



## Lancashire Enterprise Partnership Limited

**Private and Confidential: NO**

**Date:** Tuesday, 21 March 2023

### **LEP Governance and Committees Report - March 2023**

**Report Author: Andy Milroy, Democratic Services Manager (Companies),  
Lancashire County Council, Tel: 01772 530354, andy.milroy@lancashire.gov.uk**

#### **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 note the updates provided in this report in relation to Governance, urgent decisions taken since the last LEP Board meeting, and the Committees of the Lancashire Enterprise Partnership as set out.

### **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 Board meeting on 13 December 2022 in accordance with the LEP Assurance Framework, publicly available on the Lancashire Enterprise Partnership website:

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

### **Current LEP Committee Vacancies / Appointments**

#### **Vacancies**

- There are currently two vacancies for Committee Members on the LEP Enterprise Zone Governance Committee.
- There are two vacancies on the LEP Innovation Board. The four members who were previously recommended to the LEP Board have since commenced their appointment on Board at its last meeting on 06 February 2023.



- There have been two membership changes on the Business Support Management Board. Frank McKenna has been replaced by Beth McKenna (both Downtown in Business); Paul Foster has been replaced by Claire Driver (both Federation of Small Businesses (FSB)).

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

### **1. Urgent Business Procedure Decisions**

There have been two urgent decisions approved by the LEP Board via the Urgent Business Procedure since the last LEP Board meeting held on 13 December 2022 as follows:

#### **03 February 2023 – Ormskirk Hotel**

**Resolved:** The Lancashire Enterprise Partnership Directors:

- (i) Approved the use of £395,000 of the £1,600,000 loan to repay the mortgage on the Ormskirk Court Hotel in order to take a first charge on the building.
- (ii) Approved the extension of the availability period to 28 February 2024.
- (iii) Approved the extension to the repayment period to 28 February 2027 upon refinancing OR through annual instalments of capital from 28 February 2027 to 28 February 2031.
- (iv) Approved the LEP securing a personal guarantee from Max Walker-Williams.
- (v) Delegated authority to the LEP Chief Executive Officer in consultation with the Section 151 Officer and Lancashire County Council's Director of Corporate Services, in the capacity of Company Secretary to negotiate, approve and enter into the legal documentation required to protect the LEP's interest in respect of this loan.

#### **23 February 2023 – New Skills Board Members**

**Resolved:** The Lancashire Enterprise Partnership Directors approved the appointment of Paul Jones, Northern Automotive Alliance - Manufacturing and Helen Crossley, Booths – Food and Agriculture as new private sector Lancashire Skills and Employment Board Members with immediate effect.

### **2. City Deal Executive and Stewardship Board**

At the time of writing this report, the City Deal Executive and Stewardship Board are due to meet on 14 March 2023 and an update will be provided to the Board at the next meeting.



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.

Full agendas 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 21 February 2023 and considered / approved the following:

**Revised Enterprise Zone Social, Economic and Environmental Metrics** – The report outlined the amended framework following a request from Board members at the previous meeting.

It was requested that a further amendment be made in that a further figure should be added to the table to show the amount spent in the local supply chain as a percentage of the total.

**AMRC Update** – An update was given on the AMRC's key research themes, the growth in staff and capacity available, and future aspirations. It was commented that the timeline of the building being filled to capacity was dependent on the success of various bids, however it was anticipated that capacity would be reached in 2-3 years.

Regarding Marketing, it was discussed that it is working well with the current partnership and that there were good relations amongst the wider AMRC network. It was suggested that a focus of PR on Lancashire specifically would be welcomed.

**Blackpool Airport Enterprise Zone: Progress Report** – The report included updates on KPI's and milestones, risks, Masterplan and Delivery Plan, project management, fiscal incentives, current activity, social value and environmental activity, the Blackpool Town Deal, Squires Gate Industrial Estate, planning applications, communications infrastructure and marketing, and Blackpool Airport.

**Hillhouse Enterprise Zone: Progress Report** – The report included updates on activity since the last meeting, including achievements to date, KPI's and milestones, risks and actions, and update on the delivery plan, the Getting Building Fund, residential development, the Fleetwood/Poulton rail line, marketing, the Hydrogen Steering Group, the Vinnolit site, new onsite companies, and job creation.



**Samlesbury and Warton Enterprise Zones: Progress Report** – The report provided the committee with an update on the Samlesbury Aerospace and Warton Aviation Enterprise Zones.

Regarding the Samlesbury site, the report included an update on the site delivery programme, a financial update, an update on planning, commercial marketing agents, ancillary accommodation, communications, skills, and the low carbon feasibility study.

Regarding the Warton site, the report included an update on the masterplan and strategic meetings between partners.

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 Board**

The Lancashire Skills and Employment Board met on 8 December 2022 and considered / approved the following:

**Lancashire Careers Hib – Progress to July 2022 and priorities for this academic year** – The presentation outlined activities, progress and achievements during the last academic year and set out priorities for the coming academic year. As well as this, Peter Caney gave an overview of the Lancashire Cornerstone Employer group's strategic priorities and objectives, and how these aligned with new CEC employer standards, Lancashire Skills Hub priorities and Lancashire Skills Pledge activities.

**National Skills Fund: Skills Bootcamps** – The report outlines the work done on Digital Bootcamps across Lancashire.

It was highlighted that a further £100k had been allocated from the Department for Education (DfE) to enable further Bootcamps to be delivered during the 2022/23 financial year.

An overview was given of the proposal to DfE for further Skills Bootcamps in the 2023/24 financial year. It was noted that DfE had indicated they would provide feedback on the proposal in early January to enable contracts with existing providers to be extended, subject to performance and a further procurement process.

**Local Skills improvement Plan and Skills Advisory Panel Policy** – A report was presented outlining the Department for Education's policy regarding the introduction and funding of Local Skills Improvement Plans and changes to policy and funding regarding Skills Advisory panels and Local Skills Reports.

**Local Skills Improvement plan – update from the N&W Lancashire Chamber** – An update was given on the work of the sectoral focus group. It was reported that the first series of sectoral focus groups has taken place and that the groups were



considering in depth the types of job roles impacted by changing technology, and those that employers are struggling to fill and what the required skills were for those roles, and how the skills system can help support the development of those roles. Specific reference was placed on roles relating to the move to net-zero and increased digitalisation within different industries.

It was reported that following a recent board meeting, a plan of action for the next few months was being drawn up and that would be shared with the providers, the LEP and the Skills Panel.

**Lancashire 2050** – An update was given on the long term Lancashire-wide strategic framework, Lancashire 2050, which had been launched at the House of Commons as part of Lancashire Day celebrations. It was noted that work was still ongoing on the related delivery plan, and that in the new year the Lancashire Skills and Employment Strategic Framework would be brought for a refresh and would likely work as the delivery plan for the employment and skills theme.

**Update from the Lancashire Skills and Employment Hub and Partners** – A report was presented which gave an overview of the activity since the last meeting. It was highlighted that the government had signed off on the funding for the UK Shared Prosperity Fund although the funding was less than previous levels so it was expected that provision would be scaled back and there may be gaps.

It was also reported that the work underway with DCMS around support for, and raising the profile of, cyber careers in Lancashire linked to the work with the national Cyber Force; £100,000 had been committed to Lancashire by the DCMS under the Cyber Local Fund, which must be spent by March 2023.

The Lancashire Skills and Employment Board also met on 02 March 2023 and considered / approved the following:

**Lancashire 2050** – A verbal update was given on the Lancashire 2050 framework following the Leaders workshop which took place on 24 February 2023. It was noted that the workshop went well and that discussions were positive; a further update will be provided to the board on next steps as it relates to the theme of Skills and Employment at the next meeting of the Lancashire Skills and Employment Board. Gratitude was conveyed to the members of the Board for their hard work in providing a strong foundation on which to build towards the Lancashire 2050 themes.

**Multiversity Blackpool** – A presentation was given on the ambition of 'Multiversity' Blackpool following a successful levelling up funding bid which has seen £40 million of funding allocated to the project.

**Lancashire Innovation Plan** – A presentation was given on the work of the Lancashire Innovation board outlining the current Innovation plan and giving a summary of the key themes that are hoped to be achieved over the next five years. It was agreed that a working relationship between the two Boards would be beneficial,



and it was agreed that an informal workshop would be the best forum in which to begin to understand how the Boards can work together effectively.

**Update from the Lancashire Skills and Employment Hub and partners** – a report was given providing the Board on an update on the Lancashire Skills Hub, structured against its strategic themes: Future Workforce; Inclusive Workforce; Skilled and Productive Workforce; Informed Approach.

**Lancashire Digital Strategy and Partnership with the National Cyber Force** – A presentation was given on the Lancashire Digital Strategy and the Partnership with the National Cyber Force. Thanks were given to all those involved in the presentation for their hard work.

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 has been no meeting 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 Lancashire Innovation Board met on 05 December 2022, and considered / approved the following:

**Lancashire Innovation Plan – Final sign off Steer report** – A report was presented on the final version of the refreshed Lancashire Innovation Plan which incorporated feedback from Board members and wider stakeholders and set out a clear initial structure and first steps towards a practical delivery programme for the next five financial years.

It was reported that in the future, the Board would monitor progress against the operational plan with individual Board members tasking the lead on specific elements off the Plan. It was further confirmed that a marketing strategy would be developed together with a document summarising the contents of the Innovation Plan which would be made available to stakeholder and the public.

The Lancashire Innovation Board also met on 06 February 2023 and considered / approved the following:





**Update on the Innovation Plan 2023-28** – A report was presented on activity following the approval of the Lancashire Innovation Plan, including the development of an operating plan, KPIs, marketing and recruitment of staff.

The creation of a public facing document summarising the contents of the Innovation Plan was discussed and it was noted that this would be useful when communicating the Plan to both the public and the business community. Existing and future branding and communications were discussed and the importance of establishing a clear consistent message regarding innovation was recognised.

It was further noted that it was intended to secure initial funding resources from Lancashire County Council and the Lancashire Enterprise Partnership, and align plans with existing budgets from universities, the AMRC and others. It was outlined that some initial resources would be required to establish a small team to oversee implementation of the Innovation plan. It was acknowledged that there would be opportunity to recruit people who had the relevant skills and experience in July/august 2023 following the end of existing ERDF programs.

The need for a clear definition of innovation was discussed and the Board recognised that part of any future PR would involve an element of education on innovation in Lancashire.

Regarding the establishment of Key Performance Indicators, the Board was informed that initial focus would be on end technology and point development, and that there would be an opportunity in the future to develop KPIs around broader themes.

**Proposed sponsors for Innovation Plan actions** – A report was presented on a proposal for Board members to take ownership of the implementation of the Innovation Plan 2023-28 by acting as sponsors for specific actions set out in the plan.

The Board considered the remaining actions set out in the table which was presented and agreed to act as sponsors for the specific items listed within that table. It was also proposed that Board members consider acting as Co-Sponsor for activities to create resilience by sharing workload, and fostering collaboration.

**Update on current year work** - A report was presented on the use of the Lancashire County Council's Innovation budget and associated activities:

- Lancaster University was developing a bid for the Research England Development Fund which would include a letter of support from Lancashire County Council and the Lancashire LEP
- Following a workshop with the Connected Places Catapult work was being done to focus on the last mile of transport between Lancaster and Morecambe with a view to building sustainability around the Eden North Project. Lancaster University were to hold a planning workshop on 23rd February 2023 to consider scenarios around future provision of sustainable transport by bus, foot, and cycle to enhance the customer journey/experience.



- The Innovation Marketing Manager continued to develop various media under the 'Innovate Lancashire' brand, including a weekly podcast with different innovators across Lancashire.
- Arrangements were being made for the Innovation Festival to be held on 13th October 2023 at AMRC and the Innovation Challenge (a 'Dragons Den' style event) to be held on 14th June 2023 in Preston.
- Fraser House in Lancaster continued to be an example of best practice in terms of providing high quality space for innovative co-working and collaborations between people.
- Investment Zones were still under consideration and had been mentioned at the recent Convention of the North. 17 expressions of interest regarding investment zones in Lancashire (which contained a knowledge transfer or partnership component) had been submitted previously. It was anticipated that there would be a further call for investment zones in the future and with some additional development work Lancashire would be well placed to provide a short list at that time.

Full agendas and minutes for the Lancashire Innovation Board can be accessed here: <https://council.lancashire.gov.uk/ieListMeetings.aspx?Committeeld=1678>

## 8. Joint Scrutiny Committee

An inquorate meeting of the Joint Scrutiny Committee took place on 08 March 2023. An update on items informally discussed at this meeting will be provided to the next LEP Board meeting.

Full agendas and minutes for the Joint Scrutiny Committee meetings can be accessed here: <https://council.lancashire.gov.uk/ieListMeetings.aspx?Committeeld=1708>

## List of Background Papers

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