



**Minutes of the Cheshire and Warrington Local Enterprise Partnership  
Performance and Investment Committee Meeting  
held on 29<sup>th</sup> April 2020 at 1.30 via Teams**

**In attendance:** Chris Hindley (Chairman), Paul Goodwin, Sean Traynor, Stewart Brown, Nichola Newton, Ian Brooks, Rachel Laver

**Apologies:** Alex Thompson, Peter Skates

**Presentations on** Tim Smith - ESIF update, Blue Beck by Sarah Williams and the Delivery Plan: Infrastructure by Roy Newton and Rachel Laver

Item No.	Item	To be Actioned by	By When
1.	Welcome, Introductions and Apologies  Apologies from PS and AT.  Due to the Corona Virus meeting held via Teams		
2	<b>Conflicts of Interest</b> CH asked for any conflicts to be declared.  PG declared an interest in Crewe Heat Network		
3	<b>Minutes from the last meeting:</b> Sean Traynor confirmed as the new CWAC representative on P&I taking over from Lisa Harris. ST to send details of a deputy so that the committee has regular representation from CWAC.  All offer letters now issued. CWAC sustainable transport offer letters not yet returned. ST to chase up.  Blue Beck information only received a few days before P&I meeting due to be held so update included as part of the papers rather considered by correspondence.  Ellesmere Port One Public Estate – discussion held between Lisa Harris and Philip Cox post meeting where it was agreed it wasn't necessary to write to Andrew Lewis about the project. The project did significantly underspend but spend was moved forward on other projects to enable the underspend to be carried forward. RL emphasised this couldn't be done again this year as it is the final year of the LGF programme. Consistency and flow of information from CWAC about the project needs to be improved. ST to follow up.  Crewe Heat Network – Offer letter issued. CEC have requested an extension until the 5 <sup>th</sup> May to sign the offer letter which was agreed. Unclear whether	ST  ST       ST	May  May       Ongoing

	<p>all the funding will be in place, given that a decision on Future High Street Funding applications have been pushed back to the Autumn. RL awaiting an update from CEC to see whether this funding has to be decommitted due to uncertainty about ability to deliver by March 21.</p> <p>Waste2Tricity – By agreement funding decommitted from the project as funding package isn't in place and they were able to draw down the £550k in 19/20. How to deal with the decommitted funds covered under programme manager update.</p> <p>Actions carried forward:  IB to arrange Local Assurance Framework training for committee members. Board member appointment process ongoing so this has been deferred. NN and CH reported that the quality of candidates for the junior board had been very high and arguably some candidates would be of suitable calibre for the main board.</p> <p>IB to speak to Philip Cox to discuss potential for Junior Board candidates to be considered for main board.</p> <p>Minutes approved.</p>	CEC	May
		IB	June
		IB	May
4	<p><b>ESIF</b></p> <p>Tim Smith ran through the ESIF paper. April Committee meeting had been deferred.</p> <p>More applications than funding available.</p> <p>Last bidding round to ensure all C&amp;W spent. May end up £3m over committed, but funding likely to drop off due to slippage, undeliverability etc.</p> <p>Projects still need to be completed by Dec 23 but there may be flexibility with priorities.</p> <p>RL requested a list of the unfunded projects to see if they could be added to the LEP pipeline of projects.</p> <p>ESF – Some funding available in Priority 1 - £2.5m. TS to look at whether funding can be transferred to P2 to help with COVID response.</p> <p>Some state-aid flexibility as a response to COVID. RL to send DWF paper to TS and Kerry Hall.</p>	TS	May
		RL	May
5	<p>Blue Beck</p> <p>SW ran through the updated information from Blue Beck.</p> <p>E-sports in a growing sector and not likely to be hugely impacted by the he changes to the economy. Some concern about their ability to deliver the outputs and their ability/willingness to underwrite the costs of delivering the project until it becomes sustainable.</p> <p>Committee agreed to ratify the approval with the additional conditions:</p> <ul style="list-style-type: none"> <li>- that Blue Beck should underwrite the costs of the project until it becomes viable. Funding will be clawed back if not.</li> </ul>		

	<ul style="list-style-type: none"> <li>- All kit bought using LGF needs to be marked up accordingly and returned to the LEP for redistribution if the project doesn't continue to be delivered for five years from the date of the offer letter.</li> <li>- Blue Beck should be required to seek a minimum of three quotes for any item costing more than £500.</li> <li>- There is at least annual conversations with Cheshire and Warrington Colleges with regard to curriculum planning.</li> </ul>		
6	<p><b>Crewe High Speed Ready Heart</b></p> <p>RL discussed some of the issues with the project which are commercially sensitive and questions over whether the LGF could be spent by March 21. It was agreed that CEC would be asked to give a presentation at the next meeting so options could be better understood.</p> <p>RL to arrange</p>	RL	May
7	<p><b>Terms of Reference</b></p> <p>Discussed whether third board member may be beneficial as Ged Barlow has now stepped down. This would ensure committee meetings are quorate where other members have to declare a conflict of interest and avoid unnecessary delays.</p> <p>CH to raise with Claire Hayward and IB to raise with Philip Cox.</p>	CH/IB	May
8	<p><b>Delivery Plan</b></p> <p>RN and RL provided an update on the Infrastructure part of the delivery plan:</p> <p>Business case support has been provided with £700k out of £800k allocated now committed. Mainly transport projects as these were the most developed but £100k reserved for non-transport projects.</p> <p>Bus Strategy- Bus use down especially with COVID. Not yet clear how COVID will impact bus use moving forward. The LEP Board has agreed to commission a study to look at how to increase use in the future.</p> <p>Middlewich Rail Study -More information required by DfT. DfT does have funding available for reopening stations. LEP to submit a bid in due course.</p> <p>Crewe Hub – work still ongoing</p> <p>LEP continuing to work with Transport for the North which has reflected all the LEP priorities in their plans.</p> <p>Remaining infrastructure actions all completed within the year. RL confirmed final LGF spend for the year was £25.7m, so all LGF carried forward from previous years has now been fully spent.</p> <p>Business cases now funded by way of a grant from the Growing Places Fund to enable Enterprise Zone income to be freed up to help the LEPs COVID response.</p> <p>20/21 Delivery plan was completed pre COVID and therefore the plan will be reviewed in Six months' time to see if the plans for the year are still valid and achievable.</p>		

	<p>EZ – Business moved into the region is below target as are jobs created. Impact on income needs to be understood John Adlen to be invited to next meeting RL to arrange.</p> <p>Marketing – website not complete but website develop procured and new website should be ready by end of June.</p>	RL	May
9	<p><b>LGF Quarterly report</b> This hasn't been completed yet due to outstanding information from some projects and instead will be circulated for approval.</p>	RL	May
6	<p><b>Programme Manager update</b></p> <p>RL ran through project by exception:</p> <p>Ellesmere Port One Public Estate – issues with information provided. Better that CWAC are able to provide timely information about issues and delays</p> <p>The LEP gets assessed against its accuracy of forecasting spend and outputs to inaccurate information raises credibility issues for the LEP. ST assured that outstanding issues now addressed and main works should be on site by September. Any slippage won't be able to be carried forward so early warning of any issues should be reflected in the monthly reports.</p> <p><b>Energy Fund update</b> Blue Orchid has had a good level of interest and is looking at virtual surveys to help businesses and keep the project moving along.</p> <p>Waste2Tricity funding decommitted. Crewe Heat network LGF funding may also need to be decommitted.</p> <p>RL stressed the need of having an efficient route through the LEP to approve a new Energy call and projects to enable projects to have the maximum amount of time to deliver. CH to speak to Robert Mee as Strategy Committee will need to approve a new call. Options paper could go to the May board meeting.</p> <p>RL to follow up discussions with Blue Orchid about awarding additional funding as this is the only project that would result in extra outputs.</p> <p>RL to also follow up with the two reserve projects. One very unlikely as agreement not in place with the main partner.</p> <p>The position with regard to Crewe Heat Network to be reviewed at next meeting to give CEC time to look at options.</p> <p><b>Post meeting note</b> – agreement to issue a new call for Energy Fund Project which went live 4<sup>th</sup> May.</p>	<p>CH</p> <p>RL</p> <p>RL</p>	<p>May</p> <p>May</p> <p>May</p>

	<p>RL to change reference in the report to LEP rating which was:</p> <p>Governance: Exceptional  Delivery: Exceptional  Strategic Impact: Requirements Met</p>		
9	<p>AOB – RL asked all to ensure that project information was sent by required deadlines including, claims, monitoring reports and audits.</p>	All	Ongoing