

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

**Performance and Investment Committee Meeting**

**Held on 23rd November 2022 at 1615 via Teams**

**In attendance:** Chris Hindley (Chair), Nichola Newton (Deputy), Ian Traynor, Alex Thompson, Ian Brooks, Rebecca Luck, Perran Baragwanath

**Apologies:** Loren Jones, Peter Skates, Stewart Brown

**Presenters:** John Laverick, Steph Doyle, Andy Atkin, Rebecca Salisbury-Moss, Tracy Jones, Dave Love

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| **Item No.** | **ITEM** | | |
| 1 | **Welcome, Introductions and Apologies**  The Chair welcomed Perran Baragwanath, who would be replacing Catherine Walker in the interim.  Chair noted the apologies as above, with Stewart Brown being noted as on sick leave.  Loren Jones will be re-joining the P&I committee for future meetings. | | |
| 2 | **GBF: Warrington Bus Depot**  A presentation on the status of the WBC Bus Depot GBF scheme was presented by John Laverick, with thanks and acknowledgement to Athol Forbes the PM.  IT noted that the public sector match target, was currently short by approximately £2m. JL confirmed that the delay was in part by the delay in certification and there were outstanding payments to the contractor, and while he acknowledged there was a current gap, it will be met by practical completion.  JL raised that there was a significant challenge for the project related to temporary electricity & gas supply. It was highlighted that it needed to be a temporary supply, as it is a matter of policy from suppliers to not have temporary accounts, for when WBC transfer to WOBs. A solution was able to be achieved with a temporary supply being provided by the supplier connected to the WBC solar panel scheme, and therefore accommodated as a favour. JL also noted that this supplier is no longer providing temporary supply to anyone, and it is believed that this behaviour is a result of the volatility of the market.  IT queried what the cost of the infrastructure and electrification would be, when the fleet is able to move to an all-electric fleet. JL confirmed infrastructure cost £5m and Fleet cost £25m, which is being funded by the Zebra project. Though it was noted that there was an ongoing cost review, again due to the sensitivity of the market.  IT & PB queried the social value connected to the contract, and in particular about the plans for training & development of staff on the new electrification plans etc.  JL confirmed that there is a desire to incorporate learning & development as part of the social value from the contractor. Carefoot, the contractor, had estimated the social value contributing to the project was valued at approximately £4m, which had already to date involved visits to the site with local colleges & students.  CH reminded JL about the importance to ensure that there are plans in place to continue to monitor the outputs of the project, beyond the practical completion date in February 2023; but the committee were very much looking forward to seeing the practical completion in the new year, and would welcome an invite for a visit. JL referenced that a planned launch was likely to be tied up with the new all electric fleet, and therefore would confirm if there was anything that could come earlier and acknowledge the GBF contribution. | | |
| **Actions** | **Owner** | **By When** |
| Share social value statement from contractor. | JL | ASAP |
| Share plans for launch of the WBC Bus Depot | AF (PM) | Jan |
| 3 | **LGF: WVR Skills Projects**  A presentation on the status of all the Warrington Vale & Royal College LGF Skills projects was delivered by Steph Doyle, Andy Atkin, David Love, Tracy Jones and Rebecca Salisbury-Moss.  **Construction & Engineering Projects (ACT & AMET)**  CH & IT queried the progression of the output target on both jobs and businesses benefitting.  AA noted that they were revisiting their approach & methodology, to ensure that apprenticeship data is also considered, and therefore remains confident that the project will be able to meet these targets.  TJ, the PM of the project, and in charge of reporting for all collated outputs across all colleges, noted that in a recent collaboration meeting there was some inconsistency on measuring outputs (jobs), and in also noted with a shift in their method to measure & capture jobs would result in a dramatic increase in reported outputs from January.  **Digital Skills (STREAM & Digital Community Hubs)**  CH shared his surprise that the first two projects (construction) seem to not have suffered as a result of COVID, as much as the digital skills projects, which seems contradictory with the more hands-on nature of the construction & engineering activities, and questioned if there was any insights that could explain why. SD noted that the marketing & approach of the digital community hub project was putting people off, and the offer itself has needed to be overhauled. NN also noted that the libraries had been closed for a very long time, and other projects had been able to be redelivered in a different method, and the physical closure of the libraries limited ability to deliver. RSM specified that the libraries only reopened for at the start of 2022, allowing the programme to start; however, there is also been a prolonged closure of the Northwich library (due to it being declared structurally unsound), which also is continuing to impact the programme. The WVR team confirmed that they were confident that the new approach for the Digital Community Hub project would help to move things into the right direction of travel.  **Overall**  TJ referenced that the outputs shared refer to the holistic outputs (target & actual) across all partner colleges, and shared her confidence in the distinct WVR output delivery to date and for the remainder of the projects.  NN praised that these projects had enabled a shift in how WVR engage with employers, and celebrated the scale of growth seen in Engineering, as a result of the AMET project. NN also shared her confidence that WVR will hit its outputs, with the facilities and equipment making a massive difference. | | |
| **Actions** | **Owner** | **By When** |
| **N/A** |  |  |
| 4 | **Conflicts of Interest & Minutes 21st September**  NN acknowledges her conflict for the WVR item.  Minutes approved for the meeting 21st September | | |
| 5 | **Actions Arising**  RL highlighted that a standardised reporting approach was being developed, having launched the LEP’s new programme management software in September (Verto). All future presentations will therefore utilise the software to ensure a standard approach on monitoring for P&I to interrogate, i.e.: outputs, spend, risk/issues, tasks/milestones etc. This new presentation approach will be utilised in the December meeting with a delivery plan update from JA and the objectives for the Growth Corridors Board. | | |
| 6 | **GBF & LGF Government Returns**  RL noted that the returns were subject to approval by P&I, and signature by AT as S151, prior to submission to Government, with a deadline for of the 25th November.  **GBF**  RL highlighted that the use of Freedom & Flexibilities (F&F) is a core topic at the LEP’s mid-year review with the Cities & Local Growth Unit, and is the key element of our return that will be monitored this year.  F&F for the WBC Bus Depot was £4m, and WBC have now confirmed that has now been allocated back into the correct project, with WBC providing evidence that the full £5.2 GBF approved now sits within the Bus Depot Scheme.  F&F remains outstanding for Blocks 22-24, as the final claim from Bruntwood was only received by JA on 23rd November. The claim will need to be verified against the provided evidence, and once verified we will action the final payment. Cheshire East Council will then be able to reconcile the final F&F utilised.  LGF  RL highlighted that we continue to focus on monitoring for the ongoing LGF skills projects, and noted that many capital schemes are expected to report on their outputs on an annual basis, as majority practically completed a number of years ago.  RL also highlighted we will be raising at the mid-year review that there is a concern whether the returns are being reviewed and actioned by Government, as the original recipient has now left, and no replacement has been confirmed. We also intended to raise that it is increasingly difficult to be able to gather long-term outputs from historic projects (i.e. some projects established in 2016), as historic knowledge and team members are slowly being lost from the teams/programmes. | | |
|  | **Actions** | **Owner** | **By When** |
| RL to pick up with PB about LGF ongoing monitoring | RL / PB | Jan |
| 7 | **AOB**  IT, AT & NN noted their apologies for the currently scheduled December meeting.  Agenda for December meeting would focus on:   * Update on Bruntwood Blocks 22-24 scheme * Delivery Plan progress for Growth Corridors Board * Ratification of at least 2 EZ schemes | | |
|  | **Actions** | **Owner** | **By When** |
| Advise alternative December dates to ensure the meeting can go ahead quorate. | RL | ASAP |