

Minutes of LEP SIP Meeting 07/02/2019 at 09.30-11.30 at Santander, Pynes Hill, Exeter EX2 5TH

Board attendees:

Barbara Shaw, Chair Place Leadership Group, LEP Board Member (via telephone) Carl Wyard (on behalf of Alan Denby), Torbay Development Agency David Bird, Chairman of SIP, LEP Board Member David Ralph, LEP Chief Executive (Via telephone) Phill Adams, DCC (on behalf of Keri Denton) Paul Hickson, Place Lead, LEP Management Team

Officers in attendance:

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

Others in attendance:

N/A

NOTE: 4 voting members are required to be quorate. Number of voting members present in meeting: 6

NOTE FOR AUTHOR

Please mark any confidential items so that they can be removed before publishing. We, the publisher, accept no responsibility for items that are not marked and result in them being published in the public domain or any resulting consequences.

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 <u>LEPAdmin@somerset.gov.uk</u> who will upload them onto the website.

ltem No.	Agenda Item
	/ Seriaa reen

Actioned By



1	Apologies	
 Ala Ker Fior Am Ricl Cou Me Suz 	N/A	
2	Declarations of Interest	
None		N/A
3	Minutes from Last SIP Meeting 8 th January 2018	
Minutes we	ere approved with the following actions carried forward.	
PA mentioned that Victoria Gage had met with EAN members and recommended to wait to see what happens with the SAP before organising a full joint meeting. KD <u>Action CF:</u> Find out status of EAN meeting		
Action CF:	Action CF: MS and BB to meet to discuss LEP cashflow	MS & BB
the 'Reprof	to the previous minutes table of decisions and requested an update on ile of CDS Growing Places Fund' to contact Katriona Lovelock	MS
4	For Decision - Investment Programme Business Cases and Project Chan	ges
4.1	Growing Places Fund	
No update		
4.2	Growth Deal	
DR requested an update on Claylands. Action: MS to contact project re Claylands project timescales for DR MS		MS
4.2.2	Other Projects	
•	d an update on the Digital Skills Partnership. Currently in discussion reduce the budget as the original budget was overestimated.	
5	Investment Programme Delivery	
5.1	Investment Programme Report	
 Chais c MS pro MS IH v 	d an overview of the Highlight Report ange in government schedule means reporting deadlines are tight. This onsistent across all LEP's and TS are working on a spreadsheet that will make the information on jects more 'digestible' is waiting on a few variation requests from project holders will be reviewing transport projects overall underspend policy to review at March SIP	



5.2	Amber Project Review				
• Ma	IH				
• Per					
• Exe	 Exeter Science Park – Open Innovation Building To be removed from the amber projects list 				
• CD:	РН				
• SEI	 SEIC Phase 3 Business case provided. Will go to the next SIP 				
5.3	Taunton Station Funding Agreement				
IH provided an overview of the paper provided. The group discussed the advantages and disadvantages of the recommendation presented and approved that the intervention rate in this case should reflect the programme entry business case.					
	Action: IH, EJ, DR & MS to confirm process for requests for changes to overall LEP IH EJ DR a funding and/or LEP intervention rate. SCC to be notified of decision.				
5.4	SCC Update				
BB requested the group contact him in the first instance whilst new processes are put in place in the absence of SCC's original section 151 officer					
6	Strategic Agenda Items				
6.1	ESIF Update				
EJ provided a verbal update.					
7	АОВ				
Science Park grow Ons grant and the next charge. MR following up on this.					

Next Meeting: 07/02/2019

Table of Decisions

SIP Paper	Decision Required	Decision Agreed
Taunton Station	Approval of recommended intervention rate	Programme Entry business case intervention rate to be used for this project. Processes to be reviewed to ensure consistency.