



**Minutes of the Cheshire and Warrington Local Enterprise Partnership  
Performance and Investment Committee Meeting  
held on 17<sup>th</sup> June 2020 at 1.30 via Teams**

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

**Apologies:** Alex Thompson

Presentations on Growth Hub by Andy Devaney

Item No.	Item	To be Actioned by	By When
1.	<p>Welcome, Introductions and Apologies</p> <p>Apologies from AT.</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: PG and PS – Crewe High Speed Ready Heart and Congleton Link Road CH – ESIF outstanding funds ST – Canalside Charging</p>		
3	<p><b>Minutes and actions from the last meeting:</b></p> <p>Blue Beck offer letter issued but still not agreed. RL to chase again</p> <p>Computers for school offer letters not yet issued as waiting for details to be confirmed. . RL explained the discrepancy was due to a miscalculation of the VAT not claimed on another skills project. Agreed with skills team that the difference could be met from the LGF budget. Committee agreed the increase to £30k RL to complete the offer letter</p> <p>TS unable to get list of unsuccessful projects from MHLGG.</p> <p><b>Actions carried forward:</b></p> <p>The Assurance Framework will need updating and signing off by the LEP board following the audit. Training will be arranged after this.</p> <p>IB to follow up if a Junior board member could join the committee</p>	<p>RL</p> <p>RL</p> <p>IB</p> <p>IB</p>	<p>Jul 20</p> <p>Jun 20</p> <p>Aug 20</p> <p>Jul 20</p>

	Minutes approved.	TS	Jun 20
4	<b>Crewe High Speed Ready Heart</b>		
		JG/PS	June 20
5	<p><b>Computers for Schools</b></p> <p>PJ ran through a proposal to award £25k to schools for computers to distribute to the most deprived pupils.</p> <p>The committee endorsed the proposal with the conditions that the schools would have to retain ownership of the computers and that they would confirm that internet access, programme subscriptions were provided as necessary and the project sought to make links with Connecting Cheshire.</p>	PJ/RL	June 20
6	<p><b>Delivery Plan update - Enterprise Zone</b></p> <p>JA provided an update on progress. Lack of floorspace within with EZ which they're trying to address. Good pipeline of projects. Waiting for the loan facility to be agreed so that these can be progressed.</p> <p>1200 jobs from Royal London at Alderley Park when they move in this summer.</p> <p>The 19/20 business rates will be known by the end of May.</p> <p>Alderley Park used to have one rateable value. Space now re-rated as space is split out which makes it difficult to forecast income. Cushman and Wakefield helping with forecasting rate income and due to report at end of May.</p> <p>VOA has backlog of valuations which should see increase in income when valuations have been completed. The LEP will get the backdated rates.</p>		

	<p>Thornton – As Part of looking for a joint venture partner due diligence has thrown up several issues. There are 16 outstanding covenants. The energy to the site is still coupled with the shell site. The JV procurement may be delayed until autumn.</p> <p>£2.7 million of retained business rate to date.</p> <p>There is expected to be an uplift in demand for life science space but less for logistics.</p> <p>PS Left the meeting.</p>		
7	<p><b>Delivery Plan update</b></p> <p>RL brought to the committee's attention to the delivery plan outputs and outcomes for the year. Progress against these will be reported at the July meeting.</p>		
8	<p><b>Programme Manager Update</b></p> <p>RL ran through the projects by exception.</p> <p>Crewe heat network was discussed. The offer letter to CEC expired on 6<sup>th</sup> May but hadn't been signed because there was no certainty about the contribution from high streets funding until the autumn at the earliest. CEC had the opportunity to underwrite the costs of the scheme, but were unable to provide that assurance to P&amp;I before or during the meeting. P&amp;I considered the risk of the project not progressing with the facts that we are in the final year of the LGF programme and that CLGU have confirmed they will conduct a review of progress in September. The final third of our allocation for the year will be conditional on progress being across the programme and on individual projects being fully contracted. With this information to hand it was felt that the £700k allocated to this project was at risk of being lost to the sub-region and therefore should be withdrawn from the project and reallocated to a project/s with greater certainty of delivery this year. It was agreed that the offer letter would be withdrawn.</p> <p>The outputs had been fully updated following the Q4 submissions it shows that good progress is being made . It is likely that output achievement will substantially increase this year as projects complete.</p>		
9	<p><b>Risk Register Review</b></p> <p>RL highlighted the changes that had been made to the risk register in light of COVID. The committee agreed that the risks were appropriate. NN offered to share the risk register from the college to see what can be translated to the LEP.</p> <p>IB Been in contact with insurers under landlords regarding risks to working from home and up the office . Reasonable adjustments had been required and staff have been given an allocation of up to £200 to improve working conditions at home</p>	NN	June
10	AOB – none Meeting closed.		