



## Lancashire Enterprise Partnership Limited

**Private and Confidential: NO**

Tuesday, 08 November 2016

### LEP Governance and Committees Decisions Report

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#### Executive Summary

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

#### Recommendation

The LEP Board are asked to:

- (i) Approve the revised meeting schedule for 2016 / 17 as follows:
  - December 2016 – MEETING CANCELLED
  - Tuesday 31<sup>st</sup> January 2017 – 4.30pm
  - Tuesday 28<sup>th</sup> March 2017 – 4.30pm
  - Thursday 29<sup>th</sup> June 2017\* – 4.30pm (\*new date replacing the previously arranged 13<sup>th</sup> June 2017 date)
  - 7<sup>th</sup> November 2017 – 4.30pm
- (ii) Note the updates from each LEP Committee as presented in the report.

#### Background and Advice

The Lancashire Enterprise Partnership Board (LEP) approved a LEP Assurance Framework on 17<sup>th</sup> March 2015 which was subsequently submitted to Government as final in April 2015. The Assurance Framework is made publically available on the LEP website: <http://www.lancashirelep.co.uk/about-us/about-the-lep.aspx>

The Assurance Framework ensures that the LEP records decisions taken by the LEP and its Sub-Committees in an open and transparent way. The purpose is to ensure that arrangements are in place enabling effective and meaningful engagement of local partners and the public, and that those arrangements operate transparently with LEP decisions capable of being independently scrutinised.



Since the implementation of the LEP Assurance Framework, the LEP and its Sub-Committees publish their agendas and minutes on the LEP website. In order to ensure the LEPs decision making is open and transparent in relation to the Sub-Committees this report presents updates from each of the Sub-Committees and, where applicable, contains decisions that are outside of the Sub-Committees powers and require referral to the LEP Board for approval.

## **Governance Updates**

Following consultation, it is proposed that the frequency of LEP Board meetings be changed to quarterly. It is therefore proposed that the 13<sup>th</sup> December 2016 Board meeting be cancelled (although it is recognised that there could be a need to convene a meeting of the Board, if anything significant requiring LEP action is announced as part of the Chancellor's Autumn Statement, so Directors are asked to keep the date on hold).

It is proposed that the 2017 schedule be altered as follows:

Tuesday 31<sup>st</sup> January 2017 – 4.30pm

Tuesday 28<sup>th</sup> March 2017 – 4.30pm

Thursday 29<sup>th</sup> June 2017\* – 4.30pm (\*new date replacing the previously arranged 13<sup>th</sup> June 2017 date)

7<sup>th</sup> November 2017 – 4.30pm

It is proposed to cancel the 12<sup>th</sup> September 2017 Board and the 5<sup>th</sup> December 2017 Board leaving the four dates above as the new 2017 schedule.

It should be noted that there is still provision within Articles of Association for the LEP to take urgent decisions, and, additional special Board meetings can and will be arranged as required.

It is intended, where possible, to co-ordinate the LEP Committee meetings to meet in advance of the LEP Board meetings, broadly in line with the same quarterly meeting cycle, subject to each Committees requirements.

## **Updates from recent LEP Committee Meetings**

### **1. Executive Committee**

#### **Decision taken - 27<sup>th</sup> September 2016**

The Executive Committee approved the inclusion of Katherine O'Connor and Mick Allen from the Department for Business, Energy and Industrial Strategy (BEIS) as observers on the Enterprise Zone Governance Committee and approved revised Terms of Reference to reflect this.



## 2. Transport for Lancashire Committee

This Committee has not met since the last LEP Board but will meet on 2<sup>nd</sup> November 2016 (after agenda despatch for the LEP Board meeting to be held on 8<sup>th</sup> November 2016). This will be reported to the next LEP Board meeting to be held on 31<sup>st</sup> January 2017.

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

## 3. City Deal Executive and Stewardship Board

The City Deal Executive and Stewardship Board, Chaired by Jim Carter (Executive) and Danielle Gillespie (Stewardship Board) met on 30 September 2016.

### Executive and Stewardship Board Meeting – 30 September 2016

The Executive and Stewardship Board considered the following:

- An Employment and Skills Update from Dr Lis Smith, Preston's College and endorsed the proposed employment and skills matrix as presented.
- A City Deal Communications and Marketing Update and requested that a further presentation on this work be brought to the Executive and Stewardship Board at its meeting to be held in November 2016, and, agreed that the City Deal key messages be further developed for use at MIPIM UK.
- A HCA Update on progress made in quarter 1 and quarter 2 which was noted.
- Implementation Updates regarding Year 3, Quarter 1 Project and Finance Monitoring, and, an update from the Planning and Housing Delivery Group
- Developing a City Deal Community Infrastructure Plan and noted the progress made to date and that a further update will be provided to the November 2016 Combined City Deal meeting.
- Scheme specific issues relating to Pickerings Farm, Croston Road Spine Road, Broughton Bypass (in Part II), North West Preston – East / West Link Road, Fishergate Phase 3, Fishergate Winckley Square – Cannon Street, and, East Cliff Cycle Link and Bridge.
- The City Deal Business and Delivery Plan for 2016-19 and approved the updated Plan and that it be published on the City Deal Website.
- A Resources Review update report, considered in Part II, which was noted and endorsed.
- A specific report regarding Broughton Bypass, considered in Part II, and approved a revised programme.

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**

The Growth Deal Management Board, Chaired by Graham Cowley has, met on 12 October 2016.

##### **Board Meeting held on 12 October 2016**

The Board considered the following:

- A report on Communications. It was agreed that information relating to media activity associated with Growth Deal projects be forwarded to the Department for Business, Energy and Industrial strategy in order to keep officials informed of progress within Lancashire.
- A report on Lancaster Health Innovation Campus. The Board agreed to recommend funding approval for up to £17m, subject to Lancaster University identifying alternative sources of funding or exploring the possibility of scaling down or re-phasing the project in the event that European Structural and Investment Funds (ESIF) are unavailable; and that approval be given to an initial drawdown of a maximum of £1.5m of Growth Deal funding, prior to ESIF or alternative funding having been secured, which will be subject to clawback provisions in the Grant Funding Agreement; A separate detailed report is included on this LEP agenda.
- A report on the Growth Deal Programme, and approved Local Grant Funding Agreements for five projects.

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, Chaired by Edwin Booth, met on 26 September 2016.

##### **Committee meeting held on 26 September 2016**

The main item the EZ Governance Committee considered was a presentation regarding the brand identity for Lancashire's Enterprise Zones. It was noted that Cluster Naming Option 1 – Lancashire Advanced Manufacturing and Energy Cluster (Powering Success) was the Committees preferred naming option, but the final naming of each Enterprise Zone would be subject to consultation with all stakeholders.

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 Board**

The Skills and Employment Board, Chaired by Amanda Melton, met on 17 October 2016.

### **Board meeting held on 17 October 2016**

The Board considered the following:

- An update on the Lancashire Enterprise Adviser Network which continued to develop with two new Enterprise Coordinators appointed who would work with schools and businesses to roll out the scheme into Blackpool/Morecambe/Preston and Pendle/Hyndburn/Rossendale. A presentation is included on this LEP agenda in relation to this.
- A report on the Area Based Review, and agreed that the Board be kept informed of developments, and a further report be brought to the next meeting on the outcome of the second ABR Steering Group
- A verbal update on the Combined Authority/Devolution Deal, and agreed that Cllr Townsend be invited to the January 2017 meeting to discuss the role of the Committee in the future development of the Lancashire Skills and Employment Framework
- A report on the Science and Innovation Audit
- A report on the European Structural and Investment Fund
- A presentation on the European Social Funded programme: Employee Skills Support. The report was accepted as the first stage of the reporting procedures outlined in the SFA ESF Specification and as a contribution to the Engagement Activity Plan due at month 3 of the contract, and the Prime Contractor was recommended to seek further information in relation to higher level skills and priority. It was noted that the role of the Lancashire Employee Skills Support Steering group was vital to ensure the delivery of long term benefits to Lancashire stakeholders.

Full agendas and minutes for the Lancashire Skills Board meetings can be accessed here: <http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1011>

## **7. Performance Committee**

A Special meeting of the Performance Committee, Chaired by Richard Evans, met on 10 October 2016.

### **Performance Committee Special meeting held on 10 October 2016**

The purpose of the Special meeting was to consider the Business and Operation Plan, and submit a draft to the LEP Board for approval. A separate detailed report is included on this LEP agenda.



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

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeID=1216>

## **8. Business Support Management Board**

The Business Support Management Board, Chaired by Mike Blackburn, met on 25 October 2016.

The Board considered the following:

- A report on the position of ESIF Funding, and the need to prepare a Lancashire response to coming changes. The Board noted the new business support programmes that have commenced.
- An update on the Growth Hub and Boost, and presentations from marketing and gateway partners were noted.

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

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