



Lancashire Enterprise Partnership Limited

Private and Confidential: NO

Date: Tuesday, 23 November 2021

LEP Governance and Committees Report

(Appendices 'A' and 'B' refer)

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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 resignations of Lorna Green and Pete Lee from the LEP Innovation Board and approve the appointment of Mike Kenny and Matthew Spinks as their replacements on the LEP Innovation Board.
- (ii) Note the resignation of Lynne Livesey from the LEP Skills and Employment Advisory Panel and approve the appointment of Professor Wendy Robinson (Lancaster University) as her replacement.
- (iii) Approve the dormant company accounts for the year ending 30 September 2021 and authorise the Chair to sign the accounts on behalf of the Board.
- (iv) Approve the recommendation from the Skills and Employment Advisory Panel that the Lancashire Skills and Employment Framework remains as is, and that the refresh is put on hold and that the position is reviewed at the end of March 2022 with this referred to the LEP Board for further approval.
- (v) Note the updates contained within the report, including the Committee vacancies.



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 ordinary meeting on 22 June 2021 in accordance with the LEP Assurance Framework dated December 2019, publicly available on the Lancashire Enterprise Partnership website:

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

Governance Updates

The LEP must file company account every year to ensure compliance with company law requirements. The LEP's accountable body – Lancashire County Council – processes all financial transactions on behalf of the LEP. The LEP therefore files dormant (Nil) company accounts each year. It is necessary for the LEP Board to complete the formalities of approving the dormant accounts (attached at Appendices 'A' and 'B') so they can be filed at Companies House in order to comply with the company's filing requirements.

Current LEP Committee Vacancies / Appointments

A number of LEP Committee vacancies exist within the LEP Assurance Framework, the LEP Board is asked to approve the following appointments are made.

LEP Innovation Board – 2 x New Committee Member Appointments

The LEP Innovation Board has been notified that two Board members had moved into new career roles that required them to resign their positions on the Board – those resignations were Lorna Green (AHSN Innovation Agency) and Pete Lee (Chemical Manufacturer – Victrex). The LEP Innovation Board has identified two replacement members – Mike Kenny (AHSN Innovation Agency) and Matthew Spinks (Chemical Manufacturer – Victrex). The LEP Board is requested to approve the appointments of Mike Kenny and Matthew Spinks as LEP Innovation Board Members.

It should also be noted that Tony Attard has resigned as a member of the LEP Innovation Board – the Innovation Board shall consider if a replacement member should be sought.

LEP Skills and Employment Advisory Panel – New Committee Member Appointment

Lynne Livesey, one of the university representatives, has retired from her role at UCLan and thus stepped down from the LEP Skills and Employment Advisory Panel. Following discussions with the Universities in Lancashire to identify a replacement, the Universities have nominated Professor Wendy Robinson (Lancaster Universities Pro-Vice-Chancellor for Education) to replace Lynne Livesey. The LEP Board is requested to approve the appointment of Professor Wendy Robinson as a new LEP Skills and Employment Advisory Panel Higher Education Member.



Other Vacancies

It is noted that following the resignation of former LEP Deputy Chairman David Taylor there are now the following vacancies on LEP Committees:

- 2 vacancies on the LEP Enterprise Zone Governance Committee (including a previous vacancy)
- 1 vacancy on the City Deal Executive (the LEP Deputy Chairman or their nominee)

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

1. Urgency Business Procedure Decisions

There has been one urgent decision approved by the LEP Board via the Urgent Business Procedure since the last LEP Board meeting held on 7th September 2021 as follows:

16th September 2021 – Heap Developments Ltd – Growing Places Loan

The LEP Board approved a Growing Places loan to Heap Developments Ltd on private and confidential terms as set out in the Urgent Business item.

2. City Deal Executive and Stewardship Board

The Combined City Deal Executive and Stewardship Board met on 20th October 2021 and considered / approved the following:

Homes England Quarterly report: The City Deal received an update on the progress made by Homes England during Quarter 1 and Quarter 2 of the 2021/22 financial year noting the key milestones achieved.

City Deal Q1 and Q2 Infrastructure Report: The City Deal noted a report providing an update on Q1 and Q2 progress with infrastructure in the City Deal area – with updates regarding the major road scheme – Preston Western Distributor.

Parking Levy – The City Deal Executive agreed that it was not the right time to consider a Parking Levy and deferred this report to a future meeting of the Combined City Deal.

Preston Western Distributor – The City Deal received a private and confidential report updating on the specifics of the Preston Western Distributor Scheme, noting the current programme and financial position of the scheme, agreeing a new format to future reports with regard the breakdown of construction costs and contingency



risks and that an update report on Social Value in relation to the scheme be brought to a future meeting of the Combined City Deal Executive and Stewardship Board.

Finance Monitoring Report as at 30th September 2021: The City Deal received a private and confidential report and noted the September 2021 Financial Update and noted the work ongoing and required to be resolved to address the deficit forecast in the infrastructure delivery model.

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.

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

The Enterprise Zone Governance Committee met on 3rd November 2021 and considered / approved the following:

Samlesbury Aerospace Enterprise Zone: The Committee received two private and confidential reports on Samlesbury regarding the latest phase of works and development of an Enterprise Hub noting / approving both reports.

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

The Lancashire Skills and Employment Advisory Panel will meet on 10th November 2021. At the time of writing this report the meeting has not taken place, but the minutes will be accessible following the meeting from the link below and any outcomes reported to the next LEP Board meeting.

The Lancashire Skills and Employment Advisory Panel also met on 8th September 2021 and considered / approved the following:

Lancashire Skills and Employment Strategic Framework – 6 month progress report: The Panel supported the recommendation that the Lancashire Skills and Employment Framework remains as is, and that the refresh is put on hold and that the



position is reviewed at the end of March 2022 with this referred to the LEP Board for approval.

Careers Hub and Enterprise Adviser Network – Update Paper: The Panel noted the contents of the paper and the funds secured to support Careers Hub and EAN activity across the LEP area and noted that a further update on progress and priorities for the coming academic year would be provided at the November Panel meeting by Inspira.

Skills for Net Zero in Lancashire – Research Report: The Panel received a presentation regarding the LEP's Energy and Low Carbon Working Group research findings, highlighting current work themes, the impact of skills gaps and what employers were doing in response and any recommendations coming out of the research. In addition, it was noted that the research had informed the LEP's new sector plan, had supported two successful funding bids and contributed to the planning of a comprehensive research plan with Lancaster University over the next 3 years.

Skills for Jobs White Paper: Skills Accelerator Trailblazers: The Panel noted the contents of the paper as background information to the presentation from partners and agreed to support collaborative working and support for the Skills Hub to the Chamber of Commerce and the Lancashire Colleges regarding the successful implementation of the Trailblazers.

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. Business Support Management Board

There have been no formal meetings of the Business Support Management Board since the last update.

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 LEP Innovation Board will meet on 15th November 2021. At the time of writing this report the meeting has not taken place, but the minutes will be accessible following the meeting from the link below.

The LEP Innovation Board also met on 6th September 2021 (the day before the last LEP Board) and considered / approved the following:



Update on Board Membership: The Innovation Board received an update on resignations from the Board and the recruitment process for new Board Members as set out earlier in this report.

Update on the Innovation Strategy (UK and Local): A presentation was given noting progress to date on the development of the Lancashire Innovation Strategy, noting that the Board will seek to shape its understanding / definition of innovation moving forward and identify key priorities.

Innovation Plan Refresh: A presentation was given on the next stages on the Lancashire Innovation Plan refresh with it agreed that an updated copy of the presentation be circulated to Board members for information outside of the meeting.

Innovation Festival 2021 Update: The Board was updated on arrangements for the Innovation Festival 2021 which will run from 4th October 2021 to 9th October 2021 and also noted that the power supply issue at the AMRC will be explored further and if necessary an alternative venue identified for the manufacturing activities planned for the 7th October 2021.

Spotlight Reports: The Board noted a presentation on Social Innovation and the work of the Food Cluster, and it was agreed that the board be kept informed of further development in both areas.

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

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

List of Background Papers

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