



**Minutes of the Cheshire and Warrington Local Enterprise Partnership
Performance and Investment Committee Meeting
held on 15th July 2020 at 1.30 via Teams**

In attendance: Chris Hindley (Chairman), Paul Goodwin, Sean Traynor, Stewart Brown, Joe Toward
Ian Brooks, Rachel Laver

Apologies: Alex Thompson, Peter Skates, Nichola Newton.

Presentations on Skills projects by Sarah Williams and Omega Local Highways schemes by Lindsey
Macdonald (WBC)

Item No.	Item	To be Actioned by	By When
1.	Welcome, Introductions and Apologies Apologies from AT, NN and PS Due to the Corona Virus meeting held via Teams		
2	Conflicts of Interest CH asked for any conflicts to be declared. Declarations of interest: SB- Omega Local Highways		
3	Minutes and actions from the last meeting: Blue Beck declined grant offer in order to concentrate on core business, due to uncertainty caused by COVID. Computers for school offer letters issued, but not all returned. RL to follow up. Actions carried forward: The Assurance Framework will need updating and signing off by the LEP board following the audit. Training will be arranged after this. Confirmed that none of the changes will materially impact the way the LEP operates, but rather tidy up the document and bring up to date to reflect changes. Joe Toward chair of the Junior board (name to be changed) has joined the P&I committee. NetZero project to be covered later in the meeting. Skills update to be covered under Programme manager update	RL RL&IB	August Sept

	<p>As agreed project update report now includes RAG rating with direction of travel.</p> <p>Minutes approved.</p>		
4	<p>Skills Bids.</p> <p>SW gave an overview of the bids received.</p> <p>Widening Access project:</p> <p>Keen that project could scale up work that the LEP does and integrate with other skills projects</p> <p>BCR 5.4:1</p> <p>Project plan now received in detail</p> <p>Breakdown of contributions by partners required.</p> <p>Which partner will lead on the procurement of the kit need to be clarified.</p> <p>CH asked if existing performance of bidders on existing skills projects considered. No. Concern from some members that projects already behind won't be able to deliver on this.</p> <p>PG asked how is Cheshire East being covered. Macclesfield College not included as partner but bodies across C&W being engaged so Cheshire East should benefit. SW confirmed that Macclesfield College could be part of the project</p> <p>Committee agreed ratification of the approval with the following conditions:</p> <p>Recommendations:</p> <p>Confirmation that the project is state-aid compliant</p> <p>Evaluation at end of first year and fifth year and results disseminated</p> <p>Breakdown of planned revenue to be provided</p> <p>Outstanding query regarding steering group – will have independent and community representative. Recommendation that the external rep chairs committee.</p> <p>Digitalisation of construction.-</p> <p>Speed up uptake of technology. Hub and Spoke proposal to cover Cheshire and Warrington.</p> <p>SW highlighted outstanding concerns. True collaboration and that all partners benefitting equally. Still concern about the Hub (WVR) benefitting disproportionately.</p> <p>Breakdown of funding £140k to hub and £30k to each of the other 4 partner organisations – need to see added value of the hub. They'll be co-ordinating different events, e.g. business breakfast, short awareness sessions.</p> <p>Que whether some of the events be done by spokes and therefore is the funding distributed fairly?</p> <p>Need to look at delivery capability of partners and track record.</p>		

	<p>SW, confirmed this project includes all colleges. New area for Macclesfield College which doesn't currently deliver construction.</p> <p>Committee agreed ratification of the approval with the following conditions:</p> <p>Recommendations: Partnership provides reassurance by providing a joint presentation to E&S Consideration to split of funding between hub and spokes. Outputs need to be shown for 20/21. Evaluation year 1 and 5 for dissemination State-aid compliance</p> <p>SW to follow up the recommendations RL to issue offer letters</p>	<p>SW RL</p>	<p>July July</p>
5	<p>Energy Fund BCRs</p> <p>Committee reviewed BCR calculations. Committee confirmed they were acceptable and that while the BCRs was low for the studies that was because only the study outputs were contracted not all of the outputs likely to be produced from the resultant projects.</p>		
6	<p>Governance Update</p> <p>IB updated – progress with the new “Junior” board (name to be changed!) that has now been fully appointed. Need to work now on embedding it in the organisation.</p> <p>Further work being done on committee structures – more about naming conventions. Work being done on looking at COVID response which may need to be integrated into the delivery plan and need to ensure its still looking at the appropriate areas.</p>		
7	<p>Programme Manager Update</p> <p>RL didn't phone Macclesfield Principal as project making good progress. Pat Jackson spoke to CCSW principal about mixed messages with progress with their projects. RL spoke to Nichola Newton about progress with AMET. Nichola to address lack of progress and drive forward delivery. RL spoke to Kurt Allman at UOC. Project should be financially complete by September.</p> <p>RL to provide briefing note for discussion with E&S chair about concerns regarding progress on some projects</p> <p>Netzero</p> <p>RL gave an overview of the changes to the project. Agreed the following would be requested and then approval to be consider by correspondence:</p>	<p>RL RL</p>	<p>July July</p>

	<p>What will be the change on the outputs contracted. Will the project still be a demonstrator project. Do they still intend to have quarterly open days? Do they think the project will be innovative enough for there to be interest in it? Will it be a Netzero carbon project RL gave a brief overview of progress with finance and confirmed final LGF payment in August likely due to progress made against the programme.</p> <p>RL again asked for assistance in making sure claims were submitted on time to allow for the timely collation of data.</p> <p>Evergreen – First project put forward for funding by CBRE at Winsford Industrial Park. Unfortunately, beneficiary is a SME so not eligible but CBRE continuing to follow up other leads.</p> <p>Committee happy with the format of the progress report with RAG ratings</p>	All	August
8	<p>Omega Local Highways Phases 1 and 2b LM ran through the schemes, their strategic context and why they were required. New planning application in for 30has site at Omega which will include 147 homes. BCR is still strong without the new potential development.</p> <p>LM confirmed that the schemes including pedestrian and cycling improvements.</p> <p>RL confirmed that climate calculations will be considered in business plan template in the future.</p> <p>Committee approved the projects.</p>		
9	<p>Risk Register Review Committee reviewed the risk register and considered it appropriate. RL to update the programme risk register to reflect all the programmes now managed by the LEP</p>	RL	August
10	<p>Delivery Plan Progress with the delivery plan reviewed. Happy with realistic delivery to date. John Adlen is now responsible for housing and will update for next time.</p>	JA	September
10	<p>AOB – RL queried whether the committee felt they were getting enough coverage of everything the LEP did. Committee confirmed they though they did.</p> <p>RL asked for future meetings to be moved to the 4th Weds of the month to allow more time to collate information. Agreed to move after August’s meeting.</p>		