Minutes of the Cheshire and Warrington Local Enterprise Partnership
Performance and Investment Committee Meeting
held on 23rd June 2021 at 1.30 via Teams

In attendance:	Chris Hindley (Chairman), Loren Jones, Ian Traynor, Alex Thompson, Catherine Walker, Nichola Newton, Joe Toward, Charles Jarvis, Ian Brooks, Rachel Laver.
Apologies:	Nichola Newton, Stewart Brown, Peter Skates.
Presentations on:	**Jobs Portal – Pat Jackson and Sarah Williams**

Item No.	Item	To be Actioned by	By When
1.	**Welcome, Introductions and Apologies** Apologies from PS, NN and SB Due to the Corona Virus meeting held via Teams		
2	**Conflicts of Interest** CH asked for any conflicts to be declared. Declarations of interest: None declared		
3	**Minutes and actions from the last meeting:** Actions from the last meeting: RL to continue closely monitoring progress on MDC's new Lab. SB chased Bus depot update which RL received promptly. Not had May's update report yet and RL requested monthly meetings. RL had chased but didn't anticipate any issues once everyone got into the routine of monthly meetings. Heatmap showing LGF investment possible through CRM. RL had circulated business assisted map and will circulate LGF heat map before the next meeting. RL had meeting with LR to run through approval and monitoring of projects processes. IT unable to make it. RL to arrange separate session. IT has introduced Leapfrog to BOC. NN raised concerns about reporting with CCSW principal and separate meeting held with him and Pat Jackson. RL offered to have a call. Minutes approved.	RL RL	July July

4	**Jobs Portal Update**		
	LJ and IT had spent time with SW reviewing the jobs portal. LJ felt the jobs portal didn't replicate jobs offer on other sites and that's it's intended purpose is different. It currently shows up quite far down the search results so need to look at how this can be improved to help increase use.		
	IT still concerned about repetition with other sites. Benefit though is that this is a single site to go to for information about jobs and apprenticeships. Some figures still low so would like to wait until July to be convinced of the value of the site. Clearer what the value of the site is now.		
	SW explained there were now sector specific pages. Alderley Park helped shape Life Science information. Improved front page of the website.		
	Companies asking directly to advertise. PJ to find out if those roles had now been filled.		
	Chamber of Commerce has asked if Kickstart opportunities can go on.		
	More sectors to be added.		
	Apprenticeship page is new. As a result of Facebook campaign 1800 visitors.		
	Examples of Kickstart opportunities added. (For 16-24 yr. olds)		
	Committee agreed that the improvements look good. Need to look at the value of the data, the costs and time for running the site and its sustainability beyond March 22.		
	Regarding revenue costs, SW is currently the editor. Looking to give others editor rights to share workload.		
	It is expected that there will be an increase in unemployment as the furlough scheme ends. Looking at whether DWP will could fund post March 22.		
	PJ stated how useful the data was and how real time data was being able to be reported back into colleges rather than historical data.		
	Working group looking at other improvement which can be made to the portal.		
	PJ to provide a further update at the end of July.		
	Portal could potentially be transferred to another body if shown to be sustainable.		
5	**Programme Update** RL ran through the latest outputs. She explained that that with schools engaged and students benefitting, some may be counted twice, in other words some schools and students are accessing more than one project. IT asked if the "schools		

	engaged" could be broken down by school to see if there were any gaps. RL to work with skills project to provide this data.	RL	Aug
	Committee also asked that forecast outputs were broken down by year. This is to give better transparency about performance so the committee can concentrate on projects that may be behind.		
	RL explained that post March 21 all outputs are contracted as one "future years" total but that she will bring a report showing achieved against profiled to the end of March to the next meeting.	RL	Jul
	Agreed to have Smartgrid back for presentation in September.	RL	Jul
	Agreed that RL would continue to produce RAG report showing GBF projects and LGF projects not yet financially complete e.g. Ellesmere Port. Committee will then agree if it is necessary to get any projects in to report on progress.	RL	Jul
	RL to invite Reaseheath to present progress with the Vertical Farming and Automatic Dairy at the next meeting.	RL	Jul
6	**Risk** Discussion about the Enterprise Zone income and the uncertainty around it. Cushmans engaged to help with calculations. The committee confirmed that they had reviewed the risk register and were happy with it.		
7	**AOB** RL discussed the need for an end of programme evaluation of the LGF programme. After discussion it was agreed that the best time to do it is to commission it in April 2022 with a view to it being completed by June 2022. RL explained this would allow time for outputs to be achieved which were always expected to be achieved after the projects had completed. Committee requested that RL bring the brief to the December meeting.	RL	Dec
	JT will explore the jobs portal with the engagement board and feedback comments.	JT	July
	Next meeting: 28th July.		