

Lancashire Enterprise Partnership Limited Board

Minutes of the Meeting held on Tuesday, 5th April, 2016 at 4.30 pm at the Cabinet Room 'D' - The Henry Bolingbroke Room, County Hall, Preston

Present

Edwin Booth (Chairman)

Mike Blackburn	County Councillor Jennifer Mein
Councillor Simon Blackburn	Dennis Mendoros
Jim Carter	Councillor Phil Riley
Graham Cowley	Professor Mark Smith
Mike Damms	David Taylor
Dave Holmes	Councillor Mark Townsend
Dr Malcolm McVicar	

In Attendance

Jo Ainsworth, Specialist Advisor: Finance, Programme Office, Lancashire County Council
Brian Bailey, Director of Regeneration, Blackburn with Darwen Borough Council
Harry Catherall, Chief Executive, Blackburn with Darwen Borough Council
Andrew Good, Head of Service Financial Management, Lancashire County Council
Neil Jack, Chief Executive, Blackpool Council
Martin Kelly, Director of Economic Development, Lancashire County Council
Andy Milroy, Company Services Officer, Lancashire County Council
Kathryn Molloy, Head of Service LEP Coordination, Lancashire County Council
Pam Smith, Chief Executive, Burnley Borough Council
Jo Turton, Chief Executive, Lancashire County Council
Ian Young, Company Secretary

1. Welcome and Apologies for Absence

The Chairman, Edwin Booth, welcomed all to the meeting. Apologies for absence were presented from Richard Evans and Councillor Stuart Hirst. It was noted that LEP Performance Committee Member, Councillor Peter Rankin, was in attendance as an Observer.

2. Minutes of the meeting held on 2nd February 2016

Resolved: The minutes of the Board meeting held on 2nd February 2016 were approved as an accurate record and signed by the Chairman.

3. Matters Arising

None

4. Declarations of Interest

Declarations of Interest were made by Dave Holmes (Item 14), Professor Mark Smith (Item 14), Councillor Mark Townsend (Item 13) and Councillor Phil Riley (Item 13). The Board agreed that the interests did not require any Directors to be excluded from those items and that the relevant declaration forms be completed and published with the minutes.

5. National Review of LEPs and LEP Assurance Frameworks

Kathryn Molloy, Head of Service LEP Coordination, Lancashire County Council presented a report (circulated) regarding the National Review of LEPs and LEP Assurance Frameworks.

It was reported that that National Review flagged up a minor governance item requiring correction regarding the publication of Directors Interests. It was noted that this had now been corrected and all LEP Director Interests were published on the LEP website and would continue to be published on a meeting by meeting basis.

There were no major issues raised as a result of the National Review or with the LEP Assurance Framework.

Resolved: The Board:

- (i) Noted the findings of the National Audit Office Report into Local Enterprise Partnerships.
- (ii) Noted the findings of the Government's Internal Audit and those of the North West Office of the Department for Business, Innovation and Skills in respect of the Lancashire Enterprise Partnership's Assurance Framework and the actions taken by the LEP to address any gaps identified, and;
- (iii) Agreed that a formal annual review of the LEP's Assurance Framework be undertaken by the Board in June of each year.

6. LEP Governance and Sub Committees Report

Andy Milroy, Company Services Officer, Lancashire County Council presented a report (circulated) that updated the LEP Board on governance matters and the recent meetings of the LEP Committees.

It was reported that Terms of Reference for five of the LEP Committees were

presented for Board approval, minor revisions had been made to quorums and substitutes.

In addition, the Board was notified of five vacancies in Committee membership and was asked to consider filling those vacancies. In this regard it was agreed that Councillor Simon Blackburn be appointed to fill one of the two vacancies on the Enterprise Zone Governance Committee. The Board agreed to consider the other four vacancies with the Chairman inviting Directors to consider if they would wish to put themselves forward.

Resolved: The Board:

- (i) Approved the five revised Committee Terms of Reference as presented at Appendices 'A' to 'E'.
- (ii) Agreed to appoint Councillor Simon Blackburn to the Enterprise Zone Governance Committee and requested that Directors give consideration to putting themselves forward to fill the remaining four Committee vacancies, and;
- (iii) Noted the updates provided in the report in relation to the Committees of the LEP.

7. Science and Innovation Audit (Verbal Update)

Professor Mark Smith, Vice Chancellor, Lancaster University and LEP Director provided a verbal update on the Science and Innovation Audit. It was reported that following the submission of Lancashire's bid, the Business Secretary and Science Minister had selected the Sheffield City Region and Lancashire as one of the UK's first Science Innovation Audit sites to identify investment opportunities and enhance research innovation and infrastructure across Britain.

The bid is one of five chose for the first Science and Innovation Audits and that Lancashire had been placed in the "pathfinder group".

Resolved: The Board noted the verbal update regarding the Science and Innovation Audit.

8. LEP Marketing and Communications Report

Martin Kelly, Director of Economic Development, Lancashire County Council presented a report (circulated) which updated the LEP Board on the developing strategic marketing proposition for Lancashire.

Resolved: The Board:

- (i) Noted the contents of this report, in particular the work of Thinking Place and SKV Communications.

- (ii) Approved the proposed approach to continuing to develop a strategic marketing proposition for Lancashire, as set out in this report.
- (iii) Delegated authority to Lancashire County Council's Director of Economic Development and the Chief Executive of Marketing Lancashire to progress with the outputs required from this project, and;
- (iv) Noted that the Chief Executive of Marketing Lancashire, as the LEP's Media Communications and PR lead, will continue to provide regular updates to the LEP Board on the work programmes and outputs of the appointed consultants.

9. Growth Deal - Transport Scheme - Blackpool Tramway - Conditional Approval Report

Kathryn Molloy presented a report (circulated) which sought LEP Board approval to a Growth Deal Transport Scheme – Blackpool Tramway.

It was reported that, at this stage, the LEP Board was asked to consider the Outline Business Case report prepared by Jacobs and grant the scheme conditional approval.

It was noted that earlier in the day, the Transport for Lancashire Committee had met, and, had agreed to recommend the scheme for approval by the LEP Board.

Resolved: The Board considered the Outline Business Case and agreed to grant the Blackpool Tramway Extension scheme conditional approval.

10. Combined Authority Update

Councillor Mark Townsend, Leader of Burnley Borough Council and LEP Director, presented a report on behalf of Lancashire Leaders (circulated) regarding the latest development of the Combined Authority for Lancashire.

It was noted that almost 2000 responses were received to the public consultation exercise on the Combined Authority proposals with 70% agreeing that a Combined Authority is right for Lancashire. It was also noted that 35 businesses responded to the consultation. Throughout March and April 2016 Lancashire Leaders are taking reports to their respective decision making meetings recommending that their council become a constituent member of a Lancashire Combined Authority.

In addition, officers are currently drafting a constitution for the Combined Authority, working towards the principles of the Scheme of Governance for a shadow Combined Authority to be in place from July 2016.

Resolved: The Board noted the report, welcomed the progress made and agreed to continue to support Lancashire Leaders in developing the Combined Authority and devolution proposals.

11. Any Other Business

None

12. Date of Next Meeting

It was noted that the next LEP Board meeting was scheduled to be held on Tuesday 14th June 2016, 6pm, County Hall, Preston.

Part II

At this point the LEP Board approved that the meeting move into Part II, Private and Confidential to consider the remaining items which contained exempt information provided in confidence as defined in the Freedom of Information Act 2000. 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. Lancashire Growth Deal Report

Kathryn Molloy presented a report (circulated) which provided an update on the progress of the Lancashire Growth Deal highlighting each of the schemes contained within the report.

Resolved: The Board:

- (i) Approved a maximum allocation of £1.7m of Growth Deal funding to Burnley Vision Park on the basis of the recommendations set out in paragraph 2.10 of the report.
- (ii) Approved a maximum allocation of £451k of Growth Deal funding to The Making Rooms scheme on the basis of the recommendations set out in paragraph 3.8 of this report.
- (iii) Approved a maximum allocation of £250k of Growth Deal funding to the Café Northcote scheme on the basis of the recommendations set out in paragraph 4.8 of this report; and
- (iv) Agreed that the terms of the Growth Deal funding will not include, as a mandatory requirement, BREEAM accreditation, provided that appropriate alternative quality checks are put in place.

14. Skills Capital Report

Dr Michele Lawty-Jones, LEP Skills Hub Coordinator, Lancashire County Council presented a report (circulated) regarding Skills Capital projects.

Resolved: The LEP Board approved the recommendations from the Skills and Employment Board in relation to the six business cases which had been appraised, as set out at Appendix 'B' to the report.

15. LEP Finance / Budget Report

The Chairman, Edwin Booth and County Councillor Jennifer Mein, Leader of Lancashire County Council presented a report (circulated) regarding the LEP Budget funding proposals for 2016 / 17 and 2017 / 18.

Resolved: The Board approved the recommendations as set out in the confidential report regarding the LEP Budget funding proposals for 2016 / 17 and 2017 / 18.