



## **LEP – Sub Committee**

### **LEP - Lancashire Innovation Board**

**Private and Confidential: NO**

**Date:** Monday, 6 February 2023

### **Update on Innovation Plan**

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#### **Executive Summary**

This paper details the work developed to date and underway following the approval of the Lancashire Innovation plan 2023-28 at the December 2022 board meeting. It includes updates on the operating plan, KPI planning, marketing, and hiring.

#### **Recommendation**

That the board note the progress to date and share any feedback.

### **Background and Advice**

The Lancashire Innovation Plan 2023-2028 was agreed and signed off by the Lancashire Innovation Board in December 2022. Lancashire County Council (LCC) and Lancashire LEP officers are now working to develop this into working operational plan ready to hit the ground running with delivery in April 2023.

### **Operating plan**

Work is now underway to create timelines for the 12 actions identified within the Innovation Plan. This includes re-arranging existing resource within LCC, liaising with other partners leading on some of the actions, and doing final stage work to secure the additional resource proposed.

It is proposed that an ongoing operating plan including a monitoring framework be shared with the board by email before the start of April 2023. From the next board meeting in June 2023, a suite of reports and monitoring data will come in papers, and then be regularly updated for each board meeting going forward.



## **KPI planning**

Officers are currently working with our in-house analyst, Joseph Mount, and also linking into broader discussions around the proposed Data Observatory, to determine which of the suggested KPIs and outputs are both realistic and most useful to measure.

We are proposing to use the first year of the plan to simply monitor the data and be observant of patterns, with the aim to establish an accurate benchmark with data we feel is accurate and insightful. By the end of the first year of the plan we propose to then start to put in place realistic targets for each year going forward.

## **Marketing**

Officers are now developing the public facing version of the Innovation Plan, which will likely be a 16-page document, featuring the headlines of the refreshed research, all the 12 actions, and illustrated with infographics and photos.

A PR plan is being developed around this also, with a launch and promotion of the Plan likely to coincide with confirmation of budget from LCC in mid to late February. Officers are using this work as an opportunity to also start to explore the long-term marketing plan that is listed as action 4.1 in the Innovation Plan.

## **Hiring & Resource**

For the core Lancashire County Council and Lancashire LEP delivery mechanism, we expect to be able to draw down the full resource (£500,000 per year), for at least the first 2 years, but will confirm the exact sources of funding closer to April as some of the funding sources and allocation are still being confirmed. While discussed in principle with members this is still subject to final member agreement.

In the coming months focus will be put on developing job descriptions and doing recruitment outreach. More detail will follow but the roles are likely to be some or all of the following:

- Partnerships lead
- Project officer (local partnerships and place making projects)
- Senior project officer – Analyst / KPI monitoring, and Property research project co-ordination
- Innovation Engagement Officer (x 2)
- Community project officer (based in Fraser House)

If we are able to draw down the full amount of annual funding immediately, then we will advertise for all 6 of the new roles immediately for an initial 2-year fixed term contract. If by the time the funding is confirmed, we cannot draw down the full £500,000 immediately, we will hold back hiring for one or two of the roles (likely the project officer and one of the engagement officers), until we can guarantee we have funding secured for those 2-year fixed term contracts.



Some resource will also be prioritised for sector community development, and an initial property research project.

### List of Background Papers

Paper	Date	Contact/Tel
N/A		

Reason for inclusion in Part II, if appropriate  
N/A