



## **Lancashire Enterprise Partnership Limited**

**Private and Confidential: NO**

**Date: 13<sup>th</sup> September 2016**

### **LEP Governance and Committees Decisions Report**

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#### **Executive Summary**

This report extracts the key items considered by each of the Lancashire Enterprise Partnership (LEP) Board 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 the Committees for approval.

#### **Recommendations**

The LEP Board is asked to:

- (i) Note the updates provided in this report in relation to the Committees of the LEP, and;
- (ii) Approve the recommendations of the Business Support Management Board as set out in the report in relation to the membership of the Board.

#### **Background and Advice**

The Lancashire Enterprise Partnership Board (LEP) approved a LEP Assurance Framework on 17<sup>th</sup> March 2015 which was subsequently submitted to Government as final in April 2015. The Assurance Framework is made publically available on the LEP website: <http://www.lancashirelep.co.uk/about-us/about-the-lep.aspx>

The Assurance Framework ensures that the LEP records decisions taken by the LEP and its Sub-Committees in an open and transparent way. The purpose is to ensure that arrangements are in place enabling effective and meaningful engagement of local partners and the public, and that those arrangements operate transparently with LEP decisions capable of being independently scrutinised.

Since the implementation of the LEP Assurance Framework, the LEP and its Sub-Committees publish their agendas and minutes on the LEP website. In order to ensure the LEPs decision making is open and transparent in relation to the Sub-Committees this report presents updates from each of the Sub-Committees and,



where applicable, contains decisions that are outside of the Sub-Committees powers and require referral to the LEP Board for approval.

## **Governance Updates**

There are recommendations in relation to the membership of the Business Support Management Board detailed within that section and revised Terms of Reference are attached at Appendix 'A' for approval.

## **Updates from recent LEP Committee Meetings**

### **1. Executive Committee**

No decisions have been taken by the Executive Committee since the last meeting of the LEP Board held on 14<sup>th</sup> June 2016.

### **2. Transport for Lancashire Committee**

No meetings of the Transport for Lancashire (TfL) Committee have taken place since the last meeting of the LEP Board held on 14<sup>th</sup> June 2016. The next TfL meeting is scheduled to be held on 1<sup>st</sup> November 2016.

Full agendas and minutes for Transport for Lancashire meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?Committeeld=956>

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

The City Deal Executive and Stewardship Board, Chaired by Jim Carter (Executive) and Danielle Gillespie (Stewardship Board) met on 22<sup>nd</sup> June 2016.

## **Executive and Stewardship Board Meeting – 22<sup>nd</sup> June 2016**

The Executive and Stewardship Board considered the following:

- A presentation from the Environment Agency on the Flood Risk in the City Deal area – this presentation was noted.
- An update from the Homes and Community Agency (HCA) including the Preston East Site, Croston Road South and a brief update regarding Starter Homes Programme and brownfield land – this update was noted / approved.
- City Deal Programme – End of Year Review. The City Deal Members noted the 2015 / 16 End of Year Review and requested that it be presented the three member Councils for formal approval.
- City Deal Programme – End of Year Finance Report. The City Deal Members noted the end of year report including the current projected financial position.
- Business and Delivery Plan 2016 / 19 including Future Monitoring Arrangements. The City Deal Members requested that a Draft Business and Delivery Plan 2016 – 19, for publication, be presented at the next meeting and



that approval be given to the proposed future monitoring arrangements as reported.

- Communications Update – City Deal Members were appraised of recent communications activity, including Preston Markets Quarter and Preston Youth Zone / Bus Station.
- Proposed New Scheme Approval Process – The City Deal Members approved the proposed new scheme approval process and template to be used for all new City Deal Schemes, and, that the process be reviewed in 12 months time.
- Preston Bus Station and Youth Zone. The City Deal Members noted progress on the Preston Bus Station and Youth Zone project and its position within the City Deal.
- Further reports were considered in Part II (Private and Confidential) with regard to Implementation Issues and a Resources Review Update.

Full agendas and minutes for the Combined City Deal meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1072>

#### **4. Growth Deal Management Board**

The Growth Deal Management Board, Chaired by Graham Cowley has, met on 6<sup>th</sup> September 2016.

##### **Board Meeting held on 6<sup>th</sup> September 2016**

The Board considered the following:

- A report on Lancaster Health Innovation Campus. Some aspects of the project were approved by the Board with some others to be reported back to the October 2016 Board meeting. A separate detailed report is included on this LEP agenda.
- A report regarding the Growth Funding Agreement for the Brierfield Mill Project. The Board were informed of material deviations from the core local growth fund agreement which were approved.

The reports and minutes for Growth Deal Management Board meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1218>



## **5. Enterprise Zone Governance Committee**

The Enterprise Zone Governance Committee, Chaired by Edwin Booth, met on 1<sup>st</sup> September 2016.

### **Committee meeting held on 6<sup>th</sup> September 2016**

The main item the EZ Governance Committee considered was an oral report regarding the Positioning and Promotion of Lancashire's Enterprise Zone Programme which was noted.

Full agendas and minutes for the Enterprise Zone Governance Committee meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1171>

## **6. Lancashire Skills and Employment Board**

The Skills and Employment Board, Chaired by Amanda Melton, has met three times since the last LEP Board meeting on 15<sup>th</sup> June 2016, 27<sup>th</sup> July 2016 and 7<sup>th</sup> September 2016.

### **Board meeting held on 15<sup>th</sup> June 2016**

The Board considered the following:

- A report regarding Skills Partnerships that had developed out of studies into the seven priority sectors for Lancashire which were identified by the LEP and the Committee as either being high GVA or high employment sectors.
- A Higher Education White Paper report and the key points of the paper which was published in May 2016, the Board requested a further update be provided at a future Board meeting.
- A Report on the Area Based Review and Growth Deal updated following the LEP Board meeting held on 14<sup>th</sup> June 2016 and agreed that the Board be kept informed of developments in relation to ABR and Growth Deal 3.

### **Board meeting held on 27<sup>th</sup> July 2016**

The Board considered the following:

- A report regarding European Social Fund targeting young people at risk of and NEET (Not in Education, Employment or Training) and noted that a consortium had been established in relation to the delivery of the project.
- An update on the Lancashire Moving on Project.
- A presentation regarding the Lancashire Enterprise Advisor Network.
- A further update on the Area Based Review following work undertaking by the Working Group.
- A City Deal Metrics report and gave their views which will be fed into the overarching City Deal business plan for consideration.

## **Board meeting held on 7<sup>th</sup> September 2016**

The Board considered the following:

- A report on the Draft Apprenticeship Growth Plan was considered which took account of comments previously made by the Board and recommended that Option 2 – an incremental approach to growth be adopted.
- A further update on Area Based Review and considered the LEP's draft 'skills conclusion' slide pack, and made some suggested changes and recommended that the LEP's skills slides be integrated with the Combined Authority slides, officers will take this action point forward.
- That the final LEP 'skills conclusion' is presented to the Lancashire Area Based Review Steering Group on the 4<sup>th</sup> October 2016.
- A Communications Plan report was considered the Board noted progress on the 2015 / 16 Communication Plan and Board Members were requested to feedback comments outside the meeting, and agreed to change some of the content of the website.
- An Annual Review of the Lancashire Skills and Employment Hub, the Board noted the update.

Full agendas and minutes for the Lancashire Skills Board meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1011>

## **7. Performance Committee**

The Performance Committee, Chaired by Richard Evans, met on 2<sup>nd</sup> September 2016.

### **Performance Committee meeting held on 2<sup>nd</sup> September 2016**

The Performance Committee considered the following:

- A presentation by Jim Carter on the Preston, South Ribble and Lancashire City Deal including an overview of the City Deal and background context, financial and governance updates, performance against targets, future plans and delivery targets. The Committee endorsed the presentation and made some recommendations regarding future delivery of the City Deal, and requested that the Chairman of the City Deal Executive regularly attend future meetings of the Performance Committee to keep the Committee apprised of developments.
- A summary update of reports from the other LEP Committees was presented which contained updates on developments with, amongst other items, Growth Deal projects and Skills and Employment. The Committee noted the reports.
- Monitoring and Evaluation Framework – The Performance Committee approved the proposed Monitoring and Evaluation Framework and the



suggestion to include the LEP's key economic initiatives as standing items on future LEP agendas.

Full agendas and minutes for the Performance Committee meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1216>

## **8. Business Support Management Board**

The Business Support Management Board, Chaired by Mike Blackburn, met on 30<sup>th</sup> August 2016.

The Business Support Management Board (BSMB) considered the following:

- Membership
  - The BSMB agreed to recommend to the LEP that Dr Sue Smith Director of the Centre for SME Development at UCLAN be formally invited to become a member of the Business Support Management Board.
  - In addition in order to further enhance the expertise of the BSMB it was recommended to the LEP Board that the Institute of Chartered Accountants in England and Wales (ICAEW) be added as a member of the Board with Kevin Duffy of RSM appointed as the representative.
  - It was also proposed that the membership held on the BSMB by the Chairman of the Lancashire Institute of Directors and the ICAEW Lancashire, should pass to the respective annual office bearers without the need to formally ratify these changes as new appointments to the LEP Board. The new Chairs for 16/17 are, respectively, Lee Petts of Remsol and Kevin Duffy of RSM. A revised Terms of Reference is attached for approval.
- Strategy Development – The BSMB approved further work under the auspices of the BSMB to support the update to LEP's Strategic Economic Plan in respect of maximising productivity (UCLAN), supporting innovation (building on SIA) and increasing internationalisation (East Lancs. Chamber of Commerce).
- Lobbying – the BSMB recommended that the LEP Board considers individual and collective action to lobby for a commitment to retain Lancashire's ESIF funding programme, in full, to 2020 over and above the commitment given by the new Chancellor, and, that the LEP should take any opportunities to clearly articulate Lancashire's aspirations for key sectors as the newly formed Department for Business, Energy and Industrial Strategy begins to revisit this area of work. This is reported in more detail in the separate ESIF report on this agenda.



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Full agendas and minutes for the Business Support Management Board meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1220>