planned in 2016)



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Delivery strategy



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Pipeline of projects

- About 180 projects currently in the pipeline, at different phases of their development
- First call for projects (March - April 2015): 44 applications
- Second call for projects (September to October 2015): 18 applications
- Third call for projects (23rd February - 24th March 2016)
- The list of projects under development in Norfolk is available, if you would like to know more



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Economic Development Sub-Committee

Item No.

Report title:	Finance and Performance Monitoring report
Date of meeting:	21 January 2016
Responsible Chief Officer:	Tom McCabe – Executive Director Community and Environmental Services

Strategic impact

On 16 February 2015, the County Council agreed a net revenue budget of £318.428m.

Economic Development and Strategy's (EDS) net revenue budget is £1.896m, including the Skills Team, which transferred to EDS from Children's Services on 1 April 2015.

At the end of each month, officers prepare financial forecasts for each service showing forecast income and expenditure and the planned use of earmarked reserves.

Executive summary

This report provides the Sub-Committee with the financial position for the service to the end of December, including the planned use of reserves.

It also gives an overview of progress in relation to the service's 2015/16 service plan priorities, as at the end of quarter 3.

The service's budget includes planning for an in-year saving of £0.090m, to contribute to the savings target for Community and Environmental Services of £36m.

As at the end of January 2016, spend is on track. Therefore, projected year end spend, against a budget of £1.896m, is £1.806m.

Members are requested to note the forecast year end underspend for Economic Development & Strategy and progress against plan on economic targets.

1. Proposal

1.1. Members have a key role in overseeing the financial position of Economic Development & Strategy (EDS), including reviewing the revenue and reserves held by the service. Although budgets are set and monitored on an annual basis it is important that the ongoing position is understood and the previous year's position, current and future plans and performance are considered.

2. Evidence

2.1. The three main strands of activity delivered by the EDS service focus on Infrastructure; Enterprise and Business Support; and Skills. These are underpinned by a fourth - securing external funding for Norfolk's priorities.

The service also contributes directly to three of the Council's four priorities: Good Infrastructure, Real Jobs and Excellence in Education (as it relates to the work skills of young people).

The detail of performance against our service plan targets can be found in Appendix A.

2.2 Key successes this quarter include:

2.2.1 Real jobs (helping businesses start up and grow)

Launched in April 2013, the **Growing Business Fund** provides grants between £5,000 and £500,000 usually up to 20% to SMEs across the LEP area. Funding for the scheme has come from a range of sources, including £12m from the Regional Growth Fund, £25.57m from the Growth Deal and £1.66m from Wave Two City Deals. The fund operates until March 2021.

	Target to April 2016	Awarded to date*	Delivered to date	% Delivered
No. of grants awarded	-	258	241	93.4
Value of grants awarded	£17.66m	£13.5m	£12.486	70.7%
Private sector match funding	£70.64m	£82.4m	£46.87	66.35%
New Full-time jobs created	1,166	1,837	758.5	65.05%

* Awarded to date:

- Of the 258 grants awarded to date, 142 (55%) are for Norfolk projects
- Of the £13.5m value of grants awarded to date, £8.37m (is for the Norfolk area
- The target for private sector match to April 2016 has already been exceeded (assuming all projects deliver to plan and the funds are drawn down.
- Of the 1837 new FTE jobs to be created, 1175.5 jobs are in Norfolk

The above statistics only cover the projects funded by the Regional Growth Fund and Growth Deal. In terms of the £1.66m City Deal pot, 42 Norfolk projects (from a total of 96); £672,307 worth of grants (£1.66m total); £3.58m private match (£9.59m total) and 142 jobs (305 total) have been achieved to date.

Scottow Enterprise Park

Scottow Enterprise Park has been awarded Enterprise Zone status (more details below), increasing the attractiveness of the site to new businesses. Work is in hand to deliver Phase 2 of the Solar Farm in January and February 2016.

2.2.2 Inward investment

Key successes this quarter included the successful bid to Government, in conjunction with New Anglia LEP of 4 new Enterprise Zones sites and the expansion of the existing, highly successful, Zone in Gt Yarmouth and Lowestoft. Being an 'Enterprise Zone' gives a site significant advantages, making it attractive to potential tenants and strengthening the Norfolk offer we can promote:

- Up to 100% business rate discount, worth up to £275,000 per business over a 5 year period
- Simplified local authority planning, for example, through Local Development Orders that grant automatic planning permission for certain development (such as new industrial buildings or changing how existing buildings are used) within specified areas
- Government support to ensure that superfast broadband is rolled out throughout the zone, and, if necessary, public funding
- 100% enhanced capital allowances (tax relief) to businesses making large investments in plant and machinery on 8 Zones in Assisted Areas (of which Great Yarmouth is one)

The Zone details are:

Norwich Research Park, Norfolk – a 25 hectare site next to the B1108, south of Norwich. Enterprise Zone status will help support spin-out businesses in the food, health and plant science sectors.

North Norfolk

- **Scottow Enterprise Park in Coltishall**, – a rural site of 26 hectares to the south of Scottow and Lamas Roads, where part of the site will have Enterprise Zone status to focus on businesses in the creative digital and low carbon sectors.
- **Egmere Business Zone** – a 7.4 hectare rural site south of Wells-Next-The-Sea which will focus on the Offshore Energy sector. It is located close to the Sheringham Shoal windfarm and two further windfarms being developed.

Nar Ouse Business Park in King's Lynn– a 12.4 hectare site on the southern edge of the town adjacent to the A47 that will link to the King's Lynn Innovation Centre, currently under construction. This will stimulate new businesses and attract international businesses in the agri-tech, engineering and food production sectors.

Also secured was an extension to the existing **Great Yarmouth and Lowestoft Enterprise Zone**, covering existing sites at Beacon Park and South Denes Energy Park in Great Yarmouth, and Mobbs Way and Riverside Road in Lowestoft.

The team also supported the successful outcome of the submission to the Route Development Fund by Norwich International Airport, for routes to Newcastle, Exeter, Paris and Dublin.

Inward investment statistics

We now have **5677** followers on Twitter, an increase of **33** (0.58%) since September, and a healthy number, considering we have not carried out any major Twitter campaigns recently.

In terms of visitors to www.LocateNorfolk.com, unique users have grown significantly over the quarter, which saw the County Council, Suffolk and New Anglia have a presence at MIPIM, the main UK commercial property showcase in London in October. Unique users rose from **5,770** to **7,074 (+22.6%)** between September and the end of December and sessions (visits) rose from **7,173** to **8,778**, an increase of **22.3%**. Twenty-three property enquiries arising from MIPIM are currently being followed up.

Total jobs created as a result of inward investment activity stand at **177**, against the **200** target for the 15/16 financial year.

In terms of **Hethel Innovation Centre**, the 2010-15 EU (ERDF) funded programme that EDS has provided match-funding for came to an end in Q3, with some excellent results, contributing to the Council's aims of creating more higher value jobs, improving workforce skills and increasing average earnings in the county:

- 245 businesses supported
- 31 start-ups generated
- 40 businesses engaged in collaborations with the knowledge base
- 245 jobs created
- 90 jobs safeguarded

A bid for a new programme, covering the period Q4 2015 to Q3 2018 has been submitted to Government and the Hethel Managing Director should be able to update

members on the outcome of the bid at the sub-committee meeting, which includes a presentation on Hethel's future development plans.

2.2.3 Good Infrastructure

The Northern Distributor Road (NDR) borrowing agreement was signed by all parties this quarter and the funding package from the Department for Transport was reconfirmed through the Autumn Statement. Work has now started on site.

2.2.4 Excellence in Education (Skills)

Final data for **Apprenticeships** performance for the period August 2014 to July 2015 has now been released by the Skills Funding Agency and shows the overall increase to be 16% for Norfolk - 7,290 starts against the previous year's figure of 6,270. This compares very favourably to the national picture, where the increase has only been 13%.

Even more encouraging is the fact that growth has largely been at Level 3 and above, with a tripling of the number of Higher Apprenticeships created. The most significant increases in numbers have been in Health and Social Care and Engineering and Manufacturing.

This supports the Council's – and New Anglia Local Enterprise Partnership's – aim of increasing higher value jobs in key sectors. Engineering/manufacturing is one of the county's major growth sectors, characterised by higher skilled jobs, and social care is a demand-led sector where the Council has a keen interest in companies having high quality staff to provide services to Norfolk residents.

2.2.5 Securing funding for Norfolk's priorities

LEADER, rural development programme. The Funding Agreement has now been signed securing £9.3m of funding up to 2020. The first applications are now being assessed for consideration at Local Area Group meetings being held between January and March 2016. Members have already been made aware of the LEADER programme. As a reminder, details of the funding that can be bid for can be found at www.norfolkLAGs.co.uk.

An EU funding workshop was held this quarter for potential Norfolk applicants, focusing on the Low Carbon funding priority. As a result of this workshop the Economic Programmes team have several meetings arranged for the New Year to progress specific projects.

3. Financial Implications

3.1. Revenue

The net revenue budget for Economic Development & Strategy for 2015/16 is **£1.896m**. This figure does not include the income/expenditure for Hethel Innovation, which is managed as a separate company, with County Council representation on the Board. It also does not include a number of Economic Programmes Team staff, who are paid for by the external funding programmes they work on. However, it *does* include funds for the 8 staff in the Skills team, who transferred to EDS from Children's Services on 1 April 2015. Table 1, overleaf, shows the budget for the service.

Table 1: 2015-16 Economic Development & Strategy budget

Budget	£m
Salaries	1.280
Overheads	0.131
Depreciation	0.098
Projects Fund	0.387
Total	1.896m

The Projects Fund is supplemented by allocated reserves until 2018/19, largely the balance of the **£3.5m** corporate funding for Apprenticeships Norfolk:

Table 2: 2015-16 income and expenditure, including the use of reserves

Projected expenditure	£m
Salaries	1.440
Overheads	0.131
Depreciation (Hethel Innovation buildings, plant and equipment)	0.098
Project activity (supplemented by reserves – see income)	
• Apprenticeships Norfolk	1.299
• Other projects (sector development, business support, inward investment, corporate European activity etc)	0.417
Total expenditure	3.385
less	
Income	
From reserves	
• Apprenticeships	1.299
• Other projects	0.120
Project recharges (staff re-charged to the funding programmes they work on, ie net salaries budget is £1.280m, not £1.440m)	0.160
Total income	1.579

As at end of December 2015, spend is on track. This includes planning for the in-year saving of £0.090m, to contribute to the savings target for Community and Environmental Services of £36m.

Therefore, projected year end spend, against a budget of £1.896m, is £1.806m.

3.2. Capital

There are currently no approved capital schemes under the control of this sub-committee. As previously agreed, the future plan for the development of Scottow Enterprise Park formed part of the capital programme that was approved by Full Council in February 2015, and the progress and detailed plan reported to this sub-committee periodically. A full report was discussed at the September 2015 sub-committee.

4. Issues, risks and innovation

- 4.1. Risk management is undertaken at a project or programme level and is robustly monitored.

5. Background

- 5.1. This report seeks to focus on the controllable revenue budget of the EDS service, as well as the capital budget allocated to Scottow Enterprise Park.

Officer Contact

If you have any questions about matters contained in this paper or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

Officer name : Andrew Skiggs (finance) **Tel No. :** 01603 223144
Jo Middleton (performance) **Tel No. :** 01603 222736

Email address : andrew.skiggs@norfolk.gov.uk; jo.middleton@norfolk.gov.uk



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Appendix A: Economic Development & Strategy Service Plan Targets

Measure	Our target for this year	Q1 Progress (Apr-Jun 2015)	Q2 Progress (Jul – Sep 2015)	Q3 Progress (Oct – Dec 2015)	Q4 Progress (Jan – Mar 2016)	RAG rating
Infrastructure. Delivery of schemes in Growth Deals/City Deals	<p>Determine infrastructure projects to be delivered in the Greater Norwich Growth Board (GNGB) area for 16/17 and delivery of 15/16 programme.</p> <p>Annual business plans for GN partners approved as an integrated GNGB Programme.</p> <p>Legal agreement in place to support GNGB Growth Programme Borrowing.</p> <p>Secure funding for and start delivery of the Northern Distributor Road (NDR).</p> <p>Lynn Sport road scheme delivered.</p> <p>Growth Deal 3 projects identified and submission coordinated with Suffolk County Council and New Anglia Local Enterprise Partnership (NALEP).</p>	<p>NALEP Local Transport Body established to manage delivery of transport infrastructure schemes – agreed its £1m contribution towards Lynnsport Access Road.</p> <p>Greater Norwich Infrastructure Plan published – evidence base for GNGB 16/17 Growth Programme produced</p> <p>Annual Business Plans for Local Planning Authorities produced and reported through individual Councils.</p> <p>Negotiations on the legal agreement to support GNGB Growth Programme borrowing have begun.</p> <p>GD3 discussions taking place.</p>	<p>2016/17 Annual Growth Programme agreed by the GNGB on 24 September 2015. In total the Board has now committed £8,330,000 from the pooled fund. 2 further schemes, including the NDR, totaling £50m, were also approved. These projects will be supported by borrowing.</p> <p>Borrowing agreement finalised but awaiting signed copies.</p> <p>Site clearance and other enabling works for Lynnsport Access Road to take place over winter. Delivery of road now likely to start in spring 2016.</p> <p>GD3 projects discussed at the Project Pipeline Sub-Group (PPSG). Supporting evidence cases being worked up.</p>	<p>GNGB growth programme projects for delivery in 2015/16 progressing well.</p> <p>NDR borrowing agreement signed by all parties.</p> <p>DfT funding package reconfirmed through the Autumn Statement. Work started on site.</p> <p>Process for developing the 2017/18 GNGB Growth Programme agreed. Development of the GN Investment Plan begun.</p> <p>Prioritisation of GD3 projects being further developed with the PPSG and supporting evidence cases being worked up.</p>		Green
Business support. Scottow Enterprise Park	<p>Remain within agreed Business Plan spend.</p> <p>All-encompassing site-wide planning application to ease development process for current/future tenants submitted June/July 2015</p> <p>Increase the number of jobs on site (from 1/4/15</p>	<p>Project team in place on site.</p> <p>Marketing agent being appointed.</p> <p>Member Working Group established.</p>	<p>Remain within agreed Business Plan spend.</p> <p>Dual commercial agents in place progressing a number of new enquiries</p> <p>Site branding and marketing agreed.</p> <p>Change of use planning applications being finalised</p>	<p>Scottow Enterprise Park has been awarded Enterprise Zone status, increasing the attractiveness of the site to new businesses.</p> <p>Work is in hand to deliver Phase 2 of the Solar Farm in January and</p>		Green

Measure	Our target for this year	Q1 Progress (Apr-Jun 2015)	Q2 Progress (Jul – Sep 2015)	Q3 Progress (Oct – Dec 2015)	Q4 Progress (Jan – Mar 2016)	RAG rating
	<p>base) by 100 by 31/3/16.</p> <p>Provide 10 opportunities for young people in full time education to engage with the businesses that operate on the.</p>		<p>for submission end of October.</p> <p>Bid for Enterprise Zone status submitted, outcomes will be reported end of next quarter.</p> <p>14 companies now operate out of the site, employing 63 people (full time equivalents).</p> <p>Scottow Enterprise Park has joined the Norfolk Apprentice Network. Sixth form students and their teachers from Paston College, North Walsham have visited October Films to see first-hand what it is like to work in the creative industries.</p>	<p>February 2016.</p> <p>Final amendments to the change of use planning applications being prepared for submission in January.</p> <p>Scottow was also represented at the MIPIM event, detailed below.</p>		
<p>Business support. Inward investment/ business support targets</p>	<p>Enquiries handled/ engagements: 30</p> <p>Jobs as a direct result of team intervention: 200</p> <p>Hits on LocateNorfolk – 5,500 unique users, 7,788 sessions (visits)</p> <p>Increase in Twitter followers – additional 150</p>	<p>Business start-up support subsumed within New Anglia Growth Hub going forward. Growth Hub funding secured and targets/ implementation plan in place.</p> <p>LocateNorfolk has achieved 1,289 unique users, 1,724 sessions (visits) & 130 new Twitter followers since soft launch in April. Publicity articles in London Metro & Evening Standard June 2015. ES piece led to a mobile app developer shortlisting Norfolk – due to visit in August.</p>	<p>11 inward investment enquires since April 15. Latest one is from a Japanese automotive manufacturer producing electric sports cars and looking for European base. Sites at Scottow and HEC are being promoted.</p> <p>4 successes since April 2015. This month Freshasia, a Chinese food manufacturer, announced their multi million investment in the Little Melton Food Park, South Norfolk. This includes a bank loan, 400k from New Anglia LEP and 200k Finance East. 50 jobs will be created initially.</p> <p style="text-align: center;">30</p>	<p>Successful stand in October at MIPIM UK, the UK's largest exhibition and market place for national and international investors, developers, local authorities, government representatives and property professionals to explore investment opportunities. 23 enquiries being followed up.</p> <p>Creation of 4 new Enterprise Zones sites and the expansion of the existing, highly successful, site in Gt Yarmouth.</p>		<p>Green</p>

Measure	Our target for this year	Q1 Progress (Apr-Jun 2015)	Q2 Progress (Jul – Sep 2015)	Q3 Progress (Oct – Dec 2015)	Q4 Progress (Jan – Mar 2016)	RAG rating
			<p>This brings total jobs created from the four successes so far to 147</p> <p>We also have 1 pending success from 2014, offshore wind Chinese cable manufacturer. We will know if they secured a tender with Scottish Power early next year.</p> <p>There have been 5,770 unique users to the Locate Norfolk site since launch in April, and 7,163 sessions (visits)</p> <p>We now have 5644 followers on Twitter, an increase of 195 since April.</p>	<p>Supported the successful outcome of submission to Route Development fund by Norwich airport – Newcastle, Exeter, Paris, Dublin.</p> <p>In partnership with the library, New Anglia, Menta & Genix, supported the launch of Enterprising Libraries by part-funding the first year program to enable it to become self-sustaining.</p> <p>In partnership with SyncNorwich and UEA, we part funded and supported the ‘Sync The City’ event to develop entrepreneurial activity in the digital sector, showcasing the event to the American embassy ambassadors during their visit to Norfolk.</p> <p>Total jobs created stand at 177 against the 200 target for the year.</p> <p>We now have 5677 followers on Twitter, an increase of 33 since September.</p> <p>There have been 7,074 unique users to the Locate Norfolk site since launch in April, and 8,778 sessions (visits)</p>		

Measure	Our target for this year	Q1 Progress (Apr-Jun 2015)	Q2 Progress (Jul – Sep 2015)	Q3 Progress (Oct – Dec 2015)	Q4 Progress (Jan – Mar 2016)	RAG rating
				<p>Hethel Innovation Centre confirmed the outputs from its 2010-15 EU (ERDF) programme, which EDS match-funded:</p> <ul style="list-style-type: none"> • 245 businesses supported • 31 start-ups generated • 40 businesses engaged in collaborations with the knowledge base • 245 jobs created • 90 jobs safeguarded <p>A bid has been produced for a 2015-18 ERDF programme, with the result due in Jan 2016.</p>		
Skills	<p>Apprenticeships targets: 7567 (includes the SEP target of 500 for Norfolk for Aug 15 – July 16)</p> <p>Develop Skills Plans for high impact/ demand-led sectors:</p> <ul style="list-style-type: none"> • ICT/Digital Creative • Advanced Manufacturing/ Engineering • Construction • Agri-tech 	<p>New 'Future You' app developed to assist career choices and launched at Radio 1 Big Weekend, late May bank holiday.</p> <p>4 Advanced Apprentices recruited to support delivery of the apprenticeships target.</p>	<p>LEP target = 7,200 for 2014/15, which we are already meeting. The latest data shows that Norfolk has seen a 15% increase in Apprenticeship starts (Aug 14 – Aug 15) compared with the previous year.</p> <p>Skills plans for Construction and Engineering are under development.</p>	<p>Final data for Apprenticeship performance for Aug 2014 to Jul 15 has now been released by the Skills Funding Agency and shows the overall increase to be 16%. This equates to 7290 against the previous year's figure of 6270. Growth has largely been at Level 3 and above, with a tripling of the number of Higher Apprenticeships created. Most significant increases in numbers have been in Health and Social Care and Engineering and</p>	L	Green

Measure	Our target for this year	Q1 Progress (Apr-Jun 2015)	Q2 Progress (Jul – Sep 2015)	Q3 Progress (Oct – Dec 2015)	Q4 Progress (Jan – Mar 2016)	RAG rating
				Manufacturing.		
Securing/ managing funds for Norfolk's priorities. France Channel England Programme	ERDF allocation: €209m 2015-20. As this is calendar years, 2 targets are relevant (agreed at committee level in Nov 2014) : 2015: €21.7m 2016: €49.5m	Pro rata 2015 allocation. ERDF is 70%, so spend will also include 30% match funding. Projects are approved in 2 phases. The first selection sub-committee approved €20.1m ERDF at phase 1 on 1 st and 2 nd July 2015.	Programme approved by the EU 27/10. The 2 nd call for projects has now closed, with 18 eligible projects, worth €45m, submitted. These will be reviewed at the Jan 2016 project selection meeting.	The programme delivery strategy has been reviewed and approved by the Programme Monitoring Committee in December 2015. The revised commitment target for 2015 is €0 & €21m for 2016 - the targets have all moved by a year, with an additional year for delivery, due to the delay in the EU signing off the programme.		Green
Securing/ managing funds for Norfolk's priorities. Other EU/ external funds		First meeting of the Corporate Bid Team has taken place.	ESF. First bidding round for New Anglia notional allocation of European Social Fund (targeting social inclusion) closes 30/11. The County Council may possibly lead a bid.	Leader. The Funding Agreement has now been signed securing £9.3m of funding up to 2020. The first applications are now being assessed for consideration at LAG meetings being held between January and Mar 2016. EU funding workshop held for potential Norfolk applicants focusing on the Low Carbon funding priority. As a result of this workshop we have several meetings arranged for the new year to progress specific projects.		Green
Securing/ managing	Allocate funds & oversee delivery of funded projects	All project proposals scored, prioritised &	Saved levy reduced to £1.846m due to increased	Initial assessment of stalled employment sites		Green

Measure	Our target for this year	Q1 Progress (Apr-Jun 2015)	Q2 Progress (Jul – Sep 2015)	Q3 Progress (Oct – Dec 2015)	Q4 Progress (Jan – Mar 2016)	RAG rating
<p>funds for Norfolk's priorities.</p> <p>Effective allocation & monitoring of 14/15 pooled Business Rates saved levy</p>	<p>to the value of c. £2.2m.</p> <p>Regular progress reporting to Norfolk Growth Group.</p> <p>Devise commissioning process for 15/16 monies, based on prioritised investment in stalled employment sites.</p>	<p>approved by Norfolk Leaders 16/6/15.</p> <p>Milestones requested by Programmes Team, so that offer letters can be issued.</p>	<p>allowances required for appeals. Lowest scoring projects re-profiled, with spend to come from the 15/16 Pool instead.</p> <p>Offer letters issued to all approved projects funded from the 2014/15 business rates pool.</p> <p>Pool members confirmed for 2016-17: all districts except Great Yarmouth, for whom it is not financially advantageous to join the Pool.</p> <p>Stalled employment sites project proposal agreed by Norfolk Growth Group.</p>	<p>in the county carried out by NCC and district council representatives. To be further refined during January 2016.</p>		

Economic Development Sub Committee

Item No.....

Report title:	Norfolk Rail Group
Date of meeting:	21 January 2016
Responsible Chief Officer:	Tom McCabe
Strategic impact This Committee makes appointments to the Norfolk Rail Group, which acts as a special interest group to support the strategic case for improvements to rail for the benefit of the county. Infrastructure is one of the Council's strategic priorities.	

Executive summary

This report sets out a proposal that the terms of reference be amended to remove the requirement for the Chairman of this Sub-Committee to chair the Rail Group and that in future the Group shall elect its Chairman from amongst the four elected Members nominated by Norfolk County Council

Recommendation

- **That Members review and agree the proposed amendments to the terms of reference of the Norfolk Rail Group, as set out below and in Appendix A.**

1. Proposal

- 1.1 This Committee makes appointments to the Norfolk Rail Group, which acts as a special interest group to support the strategic case for improvements to rail for the benefit of the county. Infrastructure is one of the Council's strategic priorities
- 1.2 The Terms of Reference of this Group were reviewed and agreed by this Committee in January 2015 in the light of the change of Governance and currently state that the Chairman of this Sub Committee shall be a member of the Rail Policy Group (RPG) and shall also act as its Chairman. In addition to the Chairman of this Sub Committee, the County Council currently appoints three additional elected Members
- 1.3 Your Chairman considers that the requirement for the Chairman of this Sub-Committee to be a Chairman of the RPG is unnecessarily restrictive as there may well be another County Council nominee who would be more appropriate.
- 1.4 Set out the appendix to this report are minor suggested "track changes" amendments to the Terms of Reference of the Norfolk Rail Group for Member's consideration.

2. Financial Implications

There are no direct financial implications arising from this report.

3. Issues, risks and innovation

3.1 There are no other relevant implications to be considered by members.

Officer Contact

If you have any questions about matters contained or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

Officer Name:	Tel No:	Email address:
Chris Walton	01603 222620	chris.walton@norfolk.gov.uk



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Norfolk Rail Group Terms of Reference

The name of the group shall be the Norfolk Rail Group. It shall act as a special interest group to support the strategic case for improvements to rail for the benefit of the county.

The Group shall achieve its objective by:

- Supporting Norfolk County Council, the New Anglia Local Enterprise Partnership (LEP), the Greater Cambridge Greater Peterborough LEP
- Developing clear evidence-based advice and business cases to support the strategic case or as requested by Norfolk County Council or LEPs
- Co-ordinating support of local interests to assist in providing evidence or other help to support advocacy
- Forming strategic alliances along rail corridors, including with other LEPs, local authorities, the rail industry, communities and other advocacy groups.

Meetings will not be advertised as a public meeting or as a meeting of Norfolk County Council. Individuals or representatives of outside organisations will be permitted to attend meetings and participate in discussions at the discretion of the chairperson.

Membership of the Group shall comprise:

- Four elected Members (one of whom shall be the Chairman of the Economic Development Sub-Committee) nominated by Norfolk County Council
- One elected Member nominated by each District Council within Norfolk
- One elected Member nominated by Waveney District Council
- One elected Member nominated by East Cambridgeshire District Council
- One elected Member nominated by the Broads Authority
- One elected Member from the board of Community Rail Norfolk
- One Officer from each local authority to support the elected Members.

Each elected Member of the Group shall be entitled to one vote.

The Chairman shall be elected by the Rail Group from amongst the elected Members nominated by Norfolk County Council

The vice-chairperson shall be elected by the Rail Group

The Chairperson of the Group shall have a casting vote

Nominated substitutes may attend and elected Member substitutes may vote.

Non-voting participants from the following organisations are invited to attend each meeting:

- Network Rail
- Train operating companies running the Greater Anglia franchise, the King's Lynn to London King's cross route and the Liverpool to Norwich route

- A representative from each of the Local Enterprise Partnerships in Norfolk (New Anglia, and Greater Cambridge Greater Peterborough)
- A representative from an organisation representing people with disabilities
- Rail interest groups including Passenger Focus, Railfuture, Fen Line Users' Association, Norwich to Peterborough Rail Users' Group.

Representatives from other organisations and sectors (including MPs, private rail operators, freight interests and other local authorities) will be invited to participate in discussions where relevant items are included on the agenda.

A report from the Norfolk Rail Group will be taken to the relevant Norfolk County Council Committee or Sub Committee for consideration or decision if required.

The Norfolk Rail Group will normally meet at least twice each year (spring and autumn).

Meetings will normally be held at County Hall. Each organisation represented at the meetings will be expected to pay all expenses incurred by their representatives.

Economic Development Sub-Committee

Item No.

Report title:	Forward Plan
Date of meeting:	21 January 2016
Responsible Chief Officer:	Tom McCabe – Executive Director, Community and Environmental Services
Strategic impact The Sub-Committee Forward Plan sets out the items/decisions programmed to be brought to this Sub-Committee for consideration in relation to economic development issues in Norfolk. The plan helps the Sub-Committee to programme the reports and information it needs in order to make timely decisions. The plan also supports the Council's transparency agenda, providing service users and stakeholders with information about the Sub-Committee's business.	

Executive summary

This report sets out the Forward Plan for the Economic Development Sub-Committee. The Forward Plan is a key document for this Sub-Committee to use to shape future meeting agendas and items for consideration, in relation to delivering economic development issues in Norfolk.

Each of the Council's committees has its own Forward Plan, and these are published monthly on the County Council's website. The latest version of the Forward Plan for this Sub-Committee (as at 6 January 2016) is included at Appendix A.

In the interests of transparency, this report will also be used to update the Sub-Committee on any decisions taken under delegated authority by the Director in consultation with the Chairman and Vice Chairman, or similar delegations.

Recommendation:

- 1. To review the Forward Plan and identify any additions, deletions or changes to reflect key issues and priorities the Sub-Committee wishes to consider.**
- 2. To note the decisions taken under delegated authority.**

1. Forward Plan

- 1.1. The Forward Plan is a key document for this Sub-Committee in terms of considering and programming its future business, in relation to economic development issues in Norfolk.
- 1.2. The current version of the Forward Plan (as at 6 January 2016) is attached at Appendix A.
- 1.3. The Forward Plan is published monthly on the County Council's website to enable service users and stakeholders to understand the programmed business for this Sub-Committee. As this is a key document in terms of planning for this Sub-Committee, a live working copy is also maintained to capture any changes/additions/amendments identified outside the monthly publishing schedule. Therefore, the Forward Plan attached at Appendix A may differ

slightly from the version published on the website.

- 1.4. Any further changes made to the Forward Plan will be reported verbally at the Sub-Committee meeting.

2. **Delegated decisions**

- 2.1. Below are details of the decisions made up to 11 January 2016.

Decisions taken by Director in consultation with Committee Chair and Vice Chair

Subject: LEADER programme

Decision: To approve the funding agreement for the LEADER programme. The County Council is the Accountable Body for the European funded LEADER programme and therefore needs to sign a funding agreement.

Made by: Executive Director, Sub-Committee Chair and Vice Chair

Date: 12 November 2015

3. **Financial Implications**

- 3.1. There are no financial implications arising from the Forward Plan. Any financial implications relating to the issues/decisions included on the Plan will be considered and detailed in the relevant report to this Committee.

4. **Issues, risks and innovation**

- 4.1. The Forward Plan indicates the issues/decisions which have potential implications for other service committees. There are separate Forward Plans owned by each Committee.

5. **Background**

- 5.1. N/A

Officer Contact

If you have any questions about matters contained in this paper or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

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Forward Plan for Economic Development Sub-Committee

Appendix A

Economic Development Sub-Committee

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
24 March 2016 meeting			
Updates from Member working groups	No	To receive updates from Member Working Groups previously established by the Committee	<i>N/A – this item is for Committee Members to feedback</i>
Apprenticeships – update (verbal)	Link to Children’s Services	To receive an update on the apprenticeships programme.	Employment & Skills Manager (Jan Feeney)
Norfolk Infrastructure Fund Update	No	To receive the annual update on the Fund.	Finance Business Partner (Andrew Skiggs)
Norwich Aeropark/Aviation Academy Update	No	To note.	Economic Development Manager (David Dukes)
Forward Plan	No	To review the Committee’s forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)
Finance Monitoring report	No	To review the service’s financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
County Farms Update	None	To note performance of Norfolk County Farms in meeting policy objectives and endorse actions to optimise economic, social and financial benefits through a programme of strategic acquisitions, land development and disposals and actively working with farm operators to	Interim Assistant Director, Property (Dinesh Kotecha)

Forward Plan for Economic Development Sub-Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
		diversify and enhance yields.	
Countryside access and the Norfolk Tourism Economy	N/A.	To receive a presentation on recent research on the links between Norfolk's tourism economy and its natural assets.	Countryside Manager (Andrew Hutcheson)
Procurement and impact on the economy	No	To receive presentation on the potential impact on local economy of local procurement initiatives.	Head of Procurement (Al Collier)
12 May 2016 meeting			
Updates from Member working groups	No	To receive updates from Member Working Groups previously established by the Committee	<i>N/A – this item is for Committee Members to feedback</i>
Apprenticeships – update (verbal)	Link to Children's Services	To receive an update on the apprenticeships programme.	Employment & Skills Manager (Jan Feeney)
Scottow Enterprise park Update	No	To note	Development Manager Scottow Enterprise Park (Tim Edmunds)
Forward Plan	No	To review the Committee's forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)
Finance Monitoring report	No	To review the service's financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
Year end update on EU funding programmes, excluding France	None	Note report. Agree frequency of EU programme reporting to the Committee.	Programme Manager (Eliska Cheeseman)

Forward Plan for Economic Development Sub-Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
(Channel) England			
14 July 2016 meeting			
Updates from Member working groups	No	To receive updates from Member Working Groups previously established by the Committee	<i>N/A – this item is for Committee Members to feedback</i>
Apprenticeships – update (verbal)	Link to Children’s Services	To receive an update on the apprenticeships programme.	Employment & Skills Manager (Jan Feeney)
Presentation on Norwich Research Park/Agri-tech	No	To note	Economic Development Manager (David Dukes)
Forward Plan	No	To review the Committee’s forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)
Finance Monitoring report	No	To review the service’s financial position in relation to the revenue budget, capital programme and level of reserves.	Finance Business Partner (Andrew Skiggs)
24 November 2016 meeting			
Updates from Member working groups	No	To receive updates from Member Working Groups previously established by the Committee	<i>N/A – this item is for Committee Members to feedback</i>
Apprenticeships – update (verbal)	Link to Children’s Services	To receive an update on the apprenticeships programme.	Employment & Skills Manager (Jan Feeney)
Forward Plan	No	To review the Committee’s forward plan and agree any amendments/additions.	Business Support and Dev. Manager (Sarah Rhoden)
Finance Monitoring report	No	To review the service’s financial position in relation to the revenue	Finance Business Partner (Andrew Skiggs)

Forward Plan for Economic Development Sub-Committee

Appendix A

Issue/decision	Implications for other service committees?	Requested committee action (if known)	Lead officer
		budget, capital programme and level of reserves.	
Annual Update on the France (Channel) England Programme	No	To receive the annual update	Programme Manager (Marie-Pierre Tighe)