

**BOARD MEETING**

**Minutes of the Cheshire and Warrington Local Enterprise Partnership Board Meeting**

**held on 7th December 2016, Chestnut Suite, The Centre, Birchwood, WA3 6YN**

**Present:**

Christine Gaskell (Chair) Cllr Samantha Dixon Prof. Tim Wheeler

Pete Waterman Ged Barlow Meredydd David

Louise Morrissey Martin Ashcroft Howard Hopwood

Ged Barlow Philip Cox (LEP Chief Executive)

**Apologies:**

Cllr Rachel Bailey Cllr Terry O’Neill Clare Hayward

Robert Davis Nigel Schofield Robert Mee

**Attending / Observing:**

Charlie Seward Mark Livesey Andy Hulme (Minutes)

Mike Emmerich (Metro Dynamics) Caroline Haines (Metro Dynamics)

Alex Gardiner (Metro Dynamics)

**Agenda Item 1: Apologies and Introductions**

1.1 Christine Gaskell welcomed Board members to Birchwood Park. Apologies were received from Cllr Rachel Bailey, Cllr Terry O’Neill, Clare Hayward, Nigel Schofield, Robert Mee and Robert Davis. The Board was pleased to note that Clare Hayward was making a good recovery from her recent operation and was confident of being present for the January meeting.

**Agenda Item 2: Conflicts of Interest**

2.1 No conflicts of interest were declared in relation to Agenda Items on the open section of the meeting.

**Agenda Item 3: Public Presentation**

3.1 No request from a member of the public had been received seven days before the meeting.

**Agenda Item 4: Minutes of the Meeting held on 13th July 2016**

4.1 The minutes were agreed as a true and accurate record.

4.2 *Action 1*: It was noted that the proposed response to the Department for Transport was still being prepared. WBC have provided funding to employ consultants to undertake analytical work, and the deadline for responding to the consultation is March.

**Agenda Item 5: Chief Executive's report**

5.1 The Board noted the report and the following additional comments from the Chief Executive:

* The LEP has provisionally been allocated £43.28m out of the total £556m LGF 3 announced for the Northern Powerhouse in the Autumn Statement. Consultation has been undertaken with local authority partners and non-conflicted members of the Strategy Committee on how to allocate the funding against our previously identified priorities.
* Information is still awaited on how announcements will be made for individual LEP areas.
* There has been some focus recently on the transparency of how LEPs make decisions on spending allocations of public funding. This has led to a degree of reflection across the LEP Network and an intention to review best practice, including the adoption of peer reviews.
* Cllr Sam Dixon shared a response from Andrew Percy MP following his recent visit to the sub-region.
* Three new members of staff have been appointed to the LEP team and will take up their positions in the first quarter of 2017.
* The ‘Annual Conversation’ with BEIS took place on 5th December, attended by the Chair and Deputy Chief Executive. The meeting was very positive.

**Agenda Item 6: Strategic Economic Plan Refresh**

6.1 The Chair welcomed Mike Emmerich, Caroline Haines and Alex Gardiner from Metro Dynamics to the meeting. The Company has been appointed to provide support to the LEP during the refresh of the Strategic Economic Plan, with a key part of their commission being to update the economic data on the LEP area and provide fresh analysis and insight into the emerging messages from that data.

6.2 Caroline Haines, Director at Metro Dynamics, talked the Board through a slide presentation of the analysis to date (copy attached with the Minutes).

**6.4** **The Board thanked the Metro Dynamics team for their presentation and noted the intention of holding an extended meeting of the Strategy Committee on 19th January 2017 which would be open to all Board members.**

**Agenda Item 7: Board Sub-Committee Updates**

8.1 The papers provided in support of Agenda Item 7 were noted.

8.2 Particular note was paid to the minutes of the Enterprise Zone Board, which included the confirmation that Government has made up to £50k match funding available to areas with a new EZ to support mobilisation activity. A bid for this funding is currently being progressed.

**Item 8: Revised Assurance Framework**

8.1 The Deputy Chief Executive briefed Board Members on the steps the LEP Executive is proposing to respond to the new National Assurance and Accountability Framework for LEPs. It was noted that Cheshire and Warrington already meets many of the revised requirements including: -

* The need to include at least one Board member from the SME sector
* Provision of clear roles and responsibilities for Boards and Sub Groups
* Improved oversight arrangements (for Cheshire and Warrington this is linked to the potential scrutiny arrangements for the proposed Combined Authority)
* Greater clarity on project spend and performance reporting

8.2 The Board noted the deadline of February 2017 for the LEP’s Accountable Body to confirm to Government that the LEP complies with the new requirements. This is likely to involve a further audit of the LEP systems.

**Item 9: Any other business**

10.1 There were no matters raised under this item.

**Date and Time of Next Meeting:**

Wednesday 15th February 2017, 4.30pm.

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| **LEP Board Actions** | | **Update** |
| **1.** | **N/A** |  |
| **2.** | **N/A** |  |