

LEP - Business Support Management Board

**Minutes of the Meeting held on Thursday, 9th May, 2019 at 10.30 am in
Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston**

Present

Michael Blackburn OBE

Miranda Barker
Paul Foster
Sue Smith

Stuart Thompson
Alan Welsh

Observers

Paul Evans – Department for Business, Energy and Industrial Strategy

In Attendance

Andrew Leeming, Boost Programme Manager – Business Growth, LCC
Holly Tween, Democratic Services Officer (Companies), LCC
Andy Walker, Head of Business Growth, LCC

1. Welcome and Apologies for Absence

The Chair welcomed everyone to the meeting, and introductions were made by all in attendance.

Apologies were received from Gillian Bardin; Neil McMillan attended in her place.

2. Declaration of Interests

None.

3. Minutes of the meeting held on 14 March 2019

Resolved: that the minutes of the meeting held on 14 March 2019 be confirmed as an accurate record and signed by the Chair.

4. Matters Arising

All matters arising were addressed on the agenda.

5. Growth Hub Annual Report

Andy Walker, Head of Business Growth, presented an updated on the Growth Deal Annual Report.

The Board received the report and made the following observations:

1. Members of the Board represented a wide range of business organisations, and it was suggested that setting these out explicitly in the Annual Report would demonstrate the level of collaboration taking place across Lancashire
2. Around International Trade, it was suggested that a referral structure already existed with the Department for International Trade and the wording could be updated to the effect of "strengthening and adding to" the existing structure
3. More information on customer satisfaction could be added to show why the satisfaction rates were high
4. Case studies could be included – UCLan used a framework for case studies which helped give a consistent way of measuring and framing the information. Sue Smith would share this template with the Board.

It was commented that Growth Hubs across the North West were collaborating and learning from each other, which could provide some useful learning points for the Board.

It was also suggested that core information could be made available more widely to businesses through partners and the website to more proactively market the Growth Hub offer in Lancashire.

Resolved: that the Business Support Management Board

- (i) Noted the draft Annual Report
- (ii) Endorsed the draft Annual Report's submission to BEIS and Communities and Local Growth Team, subject to the comments above
- (iii) Receive a copy of the case study framework from UCLan by email

6. Access to Finance Programme update

Philip Hargreaves, Head of Access to Finance, presented an update on the Access to Finance programme, including service objectives, an overview of the current market and programme performance outputs and targets, and there was an opportunity for questions.

Philip was thanked for his presentation.

Resolved: that the presentation be circulated electronically to the Business Support Management Board

7. Local Industrial Strategy - Progress Update

Andy Walker presented an update on the Local Industrial Strategy.

It was noted that the deadline for the production of the Local Industrial Strategy had been extended to the first quarter of 2020. The extra time would be used for broader engagement and consultation.

A schedule of workshops had been planned to develop a strategic framework. A finalised Action Plan would be taken to the Lancashire Enterprise Partnership along with the final Local Industrial Strategy after broader consultation.

It had been suggested that channels other than the formal consultation channels be considered to encourage broader engagement, perhaps through the Local Enterprise Partnership website. SKV could also be commissioned to run a communications exercise around the Local Industrial Strategy.

The need for external challenge was discussed and it was agreed that Board Members could critically review the drafts of the Strategy.

It was suggested that, where possible, the information in the strategy should be as specific as possible to the region submitting it to display the specialisms in that area.

Many organisations were hosting events on the Local Industrial Strategy and it was commented that a timetable of the development of the Strategy would help to plan events and ensure the appropriate event was held at the relevant time.

Resolved: that the Business Support Management Board

- (i) Note the update on the progress of the Lancashire Local Industrial Strategy
- (ii) Approved the proposal to use March 2020 as the deadline date for the production of the Local Industrial Strategy, using the extra time for enhanced consultation
- (iii) Review and critically comment on the drafts of the Local Industrial Strategy as it develops
- (iv) Delegate the decision to the Lancashire Enterprise Partnership CEO to commit further marginal funds to Steer ED and SKV to support enhanced consultation and communications around the strategy production process

8. Wider LEP Update

Andy Walker gave a verbal update on the Lancashire Enterprise Partnership.

It was noted that a recruitment process for the new Chair was underway and was being led by Blackpool Council.

In response to the national review of Local Enterprise Partnerships, the Board was now looking to spread the ownership more widely. Officers were also moving out of County Hall to separate offices in Preston to enhance the Lancashire Enterprise Partnership's independent identity.

9. Reporting to Lancashire Enterprise Partnership Board

An update on the BOOST programme would be reported to the Lancashire Enterprise Partnership Board.

10. Any Other Business

There was no other business.

11. Date of Next Meeting

The next meeting was scheduled for 10.30 on 03 October 2019 in Committee Room C, County Hall, Preston.

The Board requested a further date be found in July 2019.

Resolved: that Board members be consulted about a further meeting date in July 2019.