

**BOARD MEETING**

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

**held on 11th December 2019, Wyvern House, The Drumber, Winsford CW7 IAH**

**Present:**

Tim Wheeler Ged Barlow Robert Mee

Clare Hayward Chris Hindley Stephen Kinsey

John Downes Graeme Bristow Cllr Craig Browne

Nicola Dunbar Nichola Newton (part) Peter Broxton

**In attendance:**

Adrian Bull Philip Cox Ian Brooks

Steve Park Charlie Seward Andy Farrall

**Apologies**

Christine Gaskell Cllr Russ Bowden Angie Robinson

Cllr Louise Gittins Frank Jordan Alex Thompson

**Agenda Item 1: Apologies and Introductions**

1.1 Tim Wheeler welcomed Board Members. Apologies were received as above.

**Agenda Item 2: Conflicts of Interest**

2.1 No conflicts were expressed.

**Agenda Item 3: Public Presentation**

3.1 There was no public presentations.

**Agenda Item 4: Minutes of the Meeting held on 16th October 2019**

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

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

5.1 The Board noted the report.

5.2 The Chief Executive elaborated on the progress made and processes towards the appointment of a new Chair and Deputy Chair. He confirmed the interview panel for the Chair / Deputy Chair would be chaired by Robert Davis, chair of the Appointments and Remuneration committee and include Louise Gittins, Leader of CWaC, and Roger Marsh. Informal discussions would be held with candidates to help prepare them for the formal interview stage.

5.3 He also reported that we had a strong field of candidates for the Deputy Chief Executive. The panel would comprise Christine Gaskell, Angie Robinson, and Philip Cox.

5.4 In addition to the points raised in the report, the Chief Executive updated Directors on preparations for the Annual Performance Review to be held with the Cities/Local Growth Unit at the end of January. The outcome of this review is the annual performance rating of the LEP. The initial submission was being sent in the next few days.

5.5 He also raised the Board’s awareness to the LGA Corporate Peer Review. The process is being run by the Centre for Public Scrutiny. The LEP has been paired with the Black country LEP and the peer review will involve some preparatory work followed by interview.

**Agenda Item 6: Proposal for a Junior Board**

6.1 Ian Brooks presented the proposals of the Board Sub-group for purpose and formation of a Youth Committee.

6.2 The board were very supportive of the purpose and constitution as outlined in the paper. Key to membership was to ensure as wide a diversity as possible, including representation from the wider geography of the region and socio-economic background, as well as protected characteristics.

6.3 A recruitment campaign will be launched early in 2020 with a view to forming the committee for the business year 2020-21.

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

7.1 Sub-Committee minutes were presented for four committees.

7.2 The Board reminded the Executive of the outstanding action, from October, to prepare an updated and clearer process governing programme and business case approval. This will be provided to Board members at the January discussion forum and, once finalised, published on the LEP website.

**Action: IB**

7.3 Clare Hayward proposed that the full board receive a presentation on skills data that had been presented to the Employers and Skills Board and which contained interesting insights to the skills landscape in the region. This will be arranged for the January discussion forum

**Action: IB**

**Agenda Item 8: Any Other Business**

8.1 There was no other business.

**Date and Time of Next Meetings:**

Discussion Forum (non-public event) Wednesday 15th January 2020 5:00pm – 7:00pm. Room G2

Board Meeting (public) Wednesday 26th February 2020 4:30 - 6:30pm. Room G1 (Date amended from the 19th February)

**PART B: Items held in Private**

**9. Manifesto Analysis and Post-Election Readiness**

9.1 A paper summarising the key manifesto policy statements was discussed by the Board. It was recognised that while the policy landscape is likely to be uncertain for a few months after the election, the Board will need to consider the increasing prominence of sustainability, the developing investment programme (and priorities) Post Brexit, Economic Resilience and Devolution.

**10. Report from the Appointments and Remuneration Committee**

The Board was provided with the minutes of the last A&R Committee meeting which summarised several decisions taken by the committee relating to the Pay and Grading review and which the Executive had presented to the A&R Committee. The Board supported the proposals.