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Lancashire Enterprise Partnership Limited

Private and Confidential: NO

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LEP Governance and Committees Report

Report Author: Andy Milroy, Democratic Services Manager (Companies), Lancashire County Council, Tel: 01772 530354, andy.milroy@lancashire.gov.uk

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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 inquorate Board meeting on 22 March 2022 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

Vacancies

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

Appointments

Graham Baldwin has been confirmed by the Company Members as a new LEP Director, Graham is also the Chair of the LEP Innovation Board (Committee of the LEP).

Alison Robinson has been confirmed as the new Chair of the LEP Skills and Employment Advisory Panel (Committee of the LEP) and confirmed by the Company Members as a new LEP Director.

Dr Fazal Dad has joined the LEP Skills and Employment Advisory Panel as a new Further Education representative.

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

1. Urgency Business Procedure Decisions

There have been three urgent decisions approved by the LEP Board via the Urgent Business Procedure since the last Governance and Committee report submitted to the inquorate LEP Board meeting held on 22nd March 2022 as follows:

18th March 2022 – Growing Places - Ormskirk Court Hotel

Resolved: The LEP Directors approved the proposed change of security offered for this loan as a first charge over the Ormskirk Court Hotel and a second charge over No.10 Preston.

25th March 2022 – Urgent Decisions from the Inquorate LEP Board meeting held on 22nd March 2022

Resolved: The Lancashire Enterprise Partnership Directors approved the following reports, as presented in the agenda pack for the inquorate Board meeting held on 22nd March 2022, as set out without amendment:

  (i)   Item 6 – National Skills Fund Bootcamps
  (ii)   Item 8 – LEP Annual Plan and Budget 2022/23
  (iii)   Item 9 - Annual Review - Local Assurance Framework 2022/23
  (iv)   Item 13 - Grant Renewals Skills

In addition, the LEP Directors noted that Item 14 – Growing Places – Pearl 2 Brierfield Mill would be presented to the 21st June 2022 LEP Board meeting with the constructor requested to attend to answer any queries LEP Directors may have.

24th May 2022 – Appointment of new Chair and Committee Member to the LEP Skills and Employment Advisory Panel

Resolved: The Lancashire Enterprise Partnership Directors:

  (i)   Approved the appointment of Alison Robinson, Chief Executive and Principal at Myerscough College as the new Chair of the Lancashire Skills and Employment Advisory Panel (LEP Committee) with immediate effect.
  (ii)   Approved the appointment of Dr Fazal Dad, Principal and Chief Executive at Blackburn College, as a new Lancashire Skills and Employment Advisory Panel Further Education Committee Member; and

(iii)   Recommended that the Company Members appoint Alison Robinson as a LEP Director, noting that Alison will replace Amanda Melton as the LEP Director Champion for Skills and Education.

15th June 2022 – PEARL Brierfield Mill Growing Places Loan

Resolved: The Lancashire Enterprise Partnership Directors approved the extension of the use of the Facility Agreement to include commercial development.

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.

Full agendas 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 9th March 2022 and considered / approved the following:

Enterprise Zone Marketing Strategy – the Enterprise Zone Governance Committee noted the Development Plan for a comprehensive marketing strategy and plan, with a clear focus on website development as a priority. The Committee also requested that the LEP Chief Executive go back to the task group and pull together a marketing plan for the coming year in terms of events and conferences that they are confident around to give more of an idea around resources and timescales.

Blackpool Airport Enterprise Zone: Progress Report - The Committee received and noted a report that included updates on activity since the last meeting, including achievements to date, KPI's and milestones, risks, opportunities and issues, Master plan and delivery plan, project management, Fiscal incentives, current activity, towns fund, development for Multiply Ltd, Squires Gate Industrial Estate, Planning applications, communications infrastructure, Marketing, Blackpool Airport, Project team and the Risk Register.

Hillhouse Technology Enterprise Zone: Progress Report – The Committee received and noted a report included updates on activity since the last meeting, including achievements to date, KPI's and milestones, progress with the site's Delivery Plan, update on the planning application by NPL Estates for a residential development, update on the residential development by BXB purchasing the former Sainsbury retail site and planning application logged for the main site of residential development, progress made by Dickie & Moore with their residential development plans for the former Thornton AFC site, ongoing issues regarding road access across the Fleetwood-Poulton railway line, Marketing, NPL Estates have acquired the vacant property of the former Vinnollt site, new companies on site, job creation, Hillhouse Board and Project board meeting update, and fiscal benefits.

Samlesbury Aerospace & Warton Aviation Enterprise Zone: Progress Report - The Committee received and noted a report regarding the Samlesbury site, the report included updates on the Memorandum of Understanding between the LEP and the County Council, Site Delivery Programme: Phase:2a - Delivery of Public Infrastructure and Development/Growth Deal Programme and Phase 2b Delivery Programme, a Planning update, commercial agents, Marketing and Communications and Warton Aviation Enterprise Zone.

The Enterprise Zone Governance Committee also met on 12th May 2022 and considered / approved the following:

Blackpool Airport Enterprise Zone: Progress Report - The Committee received and noted a report that included updates on activity since the last meeting, including achievements to date, KPI's and milestones, risks, opportunities and issues, Master plan and delivery plan, project management, Fiscal incentives, current activity, towns fund, development for Multiply Ltd, Squires Gate Industrial Estate, Planning applications, communications infrastructure, Marketing, Blackpool Airport, Project team and the Risk Register. In addition, this report provided updates on Marketing and Communication Infrastructure.

Hillhouse Technology Enterprise Zone: Progress Report – The Committee received and noted a report included updates on activity since the last meeting, including achievements to date, KPI's and milestones, progress with the site's Delivery Plan. In addition, job creation updates were provided along with objectives for 2-, 5- and 10-year periods.

Samlesbury Aerospace & Warton Aviation Enterprise Zone: Progress Report - The Committee received and noted a report regarding the Samlesbury site, the report included updates on Phase 1, Phase 2a and Phase 2b of site delivery. In addition, a finance update was provided along with planning updates, commercial marketing agents, ancillary accommodation, marketing and communications and a brief update on activities at the Warton site.

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 23rd February 2022 and considered / approved the following:

Update from the Lancashire Skills Hub, Employment Hub and Partners – The Panel received and noted an update that was structured against the strategic themes and priorities outlined in the Lancashire Skills and Employment Strategic Framework 2021 and provided an update since the last meeting of the Panel.

National Skills Fund: Skills Bootcamp for 2022/23 - The Panel considered the opportunity to secure grant funds for Skills Bootcamp delivery in Lancashire and proposed to the LEP Board that grant funds were accepted should the application to the DfE be successful, subject to review of the grant funding offer and the terms and conditions by the Chief Executive and Section 151 Officer and any related procurement considerations.

Levelling Up for Lancashire – The Panel received a presentation on the Government Levelling Up white paper and the implications for Lancashire. It was noted that the next informal meeting of the Panel would have a focus on the development of Lancashire 2050, with the anticipation that the Panel would have a role in developing the theme relating to early years, education, adult skills, and employment.

Local Skills Improvement Plan: Early Findings – It was noted that the Local Skills Improvement Plan (LSIP) came out of the Skills White Paper from January 2021 with the intention of putting employers right at the heart of decisions made with regards to skills provision in their local areas. Lancashire was one of only 8 trailblazers in England to do this.

The programme ran alongside the Strategic Development Fund programmes that were going through colleges at the moment. In addition, it was noted that the work on the LSIP was due to finish on 31 March 2022 and that a report on the outcomes would be sent to the DfE upon its conclusion.

Grant Renewals – Following presentation of a private and confidential report, the Panel:

(i)   recommended 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.

(ii)   Recommended 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.

The Lancashire Skills and Employment Advisory Panel meet on 9th June 2022 and considered / approved the following:

Update from the Lancashire Skills Hub, Employment Hub and Partners – The Panel received and noted an update that was structured against the strategic themes and priorities outlined in the Lancashire Skills and Employment Strategic Framework 2021 and provided an update since the last meeting of the Panel.

Food and Agriculture Study - The Panel agreed to note the draft Food and Agriculture Study as presented and provided comments on the draft report and recommendations to officers.

Local Skills Improvement Plan – The Panel received a report regarding the Lancashire Local Skills Improvement Plan (LSIP) which provided an insight into the early findings. It was noted that the Lancashire Skills and Employment Hub have supported the Chamber of Commerce and partners with research and shared local labour market intelligence to support the production of the report. The Lancashire LSIP report was published on the 31st March 2022, which included an executive summary, and a range of recommended actions – the Panel noted the Lancashire LSIP as presented.

Transition from ESIF to USKFP – The Panel received a presentation on the change from ESIF to USKFP and the impact of the change.

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 26th May 2022 and considered / approved the following:

Growing Women – New Report on Women's Enterprise in Lancashire – The Business Support Management Board received and noted a report and the suggested initial responses that Boost will make in relation to the study, including:
• Where money becomes available explore option of more targeted support
• More visuals of women in business on Boost publicity and website
• Explore option of adding a women in business page onto Boost website
• Boost staff to only be on panels where there is equal representation
• Where events/activity have limited representation to challenge and support Organisers

Availability of Finance in Lancashire Report – It was noted that Consultancy EKOS were commissioned by the LEP to provide an overview of the finance market in Lancashire. The commission also asked EKOS to investigate opportunities for a Lancashire Investment Forum. The research included desk-based research, broad engagement with around 40 key stakeholders, representations to the LEP's sector groups and a presentation to an informal LEP board. The Board received / noted the report, reviewed the Executive Summary and Action Plan, and recommended the report to the LEP Board.

Business Support Update - The Board received and noted a report regarding Business Support and recommended the following:

(i) Confirmed that the use of BEIS resource in 2021-22, is as discussed at the Board in Spring 2021 and note that this spend has been audited by Lancashire County Council as the accountable body.

(ii) Discussed and suggested those areas where any additional BEIS resource might be applied in 2022-23 for thematic or demographically specific projects or research.

(iii) Noted the additional pressure on resources for local business support and endorsed the suggested actions set out in the report to address this.

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 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 web site. 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.

Following the demonstration Board members discussed the content and colour scheme for the website and it was suggested that consideration be given to the inclusion of additional alternative data sources. It was noted that the site currently did not refer to Cyber or Aerospace and it was proposed that the home page of the website focus of 2 or 3 key elements.

The Board resolved that the views of the Board be taken into consideration during further development of the website and that the Board be kept informed of progress and that further information regarding the Lancashire Innovate Challenge be circulated to Board members outside of the meeting.

Innovation Plan Refresh - A report was presented which set out the baseline position for the refresh of the Lancashire Innovation Plan. 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 resolved that the baseline report on the Innovation Plan refresh, as set out at Appendix 'A' to the report presented, is noted and that Board members participate in a workshop, facilitated by Steer Consultants, to shape the development of the next stages of the refresh. The Board also resolved that the views of Board members from

the workshop be taken into consideration by Steer Consultants when further developing the Innovation Plan refresh

The Lancashire Innovation Board also met on 7th June 2022, at the time of writing the minutes of this meeting are not available and an update will be reported to the next LEP Board meeting.

Full agendas and minutes for the Lancashire Innovation Board can be accessed here: https://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeId=1678

The Lancashire Innovation Board also meet on 7th June 2022 and considered / approved the following:

Innovation Update - A report was presented on a proposed Shared Prosperity Fund programme, collaboration between the three North West Innovation Boards together with an update on the Innovate Lancashire Website.
It was resolved that:

1. That the Board be kept informed of further developments regarding the Shared Prosperity Fund programme, collaboration between the three North West Innovation Boards and Innovate Lancashire Website.

2. That Board members be provided with a formal communication from the Innovation Board Chair which can be used for collective and individual lobbying regarding the provision of future funding for innovation locally, regionally, and nationally.

3. That Board members be provided with a hyperlink to the Innovate Lancashire Website for use in emails or when networking to direct more traffic to the website.

Update from Individual Board Members – The Board received updates from a number of Board Members regarding a digital hub to promote knowledge and skills sharing across healthcare, academia and business, and drive innovation in digital health. The establishment of a digital community hub in the town centre of Whitehaven and the pan Lancashire decarbonisation project with the updates noted. In addition it was agreed to include a 10 minute slot on future agendas for roundtable feedback from individual board members on activity.

Innovation Plan Refresh – Steer Economic Development gave a presentation on the outcome of the previous workshop and gave feedback on further external consultations and sectoral analysis of smart specialisation for Lancashire. The Board noted the presentation and requested that a further workshop be arranged ahead of the next Board meeting.

8. Joint Scrutiny Committee

The LEP Joint Scrutiny Committee has not met since the last Governance and Committees update provided to the inquorate LEP Board meeting held on 22nd March 2022. It is scheduled to meet again in September 2022 (date to be confirmed).

Full agendas and minutes for the Joint Scrutiny Committee meetings can be accessed here: https://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeId=1708

List of Background Papers

Paper   Date   Contact/Tel

None

Reason for inclusion in Part II, if appropriate

N/A