



Lancashire Enterprise Partnership Limited

Private and Confidential: No

Date: Tuesday, 23 March 2021

Governance and Committees Report

(Appendices 'A' and 'B' refer)

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Executive Summary

This report extracts the key items considered by each of the Lancashire Enterprise Partnership Board (LEP) 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 its Committees for approval.

Recommendation

The Lancashire Enterprise Partnership Board is 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.



Background and Advice

This is a standing report which provides an update on governance issues and meetings of committees of the LEP since the last ordinary meeting on 30 September 2020 in accordance with the LEP Assurance Framework dated December 2019, publicly available on the Lancashire Enterprise Partnership website:

<https://lancashirelep.co.uk/about/policies/>

Current LEP Committee Vacancies

A number of LEP Committee vacancies exist within the LEP Assurance Framework as follows:

- 1 x LEP Board Chairman
- 1 x Enterprise Zone Governance Committee Member
- 1 x Growth Deal Management Board Chairman
- 1 x Skills and Employment Board FE Sector Committee Member

The LEP Board is asked to **note** the following Committee Member changes that respective organisations have made:

- Lis Smith has resigned as a Committee member on the Skills and Employment Advisory Panel

Proposal for 3 x new LEP Innovation Board Members

Following a recruitment process the LEP Innovation Board has recommended that the following three candidates be appointed as members of the Innovation Board, they are:

Mike Gibson, Managing Director, Miralis Data limited
Judson Smythe, Technical Director, MGS Plastics Limited
Melissa Conlon, Commercial Director, AMRC (NW)

The LEP Board is asked to formally approve their appointment following the recruitment process undertaken by the LEP Innovation Board.

LEP Joint Scrutiny Committee

It was previously agreed by the LEP Board, in accordance with Government requirements for LEP's that a LEP Joint Scrutiny Committee shall be established, in agreement with the Accountable Body for the LEP and Lancashire Leaders. This agreement has now been confirmed and the first meeting of the LEP Joint Scrutiny Committee shall take place on 24th March 2021. The final Terms of Reference (previously circulated to the LEP Board) are attached for the LEP Board to note at Appendix 'A'.



The LEP Board previously agreed that upon the establishment of the LEP Joint Scrutiny Committee that the LEP Performance Committee would no longer be required and would as such be disestablished. The LEP Board are asked to note that the LEP Performance Committee will therefore be disestablished, effective immediately.

Updates from recent LEP Committee Meetings / Decisions taken by the Urgent Business Procedure of the LEP

1. Urgency Business Procedure Decisions

Appointment of Interim Chairman - 21 February 2021

The Lancashire Enterprise Partnership Directors endorsed the appointment of David Taylor as Interim Chairman of the LEP Board, until a permanent Chairman is identified, with immediate effect.

Growth Deal Funding Recommendations

The Lancashire Enterprise Partnership Directors approve:

- Grant funding of an additional £0.500m Local Growth Fund (LGF) (£0.250m previously approved = £0.750m in total) to the Northlight – Business Units project, subject to:
 - The Growth Deal Programme Manager concluding a satisfactory project performance at the Qtr. 3 2020/21 reporting.
 - The Growth Deal Programme Manager, upon receipt of evidence, verifying VFM.
 - Vary the existing GFA to reflect the additional LGF approval, via the Change Request procedure.

- Grant funding of an additional £2.331m LGF (£15.510m previously approved = £17.841m in total) to the Blackpool Conference Centre project, subject to:
 - Vary the existing GFA to reflect the additional LGF approval, via the Change Request procedure.

2. Transport for Lancashire Committee

There have been no meetings of the Transport for Lancashire Committee since the last update.

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

3. City Deal Executive and Stewardship Board

The Combined City Deal Executive and Stewardship Board met on 03 February 2021 and considered / approved the following:

Homes England Quarterly Monitoring Progress Update Report - Q3 2020/21 – Updates were provided on the progress made across the Homes England portfolio. It



was noted that the Covid-19 pandemic had continued to impact the delivery of development across all Homes England sites. Although, despite a second national 'lockdown' taking effect during Quarter 3, construction at most sites had continued. The Board noted the contents of the report and the progress made.

City Deal Employment & Skills Monitoring report – the Board noted the report and the Employment and Skills Case study Dashboard, as presented, and the following points were highlighting:

- The number of apprenticeship starts across all subjects had declined compared to those reported in the 2018/19 academic year, with a 21% fall in apprenticeship starts across the whole of Lancashire.
- Redundancy and furlough figures resulting from the Covid-19 pandemic were expected in the following academic year's statistics, so the full effect of the pandemic was not yet apparent.
- To respond to the Covid-19 pandemic the Skills Hub had launched a Skills for Work microsite, a Lancashire Redundancy Task Force had been established in partnership with national organisations, and the Careers Hub was continuing careers engagement with schools virtually with the help of a new platform, Starting Lancashire.
- Work continued with the Construction Skills Fund to provide employment and skills for local people, with the number of starts and engagements in Lancashire exceeding that of other regions in the North West.

Infrastructure Delivery Quarterly Monitoring report – the Board received a report which provided a progress update on the City Deal infrastructure projects during Quarter 3 of 2020/21, which was noted

Affordable Housing Provision update – the Board received a report giving further information on the delivery and role of affordable housing provision within the City Deal area. It was agreed that Karl Tupling, Homes England, agreed to arrange further discussions with officers at Preston City Council, South Ribble Borough Council and Lancashire County Council regarding Affordable Housing. The following points were highlighted:

- The scheme's design and costing exercise would be extended to July 2021.
- Completion of the Outline Business Case would be extended to August 2021, and submission of the Compulsory Purchase Order would follow.
- The City Deal Executive and Stewardship Board would need to be in a position to approve the full cost of funding for the scheme at the point the Outline Business Case is submitted, which provided a timeframe for funding decisions to be made by the Board.

A582 South Ribble Western Distributor – the Board received a report providing an update on the Department for Transport advice regarding the programme period for the Major Road Network and Large Local Major schemes, which was noted, and the following points highlighted:

- The scheme's design and costing exercise would be extended to July 2021.



- Completion of the Outline Business Case would be extended to August 2021, and submission of the Compulsory Purchase Order would follow.
- The City Deal Executive and Stewardship Board would need to be in a position to approve the full cost of funding for the scheme at the point the Outline Business Case is submitted, which provided a timeframe for funding decisions to be made by the Board.

Re-imagining the Harris – the Board received a private and confidential report which detailed Preston City Council's request for re-confirmation of the £1m City Deal funding, which was committed to the 'Re-imagining of the Harris' project at the City Deal Executive meeting held on 16 August 2018. The Board reaffirmed its support to the 'Re-imagining the Harris' project and its commitment to the project's development, with the drawdown of funds being prioritised as part of the City Deal Review work.

Preston Western Distributor update – the Board received a private and confidential report which provided an update on the programme and financial position of the Preston Western Distributor Scheme. It was highlighted that overall progress on the project was good, though unseasonal wet weather throughout 2020 had caused challenges to construction. Despite the challenges it was anticipated that the scheme would remain on programme for completion in 2023. The report was noted.

Preston Western Distributor Social Value update – the Board received a private and confidential report on the social value delivery of the Preston Western Distributor scheme. It was highlighted that, despite the challenging conditions presented by the Covid-19 pandemic, the project had generated very positive results during Year 1 and examples of the project's positive social engagements were given. The report was noted.

North West Preston East West Link Road Bulwark Development – the Board received a confidential report which detailed a proposal to include access to the housing development of Bulwark Ltd in the Preston Western Distributor Road contract works, at no cost to the City Deal, with the developer bearing all costs via a s.278/38 agreement. The City Deal Executive approved the inclusion of the access to the Bulwark developments in the Preston Western Distributor Road contract works, with costs recovered in full under the Section 278 Agreement referred to in the report, on the condition that there was no financial risk to the City Deal.

South Ribble Position on City Deal – the Board received a private and confidential report which summarised the outcome of a meeting of the Members of South Ribble Borough Council regarding its engagement in the City Deal. The City Deal Executive Requested that by the end of February 2021 Sarah Parry, City Deal Programme Manager work with officers at South Ribble Borough Council to 1) establish South Ribble Borough Council's interpretation of the existing Heads of Terms and 2) compile a list of previous decisions taken by the Executive that could have implications for the content of a full partnership agreement when compared to the original Heads of Terms; and agreed to meet informally following this to discuss the outstanding issues and determine next steps.



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

There have been no meetings of the Growth Deal Management Board since the last update.

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 Enterprise Zone Governance Committee met on 15 December 2020 and considered / approved the following:

Lancashire Advanced Manufacturing and Energy Cluster – the Board received a private and confidential report and resolved:

- i) That the Enterprise Zone Governance Committee continue to work with Marketing Lancashire and the leading authorities delivering the Enterprise Zones to develop collaborative proposals for 2021-22.
- ii) That Sarah Kemp, Chief Executive of the LEP, support the organisation of a set of workshops, working with Marketing Lancashire to discuss the future of the LAMEC branding and to identify:
 - a) The main selling points of Lancashire and the Enterprise Zones to prospective businesses; and
 - b) The best marketing strategy to adopt, knowing the discriminators of the Lancashire offer and the competition across the North West and the country.

Blackpool Airport Enterprise Zone Progress Report – the Board received a private and confidential report and resolved:

- i) That the Enterprise Zone Governance Committee notes the contents of this progress report.
- ii) That the Enterprise Zone Governance Committee notes the refreshed Masterplan report.
- iii) That Rob Green, Head of Enterprise Zones to Blackpool Council, and Anne-Marie Parkinson, Programme Manager to the LEP, collaborate to create a standard template for the Enterprise Zone leads to use to characterise business enquiries.
- iv) That the Enterprise Zone Governance Committee be provided with a short update, for information only, on Lancashire's bid to host a free port, close to the time of the submission deadline.

Hillhouse Technology Enterprise Zone Progress Report – the Board received a private and confidential report and noted:

- i) The building fund for the new gatehouse, with planned works to begin from early 2022;



- ii) Funding from Wyre Borough Council to support the extension of fibre optic network to the site's gates;
- iii) The favoured investment type at the site continues to be Waste to Energy Generation, with three enquiries for such facilities ongoing;
- iv) The energy capability of the site is attracting interest in the site of the old power station at the centre of Hillhouse;;
- v) A number of job losses, which are expected to be temporary or from which staff were immediately re-employed across the site;
- vi) The future of the Fleetwood-Poulton railway line, which if dedicated to heavy rail would significantly impact the site's infrastructure costs and would require the site's single bridge access to be resolved; and
- vii) Transport, flood risk and environmental assessments are to be scoped and commissioned for the entire site, rather than plot by plot, subject to funding.

Salmesbury Aerospace and Warton Aviation Enterprise Zone Progress report – the Board received a private and confidential report and noted:

- i) The completion of a number of KPIs and Milestones across the sites during 2020, in line with targets;
- ii) The construction progress for the North West Advanced Manufacturing Research Centre (AMRC) and the Centre's plans to employ more staff;
- iii) The updated Commercial Development Programme, which has been well-received by stakeholders;
- iv) Collaboration with Electricity North West (ENWL) to deliver the SAEZ electricity supply through significant investment and the investigation of renewable energy and low carbon projects for the site and other/s that will support the Government's net-zero targets;
- v) The BAE Asset Management Facility completion and Lancashire County Council's strong strategic and working relationship with BAE Systems; and
- vi) The marketing and promotion of both sites, through the LAMEC and with the commercial support of Colliers International.

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 Advisory Panel

The Lancashire Skills and Employment Advisory Panel met on 03 March 2021 and considered / approved the following:

Update from the Lancashire Skills & Employment Hub – the committee noted the update, particularly the following:

- An additional 24 new Enterprise Advisors had been recruited and the network had grown from 131 to 154. A campaign to attract additional Enterprise Advisers was being run in tandem with the Rewrite the Story campaign
- Technical education vision - the first stage bid for the Lancashire Institute of Technology was submitted to DfE by the lead institution Blackpool and the Fylde College, He had been invited to a webinar to hear about the next stage



- Teen Tech Festival Lancashire - it had been delivered virtually and 37 schools and 684 young people had joined the sessions so far
- Digital Careers Videos - a series of short films of local business people talking about their careers in a range of digital roles had been produced
- The application made to the national reserve fund under investment priority 1.1, aimed at boosting labour market mobility, had been successful and a new call worth £4.750m opened for applications in February 2021. The deadline was 12 April.
- The Skills Hub had worked in collaboration with the NHS, Lancashire Adult Learning, People Plus and referral organisations to support the recruitment of clerical and administration staff for the mass vaccination centres in January. 121 people had successfully been offered employment to date.
- The Digital Freedom 50+ Lancashire project, administered by Selnets, had supplied 320 digital devices and connectivity to digitally excluded over 50s across Lancashire
- A refreshed Apprenticeship Action Plan had been produced with the shared aim of enabling the Apprenticeship system to meet the needs of the Lancashire economy. A meeting was planned in March with key partners to agree the draft plan and collective actions.
- The requirement to publish a Local Skills Report by the end of this financial year still remains. As there was significant crossover between the contents of the published Lancashire Skills and Employment Strategic Framework 2021 and the Local Skills Report, the Skills Hub and the Skills Advisory Panel team in DfE were discussing a pragmatic way forward to bring the two documents together into one.
- The partner data pack was an online interactive data dashboard which builds on the provision of the LMI toolkit. It will be updated six times a year and was circulated to around 150 stakeholders
- The Skills for Work microsite was launched in July 2020 to enable Lancashire residents to access support if furloughed, facing redundancy, looking for work or 16-25. The website had so far received 14,600 views.
- Over the last 12 months the number of Lancashire Skills Pledge members had grown from 26 to 75 businesses, despite little promotion due to the pandemic
- This week was national careers week and 21 careers champions would be showcased on social media, including committee member Peter Caney, from BAE

Skills for Jobs White Paper – the committee received a report outlining the White Paper on Skills for Jobs, published in January 2021, and after discussion agreed a further update be brought to future meetings

Fast Track Digital Workforce Fund – the committee received a report overviews the Fast Track Digital Workforce fund and a verbal report on the Tech Lancaster Bootcamp from Nicola Mortimer.

Employment in Lancashire – the committee received and discussed a report on employment in Lancashire following the government's 'Plan for Jobs' announcements.



Full agendas and minutes for the Lancashire Skills and Employment Advisory Board meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1011>

7. Performance Committee

There have been no meetings of the Performance Committee since the last update and subject to the recommendations set out in this report, it will now be disestablished.

8. Business Support Management Board

There have been no meetings of the Business Support Management Board since the last update.

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

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

9. Innovation Board

The Innovation Board met on 19 February 2021 and considered/approved the following:

Proposed appointment of additional members – the Board agreed that the following three candidates for membership of the innovation Board are recommended to the Lancashire Enterprise Partnership Board for approval.

Mike Gibson, Managing Director, Miralis Data limited

Judson Smythe, Technical Director, MGS Plastics Limited

Melissa Conlon, Commercial Director, AMRC (NW)

Report on 2020 Innovation Festival – the Board considered a report on the 2020 Innovation Festival which included details of how the event had been delivered, lessons learned from the experience and feedback from participants together with initial plans for a week-long event in October 2021. The Board agreed:

- i) That the initial plan for the 2021 Innovation Festival, as set out in Appendix 'A' to the report presented, is approved for further development.
- ii) That the comments of the Board as specified above be taken into account when developing the 2021 Innovation Festival.
- iii) That any Board Member interested in joining the 2021 Festival Steering Group contact Maya Ellis or Matt Wright outside of the meeting.

Proposal to Establish an Observatory and Mapping web resource – the Board received an update on the proposed Innovation Observatory which would have easy access from the Lancashire Enterprise Partnership home page and incorporate the following functions:

- A searchable map of assets and clusters of innovative companies which can be interrogated against multiple criteria



- A dashboard to set into context for all stakeholders the position in Lancashire and the collective aim for innovation.
- A feed of opportunities relevant to the Boards strategic priorities and the clusters in terms of funding, challenges and projects.
- Access to relevant webinars on technologies, markets and best practice tuned to the clusters and provided by academia, businesses etc.

The Board resolved:

1. That approval is given for Officers to proceed to tender for a local web company to develop the necessary web pages to provide the one stop web resource as set out in the report using the fund allocated for this purpose from Lancashire County Development Limited.
2. That the comments of the Board, as specified above, be taken into account when developing the resource and that individual Board members be given an opportunity to input into the development of content and testing of the resource

City of Culture Bid – the Board received a presentation updating on the bid and resolved:

1. That the Board support the development of the Lancashire 2025 bid for City of Culture, as outlined in the presentation given at the meeting, and be kept informed of progress.
2. That arrangements be made for Board members to meet with the Bid Director to further discuss the Lancashire bid before it is finalised and submitted in March 2022.

Budget Report – the Board were informed that subject to confirmation of the County Council and Lancashire County Development Limited budgets and Business Plans for 2021/22, a budget of £100,000 would available for innovation activities.

Progress Report and Updates – the Board received an update on progress regarding implementation of the Innovation plan and highlighted key areas of activity both within Lancashire and the wider region. It was agreed that a report on lessons to be learned from the existing Elec Tech cluster and Deep Tech companies based around Morecambe Bay be presented to a future meeting of the Board.

List of Background Papers

Paper	Date	Contact/Tel
None		

Reason for inclusion in Part II, if appropriate

N/A