

Agenda Item 3



Cheshire and Warrington Local Enterprise Partnership Overview and Scrutiny Committee 7 June 2018

Present: Councillor B Powell (Chair), A Boyd, G Butler and Councillor J Kerr-Brown

Also In Attendance: B Magan, Head of Democratic and Member Services, Warrington Borough Council providing support for the Cheshire and Warrington LEP

9. Apologies

Apologies for absence were received on behalf of Cllr H Davenport and C Thompson.

10. Declarations of Interest

11. Minutes

The minutes of the meeting of the Scrutiny Committee held on the 1 March 2018 were received as a correct record

Task Group Members agreed to review the Terms of Reference and Quorum which is currently set at 4 members

12. Issues arising from the Training Session held on 16 April 2018

Task Group Members welcomed the training session – it was thorough and added value and helped raise awareness and understanding of the workings of the LEP and the potential role of the Scrutiny Committee.

Task Group Members discussed the agenda setting process for the Scrutiny Committee and AGREED that -

- (1) Future draft agenda and minutes be cleared by the clerk through the Chair and Deputy Chair for all future meetings in advance of distribution;
- (2) Without circumventing existing LEP procedures in relation to complaints, the TOR of the Committee be reviewed to potentially include a role around encouraging and receiving and dealing with feedback and suggested items for the work programme;
- (3) Future Scrutiny Committee meetings include
 - a facility to receive public questions and feedback within a 15 minute open session (a minimum period of notice being required of the questions to allow

enough time to answer the question and use of the LEP's existing Twitter and social media accounts to facilitate this process);

- a formal question and answer session with the Chief Executive, Cheshire and Warrington LEP and any other officer as appropriate within a 15 minute open session

13. Review of Private Sector Engagement – Scoping Document

Task Group Members commented that the content and proposed approach detailed in the report was thorough and sensible and AGREED that

- (1) the scope should read 'Review of Engagement' to ensure that the process was holistic

(Note: In this respect Task Group Members expanded the scope of the review as detailed in paragraph 6.1 to be proportionate across various sectors and include public sector and partners organisations and not limit it to private sector business which will ensure that the review has depth and breadth of engagement)

- (2) a Task Group consisting of Councillor B Powell, A Boyd and G Butler oversee the work of the project;
- (3) the Task Group will commission an external organisation (university research teams) to undertake the review which will require an approved budget
- (4) the lines of inquiry and methodology to include 2 case work studies with the output to the report being published as public output and transparent highlighting any improvement areas;
- (5) the amended scope of the review was to be signed off by the chair and deputy chair; and
- (6) the timescales as detailed in paragraph 10 be adjusted to 6 December 2018

(Note: in making the decisions above the Task Group Members noted that this review will add value to the LEP's future work programme of developing a stakeholder communication plan through its soon to be appointed PR and Communications Manager as detailed in paragraph 5.3 to the report)

14. Work Programme

The Scrutiny Committee received and considered a work programme report and AGREED

- (1) The Action Plan from MHCLG Performance Letter item could be covered in any future QA sessions as part of the new structure and format of meetings (Note: In discussing this matter members identified the need to access any comparable data and analysis and for this LEP to be in a position to voluntarily publish its own letter resulting from the Annual Conversation).
- (2) The Dashboard Item was to be removed from the work programme

15. Future Meeting Dates

Decision – To note the following schedule of meetings, commencing at 3.00pm, at Wyvern House (subject to availability)

- 6 September 2018
- 6 December 2018
- 7 March 2019