



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:

- (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) Approve that the LEP Committee currently called the Skills and Employment Advisory Panel reverts to its previous name the Lancashire Skills and Employment Board.
- (iii) Approve the appointment of Russell McGrath, Rory O'Neill, Rommany Jenkins and Anthony Attard to fill four of the five vacancies on the LEP Innovation Board (Committee of the LEP); and
- (iv) Authorise the Company Secretary (or their representative) in consultation with the Interim LEP Chief Executive Officer to implement any changes to the Lancashire LEP Local Assurance Framework should the above recommendations be approved.

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 13



September 2022 in accordance with the LEP Assurance Framework, publicly available on the Lancashire Enterprise Partnership website:

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

Change to LEP Committee Name

At the LEP Skills and Employment Advisory Panel (LEP Committee) meeting held on 8th December 2022 the Committee, in light of Skills Advisory Panel changes made by the Department for Education, agreed to recommend to the LEP Board that the name of the committee revert back to the Lancashire Skills and Employment Board. This recommendation is included in this report.

Current LEP Committee Vacancies / Appointments

Vacancies

- There are currently two vacancies for Committee Members on the LEP Enterprise Zone Governance Committee.
- There are five vacancies on the LEP Innovation Board, it is proposed to fill four of these vacancies as set out below.

Since the LEP Innovation Board met on 5th September 2022, three vacancies have arisen due to changing roles and time commitments of existing Board members. In two of these cases, a recommendation for a new board member was made by the outgoing board member and in other cases recommendations were sought from relevant board members as to potential suitable replacements.

Three new candidates for membership of the Board have therefore been identified and the Chair of the LEP Innovation Board, Graham Baldwin, held initial discussions with each regarding their suitability, interest, and potential contribution. Some background information about each candidate is presented in this report for consideration by the LEP Board.

In addition, a recommendation is made to reinstate board member Anthony Attard. Mr Attard resigned initially from the board due to his role being linked to his term as a member of the main Lancashire LEP Board which had ended. However, a subsequent conversation between Mr Attard and the Chair identified enthusiasm on both sides for Mr Attard's continual involvement in the board as an independent member. As such, his background information is also presented in this report for consideration.

It is noted that the LEP Innovation Board met on 5th December 2022 and endorsed all four candidates and approved a recommendation that the LEP Board be asked to approve their appointment in accordance with the Terms of Reference for the LEP Innovation Board.

A summary of each candidate is set out below:

Candidates

1. **Russell McGrath – Senior Business Development Manager, Sedulo.**

Russell has a career of over 20 years assisting SMEs to grow. With a focus on assisting businesses to access the funding required to support growth, Russell has worked in both private and public sector advisory organisations including Business Link Northwest, Manchester Growth Company, Grant Thornton, ABGI, and Sedulo. His roles have included Growth Sector Manager, Access to Finance Manager and Senior BDM R&D Tax Relief team.

Within recent years, Russell has focused on working in Innovation funding at ABGI, the world's largest Innovation Funding specialist and more recently within the R&D Tax Relief team at Sedulo Group. These roles have seen his work focus on High End Engineering, Digital and Technology sectors.

Russell has numerous academic and vocational qualifications including BSc Banking and Finance, MBA and Chartered Institute of Securities and Investments (CISI) Certificate in corporate Finance.

Mr McGrath is put forward for the Professional & Services vacancy.

2. **Rory O'Neill – UK Director of Government Affairs and Public Relations, Westinghouse.**

Rory O'Neill joined Westinghouse earlier this year. Previously he spent five years on the Executive at Sellafield Ltd as Director for Stakeholder Relations. With over 20 years' communications experience principally in policy, public affairs and corporate communications, working for in the UK Government, the private sector and as a consultant he has successfully advised on a diverse range of complex and sensitive issues and sectors. Rory lives in London with his partner and three children.

Mr O'Neill is put forward for the Energy & Environment vacancy

3. **Rommany Jenkins – Institutions Engagement, Research England.**

Research England is a constituent Council of UKRI. Its mission is to create and sustain the conditions for a healthy and dynamic research and knowledge exchange system in the higher education sector. It is discipline agnostic and funds around 140 Higher Education Providers (HEP) at an institutional level through two primary mechanisms - block grant QR funding (primarily to support research) and block grant HEIF funding to support knowledge exchange. It also runs a small number of competitive funding calls and has co-delivered the



Strength in Places Fund with Innovate UK. Research England has also been the UKRI strategic lead for Place. With increasing government interest in HEP activities around IP and commercialisation, as well as the broader role of the HEI sector in driving local growth, Research England has a key role to play both in supporting HEI innovation activity and representing that activity to BEIS and other government departments.

Ms Jenkins has worked in the Higher Education sector for six years, both in HEIs (Birmingham City University / University of Birmingham) and UKRI (Arts and Humanities Research Council / Research England). In her current role as Institutions Engagement Manager at Research England she liaises with a range of HEPs across all the regions in England as well regional sector groups including the N8, Yorkshire Universities and Midlands Innovation. She feeds insights gained from the sector into the Research England Executive to help inform funding policy and, where appropriate, include it in briefing requests from the UKRI Executive and BEIS. Ms Jenkins is also the Knowledge Exchange contact in the Research England Insight and Engagement team and sits on the UKRI Place toolkit working group.

Ms Jenkins is put forward for the Research & Science vacancy.

4. Anthony Attard – Group Chairman, Panaz Holdings Ltd.

Mr Attard is Chairman of Panaz, global suppliers of high-quality decorative fabrics for the hospitality industry. He is also currently a Master of the Furniture Makers Livery. Previously he has held leadership roles within Lancashire including Chair of the Marketing Lancashire Board, and of the Lancashire City of Culture bid.

His current roles see him based in London most regularly, and so he will be well positioned to bring UK-wide perspectives to the board, along with his extensive historical knowledge of innovation within Lancashire.

Mr Attard is put forward for to fill the Independent vacancy on the Innovation Board.

5. Vacancy (Start up, Micro and SME)

These appointments will leave one further vacancy on the board. The Chair is currently in discussions to fill this vacancy and a recommendation will be brought to the LEP Innovation Board in February 2023 (and the subsequently to the LEP Board thereafter).

If appointed the additional Board members will give an 5/9 female to male gender split, a 9/5 private to public (/HEI) split including a variety of types and sizes of organisation, and a broad geographic spread across the County.



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

1. Urgent 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 13th September 2022 as follows:

24 November 2022 – Heap Developments

Resolved: The Lancashire Enterprise Partnership Directors:

- (i) Considered and approved the new timescales set out in the report.
- (ii) Considered and approved the new Heads of Terms
- (iii) Delegated authority to the LEP CEO in consultation with the Section 151 Officer and Lancashire County Council's Director of Corporate Services, in the capacity of Company Secretary to negotiate, approve and enter into a contract with Avison Young to provide Monitoring Surveyor and valuation services; and
- (iv) Delegated authority to the LEP CEO in consultation with the Section 151 Officer and Lancashire County Council's Director of Corporate Services, in the capacity of Company Secretary to negotiate, approve and enter into the legal documentation required to protect the LEP's interest in respect of this loan.

2. City Deal Executive and Stewardship Board

An inquorate meeting of City Deal Executive and Stewardship Board was held on 11th October 2022 where the following items were discussed:

Homes England Quarterly Monitoring Progress Update Report Q1 – 2022/23 –

The report provided an update to the Board on the progress which was being made at Homes England during Quarter 1 of the 2022/23 financial year where it was noted that strong progress had been made during the quarter. The following specific updates were presented:

- Cottam Hall was in the last phase of the development (Phase 6, Plot 15) and since the publication of the report, the work in the phase had been started.
- 51% of the homes at the Land at Eastway had been completed and discussions were ongoing with Preston City Council in relation to the Commercial Plot.
- Phase 1 at Whittingham Hospital had been completed and work on Phase 2 began earlier this year.



- A commercial deal was expected to be signed shortly at Preston East, and it was anticipated that a large receipt for the site would come in around March 2024, depending on the various planning processes.
- Whilst no loan payments were made, a grant payment of £80,169 was made to Lancashire County Council in April 2022 in relation to overage received from the buildout of land at Eastway, Preston.

The Board was also informed that South Ribble Borough Council has received a notification from the Planning Inspectorate of an 8-week delay in the planning appeal decision in relation to Pickerings Farm.

Preston Western Distributor Roads Programme Update – a report was presented which provided an update on the programme. It was noted that the progress of the work was going strong, and officers were optimistic about the scheme completing as per programme and budget.

City Deal Proposed Way Forward – a report was presented on the proposed way forward for the Preston, South Ribble and Lancashire City Deal.

It was noted that in recent years, the Preston, South Ribble and Lancashire City Deal has been under review following a number of risks crystallising as highlighted in the report. Therefore, a proposal was brought forward in the report which would create a funding package made up of a mix of more housing, additional capital contributions and government grants alongside a prioritised delivery programme. The Board was also informed that there were key issues still to work through in order to bring forward and agree a varied set of terms and operating financial arrangements.

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 17th November 2022 and considered / approved the following:

Draft Enterprise Zone Marketing Strategy – A report was presented which outlined the 12-month Marketing Strategy for the Lancashire Enterprise Zone and an action



plan was considered. It was commented that the joined-up approach with the overarching branding across all the Lancashire sites was still felt to add value.

It was noted that the activity was already underway in terms of using the new branding, refreshing the sign boards at the sites, and working with Marketing Lancashire to update the website.

Lancashire Enterprise Zones – Key Performance Indicators – a report was presented proposing Key Performance Indicators and Social Value Metrics for use across the four Enterprise Zones. The report and the proposed framework were considered, and there was support for the framework generally though it was commented that any measurements must not become obstructive to the actual work.

Blackpool Airport Enterprise Zone: Progress Report – The report included updates on KPIs and milestones, risks, Masterplan and Delivery Plan, project management, fiscal incentives, current activity, social value and environmental activity, the Blackpool Tower Deal, planning applications, communications infrastructure and marketing.

Hillhouse Enterprise Zone: Progress Report – The report included updates on activity since the last meeting, including achievements to date, KPIs and milestones, risks and actions, and update on the delivery plan, the Getting Building Fund, residential development, the Fleetwood/Poulton Rail Line, marketing, the Hydrogen Steering Group, the Vinnolit site, new onsite computers, and job creation.

Samlesbury Aerospace and Warton Aviation Enterprise Zones: Progress Report – The report included an update on the site delivery programme for phases 2a and 2b, an update on planning, commercial marketing agents, ancillary accommodation, communications, skills and the low carbon feasibility study.

It was noted that the Lancashire County Council had been awarded the Chartered Institution of Highways and Transportation Climate Action Award in recognition of the Highways Decarbonisation strategy.

Enterprise Innovation Centre at Samlesbury Enterprise Zone – Concept Document – A report was presented which included the concept document for the Enterprise Innovation Centre at Samlesbury Enterprise Zone.

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

At the time of writing this report, the Lancashire Skills and Employment Advisory Panel is scheduled to meet on 8 December 2022 and therefore an update on this meeting will be reported to the next LEP Board meeting.



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 met on 8 September 2022 and considered/approved the following:

Sourcing Grants for Early Stage Business - The Chair commented on the changing shape of grants provision to entrepreneurs, and invited the Committee to consider how to ensure there was innovative provision across Lancashire. The Committee was updated on the recent creation of a Funding Hub for Lancashire, which would be utilised as a central portal for loans and equity, but also for grants. It was commented that receiving this grant could significantly accelerate a businesses development and job generation.

It was also noted that the innovation-based competition run last year in the Innovation Space had attracted a different group of businesses than those typically accessing that space.

The RedCAT project was referenced as a good case study to show the pathway from initial assessment to grant award and business support to growth and job creation and it was invited to discuss this project at the next meeting.

UK Shared Prosperity Fund – A discussion was had regarding the introduction of the UK Shared Prosperity Fund, which was to replace the European Regional Development Fund and the implications of this on businesses in Lancashire generally.

Update on Boost – an update was given on the current position of Boost. It was noted that conversations were ongoing as to how to create a pan-Lancashire approach that would avoid a postcode lottery scenario with relation to business support continuity. It was further noted that the introduction of the Shared Prosperity Fund could create a narrative which raises concerns that talent could be lost. It was noted that there are ongoing conversations with BEIS around the need for stronger leadership, and what resources will be made available to growth hubs.

Wider LEP Update – A report was presented giving an overview of the wider LEP due to Andy Walker having recently taken up the role of Chief Executive of the LEP. It was noted that the LEP Board had a turnover of vacancies which representation was needed to fill.

Reporting to the LEP Board – It was resolved that it would be reported to the LEP Board that a further letter was to be sent to the Secretary of State at the Department for Housing, Levelling Up and Communities on behalf of Lancashire regarding business growth.



The Business Support Management Board also met on 24 November 2022 and considered/approved the following:

Matters Arising - Regarding Export Activities, it was noted that funds were still available but take up had so far been low. It was commented that there was no funded manpower support for the application process. It was agreed that some standardised communication was needed for the Committee members to disseminate.

RedCAT – a paper and PowerPoint presentation were presented outlining the process leading to the creation, performance and evolution of RedCAT (Lancashire Centre for Alternative Technology). Also outlined was RedCAT innovation, consultancy support through the Chamber, RedCAT Ventures, which was moving to be an FCA approved funding broker outside the chamber, and RedCAT Development/Manufacturing Accelerators, creating managed manufacturing spaces in Lancashire. The Committee were encouraged to lend support.

Latest Economic Projections – A report and slides were presented summarising the trajectory of the economy of Lancashire, and provided a picture of the challenges and opportunities. The Committee requested the Lancashire data be broken down into areas. It was also commented that many businesses were wary of admitting to problems and seeking help and it was suggested that a "do's and don'ts" of business finance to be developed to encourage businesses to seek help.

Business support and Emerging LEP Sector Studies – A report was presented which outlined the work of the LEP's six sector groups. It was noted that in the new year, consolidated asks could be brought to sector groups for this Committee to discuss. It was also suggested that the Chairs of each of the groups be invited to attend a Committee meeting to discuss their strategies and receive feedback.

Boost / Growth Hub Update – A report was presented which provided an update on Boost and the growth Hub, and outlined some proposed changes to the provision of some of the services.

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

At the time of writing this report, the Lancashire Innovation Board met on 5 December 2022, therefore an update on this will be reported to the next LEP Board meeting.

The Lancashire Innovation Board met on 5 September 2022 and considered / approved the following:

North West Innovation Board Chairs – an update was given on the outcome of a meeting between the Chairs of the three North West Innovation Boards. It was noted that several key issues had been identified and that officers had been tasked with



creating a draft Collaboration Framework around structuring themes and principles of collaboration. A discussion was had regarding the resourcing of this, and it was noted that a series of workshops to develop these frameworks would be held.

It was noted by the Board that Mr Wright has left the LEP and taken up post at Lancaster University, but that he would continue to support in the development of the pan North-West work. Lancaster University were happy to provide time for this in order to provide continuity and stability.

Lancashire Innovation Plan refresh – a discussion was had regarding the ongoing Innovation Plan Refresh and the importance of allowing sufficient resources being allocated to develop and implement the refreshed plan. The Board were informed that action plans were being developed around the 12 key actions which had been identified and that KPIs would also be developed.

Update on Ongoing Work – a report was presented which updated the Board on operational work delivered by the County Council's Innovation Team, including the outcome of the Innovation Challenge, arrangements for the Innovation Festival on 7 October 2022, the ongoing development of the Innovate Lancashire website, and the progress with the recruitment of Lancashire Ambassadors.

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

8. Joint Scrutiny Committee

The Joint Scrutiny Committee met on 18 November 2022 and considered / approved the following:

LEP Update and future operations of the Joint Scrutiny Function – a report was presented which provided a general update on the LEP and the future of the Joint Scrutiny Committee's function. It was noted that in order for the committee to function in a way that proactively determines what it wants to see from the LEP going forward, it is important for members to regularly attend and express their thoughts and views. It was highlighted from the report that the Social Value which is being generated from LEP Capital Programmes is of great benefit.

Regarding the future of the Joint Scrutiny Committee's function, it was noted the importance of understanding the rural economy's impact on the operation of the LEP, and that it was recommended that a working group created for this economic area.

Growing Places Fund Process – a report was presented which outlined the Growing Places Fund, and the process which is undertaken in order to assess the suitability of applicants, approval of loans, and the drawdown and repayment of those loans. As of 15 November 2022, the Growing Places Fund has delivered the following outputs:

- Number of completed schemes 10
- Number of schemes on site 1



- Value of loans £39,328,361
- Value of loans repaid £37,745,982
- Private sector investment £107,301,465
- Interest received on loans £2,177,036
- Square Foot/Square Metres developed 2,125,128 Sq Ft (201,563 sqm) buildings plus 215,278 sq ft (20,000 sqm) public realm
- Jobs created 2,135
- Housing units delivered 776

It was highlighted from the report that the Social Value which is being generated is of great importance, and it was also noted that the Growing Places Fund has had great success in recycling the funds which were allocated to the LEP due to the way in which the funds are distributed.

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

List of Background Papers

Paper	Date	Contact/Tel
None		
Reason for inclusion in Part II, if appropriate		
N/A		