



LEP – Sub Committee

Enterprise Zone Governance Committee

Private and Confidential: No

Thursday 16 July 2015

Enterprise Zone Governance Committee Terms of Reference

Appendix 'A' refers

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Executive Summary

The purpose of this report is to:-

- i. Note the Terms of Reference for the Enterprise Zone Governance Committee as agreed by Lancashire Enterprise Partnership Board on 10th February 2015.
- ii. Consider meeting frequency and timings for 2015/16.

Recommendation

The Committee is invited to

- i. Note the Terms of Reference.
- ii. Consider and agree meeting frequency and timings for 2015/16.

Background and Advice

The Lancashire Enterprise Partnership at its Board meeting held on 10th February 2015 approved the Terms of Reference for the Enterprise Zone Governance Committee and approved its establishment as a sub-committee of the LEP.

The main purpose of the Enterprise Zone Governance Committee is to set and oversee the strategic direction of the Lancashire Enterprise Zone and provide regular reports on the progress of the Enterprise Zone to the LEP Board.

The agreed Terms of Reference are attached at Appendix 'A' for the Committee to note.



Meeting Frequency

In order to support the efficient discharge of the functions and requirements placed upon the Enterprise Zone Governance Committee and to ensure appropriate reporting mechanisms are put in place for the Committee to report to the LEP Board it is considered prudent to determine and agree the principles of meeting frequency.

It is proposed that the Committee meets approximately 2-3 weeks prior to each LEP Board meeting in order that any recommendations from the Committee can be reported to the LEP Board in a timely manner. The Committee are therefore asked to consider and agree that Committee meetings are arranged approximately 2-3 weeks prior to the existing programme of LEP Board meetings for 2015 / 16 which are:

- 6th October 2015
- 15th December 2015
- 2nd February 2016
- 5th April 2016
- 14th April 2016