



Lancashire Enterprise Partnership Limited

Private and Confidential: NO

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LEP Governance and Committees Decisions Report

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Executive Summary

This report extracts the key items considered by each of the Lancashire Enterprise Partnership Board 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.

Recommendation

The Lancashire Enterprise Partnership Board is asked to:

- (i) Note the updates provided in this report in relation to Governance and the Committees of the Lancashire Enterprise Partnership; and
- (ii) Note that all Director, Committee Members and Officers will be asked to review their Register of Interests and confirm them as correct for the 2019/20 municipal year.

Background and Advice

The Lancashire Enterprise Partnership Board approved its first Assurance Framework on 17th March 2015, which was subsequently submitted to Government as final in April 2015. The Framework has since been refreshed annually in light of changes in operational requirements and national guidance. The latest Assurance Framework dates January 2019 is publically available on the Lancashire Enterprise Partnership website: <http://www.lancashirelep.co.uk/about-us/about-the-lep.aspx>

It should be noted that the Assurance Framework has been updated since the last LEP Board meeting in light of recent LEP Director resignations and Committee Member changes as set out in the report.



Governance Updates

Register of Interests – Directors, Committee Members and Officers

This is a regular standing item within the Governance report which recognises the importance of all Directors, Committee Members and Officers ensuring they continually review their published Register of Interests in accordance with both National and Local Assurance Frameworks.

As reported to the last ordinary LEP Board meeting held on 6th November 2018 all Registers are up to date and published in accordance with the guidelines on the LEP website. Whilst they are up to date all Directors, Committee Members and Officers are requested to review their Registers and confirm they continue to be correct for the 2019/20 Municipal Year.

Current LEP Vacancies

As a result of the resignation of the former Chairman, Edwin Booth on 31st December 2018, and the Performance Committee Chairman Liam Finnigan on 21st December 2018, there are a number of LEP related vacancies as follows:

- LEP Vice Chairman
- Executive Committee
- Enterprise Zone Governance Committee
- Performance Committee (2 x vacancies one for Chairman plus another LEP Director)

These vacancies will be picked up as part of the LEP transition work being undertaken by the LEP Transition Director Graham Cowley, therefore it is not proposed to fill these vacancies at this time.

It is also for noting that in late December 2018, Councillor Ken Hind resigned as Leader of Ribblesdale Borough Council and therefore as one of the two Lancashire District Leader Directors on the LEP Board. Lancashire District Leaders have been requested to nominate a replacement Director.

Updates from recent LEP Committee Meetings and Urgent Decisions taken by the Executive Committee

1. Executive Committee – Urgent Decisions Taken

27th December 2018 – Luneside East Revised Proposal

The Executive Committee, on behalf of the Lancashire Enterprise Partnership, approved revised repayment terms and security arrangements as presented with regard to this Growing Places investment. The Executive Committee requested that the LEP Board receive regular updates on this scheme at future LEP Board meetings.



15th January 2019 – Three New LEP Skills and Employment Board Committee Members

The Executive Committee, on behalf of the Lancashire Enterprise Partnership, approved, following a recruitment and selection process that Ruth England, Head Teacher of Shuttleworth in Burnley, Andrew Dewhurst, Director of the Affilius Group and Neil Conlon, Divisional Director, Conlon Construction be appointed as Committee Members on the LEP Skills and Employment Board. This takes the membership of the LEP Skills and Employment Board to 10 with a maximum permitted membership of 12.

18th January 2019 – North Blackburn Growth Funding Application

The LEP Executive Committee considered a strategic outline business case report prepared by Jacobs and approved, endorsed by the Transport for Lancashire Committee, on behalf of the Lancashire Enterprise Partnership and agreed to conditionally grant the scheme a maximum £2.3m Growth Deal funding. The funding award being conditional on Blackburn with Darwen Borough Council providing confirmation that the collective economic output forecasts for the three 'Pennine Gateway' schemes remain in line with the targets provided in the original Expression of Interest.

23rd January 2019 – Skills Advisory Panel Memorandum of Understanding

The LEP Executive Committee considered and approved the submission of the Memorandum of Understanding document, as presented, for submission to the Department of Education by the deadline of 25th January 2019 in order to secure £75k funding to support the Skills Advisory Panel for Lancashire.

2. Transport for Lancashire Committee

16th January 2019 – Transport for Lancashire Committee Meeting

The Transport for Lancashire Committee met on 16th January 2019 and considered / approved the following:

- **North Blackburn Funding Application** – The Committee considered and approved a Strategic Outline Business Case Report prepared by Jacobs and recommended that the LEP Board grant the scheme a maximum £2.3m of Growth Deal Funding (this item is considered elsewhere on this agenda). The Committee also agreed to advise the LEP Board that the funding grant be conditional on Blackburn with Darwen Borough Council providing confirmation that the collective economic output forecasts for the three 'Pennine Gateway' schemes remain in line with the targets provided in the original Expression of Interest.



- **Lancashire Local Transport Plan Update** – The Committee considered and noted an update report on the preparation of a joint local transport plan for Lancashire, the current Lancashire Local Transport Plan runs until 2021, work is being undertaken collaboratively to prepare a joint local transport plan covering the three local transport authority areas of Lancashire and with a 25 year time horizon to 2045. The objective is to have this plan in place by 2020.

Full agendas and minutes for Transport for Lancashire meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeId=956>

3. City Deal Executive and Stewardship Board

29th November 2018 – City Deal Executive and Stewardship Board Meeting

The Combined City Deal Executive and Stewardship Board met on 29th November 2018 and considered / approved the following:

- **Preston Western Distributor (including Cottam Link Road) and East West Link Road** – The Executive / Stewardship Board were provided with a full update (in Part II Private and Confidential) regarding costings and scheme delivery which was noted.
- **A582/B5253 South Ribble Western Distributor Update** – The Executive / Stewardship Board received a report in Part II (Private and Confidential) in which they noted the costs for, and assumptions leading to, the order of magnitude estimates produced in 2012 and 2018 and noted the ongoing work to devise a mitigation strategy to be reported to the meeting of the City Deal Executive and Stewardship Board in early 2019.
- **Housing Site Review** – The Executive and Stewardship Board received a report in Part II (Private and Confidential) noting the Hive report's recommendations in relation to the acceleration of housing sites, with the Development Sites Delivery Group requested to report back to a future meeting on progress with implementation, approved the revised housing forecast provided by Hive, which will in turn be used for performance and finance monitoring purposes, and, tasked the City Deal Review Group with determining options to address the implications of the revised housing forecasts and impact on the finance model.
- **Independent Review of the Preston, South Ribble and Lancashire City Deal** – The Executive and Stewardship Board received a report in Part II (Private and Confidential) in which they noted a final independent review presented by Steer and requested that the City Deal Review Group develop an action plan to address the recommendations in the report.



18th December 2018 – City Deal Executive and Stewardship Board Meeting

The Combined City Deal Executive and Stewardship Board met on 18th December 2018 and considered / approved the following:

- **Detailed Private and Confidential Note of the Combined City Deal Meeting held on 29th November 2018** - The Preston, South Ribble and Lancashire City Deal Executive and Stewardship Board confirmed the detailed private and confidential note of the Combined City Deal Executive and Stewardship Board meeting held on 29 November 2018 as an accurate record.
- **City Deal Review** - The Executive and Stewardship Board were provided with a private and confidential update from partners in relation to options for the financing and delivery of the Scheme. The City Deal Executive and Stewardship Board:
 - (i) Received and noted the information presented at the meeting.
 - (ii) Expressed concern and disappointment that the Combined meeting was not yet in a position to consider and finalise options for income generation, scheme sequencing/prioritisation and expenditure mitigation; and
 - (iii) Recognised that the City Deal was now time critical and requested all partners to work together over the next few weeks to enable firm proposals for income generation, scheme sequencing/prioritisation and expenditure mitigation to be presented for determination at the next combined meeting on 5 February 2019.

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

4. Growth Deal Management Board

12th December 2018 – Growth Deal Management Board

The Growth Deal Management Board met on 12th December 2018 and considered / approved the following:

- **Social Value Report** – The Growth Deal Management Board commented on performance across the social values metrics and the attached social value dashboard. The Committee also reviewed and supported the proposal for the adoption of the National Social Value Framework Themes Outcomes and Measures, as a standardised methodology for measuring social values across the Growth Deal programme.
- **Growth Deal Communications Update Report** – The Board considered and approved a report on recent Growth Deal communication activity.
- **AMuseum Appraisal Update Report** – The Growth Deal Management Board considered a report and agreed that the Lancashire Enterprise Partnership be



recommended to approve Growth Deal funding of up to £1.500m to the AMuseum project at its next meeting, subject to:

- i) Securing the final elements of the project's funding package, including contributions from the Heritage Lottery Fund and Coastal Communities Fund and ongoing fund raising activity.
 - ii) Further understanding of the target market for the attraction in terms of socio-economic groups and age bands and, linked to this, the additionality of visitor numbers to the resort and Lancashire as a whole.
 - iii) Confidence regarding visitor demand – based on the latest scheme proposals – from a current non-Blackpool visitor market.
 - iv) Greater understanding regarding the extent and nature of interactive exhibitions to be accommodated in the museum (although some further details have been provided since June and this will be an ongoing area of development).
 - v) Ongoing financial sustainability, given the tight operating margin (although the Council has noted that a review of costs is underway – which would, potentially, in turn, impact on levels of direct, indirect and induced employment
 - vi) Confirmation from the applicant to under-write the museum's operations for 10 years).
 - vii) Quantification of the added value of inclusion of the museum project within the Renewal of Blackpool programme.
 - viii) Provision of the final management/operating structure together with recruitment process, to provide confidence re the delivery of this sector intervention.
- **Programme and Project Update Report** – The Growth Deal Management Board considered a report containing LEP Funding Approvals, Local Growth Funding Agreements, Project Updates and Monitoring, Evaluation and Social Value Workshop updates which was noted. It was requested that an update in relation to unallocated funds be presented to the next Committee meeting.
 - **Growth Deal Evaluation Update Report** – The Growth Deal Management Board considered a report and approved the five schemes for which an exemplar project evaluation would be undertaken as follows:
 - Food, Farm, Innovation Technology Centre
 - Hyndburn, Burnley, Pendle Growth Corridor
 - 21st Blackpool Conference Centre
 - Advanced Manufacturing Research Centre North West
 - Lancaster Health Innovation Campus
 - **Northlight – Mini Business Case Report** – The Growth Deal Management Board considered a report and approved that the project proceed in accordance with the mini business case as presented subject to the provision of an acceptable State Aid Opinion and confirmation of Lancashire County Council funding to the scheme. In addition it was agreed that a meeting be arranged



between the Chair of Growth Deal Management Board, the Programme Manager and the Project Sponsor to discuss slippage and delivery timescales.

- **Local Grant Funding Agreements – Approval to Execute** – The Growth Deal Management Board approved the Local Grant Funding Agreement for the North West Burnley Growth Corridor Scheme and the Furthergate Link Road – Pennine Gateway scheme, allowing the Local Grant Funding Agreement to be executed, concluding contracting.
- **Growth Deal Finance Report** – The Growth Deal Management Board received a report and noted the spend to date, together with spend to be made in future years, noted the forecast of funding to be balanced to the funding available as set out, and, agreed that consideration be given to the continued profiling of funding forecasts being as accurate as possible, with the Committee managing existing projects in order to recoup any slippage and ensure new projects remain on track in line with their spend profile.

The reports and minutes for Growth Deal Management Board meetings can be accessed here:

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

5. Enterprise Zone Governance Committee

28th November 2018 – Enterprise Zone Governance Committee

The Enterprise Zone Governance Committee met on 28th November 2018 and considered / approved the following:

- **Hillhouse Technology Enterprise Zone Update Report** – The committee received and noted a written report updating on all aspects of this Zone, including Masterplan developments, Delivery and Implementation, Marketing Strategy, Marketing Activity, Governance and enquires received for the site and endorsed the programme of forthcoming activity as set out in the report.
- **Blackpool Airport Enterprise Zone Progress Report** – The Committee considered a written report. It was highlighted that the Blackpool Airport Enterprise Zone Masterplan had now been submitted to the Ministry of Housing, Communities and Local Government with feedback due imminently. An update was provided on the Delivery (Implementation) Plan for the Zone including core outputs and funding. The Committee noted the progress report and endorsed the updated Masterplan as presented.
- **Samlesbury Aerospace Enterprise Zone and Warton Aviation Enterprise Zone** – The Committee received a written report on both these sites. With regard to Samlesbury Enterprise Zone it was highlighted that it had recently seen significant investment to develop the site as a world-class advanced manufacturing location which has included infrastructure works. It was noted



that the site was now home to the Academy for Skills and Knowledge and that an Advanced Manufacturing Research Centre planned for the Zone was progressing.

With regard to Warton Aviation Enterprise Zone it was highlighted that a masterplan and ten year Local Development Order were now in place for the site.

The Enterprise Zone Governance Committee noted and endorsed the updates provided on Samlesbury Aerospace and Warton Aviation Enterprise Zones.

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

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

6. Lancashire Skills and Employment Board

21st November 2018 – Lancashire Skills and Employment Board

The Lancashire Skills and Employment Board met on 21st November 2018 and considered / approved the following:

- **Lancashire Skills and Employment Hub Update** – The Lancashire Skills and Employment Board noted the update report, agreed to put forward a formal request to the Education Skills Funding Agency to have an observer on the Lancashire Skills and Employment Board and agreed to establish a task and finish group on the subject of apprenticeships (consisting of Gareth Lindsay, employer ambassadors and local authority leaders) to report to the meeting of the Lancashire Skills and Employment Board on 3 April 2019.
- **City Deal Skills and Employment Report** – A report was presented providing an overview of the information submitted by the City Deal Skills and Employment Steering Group to the City Deal Executive. It was emphasised that the performance is mainly in line with the targets for each of the key performance indicators. It was noted that, while there was a decline in apprenticeship starts nationally and in Lancashire due to the Apprenticeship reforms, there had been an increase in the number of apprenticeship starts generally, and a significant increase in the number of construction apprenticeships in the City Deal area.
- **Careers Information Advice and Guidance for Adults** – The Lancashire Skills and Employment Board received a presentation on this topic which was noted with comments raised regarding the potential exclusion of people with limited access to the internet from the support networks provided.
- **European Social Funds** – The Lancashire Skills and Employment Board received a report which provided an overview of Lancashire's European Social



Funds programme and the current position regarding allocated and unallocated funds. It was agreed to recommend that the Lancashire ESIF Committee approve the proposals detailed in the report, for submission to the Department for Works and Pensions.

- **Technical Education Vision** – A report was presented which provided an update on the launch of the Lancashire Education Vision taking place on 30th November 2018. It was noted that the Lancashire Technical Education Steering Group will provide updates to the Lancashire Skills and Employment Board through the regular Employment Hub update report.
- **LEP Review** – An update was provided on progress with the LEP review.
- **European Social Funds (ESF) – Education Skills Funding Agency (ESFA) Opt-In Projects** – An overview presentation was provided for each of the Education Skills Funding Agency Opt-In projects against their current ESFA profiles which was noted.
- **Appointment of new Skills and Employment Board Members** – An update was provided on the recruitment process to appoint new Skills and Employment Board members to fill existing vacancies which was noted.

Full agendas and minutes for the Lancashire Skills Board meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1011>

7. Performance Committee

The Performance Committee has not met since the last ordinary meeting of the Lancashire Enterprise Partnership Board held on 6th November 2018 / Special Lancashire Enterprise Partnership Board meeting held on 12th December 2018.

Full agendas and minutes for the Performance Committee meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1216>

8. Business Support Management Board

9th January 2019 – Business Support Management Board

The Business Support Management Board met on 9th January 2019 and considered / approved the following:

- **Developing a Local Industrial Strategy for Lancashire – the role of the Lancashire Enterprise Partnership's Business Support Management Board** – It was noted that the core issues for the Lancashire economy required identification and implementation of the assessment framework would be vital.



The Board noted the report and provided a steer on the development of Lancashire's Local Industrial Strategy.

- **LEP Review Update and Process to select new Chair** – A verbal update was provided to the Business Support Management Board on this subject.
- **North West Coastal Arc Clean and Sustainable Growth** – A report was presented which provided an update on regional Science and Innovation Audits and the North West coastal Arc Partnership for Clean and Sustainable Growth which was formed in 2017 which was noted.
- **Lancashire Energy Plan** – A report was presented which updated on use of a grant provided by the Department for Business, Energy and Industrial Strategy to develop a Local Energy Strategy / Plan with the work in Lancashire to produce the Plan led by a steering group comprising representatives from local authorities, public health, two universities, local utility companies, the private sector and the Lancashire Enterprise Partnership. The Business Support Management Board noted the extent to which European Regional Development Funding Priority 4 funding had been committed and endorsed the Energy Strategy / Plan on behalf of the LEP Board.

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

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

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A