



Lancashire Enterprise Partnership Limited

Private and Confidential: NO

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LEP Governance and Committees Report

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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. The report also contains Governance updates and any Governance decisions required by the Board.

Recommendation

The Lancashire Enterprise Partnership Board is asked to 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.

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 23 November 2021 in accordance with the LEP Assurance Framework, publicly available on the Lancashire Enterprise Partnership website:

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

Current LEP Committee Vacancies / Appointments

There are currently 2 vacancies on the LEP Enterprise Zone Governance Committee.



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

1. Urgency Business Procedure Decisions

There has been one urgent decision approved by the LEP Board via the Urgent Business Procedure since the last LEP Board meeting held on 23rd November 2021 as follows:

7th March 2022 – Appointment of LEP Director Andrew Pettinger as Interim Deputy Chair of the LEP Board

Resolved: The Lancashire Enterprise Partnership Directors approved the appointment of LEP Director, Andrew Pettinger to the post of Interim LEP Deputy Chair.

2. City Deal Executive and Stewardship Board

There have been no meetings of the City Deal Executive and Stewardship Board since the last update.

Full agendas and minutes for the Combined City Deal meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1072>

3. 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>

4. Enterprise Zone Governance Committee

The Enterprise Zone Governance Committee met on 3rd November 2021 and considered / approved the following:

Samlesbury Aerospace Enterprise Zone: Progress Report – The Committee received a private and confidential progress report and agreed that:

- (i) The phase 2b work programme be noted and an element of contingency to be included within the anticipated costs.
- (ii) The committee noted that the principles of the Memorandum of Understanding had been substantively agreed between Lancashire County Council and the Chief Executive of the Lancashire Enterprise Partnership in



respect of the retention of business rates by the county council to repay the forward funding of the infrastructure required to deliver works at the site, pending independent legal advice.

- (iii) The committee noted that in respect of the above, the LEP Board had requested independent legal advice from external legal advisors.
- (iv) The Memorandum of Understanding with the amendments discussed by the committee be presented to the LEP Board on 23 November 2021 requesting approval the Chief Executive of the LEP be authorised to sign the document.

Samlesbury Aerospace Enterprise Zone Update - The LEP Chief Executive presented a private and confidential report, the Committee requested a report back to the next Enterprise Zone Governance Committee meeting with further information around the points/questions raised by committee members including a framework that can be used as a template that can be utilised at the other zones, priorities to be determined. In addition the Committee agreed that a management and maintenance plan for the websites and the marketing collateral covering 2022 be developed for the four locations for consideration at the next, or subsequent, committee meeting.

The Enterprise Zone Governance Committee also met on 9th March 2022. At the time of writing this report the meeting has not taken place, but the minutes will be accessible following the meeting from the link below.

Full agendas and minutes for the Enterprise Zone Governance Committee meetings can be accessed here:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1171>

5. Lancashire Skills and Employment Advisory Panel

The Lancashire Skills and Employment Advisory Panel meet on 10th November 2021 and considered / approved the following:

Update from the Lancashire Skills and Employment Hub and Partners – The Panel noted the update regarding the Gatsby Foundation, T-Levels, Digital Workforce of the Future, Hub Incubation Programme, Apprenticeships, Lancashire Levy Transfer Network and other areas.

Lancashire Careers Hub and Enterprise Advisor Network 2021/22 - A presentation was delivered to the panel regarding the impact of the Lancashire Careers Hub and the Enterprise Advisors Network to date and the priorities for the coming year. The Skills and Employment Advisory Panel noted the presentation and passed their thanks to the Careers Hub team.

Skills Bootcamps – The Panel noted the contents of the report and the presentation. In addition the Panel considered the further application of Skills Bootcamps in Lancashire and the potential to address hard to fill technical vacancies and enable Lancashire residents to fast track their skills development and secure higher value roles.



Skills Accelerator – The Panel were provided with an update on the progress regarding the Local Skills Improvement Plan (LSIP) Trailblazer with the ask of stakeholders and employers outlined along with support from panel members. The Panel noted the update.

DWP: Plan for Jobs in Lancashire - The Skills and Employment Advisory Panel was provided with a presentation on the performance to date of the Plans for Jobs initiatives led by the DWP in Lancashire.

This included Kickstart Placements and the need to continue to drive the engagement of unemployed young people in the plethora of opportunities that have been made available by Lancashire employers – it was noted that approximately 50% had been filled to-date. There was also discussion regarding supporting employers to progress young employees in placements towards apprenticeships, to support sustainable employment. The Panel noted the presentation.

The Lancashire Skills and Employment Advisory Panel also met on 23rd February 2022 and considered / approved the following:

Update from the Lancashire Skills and Employment Hub and Partners – The Panel noted the update regarding the Gatsby Foundation, T-Levels, Digital Workforce of the Future, Hub Incubation Programme, Apprenticeships, Lancashire Levy Transfer Network and other areas.

Levelling Up for Lancashire – The Panel received a presentation regarding Levelling Up for Lancashire from Denise Park, Chief Executive, Blackburn with Darwen Borough Council. The panel noted the presentation.

Local Skills Improvement Plan: Early Findings - Geoff Mason, Policy Manager, N&W Lancashire Chamber of Commerce – accountable body for the Local Skills Improvement Plan (LSIP) Trailblazer gave a presentation? providing initial information on the project. The Panel noted the update.

Grant Renewals - The Panel agreed to recommend to the LEP Board acceptance of the grant funding offer from the CEC once received, subject to review of the final grant offer and associated terms and conditions by the Chief Executive and Section 151 Officer and support the extension of the contract with Inspira. In addition the Panel also agreed to recommend to the LEP Board that they approve the acceptance of the grant from DCMS, should it be approved, subject to review of the final grant offer and associated terms and conditions by the LEP Chief Executive and Section 151 Officer.

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>



6. Business Support Management Board

The Business Support Management Board meet on 10th February 2022 and considered / approved the following:

Business Support Update and Future Scoping – The Board was presented with a report providing a brief update on a range of new locally funded business support provision for 2022. These initiatives added to the existing network of publicly funded business support provision in Lancashire but had specifically been created to provide on-going support to sectors badly impacted by the pandemic or to boost the speed at which the economy recovered.

In addition the report set out some key national policy announcements through the year which would potentially influence the shape and funding for growth Hubs moving forward. The Board was also provided with an update on the Government Levelling Up White Paper with the report noted.

Peer Network Update – The Board received a report and noted that in September 2020, the department for Business, Energy and Industrial Strategy (BEIS) provided additional support through the English Growth Hub network to organise Peer to Peer business groups, as a practical support mechanism addressing the impacts of the COVID-19 pandemic.

Boost – Lancashire's Business Growth Hub quickly responded to commission a range of organisations to facilitate these groups. This allowed groups in the same sector, with the same profile of ownership or aligned to existing business organisations to start meeting and help one another. Following two further cohorts of Peer 2 Peer provision, BEIS has now announced that this ear-marked funding will end in March 2022.

This report considered the impact that this programme has had in Lancashire and whether to seek alternate resource to continue a similar programme as the configuration of new funding regimes becomes clear. The Board agreed it was a successful programme and that efforts should be made to source funding for the programme to continue.

Export / International Trade Support – The Board received a verbal update on this topic with feedback provided on the implications for Lancashire.

It was important for this Board to look at the future of business support. A procurement exercise had been carried out at the end of 2021 to select delivery partners and most contracts had been signed.

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

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



7. Lancashire Innovation Board

The Lancashire Innovation Board meet on 15th November 2021 and considered / approved the following:

Innovation Plan Refresh – Progress Update – The Board noted the report and presentation from Steer Consultants on outputs from the 20th September 2021 workshop to scope the Innovation Plan refresh and the next stages of the workplan involving officers, members, and stakeholders, as referred to in the presentation, be approved.

In addition it was agreed that a copy of the presentation from Steer Consultants be circulated to Board members outside of the meeting for information and future reference.

The Board also requested that the comments from Board members, together with any additional feedback sent to the Chair outside of the meeting, be taken into consideration regarding future activity in the workplan.

Innovation Observatory Progress Report – The Board were informed that the first phase of the project would create a prototype website for stakeholders to test and refine, followed by a second phase to develop additional functionality based on the earlier trial. A budget of around £10,000 had been allocated from Lancashire County Developments Limited funding with delivery in this financial year and launch of the prototype website planned for January/February 2022. The Board noted and provided feedback on the report.

Spotlight Member Reports – The Board received updates on the Clean Energy Technology Park, Development of an Unmanned Aerial Systems (UAS) Cluster and Innovate UK Event with the Board noting the reports and requesting to be kept informed of developments.

The Lancashire Innovation Board also met on 3rd March 2022 and considered / approved the following:

Innovation Observatory Interim Report - The Board received an update report on progress to date regarding the development of the Innovate Lancashire website. Darren Bentham from Interact-IT also gave a demonstration of the user interface design, functionality and fit with marketing, branding and initiatives for Innovate Lancashire. The Board provided feedback on the website content.

Innovation Plan Refresh - Representatives from Steer Consulting Group gave a presentation on the existing five strategic aims and objectives in the Plan and identified key messages from the report together with a socioeconomic summary of Lancashire (in 2017 and 2021), the North West and United Kingdom.

The Board discussed progress to date against specific actions for each Strategic Aim and in relation to Governance. The productivity gap between Lancashire and surrounding areas, identified Growth Sectors and Lancashire's relative strengths in terms of GVA and employment were also discussed.



Full agendas and minutes for the Lancashire Innovation Board can be accessed here:

<https://council.lancashire.gov.uk/ieListMeetings.aspx?Committeeld=1678>

8. Joint Scrutiny Committee

The LEP Joint Scrutiny Committee met on 8th March 202. At the time of writing this report the meeting has not taken place, but the minutes will be accessible following the meeting from the link below and a summary of the items considered is included below:

Constitution, Membership and Terms of Reference – The Committee noted their Terms of Reference and noted that Mick Leckie had been formally appointed as the new Independent Private Sector Chair of the Committee, in addition the Committee approved the appointment of County Councillor Cosima Towneley as the Deputy Chair.

Introduction to Lancashire Innovation Ecosystem - The Committee received a report that set out an introduction to innovation policy, challenges and opportunities in Lancashire aimed at informing scrutiny members of the key issues to be considered. The Committee provided feedback on performance and different work areas it would wish to see included in the focus of the Lancashire Innovation Ecosystem.

Lancashire Skills and Employment Strategic Framework: Future Workforce – The Committee received a report that focused on one of the strategic themes: Future Workforce, and the work of the Lancashire Careers Hub and Enterprise Adviser Network in raising careers aspirations and enabling young people to make informed choices about their pathway into the world of work.

The report and presentation outlined how the Careers Hub is working in partnership with businesses across Lancashire to enable young people to gain a wide variety of insights into sectors, jobs and local companies, through employer encounters and experiences. The Committee provided feedback on additional areas of focus it would wish to see included in the Skills and Employment Strategic Framework.

Full agendas and minutes for the Joint Scrutiny Committee meetings can be accessed here:

<https://council.lancashire.gov.uk/ieListMeetings.aspx?Committeeld=1708>

List of Background Papers

Paper	Date	Contact/Tel
None		



Lancashire
Enterprise Partnership

Reason for inclusion in Part II, if appropriate

N/A