

**Heart of the South-West LEP CIC Board Agenda
17 January 2017
from
10.00am – 1/1.30pm
at
Petroc Mid Devon Campus, Tiverton**

Agenda

- 1 Welcome & Apologies**
- 2 Declarations of interest**
- 3 Draft Minutes of last meeting 16 November 2016 and actions arising**
- 4 Chief Executive's report incorporating a number of:**
 - Strategic papers: -**
 - 4.1 LEP Futures / Governance**
 - 4.2 Inward Investment**
 - 4.3 NED Recruitment**
 - Operational papers: -**
 - 4.4 Review of 'Amber' rated projects**
 - 4.5 ESIF Update**
 - 4.6 Industrial Strategy & Productivity Plan x 2 papers**
 - 4.7 Assurance Framework (paper to follow)**
- 5 Report from Construction T & F Group**
- 6 Papers for noting:**
 - Comms & Media Monitoring x 1**
 - Chairman's Activity Report x 1**
 - LEP Board Directors & Alternates Register x 1 LEP**
 - LEP Endorsement Register**
 - LEP Consultation Register**
 - (all other registers remain unchanged)**
- 7 AOB**
- 8 Discussion Board Directors only (paper to follow)**

Table of decisions

Board Paper	Decision
<p>4.1 LEP Futures – next steps on our strategic and governance discussion</p>	<p>The LEP Board agrees that:</p> <ol style="list-style-type: none"> 1. This approach resonates with its mission and vision and those of stakeholders in the Heart of the South West. 2. An Away Day is held for the morning of 1 March to cover the following agenda: <ol style="list-style-type: none"> a. Our LEP’s vision for the HotSW in 2030 / 2050 b. The most important strategic priorities for the LEP c. Of these priorities <ol style="list-style-type: none"> i. Which of these can we, as a LEP, lead on and progress ii. Which should we get help with to take forward iii. Which should we ask others to progress 3. The vision and important strategic priorities for the LEP should be encapsulated in a Prospectus and this should form the basis of a more active communications strategy.
<p>4.2 Inward Investment – future focus</p>	<p>The LEP Board notes the paper and:</p> <ol style="list-style-type: none"> 1. The tangible benefits that have accrued to date 2. Agrees that the LEP should continue to support the work of Govt departments and Local Authorities in attracting inward investment <p>Agrees to take forward the proposals summarised in the table below. This sets out what is the proposed enhanced delivery to support Inward Investment; showing who is proposed to undertake each role, where the LEP could lead, and how it could be funded.</p>
<p>4.3 CIC Director Recruitment</p>	<p>The LEP Board agrees:</p> <ol style="list-style-type: none"> 1. To commence the open recruitment process in January 2017 for up to 7 new private sector board directors following the anticipated retirement of a number of directors in 2017 in accordance to the process agreed in July’s Board meeting. 2. The amended Candidate Specification is suitable for use in the recruitment process. 3. The terms of reference for the Nominations Committee is suitable for use in the recruitment process.

<p>4.4 'Amber' Projects Review</p>	<p>The LEP Board notes and supports the work of SIP. Key findings were:</p> <ol style="list-style-type: none"> 1. That every project that is rated Amber now has revised specific milestones against which progress can be reviewed. If these projects do not progress against these milestones remedial action will be brought forward to future SIP meetings. This will include reallocation of funding. 2. Two new protocols will be produced to advise existing and new projects on milestones expected and review points. These protocols will aid project sponsors in bringing forward their projects to know the need to address issues in a timely fashion and project appraisers in adopting a consistent approach 3. Within this protocol, there is one project which have failed to satisfy their conditions of funding approval / funding agreement. They will be written to and given two weeks to remedy their position. 4. The LEP will approach SCC 151 officer to review how surplus funds can be used productively.
<p>4.5 ESIF update</p>	<p>That the Board notes the comments in the paper.</p>
<p>4.6 Productivity Plan Update</p>	<p>The board is asked</p> <ul style="list-style-type: none"> • to note the current position and support the direction of work underway
<p>4.7 Assurance Framework</p>	<p>Paper to follow</p>
<p>5. An update from the Construction Labour & Skills (CL&S) Steering Group</p>	<p>The LEP Board note the contents of this update paper and recognise future timetable for SIP funded activity.</p>
<p>8. Board Paper for Special Board Meeting of Directors</p>	<p>The LEP Board agree to the recommendations in the paper.</p>