

Private and Confidential

LEP - Business Support Management Board

Minutes of the Meeting held on Thursday, 19th January, 2017 at 12.00 pm at the Former County Mess - The John of Gaunt Room, County Hall, Preston

Present

Michael Blackburn

Michael Damms
Gary Lovatt

Lee Petts

In Attendance

Andy Walker

1. Welcome and Apologies for Absence

Chair welcomed members and apologies were noted from Timothy Webber, Barbara Murphy, Sue Smith and Kevin Duffy. Iain Martin attend on behalf of Sue Smith.

Chair also welcomed Karen Cochrane, Tracy Heyes and Jane Vout from Learndirect and Lisa Moizer, LEP Skills Hub Coordinator.

2. Declarations of Interest

There were no declarations of interest noted at this time.

3. Minutes of the meeting held on 25 October 2016

Resolved: Minutes from the meeting held on the 25 October 2016 were agreed as an accurate record and signed by the chair.

4. Matters Arising

There were no matters arising.

5. New ESF Workforce Training Programme

Lisa Moizer, Lancashire Skills and Employment Hub Coordinator presented a summary report (tabled at the meeting) on the Lancashire Employees Support in Skills to members.

Members were advised that this was a SFA/ESF funded programme to engage with employers and employees to up skill employees and support a skilled and inclusive labour market, to contribute to economic wellbeing and growth across the county. This was reported to be a flexible project to meet the needs of employers.

The summary circulated outlined the priorities, key outcome measures and priority sectors. The funding will relate to the company in the priority sector rather than the job or qualification.

It was reported that a steering group has been established and met for the first time earlier in the week with various partner agency representatives.

Members were advised that the retail sector was not included in the priority sectors but there was the ability to work with the non-priority sectors where required.

It was confirmed that the fully funded element to this project related to the basic skills qualifications offered up to Level 2. The higher level skills as part of a higher level qualification would only be part funded.

Members were then provided with a presentation from Karen Cochrane, Regional Manager, North West, Learndirect on the Training, Education and Development (TrED) project in Lancashire. The project was reported to be targeted to priority sectors across three distinct project strands:

- Strand 1 - Skills support for redundancy
- Strand 2 - Skills support for the workforce – intermediate/higher level skills
- Strand 3 - Skills support for the workforce – basic skills

It was confirmed that Learndirect would be working with a number of supply chain partners to fill any gaps that Learndirect cannot provide. As an example, it was highlighted that in relation to strand 2 the supply chain would provide around 50% of this area of work. In addition the supply chain was reported to be flexible depending on requirements and there will be some Lancashire company's and some national.

The Board highlighted the need to use more local companies to ensure that once project has been completed a legacy is left to continue support.

Members were advised that a data agreement has been set up for sharing information to the relevant partners (in relation to the training needs analysis) and has been written into the contracts.

It was confirmed that a launch event would be held and a marketing budget is in place which would be aligned to launch.

Members were advised that reporting on the project will go to the Skills and Employment Board and will also be shared across LEP.

In response to a query around the impact and outcomes, it was confirmed that this would be tied in with the contracts. Members advised that they would like to see ongoing reports on outcomes and that there was a need for more tangible evidence of economic and social impact.

Resolved: The Board;

- i. Noted the report and the presentation from Learndirect
- ii. Confirmed support for this project by building awareness amongst Lancashire business networks

6. ERDF Funded Business Support Projects in Lancashire

Andy Walker presented the report circulated with the agenda which provided an update on the projects which have been awarded European Regional Development Fund (ERDF) resource to deliver projects to support and engage the business community.

16 out of the 18 projects which have been granted ERDF in the current programme were reported to be now up and running with the final two having just been approved.

Members were updated on the progress of Boost and the four projects now launched. It was reported that further work on the Boost Gateway was required.

In relation to the query around the promotion of international trade, it was confirmed that data would be provided to help support this to identify gaps.

Resolved: That the report and the steps being taken to improve reporting and coordination of the wider family of ERDF projects operational within Lancashire be noted.

7. Provision to support Scale-Up Businesses within Lancashire

Andy Walker presented a report on the provision to support scale-up businesses within Lancashire. The report highlighted that according to Companies House data, there were reported to be an estimated 157 scale-ups in Lancashire. Members were advised that some of the top 50 scale-up businesses would form part of the research completed by Sue Smith, UCLAN which will provide some further information.

A general discussion took place on whether the focus should be on those businesses which are already growing or those who are not yet at that point, and the need to continue to support growth which may be separate from the priorities and needs for Lancashire in terms of where growth is required.

Resolved: That the Board recommends that the LEP look at;

- i. Progress actions in respect of making contact with and further investigating the needs of Lancashire Scale-Ups through its current programme of research and Business Support
- ii. Map and engage Lancashire's "entrepreneurial ecosystem" and facilitate business access to stakeholders and partners utilising the Boost Bespoke Brand to frame this offer
- iii. Work with the Skills Hub to feature opportunities for young people in scale-ups and improve the supply of talent needed by growing businesses
- iv. Further explore the priorities for business support investment as existing parameters of factors such as eligibility for European funding change
- v. Examine the mix of fully funded and charged for services, as the Growth Hub moves forward

8. Lancashire Enterprise Partnership Activity Update Presentation

Andy Walker provided an update to the Board on the Lancashire Enterprise Partnership activity.

It was reported that there are now three Enterprise Zones in Lancashire – Hillhouse, Blackpool Airport and Salmesbury/Warton sites and currently in the process to bring together all four sites to share and agree a process for enquiries across the sites.

Members were advised that they are currently awaiting an announcement on a settlement figure for Growth Deal 3.

It was highlighted that marketing work is taking place through the LEP for the Northern Powerhouse Partnership Programme.

Resolved: That the update provided be noted.

9. Business Support Management Board - Work Programme 2017

Andy Walker presented the report circulated with the agenda to highlight key tasks and responsibilities which the board are already involved and emerging areas of work.

Members discussed agenda items for the March meeting to include:

- Industrial strategy
- Brexit plan – scenario planning and positioning for Lancashire
- Combined Authority – it is envisaged that the LEP will work with the emerging Combined Authority to lead on a block of activity around creating the conditions for continued business growth within Lancashire. Business Support is likely to figure as an element of this, with the Combined Authority particularly interested in securing inclusive growth

RSA – inclusive Growth Commission was suggested for a future meeting

Resolved: That;

- i. The content of the suggested work programme for 2017 be noted.
- ii. Further suggestions for consideration be sent to Andy Walker.
- iii. Request for possible extension of meeting time in March be confirmed.

10. Matters to be Reported to the LEP

The Board discussed items to be reported to the next LEP Board meeting.

Resolved: That the BSMB would recommend to the LEP that any response to the formal consultation on the Industrial Strategy Green Paper should, if practicable, represent the views of and be endorsed by the business support organisations represented on the this sub-group.

11. Any Other Business

None.

12. Date of Next Meeting

The next meeting is due to be held on Tuesday 7 March 2017, **12-3pm*** in **Room A07****, County Hall, Preston.

*Please note the extended time as requested on the 19 January 2017.

**Please note this is a change to room previously booked.