



LEP – Sub Committee

Growth Deal Management Board

Private and Confidential: No

Wednesday 8 July 2015

Growth Deal Management Board Terms of Reference

Appendices 'A' and 'B' refer

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Executive Summary

The purpose of this report is to:-

- i. Confirm the Terms of Reference for the Growth Deal Management Board as agreed by Lancashire Enterprise Partnership Board on 16th June 2015.
- ii. Consider the election of a Deputy Chair.
- iii. Consider a proposed programme of meetings for 2015/16.

Recommendation

The Committee is invited to

- i. Note the Terms of Reference.
- ii. Determine whether to elect a Deputy Chair.
- iii. Consider and agree the proposed programme of meetings for 2015/16.

Terms of Reference

A Shadow Growth Deal Implementation Board, chaired by Mr Graham Cowley, was established in 2014 to oversee the preparation of a Growth Deal Implementation Plan and a Growth Deal Monitoring and Evaluation Framework. These two key Growth Deal documents were submitted to Government in April 2015.

Since April 2015 the role and remit of the Growth Deal Management Board have been discussed. Draft Terms of Reference were presented to, and approved by, Lancashire Enterprise Partnership Board on 16th June 2015. A copy of the Terms of Reference are presented at Appendix 'A' to this report.



Election of Deputy Chair

The Terms of Reference state that: "The Growth Deal Management Board may appoint one of its number to act as Deputy Chair."

It is suggested that members of the Growth Deal Management Board determine whether the appointment of a Deputy Chair is appropriate, and if so agree who should be appointed to act as Deputy Chair.

Meeting Frequency

The Terms of Reference state that: "The Growth Deal Management Board shall meet according to operational need".

In order to support the efficient discharge of the functions and requirements placed upon the Growth Deal Management Board it is considered prudent to determine and agree a programme of meetings.

A proposed programme of meetings for 2015/16 is set out at Appendix "B".

The rationale for this proposed programme is that on a quarterly basis the Growth Deal Management Board should meet following the completion and submission of quarterly monitoring reports and requests for financial draw-down from individual projects. Additional meetings proposed to take place between the quarterly meetings are intended to take account of the potential need to deal with other matters including (but not restricted to) change notice forms and approval of local growth fund agreements.