

LEP - Enterprise Zone Governance Committee

Tuesday 21st February 2023 Teams Virtual Meeting at 12.30pm

Agenda

Part I (Items Publicly Available)

- 1. Welcome and Apologies for Absence**
- 2. Declaration of Interests**
- 3. Minutes of the meeting held on 17 November 2022 (Pages 1 - 6)**
- 4. Matters Arising**
- 5. Revised Enterprise Zone Social, Economic and Environmental Metrics (Pages 7 - 16)**
- 6. AMRC update**
- 7. Reporting to Lancashire Enterprise Partnership Board**
- 8. Any Other Business**
- 9. Date of Next Meeting**

The next meeting of the Enterprise Zone Governance Committee is scheduled for 12.00 noon on 18 May 2023, to be held virtually.

10. Exclusion of the Press and Public

The Committee is asked to consider whether, under Section 100A(4) of the Local Government Act 1972, it considers that the public should be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 12A to the Local Government Act 1972 as indicated against the heading to the item.

Part II (Private and Confidential)

- 11. Blackpool Airport Enterprise Zone: Progress Report (Pages 17 - 28)**
- 12. Hillhouse Enterprise Zone: Progress Report (Pages 29 - 36)**
- 13. Samlesbury and Warton Enterprise Zones: Update Report (Pages 37 - 46)**



LEP - Enterprise Zone Governance Committee

Minutes of the Meeting held on Thursday 17th November 2022 at 12.00 noon via Microsoft Teams

Present

Mark Rawstron
County Councillor Aidy Riggott

Councillor Mark Smith

In Attendance

Steve Burns, Head of Service, Strategic Development, Lancashire County Council
Chris Dyson, Strategic Development Manager, Lancashire County Council
Rob Green, Head of Enterprise Zones, Blackpool Council
Hannah Lysons, Democratic Services Officer, Lancashire County Council
Anne-Marie Parkinson, Head of Service – LEP Co-ordination, LEP
Holly Tween, Democratic Services Officer, Lancashire County Council
Andy Walker, Head of Business Growth, Lancashire County Council
Leigh McLaughlin, Employment and Skills Co-ordinator, Lancashire Skills and Employment Hub

1. Welcome and Apologies for Absence

Apologies had been received from David Holmes and Martine Winder.

In David Holmes' absence, it was agreed that Mark Rawstron would Chair the meeting.

2. Declaration of Interests

None

3. Minutes of the meeting held on 31 August 2022

Resolved: that the minutes of the meeting held on 31 August 2022 were agreed as an accurate record

4. Matters Arising

None

5. Draft Enterprise Zone Marketing Strategy

Andy Walker, Head of Business Growth, presented the report (circulated) outlining the 12 month Marketing Strategy for the Lancashire Enterprise Zones. The Committee also considered the action plan in Appendix A.

In considering the papers, it was commented that the joined-up approach with the overarching branding across all the Lancashire sites was still felt to add value.

It was commented that although it was desirable to link the website and other marketing materials with partners and other relevant strategies, these should not hold up the work on the Enterprise Zone marketing, and the Committee expressed a desire for this work to be prioritised, beginning now rather than waiting for Q1 as set out in the action plan timetable.

It was noted that activity was already underway in terms of using the new branding, refreshing the sign boards at the sites, and working with Marketing Lancashire to update the website.

The Committee expressed their thanks for the work done to date.

Resolved: the Enterprise Zone Governance Committee approved the 12 month Marketing Strategy, and requested that the Q1 work begin immediately

6. Lancashire Enterprise Zones - Key Performance Indicators

Anne-Marie Parkinson, Head of LEP Co-ordination, and Leigh McLaughlin, Employment and Skills Co-ordinator, Lancashire Skills and Employment Hub, presented the report (circulated) proposing Key Performance Indicators and Social Value Metrics for use across the four Enterprise Zones.

The Committee considered the report and the proposed framework. There was support for the framework to capture the work already being done and establish baselines and targets, but it was commented that the measurements must not become obstructive to the actual work. The Committee were reassured that these metrics would follow the same 'non targeted / instructional' approach as with the other Social and Economic Value metrics, with no targets or expectations of changes to organisations systems and processes.

It was also noted that demonstrating delivery against environment metrics puts Lancashire in a strong position to bid for further funding.

There was a discussion around the carbon reduction measure; it was noted that this measure would not expect immediate results but would allow businesses to transition to low carbon.

It was agreed that Leigh McLaughlin would review the proposed framework and make more explicit the delineation between the economic social element and the sustainability element, and redistribute to the Committee.

Resolved: the Enterprise Zone Governance Committee approved the list of Key Performance Indicators, Social Value Metrics and timescales, and agreed that the proposed framework would be reviewed to make the delineation between the economic social element and the sustainability element more explicit, and recirculated to the Committee for review

7. Meeting Schedule 2023-24

Resolved: that the programme of meeting is agreed as below, with all meetings to be held virtually unless otherwise determined:

12.00 18 May 2023
12.00 31 August 2023
12.00 23 November 2023
12.00 22 February 2024

8. Reporting to Lancashire Enterprise Partnership Board

None

9. Any Other Business

None

10. Date of Next Meeting

The next meeting of the Enterprise Zone Governance Committee was scheduled for 12.30 on 21 February 2023 on Microsoft Teams.

11. Exclusion of the Press and Public

Resolved: that the meeting move into Part II, Private and Confidential, to consider the remaining reports as they contained information defined as confidential or exempt in accordance with the relevant paragraph of Part I to schedule 12A to the Local Government Act 1972 as set out in the report. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

12. Blackpool Airport Enterprise Zone: Progress Report

Rob Green, Head of Enterprise Zones, Blackpool Council presented a private and confidential report which provided the committee with an update on the Blackpool

Airport Enterprise Zone.

The report included updates on KPIs and milestones, risks, Masterplan and Delivery Plan, project management, fiscal incentives, current activity, social value and environmental activity, the Blackpool Town Deal, planning applications, communications infrastructure and marketing.

Resolved: that the Enterprise Zone Governance committee note the report

13. Hillhouse Enterprise Zone: Progress Report

Rob Green, Head of Enterprise Zones, Blackpool Council presented a private and confidential report which provided the committee with an update on the Hillhouse Technology Enterprise Zone.

The report included updates on activity since the last meeting, including achievements to date, KPIs and milestones, risks and actions, an update on the delivery plan, the Getting Building Fund, residential development, the Fleetwood/Poulton Rail Line, marketing, the Hydrogen Steering Group, the Vinnolit site, new onsite companies, and job creation.

Resolved: that the Enterprise Zone Governance Committee note the report

14. Samlesbury Aerospace and Warton Aviation Enterprise Zones: Progress Report

Chris Dyson, Strategic Development Programme Manager, Lancashire County Council, presented a private and confidential report which provided the committee with an update on the Samlesbury Aerospace and Warton Aviation Enterprise Zones.

Regarding the Samlesbury site, the report included an update on the site delivery programme for phases 2a and 2b, an update on planning, commercial marketing agents, ancillary accommodation, communications, skills and the low carbon feasibility study.

It was noted that Lancashire County Council had been awarded the Chartered Institution of Highways & Transportation Climate Action Award in recognition of the Highways Decarbonisation strategy. The team were congratulated.

It was agreed that an update on the AMRC would be provided to the next meeting.

Resolved: the Enterprise Zone Governance Committee:

- i. Noted the update on both sites
- ii. Agreed that an update would be brought to the next meeting on the AMRC

15. Enterprise Innovation Centre at Samlesbury Enterprise Zone - Concept Document

Anne-Marie Parkinson presented a private and confidential report (circulated) including the concept document for the Enterprise Innovation Centre at Samlesbury Enterprise Zone.

Resolved: that the Enterprise Zone Governance Committee note the report



LEP – Sub Committee

LEP - Enterprise Zone Governance Committee

Private and Confidential: NO

Date: Tuesday 21st February 2023

Revised Enterprise Zone Social, Economic and Environmental Metrics
Appendices A and B refer

Report Author: Leigh McLaughlin, leigh.mclaughlin@lancashirelep.co.uk

Executive Summary

This report provides a revision to proposed Social, Economic and Environmental Value Metrics as requested by Members, to reflect non-targeting of environment and sustainability measures.

Recommendation

The Enterprise Zone Governance Committee is asked to note the requested revisions to the Social, Economic and Environmental Value Metrics.

Background and Advice

At the November 2022 meeting of the Enterprise Zone Governance Committee, a range of potential social value measures were presented for consideration and approval. During the Committee, the Committee requested that amendments be made to the Framework prior to proceeding. Specifically, it was stated that the proposed Environment and Sustainability indicators should be presented as non-targeted measures, with a core focus on Skills, Employment, Economic and Community measures.

The Framework, attached at Appendix A, has subsequently been revised to reflect these changes. The Environment and Sustainability measures have an accompanying text stating "commitments are not sought for these measures. Environment & Sustainability measures are recorded on an untargeted basis to support evidence of the wider impact of the projects."

Where the framework is used to formulate bidders' responses against the measures, the relevant sections for the Environment and Sustainability measures have been blacked out with an explanation these are for information only, and targets are not being actively set as displayed in the image below. These changes have been included in all the worksheets.



Image: Excerpt from LEZ Social Value Monitoring & Reporting Document




	12	Supporting local communities through local procurement and commissioning	Total amount (£) spent in (LOCAL) supply chain through the contract	£		
	13	Other measures - please describe any additional initiatives that you would like to make and in hrs or £ to be invested	Other measures (hrs) - please describe any additional initiatives that you would like to make and hrs to be committed (the voluntary kind) Other measures (£) - please describe any additional initiatives that you would like to make and £ to be invested	hrs £		
NON CORE INDICATORS - these themes are recorded for information only, and not targeted through the projects						
ENVIRONMENT & SUSTAINABILITY	14	Reduction in carbon emissions through reduced energy use, energy efficiency or decarbonisation achieved through the project	Tonnes CO2e saved through reduced energy use, energy efficiency measures or decarbonisation	Tonnes CO2e	Commitments are not sought for these measures. Environment & Sustainability measures are recorded on an untargeted basis to support evidence of the wider impact of the projects.	
	15	Reduction in Car or Freight miles associated with the project due to green transport or green logistics	Car miles saved on the project as a result of a green transport programme or equipment (e.g. cycle to work programmes, public transport or car pooling programmes, etc.) Freight miles saved as a result of a green logistics plan (e.g. reduced trips to site)	Miles saved Miles saved		
	16	Supporting environmental and biodiversity conservation and sustainable management	Donations or investments towards initiatives on the project aimed at environmental and biodiversity conservation and sustainable management	£		
	17	Reducing landfill and incineration through recycling or reuse	Tonnes of waste diverted from landfill or incineration through recycling or reuse of products and materials	Tonnes		
				Total Social Value		

The Committee is invited to note the changes described above and displayed in Appendix A, and confirm whether the changes are in line with the requested revisions, prior to moving forward with embedding of the framework. No other changes have been made to the framework presented at the previous Committee, which approved the list of Key Performance Indicators, Social Value Metrics and timescales.

List of Background Papers

Paper	Date	Contact/Tel
Key Performance Indicators and Social, Economic and Environmental Metrics	17 th November 2022	Anne-Marie Parkinson, anne-marie.parkinson@lancashirelep.co.uk
Reason for inclusion in Part II, if appropriate		
n/a		

Appendix A: Lancashire Enterprise Zone Social, Economic and Environmental Value Metrics

  	
Lancashire LEP Social Value Framework	2023
CORE THEMES - Commitments are sought actively sought and targeted for these measures	
THEMATIC AREA	Metric
FUTURE WORKFORCE	Business volunteers to support careers education and information and/or curriculum development in schools and colleges in Lancashire
	Work experience placements for 15-18 year olds at Lancashire schools and colleges
	Undergraduate project placements per year offered to Lancashire's Universities.
	Graduate internships per year for graduates living in Lancashire
INCLUSIVE WORKFORCE	Employment opportunities for disadvantaged people
	Work placements or trails offered to unemployed Lancashire residents.
	Business mentors to support disadvantaged people into the workplace
SKILLED AND PRODUCTIVE WORKFORCE	Number of apprenticeships (16-18 year old and Adults).
	Commitment to workforce planning and investment in training of employees.
	Investment in leadership skills
COMMUNITY BENEFITS	Community based projects driven by the local communities in which the project is based.
	Business support/volunteering with local VCSE's
	Local procurement
NON-CORE THEMES - these themes are recorded for supporting information only, and are not targeted	
ENVIRONMENT & SUSTAINABILITY	Reduction in carbon emissions achieved through the project
	Reduction in Car or Freight miles associated with the project
	Supporting environmental and biodiversity conservation
	Reducing associated waste landfill and incineration

Appendix B: Summary of Master sheet of Social, Economic and Environmental Value Metrics



LANCASHIRE SOCIAL VALUE FRAMEWORK: Lancashire Enterprise Zones						
Project						
CORE INDICATORS - Commitments are sought actively sought and targeted for these measures						
THEMATIC AREA	KPI NO	Metric	Indicator	Unit Measure	No's Committed	Details/brief method statement
FUTURE WORKFORCE	1	Working hours committed from business volunteers to support careers education and information and/or curriculum development in schools and colleges in Lancashire per year.	No. of hours dedicated to support young people into work (e.g. CV advice, mock interviews, careers guidance, mentoring) - (under 24 y.o.)	no. hrs*no. attendees		
			Local school and college visits e.g. delivering careers talks, curriculum support, STEM activity, literacy support, safety talks (No. hours, includes preparation time)	no. staff hours		
	2	Number of work experience placements for 15-18 year olds per year (based on a placement being one week)	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	no.weeks		

		at Lancashire schools and colleges				
	3	Number of undergraduate project placements per year offered to Lancashire's Universities.	Meaningful work placements that pay Minimum or National Living wage according to eligibility - 6 weeks or more (internships)	no.weeks		
	4	Number of graduate internships per year for graduates living in Lancashire				
INCLUSIVE WORKFORCE	5	Number of employment opportunities secured for Lancashire residents that are unemployed or at a disadvantage e.g. ex-offenders.	No. of jobs secured (FTE) through the contract	no. people FTE		
			No. of jobs secured (FTE) for people who are long term unemployed (unemployed for a year or longer)	no. people FTE		
			No. of jobs secured (FTE) for young people who are not in employment, education, or training (NEETs)	no. people FTE		
			No. of jobs secured (FTE) for rehabilitating young offenders (18-24 y.o.)	no. people FTE		
			No. of jobs secured (FTE) for people with disabilities	no. people FTE		
	6	Number of work placements or trails offered to unemployed Lancashire residents.	No of placement weeks	no.weeks		

	7	Working days committed from business volunteers to mentor NEET ('not in education, employment or training') people.	No. of hours dedicated to supporting unemployed people into work by providing career mentoring, including mock interviews, CV advice, and careers guidance	no. hrs*no. attendees		
SKILLED AND PRODUCTIVE WORKFORCE	8	Number of apprenticeships (16-18 year old and Adults).	No. of apprenticeships that have either been completed during the year, or that will be supported by the organisation to completion in the following years - Level 2,3, or 4+	no.weeks		
	9	Commitment to workforce planning and investment in training of employees.	Adoption of the Lancashire Skills Pledge	Mandatory		
	10	Investment in leadership skills	No. of accredited training opportunities (BTEC, City & Guilds, NVQ, HNC or equivalent) that have either been completed during the year, or that will be supported by the organisation to completion in the following years - Level 2,3, or 4+	no.weeks		
COMMUNITY BENEFITS	11	Supporting the VCSE sector and community based projects	Donations or in-kind contributions to local community projects (£ & materials)	£ value		
			Number of voluntary hours donated to support VCSEs (excludes expert business advice)	no. staff volunteering hours		

			Provision of expert business advice to VCSEs and SMEs (e.g. financial advice / legal advice / HR advice/HSE)	no. staff hours		
			Equipment or resources donated to VCSEs (£ equivalent value)	£ value		
	12	Supporting local communities through local procurement and commissioning	Total amount (£) spent in LOCAL supply chain through the contract.	£		
	13	Other measures - please describe any additional initiatives that you would like to make and in hrs or £ to be invested	Other measures (hrs) - please describe any additional initiatives that you would like to make and hrs to be committed (No. voluntary hrs)	hrs		
Other measures (£) - please describe any additional initiatives that you would like to make and £ to be invested			£			

NON-CORE INDICATORS - these themes are recorded for supporting information only, and are not targeted

ENVIRONMENT & SUSTAINABILITY	14	Reduction in carbon emissions through reduced energy use, energy efficiency or decarbonisation achieved through the project	Tonnes CO2e saved through reduced energy use, energy efficiency measures or decarbonisation	Tonnes CO2e	Untargeted - recorded for supporting information only	
	15	Reduction in Car or Freight miles associated with the project due to green transport or green logistics	Car miles saved on the project as a result of a green transport programme or equivalent (e.g. cycle to work programmes, public transport or car pooling programmes, etc.)	Miles saved		

			Freight miles saved as a result of a green logistics plan (e.g. reduced trips to site)	Miles saved		
	16	Supporting environmental and biodiversity conservation and sustainable management	Donations or investments towards initiatives on the project aimed at environmental and biodiversity conservation and sustainable management	£		
	17	Reducing landfill and incineration through recycling or reuse	Tones of waste diverted from landfill or incineration through recycling or reuse of products and materials	Tonnes		

Agenda Item 11

(NOT FOR PUBLICATION: By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

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Agenda Item 12

(NOT FOR PUBLICATION: By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

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Agenda Item 13

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Appendix A

(NOT FOR PUBLICATION: By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

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