



Lancashire Enterprise Partnership Limited

Private and Confidential: NO

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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 note the updates provided in this report in relation to Governance and the Committees of the Lancashire Enterprise Partnership.

Background and Advice

This report provides an update on governance issues and meetings of committees of the LEP since the last ordinary meeting on 11 February 2019. This is in line with the refreshed Assurance Framework dated March 2019, publicly available on the Lancashire Enterprise Partnership website:

<http://www.lancashirelep.co.uk/assurance-and-governance.aspx>

Governance Updates

Significant changes to the governance of the LEP took place following a special meeting of the LEP Board on 19 March 2019, and by the subsequent written resolution of the Board, with actions also approved by the Company Member as appropriate. This included

- i. The approval of a revised Assurance Framework
- ii. The addition of Blackpool Council as a Member of the Company
- iii. The appointment of an interim Chief Executive.



Register of Interests

As reported at the last meeting, a full refresh of all Directors, Committee Members and Officers' Register of Interests has been carried out, and has been published on the LEP website prior to 1st April 2019.

Current LEP vacancies

A number of vacancies remain, and are being held pending the conclusion of the LEP review, including a Vice Chairman and members of the Enterprise Zone Governance Committee and the Performance Committee.

Updates from recent LEP Committee Meetings

1. Transport for Lancashire Committee

The Transport for Lancashire Committee has not met since the last ordinary meeting of the Lancashire Enterprise Partnership Board held on 11 February 2019.

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

2. City Deal Executive and Stewardship Board

5 February 2019 – City Deal Executive and Stewardship Board

The Combined City Deal Executive and Stewardship Board met on 5 February 2019 and considered / approved the following:

- **Performance Monitoring Report** - The Executive / Stewardship Board were provided with an update on performance for the period April-September 2018.
- **Homes England Quarterly Monitoring Progress Update** - The Executive / Stewardship Board were provided with an update on the Homes England sites.
- **City Deal review** - The Executive / Stewardship Board received a report in Part II (Private and Confidential) providing an update on progress made on financing for the schemes and other matters. A number of recommendations were made noting the current position and requesting further work and analysis from officers on the City Deal Heads of Terms, including further work from Steer
- **South Ribble Western Distributor and Preston Western Distributor – Progression of Business Cases** – The Executive / Stewardship Board received a report in Part II (Private and Confidential) on the above schemes, expressed support for the schemes and approved a way forward, including the submission of relevant business cases

12 March 2019 – City Deal Executive and Stewardship Board Meeting

The Combined City Deal Executive and Stewardship Board met on 12 March 2019 and considered / approved the following:

- **Homes England Quarterly Monitoring Progress Update** - The Executive / Stewardship Board were provided with an update on the Homes England sites.
- **City Deal Transport Plans Update** - The Executive / Stewardship Board considered an update on plans for city transport, public transport corridor, local centres, walking and cycling plans. The Board noted the plans and their ongoing development.
- **City Deal Review Update** - The Executive / Stewardship Board considered an update on the City Deal review. Work continues on the development of the Heads of Terms, alongside proposals for revised governance arrangements, infrastructure delivery plan, a revised financial model and communications plan, with the aim of these being formally adopted in the summer. The Board noted the update provided and the resolution of the previous meeting regarding the agreed timescales for the City Deal Review.
- **Infrastructure Delivery Update – 2018/19 Q3** - The Executive / Stewardship Board received the update for the period October – December 2018, noting updates on the A582, the Preston Western Distributor and East West Link Road, and the Bamber Bridge Town Centre Improvements scheme.
- **City Deal Finance Monitoring Report – 2018/19 Q3** - The Executive / Stewardship Board received the Finance Monitoring report in Part II (Private and Confidential), including discussion of potential opportunities presented by Homes England.
- **Procurement of Penwortham/ City Centre Public Transport Priority Corridor Improvement Works** - The Executive / Stewardship Board received a report in Part II (Private and Confidential) on the above scheme. The Board noted the scope of the scheme and approved a formal competitive tender process for the scheme delivery.

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

The Growth Deal Management Board has not met since the last ordinary meeting of the Lancashire Enterprise Partnership Board held on 11 February 2019.



The reports 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

21 March 2019 – Enterprise Zone Governance Committee

The Enterprise Zone Governance Committee met on 21 March 2019 and considered / approved the following:

- **Blackpool Airport Enterprise Zone Progress Report** – The Committee considered a private and confidential report. It was highlighted that the Blackpool Airport Enterprise Zone Masterplan was available for download from the LAMEC website, and was subject to annual review. An update was provided on the Delivery (Implementation) Plan for the Zone including marketing activity and the development of a risk register. The Committee noted the progress report and endorsed the updated Masterplan as presented.
- **Hillhouse Technology Enterprise Zone Update Report** – The committee received and noted a private and confidential update reports including Masterplan developments, the implementation plan and marketing. The committee noted the report.
- **Samlesbury Aerospace Enterprise Zone and Warton Aviation Enterprise Zone** – The Committee received a private and confidential report on both these sites. With regard to Samlesbury Enterprise Zone it was noted that the spine road is now in place an fully operational allowing access through the site. With regards to the Warton Site it was noted that this is a different site in terms of geography and that site visits and strategic discussions are taking place

It was felt that there would be benefits in site visits for LEP Board members to all sites.

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 Advisory Panel

3 April 2019 – Lancashire Skills and Employment Advisory Panel

The Lancashire Skills and Employment Board met on 3 April 2019 and considered / approved the following:



- **Update on the LEP review** – The Panel noted the latest developments, and stressed the importance of skills and employment public/private partnership opportunities in the LIS
- **Skills and Employment Advisory Panel** – The Panel noted the renaming of the body and the revised terms of reference agreed by the LEP and resolved that the proposed recruitment and selection process and wording for an advert regarding the vacancy on the Panel for a representative from the Voluntary and Community sector, as set out in the report presented, is approved; and that Mr A Dewhurst be appointed to the Interview Panel (alongside the Chair and Dr Lawty-Jones) as part of the recruitment process referred to above and that the appointment of a representative from the Voluntary and Community sector be recommended to the LEP Board for approval in due course.
- **Lancashire Skills Hub Update** – The Panel received update on the Lancashire Enterprise Adviser Network and Careers Hub Annual Conference, European Structural Investment Funds and the Growth Deal programme.
- **Lancashire Digital Skill Partnership – Progress Report** – The Panel received an update and requested an update on the initial findings of the Digital skills research at the next meeting.
- **Tech Talent Charter** – The Panel received a report and resolved that That the Lancashire Enterprise Partnership Board be recommended to sign the Tech Talent Charter, to show the commitment of both the Partnership and Lancashire's Digital Skills Partnership to increasing diversity in the Tech Sector workforce and to encourage engagement of local businesses.
- **Apprenticeship Action Group** – The panel received a report on the work of the Apprenticeship Action Group which had worked with Lancashire Leaders to review the reduction in Apprenticeship starts in Lancashire, the impact of the reforms and identify best practice with regard to use of the Apprenticeship Levy. An Action Plan was considered, and it was recognised that there needed to be more engagement with the private sector and opportunities to learn from other areas, including Manchester. It was also agreed that feedback would be sought from Lancashire Leaders. A final Action Plan would be brought to the next meeting for approval.

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

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

6. Performance Committee

The Performance Committee has not met since the last ordinary meeting of the Lancashire Enterprise Partnership Board held on 11 February 2019.



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

7. Business Support Management Board

14 March 2019 – Business Support Management Board

The Business Support Management Board met on 14 March 2019 and considered / approved the following:

- **Boost 2016-2018 External Valuation Report** – The Board noted the key findings of the evaluation and the strengths and ongoing challenges faced by the Boost project. It was noted that many of the issues identified had already been addressed through the commissioning of Boost 3, but it was proposed to continue to monitor the commitments to improvement and remediation in the future. Overall, the outcome of the evaluation of Boost 2 showed a strong performance against target.
- **Process to develop a Local Industrial Strategy and the role of the Business Support Management Board** - The Board received an update from Steer Economic Development on the work plan to deliver the LIS. It felt that the process would require effective stakeholder engagement and collaboration. Steer proposed local Theme/Project leads be identified, and to work with these Leads to utilise local networks and partnerships in developing the LIS.. Attention was also drawn to the trailblazer LIS areas and how they had gone about the work. The Board recommended that the proposed timescales be extended, that consultation with the business community be brought forward and that the research undertaken in Greater Manchester be emulated in Lancashire
- **BEIS Growth Hub Funding** – The Board considered a Part II (private and confidential) report on the grant provided by BEIS to Lancashire's Growth Hub, and resolved that
 - i. The Schedule 3 response to the Department of Business, Energy and Industrial Strategy (BEIS), setting out the parameters of Growth Hub operation in Lancashire as set out at Appendix A to this report be endorsed.
 - ii. The Schedule 1 response, setting out how BEIS funds will be used in Lancashire as set out at Appendix B to this report, be endorsed.
 - iii. That the recommendations at i) and ii) above, be reported to 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

N/A

Reason for inclusion in Part II, if appropriate

N/A