



Wyre Borough Council
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Please ask for : Democratic Services
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Blackpool, Fylde and Wyre Economic Prosperity Board Agenda

**Blackpool, Fylde and Wyre Economic Prosperity Board meeting on
Wednesday, 2 May 2018 at 10.00 am
in the Committee Room 2, Civic Centre, Poulton-le-Fylde**

1. **Election of chairman**
2. **Apologies**
3. **Election of vice chairman**
4. **Declarations of interest**

Members will disclose any pecuniary and any other significant interests they may have in relation to the matters to be considered at this meeting.

5. **Economic Prosperity Board (EPB) administrative arrangements** (Pages 1 - 14)

Report of the Service Director Performance and innovation, Wyre Council attached

6. **Enterprise Zone Governance** (Pages 15 - 18)

Report of the Growth and Prosperity Programme Director, Blackpool Council attached

7. **Department for International Trade Investment Marketing Services**

Presentation by Ian Whittaker, Head of Partnerships (North), Investment Services Team as agreed at the Joint EZ Project Board.

8. Transforming Cities Fund

(Pages 19 - 36)

Guidance notes are attached to facilitate a discussion of what bids if any might come from the Fylde coast.

9. Exclusion of public and press

The discussion of the reports submitted under items 10 and 11 of this agenda may involve the disclosure of “exempt information”, as defined in Schedule 12A of the Local Government Act 1972. If at any point during the meeting, the board wishes to move to confidential session it will need to pass the following resolution:

“That the public and press be excluded from the meeting whilst the remaining agenda item(s) is/are considered, on the grounds that their presence would involve the disclosure of exempt information as defined in category 3 (Information relating to the financial or business affairs of any particular person, including the authority holding that information) of Part 1 of Schedule 12(a) of the Local Government Act, 1972, as amended by the Local Government (Access to Information) Variation Order 2006 and, that the public interest in maintaining the exemption outweighs the public interest in disclosing the information”.

10. Blackpool Airport EZ Progress report

(Pages 37 - 40)

Report of the Head of Enterprise Zones, Blackpool Council attached
This report will be used to update the LEP EZ Governance Committee on 16 May.

11. Hillhouse Technology EZ Progress report

(Pages 41 - 42)

Report of the Head of Enterprise Zones, Blackpool Council attached
This report will be used to update the LEP EZ Governance Committee on 16 May.



Report of:	Meeting	Date	Item no.
Marianne Hesketh, Service Director Performance and Innovation	Blackpool, Fylde and Wyre Economic Prosperity Board	2 May 2018	5

Economic Prosperity Board (EPB) administrative arrangements
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1. Purpose of report

- 1.1 To note the principal member from each constituent authority and the named substitute from each authority in accordance with procedure rules 4.1 and 4.2. (See Appendix 1)
- 1.2 To agree the three co-opted members, on the basis of one from each constituent authority, in accordance with procedure rule 4.5 and their term of office.
- 1.3 To agree the host authority for servicing the board in accordance with procedure rule 8.1.
- 1.4 To agree the lead authority for undertaking economic functions on behalf of the board in accordance with procedure rule 8.2.
- 1.5 To agree dates and venues of future EPB meetings in 2018-19 and the rota for servicing the board in accordance with procedure rule 8.1.

2. Outcomes

- 2.1 Formal agreement of the hosting, administration and lead authority for the Blackpool, Fylde and Wyre EPB.

3. Recommendations

- 3.1 That the Leader of each council be confirmed as the principal member and for the substitute member to represent each authority in the absence of the principal member to be named.
- 3.2 That the three co-opted members, on the basis of one from each constituent authority, be confirmed and named in accordance with procedure rule 4.5 and their term of office agreed as 3 years as

suggested in the draft job description for private sector members at appendix 2.

- 3.3 That Wyre Council be agreed as the host authority for servicing the EPB in accordance with procedure rule 8.1.
- 3.4 That Blackpool Council be agreed as lead authority for undertaking economic functions on behalf of the board in accordance with procedure rule 8.2.
- 3.5 That the dates, times and venues of future EPB meetings in 2018/-19 be agreed as below (or alternative venues suggested):

17 July 2018 2pm - Committee Room 2, Civic Centre, Poulton-le-Fylde

13 November 2018 2pm - Committee Room 2, Civic Centre, Poulton-le-Fylde

5 February 2019 2pm - Committee Room 2, Civic Centre, Poulton-le-Fylde

That the future EPB hosting and rota for servicing the board be agreed as follows (et seq):

2018/19 - Wyre Council

2019/20 - Fylde Council

2020/21 - Blackpool Council

4. Background

- 4.1 The purpose of the Blackpool, Fylde and Wyre Economic Prosperity Board is to bring together local authority partners Blackpool Borough Council, Fylde Borough Council and Wyre Borough Council (the 'constituent authorities') in a robust, formally constituted arrangement which will help shape and drive economic development across the Fylde Coast.

5. Key issues and proposals

- 5.1 The EPB will act as a joint committee pursuant to powers under the Local Government Acts 1972 and 2000 and under the Local Authorities (Arrangement for the Discharge of Functions) (England) Regulations 2012.
- 5.2 The EPB will comprise of the constituent authorities and three co-opted members, one each from each constituent area.
- 5.3 The following additional resolutions were passed by Fylde Council on 4 December 2017 as a part of the approvals for participating with the EPB:
 - Any decision, which commits this Council (Fylde) to future or on-going expenditure or contributions towards such expenditure, shall not be taken

until the proposal and its future implications have been reported to, and approved by, full council.

- That any financial or policy decisions by the joint EP Board that affect FBC be reported to full council for its approval.

Financial and legal implications	
Finance	None arising directly from this report. The EPB will not hold funds or monies on behalf of the constituent authorities.
Legal	None arising directly from this report. The EPB is not a self-standing legal entity but is part of its constituent authorities. Any legal commitment entered into pursuant of a decision of the EPB must be made by all constituent authorities.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
data protection	x

report author	telephone no.	email	date
Duncan Jowitt	01253 887608	Duncan.jowitt@wyre.gov.uk	17/04/2018

List of appendices

Appendix 1 - Blackpool, Fylde and Wyre Economic Prosperity Board – Procedure Rules

Appendix 2 – Draft job description for private sector members of the Blackpool, Fylde and Wyre Economic Prosperity Board

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The Blackpool, Fylde and Wyre Economic Prosperity Board – Procedure Rules

1.0 Purpose

- 1.1 The purpose of the Economic Prosperity Board ('EPB') will be to bring together local authority partners in a robust, formally constituted arrangement which will help shape and drive economic development across the Fylde Coast. This will be undertaken by collaboration and mutual co-operation. The fact that some functions will be discharged jointly by way of these procedure rules does not prohibit any of the constituent authorities from promoting economic wellbeing in their own areas, independent of the Board.

2.0 Governance

- 2.1 The EPB will act as a Joint Committee pursuant to powers under the Local Government Acts 1972 and 2000 and under the Local Authorities (Arrangement for the Discharge of Functions) (England) Regulations 2012.
- 2.2 The EPB will comprise of Blackpool Borough Council, Fylde Borough Council and Wyre Borough Council ("constituent authorities") and three co-opted members, one each from each constituent area. Any reference to 'executive', 'executive arrangements', 'executive function' or 'committee system' has the meaning given by Part 1A of the Local Government Act 2000.
- 2.3 The EPB is not a self-standing legal entity but is part of its constituent authorities. Any legal commitment entered into pursuant of a decision of the EPB must be made by all constituent authorities.
- 2.4 Political Proportionality rules will not apply to the EPB as so constituted.
- 2.5 The EPB may establish sub-committees or advisory groups, to undertake elements of its work, if required.
- 2.5 The EPB has powers delegated to it by the constituent authorities in the following areas:
- a) to review future governance requirements and delivery arrangements and how these can be best achieved on the Fylde Coast;
 - b) to have direct oversight of key economic growth focussed projects and initiatives that the EPB has influence over the funding of;
 - c) to have strategic oversight of other key growth focussed projects and initiatives across the Fylde Coast, and;
 - d) to lobby and carry out other activities that help achieve the promotion or improvement of economic wellbeing on the Fylde coast.

The EPB will not hold funds or monies on behalf of the constituent authorities.

2.6 Each constituent authority operating executive arrangements will be responsible for considering whether it is necessary [in order to comply with Access to Information legislation regarding the publication of agendas including Forward Plan requirements] to treat prospective decisions as 'key decisions' and/ or have them included in their Forward Plan. A constituent authority operating a committee system will apply its own local statutory procedures.

3.0 Remit

3.1 The remit of the EPB will be to provide political and democratic accountability and in doing so:

- a) act as the key strategic forum for economic development issues on the Fylde coast and to make recommendations to the Lancashire Enterprise Partnership (LEP) and other bodies on economic development investments and other priorities;
- b) have insight and the opportunity to review the LEP Board's activities and consider any further measures necessary to strengthen the relationship with the LEP Board;
- c) co-ordinate and monitor investment plans of the constituent authorities pertaining to economic growth at the discretion of the individual authorities;
- d) act as the Programme Board for Hillhouse Technology and Blackpool Airport Enterprise Zones (EZ's) and report into the LEP and its EZ Governance Committee as appropriate;
- e) seek to ensure that adequate resources are made available to enable the delivery of Hillhouse Technology and Blackpool Airport EZs and other key Fylde coast economic development priorities and projects;
- f) actively engage with a range of businesses on the Fylde coast in relation to economic development decision making and to engage with other stakeholders where appropriate;
- g) consider and advise on the appropriateness and viability of alternative, successor economic governance arrangements, and;
- h) co-ordinate and agree wider place-making policy within the Fylde coast economic footprint, wherever possible.

4.0 Membership

4.1 Membership will consist of one member from each constituent authority. Such member to be the Leader of the Council or other executive member, in an authority operating executive arrangements (or Leader of the Council or committee chairman, or vice chairman from a council operating committee system arrangements) and for the purposes of these procedure rules, this member will be known as the 'principal member'.

- 4.2 Each principal member to have a named substitute member who must be an executive member where the authority operates executive arrangements. Where governance in a constituent authority is by a committee system form of governance, that substitute member shall be as per that authority's rules of substitution. All constituent authorities must provide no less than twenty four hours' notice to the Secretary where a substitute member will be attending in place of the principal member. Regardless of any such notification, where both the principal member and the substitute member attends a meeting of the EPB, the principal member shall be deemed as representing their authority.
- 4.3 In the event of any principal member of the EPB ceasing to be a member of the constituent authority which appointed him/her, the relevant constituent authority shall as soon as reasonably practicable appoint another principal member in his/her place.
- 4.4 Each constituent authority may remove its principal member or substitute member and appoint a different member or substitute as per that authority's rules of substitution and by providing twenty-four hours' notice to the Secretary.
- 4.5 There will be co-opted members appointed to the Board, with the number of co-opted members being the same as the number of constituent authorities. Each co-opted member will represent their relevant constituent area and the appointment and term of office of these co-opted members will be determined by formal decision of the Board. There are no substitute arrangements for co-opted members.
- 4.6 Each constituent authority may individually terminate its membership of the EPB by providing six months' written notice of its intent to leave the EPB to the Secretary. At the end of these six months, but not before, the authority will be deemed to no longer be a member of the EPB.
- 4.7 Where an authority has previously terminated its membership of the EPB it may re-join the EPB with immediate effect on the same terms as existed prior to its departure, where the EPB agrees to that authority re-joining via a majority vote.
- 4.8 Any other qualifying authority seeking to be a constituent member, may join the Board with immediate effect on the terms set out in these procedure rules, where the EPB agrees to that authority joining via a majority vote.
- 5.0 Quorum**
- 5.1 The quorum shall be two constituent authority members and one co-opted member with a requirement that each of the three authority areas be represented (either an authority member or co-opted member from each constituent area must be present). Should the constituent authorities change in number the quorum will be increased to reflect the change, the precise arrangements to be determined by agreement. No business will be transacted at a meeting unless a quorum exists at the beginning of a meeting. If at the beginning of any meeting, the Chairman or Secretary after counting the members present declares that a quorum is not present, the meeting shall stand adjourned.

6.0 Chairman and Vice Chairman

- 6.1 The chairmanship of the EPC will rotate annually between each of the principal members. The Chairman or in his/her absence the Vice-Chairman (if one is appointed) or in his/her absence the member of the EPB elected for this purpose, shall preside at any meeting of the EPB.
- 6.2 Appointments will be made for a maximum period not extending beyond each principal member's remaining term of office as a councillor.
- 6.3 Where, at any meeting or part of a meeting of the EPB both the Chairman and Vice Chairman (if appointed) are either absent or unable to act as Chairman or Vice Chairman, the EPB shall elect one of the principal members of the EPB present at the meeting to preside for the balance of that meeting or part of the meeting, as appropriate. For the avoidance of doubt, the role of Chairman and Vice-Chairman (if appointed) vests in the principal member concerned and in their absence the role of Chairman or Vice-Chairman (if appointed) will not automatically fall to the relevant constituent Authority's substitute member.

7.0 Voting

- 7.1 The EPB's decision making will operate on the basis of mutual co-operation and consent and will take into account the views of the co-opted members. It is expected that decisions will be taken on a consensual basis wherever possible. Where a formal vote is required it shall be one vote for each constituent authority, made by the principal member, or in their absence, their nominated substitute. Co-opted members are not permitted to have a vote.
- 7.2 All questions shall be decided by a majority of the votes of the members present, the Chairman having the casting vote in addition to his/her vote as a member of the Committee. Voting at meetings shall be by show of hands.
- 7.3 Where immediately after a vote is taken at a meeting, if any member so requests, there shall be recorded in the minutes of the proceedings of that meeting whether each person cast his/ her vote for or against the matter or whether he/ she abstained from voting.

8.0 Hosting, Administration and Lead Authority

- 8.1 The EPB will be hosted by each constituent authority in turn, with the rota determined by a formal decision of the Board and the host authority's Monitoring Officer shall be Secretary to the Board ('the Secretary') (the position may be taken by a representative on their behalf). The Host Authority will also identify representatives to provide relevant financial, governance and legal advice to the EPB. For the avoidance of doubt, the Monitoring Officer of the host authority shall be 'Proper Officer' for the purposes of publishing the agendas, background papers and recording decisions. The historic official records of the EPB will pass to each host authority. The administrative costs of supporting the Board will be met equally by the constituent authorities, with each authority being responsible for receiving and paying any travel or subsistence claims from its own members, or co-opted members representing that area.
- 8.2 A 'Lead Authority' will be appointed by a formal decision of the EPB to deliver the economic development functions delegated to the Board. This Lead Authority, may be the same as the Host Authority, or may be another constituent authority.

8.3 The functions of the Secretary shall be:

- a) to maintain a record of membership of the EPB and any sub-committees or advisory groups appointed;
- b) to summon meetings of the EPB or any sub-committees or advisory groups;
- c) to prepare and send out the agenda for meetings of the EPB or any subcommittees or advisory groups; in consultation with the Chairman and the Vice Chairman of the Board (or sub-committee/ advisory group);
- d) to keep a record of the proceedings of the EPB or any sub-committees or advisory groups, including those in attendance, declarations of interests and to publish the minutes;
- e) to take such administrative action as may be necessary to give effect to decisions of the EPB or any sub-committees or advisory groups, and;
- f) to perform such other functions as may be determined by the EPB from time to time.

9.0 Meetings

9.1 The EPB will meet no less than quarterly, unless the EPB formally decides otherwise.

9.2 Meetings will be held at such times, dates and places as may be notified to the members of the EPB by the Secretary, being such time, place and location as the EPB shall from time to time resolve. Meeting papers will be circulated five clear working days in advance of any meeting.

9.3 The Chairman may choose to accept or reject urgent items that are circulated in a shorter timescale or tabled at any meeting. Any such urgent items will be by reason of 'special circumstances' and will be specified in the minutes, as to the reason the Chairman is of the opinion that the item should be considered as a matter of urgency.

9.4 'Special circumstances' justifying an item being considered as a matter of urgency will relate to both why the decision could not be made at a meeting allowing proper time for inspection by the public as well as why the item or report could not have been available five clear days before the meeting.

9.5 Additional ad hoc meetings may be called by the Secretary, after consultation, where practicable, with the Chairman and Vice Chairman of the Committee (if one is appointed), in response to receipt of a request in writing, which request sets out an urgent item of business within the functions of the EPB, addressed to the Secretary:

- (a) from and signed by two members of the EPB, or
- (b) from the Chief Executive of any of the constituent authorities.

- 9.6 The Secretary shall settle the agenda for any meeting of the EPB after consulting, where practicable, the Chairman or in their absence the Vice Chairman (if one is appointed); and shall incorporate in the agenda any items of business and any reports submitted by:
- (a) the Chief Executive of any of the constituent authorities;
 - (b) the officers responsible for legal, governance, finance and economic development at any of the constituent authorities;
 - (c) any Member of the EPB.

- 9.7 The EPB shall, unless the person presiding at the meeting or the EPB determines otherwise in respect of that meeting, conduct its business in accordance with these procedure rules.

10.0 Access to Information

- 10.1 Meetings of the EPB will be held in public except where confidential or exempt information, as defined in the Local Government Act 1972, is being discussed. Only members of the EPB and relevant advising officers from the constituent authorities and any person referred to in paragraph 11.2 below, will be permitted to be present for such items.

- 10.2 These rules do not affect any more specific rights to information contained elsewhere under the law.

- 10.3 The Secretary will ensure that the relevant legislation relating to access to information is complied with. Each constituent authority is to co-operate with the Secretary in fulfilling any requirements.

- 10.4 Any Freedom of Information Act requests received by the EPB should be directed to the relevant constituent authority for that authority to deal with in the usual way, taking account of the relevant legislation. Where the request relates to information held by two or more constituent authorities, they will liaise with each other before replying to the request.

11.0 Attendance at meetings

- 11.1 The Chairman may invite any person, whether a member or officer of one of the constituent authorities or a third party, to attend the meeting and speak on any matter before the EPB.

- 11.2 Where agenda items require independent experts or speakers, the officer or authority proposing the agenda item should indicate this to the Secretary and provide the Secretary with details of who is required to attend and in what capacity. The participation of independent experts or speakers in EPB meetings will be subject to the discretion of the Chairman.

12.0 Order of Business

- 12.1 Subject to paragraph 12.2, the order of business at each meeting of the EPB will be:
- i. Apologies for absence
 - ii. Declarations of interests
 - iii. Approve as a correct record and sign the minutes of the last meeting
 - iv. Matters set out in the agenda for the meeting which will clearly indicate which are key decisions and which are not and which items are subject to 'call in', in accordance with procedure rule 18.1.
 - v. Matters on the agenda for the meeting which, in the opinion of the Secretary are likely to be considered in the absence of the press and public.
- 12.2 The person presiding at the meeting may vary the order of business at the meeting.

13.0 Codes of Conduct and Disclosable Pecuniary Interests

- 13.1 Principal members of the EPB (and their substitute members) are governed by the provisions of their own Council's Codes and Protocols including the code of conduct for members and the rules on Disclosable Pecuniary Interests. Co-opted members are governed by the code of conduct for members of the 'Lead Authority'.

14.0 Minutes

- 14.1 There will be no discussion or motion made in respect of the minutes, except as to their accuracy. If no such question is raised or if it is raised then as soon as it has been disposed of, the Chairman shall sign the minutes.

15.0 Role of the Chairman

- 15.1 A Member wishing to speak shall address the Chairman and direct their comments to the question being discussed. The Chairman shall decide the order in which to take representations from members wishing to speak and shall decide all questions of order. His/her ruling upon all such questions or upon matters arising in debate shall be final and shall not be open to discussion.
- 15.2 The Chairman shall have the discretion to regulate the behaviour of all individuals present at the meeting in the interests of the efficient conduct of the meeting, including excluding members of the press and public in the event of a disturbance.

16.0 Motions / Amendments

16.1 A motion or amendment shall not be discussed unless it has been proposed and seconded. When a motion is under debate no other motion shall be moved except the following:

- i. To amend the motion
- ii. To adjourn the meeting
- iii. To adjourn the debate or consideration of the item
- iv. To proceed to the next business
- v. That the question now be put
- vi. That a member be not further heard or do leave the meeting
- vii. To exclude the press and public under Section 100A of the Local Government Act 1972.

arm/epb/cr/0205mh1 Appendix 1

17.0 Application to Sub-Committees

17.1 These procedure rules shall apply to meetings of any sub-committees of the EPB.

18.0 Scrutiny of decisions

18.1 Decisions of the EPB which relate to the executive functions of a constituent authority will be subject to scrutiny and 'call-in' arrangements (or any other arrangements equivalent to 'call-in' that any constituent authority operating a committee system, may have). This would only apply where the decision is one which could have been made locally by that constituent Authority acting alone. No decision in this circumstance shall be implemented until the call-in period has either expired or if 'called-in' the matter concluded, in accordance with the call-in procedures of the relevant constituent Authority.

19.0 Winding up of the EPB

19.1 The EPB may be wound up immediately by a unanimous vote of all constituent authorities.

20.0 Amendment of these Procedure Rules.

20.1 These Procedure Rules can only be amended by unanimous resolution of the EPB, following the consideration of advice from the Monitoring Officers of each of the constituent authorities.

Role description for Private Sector member of the Blackpool, Fylde and Wyre Economic Prosperity Board

Main Responsibilities

- **Strategy: Proactive contribution to the development of strategy by:**
 - Contributing to debate and challenging constructively on the development of strategy.
 - Contributing as a Board member in a strategic manner for economic development issues on the Fylde coast and to make recommendations to the Lancashire Enterprise Partnership (LEP) and other bodies on economic development investments and other priorities.

- **Oversight: Provide overview and constructive challenge of the approach to developing economic development on the Fylde Coast:**
 - Ensuring the Board receives the relevant information to provide effective oversight of key economic growth projects.
 - Ensuring the best use of financial and other resources in order to maximise effective delivery of service.
 - Monitoring, as part of the Board, investment plans of the constituent authorities pertaining to economic growth.

- **Accountability: Ensure that there are clear lines of responsibility and accountability by:**
 - Being clear about the responsibilities of the Board, senior management and constituent authorities and ensuring there is accountability.
 - Participating fully in the work of the Board, ensuring the collective responsibility and mutual co-operation in economic activities on the Fylde coast.

- **Governance: Ensure that there are strong governance arrangements in place by:**
 - Behaving in ways that uphold and exemplify effective governance, including declaring conflicts of interest and upholding the governance requirements set out in the Board's Procedure Rules.
 - Ensuring that the Board is rigorous and transparent about how decisions are taken.
 - Monitor and advise, at the appropriate time, on the appropriateness and viability of alternative, successor economic governance arrangements.

- **Stakeholder engagement: Ensure that there is effective collaboration and mutual co-operation amongst stakeholders:**
 - To lobby, as part of the Board and carry out other activities that help achieve the promotion and improvement of economic wellbeing on the Fylde coast.
 - As part of the Board to actively engage with a range of businesses on the Fylde coast in relation to economic development decision making.

Person specification for the Private Sector member of the Economic Prosperity Board

	Essential / desirable
Background and experience	
• A record of achievement at board/senior executive/senior management level	E
• Evidence of providing effective strategic direction in a business environment	E
• Experience of working on a regional basis both inside and outside the Fylde Coast area.	E
• Board members should be able to demonstrate their political independence.	E
• Live in, work in or have close affinity to the Fylde Coast area.	E
• Not been an employee or elected Member of either Blackpool, Fylde or Wyre Councils in the last five years;	E
Skills and personal attributes	
• Highly developed interpersonal and communication skills including being able to discuss sensitive issues tactfully	E
• A good communicator with excellent leadership and interpersonal skills, able to both empower and challenge supportively.	E
• Strong strategic awareness and ability to identify emerging external factors that may impact on strategy, implementation of plans, or reputation with key stakeholders.	E
• Understanding of the bigger picture of economic development for the Fylde Coast	E
• A good listener and disciplined speaker, able to weigh up arguments and summarise for others	E
• Ability to be objective, independent and impartial.	E
• Commitment to taking a proactive role including regularly attending meetings of the board (minimum of 4 meetings per year).	E
• Commitment to preparing for meetings including reading agendas and other papers in advance.	E
• Clear understanding of the economic profile of the Fylde coast	E
• Ability to act with integrity, adhere to governance policies and understand the importance of avoiding conflicts of interest	E
• Digitally aware, with good IT skills and the ability to access reports, information and communication electronically.	E

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Report to:	Blackpool, Fylde and Wyre Economic Prosperity Board
Report Author:	Nick Gerrard, Growth and Prosperity Programme Director, Blackpool Council
Date of Meeting:	2nd May 2018

ENTERPRISE ZONE GOVERNANCE

1.0 Purpose of the report:

- 1.1 To propose amendments to the Governance arrangements for Blackpool Airport and Hillhouse Technology Enterprise Zones originally agreed in the Memoranda of Understanding signed on 9th November 2016 by each Local Authority, the LEP and the then Secretary of State for Communities and Local Government.

2.0 Recommendation(s):

- 2.1 To note that the Blackpool, Fylde and Wyre Economic Prosperity Board replaces the now dissolved Blackpool, Fylde and Wyre Economic Development Company as the Enterprise Zone Programme Board.
- 2.2 To approve the dissolution of the Blackpool Airport and Hillhouse Enterprise Zone Project Board and for its functions and representation to be distributed between the Enterprise Zone Programme Board and the individual Blackpool Airport and Hillhouse EZ Project Teams subject to agreement with the LEP EZ Governance Committee

3.0 Reasons for recommendation(s):

Rationale for the changes

- 3.1 The Governance arrangements for the Enterprise Zones were originally agreed as part of each of the Memoranda of Understanding signed for the two Enterprise Zones, and based upon the structures then in place for the Enterprise Zones at Samlesbury and Warton. The current arrangements are shown in Annex 1.
- 3.2 Experience of operating the Governance arrangements is that trying to operate all 4 groups below the Lancashire LEP EZ Governance Committee is both inefficient and duplicative, especially in the Joint EZ Project Board, as meetings are tending to cover the same ground with broadly the same people, and there is occasional potential conflict of interest between the two zones – particularly in respect of competition for footloose inward investment or matters of commercial confidentiality.
- 3.3 As a consequence a discussion took place at the Joint EZ Project Board on 21st March (attended by member and officer representation from the Local Authorities, BEIS, DiT, Marketing Lancashire after which:

The Group agreed to dissolve the current Joint EZ Board, and there was the agreement that matters could be dealt with above it at the EPB level and below it at the EZ Team level.

It was noted that this arrangement would be subject to agreement by the Economic Prosperity Board and the LEP EZ Governance Committee.

3.4 Annex 2 shows the proposed arrangements with:

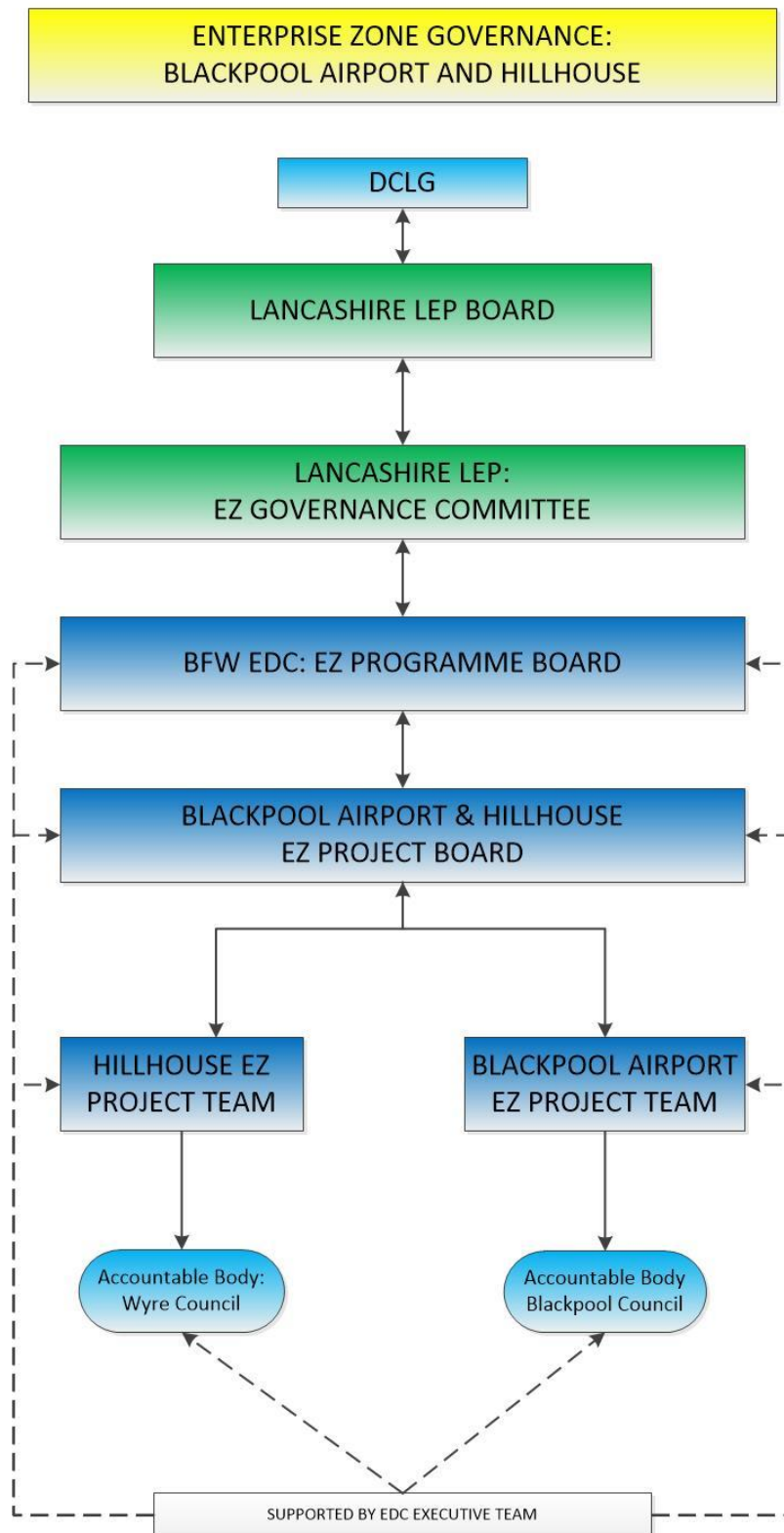
- Ministry of Housing and Local Government (MHCLG) replacing DCLG
- Replacing BFWEDC with the Economic Prosperity Board as the EZ Programme Board
- Removing the Blackpool Airport and Hillhouse EZ Project Board
- Replacing reference to “supported by the EDC Executive Team” with “supported by Blackpool, Fylde and Wyre’s Executive teams led by Blackpool” – the latter being a reference to what is proposed by the three Chief Executives to the EPB and to reflect the day to day working arrangements now established between the three authorities

Terms of reference of the current Joint EZ Project Board

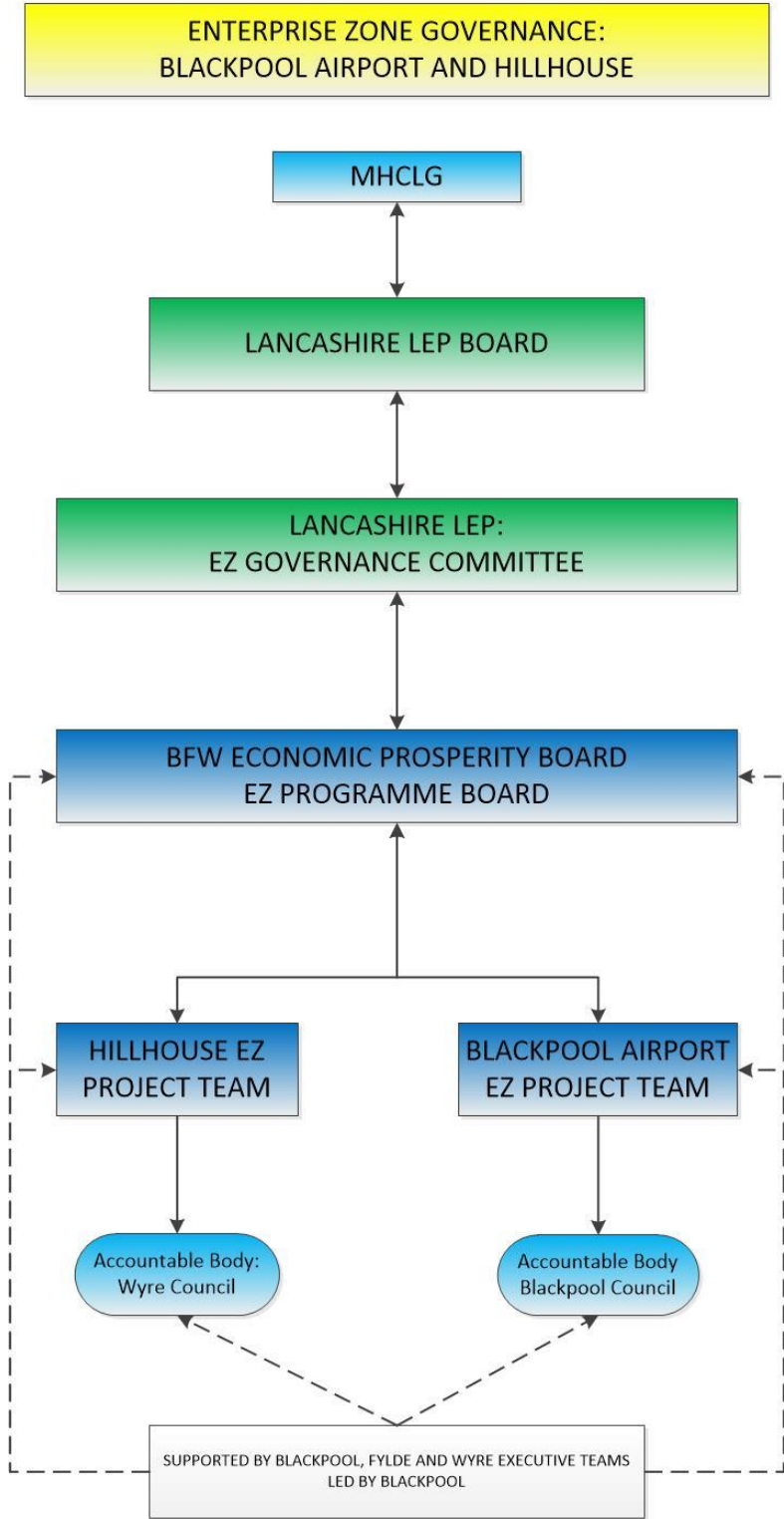
3.5 The five main responsibilities of the current EZ Project Board are outlined below together with how it is proposed that these are handled in italics.

1. To assume responsibility for the operational delivery of the EZs – *operational delivery to be handled by Project Teams for both EZs coordinated by the Head of Enterprise Zones.*
2. Meet prior to Programme Boards – *reports on progress and key issues will be made to each Programme Board meeting (i.e the Economic Prosperity Board) and also to the LEP EZ Governance Committee*
3. Membership to be drawn from main land owning stakeholders, senior Local authority officers including s151 officers plus observers from DiT, BEIS, MHCLG, Marketing Lancashire and the LEP – *all to be invited to the relevant Project Team (s). The Economic Prosperity Board also has the strengthening of the relationship with the LEP Board as one of its priorities*
4. Administer awards of business rates – *to be dealt with at Project Team level in accordance with the agreed Business Rate policy and in discussion with relevant S151 officers*
5. Provision to be made for nominated representatives from each Local Authority to attend Project Board and Project Teams if requested. *There will no longer be a Project Board but the Leaders of the three authorities are on the Economic Prosperity Board and within each Local Authority arrangements exist to brief lead members and invite them to relevant Project Teams as required.*

Annex 1: Current Governance Arrangements
agreed on 9th November 2016



Annex 2: Proposed Arrangements





Department
for Transport

Transforming Cities Fund Call for Proposals

Moving Britain Ahead



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1. Introduction

Delivering on the Industrial Strategy

- 1.1 The Government has announced, as part of the Autumn Budget 2017, the creation of the £1.7bn Transforming Cities Fund ('the Fund'), with the aim of driving up productivity and spread prosperity through investment in public and sustainable transport in some of the largest English city regions. The Fund will be focused on intra-city connectivity, making it quicker and easier for people to get around – and access jobs in – some of England's biggest cities.
- 1.2 As part of the National Productivity Investment Fund, the Transforming Cities Fund will provide additional capital investment for productivity enhancing programmes. It also supports the Industrial Strategy, taking a place-centric approach to delivering investment in English city regions.
- 1.3 For Mayoral Combined Authorities with an existing, directly-elected Mayor, half of the Fund has been allocated on a devolved, per capita basis with the freedom to invest on strategic transport priorities, whether they be for light rail, bus rapid transit, cycling, or other public and sustainable transport improvements.
- 1.4 The remainder of the Fund will be allocated by a competitive process aimed at identifying the city regions with the strongest case for investment – be they by size, levels of congestion, strategic vision for change and local support. The government will then select up to ten city regions with whom we will co-develop packages of schemes. These will then be competitively assessed against each other with funding awarded to the proposals which demonstrate the greatest improvements to productivity and offer the best value for money. The level of funding to be awarded to shortlisted city regions will be agreed by the Secretary of State after these proposals have been fully scrutinised.
- 1.5 The Fund will also support the Future of Mobility Grand Challenge, one of four Grand Challenges established in the Industrial Strategy to improve people's lives and the country's productivity and put the UK at the forefront of the industries of the future.¹ It will help city regions harness the opportunities presented by extraordinary innovation in engineering, technology and business models to tackle their connectivity challenges.
- 1.6 The government will make £840 million available over the four year period to 2021-22. The funding will be entirely capital.

Eligibility

¹ <https://www.gov.uk/government/publications/industrial-strategy-the-grand-challenges/industrial-strategy-the-grand-challenges>
arm/epb/cr/18/0205gp1

- 1.7 The Fund aims to improve intra-city transport in the largest urban areas. Proposals will be accepted from English local transport authorities outside London – County Councils, Combined Authorities, and Unitary Authorities. As the Fund is seeking to support the largest city regions, the application form will look for evidence of high workday as opposed to residential populations. City regions with workday populations above 200,000 people will therefore score more strongly in the first section.
- 1.8 In recognition that functional city geographies do not always reflect local authority boundaries, **with the exception of combined authorities, the Government will not define these city regions**. Local authorities may wish to bid jointly where a clear 'city region' can be defined. This may be where a city has substantial suburban hinterland in a neighbouring authority. However, proposals which are largely rural in character will not be accepted.

Combined Authorities

- 1.9 As they have received automatic allocations, the six Mayoral Combined Authorities (Liverpool City Region, Tees Valley, Greater Manchester, West of England, Cambridgeshire and Peterborough and the West Midlands) are ineligible to bid for additional funding.
- 1.10 The three extant Combined Authorities without a sitting elected Mayor at the Autumn Budget – West Yorkshire, Sheffield City Region and the North East Combined Authority, will not receive an automatic allocation and are required to submit a proposal for funding like other non-mayoral city regions. As Combined Authorities are the transport authorities for their area, and responsible for strategic planning across a city region, they should make one bid each covering their whole geography on behalf of their constituent authorities when applying for the Fund.
- 1.11 Should a North of Tyne Combined Authority be established, transport functions will be exercised by a statutory Joint Committee in line with its Devolution Deal. Any proposal should come from the North East Combined Authority or the statutory Joint Committee, depending on which is in existence at the time of the bid.
- 1.12 As there are separate transport funding arrangements covering London and the devolved administrations, local authorities in London, Scotland and Wales are not eligible for funding.

Stakeholder participation and private sector support

- 1.13 The Department is taking a new approach to supporting local transport infrastructure. It therefore expects bidding city regions to consider local stakeholder and private funding to maximise the value of the investment in the area. Whilst the initial sift will look at evidence of support from organisations such local employers, research institutions, transport providers and housebuilders, shortlisted city regions will be able to strengthen their proposals if additional funding can be raised through local contributions or private investment.
- 1.14 This guidance covers the scope of Transforming Cities and the criteria against which applications will be assessed. It also sets out the application process, including the expected timetable for receiving proposals and announcing decisions.

2. Scope of the Fund

- 2.1 The Government is committed to creating an economy that works for everyone, to increasing productivity, and providing better access to good jobs.
- 2.2 Many city centres have seen significant redevelopment and regeneration in recent years, however this has not always spread to outlying areas, held back through poor transport links. The Transforming Cities Fund seeks to rectify this, delivering significant investment in packages of projects to improve key intra-urban corridors, improving access to jobs.
- 2.3 As congestion on local A-roads has increased in recent years, there has also been a reduction in bus patronage. While on average, people in England can reach around 9 large employment centres within 1 hour by car, this falls to around 5 for those who must use public transport.² For those without a car, such as the increasing number of young people without or delaying acquiring a driving licence, this can limit options, including their ability to secure jobs which will help them progress as well as fully develop their well-being.
- 2.4 At the same time, UK national productivity continues to lag behind other countries, with significant differences in GVA per hour worked between cities. Few cities outside of London have a higher productivity than the national average. As part of the Industrial Strategy, the Government is committed to doing more to improve productivity across the country, and with this Fund will seek to do this through improved public transport connectivity.
- 2.5 Transforming Cities will tackle this challenge in two ways:

- **For the six Mayoral Combined Authorities with a Devolution Deal and directly-elected mayor at the time of Autumn Budget 2017**, the Government will devolve their share of the Transforming Cities Fund on a per-capita basis to give mayors and their combined authorities the freedom to invest in their strategic transport priorities. The Department will take no part in investment decisions, which will be subject to local assurance frameworks agreed as part of the Single Pot.

The Department will, however, have regard to proposals which impact the Strategic Road or National Rail networks with Combined Authorities required to seek approval before progressing with their schemes. The Government expects metro mayors to develop plans which will fit with local transport networks and deliver improved public and sustainable transport connectivity in their city region.

- **For non-mayoral city regions**, the Government is seeking to make a small number of large investments to drive up connectivity to centres of employment. The first stage of the competition will therefore seek evidence of the case for investment, wider fit with other stakeholders and investment pots,

² Department for Transport, Journey Time Statistics, 2015

and the ambition of a city to improve certain routes. Whilst packages may include a number of smaller investments, the aim is for successful city regions to demonstrate clear prioritisation and recognition that a significant investment on a smaller number of corridors can have a big impact.

- 2.6 Alongside the aim of driving up public transport connectivity, the Department aims to tackle a number of key policy priorities, including improving skills and use of apprenticeships, unlocking housing and responding to issues around air quality.
- 2.7 These objectives are aligned to the Department's Transport Investment Strategy and as part of the Industrial Strategy, the Fund also aims to address the Future of Mobility Grand Challenge. To achieve this, the Fund will look to city regions for innovative proposals that harness the potential of new technology and business models.
- 2.8 The Department will work with shortlisted city regions to develop packages which incorporate responses to these challenges, and promoters should have regard to local businesses, research institutions and others in developing bids as potential partners for tackling these challenges.

What the Transforming Cities Fund could deliver

- 2.9 Whilst the initial competition will not seek proposals for specific schemes, the aim of the Fund is to invest in new local transport infrastructure to boost productivity by improving public and sustainable transport connectivity.
- 2.10 Government recognises that local authorities are best-placed to identify the types of projects to deliver, and seeks to partner with city regions to develop packages of proposals which will deliver transformative improvements in connectivity.
- 2.11 Packages could invest in interlinked schemes such as light rail, new bus corridors, cycling and walking infrastructure or smart technology to improve flow or integrate ticketing and live journey information. Successful city regions will be expected to make use of relevant legislation, such as the Bus Services Act 2017 and work with local transport providers to create improved user experiences for passengers and drive growth on these improved services.
- 2.12 The Department will also work with research institutions and industry and seek to implement new technology where possible.
- 2.13 The Transforming Cities Fund is designed to deliver improved local public transport. Whilst it may complement, it is not intended to replace funding for work on the National Rail or Strategic Road Networks, which have other funding streams available for enhancements. However, packages which include, for example, improvements to national rail stations and connectivity into multi-modal hubs will be encouraged.

Case Study – Leeds public transport package

When the Transport and Works Act order for the “New Generation Transport” trolleybus scheme was not approved in 2016, the Department pledged to invest its planned contribution of £173.5m in the city as a package of measures to improve connectivity and improve public transport.

Working with their stakeholders, local leaders raised an additional £100m, including a £71m investment from bus company First West Yorkshire and additional funding from the West Yorkshire Combined Authority to create a £270m programme of improvements.

Measures funded include:

- **Bus Corridor improvements**– physical priority measures (£49m) and park & ride sites (£40m), Real Time Passenger Information (£7m) and transport hubs (£8m);
- **New rail stations** in some corridors – three are proposed (£30m) plus accessibility improvements to some existing stations;
- A **City Centre package** to improve transport hubs, public realm and end of journey connections (£39m).

The package aims to double bus patronage in 10 years, reduce congestion and improve access to stations. The measures are likely to support Leeds’ ambitions for housing growth, air quality improvement, and future HS2 connectivity. Leeds estimate the present value of benefits of the package to be in the region of £430m, with wider economic benefits in the order of £200m GVA per annum from creation of 2000 new jobs.

Funding available to non-Mayoral city regions:

2.14 The Fund will take the form of a two stage process. Phase 1, the ‘Call for Proposals’ will sift up to ten cities based on the application form. Phase 2, ‘co-development’ will see shortlisted city regions requested to develop a package of schemes with the Department, which will be assessed.

2.15 Final decisions on the amount of funding for a shortlisted city region will be made in light of the quality of the proposals put forward. However, Government has set aside the following funding over the next 4 financial years:

Competitive Fund	2018/19	2019/20	2020/21	2021/22	Total
Capital (£m)	60	110	160	510	840

2.16 Whilst there is no set cap on the size of packages to be agreed, allocations to Mayoral Combined Authorities were in the range of £59-£250m. There will be no guarantee of funding to shortlisted city regions if packages are not sufficiently developed or fail to demonstrate adequate value for money. City regions should therefore consider how schemes could be flexed up- or down-ward to reflect the

options available, and consider the best portfolio of interventions to make the most difference within their areas.

- 2.17 The Fund is not aimed at packages that simply deliver large numbers of smaller interventions across the board; it is seeking coherent programmes of interlinking interventions which will transform connectivity in key commuter routes in major city regions. Government will support innovative approaches to deliver this, including new technology, engineering solutions and business models, as part of the Grand Challenge on the Future of Mobility.
- 2.18 The size of agreed funding packages, once approved, will be fixed. Should cost increases occur the Department will not provide additional funding and this will need to be accounted for within local budgets.

Evaluation of investments in non-Mayoral city regions

- 2.19 The Department and city regions have a shared interest in evaluating over time the effectiveness of the Fund and measuring post implementation the impact on productivity growth and levels of congestion and other benefits secured from different types of measures taken forward. For the Department, it will inform future funding decisions; for local authorities it will add to the evidence of which combination of measures are the most effective in specific circumstances and help them design better interventions in the future.
- 2.20 The Department will be carrying out this evaluation towards the end of the Fund period, but will require the support of local authorities from the outset in providing baseline and monitoring data relating to the specific transport challenges in their area; for example current measures of congestion problems, levels of air quality, volume and proportion of journeys by different modes and road accident data. This data should form part of the evidence base already available to local authorities and used to drive the development and delivery of their Local Transport Plans.
- 2.21 The Department will consult successful authorities in due course about the design of an evaluation framework to ensure it meets both Government and local needs.

3. Assessment Criteria

A two stage process to shortlist city regions followed by co-design of bespoke packages of investment

- 3.1 The Department has listened to concerns raised in the past about significant nugatory bidding by Local Authorities for local transport funding. To mitigate against this, The Fund will take the form of a two-stage competition. Phase one, based on a light-touch proposal will lead to a shortlist of up to ten city regions to be announced later this year.
- 3.2 In Phase two, the Department will work closely with these city regions to develop their plans into packages of proposals which will be assessed on a more detailed level, including the relative value for money of each package.

Phase 1 – Shortlisting city regions

- 3.3 Eligible city regions wishing to bid for the Fund are required to complete the application form which forms an Annex to this document. This is based around three key themes against which city regions will be selected. City regions may wish to have regard to the Department’s Strategic Case guidance and the Rebalancing Toolkit when completing the application form.³

Definition and challenges	Who & Where	Ambition for change
<ul style="list-style-type: none"> •City definition - make up, population, extent •Identification of key transport challenges and productivity issues •Supporting evidence - e.g. congestion, mode share, journey times 	<ul style="list-style-type: none"> •Who will benefit from this investment •Identification of key corridors •Alignment with business clusters 	<ul style="list-style-type: none"> •Vision for improved connectivity following investment •Supporting evidence from key stakeholders and potential for private investment •Link to city region's strategic plans •Evidence of collaboration, delivery and vision

- 3.4 **Definition and challenges:** This section will seek a definition of the bidding city. City regions should:
 - Explain the city geography, with a clear city region identified
 - Indicate workday population (the Fund seeks to target the larger city regions in England)
 - Describe the key transport challenges across the city region at a high level. This could include a discussion of productivity, or how transport connectivity is affecting this.

³ <https://www.gov.uk/government/publications/transport-business-plan>
arm/epb/cr/18/0205gp1

- Further evidence to support this argument – such as congestion, air quality or journey time impacts.
- 3.5 **Who & Where:** This section will seek detail on the city’s key priority areas to invest in, and motivations. City regions should:
- Identify and prioritise the main corridors or places for investment, and why. This could include highlighting where opportunities for growth, productivity or business are within these areas of the city region.
 - Identify who would be affected by this investment and how user needs are recognised.
 - Include maps detailing these locations.
- 3.6 **Ambition for change:** This section will seek evidence of how investment will tackle these challenges, and wider fit with existing plans. City regions should:
- Articulate their vision for improved connectivity from the Fund and how this links to the assessment of need outlined in the previous sections.
 - Demonstrate support from stakeholders for investment in the identified areas, such as from the relevant Local Enterprise Partnership(s), employers and transport providers. This could also include commitments of further local and private funding.
 - Highlight ambition to align with existing funding streams and to utilise new approaches and powers available to improve public transport.
 - Demonstrate how the Fund would link to wider long term plans and spatial strategies around housing, local growth, productivity and air quality.
- 3.7 The Department will then decide on the relative merits of each bid, shortlisting up to ten city regions for the next stage of the competition. **As the first stage concerns identifying city regions, the Department will not have regard to specific schemes included in submitted proposals when assessing bids.**
- 3.8 The use of statistics, from both government bodies and well-respected independent sources, is encouraged. The suitability and validity of these will be scrutinised as part of the bid.

Phase 2 – Co-development and assessment of business cases

- 3.9 Shortlisted city regions will be invited to work collaboratively with the Department to develop packages of proposals seeking, where appropriate, additional private and local investment.
- 3.10 These programme business cases will then be assessed via a competitive ‘Challenge’ process, where packages will be scrutinised according to WebTAG appraisal methodologies across the five cases as outlined in HM Treasury Green Book guidance.⁴ City region representatives may be invited to ‘pitch’ their proposals to a panel who will ultimately make recommendations as to the final settlement awarded to each city.
- 3.11 The Department will then take a final funding decision for each city region who will then deliver the projects funded.

⁴ <https://www.gov.uk/guidance/transport-analysis-guidance-webtag>

3.12 It is expected that evaluation processes will be developed in tandem with the co-development of business cases. All funded city regions will be expected to complete an evaluation of interventions after the completion of the Fund.

4. Application Process

Application form

- 4.1 City regions will be expected to apply via the application form attached as an Annex to this document.
- 4.2 All applications to the Fund will be assessed against the criteria set out in section 3. A panel will moderate the final score of each bid to ensure consistency before a decision is taken to shortlist bidders.
- 4.3 Local authorities are expected to work jointly to cover a particular geography – one bid will be eligible for each city region concerned; in the case of separate competing bids being submitted for the same geography, the Department will reserve the right to decide which will be taken forward for the sift.

Submission of Bids

- 4.4 All bids should be submitted electronically to TCFproposals@dft.gsi.gov.uk no later than 2359 on Friday 8 June 2018.
- 4.5 When authorities submit a bid for funding to the Department, as part of the Government's commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within two working days of submitting the final bid to the Department. The Department reserves the right to deem the business case as non-compliant if this is not adhered to.

Enquiries

- 4.6 Enquiries about the Fund may be directed to TCFenquiries@dft.gsi.gov.uk.

Transforming Cities Fund *Call for Proposals*



Department
for Transport

Application Form

Applicant Information

Bidding City Region:

Bid Manager Name and position:

Name and position of officer with day to day responsibility for delivering the proposed interventions.

Contact telephone number:

Email address:

Postal address:

Additional evidence, such as letters of support, maps or plans should be included in an annex.

The use of statistics, from both government bodies and well-respected independent sources, is encouraged. The suitability and validity of these will be scrutinised as part of the bid.

SECTION A – Definition and challenges

This section will seek a definition of the bidding city. City regions should:

- Explain the city geography, with a clear city region identified
- Indicate workday population (the Fund seeks to target the larger city regions in England)
- Describe the key transport challenges across the city region at a high level. This could include a discussion of productivity, or how transport connectivity is affecting this.
- Further evidence to support this argument – such as congestion, air quality or journey time impacts.

A1. Constituent Local Authorities:

A2. Geographical area:

Please provide a short description of area covered by the bid (in no more than 100 words)

Please append a map(s) showing the location of the city region and its boundaries.

A3. Population

Please include the **workday** population of the city region and relevant references.

A4. Discussion of key transport challenges:

Please limit responses in section A4 to 500 words.

SECTION B: Who & Where

This section will seek detail on the city's key priority areas to invest in, and motivations. City regions should:

- Identify and prioritise **the main corridors or places for investment**, and why. This could include highlighting where opportunities for growth, productivity or business are within these areas of the city region.
- Identify **who would be affected** by this investment and how user needs are recognised.

Maps identifying the priority areas can be appended as an annex to this section.

Please limit responses to 500 words.

SECTION C: Ambition for change

This section will seek evidence of how investment will tackle these challenges, and wider fit with existing plans. City regions should:

- **Articulate their vision for improved connectivity** from the Fund and how this links to the assessment of need outlined in the previous sections.
- **Demonstrate support from stakeholders** for investment in the identified areas, such as from the relevant Local Enterprise Partnership(s), employers and transport providers. This could also include **commitments of further local and private funding**.
- Highlight ambition to align with existing funding streams and to **utilise new approaches and powers available** to improve public transport.
- Demonstrate how the Fund would link to **wider long term plans** and spatial strategies around housing, local growth, productivity and air quality.

Supporting letters may be attached as an annex.

Please limit responses to 500 words.

When authorities submit a bid for funding to the Department, as part of the Government's commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within two working days of submitting the final bid to the Department. The Department reserves the right to deem the business case as non-compliant if this is not adhered to.

Please specify the weblink where this bid will be published:

Submission of proposals:

Proposals must be received no later than 2359 on **Friday, 8 June 2018**.

An electronic copy only of the bid including any supporting material should be submitted to:
TCFproposals@dft.gsi.gov.uk

Enquiries about the Fund may be directed to TCFenquiries@dft.gsi.gov.uk

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Report to:	Blackpool, Fylde and Wyre Economic Prosperity Board
Report Author:	Rob Green, Head of Enterprise Zones, Blackpool Council
Date of Meeting:	2nd May 2018

BLACKPOOL AIRPORT ENTERPRISE ZONE – UPDATE REPORT

1. Main progress on the Enterprise Zone

a. Masterplan

Consultation on the Masterplan closed in December 2017. 117 responses were received in total and seven substantive changes were recommended to Blackpool Council Executive and Fylde Council Planning Committee.

Blackpool Council approved the Masterplan on 5th February and Fylde Council on 7th February.

Final changes are being made by Mott Macdonald and then the document will be published on the dedicated website.

b. Blackpool Airport

Blackpool Council have appointed York Aviation to prepare a strategic business plan for the airport to secure its future and maximise growth opportunities in consultation with a wide variety of interested parties. The commission is due to complete in late May. Their initial work is focused on the strategic aspects of the airport business plan and will provide the basis to look in detail at the physical interventions required to deliver a long term sustainable airport. This is likely to result in some modifications to the masterplan in terms of the current indicative locations for control tower, aprons and hangar accommodation and offshore helicopter terminal facility.

c. Marketing and Administration Officer

Interviews took place on Friday 23rd March for recruitment of a Marketing and Administration Officer and Nicole Billington commences in post on the 1st May. Reporting to the Head of Enterprise Zones she will be responsible for enquiry handling and promotion of the EZs amongst other things, and will be the primary point of contact with Marketing Lancashire.

Site signage is also being progressed and signs should be in situ in May.

d. Delivery Plan

Work is continuing on the detailed EZ Delivery Plan essential to secure the outputs from the approved Masterplan in conjunction with consultants Genecon LLP. It has undergone many variations to reflect sensitivity analysis impacted by alternative delivery assumptions. The approach to modelling is credible and robust and has benefitted from input from across Blackpool and Fylde Councils.

Overall the plan, based on costings provided by Mott McDonald, suggests that capital investment in primary enabling infrastructure, including some key property acquisitions for infrastructure site assembly, together with revenue expenditure to support delivery and marketing will be many millions over the life of the EZ, with the bulk of expenditure required in the crucial early years.

The Delivery Plan provides a broad framework for one particular model of development and concludes that the EZ 'benefit' of retained business rates growth across both Fylde and Blackpool sectors should, over the lifetime of the EZ, just be sufficient to cover costs including the costs of prudential borrowing by Blackpool Council as EZ accountable body. The viability for the infrastructure led development proposed in the Masterplan is, however, marginal and will be reviewed on an annual basis, with each element of enabling infrastructure being subject to a detailed business case prior to approval

This work is sensitive to assumptions but represents a credible estimation of the likely cost and potential revenues of the remaining 23 years of the EZ.

The initial early year's gap between projected cost and revenue generated will necessitate substantial levels of prudential borrowing to be undertaken by Blackpool Council and will therefore require a commitment of funds by the Council to meet the initial cost of prudential borrowing.

Once finalised the Delivery Plan (and Marketing Plan) will be presented to the Executive of Blackpool Council (as the accountable body for the EZ) for consideration and agreement in principle to the levels of prudential borrowing, prior to its submission to the LEP EZ Governance Committee and thereafter, subject to LEP approval, formally submitted to MHCLG. The Delivery Plan and Marketing Plan will also be reported to Fylde Finance & Democracy Committee as an information item

2. Forthcoming Activity

a. EZ Eastern Access Road

Detailed traffic modelling is to be undertaken in advance of commencing work on the design, specification and planning permission on the access road shown in the south east corner of the EZ on the Masterplan, essential to open up sites within the EZ.

This commission should be out in May, with 6 weeks during for the work, having been slightly delayed whilst awaiting key responses from Lancashire County Highways team

b. 'Sports Village' Development

LK2 have been instructed to prepare the business case for the Sport Village development and commence detailed discussions with all sports clubs about a joint facility, this will include work on a viable business model for Blackpool Council to operate the completed facility.

Meetings held with sports governing bodies will ensure all funding opportunities are maximised

c. Joint Planning and Building Regulations Protocols

Draft planning and building regulations protocols to be agreed between Fylde and Blackpool Council to ensure consistency of decision taking and service levels throughout EZ

e. Launch of EZ websites

The LAMEC web site is scheduled to go live in April with the content of the Blackpool and Hillhouse pages being managed by the new Marketing officer

f. Update of Business Rates Relief Policy

To ensure compliance with the new GDPR regulations the application forms for award of EZ business rates relief and Expressions of Interest from prospective occupiers are being reviewed to ensure that there is full compliance with the new GDPR regulations

arm/epb/cr/0205 Item 10 Blackpool Airport EZ

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Report to:	Blackpool, Fylde and Wyre Economic Prosperity Board
Report Author:	Rob Green, Head of Enterprise Zones, Blackpool Council
Date of Meeting:	2nd May 2018

HILLHOUSE TECHNOLOGY ENTERPRISE ZONE – UPDATE REPORT

1. Main progress on the Enterprise Zone

a. Masterplan

Mott MacDonald have completed the baseline study and prepared an initial draft of the Masterplan, which having been reviewed internally on behalf of the accountable body Wyre BC, is in the process of being updated by Mott MacDonald to provide additional recommendations in respect of planning matters.

Given the present status of the Wyre Local Plan it has now been decided that the full version of the masterplan will go out to consultation rather than just the summary document, which has necessitated a number of changes to be made to the document before it goes out to public consultation.

Public consultation will take place over a 6 week period commencing in Spring.

b. Marketing

Site signage for Hillhouse is being progressed and three signs should be in situ by early May. Detailed site plans are being drawn up for the locations, which will support required planning applications.

c. Delivery Plan

Work is ongoing on the EZ Delivery Plan to achieve the Masterplan with Genecon providing technical support.

When completed the Delivery Plan and Marketing Plan will be presented to Wyre Council (as the accountable body for the EZ), principal stakeholders and the LEP EZ Governance Committee prior to submission to MHCLG.

2. Looking forward, activity in the coming months

a. Masterplan

- Completion of public consultation
- Adoption of masterplan
- Completion of Delivery Plan and Marketing Plan

b. Studies

Commissioning flood risk assessments, transport assessments and observing the planning application process for the power station, which is currently at National Infrastructure.

Looking to commence the purchase process with Network Rail the first stage being Land Clearance

e. Launch of EZ websites

The LAMEC web site is scheduled to go live in April with the content of the Blackpool and Hillhouse pages being managed by the new Marketing officer

f. Update of Business Rates Relief Policy

To ensure compliance with the new GDPR regulations the application forms for award of EZ business rates relief and Expressions of Interest from prospective occupiers are being reviewed to ensure that there is full compliance with the new GDPR regulations.

arm/epb/cr/0205 Item 11 Hillhouse EZ