

Minutes of a meeting of the East Midlands Freeport Board held on 12 December 2024 at
Uniper, Ratcliffe on Soar, at 1pm.

PRESENT

Nora Senior – Independent Chair

Landowners/Developers

Phil Canning – Uniper

Andrew Pilsworth – SEGRO

Ioan Reed – Aspley (representing Steve Griffiths) – East Midlands Airport (EMA)

Peter Ralston – Goodman

Frank Robotham – Maritime Transport

Julie Rossiter – Etwall Land Limited (Via Microsoft Teams from 1.39pm)

Local Authorities

Joe Battye – Derbyshire County Council

Mr Lee Breckon JP CC – Leicestershire County Council (Via Microsoft Teams)

Barry Cummins – East Midlands Combined County Authority (EMCCA)

Councillor Keith Girling – Nottinghamshire County Council

Derek Higton – Nottinghamshire County Council

Councillor Tony King – Derbyshire County Council

Kath Marriott (representing Councillor Neil Clarke) – Rushcliffe Borough Council

Councillor Keith Merrie – North West Leicestershire District Council

Councillor Stephen Taylor – South Derbyshire District Council

Allison Thomas – North West Leicestershire District Council

Accountable Body Officers

Lauren Haslam – Director of Law and Governance (Via Microsoft Teams)

John Sinnott – Chief Executive

Nick Wash – Head of Service, Finance

Executive Delivery Team

Megan Field – Programme Manager

Naomi Kwasa – Governance and Committees Lead

Paul Miller – Head of Operations and Programmes

Tom Newman-Taylor – Chief Executive

Also in Attendance

Richard Hiscoke – Bevan Brittan for item 10: Governance Update (Via Microsoft Teams)

Justin Ives – Chief Executive, South Derbyshire District Council (Via Microsoft Teams)

MHCLG Officials (Via Microsoft Teams)

1.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Steve Griffiths who was represented by Ioan Reed-Aspley and Cllr Neil Clarke who was represented by Kath Marriott.</p>	
2.	<p><u>Declarations of Interest.</u></p> <p>The Chair invited members who wished to do so to declare an interest in respect of items on the agenda. No declarations were made. She reminded the Board to return Declaration of Interest Forms to the Delivery Team and that, once the Transparency Policy has been agreed by Board, these will be published on the EMF website. If there were any concerns about sensitive interests members should let her know.</p>	
3.	<p><u>Minutes.</u></p> <p>The minutes of the Extraordinary Meeting held on 24 October 2024 were confirmed as a correct record.</p>	
4.	<p><u>Minutes.</u></p> <p>The minutes of the Board Meeting held on 12 November 2024 were confirmed as a correct record.</p>	
5.	<p><u>Action Log.</u></p> <p>The Board NOTED that actions from its previous meeting(s) had been completed, overtaken or were on the agenda. The Board NOTED the list of outstanding and completed actions since the last meeting. EMF CEO noted that the FOI Policy was included in a wider transparency piece that would be presented to Board in January 2025, and that an update on the vision work would be covered in the Chair's update. He also noted that the action for MHCLG in relation to the Planning Advisory Service would be covered in the MHCLG update.</p>	
6.	<p><u>Chair's Update.</u></p> <p>The Chair provided the Board with an update on activities and meetings she had undertaken since the last meeting. She noted that she has taken on a role in EMCCA's Business Advisory Board.</p> <p>Regarding the EMF vision work that has been taking place, the Chair noted that it was considered an appropriate time to pause and reflect on the brief to ensure EMF is aligned with wider regional strategies, and that she is meeting with the Mayor in the New Year.</p>	

<p>7.</p>	<p><u>Chief Executive's Update.</u></p> <p>The CEO directed the Board to the written update provided in the agenda pack and provided the Board with an update on activities and meetings he had undertaken since the last meeting.</p> <p>He noted there had been a productive collaboration forum meeting the day prior to Board between EMF, EMCCA and LCC on areas of joint working.</p> <p>He highlighted that LCC and EMF have received a complaint from Project Diseworth which they would be responding to in line with LCC's complaints policy.</p>	
<p>8.</p>	<p><u>MHCLG Update</u></p> <p>The MHCLG official provided an update on recent activities which are being facilitated / undertaken by the Planning Advisory Service (PAS) and the Freeport Policy & Benefits team.</p> <p>She also noted that MHCLG are starting preparations for the next annual conversation in Feb/March time so will update the Board on the approach and process going forward and confirm a date in the New Year when that will take place.</p>	<p>MHCLG</p>
<p>9.</p>	<p><u>EMCCA Update</u></p> <p>EMCCA Interim Land and Housing Director provided an update to the Board. He noted that a new permanent Chief Executive has been appointed and starts 27th January. Amy Harhoff joins EMCCA from Durham County Council, where she has been Corporate Director for regeneration, economy and growth for the past four years. She has also worked at senior levels at Sandwell Council in the West Midlands, South Yorkshire Combined Authority and Transport for Greater Manchester. The permanent Executive Director roles have now been advertised and should hopefully be in post for early summer.</p> <p>In November EMCCA announced the launch of the Inclusive Growth Commission which will see regional and national experts working together to provide knowledge and fresh perspectives to identify and put into action drivers to deliver economic growth across the East Midlands. The Royal Society of Arts (RSA) has been appointed to run the Commission, chaired by Andy Haldane who will be joined by national regional experts. The initial report will be produced in spring and the final report published late summer, early autumn time. At the same time, EMCCA will be working on the Spatial Strategy which aligns closely to, and should complement, EMF's vision work.</p> <p>He also spoke about the East Midlands Investment Zone (EMIZ). Funding had been promised in the Government's Autumn Budget and tax site</p>	

	<p>designation had been finalised on three sites. The next step is a delivery plan on how best to utilise that funding.</p>	
10.	<p><u>Governance Update</u></p> <p>The Board received an update on the EMF's governance documents.</p> <p>Following the discussion the Board AGREED the recommendations as noted in the report.</p> <p>The Board took a short break at 2.21pm.</p>	
11.	<p><u>Programme Update</u></p> <p>The meeting restarted at 2.34pm.</p> <p>EMF Head of Operations and Programmes introduced the report and summarised the details of the slides as circulated in the agenda pack. He noted that the information on seed capital spend was a high-level analysis as further information on this would be provided in the Finance Update. He thanked those who had worked to pull together the data on the tax sites and introduced the Board to EMF's new Programme Manager, Megan Field.</p> <p>The Board had an opportunity to discuss the report and NOTED the update provided.</p>	
12.	<p><u>Finance Update</u></p> <p>LCC's Head of Finance introduced the report and referred members to the slides as circulated in the agenda pack.</p> <p>The Board had the opportunity to ask questions on the report and following the discussion, it was;</p> <p>AGREED that Board approve the 2023/24 statement of accounts subject to any material changes being required from the auditors.</p>	
13.	<p><u>Remuneration & People Committee Update</u></p> <p>The Chair asked all members of the EMF Delivery Team, except the CEO, to leave the room.</p> <p>The Chair of the Remuneration & People Committee introduced the report and referred the Board to the minutes of the Committee held on 2 December 2024, which had been circulated. He recommended that Board ratify the decisions endorsed by the Committee and following the discussion the recommendations as noted in the report were AGREED.</p>	

9.	<p><u>Any Other Business</u></p> <p>The Chair thanked the Chief Executive of Rushcliffe Borough Council and wished her the best as she moves into a new role as Chief Executive of North Kesteven District Council. It was also noted that Sam Smith had been elected as the new Leader of Nottinghamshire County Council and that the Chair hoped to meet with him in the New Year.</p>	
	<p><u>Date of Next Meeting</u></p> <p>The next Ordinary meeting of the Board is scheduled to take place on 24 January 2025 at 11am in the Council Chamber at Rushcliffe Arena, Rugby Road, West Bridgford, NG2 7YG.</p>	

1pm – 3.26pm, 12 December 2024

Chair: Nora Senior