



Lancashire Enterprise Partnership Limited

Private and Confidential: NO

Tuesday, 28 March 2017

LEP Governance and Committees Decisions Report

**Report Author: Andy Milroy, Company Services Officer, (01772) 530354,
andy.milroy@lancashire.gov.uk**

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.

Recommendation

The LEP Board is asked to note the updates provided in this report in relation to the Committees of the LEP.

Background and Advice

The Lancashire Enterprise Partnership Board (LEP) approved the LEP's first Assurance Framework on 17th March 2015 which was subsequently submitted to Government as final in April 2015. The LEP's Assurance Framework has subsequently been updated to reflect any changes to the LEP's governance arrangements and also to reflect updated national guidance. 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 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 Committees publish their agendas and minutes on the LEP website. In order to ensure the LEP's decision making is open and transparent in relation to the Committees this report presents updates from each of the Committees and, where applicable, contains decisions that are outside of the Committees powers and require referral to the LEP Board for approval.



Governance Updates

There will be a verbal update at the meeting regarding Growth Deal Management Board membership.

Updates from recent LEP Committee Meetings

1. Executive Committee

Decision taken – 16 February 2017

The LEP Executive Committee approved the LEP's Application for Government Core Funding for 2017/18.

Decision taken – 22 February 2017

The LEP Executive Committee approved the updated LEP Assurance Framework, which was updated in line with the new National LEP Framework.

2. Transport for Lancashire Committee

The Transport for Lancashire Committee, Chaired by CC Mein, met on 11 January 2017, and considered the following:

- A presentation from Cushman and Wakefield/Systra on the potential benefits of improving east-west connectivity along the Trans-Pennine corridor between Lancashire and North and West Yorkshire.
- A report on the draft Key Route Network for Lancashire. It was approved as the basis for engagement with a range of interested parties including Transport for the North, the shadow Lancashire Combined Authority, Highways England, neighbouring Combined Authority and Local Authority areas and the twelve district councils within Lancashire.

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

3. City Deal Executive and Stewardship Board

The City Deal Executive and Stewardship Board, Chaired by CC Jennifer Mein (Executive, in the absence of Jim Carter) and Stuart Sage (Stewardship Board, in the absence of Danielle Gillespie) held an inquorate meeting on 22 February 2017.

Subsequently, following the meeting, a number of written resolutions were approved by the Executive and Stewardship Board as set out below:

Written Resolution of the Preston, South Ribble and Lancashire City Deal Executive and Stewardship Board – 2nd March 2017

The City Deal Executive and Stewardship Board Members:

- (i) Approved that the minutes of the inquorate City Deal Executive and City Deal Stewardship Board meetings held on 22nd February 2017 be accepted and ratified as a formal record of the meeting
- (ii) **With regard to Item 6 – Investment Marketing Update Report:**
 - a. Noted the progress made in developing an Invest Central Lancashire Theme and that a regular magazine or newsletter should be produced rather than a static document.
 - b. Approved the framework and strategy for the Invest Central Lancashire prospectus as set out in the report.
 - c. Requested that a framework Invest Central Lancashire prospectus be presented at the forthcoming Executive and Stewardship Board Workshop to be held on 30th March 2017.
 - d. Noted the feedback from the City Deal Place North West Event held on 7th February 2017.
 - e. Noted the need for an ongoing campaign action plan and requested a comprehensive Marketing, Communication and Events Plan is prepared and brought to the June 2017 meeting.
 - f. Requested that marketing material be prepared for delegated attending the MIPIM Cannes event and cleared with the LEP prior to the event; and
 - g. Noted the ongoing activity in respect of the implementation of the existing communications plan.
- (iii) **With regard to Item 9 – Procurement: Penwortham Bypass and Section 1 of the East West Link Road:**
 - a. Agreed to defer a decision regarding the procurement process for Penwortham Bypass to allow further detail to be provided, with the decision to be considered as soon as possible thereafter; and
 - b. Approved that the East West Link Road be subject to a formal tender process.

Executive and Stewardship Board Meeting – 18 November 2016

The Executive and Stewardship Board considered the following:

- A presentation from the Preston Cycling Liaison Group with particular regard to the Guild Wheel. A written response to questions raised would be provided by the Committee to the Group.
- A report from Simon Turner, Freshfields, on Investment Marketing. The framework and strategy for the Invest Central Lancashire prospectus was agreed, of which a draft would be presented at the City Deal Workshop on 30 March 2017. A Marketing, Communications and Events Plan would be prepared for consideration at the June meeting. Marketing material would be prepared for the MIPIM Cannes event.
- An update report from Stuart Sage on the HCA Business and Disposal Plan. A Capacity Funding bid had been submitted to Government.
- An Implementation Update, reporting key milestones achieved in Quarter 3, including submission of planning application for Penwortham Bypass, planning consent received for Preston Bus Station concourse works, the Youth Zone and Moss Side Test Track Masterplan, which was now out for consultation.
- A report on the Procurement Proposals for Penwortham Bypass, on which the decision would be deferred pending further information, and Section 1 of the East-West Link Road which was approved to be subject to a formal tender process
- An update on the Community Infrastructure Plan, which would be brought to the Committee for review in June 2017
- An update on the Resources Review

Also, following the informal meeting in January to consider a marketing strategy for the City Deal, the proposal was agreed via written resolution that:

- (i) That any investment marketing campaign for the City Deal be fully aligned to Marketing Lancashire's "We are Lancashire" brand and campaign;
- (ii) That "Invest Central Lancashire" be used to describe the City Deal investment proposition;
- (iii) That the City Deal logo continue to be used, as and when appropriate, alongside "Invest Central Lancashire";
- (iv) That "Invest Central Lancashire" be promoted at the Place North West We are Lancashire / City Deal event on February 7th; and
- (v) That officers prepare a shell and framework for the Invest Central Lancashire prospectus and that it be brought to the February 2017 meeting of the City Deal Executive and Stewardship Board for consideration.

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, met on 08 March 2017 and considered the following:

- An update on communications and publicity
- The Grant Funding Agreement for the Rawtenstall Redevelopment Zone, which was approved
- An update on progress of projects
- An update on finance, and Growth Deal 3
- An overview of the Growth Deal Skills Capital
- It was also noted that Local Growth Fund Agreements had been approved via written resolution for the Lancaster Health Innovation Campus, and Blackpool Integrated Traffic Management

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 last meeting of the Enterprise Zone Governance Committee, Chaired by Edwin Booth, met on 06 March 2017, and considered the following:

A report on Marketing and Enquiry Handling Protocol and agreed that:

- (i) Marketing Lancashire to act as the central coordinating function for strategic marketing activity and enquiry handling arrangements be approved.
- (ii) The appointment of a shared Commercial Agent on a fee-finding basis with the LEP financing the appointment and local partners making supporting contributions be approved.
- (iii) The LEP to finance initial development for the overarching LAMEC website, which will include the four EZ specific sites, supporting sector propositions and marketing collateral be approved.
- (iv) Implement agreed enquiry handling arrangements from 1 June 2017, subject to agreement with local partners and landowners be agreed.
- (v) Authorisation for Marketing Lancashire, supported by local public and private sector delivery partners, to develop a strategic Marketing Plan for consideration and approval at a later EZGC meeting be agreed.



- (vi) Authorisation for Marketing Lancashire to lead on the development of sector propositions for each EZ site, in consultation with national and local partners be agreed.
- (vii) The use of the Evolutive System as the CRM system for EZ enquiry handling be agreed.

The EZ Governance Committee also considered a verbal report on the Performance Monitoring of the LEP's four Enterprise Zones, requesting that individual project boards meet regularly and report progress through to the EZGC.

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, met on 22 February 2017 and considered the following:

- An update from the Skills Hub, wherein it was noted that: the Lancashire Enterprise Adviser Network had exceeded the end of January target and now included 62 schools; the Department for Education had confirmed funding for the Careers and Enterprise Company for 2018-2020; three Strategic Partnership Managers had been appointed to work on European Structural Investment Funds activity.
- A presentation on the National Collaboration Outreach Programme.
- An update on European Social Fund activity, and noted the release of a call against investment priority 2.2, and that calls would not be developed in relation to the £13.7m unallocated funding until clarity around national policy was received.
- A summary report on the Green Paper 'Building our Industrial Strategy', published in January. Committee members would send responses in writing to be fed into the LEP response.
- The draft Apprenticeship Growth Plan, which was approved as a living document.
- A report on the DWP Fuller Working Lives Strategy and the Value of Experience Conference, on retraining, retaining and recruiting older workers.
- The draft specification for the Future Workforce evidence base study, which was approved subject to discussion with the Local Education Authorities. Funding would be sought from the LEP and Combined Authority to enable the piece of work to be commissioned.
- A progress report on the Area Based Review (ABR). The Lancashire ABR report would be published in May.

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

No further meetings of the Performance Committee have been held since the last LEP Board meeting. The next meeting is currently scheduled for 01 June 2017.

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

No further meetings of the Business Support Management Board have been held since the last LEP Board meeting. The next meeting is currently scheduled for 08 June 2017.

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

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