

## **Lancashire Enterprise Partnership Limited Board**

**Minutes of the Meeting held on Tuesday, 16th June, 2015 at 6.00 pm at the Cabinet Room 'D' - The Henry Bolingbroke Room, County Hall, Preston**

### **Present**

Mr E Booth (Chair)

Mr M Blackburn  
Cllr S Blackburn  
Mr J Carter  
Mr G Cowley  
Mr M Damms

Mr R Evans  
Dr M McVicar  
CC J Mein  
Cllr P Riley

### **In Attendance**

Mr A Cavill  
Mr D Colbert  
Ms R Connor  
Mr T Flanagan  
Mr A Good  
Mr N Jack

Mr M Kelly  
Ms A Melton  
Mr A Milroy (Company Services)  
Ms J Turton  
Mr A Walker

### **1. Welcome and Apologies for Absence**

The Chair, Mr E Booth, welcomed all to the meeting. Apologies for absence were noted from Councillor Stuart Hirst, Councillor Mark Townsend, Mike Tynan, Cliff Robson, Mark Smith and David Taylor. Officer apologies were received from Ian Young, Company Secretary.

The Chair welcomed the new member of the Board from Blackburn with Darwen Borough Councillor Phil Riley and the new officer representative from Blackburn with Darwen, Tom Flanagan.

In addition, the Chair extended his congratulations to Mike Blackburn who had been awarded an OBE in the latest Queen's birthday honours list, the Board also congratulated Mike on this prestigious achievement.

### **2. Minutes of the meeting held on 21st April 2015**

**Resolved:** The Board approved the minutes of the meeting held on 21<sup>st</sup> April 2015 as an accurate record, the minutes were duly signed by the Chair.

### 3. **Matters Arising**

Mr Martin Kelly, Director of Economic Development, Lancashire County Council gave an update under matters arising regarding the Luneside East Development reported to the previous meeting. Mr Kelly reported that the legal agreement relating to this development was currently being finalised and will be circulated to the Executive Committee for approval as soon as possible.

### 4. **Declarations of Interest**

None declared.

### 8. **Employment and Skills Strategy**

*Ms Amanda Melton, Chief Executive, Nelson and Colne College and Chair of the Lancashire Skills Board joined the meeting at this point.*

Ms Melton gave a presentation on the work of the Lancashire Skills Board (sub committee of the Lancashire Enterprise Partnership) outlining the current priorities including Strategic Economic Plan (SEP) Skills Priorities, Developing Skills Action Plans, Major LEP developments (e.g. City Deal and Enterprise Zone), Strengthening linkages with business growth initiatives (e.g. Boost), Strategic Framework for Employment and Skills, Developing shared capacity to drive forward Skills Priorities – Lancashire Skills Hub and raising awareness and engagement with employers and stakeholders.

It was noted that the LEP Board would be provided with regular updates on the work of the Lancashire Skills Board at future Board meetings.

**Resolved:** The Board noted the presentation regarding the Employment and Skills Strategy and the work of the Lancashire Skills Board.

*Ms Melton left the meeting at this point.*

### 6. **Strategic Marketing Report**

*Ms Ruth Connor, Chief Executive of Marketing Lancashire Limited, joined the meeting at this point.*

Ms Connor presented a report (circulated) regarding the development of a Strategic Marketing Proposition for Lancashire. The Board was reminded that at the Board meeting held on 17<sup>th</sup> March 2015 approval was given to progress with the procurement of a strategic marketing tender.

Following a tender process it was recommended to appoint two agencies to deliver the media and communications plan. The Board previously agreed to deploy £100,000 from its core budget in support of this commission. However, the total costs for both agencies is £122,250 plus VAT. The selection panel felt that

appointing two agencies still represented significant value for money, especially given the extent of the proposed dual agency work programme as set out in the report.

**Resolved:** The LEP Board:

- (i) Noted the contents of the report;
- (ii) Approved the proposed approach to developing a strategic marketing proposition for Lancashire, as set out in the report; and approved the proposals in the report regarding the outputs and costs to progress with the strategic marketing brief;
- (iii) Agreed to delegate authority to the Director of Economic Development of Lancashire County Council and the Chief Executive of Marketing Lancashire, to progress with the agency Appointments, as set out in the report; and
- (iv) Requested that the Chief Executive of Marketing Lancashire provides regular updates to the LEP Board on the appointment of consultants and the resultant work programme and stakeholder engagement strategy.

*Ms Connor left the meeting at this point.*

## **5. Assurance Framework Update**

Mr Kelly presented a report (circulated) which provided a series of updates to the LEP Assurance Framework.

It was highlighted that the report contained proposed Terms of Reference to establish three new Sub Committees of the LEP, namely a Performance Committee, Growth Deal Management Board and Business Support Management Board. In addition a number of appointments were confirmed, it was confirmed that Councillor Phil Riley had replaced Councillor Maureen Bateson as the LEP Director nominated by Blackburn with Darwen Council. It was proposed that Mr David Taylor be appointed as the Vice Chair of the LEP, that Mr Malcolm McVicar be appointed as the LEP Vice Chairs' nominee on the City Deal Executive and that Mr Mike Damms be appointed as the LEP Chairs' nominated representative on the Transport for Lancashire Committee, in addition to Mr Graham Cowley.

An updated Governance Structure diagram was circulated to the Board.

**Resolved:** The Board:

- (i) Considered and approved the Terms of Reference for the Performance Committee, attached at Appendix A (to the report);
- (ii) Considered and approved the Terms of Reference for the Growth Deal Management Board, attached at Appendix B (to the report);

- (iii) Noted that a special meeting of the LEP Board (or of the Executive) may need to be convened in order to meet Government's emerging timescales for Growth Deal reporting;
- (iv) Considered and approved the Terms of Reference for the Business Support Management Board and its core membership, attached at Appendix C; and delegate responsibility to the Chair of the LEP in consultation with the Chair of the Business Support Management Board to fill the remaining vacancies on the Board;
- (v) Considered and approved the proposed appointments to LEP Board and Committee positions;
- (vi) Requested that the Company Secretary, in consultation with the LEP Chair, prepare, as a standing item for future meetings, a single report summarising the key activities and recommendations of each LEP Committee for consideration by the Board; and
- (vii) Noted that the LEP's Assurance Framework will be amended to reflect the changes set out in this report.

## **7. Combined Authority**

Ms Joanne Turton, Chief Executive, Lancashire County Council gave a presentation on the development of a Lancashire Combined Authority.

It was reported that the Combined Authority (CA) model is recognised as the appropriate local governance vehicle, in legislative and policy terms, to lead and co-ordinate strategic economic development and transport functions and priorities.

Lancashire's local authorities are working together to define the benefits of forming a CA. Any such CA is expected to lead on developing and producing a Lancashire Plan, with the LEP focussing on strengthening the economic base and lifting productivity.

The LEP's track record and private sector expertise is recognised by local authorities and adds value to the case to establish the Lancashire CA. In addition, it was reported that the LEP's accountable body functions and responsibilities would likely be undertaken by the CA in any such setup.

It was reported that the next steps regarding the development of a Lancashire CA are for Lancashire Leaders to agree immediate way forward at a meeting to be held on 19 June 2015, following this on-going dialogue with the LEP will take place with a governance review complete by mid-August 2015. It is then anticipated that individual Councils take an 'in principle' decision by the end of September 2015. A draft CA scheme will then be agreed with Councils to take a decision relating to the CA scheme in September – December 2015 ahead of public/stakeholder engagement in January - February 2016.

**Resolved:** The Board noted the update on the development of a Lancashire Combined Authority.

## **9. Lancashire Transport Prospectus**

Mr Dave Colbert, Specialist Advisor Transportation, Lancashire County Council presented a report (circulated) which updated on the progress of the Lancashire Strategic Transport Prospectus.

It was reported to the Board that the revised prospectus took account of comments made on the initial draft by Transport for Lancashire Committee Members and the Department for Transport, the implications of the interim Northern Transport Strategy report published in March 2015 and comments and advice received from representatives of the Transport for the North Partnership Board. In addition the comments made by the Board at the LEP Board meeting held on 10<sup>th</sup> February 2015 were incorporated into the Prospectus.

At that meeting, held on 21<sup>st</sup> April 2015, the Transport for Lancashire Committee received an update on progress with development of the Lancashire Strategic Transport Prospectus, in particular, the implications of the interim report 'The Northern Powerhouse: One Agenda, One Economy, One North – A Report on the Northern Transport Strategy' published by HM Government on 20<sup>th</sup> March 2015. In view of the later than anticipated publication of this report, it was not possible to present an updated prospectus as planned.

However, the prospectus had now been substantially revised to take account of comments made on the initial draft by Transport for Lancashire Committee Members and the Department for Transport at their meeting on 3<sup>rd</sup> February 2015, the implications of the interim Northern Transport Strategy report and comments and advice received from representatives of the Transport for the North Partnership Board.

**Resolved:** The Board:

- (i) Noted progress to date in preparing the Strategic Transport Prospectus;
- (ii) Noted the further modifications proposed by the Transport for Lancashire committee and agreed to their adoption.
- (iii) Authorised the LEP Chair and the Chair of Transport for Lancashire to receive and approve a final version of the Prospectus; and
- (iv) Requested that the Transport for Lancashire Committee prepare a communications strategy for the strategic Transport Prospectus, through which to engage with wider stakeholders, including Members of Parliament and neighbouring Local Enterprise Partnerships and local transport authorities, for consideration by the LEP at its Board meeting to be held in October 2015.

## **10. LEP Sub Committee - Transport for Lancashire - Funding Recommendation**

Mr Colbert presented a report (circulated) containing recommendations from the Transport for Lancashire Committee seeking approval to the East Lancashire Strategic Cycle Network scheme and requested that the Growth Deal Management Board ensure the three actions advised by the consultants, Atkins, are discharged.

The Board was reminded that the East Lancashire Strategic Cycle Network scheme is included in the Lancashire Growth Deal transport investment programme as a project due to commence works in 2015/16. The scheme's funding profile includes a maximum £2.6m contribution in 2015/16 from the Local Growth Fund. In accordance with the Lancashire Enterprise Partnership's Assurance Framework, the scheme is subject to a single stage approvals process through the submission of a Strategic Outline Business Case.

**Resolved:** The Board approved the granting of Full Approval to the East Lancashire Strategic Cycle Network scheme and requested that the Growth Deal Management Board ensure the three actions advised by Atkins are discharged.

## **11. European Structural & Investment Funding 2014-20 Update**

Mr Andy Walker, Head of Service – Business Growth, Lancashire County Council presented a report (circulated) regarding the European Structural and Investment Funding (ESIF) for 2014 – 2020.

Mr Walker gave an overview of the latest position on the development of Lancashire's European Structural and Investment Funds (ESIF) Strategy, in particular, Operational Programme development, Project Calls/Launches and Project Pipeline Development.

**Resolved:** The LEP Board:

- (i) noted the report,
- (ii) Agreed that the outcome of the ESIF pipeline review be referred to the Lancashire ESIF Partnership to inform the development of ESIF Implementation Plan; and
- (iii) Agreed that a report be prepared and considered at the next meeting of the LEP Board setting out the detail of the ESIF Implementation Plan, alongside other LEP priority activity and initiatives.

## **12. Any Other Business**

Mr Alan Cavill, Director of Place, Blackpool Council gave an update on the Development Plan for the Blackpool, Fylde and Wyre Energy College and potential links with the Enterprise Zone.

**Resolved:** The LEP Board noted the update.

**13. Date of Next Meeting**

It was noted that the next LEP Board meeting was scheduled to be held on the 6<sup>th</sup> October 2015, 6pm, in Cabinet Room 'D', County Hall, Preston.