

**Minutes of LEP SIP Meeting  
08/01/2019 at 09.30-11.30  
at  
Santander, Pynes Hill, Exeter EX2 5TH**

**Board attendees:**

*Amanda Ratsey, Business Lead, LEP Management Team  
Barbara Shaw, Chair Place Leadership Group, LEP Board Member  
Carl Wyard (on behalf of Alan Denby), Torbay Development Agency  
David Bird, Chairman of SIP, LEP Board Member  
David Ralph, LEP Chief Executive  
Dr Fiona McMillan, Non-Executive Board Director, LEP Board Member  
Keri Denton, People Lead, LEP Management Team  
Paul Hickson, Place Lead, LEP Management Team  
Richard Stevens, Chair Business Leadership Group, LEP Board Member*

**Officers in attendance:**

*Ben Bryant, SCC, Accountable Body  
Ed Cross, DCC & LEP PMO (minutes)  
Eifion Jones, Head of Strategy & Operations, HotSW LEP  
Helena Davison, Communications Manager, HotSW LEP  
Ian Harrison, Independent Transport Assessor  
Mel Roberts, SCC Accountable Body*

**Others in attendance:**

N/A

**NOTE:** 4 voting members are required to be quorate. Number of voting members present in meeting: 9

**NOTE FOR AUTHOR**

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These minutes and the accompanying decision/actions table are now required to be published onto the LEP website with 10 clear working days of the meeting taking place. This may be in draft if internal LEP processes require clearance before they are finalised. The final documents must be published within 10 clear working days of being approved.

Therefore, following the process outlined above, please send the documents to [LEPAdmin@somerset.gov.uk](mailto:LEPAdmin@somerset.gov.uk) who will upload them onto the website.

Item No.	Agenda Item	Actioned By
<b>1</b>	<b>Apologies</b>	
	<ul style="list-style-type: none"> <li>Melanie Sealey</li> </ul>	N/A
<b>2</b>	<b>Declarations of Interest</b>	
	<ul style="list-style-type: none"> <li>Keri Denton – Growth Support Programme, CDS and Tiverton/M5</li> <li>Paul Hickson – Huntspill</li> <li>Richard Stevens – Growth Hub</li> </ul>	N/A
<b>3</b>	<b>Minutes from Last SIP Meeting 4<sup>th</sup> September 2018</b>	
	Minutes were approved with the following actions carried forward.	
	<b>Action CF:</b> Find out status/location of EAN meeting	KD
	<b>Action CF:</b> Set up meeting with Ben Bryant to discuss LEP cashflow	MS
<b>4</b>	<b>For Decision - Investment Programme Business Cases and Project Changes</b>	
<b>4.1</b>	<b>Growing Places Fund</b>	
<b>4.1.1</b>	<b>CDS – GPF and GD Variation</b>	
	<p>KD outlined the current situation regarding CDS and the delays with Gigaclear, explaining the reasons why reprofiling was required. SIP agreed in principle to the proposal but requested that the assurance framework was checked to see if the decision had to go back to Board.</p> <p><b>Decision: SIP agreed in principle to the proposal subject to checking if the decision had to go back to Board</b></p>	
	<b>Action: Check if decision must go back to board</b>	DR/EJ
<b>4.2</b>	<b>Growth Deal</b>	
<b>4.2.1</b>	<b>Growth Hub – Delivery Options</b>	
	<p>AR outlined the various options proposed for future Growth Hub delivery. SIP debated extensively the pros and cons of in-house delivery or procuring a public and/or private sector company.</p> <p><b>Decision: SIP agreed that Board required an options paper outlining the pros and cons of bringing the contract in-house or following an OJEU procurement process before a pathway could be agreed on.</b></p>	
	<b>Action:</b> Check the reasons why the contract was not brought in-house last time	AR
	<b>Action:</b> Check if a Local Authority would be willing to take on such a contract in partnership with the private sector and LEP.	AR
	<b>Action:</b> Draw up paper for Board listing the pros and cons of both in-house and OJEU procurement pathways.	AR
<b>4.2.2</b>	<b>Jn25 M5 and Yeovil Western Corridor</b>	

IH took SIP through the proposed funding reallocation from Yeovil to Jn25 M5. Concerns were raised about precedents being set, although agreed that this was a unique case. SIP requested IH to re-write paper to draw out the key points better for Board consideration.		
<b>Decision: SIP agreed to allocate up to £12.186m to J25 and to reduce funding to Yeovil Western Corridor by £536,000, subject to Board approval</b>		
<b>Action:</b> Draft Board paper to draw out key points better		IH
<b>4.2.3</b>	<b>Huntspill</b>	
IH took SIP through paper. SIP noted the fact that it was only the company name that had changed and not the company itself.		N/A
<b>5</b>	<b>Investment Programme Delivery</b>	
<b>5.1</b>	<b>Investment Programme Report</b>	
None		
<b>5.2</b>	<b>Amber Project Review</b>	
None		
<b>5.6</b>	<b>SCC Update</b>	
No update		N/A
<b>6</b>	<b>Strategic Agenda Items</b>	
<b>6.1</b>	<b>Productivity Strategy</b>	
No change. With the LIS now in development, it was agreed that this was no longer needed as a standing item on the agenda		N/A
<b>6.2</b>	<b>ESIF Update</b>	
EJ informed SIP that ERDF calls had closed in September with 2 applications having been made to the low carbon call.		N/A
<b>7</b>	<b>AOB</b>	
None		N/A

Next Meeting: 07/02/2019

## Table of Decisions

SIP Paper	Decision Required	Decision Agreed
<b>Reprofile of CDS Growing Places Fund</b>	Approval	SIP agreed in principle to the proposal subject to checking if the decision had to go back to Board
<b>Options for Growth Hub delivery</b>	Approval	SIP agreed that Board required an options paper outlining the pros and cons of bringing the contract in-house or following

		an OJEU procurement process before a pathway could be agreed on.
<b>Recommendation to move Yeovil Western Corridor funding to Junction 25 M5</b>	Approval	SIP agreed to the proposal, subject to IH's revised paper drawing out the key points justifying the proposal.

DRAFT