

From: Programme Delivery Team

To: Performance Monitoring Sub-Committee

Subject: MINUTES OF THE MEETING Tuesday 27 March 2012

PRESENT

PMSC Members/Alternates

Sir Howard Bernstein (Chair)		Regional Leaders Board
Brian Bailey	BB	Lancashire Sub Region
Andy Churchill	AC	Voluntary Sector
Neil Clatworthy	NC	NW Universities Association
Cllr Phil Davies	PDa	Merseyside Sub Region
Paul Dodson	PDo	Cumbria Sub Region
Paul Evans	PE	Greater Manchester Sub Region
Cllr Herbert Manley	HM	Cheshire Sub Region
Paul Roots	PR	Environment Agency

Programme Delivery Team

Nicola Lavin	NL	ERDF Head of Projects
Ruth Hollis		ERDF Committee Support Officer

Support Staff

Sarah Carling	SC	ERDF Appraisal & E&D Manager
Jackie McInnes	JM	ERDF Science & Innovation Manager
Rachel Shwe	RS	ERDF Development Manager

Observers

Paul Dickson		Merseyside Sub Region
Eleanor Farrell		Cumbria Sub Region
Francis Lee		Cheshire Sub Region
Shabana Patel		Lancashire Sub Region

Guests

Andrew Halliwell	AH	Lancashire CC (Project Manager)
Eddie Sutton	ES	Lancashire CC (Deputy Chief Executive)

Apologies

Cllr Flo Clucas		Committee of the Regions
Allan Haile		Cumbria Sub Region
Alan Manning	AM	North West TUC
Cllr Sue Murphy	SM	Greater Manchester Sub Region
David Read	DR	Head of NW ERDF Programme

Welcome & Introductions

The Chair opened the meeting at 13.25.

Barry Hodges-White, Manager of the Riverside Innovation Centre, briefly updated members on the progress of this ERDF project, and offered a tour of the project after the meeting for those members who would like to take part. The Chair thanked Barry Hodges-White for his presentation.

Apologies

Apologies were noted as on Page 1.

Minutes of the meeting 24 January 2012

The Minutes were agreed as a true record.

Matters Arising from 24 January 2012

<i>Action:</i> <i>PDT to circulate revised outputs table to members.</i>

<i>Action:</i> <i>PDT and Environment Agency to discuss position re commercial and industrial waste.</i>

The above points have been actioned.

Declarations of Interest

HM declared an interest in Super Fast Broadband, as Chair of the Cheshire & Warrington Steering Group on Broadband Development.

Item 1: Programme Update

NL introduced the paper.

- 1.1 PR asked how the PDT standardisation process would affect CCT management across the programme. SC responded
- 1.2 PDa asked if training would be provided for the new system of entering claims onto MCIS. NL responded that when staff have received the initial training, it will be subsequently rolled out to applicants.
- 1.3 PDa asked if LEP “wish lists” of future projects had been formally submitted. NL replied they have been submitted, the Chair adding that the EESG are currently reviewing these.

Item 2: Projects for Endorsement

NL introduced the projects for endorsement.

2.a: Integrated Corridor C

SC outlined the project.

- 2.a.1 The Chair observed the need to ensure initiatives like this are linked. This proposal is in line with the RLB emphasis on continuing to demonstrate transport access in NW projects.
- 2.a.2 NL advised there is a need to establish baselines on all the Merseyside transport schemes to show how the investments have led to increased passenger usage.
- 2.a.3 The Chair asked if members agreed to endorse the project, with the condition that the applicant demonstrates linkages to employment opportunities..

Conclusion:
PMSC members endorsed the project: Integrated Corridor C, subject to above condition.

2.b: Eldonian Enterprise Hub

- 2.b.1 Members agreed to endorse the project.

Conclusion:
PMSC Members endorsed the project: Eldonian Enterprise Hub.

2.c: Technical Assistance – Cheshire’s Economic Future

- 2.c.1 Members agreed to endorse the project.

Conclusion:
PMSC Members endorsed the project: Technical Assistance – Cheshire’s Economic Future.

2.d: Improving Employment Practices in St Helens (Change Control)

- 2.d.1 NC asked for clarification of outputs. NL responded the applicant has requested an extension to the project including both time and additional funding, as a result outputs are required in return.
- 2.d.2 Members agreed to endorse the Change Control and the appraisal recommendation to review performance in 6 months time.

Conclusion:

PMSC Members endorsed the Change Control for Improving Employment Practices in St Helens.

2.e: LCVS Business Centre (Change Control)

- 2.e.1 PR asked how local employment would be ensured. NL responded this cannot be ensured due to procurement rules but the project can be encouraged to involve local businesses. The Chair added individual sponsors in local areas develop their own approach, but ERDF cannot insist on local procurement.
- 2.e.2 AC advised there are numerous practical examples of this practice. PR asked if PDT provide advice and guidance. NL replied yes, this is the case.
- 2.e.3 Members agreed to endorse the Change Control.

Conclusion:
PMSC Members endorsed the Change Control for LCVS Business Centre.

Item 3: Report on Project Performance

NL introduced the paper.

- 3.1 PDo asked if PDT are working with the sub-contractors as well as the main contractor in the closure of the Food & Drink Growth Programme. NL replied PDT negotiate with the applicant, Food North West, not with the 8 delivery partners.
- 3.2 NC reminded members that TA staff will work behind the scenes with applicants to provide updates where appropriate to TA staff.
- 3.3 AC asked if the independent evaluation report on the JEREMIE project would be brought to LMC rather than PMSC. NL replied the Ekos report has been seen by FEISC and EESG. A full report will be submitted to LMC. The Chair added while this is a serious issue, progress has been made.
- 3.4 PDa asked if the re-quantification will be updated to reflect amends in the current targets. NL replied yes, this is happening, and the process is iterative.
- 3.4 PDa asked about the performance of the International Trade Accessing Markets project after closure of the NWDA. NL advised that due to closure of NWDA and other linked initiatives, management of the contract was novated from NWDA to Manchester Business Solutions, and it is now beginning to improve its performance.

Action:

Item 4: Report on Project Development

NL introduced the paper.

- 4.1 The Chair advised the project position would be a particular focus at the next EESG meeting on 3 April, LEP engagement in the wish list being established, and a paper will be prepared for LMC.

Item 4a: Update on SFB inc update from Lancashire

JM outlined progress on SFB to date. Cumbria and Lancashire projects have progressed further than Greater Manchester and Cheshire, which are not anticipated to commit before September. Lancashire are furthest along in their development and have attended the meeting to update members.

- 4a.1 Eddie Sutton & Deputy Chief Executive, Lancashire County Council) and Andrew Halliwell (Project Manager, Lancashire County Council) presented an overview of the Lancashire SFB project.
- 4a.2 The Chair asked how the business awareness element was funded. ES replied £1.5m match is provided by BT for the £3m support programme; BT provide 8 advisers
- 4a.3 JM stressed the wider economic impact of SFB; NL added revenue support is essential to enable take-up of SFB & hence achieve wider benefits. ES explained businesses still have a choice on which operator to use, as the BT provision is open access, ie other providers must also be able to use the facilities.
- 4a.4 BB commented, as with transport projects, the key is infrastructure. The Chair echoed this view.
- 4a.5 NL asked if the project could be completed in 2½ years, as the Programme ultimately does not want to return unspent funds to the EC or Treasury. ES responded steps are being taken to recruit now in an effort to overcome the inevitable delays which arise when establishing a management team.
- 4a.6 The Chair thanked the Lancashire team for their attendance, wishing them every success.

Item 4b: Update on MAS call

RS updated members on the MAS call. A workshop was held in March to consider the call details, and the final draft is attached to the paper.

- 4b.1 The Chair and BB were in strong support of this project.

- 4b.2 PDo emphasised the importance of early LEP engagement. RS replied this is captured from the outset.
- 4b.3 PR felt it important to ensure support for low-energy inclusion is maintained, in parallel with other areas of the business support landscape, eg ENWORKS. RS replied Mark Joslyn (ERDF Sustainability & Processes Manager) had stressed this be maintained, but the wording could be adjusted to ensure all aspects are included. Amendments would be forwarded to PR for comments before finalising.

**Action;
Members endorsed the issuing of the call subject to some minor wording adjustment.**

Item 4c: Update on Priority 4 Call

SC updated members on the P4 call.

- 4c.1 PE raised Cllr Sue Murphy's strong support of The Women's Organisation' application , which did not pass Stage 1 criteria. The Chair asked that the organisation is encouraged to link with the Blue Orchid proposal.

Item 4d: Update on Priority 5 Call

The Chair suggested this discussion be deferred to the EESG meeting on 3 April.

- 4d.1 NL advised that there is now probable match for the Voluntary Sector application.
- 4d.2 PDo raised concerns over potential duplication with the business Support application and that of other TA applications It was noted that the applicant (Business Support) had not been in contact with the LEPs to discuss activity. PDa echoed the above view.
- 4d.3 The Chair advised that the applicant had been invited to extend its activity from Greater Manchester (GM) to the region but this could be reviewed if it was felt this duplicated other activity.
- 4d.4 NL advised the activity proposed would not duplicate proposed Business Support activity by each sub-regional TA proposal. The proposed activity involved mapping all ERDF Business Support type activity and ensuring linkages and cross-referral, something that PDT did not have the resource to do. PDa felt if that was the case, he was confident Merseyside would be supportive of that activity. Clarity on this is required from the applicant.
- 4d.5 Declaring an interest as a co-financer, not a beneficiary, PR queried the time frame for the call. NL replied some applications are expected to be

sent to members for endorsement by written procedure over the next week, with all TA projects.

4d.6 BB asked how the link with DCLG colleagues would be ensured. NL responded establishment of a TA Sub Committee of LMC is under consideration has been considered to enable cohesive discussions.

Item 6: AOB

There being no other business, the Chair thanked members for their attendance and closed the meeting at 14.38pm.

To note: Date of next meeting: Wednesday 9 May 2012 13.30 – 16.00
LJMU (Open Labs)
Liverpool Innovation Park
Edge Lane
Liverpool
L7 9NJ

Minutes agreed by PMSC

Signed Sir Howard Bernstein (Chair)
Regional Leaders Board

Date