



LEP – Sub Committee

Performance Committee

Private and Confidential: No

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Performance Committee Operational Review

Report Author: Kathryn Molloy, 01772 538790, kathryn.molloy@lancashire.gov.uk

Executive Summary

Members of the Performance Committee will note that the meeting scheduled for the 30th November 2015 was cancelled. In place of the meeting, County Council officers met with the Chair of the Performance Committee to discuss and agree the format of future meetings of the Committee and the content of meeting papers.

The Chair of the Performance Committee requested that Agendas for meetings of the Committee be structured around the six areas contained within the Committee's Terms of Reference. The six areas are:

- Resources Secured by the LEP;
- Investment Decision Making;
- Implementation and delivery of the LEP's key initiatives;
- Monitoring and Evaluation of the LEP's key initiatives;
- Compliance with LEP policies and procedures set out in the Assurance Framework; and
- Risk management.

It was also agreed that a one-page summary for each of the LEP's sub-committees would be provided and this would be a standing item on the Agenda. The one-page summary captures the following information:

- Achievements in the last two months;
- Current challenges;
- Future issues requiring a planned approach to their management;
- Financial and non-financial KPIs including programme spend to date including other funding or resources leveraged, jobs created, commercial floorspace created and housing unit completions;
- Newly identified potential risks to incorporate within the risk register; and
- Other general observations.

The Chair also requested that each sub-committee Chair be invited to attend meetings of the Performance Committee on a rotational basis.



Recommendation

The Performance Committee is asked to:

- (i) Note the contents of this report
- (ii) Agree the format of future meetings and the content of the agenda including the proposal to provide one page summaries for each of the LEP's sub- committees
- (iii) Approve the attendance of each sub-committee Chair at meetings of the Performance Committee on a rotational basis; and
- (iv) Agree a schedule of meetings of the Performance Committee in 2016.

Background and Advice

- 1.1 The Lancashire Enterprise Partnership (LEP) secured one of the country's most significant Growth Deals with over £250m competitively secured from the Government's Local Growth Fund (LGF).
- 1.2 The LEP's Growth Deal programme has an investment value of over £500m, with the capacity to generate nearly 8,000 jobs and create over 3,300 new homes and will enable the delivery of strategic transport, skill and economic development initiatives across the LEP footprint area.
- 1.3 As part of the negotiation to secure Growth Deals all LEPs (and their accountable bodies) were required to commit to prepare and publish an Assurance Framework.
- 1.4 The LEP prepared an Assurance Framework in spring, which was approved by the LEP's accountable body, Lancashire County Council, in April 2015. The Assurance Framework has been submitted to Government and is published on the LEP's website.
- 1.5 As part of the development of the Assurance Framework the Board agreed to establish three new sub-committees: a Performance Committee, a Growth Deal Management Board and a Business Support Management Board. At its meeting in April 2015 the Board approved the establishment of all three sub-committees.
- 1.6 The LEP oversees the implementation of number of strategic economic growth and development initiative across the Lancashire footprint. Key initiatives include: the Lancashire Enterprise Zone Programme; the Preston, South Ribble and Lancashire City Deal; Boost Business Lancashire; the Growing Places Fund; and now the Growth Deal Programme. It is important that the LEP Board is able to assess and review the performance of these initiatives and, therefore of the LEP itself.
- 1.7 In light of the substantial progress being made by the LEP, the Board, at its meeting in March 2015, agreed to establish a Performance Committee to provide oversight on four key areas of performance:



- (i) Resources and Capacity - Assessing the performance of the LEP securing resources for Lancashire; and in leading, developing and managing LEP priorities.
 - (ii) Decision Making - Assessing the broader decision making processes of the LEP with regard to resource allocation.
 - (iii) Implementation - Assessing the performance of the LEP's key initiatives, are they on track? On budget? Hitting agreed milestones?
 - (iv) Monitoring and Evaluation - Assessing monitoring and evaluation data and processes. On an on-going and post project completion basis this will include: Are outputs as anticipated? Based on performance are the outcomes deliverable and will the impacts be achieved? On a longer term basis: Were LEP resources invested in the right projects, in the right places, at the right time? How should the LEP invest resources in the future?
- 1.8 The LEP Chair has secured the agreement of LEP Director Mr. Richard Evans to chair the Performance Committee. Given the legal, finance and audit responsibility the accountable body has towards the LEP, the Performance Committee will be supported by key County Council officers from the accountable body, primarily the Director of Governance, Finance and Public Services (and LEP Company Secretary), the Interim Section 151 Officer and Head of Internal Audit.
- 1.9 Mr Evans has met informally with the Chair of the LEP, all LEP Committee Chairs, and LEP accountable body officers to discuss the role and remit of the Performance Committee.
- 1.10 As an early task, the Performance Committee developed a Risk Management Register, which was considered and endorsed by the LEP Board on 6th October 2015. The Register will be regularly reviewed and updated by the Committee.
- 1.11 The Performance Committee has met informally to date and needs to agree a schedule of meetings for the remainder of 2016.