

## Minutes of the Cheshire and Warrington Local Enterprise Partnership Performance and Investment Committee Meeting held on 16th December 2020 at 1.30 via Teams

In attendance: Chris Hindley (Chairman), Catherine Walker, Paul Goodwin, Peter Skates, Nichola

Newton, Joe Toward, Ian Brooks, Rachel Laver.

**Apologies:** Alex Thompson, Stewart Brown.

Presentations on IOTA – Bill Carr, Carpe Diem

ESIF - Tim Smith

Item No.	Item	To be Actioned by	By When
1.	Welcome, Introductions and Apologies		
	Apologies from AT and SB		
	Due to the Corona Virus meeting held via Teams		
2	Conflicts of Interest		
	CH asked for any conflicts to be declared.		
	Design of the section		
	Declarations of interest: NN declared an interest in the IOTA project as she		
	is the Employers and Skills sponsor for the project.		
3	Minutes and actions from the last meeting:		
	Williates and actions from the last meeting.		
	Still outstanding Computers for Schools claim received. RL to follow up	RL	Dec
	again	NL	Dec
		RL	Dec
	Local Assurance Framework changes to be made following review.	IVL	Dec
	Offer letter issued to Medicines Discover Catapult.		
		RL	Dec
	PS requested minutes were updated to differentiate between him and		
	Peter Simpson.		
	Duplicate risk from Risk register deleted		
	UOC confirmed that Van was coming from France, due in January but		
	would still need fitting out. RL reported she'd has a meeting with UOC and		
	it appeared any delays could be managed without impacting the ability to		
	draw the full grant by the end of March.		

	RL has worked with WBC on a solution to deal with the underspend on the sustainable travel schemes and would be covered later in the agenda.		
	Warrington Smart Grid project had made considerable progress and submitted it's first claim. Still concern about what the project will deliver as firm relationships not yet established with companies to use the kit.		
	Minutes approved.		
4	IOTA		
	Bill Carr (BC) gave an overview of project progress and it had changed since approval. Courses have had to move online because of COVID. They have exchanged some cat with Lego which is easier to clean, but recognise that loaning kit to schools comes with the potential risk if it is not cleaned properly.		
	First Lego League launched in January. Kit now sent to schools which they will be able to keep for three months.		
	IOTA has been given £20k of KUBO kits (coding kit) to trial. Kubo can be used to programme robots.		
	Online learning with businesses has been difficult due to oversupply in the market. Therefore IOTA isn't looking to target this market at present and instead is focusing on links with schools. they expect to overachieve on primary school outputs.		
	RL has discussed the need for realistic outputs which reflected the changes since approval.		
	Some of the allocated learning space will be converted in studio space.  BC provided revised outputs which RL asked to updated with Private leverage from KOBO and in kind funding. BC confirmed that Carpe Diem were committed to delivering the project over the 5 year period.		
	The committee agreed that subject to the Benefits Cost realisation ration being above 2, which based on the figures it appeared to be, they were happy to award the additional funding. Employers and Skills board to confirm they're happy with the changes. RL to liaise and then issue updated offer letter.	RL	Jan 21
5	European Social Investment Funds (ESIF)		
	Tim Smith gave an update on ESIF funds.		
	No national pot available now as ERDF has gone into other priorities.		
	There is now some funding available due to underspend on projects Likely to be subject to a targeted call process. TS confirmed that European		

	Regional Development Fund (ERDF) can be capital and Revenue and the European Social Fund (ESF) is revenue only.  Cheshire and Warrington has put two bids in They have to be COVID related and build on what has already been approved.	To	
	Calls to go live before Christmas. <b>TS to circulate and publicise on LEP</b> website. Deadline is March.	TS	Dec
	Rural Development Programme (RDPE) National reserve programme closed end of October. 79 Cheshire and Warrington bids worth £8m. 49 unsuccessful, 1 contracted and 29 in assessment.		
6	Programmes Update		
	RL ran through the update:		
	Ellesmere Port One Public Estate is now making good progress with the bus station works complete and the enabling works for the hub on site. Committee agreed to allow costs of the refurbishment of the library to be claimed. This wouldn't increase the grant but just provide an extra buffer against any delays.		
	RL to issue a revised offer letter	RL	Jan
	NW Crewe Package – figures not yet available and will be updated in January.		
	WBC sustainable Travel projects – RL recommended that the funding allocations between the projects was changed as per the paper to ensure that the LGF could be claimed this financial year. Committee agreed the changes to the funding.		
	RL to issue amended offer letters	RL	Jan
	Finance – Q3 expected to be the biggest quarter of the year spend wise, which will take the pressure off q4, the final quarter of the programme. RL reported that while some project were being impacted by COVID and supply issues, it was still look likely that all the LGF funding would be spent by the end of March. <b>Recommended to review in January after q3 claims</b>		
	received.	All	Jan
	Bus depot and Chester Drainage tunnels to be considered for approval at January meeting.		
	NN gave an update on the financial position of WVR and said that it had been confirmed that they would be moving out of special measures shortly and that the college could meet the revenue costs of delivering the LGF funded schemes.		
_	Risk registers approved.		
7	Publicity		

	RL talked about the limited press coverage the programme receives and whether there was an appetite for the LEP to be more pro-active in celebrating some of success the programmes have had.		
	IB confirmed that PR was being looked at and available budget.		
8	АОВ		
	Board recruitment gone live today. This covered both LEP and Marketing Cheshire roles. IB asked committee members to circulate around their networks.	All	Jan
	CH thanks members for all their efforts throughout the year and wished them a Merry Christmas.		
	Next meeting 27 <sup>th</sup> January 2021		