

Private and Confidential

Lancashire Enterprise Partnership Limited

Minutes of the Meeting held on Tuesday, 23rd March, 2021 at 4.30 pm at the Zoom Virtual Meeting

Present

David Taylor (In the Chair)

Councillor Stephen Atkinson	Andrew Pettinger
Miranda Barker	Mark Rawstron
County Councillor Michael Green	Councillor Phil Riley
Dave Holmes	Ivan Taylor
Kam Kothia	Alyson Barnes
Amanda Melton	Annette Weekes
Anne Dean	Mick Gornall

In Attendance

Tony Attard OBE DL, Non-Voting Co-opted Board Member
Phil Green, Director of Growth, Environment and Planning Economic Development, Lancashire County Council
Sarah Kemp, Chief Executive Officer, Lancashire Enterprise Partnership
Michele Lawty-Jones, Director of the Lancashire Skills Hub
Sue Roberts - Commercial and Business Support Manager
Katherine Fletcher, Member of Parliament for South Ribble
Alexandra Siddall, Chief of Staff to Katherine Fletcher, MP
Misbah Mahmood, Senior Democratic Services Officer, Lancashire County Council
Andy Milroy, Senior Democratic Services Officer, Lancashire County Council
Andy Walker, Head of Service, Business Growth, LCC
Anne-Marie Parkinson, Programme Manager, 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
Stephen Young, Executive Director of Growth, Environment, Transport & Community Services
Hannah Race, Business Support Officer, Lancashire County Council
Nicola Hopkins, Director of Economic Development and Planning, Ribble Valley Borough Council
Katherine O'Conner, Senior Ministerial and Policy Manager, Department for Business, Energy and Industrial Strategy
Nick Gerrard, Growth and Prosperity Programme Director, Blackpool Council
Paul Evans, Department for Business, Energy and Industrial Strategy
Paul Smith, Chair, Town Fund Blackpool

Beckie Joyce, Preston City Council
John Chesworth, Chair, Town Fund Preston
David Harland, CEO, Eden Project International Ltd
Joylon Brewis, Architect, Grimshaw Global

1. Welcome and Apologies for Absence

Apologies were received from Antony Lockley.

2. Minutes of the meeting held on 8 December 2020

The omission of Councillor Ivan Taylor and Nick Gerrard from the minutes was noted.

Resolved: The minutes of the Lancashire Enterprise Partnership (LEP) Board meeting held on 8 December 2020 were approved as an accurate record.

3. Matters Arising

Sarah Kemp, CEO, LEP provided members with an update on the recruitment process for the Chair of the LEP. The recruitment committee had now met on a couple of occasions and a draft person specification had been drawn up. It was hoped the role would be advertised before Easter. Recruitment consultants Penna had been appointed to manage the recruitment process. Ann Jordon, chair of the appointment committee informed board members that the position would be a paid position and members of the board were encouraged to make suggestions for a candidate from within Lancashire. The role of the deputy chair would also need to be considered in due course.

David Taylor, Chair, LEP advised board members that biweekly sessions had been ongoing for some time and had been well attended. It was noted however that at the last meeting the number of attendees had been low. The Chair asked members to think about the frequency of meetings and whether they should continue as they were or be alternated with board meetings. Following a discussion, the consensus was to move the biweekly meetings to monthly and alternate them with board meetings, they would be extended to 90 minutes to allow more time for a better agenda.

4. Declaration of Interests

There were no declarations of interest.

5. Town Fund Blackpool

Paul Smith, Chair of Blackpool Town Deal Board was welcomed to the meeting

and introduced himself to board members.

Nick Gerrard, Growth and Prosperity Programme Director, Blackpool Council provided a presentation to the Board to update members on Blackpool's £1bn plus Growth and Prosperity Programme. Information on each of the major recent investments in Blackpool were shared.

Details were provided on Blackpool's Town Deal timeline since 2017. A Town Deal Board needed to be established in line with the requirements, this was established in February 2020 and provided significant coherency and confidence to move forward with the bid. The initial bid was submitted in July 2020 for just over £49m for 9 projects. As the bid was over 25m, a national challenge session took place following which £39.5m was approved for 7 projects. A process was then undertaken to allocate the resources to the projects and to agree revised allocations to each project. There was now a 12-month period to prepare the businesses, appraise the projects and get them started. Details of each of the 7 projects were provided to Board Members.

Resolved: The Lancashire Enterprise Partnership Board welcomed the update presentation and expressed its continued support for Town Fund Blackpool.

6. Town Fund Preston

John Chesworth, Chair of Town Fund Preston gave members of the board a presentation to update them on Preston Town Fund. The Town Fund Board was established in November 2019, the board was diverse with members from different sectors.

It was recognised that there was not an update investment plan for Preston and so a longer-term city investment plan over 15 years was developed, within this plan a town investment plan had also been devised. An analysis of the city was undertaken, and an evidence base was developed from surveys resulting in 6 longer term priorities to be identified for the City Investment Plan which were explained. From here projects were prioritised and the principles for local assurance were established.

The Harris Project was the focus of the town fund bid, in particular the emphasis being on culture and leisure which would act as a catalyst and would complement the other projects around the city.

Details of the projects that were being funded was provided, it was noted that not everything that was applied for was grant funding. The main project was the Harris Project, and this was being funded to a value of £4.1m. The Youth Zone was an exciting project as Preston had been trying to establish a Youth Zone for a significant period.

The project had a 6-year timescale and 1 year had already passed. It was noted that by May 2022 business cases needed to be prepared, appraised, and approved locally and signed off by the government. Preston Town Fund was keen

to continue learning from the LEP on the Growth Deal in terms of appraisal and evaluation.

Significant progress had been made over the past 12 months, but it was noted there was still much more to do.

It was requested that as projects progressed and approached delivery stage that consideration be given to local impact, local supply chains and that procurement was used to best advantage and embed these factors into supply chains.

Katherine Fletcher, Member of Parliament for South Ribble asked if any consideration had been given on joining up transport infrastructure and whether there was anything that could be worked on together, for example the Levelling Up Fund. The Chair confirmed this was something that needed to be considered, not just for transport but also for culture and entertainment. It was agreed this would be picked up and colleagues kept in the loop.

As there had been several useful presentations recently it was suggested that these could be shared at the LEP annual meeting to share with a wider audience of colleagues.

Resolved: The Lancashire Enterprise Partnership Board welcomed the update presentation and expressed its continued support for Town Fund Preston.

7. Programmes Update Report

Anne-Marie Parkinson, LEP Programme Manager, presented a report which provided the Board with a high level update for each of the LEP programmes including Boost, City Deal, Enterprise Zones, Getting Building Fund, Growing Places, Growth Deal, Lancashire Skills and Employment Hub and Social Value.

It was noted that a review of each of the programmes was currently being undertaken to baseline each programme and establish where it started at, where it was up to and where it hoped to end. Support was being provided from each programme lead and sub-committee chair. The findings would be reported at a future meeting of the LEP board.

The inward investment activity report at Appendix J was a new report to the board and feedback on the update was welcome.

Regarding Social Value, there was some useful updates on this, it was now possible to show how Social Value was being created, not just how it was being captured.

Tony Attard raised concerns about the 19,000 homes that were being built across Lancashire in regard to local flooding issues and surface water. It was confirmed that SUDS (Sustainable Urban Drainage Systems) would be used and this ensured that the runoff would not be greater than before the development was in place. The county council was the lead flood authority and they would be dealing

with this.

It was highlighted that the amount of money against the inward investment projects was a truly significant amount and it was questioned whether the figures were accurate. It was confirmed the figures were correct, however Anne-Marie Parkinson would check these again. Regarding marketing these success stories, over the next year there would be a greater focus on communication and marketing.

Resolved: The Board noted the contents of the report.

8. LEP Strategic Communications Report

The Chair, David Taylor informed board members that since the report had been written, several issues had arisen which required further discussion between the LEP and Marketing Lancashire. A session to discuss this would take place next week, following this a summary update would be provided. For now, board members were asked to note the report.

Mark Rawstron requested that the language used for marketing reflected the fact that the LEP was providing support as part of a community that helped and collaborated, rather than being responsible for driving economic growth as the LEP only supported the process.

Resolved: The Lancashire Enterprise Partnership (LEP) noted the report.

9. Governance and Committees Report

Andy Milroy, Senior Democratic Services Officer presented a report which contained LEP Governance updates and updates from all the LEP Committee meetings since the last LEP Board meeting.

It was noted that the LEP Joint Scrutiny Committee would have its first meeting on 23 March 21, the Terms and Reference of the committee were attached for information at Appendix A. An update was requested on the independent chairman for the Scrutiny Committee. It was noted a chairman had not yet been appointed, members had been asked to submit any recommendations they had in mind. For the first meeting the committee had been asked to self-nominate a chair. It was hoped a chair would be appointed ahead of the next meeting in September.

Recommendation: The Lancashire Enterprise Partnership Board was asked to:

(i) Note the updates provided in this report in relation to Governance, urgent decisions taken since the last LEP Board meeting and the Committees of the Lancashire Enterprise Partnership as set out.

(ii) Note that the LEP Joint Scrutiny Committee has now been established and

in accordance with the decision taken previously by the LEP Board, note the Terms of Reference attached at Appendix 'A' and that the LEP Performance Committee will now be disestablished with immediate effect.

(iii) Approve the appointment of Mike Gibson, Managing Director, Miralis Data Limited, Judson Smythe, Technical Director, MGS Plastics Limited and Melissa Conlon, Commercial Director, AMRC (NW) as members of the LEP Innovation Board; and

(iv) Approve the dormant company accounts for the period ending 30th September 2020 as presented at Appendices 'B' and 'C' for filing at Companies House.

10. Any Other Business

The Chair extended thanks to Sarah Kemp and the team for their hard work and effort, in particular due to recent changes.

11. Date of Next Meeting and Programme of Meetings for 2021 / 22

The next LEP Board meeting was scheduled to be held on 22 June 2021 at 4.30pm, venue to be confirmed.

In addition, the LEP Board formally approved the programme of meetings for 2021/22:

- 22nd June 2021
- 7 September 2021
- 8 December 2021
- 23 March 22

All meetings would start at 4.30pm, venues would be confirmed.

12. 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.

13. Eden North - Update Presentation

David Harland, Chief Executive, Eden Project and Joylon Brewis, leading

architect from Grimshaw Global provided a private and confidential presentation regarding the Eden North Project.

Resolved: The Lancashire Enterprise Partnership Board welcomed the update presentation and expressed its continued support for the Eden North project.

14. Annual Business Plan and Operating Budget (2021/22)

Sarah Kemp, Chief Executive, LEP gave Board members a private and confidential update regarding the Annual Business Plan and Operating Budget (2021/22).

Recommendation: The Lancashire Enterprise Partnership Board agreed to:

- i. Approve the Annual Operating Plan and Budget for 2021-2022, subject to confirmation of funds provided by Members and Government sponsors.
- ii. Note the forecast end of year position (2020/21) on LEP reserves and the highlighted risks and challenges of the Operating Budget.
- iii. Approve remuneration of the Chair's post at the point of appointment of a new Chair, of £24k per annum.
- iv. Note that a Government review of LEPS in 2021/22, may have a material impact on the form and function of the LEP and may require a mid-year review of both organisational structure and the Operating Budget; and
- v. Note the carry forward of financial provision made in 2020/21 for certain elements of the 20-21 budget which are delayed due to Covid or not yet complete.

The Board were asked by the Chief Executive to note that the Operating Plan and budget would be published on the LEP's website.

15. Growing Places Report

Sue Roberts, Commercial and Business Support Manager, LEP provided a private and confidential update report on Growing Places Fund, Ormskirk Court Hotel.

Resolved: The Lancashire Enterprise Partnership Board agreed to:

- (i) Approve the Heads of Terms; and
- (ii) Delegate authority to the LEP CEO in consultation with the Section 151 Officer and LCC's Director of Corporate Services to negotiate, approve and enter into the legal documentation required to protect the LEP's interest in respect of this loan.