



**Minutes of the Cheshire and Warrington Local Enterprise Partnership  
Performance and Investment Committee Meeting  
held on 23<sup>rd</sup> September at 1.30 via Teams**

**In attendance:** Chris Hindley (Chairman), Sean Traynor, Paul Goodwin, Peter Skates (part), Stewart Brown, Joe Toward (part), Gemma Davies (part) Rachel Laver

**Apologies:** Nichola Newton, Ian Brooks, Alex Thompson

Presentations on AMET centres – Nichola Newton and Michelle Seeley

Item No.	Item	To be Actioned by	By When
1.	<p>Welcome, Introductions and Apologies</p> <p>Apologies from IB and AT. NN only able to stay for the beginning of the meeting and GD had to leave after first hour.</p> <p>Due to the Corona Virus meeting held via Teams</p>		
2	<p><b>Conflicts of Interest</b></p> <p>CH asked for any conflicts to be declared.</p> <p>Declarations of interest: CH Declared an interest in item 6, the allocation of skills funding. PS and PG declared an interest in the Northwest Crewe cycling scheme</p>		
3	<p><b>Minutes and actions from the last meeting:</b></p> <p>RL Stated that she had still not received any claims from the Computers for Schools projects and had struggled to get a response. RL to follow up again</p> <p>Revised information received from CCSW. The project is now making great progress and while not all of the funding is expected to be spent by the end of the quarter due to supply issues it is expected to be financially complete by the end of October .</p> <p>ST recognised the issues with the reporting on Ellesmere Port One Public Estate which are in the process of being resolved. Project discussed in more detail later in the meeting .</p> <p>RL confirmed that she had asked the outputs to be reforecast every year on the monthly reports as BEIS require profiles to be updated annually in the quarter report and rate the LEPs against their achievement of outputs v forecasts.</p>	RL	Sept







	<p>complete a revised business case incorporating these elements in order to be able to claim the funding associated with them. It was also agreed but the project would move to monthly grant claims to give better visibility of progress and to be able to demonstrate progress to BEIS. RL to follow up.</p> <p>Winsford industrial estate is behind profile unable to get the updated figures due to leave . ST Was able to help unlock a delay so the contractor is on site . RL to get update on profile spend .</p> <p>LGF Finance - Programme is currently behind profile due to significant slippage on key projects . It is expected a large proportion of the remaining skills money is spent/claimed this quarter with the majority of the remaining expected to be spent by the end of December.</p> <p>There have been issues with some of the energy projects which have been discussed at the committee before and these largely appear to be fine now, with delivery in full swing on all of the energy projects . The BEEP project has actually fully committed its full grant now and subject to agreement will be able to draw it down in full this quarter .</p>	RL	Oct
8	<p><b>Risk Register</b></p> <p>RL ran through the corporate and programme risk registers. RL drew attention to the delivery risks associated with the Accelerate programme. The programme has a target to engage 6000 learners but has only engaged 100 so far. Acting Cheshire has been engaged to get people on the courses . Committee agreed to ask for a separate update on the Accelerate programme at the next meeting . RL to arrange.</p> <p>JT and CH to follow up with how Engagement Board can help.</p>	RL JT/CH	Oct Oct
9	<p><b>Evergreen Fund</b></p> <p>RL reported that new guidance had been issued which would make investing slightly easier as the loan applicant doesn't need to be an SME.</p> <p>RL encouraged the committee to promote the fund which still has the original £20m of ERDF to invest, although the pipeline is beginning to firm up with the first deal expected before the end of the year.</p>	ALL	ongoing
10	<p><b>Local Assurance Framework</b></p> <p>RL gave an overview of the main changes to the document and will circulate a link for review by the committee members. PG pointed out the need to change the name of the documents as it is now designed to be a generic document covering all of the activity of the LEP,</p>	RL	Sept
9	<p><b>AOB</b> – Next meeting date to be changed. RL to send out doodle poll to see whether the week before or week after is better.</p>	RL	Sept