



**Company Number: 07388600**

**Lancashire Enterprise Partnership Limited**

**Wednesday, 21st June, 2023 in Virtual Meeting, Microsoft Teams, at  
4.30 pm**

## **Agenda**

### **Part I (Items Publicly Available)**

- 1. Welcome and Apologies for Absence**
- 2. Minutes of the meeting held on 21 March 2023 (Pages 1 - 6)**
- 3. Matters Arising**
- 4. Declarations of Interest**
- 5. LEP Budget and Business Plan 2023/24 (Pages 7 - 12)**
- 6. Transfer of LEP Responsibilities to Local Democratic Institutions (Pages 13 - 14)**
- 7. Shaping a Lancashire Business Board (Pages 15 - 20)**
- 8. LEP Governance and Committees Report - June 2023 (Pages 21 - 28)**
- 9. Any Other Business**
- 10. Date of Next Meeting**

The next Lancashire Enterprise Partnership Board meeting is scheduled to be held Wednesday 20<sup>th</sup> September 2023 at 4:30pm in Committee Room 'C' - The Duke of Lancaster Room, County Hall, Preston (In person meeting).

**11. Exclusion of the Press and Public**

The Board 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 (Items that are Private and Confidential)**

**12. Lancashire Local Enterprise Partnership - future arrangements (Pages 29 - 32)**



## Lancashire Enterprise Partnership Limited

### Minutes of the Meeting held on Tuesday 21st March 2023 at 4.30 pm as a Virtual Meeting via Microsoft Teams

#### Present

Debbie Francis OBE (Chair)

Miranda Barker OBE  
Councillor Alyson Barnes  
Ann Dean MBE DL  
Kam Kothia OBE DL  
Councillor Quesir Mahmood

Mark Rawstron  
County Councillor Aidy Riggott  
Alison Robinson  
Councillor Ivan Taylor  
Annette Weekes MBE

#### In Attendance

Andy Walker, Interim Chief Executive, Lancashire Enterprise Partnership  
Anne-Marie Parkinson, Head of LEP Coordination, Lancashire Enterprise Partnership  
Phil Green, Executive Director – Growth Environment & Transport, Lancashire County Council  
Neil Kissock, Director of Finance, Lancashire County Council  
Andy Milroy, Democratic Services Manager (Companies), Lancashire County Council  
Hannah Lysons, Democratic Services Officer, Lancashire County Council  
Nick Gerrard, Growth and Prosperity Programme Director, Blackpool Council  
Paul Evans, Assistant Director Area Lead – Department for Business, Energy and Industrial Strategy

#### 1. Welcome and Apologies for Absence

The Chair welcomed all to the meeting. Apologies had been received from LEP Director Graham Baldwin.

#### 2. Minutes of the meeting held on 13th December 2022

**Resolved:** The minutes of the meeting held on 13 December 2022 were approved as an accurate record.

#### 3. Matters Arising

Under matters arising, Andy Walker, Interim Chief Executive, Lancashire Enterprise Partnership, noted that it had previously been agreed that a report providing the Board with advice on the dormancy status of the company would be discussed at this meeting. However, due to the Chancellor's Statement on 15 March 2023, this issue would now be addressed differently, and once the future

of Local Enterprise Partnerships was made clearer by Government. A further update would be provided to the Board once it is available.

#### **4. Declarations of Interest**

No declarations of interest were made at this point of the meeting.

The Chair reminded Board members of the importance of keeping their Register of Interests up to date and reminded Board members to respond to requests by LCC Democratic Services to review and update their Register of Interests ahead of the 2023-24 financial year, and that this should be completed as soon as possible.

#### **5. LEP Annual Performance Review 2023-24**

Andy Walker presented a report (circulated) on the Annual Performance Review of the LEP conducted by the Cities and Local Growth team at the Department for Business, Energy, and Industrial Strategy (BEIS).

It was reported that the LEP is no longer under a higher level of scrutiny, as the previous issues which had been carried forward from prior Annual Performance Reviews have now been resolved.

Paul Evans, Assistant Director Area Lead, BEIS, thanked those involved for their work to resolve the issues, and highlighted to the Board that the LEP's assessment has recently passed through a national moderation and therefore what is reported is considered finalised.

**Resolved:** The Lancashire Enterprise Partnership Board noted the report.

#### **6. LEP Finances - 22/23 Outturn 23/24 Budget**

Andy Walker presented a report (circulated) on the estimated out-turn for LEP finances in 2022/23 financial year and an outline budget for 2023/24. It was noted that moving into 2023/24, despite the cut of £125,000 to core grant, the LEP has enough funds to sustain existing staffing commitments and the potential to fill the vacancy left by the recent resignation of the LEP Co-ordinator.

With reference to the Chancellors Budget statement, and its impact on the LEP's budget, Board members clarified whether this would be a going concern in the face of upcoming audits due to take place. Debbie Francis OBE, Chair of the LEP, assured Board members that though it is anticipated that it may be raised as a concern during an audit, that it must be minded that all LEPs across the country are in the same situation and that the Lancashire LEP could be seen to be in a stronger position than other LEPs based on its current budget, reserves, and funds available.

Board members sought clarification regarding what may happen to any reserves that the LEP has, and to funds such as the Growing Places Fund, should the Government decide to cease funding for LEPs post-March 2024. Debbie Francis reassured Board members that the consultation between the government and all LEPs across the country was ongoing and that the outcome of these conversations will form a national template as to what will become of those finances.

Board members agreed that the Lancashire LEP's current focus with respect to its Budget, should be to maintain its trajectory towards achieving its business plan, and to maximise the use of available funds.

Board members were reminded that, in light of reduced funding from government for the 2023/23 financial year, that the business community of Lancashire could be utilised to fund and achieve the industry action plans which have been drafted by the relevant sector groups.

**Action Point:** Andy Walker to organise a working group to set out a draft paper to be presented to Company Members and Lancashire County Council on the ambitions of the LEP within a devolved structure. The draft paper is to be brought back to the LEP Board for comment / approval once complete.

**Resolved:** The Lancashire Enterprise Partnership Board members agreed:

- (i) That income is maximised through Growing Places Fund interest.
- (ii) That the marketing priorities for the LEP are reframed moving forward.
- (iii) Allocated remaining funding to priority projects, important for the economic development of Lancashire; and
- (iv) Took account of any potential costs of winding up the company.

## 7. **Chancellor's Statement Announcement on the future funding of LEPs**

Andy Walker and Debbie Francis OBE presented a report (circulated) addressing the statement regarding Local Enterprise Partnerships which was made by the Chancellor on 15 March 2023 during his Budget Statement. The statement was as follows:

*'The government is committed to empowering democratically elected local leaders at every opportunity. To this end, the government intends for the functions of Local Enterprise Partnerships (LEPs) to be delivered by local government in the future. Therefore, the government is minded to withdraw central government support for LEPs from April 2024. DLUHC and the Department for Business and Trade will now consult on these proposals, before confirming a decision. The government will publish an updated policy position to confirm next steps by the summer.'*

It was reported that all LEPs had been issued a questionnaire to complete and had been given 4 weeks in which to complete it. It was noted that this questionnaire aims to inform the government's decision on the future of LEPs by understanding each individual LEPs current position in terms of their decision making, inter-relationships, and standing should funding be ceased from April 2024 onwards. Andy Walker also reported that this statement does not cast doubt on the subset of LEP activity which includes the Skills and Employment Board and Growth Hubs, and that it was now about understanding where they would root themselves to in a post-LEP framework.

Board members wished to make it clear that, in light of these uncertain times, they recognise how unsettling it will be for LEP staff members and that Board members will do everything to ensure they are kept informed.

It was queried whether there was scope within the questionnaire to articulate the specific needs and ambitions of the County, as it was noted by Board members that Lancashire must operate in a unique manner. Debbie Francis assured Board members that it was an open-ended questionnaire and that there would certainly be scope to include the specifics of how Lancashire operates and to include the county's future ambitions with the resources of the LEP.

In responding to queries regarding LEP Board member recruitment, the Chair reassured Board members that conversations would be had in order to push to recruit for any LEP Board member vacancies.

**Resolved:** The Lancashire Enterprise Partnership Board members considered:

- (i) How it will respond to the consultation exercise as details emerge.
- (ii) How it can understand and support any future plans for private sector input to the development and implementation of economic development policies by local authority partners, or future devolved structures.
- (iii) How it uses resources in 2023/24 to support the above and, if required to windup the company in an orderly manner.

## 8. LEP Governance and Committees Report - March 2023

Andy Milroy, Democratic Services Manager (Companies), presented a report (circulated) containing Governance and Committee meeting updates since the last Board meeting held on 13 December 2022, including recommendations for approval by the Board.

It was reported that, with reference to membership updates, a full refresh of the LEP Assurance Framework has now been completed and published onto the LEP website.

**Resolved:** The Lancashire Enterprise Partnership Board noted the report as set

out.

## **9. Growing Places Investment Strategy - Version 3**

Andy Walker presented a report (circulated) on the most recent version of the Growing Places Investment Strategy. It was reported that this has recently been to the LEP Company Members, and updates and changes have been made as a result of their comments and recommendations.

It was noted by the Board that there needs to be a degree of flexibility within the strategy, and that in its current form it may be too prescriptive and therefore exclude projects which don't appear to fit with the strategy even though they may produce a significant amount of economic outputs. As well as this, it was further noted by Board members that the tone of voice of the strategy is crucial in order to ensure that potential projects are not alienated. Andy Walker acknowledged this comment and assured Board members that this would be taken into consideration in drafting the next version.

**Resolved:** The Lancashire Enterprise Partnership Board considered and approved the Growing Places Investment Strategy as set out at Appendix 'A' subject to the adjustments listed above.

## **10. Any Other Business**

Board members were informed that Anne-Marie Parkinson, Head of LEP Coordination, Lancashire Enterprise Partnership, is leaving her post in the LEP, and Board members thanked her for her contributions to the successes of the LEP over the years, and wished her well for the future.

## **11. Date of Next Meeting**

**Resolved:** It was noted that the next meeting of the Lancashire Enterprise Partnership Board is scheduled to be held on 20th June 2023 at 4:30pm via Microsoft Teams.

## **12. Exclusion of the Press and Public**

**Resolved:** The Board considered that, under Section 100A(4) of the Local Government Act 1972, 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.

## **13. Growing Place Report - ETC Urban (Guildhall) Ltd Church Street, Darwen**

Andy Walker presented a report (circulated) on a Growing Places Fund request from ETC Urban (Guildhall) Ltd.

After consideration, the Board requested further information and agreed to defer a decision on the matter to the next Board meeting, which is currently scheduled for 20 June 2023, at which the further report will be presented.





## Lancashire Enterprise Partnership Limited

**Private and Confidential: No**

**Date:** Wednesday, 21 June 2023

### **LEP Budget and Business Plan 2023/24**

**Report Author: Andy Walker, Interim LEP Chief Executive, Tel: 01772 535629, andy.walker@lancashire.gov.uk**

#### **Executive Summary**

This report sets out the intended use of the LEP's income and reserves to provide a budget for activity in 2023-24.

The proposed figure for spend in 2023/24 after staffing, running and accountable body costs are met is £1.294m. This is a significant increase on the £210,000 of discretionary funds that the LEP deployed in 2022/23 as we are now fully able to access monies via the Accountable Body Agreement with LCC.

It is noted that there remains a strong likelihood, this will be the last year of LEP operation, but the Chair and CEO believe the proposed levels of spending and the priority activities pursued, strikes a balance between delivering continued progress on key projects and preserving sufficient resource to ease the integration of the LEP's responsibilities into local democratic structures.

This spend level represents an amount which can be properly and productively deployed by the LEP in the remainder of this financial year but will leave a balance of £1.5m in reserves to support the future integration and closure of the LEP and the staff dependent in whole or part on LEP funding.

#### **Recommendation**

LEP Board Members are recommended to endorse the budget proposals and business planning priorities for 2023/24 as set out in the report and to work with officers to detail and effectively deploy this resource.

#### **Background and Advice**

Whilst it is likely that 2023/24 will be the last year of the LEP as currently constituted, the previous board meeting and a subsequent business planning workshops have expressed a clear ambition that the LEP will remain an active player



in terms of influencing, commissioning, and delivering activity which will advance the performance of the Lancashire economy.

The proposed discretionary revenue budget of circa £1.3m will allow the LEP to remain "open for business" and to deliver activity and projects which are well aligned with the emerging Lancashire 2050 framework and discussions on devolution to advance a shared economic vision for the county.

This ambition is balanced both against what it is practicable to deliver in the remaining nine months of the year and need to lead a buffer in reserves to support the transfer of responsibilities, integration of staff and development of alternate platforms to sustain a strong private sector voice in local policy development. These matters are further described in other papers on the agenda.

The significant increase in budget derives both from establishing a clear position on the use of reserves and in securing monies via the Accountable Body Agreement with Lancashire County Council both retrospectively improving the 2022/23 budgetary position and adding to funds in the current year.

### **Priorities for LEP Revenue Spend in 2023/24**

Reflecting the priorities of the Board, sub-groups and working groups, the main changes to the budget are summarised below.

1. Income
  - a. DCLG grant income is down to £250k not the £375,000 shown.
  - b. AB agreement income (interest on NCF) is up
  - c. Local authority match remains the same
2. Staffing looks like a roll forward but this will change as follows:-
  - a. LEP co-ordinator cover (3 part-time secondees)
  - b. Additional research capacity 1 FTE now fully charged to LEP
  - c. 2 x Additional Interns on Business Finance and Internationalisation
  - d. Additional Grade 8 Project Officer / CEO support role
3. Core running costs
  - a. Accommodation costs reduced with move to CHOB
4. Continued Discretionary spend on projects
  - a. Strategic Framework Delivery £21,592
  - b. Project Support £154,908
  - c. Marketing £77,019
  - d. Conf and Events £8075
  - e. Restructuring £33,659
5. **Additional Priorities**
  - a. **National Cyber Force - £425,000 (pays for development of Innovation Hub concept £350k, Industry Engagement £75k)**



*This work will build on a initial scoping piece for an Innovation Hub to be developed adjacent to the new NCF Headquarters at Samlesbury. The initial study conducted by cyber specialists Plexal, identified a strong rationale for such a facility to act as a touchpoint for local industrial collaboration both with NCF and their supply chain. It also considered the options to co-locate with other anchor tenants and amenity uses for NCF.*

*This additional commitment of funding, will allow further phases of work to bring the plans for this building to full, "Green Book" business case and with sufficient detail for initial planning consideration (albeit that the EZ remains subject to streamline planning via a Local Development Order).*

- b. Inward Investment and Internationalisation - £150k (pays for Capabilities mapping £50k, External Marketing Proposition £50k, refresh Invest in Lancashire web £25k, Internationalisation Intern £25k)**

*The LEP's role in leading and supporting Lancashire-level inward investment and internationalisation initiatives seems uncontested, effective and well-received. This work will allow Lancashire to streamline and agree its outward facing propositions, building this from a in-depth knowledge of where our capabilities lie and how these dock into emerging opportunities and sectors.*

- c. Sector work development - £180k (pays for, Bid awareness and writing £120k, AEM support £60k)**

*The LEPs sector groups have been a real driver for activity in the last two years. At their workshop they identified a need for capacity to spot funding opportunities and an ability to access specialist bid-writing skills. This resource will allow this to take place.*

- d. Lancashire Data Observatory - £200k**

*Working alongside our local authority partners, LEP resource will help catalyse the concept of a Lancashire Data Observatory, to understand what existing and novel data sources tell us about the current and future trends within the Lancashire economy, to monitor performance of existing thematic activity and to develop business cases for activity as a devolution deal develops.*

- e. Interim staffing £60k (pays for Grade 8 support £30k, Business Finance intern £25k, Staff training £5k)**

Despite the difficult of attracting good staff into temporary roles, it is clear the remainder of the financial year will need more staffing capacity to deliver both this work programme and integration plan. This resource will cover this outlay.



**f. Devolution / CCA Project Development £109,416**

The balance of the LEP's revenue budget will be applied to the process of influencing and supporting the development of Lancashire's initial and subsequent rounds of devolution deals, landing the policy development work and private sector work of the Board within this landscape.

**List of Background Papers**

Paper	Date	Contact/Tel
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None		
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Reason for inclusion in Part II, if appropriate

N/A

## Appendix A

### Lancashire Enterprise Partnership

#### Operating budget

	Forecast outturn <b>2022-2023</b>	Budget <b>2023-2024</b>
<b>Income</b>		
Grants	562,500	437,500
Interest	656,370	420,000
Contributions	10,000	
	<hr/>	<hr/>
	1,228,870	857,500
 <b>Operational expenditure</b>		
Staffing	412,774	426,737
Running costs	143,909	88,399
Marketing and Comms	85,094	70,000
Professional and consultancy fees	71,757	63,000
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	713,534	648,136
 <b>Net operating surplus/(deficit)</b>	<hr/>	<hr/>
	515,336	209,364
 <b>Project and programme expenditure</b>		
Project support	21,592	590,000
Strategic Framework	154,908	475,000
Restructure	33,659	109,416
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	210,159	1,174,416
 <b>Net P &amp; L surplus/(deficit)</b>	<hr/>	<hr/>
	<b>305,177</b>	<b>-965,052</b>
 Reserves b/f	2,159,875	2,465,052
Contribution to/(from) reserves	305,177	-965,052
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<b>Reserves c/f</b>	<b>2,465,052</b>	<b>1,500,000</b>





## Lancashire Enterprise Partnership Limited

**Private and Confidential: No**

**Date:** Wednesday, 21 June 2023

### Transfer of LEP Responsibilities to Local Democratic Institutions

**Report Author: Andy Walker, Interim LEP Chief Executive, Tel: 01772 535629, andy.walker@lancashire.gov.uk**

#### Executive Summary

It is right and proper that the members of the Lancashire Local Enterprise Board express their views as to how the remaining functions of LEP can best be discharged if LEPs are no longer recognised by government after that the current financial year.

Working with the Members of the Company, Lancashire's three upper tier authorities (Lancashire County Council, Blackburn with Darwen Borough Council and Blackpool Council), officers have initiated work with LEP staff and legal and finance colleagues to scope out the main functions of LEP activity which need to be transferred to local democratic institutions. The activities/funds to be considered include:-

- Growth Fund Grants (largely spent but still being monitored)
- Getting Building Fund Grants (largely spent but still being monitored with some potential scope for clawback due to failure to report)
- Samlesbury EZ District Agreements
- Growing Places Fund as a Capital sum or as a going concern
- Operation of Business Growth Hub and Skills Hub and accountability for on-going grants
- Any residual reserves left at end March 2024.

Given recent announcements about the commencement of conversations with government officials on securing a devolution deal for Lancashire, these responsibilities and resources fit well with the development of structures and activity within a potential Combined County Authority. As this is yet to materialise, our initial working assumption is to plan for the transfer of these assets to LCC as the accountable body for much of the LEPs activity.

#### Recommendation

LEP Board Members are recommended to note this update, comment and discuss their wider experience of how LEPs have been successfully integrated into new structures in other areas.



## Background and Advice

Details of this report are fully set out in the Executive Summary and Recommendation

## List of Background Papers

Paper	Date	Contact/Tel
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None		
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Reason for inclusion in Part II, if appropriate

N/A





## Lancashire Enterprise Partnership Limited

**Private and Confidential: No**

**Date:** Wednesday, 21 June 2023

### Shaping a Lancashire Business Board

**Report Author: Andy Walker, Interim LEP Chief Executive, Tel: 01772 535629, andy.walker@lancashire.gov.uk**

#### Executive Summary

The following is a list of suggested starting assumptions for what a future 'Business Board' for Lancashire might look like, to replace the current Lancashire LEP. The intention outlined with the March budget statement, that the government was minded to stop funding Local Enterprise Partnerships (LEPs) at the end of the current financial year and transfer their functions to local democratic structures, has already prompted some areas to announce their plans for this transition, with business boards being formed in Greater Manchester and the Liverpool City Region.

This paper starts to set out what the function and form of any future Business Board for Lancashire might look like. This thinking is needed now, both to inform the process of integrating LEP functions within current and future local government structures and to maintain the momentum and reach of the LEPs existing board, specialist functions and sector and project groupings.

This paper will be shared with: LEP Chair, LEP Company Members, and LEP Board, between 23rd May and 21st June.

#### Recommendation

LEP Board Members are asked to provide feedback and comments on this report, which will be fed into a further, more detailed iteration. The Board are asked to focus on whether they agree with all the proposals below and whether there is anything they feel is missing.

## Background and Advice

### Thoughts on the development of a successor Business Board Lancashire LEP Integration – Key Assumptions testing

#### Function

- Functions that businesses and a business board are uniquely / especially well placed, and thus should continue, to lead on:



- Intelligence (capability & capacity) to support, and resource to receive Inward Investment enquiries
- Ongoing insights from industry / sectors on what is needed from public intervention
  
- Functions that overlap with existing Upper Tier Local Authorities (UTLAs) functions, and thus should be fully integrated into as county-wide services (assuming they are held to account to be done well):-
  - Inward Investment strategy
  - Delivery of Financial products (including Growing Places Fund)
  - Links into key networks
  - Funding identification and bid writing
  - Delivery Strategies / Action Plans
  - Sector specific support
  - Local leadership in Economic Development discussions
  - Destination marketing (including co-ordination for a potential Local Visitor Economy Partnership (LVEP))

## Principles

- The Business Board for Lancashire will be an advisory board, using the 'soft power' of a strong private sector voice to influence economic policy.
  
- The Board will draw on the key private sector competencies to inform, stimulate and scrutinise the delivery of local policies intended to grow the Lancashire economy. It will offer real-time intelligence, commercial awareness and access to a business community which is keen to contribute and give back to the wider development of Lancashire.
  
- Where commercial solutions and concerted, business led activity can deliver solutions the Board will be free to promote and progress this activity. In contrast to the initial functions of the LEP, the Business Board will have a lesser role in terms of bids for and use of public resource. (I.e. it has no direct control of resources, but is the voice of business in Lancashire so can publicly and loudly lobby if not felt to be consulted. AND it should be in the democratic interest (of LCC / a CA) to shape economic policy based on the needs of business (represented by this board) alongside professional expertise.)
  
- The business board is Public Sector's opportunity to have a co-ordinated and resourced feedback mechanism from a core body and enabler of its local economy.
  
- Covers all geographical Lancashire
  
- NB Public Sector MUST take stronger leadership role in Economic Development vision for Lancashire and ensure this is tested with Business Board challenge and feedback – in order to establish / maintain faith from



private sector in UTLA/CA's ability to deliver. (Simplify funding and budgeting to establish greater and more deliberate (not reactive) long term planning across all ED delivery.)

### **Resource**

- Specific Business Board resource should be limited to co-ordination and admin support (likely 1-2 posts at Grade 8 – maximum £100k annually).
- All other resource should form part of overall Economic Development (/prosperity) executive function.
- In order to better respond to the needs identified by the existing LEP board, new resource focus should be formed (within the current ED team) around:
  - Inward Investment
  - Funding intelligence & bid writing
- Board roles all voluntary.
- 2 current remaining LEP posts will be transferred to LCC structures.

### **Governance**

- Called a 'Business Board' or similar (no longer a Local Enterprise Partnership).
- This is an advisory board with terms of reference but not a formal separate legal entity.
- Composition of board:
  - As far as possible, to reflect the diversity of our borough in relation to: gender, race, geography, size and type of organisation (and all other protected characteristics).
  - Focus towards representing 'future' of county rather than the past.
  - Only private sector (not councillors, universities etc; but – other forums to exist to pollinate between these groups).
  - Must have a registered business within Lancashire.
- No accounts are held directly by the board. Any costs to be supported and managed by LCC Economic development.
- Board forms a 'pyramid' structure of one main business board with wider consultation / sub groups where required (to allow reach but also efficiency.)
  - LCC / CCA only provides resource to main Business Board (and potentially some sub-boards)



- A Local Visitor Economy Partnership Board (LVEP) could be formed as one of these subgroups to better align tourism activity with wider economic development priorities
- Structure:
  - Monthly board meetings – half as just the board to focus on key advice / lobbying issues / crossover; half with suite of key council officers (both tiers) to ensure business needs fed back;
    - E.g. ED / Planning / Skills / Public Health etc
    - Work an ongoing 'You said, We did' reporting system from officers to show how feedback is being incorporated into policy.
- Delivery bodies (LCC / CA) agree to be held to account / justify strongly if they go against advice of board (with rationale why i.e. resource limitations).
- Standalone trade bodies exist / can form whether public sector support them or not. Becomes the decision of the Business Board representatives of that topic / sector, where and whether to include those groups in their feedback.

### **Outcomes**

- Quarterly sentiment surveys with a) whole business community, and b) all key stakeholders to track / aim for agreement that:
  - Local policy reflects business needs
  - I can see where my input has translated into policy
  - I understand, where my input has not been translated into policy, why that is
  - I know where to share new ideas & challenges
  - Lancashire leaders understand my industry and are doing what they can to help my business thrive.

### **Next Steps (June 2023)**

- Org chart illustrating exactly where functions that sat in / partly in the LEP, would now sit within LCC.
- Full mapping of past, current and future functions of the LEP to ensure no delivery area is left behind.
- Paper detailing how LCC Economic Development functions will adapt to better incorporate more integrated working with business.
- Full terms of reference drafted.
- Full proposed meeting schedule drafted.
- Timelines produced of move from current structures to proposed structures.
- If welcomed, workshops with all key stakeholders to create positive joint vision for the new Business Board and wider LCC Economic Development team.



### List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A





## Lancashire Enterprise Partnership Limited

**Private and Confidential: NO**

**Date:** Wednesday, 21 June 2023

### LEP Governance and Committees Report

**Report Author:** Andy Milroy, Democratic Services Manager (Companies), Lancashire County Council, Tel: 01772 530354, Email: [andy.milroy@lancashire.gov.uk](mailto:andy.milroy@lancashire.gov.uk)

#### Executive Summary

This report extracts the key items considered by each of the Lancashire Enterprise Partnership Board (LEP) Committees at their recent meetings and, where applicable, and if not considered elsewhere on the Board's main agenda, contains decisions referred to the Board by its Committees for approval. The report also contains Governance updates and any Governance decisions required by the Board.

#### Recommendation

The Lancashire Enterprise Partnership Board is asked to:

- (i) Note the updates provided in this report in relation to Governance, urgent decisions taken since the last LEP Board meeting, and the Committees of the Lancashire Enterprise Partnership; and
- (ii) Approve the Committee membership changes as set out.

#### Background and Advice

This is a standing report which provides an update on governance issues and meetings of committees of the LEP since the last Board meeting on 21 March 2023 in accordance with the LEP Assurance Framework, publicly available on the Lancashire Enterprise Partnership website:

<https://lancashirelep.co.uk/about/policies/>

#### Current LEP Committee Vacancies / Appointments

##### Vacancies

- There are currently two vacancies for Committee Members on the LEP Enterprise Zone Governance Committee.
- There are two vacancies on the LEP Innovation Board.

### **Appointment – Lancashire Enterprise Partnership Board**

It is noted that following the recent local authority elections in May 2023 that company member Blackpool Council have appointed Councillor Mark Smith as a new LEP Director / Board Member replacing Councillor Ivan Taylor.

### **Appointment – Innovation Board**

- There has been a membership change in the UK Wide Research and Innovation position, which was previously filled by Rick Holland. This position is now filled by Matt Chapman on the LEP Innovation Board

### **Appointments – Lancashire Skills and Employment Board**

- It is recommendation that the chair of The Lancashire Colleges (TLC) becomes the Chair of the Lancashire Skills and Employment Board for continuity, with Alison Robinson (LEP director for skills and technical education and vice chair of TLC) due to retire in July. It is not recommended that the new chair of the Lancashire Skills and Employment Board become a LEP director at this point, due to discussions regarding LEP integration. Arrangements will be reviewed as governance arrangements evolve for the proposed Combined Authority and a private sector board.
- It is also a recommendation that from the Lancashire Work Based Learning Forum and the Lancashire Skills and Employment Board that Nina Dixon, the new Manager of the Lancashire Work Based Learning Forum, replaces Gareth Lindsay (MD of NLTG), who is stepping down from the Lancashire Skills and Employment Board having previously represented the forum.
- In addition it is a third recommendation that Peter Caney (BAE Systems) become vice chair, following the retirement of Neil Conlon (Conlon Construction) in May 2023. The vice chair has typically been private sector.

### **Updates from recent LEP Committee Meetings / Decisions taken by the Urgent Business Procedure of the LEP**

#### **1. Urgent Business Procedure Decisions**

There have been four urgent decisions approved by the LEP Board via the Urgent Business Procedure since the last LEP Board meeting held on 21 March 2023 as follows:

#### **23 April 2023 – Pearl2 Co-investment**

**Resolved:** The Lancashire Enterprise Partnership Directors:





- (i) Considered and agreed in principle the Pendle Enterprise and Regeneration Ltd 2 request for a Growing Places Loan of £1,000,000 for 18 months on the terms set out in the report.
- (ii) Approved the CEO entering discussions regarding Heads of Terms with the developer and in consultation with the S151 Officer and LCC's Director of Law and Governance.
- (iii) Agreed to bring the Heads of Terms to the board for approval when drafted.

### **23 April 2023 – Titan Preston Co-Investment**

**Resolved:** The Lancashire Enterprise Partnership Directors:

- (i) Considered and agreed in principle the Titan Preston Land Ltd request for a Growing Places Loan of £600,000 for 3 years on the terms set out in the report.
- (ii) Approved the CEO entering discussions regarding Heads of Terms with the developer and in consultation with the S151 officer and LCC's Director of Law and Governance.
- (iii) Agreed to bring the Heads of Terms to the board for approval when drafted.

### **08 June 2023 – ETC Urban**

The Lancashire Enterprise Partnership Directors:

- (i) Considered and agree in principle the ETC Urban (Guildhall) Ltd request for a Growing Places Loan of £2,200,000 for three years on the terms set out in the report.
- (ii) Approved the CEO entering discussions regarding Heads of Terms with the developer in consultation with the S151 officer and LCC's Director of Law and Governance.
- (iii) To bring the Heads of Terms to the board for approval when drafted.

### **09 June 2023 – Careers Hub Grant**

The Lancashire Enterprise Partnership Directors:

- (i) Agreed to accept the grant in principle, with final sign off delegated to the Chief Executive of the LEP in consultation with Section 151 Officer and Director of Law and Governance.



- (ii) Agreed that the £25,000 match funding is confirmed from LEP budgets to match the grant offer from the CEC, subject to confirmation of the LEP's budget and business plan for 2023-24 at the 21<sup>st</sup> June Board meeting; and
- (iii) That the contract with Inspira is extended for a further year.

## 2. City Deal Executive and Stewardship Board

The City Deal Executive and Stewardship Board met on 14 March 2023 and considered / approved the following:

**City Deal Delivery and Performance Update Report** – A collection of reports were presented which gave various delivery and performance updates. Based on the 6 monthly core outputs, it was noted that the data displayed a good trajectory however this was contingent on City Deal receiving an extension.

It was reported that delivery across Homes England sites was good, however had been slowing down due to knock on effects from the wider market.

It was highlighted that skills and employment metrics showed a positive upward trend and demonstrated a buoyant and wide range of activity undertaken within the Preston Western Distributor project.

An update was given on the Preston Western Distributor scheme where it was reported that it was forecast to be completed on time and within budget despite supplier issues from Highways England.

Full agendas and minutes for the Combined City Deal meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1072>

## 3. Growth Deal Management Board

There have been no meetings of the Growth Deal Management Board since the last update.

Full agendas and minutes for Growth Deal Management Board meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1218>

## 4. Enterprise Zone Governance Committee

There have been no meetings of the Enterprise Zone Governance Committee since the last update.

Full agendas and minutes for the Enterprise Zone Governance Committee meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1171>



## 5. Lancashire Skills and Employment Board

The Lancashire Skills and Employment Board met on 01 June 2023 and considered / approved the following:

**Lancashire 2050** – The Board were informed that the first consultation event relating to education and skills within the Lancashire 2050 framework took place on 26 May to a high turnout and was a success. A second consultation event was planned for 08 June.

The strongest themes which came through as part of the consultation event to consider moving forward were:

- Economic Inactivity and it's link to health and wellbeing
- Employment Prospects being embedded within curriculums
- Dedicated employer involvement
- Aligning provision to meet evolving needs
- Funding issues
- Low carbon issues
- Transportation issues

**Economic Inactivity in Lancashire: Health and Wellbeing and the Economic Threat of Inactivity** – A presentation was given from ThinkUK who have been commissioned to conduct a report into the economic inactivity within Lancashire and it's links to health and wellbeing.

The preliminary recommendations for Lancashire based on the evidence were as follows:

- 1) A healthy, resilient Lancashire;
- 2) Better management of health at work to stem the number of people leaving work and becoming economically inactive;
- 3) Targeted, timely interventions to get people back at work at the earliest opportunity;
- 4) Enhancing support offers to those who are already economically inactive and claiming benefits, with a focus on those under 40;
- 5) Leverage Lancashire 2050 to build a better system response

It was noted that any progress toward achieving goals related to economic inactivity would be difficult due to a lack of EU funding.

**Update from the Lancashire Skills and Employment Hub and Partners** – A report was presented giving updates on the Lancashire Skills Hub structured against it's strategic themes. The following key points were highlighted:



- Inclusion Community of Practice conference held on 11<sup>th</sup> May was a success and provided actions to be taken forward to understand how to better support young people with SEN and from alternative providers to transition into work.
- Teen Tech Festival took place for the first time as a face-to-face event, which was hailed as a brilliant day with press releases to follow.
- The Skills Hub is working with the unitary and district councils to influence and map provision following the end of the ESF projects that will be funded via the UK Shared Prosperity Fund (UKSPF), however NEET is not deemed a priority in every area.
- As the ESF programme closes and the transition to UKSPF is undertaken, mapping work is being undertaken with the unitary and district authorities.
- The Skills Hub was successful in securing the remaining £900,000 funding for financial year 2023-2024 and has thus been awarded £3 million for Wave 4 (2023/24).
- Ongoing work around labour market intelligence, and continuing to see growth in the number of businesses signing up to the Lancashire Skills Pledge.

**Lancashire Careers Hub – Grant offer for 2023/24** – A report was presented which outlined the funding which had been allocated from the Department for Education to the Careers and Enterprise Company and the grant offer which has been received for the coming academic year.

Full agendas and minutes for the Lancashire Skills and Employment Board meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1011>

## 6. Business Support Management Board

The Business Support Management Board met on 25 May 2023 and considered / approved the following:

**British Business Bank Update** – A presentation was given outlining strategic objectives, key findings from 2022 research, regional and Lancashire specific activity and some case studies from NPIF programmes and start up loans.

**Access to Finance Evaluation** – A presentation was given on the interim evaluations of Access to Finance and outlined characteristics of clients by business size, geography and personal characteristics; feedback from clients on achievements and satisfaction; value for money; barriers to growth and opportunities and challenges.

**Sector Update: Energy and Low Carbon** – An update was given on the sector plan and the associated strategic objectives, actions and outcomes.

**Sector Update: Digital** – An update was given on the vision for Lancashire's economy and skills base, the strategic enablers and the developing action plan.



Full agendas and minutes for the Business Support Management Board meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1220>

## **7. Lancashire Innovation Board**

The Lancashire Innovation Board met on 05 June 2023 and an update will be provided at the next Board meeting.

Full agendas and minutes for the Lancashire Innovation Board can be accessed here:

<https://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeId=1678>

## **8. Joint Scrutiny Committee**

There have been no meetings of the Joint Scrutiny Committee since the last update.

Full agendas and minutes for the Joint Scrutiny Committee meetings can be accessed

here: <https://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeId=1708>

### **List of Background Papers**

Paper	Date	Contact/Tel
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None		
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Reason for inclusion in Part II, if appropriate		
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N/A		
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# Agenda Item 12

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