



**Minutes of the Cheshire and Warrington Local Enterprise Partnership
Performance and Investment Committee Meeting
held on 2nd December 2020 at 1.30 via Teams**

In attendance: Chris Hindley (Chairman), Catherine Walker, Paul Goodwin, Peter Skates, Stewart Brown, Nichola Newton, Rachel Laver, Stephen Kinsey (part)

Apologies: Joe Toward, Ian Brooks, Alex Thompson

Presentations on Skills Funding – Sarah Williams and Pat Jackson
Warrington Bus Depot – John Laverick
Alderley Park Centre of Excellence- Peter Simpson, Sally Price and Marc Daigneault

Item No.	Item	To be Actioned by	By When
1.	<p>Welcome, Introductions and Apologies</p> <p>Apologies from IB and AT.</p> <p>CH thanks SK for joining the meeting which would ensure it was quorate as CH would need to step out for item 8 due to a conflict of interest.</p> <p>Due to the Corona Virus meeting held via Teams</p>		
2	<p>Conflicts of Interest CH asked for any conflicts to be declared.</p> <p>Declarations of interest: CH Declared an interest in item 8, the allocation of skills funding. CH confirmed he would step out of the meeting for this item and SK would chair the meeting.</p> <p>PG confirmed that he was attending the meeting in the capacity as S151.</p> <p>PS asked whether he needed to declare an Interest due to the MDC proposal being considered which was at Alderley Park. Apart from the project being within CEC, the project won't have a direct benefit to CEC so no direct conflict apparent.</p> <p>SB declared an interest on item 7 and 10, Warrington Bus Depot and Warrington Smart Grid.</p> <p>PS and PG declared an interest in the Northwest Crewe cycling scheme</p>		
3	<p>Minutes and actions from the last meeting:</p>		

	<p>SW ran through the skills funding allocation paper. £102k left to allocate. She confirmed that each of the skills projects now has an Employment and Skills board sponsor.</p> <p>Lengthy discussions about the IOTA proposal for additional funding and how they're currently delivering the project. Number of issues and concerns apparent. Outputs as originally approved now felt by Carpe Diem to be achievable and not clear about the extent that the kit is being used in schools.</p> <p>SB confirmed that the Carpe Diem had moved out of the Pyramid building and now into another the Livewire building in Warrington which as a public building is currently closed due to Covid.</p> <p>Due to conflicting messages from Carpe Diem, it was agreed to invite them to the next meeting to do a presentation before a decision could be taken on awarding additional funds and to provide an opportunity to reset and approve potentially a different set of outputs and a revised delivery model.</p> <p>LiveWire – Submitted two proposals, which showed scalable version of what they'd like to use the additional funding for. SW confirmed that they had now spent the outstanding funding. An additional £9k was approved. RL to issue a revised offer letter.</p> <p>Yocto Digital - Again this project submitted a scalable version of what they like the funding for. Barclays are able to provide additional match funding and SW confirmed they Had started to deliver outputs. Additional £13 k approved.</p> <p>SW provided a NEETS update. The additional laptops would be allocated across colleges on a banded basis to be agreed, following confirmation of data which enabled areas to be prioritised based on needs.</p> <p>CH re-joined the meeting and SK left with the thanks of the committee members.</p>	RL	Dec
5	<p>BEEP project extension</p> <p>The extension of BEEP grant was formally agreed having been agreed by correspondence prior to the meeting.</p>		
6	<p>LGF quarterly report</p> <p>Committee confirmed that they were happy with the report which had been for approval by correspondence.</p>		
7	<p>Warrington Bus Depot</p> <p>JL gave a presentation on the Bus Depot project and its importance in terms of helping to regenerate Warrington Town Centre.</p> <p>The Full business case will be completed in January.</p>		

8	<p>Alderley Park Centre of Excellence</p> <p>SP led the presentation of the Centre of Excellence, giving an overview of its strategic importance, why it's needed and what the benefits would be.</p> <p>PS confirmed that companies can either rent the facilities or companies can pay them to run projects. Catapult are still working on the lease but not felt likely to be an issue. Bruntwood spending approximately £900k preparing the space for the lab to be built. This will be counted as match towards the project.</p> <p>PS confirmed that given they are funded by the government in five year settlements, they can't guarantee that they can meet the ongoing running costs of the facility as the current settlement expires in 2.5yrs, but as far as they can reasonably foresee, there shouldn't be an issue.</p> <p>While it was felt there would be limited things the project could do to improve its carbon footprint due to the technical requirements of the lab and the fact that Catapult will be tenants in a much bigger building, Catapult should look at this include what should now be standard on new builds, such as LED lights and light sensors.</p> <p>Committee approved the project with conditions detailed in the paper and asked that they also engage with Universities.</p> <p>RL is to issue offer letter.</p>	RL	Dec
9	<p>Risk Register</p> <p>Risk register reviewed and deemed appropriate. RL to delete duplicate HS2 risk.</p>	RL	Dec
10	<p>Delivery Plan Update</p> <p>Brief review of the delivery plan and progress. Website delayed but expected to go live in the New year.</p>		
11	<p>Programme Manager Update</p> <p>RL ran through the report.</p> <p>Good progress has been made on spend, with 90% of q2 profile achieved. Majority of remaining funding is due to be spent in Q3 and while the programme isn't without risk, overall the position looks fairly good. Many of the skills projects have now spent all the LGF but some are forecasting spend all the way up to the end of Q4 which presents a risk, but all projects are aware of the need to spend by the end of q4. Brexit may present a further risk to delivery; we are already aware of the issues WVR are having getting the lathes they ordered.</p>		

	<p>CH asked RL to check where the van for the UOC project was coming from to see if that was also at risk of delay.</p> <p>RL updated on Warrington Sustainable travel schemes and expressed disappointment that despite repeatedly expressing concerns about delivery timescales for these projects WBC had approached her about moving the spend into 22/22. RL had explained this wasn't possible and is working with WBC on a solution to enable all the LGF to be spent this financial year.</p> <p>SB to escalate concerns about the projects.</p> <p>Warrington Smart Grid hasn't spent any funding yet. They've had difficulty setting up a bank account but also haven't yet developed relationships with the house builders or SMEs. Position to be reviewed at the next meeting with a view to splitting the project if sufficient progress not made. RL to update.</p> <p>Outputs fully updated and split by theme to make them easier to understand the impact of different initiatives. Contracted outputs won't increase now apart from the small number of outputs associated with the remaining skills funding.</p>	<p>RL</p> <p>RL</p> <p>SB</p> <p>RL</p>	<p>Dec</p> <p>Dec</p> <p>Dec</p> <p>Dec</p>
12	<p>Cheshire and Warrington Development Fund (Evergreen Fund) First investment agreed. Second expected before Christmas.</p>		
13	<p>ESIF update Due to technical problems, the ESIF update will be given at the next meeting.</p>		
14	<p>AOB – Next meeting 16th December</p>		