

Lancashire Enterprise Partnership Limited

Minutes of the Meeting held on Monday, 30th September, 2019 at 4.30 pm at the Page 3, Academy for Skills & Knowledge, Sir Frederick Page Way, Samesbury, Blackburn, BB1 7FT

Present

Stephen Fogg

Councillor Stephen Atkinson
Miranda Barker
Councillor Alyson Barnes
Councillor Simon Blackburn
Jim Carter DL

Ann Dean DL
Dave Holmes
Amanda Melton
Mick Gornall
Mark Rawstron
Councillor Phil Riley

Co-opted Member

Tony Attard OBE DL

In Attendance

Paul Evans, Assistant Director, Cities and Local Growth Unit, Department for Business, Energy and Industrial Strategy

Phil Green, Director of Growth, Environment and Planning, Lancashire County Council

Nicola Hopkins, Director of Economic Development and Planning, Ribble Valley Borough Council

Neil Jack, Chief Executive, Blackpool Council

Martin Kelly, Director of Growth and Development, Blackburn with Darwen Borough Council

Michelle Lawty-Jones, Director Lancashire Skills Hub

Andy Milroy, Senior Democratic Services Officer, Lancashire County Council

Katherine O'Connor, Senior Policy Manager, Cities and Local Growth Unit, Department for Business, Energy and Industrial Strategy

Anne-Marie Parkinson, Growth Deal Programme Manager, Lancashire Enterprise Partnership

Andrew Pettinger, Interim Chief Executive Officer, Lancashire Enterprise Partnership

Angie Ridgwell, Section 151 Officer, Chief Executive and Director of Resources, Lancashire County Council

Laura Sales, Company Secretary and Director of Corporate Services, Lancashire County Council

Andy Walker, Head of Business Growth, Lancashire County Council

1. Welcome and Apologies for Absence

The Chairman, Steve Fogg, welcomed all to the meeting. Roundtable introductions were made. Apologies for absence were noted from County Councillor Geoff Driver CBE, Graham Cowley, Professor Mark Smith, David Taylor CBE DL, Khalid Saifullah MBE DL and Claire Whelan.

It was noted that Professor Mark Smith formally retired as a LEP Director on 30th September 2019 and the Board recorded their thanks for his work on the Board.

2. Minutes of the meeting held on 25th June 2019

Resolved: That the minutes of the Lancashire Enterprise Partnership Board meeting held on 25th June 2019 be approved as an accurate record and signed by the Chairman.

3. Matters Arising

LEP Board Co-optee, Tony Attard, provided an update on the work Marketing Lancashire has done to date regarding Lancashire's City of Culture bid 2025 highlighting that the new Bid Director was in post and that the LEP Board would be involved as the bid develops.

4. Declaration of Interests

Councillor Phil Riley declared an interest in Item 13 – Growth Deal – as the authority which he represents as a Councillor (Blackburn with Darwen Borough Council) is a potential recipient of funding.

Councillor Alyson Barnes declared an interest in Item 13 – Growth Deal – as the authority which she represents as a Councillor (Rossendale Borough Council) is a potential recipient of funding.

Jim Carter declared an interest in in Item 13 – Growth Deal - as the Manchester Road Corridor scheme submitted by Burnley Borough Council has a link to the town centre cinema scheme in respect of which a partnership exists between the council and Maple Grove Developments Ltd, which is part of the Eric Wright Group (his employer).

It was agreed that both Directors could remain present for the item but would take no part in voting on the item.

5. **Update on progress and headline propositions for the Local Industrial Strategy**

Andrew Pettinger, Lancashire Enterprise Partnership Interim Chief Executive Officer, gave a presentation (circulated) regarding current progress and propositions for the Local Industrial Strategy.

It was noted that work is now well underway to develop specific proposition in relation to the key areas of strategic focus. Each identified strategic area has an assigned lead who is responsible for working up the propositions from the available evidence and raw material. The outputs will be reviewed and refined by Steer (independent advisors) under the oversight of the LEP Interim Chief Executive Officer and Richard Kenny, Strategic Consultant for the Lancashire Enterprise Partnership. It is likely that the process will be completed over the next few weeks.

Once the submission is ready it will be discussed with the Department for Business, Energy and Industrial Strategy to jointly identify a preferred way forward in respect of each proposition. The timetable for this is uncertain.

The text for the Local Industrial Strategy will be finalised following the conclusion of these conversations and drafting will commence concurrently alongside the conversations.

The LEP Board provided feedback on items they would like to ensure are developed and included in the Strategy.

Resolved: The Lancashire Enterprise Partnership Board noted the update on progress and headline propositions for the Local Industrial Strategy and noted the proposed next steps.

6. **Discussion on LEP's future role in setting economic growth strategy for Lancashire**

The LEP Chairman, Steve Fogg, invited Board members to discuss the LEP's future role in setting Economic Growth Strategy for Lancashire.

It was noted that the Economic Growth Strategy would form part of the Local Industrial Strategy. Board members provided feedback on areas to include in the Economic Growth Strategy such as tourism, skills, manufacturing, creative and digital and how these areas can drive and grow prosperity in Lancashire.

Resolved: That the Lancashire Enterprise Partnership Board will continue to receive and discuss regular updates on the development of an Economic Growth Strategy for Lancashire.

7. Recruitment of the Lancashire Enterprise Partnership Chief Executive Officer

Neil Jack, Chief Executive, Blackpool Council, presented a report (circulated) which provided an update on progress with the recruitment of a new permanent Chief Executive for the Lancashire Enterprise Partnership.

It was noted that Berwick Partners had been appointed to assist and support the search and recruitment process. In addition it was noted that whilst ultimately the appointment is a matter for the company members to determine that it is important to involve, as appropriate, representatives from the LEP Board as well as other relevant stakeholders in the appointment process. As such it was recommended that LEP Board engagement in the process be delegated to the Chairman for him to seek assistance in the recruitment process from members of the Board depending on skills needed, availability and representation, at his own discretion.

It was noted that a final nomination will be recommended to the Board with updates on the confidential shortlist throughout the process.

Resolved: The Lancashire Enterprise Partnership Board

- (i) Agreed to delegated to the Chairman the details of the recruitment process for the permanent Chief Executive, with a confidential report back to the Board at its next meeting on the position at that point; and
- (ii) Noted the appointment of Berwick Partners as the Recruitment Consultants.

8. Lancashire Enterprise Partnership Limited - Governance and Committees Report

Andy Milroy, Senior Democratic Services Officer, Lancashire County Council presented a report (circulated) which contained an update on governance matters and recent committee meetings on the Lancashire Enterprise Partnership.

It was noted that the Chairman and Interim Chief Executive Officer were considering the current vacancies on the LEP Committees and those Committees that require new Chairman to be identified following the retirement of those Directors that have exceeded their fixed term limit and that further updates on those appointments would be provided in due course.

Resolved: The Lancashire Enterprise Partnership Board noted the updated provided in the report in relation to Governance and the Committees of the Lancashire Enterprise Partnership.

17. Governance - Joint Scrutiny Committee

Andrew Pettinger presented a report (circulated) regarding the requirement for all Local Enterprise Partnerships to have in place Joint Scrutiny arrangements in accordance with the new Government guidance.

It was noted that a report proposing that a new dedicated Joint Scrutiny Committee be created was considered and approved by the Lancashire Leaders Group that met earlier in September 2019. It was resolved at this meeting that all fifteen local authorities in Lancashire would be asked to submit one representative. The Terms of Reference for the Committee are yet to be established but one of the other suggestions in the Government guidance is that there should also be independent representation on the Committee.

LEP Board Members expressed a preference for the Chairman of the new Joint Scrutiny Committee to be an independent person.

In addition some of the proposed contents of the Terms of Reference of the new Committee were presented and noted by the LEP Board.

It was also noted and agreed that once the new Joint Scrutiny Committee is established the LEP's existing Performance Committee will no longer be required and as such it will be abolished upon formation of the Joint Scrutiny Committee.

Resolved: The Lancashire Enterprise Partnership Board

- (i) Approved the principle that the LEP's existing Performance Committee be abolished and that it be replaced with a Joint Scrutiny Committee.
- (ii) That the Chief Executive and Chair be authorised to negotiate and agree the structure of the terms of reference of the Scrutiny Committee with the Lancashire Leaders Group; and
- (iii) That upon agreement of the terms of reference for the Joint Scrutiny Committee by the Chair and Chief Executive, that the LEP Board's approval be sought to the detailed arrangement prior to implementation (including any consequential changes that are required to the LEP's Local Assurance Framework).

9. Any Other Business

None

10. Date of Next Meeting

Resolved: It was agreed that the Board meeting scheduled for 12th November 2019 be cancelled as a formal Board meeting and re-arranged for a date to be determined in December 2019.

In addition, the programme of Board meetings for 2020/21 was approved as presented.

It was also agreed, following a suggestion by Tony Attard LEP Co-optee, that the 12th November 2019 date that would have been used for a formal Board meeting be used instead for LEP Directors to be invited to an informal workshop regarding the City of Culture 2025 bid.

11. Exclusion of the Press and Public

At this point the Lancashire Enterprise Partnership Board approved that the meeting move into Part II, Private and Confidential, to consider the remaining agenda items as they contained information defined as confidential or exempt in accordance with the relevant paragraph of Part I to schedule 12A to the Local Government Act 1972 as set out in each report or presentation. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

12. Lancashire Digital Skills Partnership – Highlights and Extension

Dr Michele Lawty-Jones, Director of the Lancashire Skills Hub, presented a report (circulated) which provided an update on the Lancashire Digital Skills Partnership.

An overview of highlights of the Digital Skills Partnership was presented to the Board. It was noted that a significant amount has been achieved in the first year of the partnership which has accelerated since the appointment of the Digital Skills Coordinate in November 2018. The Digital Skills Innovation Fund projects, which were approved in principle subject to submission of final business cases at the May 2019 Board meeting have now been contracted and are in delivery.

In addition it was noted that an additional £75k of funding has been secured from the Treasury via the Department for Digital, Culture, Media and Sport to enable the Digital Skills Partnership Coordinator role to be extended for a further 12 months (until November 2020). It was noted that as the post employed via the accountable body Lancashire County Council, that extending the post by a further 12 months (thereby extending the fixed term contract to a total of 24 months) could incur potential redundancy liabilities as an employee dismissed by reason of redundancy with two or more years Local Government continuous service may be entitled to a redundancy payment. It was noted that any redundancy liabilities would be met from the LEP budget / funds secured.

Resolved: The Lancashire Enterprise Partnership Board

- (i) Noted the achievements to date of the Lancashire Digital Skills Partnership; and

- (ii) Noted the receipt of £75k of additional funding from the Department for Digital, Culture, Media and Sport and approved that the funding be used to extend the fixed term contract of the Digital Skills Partnership Coordinator for a further 12 months until November 2020.

13. Growth Deal - Unallocated Funding Recommendations

Anne-Marie Parkinson, Growth Deal Programme Manager, Lancashire Enterprise Partnership, presented a private and confidential report (circulated) regarding the award of Growth Deal funding for 6 projects.

It was noted that the recommendations set out were based on the 'Growth Deal Re-allocation Report 2019' and Individual Appraisal Summaries undertaken by Genecon Consulting Limited. Copies of these documents were circulated to Board members.

Resolved: The Lancashire Enterprise Partnership Board

1. Considered and noted the contents of the report.
2. Approved Growth Deal funding to the projects listed below, subject to the conditions as detailed in each of the appraisal summary reports, and the finalisation and execution by Lancashire County Council (as accountable body for the LEP) under the guidance of the Directors of Corporate Services and Economic Development and Planning of a Grant Funding Agreement and other relevant legal documentation as may be necessary to protect the interests of the LEP:
 - i. Samlesbury Aerospace Enterprise Zone - £6.725m
 - ii. Futures Park - £1.530m
 - iii. Food and Farming Innovation and Technology - £0.365m
 - iv. Skelmersdale Town Centre Redevelopment - £2.000m
 - v. New STEM Technology Centre - £1.200m
 - vi. Darwen East Development Corridor Phase 2 - £1.400m
3. Approved the allocation of £2.790m Growth Deal funding to the South East Blackburn: Residential and Health Campus scheme, pending the production of transport business case in October 2019.
4. Agreed that the Growth Deal Programme Manager will review the list of projects not recommended for approval at this stage, as identified in table 1 of the report, and reassess them with increased weighting on deliverability within the timescales.
5. Approved that the remaining unallocated £790,000 plus the £750,000 expected underspend from an existing project will be held until November 2019 when the reassessed list of projects will be presented to the Growth Deal Management Board for consideration and assessment.

6. Approved that the Growth Deal Programme Manager can progress the Blackpool Quality Corridors project application for additional funding with Blackpool Council, and that the project be considered in the next tranche of funding decisions.
7. Approved that a communication be sent to existing projects to advise them that there may be further unallocated funding available to projects that wish to extend, providing they are deliverable before March 2021, and that organisations could consider developing oven-ready projects to create a pipeline, should further funding become available.
8. Approved the Growth Deal Management Board have resolution to continue to support the M55 St Anne's Link Road scheme until December 2019, when there must be certainty around the agreement between Homes England and the Developer. If there is no agreement by this time, the £1.980m should be considered unallocated and would then become subject to the reallocation process.

14. Lancashire Growing Places Partnership

Andrew Pettinger presented a private and confidential report (circulated) which provided an update on the Lancashire Growing Places Investment Fund.

Resolved: The Lancashire Enterprise Partnership Board

- (i) Approved that the historic success of the Growing Places Fund and its ongoing availability be specifically publicised to businesses who might be interested in making an application and others, with the help and assistance of Marketing Lancashire.
- (ii) Agreed to request that LEP officers should:
 - (a) generally review, consider and if thought appropriate implement any changes that might optimally be made in relation to the future operation of the Fund, and in so doing liaise with other LEPs to help identify best practice;
 - (b) specifically develop written criteria and rules (**Criteria**) which will be applied against each future application for monies from the fund, and which can be shared with applicants and publicised; and
 - (c) report back to the board and seek Board approval on the specific proposals arising upon completion of the above steps.
- (iii) Approved, subject to the outcome of the above review, that all decisions to lend Fund monies will remain the discretionary decision of the LEP Board (subject to the approval of Lancashire County Council as Accountable Body), but that in future all such decisions will be made by reference to the Criteria once developed and reported to the Board accordingly.

- (iv) Approved that, if the Chief Executive and Chair consider appropriate and necessary, that professional services may be procured to assist in the review and refresh of the Fund arrangements including in relation to any of the above steps; and
- (v) Agreed that until the Criteria is finalised, the LEP may continue to approve new loans as is currently the case with the oversight of Lancashire County Council as Accountable Body and subject to LEP Board Approval.

15. Update on the Preston, South Ribble and Lancashire City Deal

Jim Carter, LEP Director and City Deal Executive Chairman, presented a private and confidential report (circulated) which updated the Board on the Preston, South Ribble and Lancashire City Deal.

The report and updated provided the Board with a full and comprehensive review of the City Deal to date (as it enters its sixth year), milestones achieved, future projections and challenges ahead.

Resolved: The Lancashire Enterprise Partnership Board noted the report and further update provided in relation to the Preston, South Ribble and Lancashire City Deal.

16. Update on other matters including LEP Review / Improvement Plan / LEP Board

Andrew Pettinger provided a private and confidential update on matters including progress with the LEP Review and Improvement Plan.

It was noted that the Improvement Plan was currently being drafted and that an Accountable Body Agreement was also being drafted for agreement between the LEP and the Accountable Body with it anticipated that a further report will be presented to the next Board meeting for approval.

Resolved: The Lancashire Enterprise Partnership Board noted the update provided on the LEP Review, Improvement Plan and other matters.