

Report to F&R

HotSW Endorsement Policy – updated Sept 2018

1. Introduction

At the last Board meeting, there was some confusion over whether we should endorse potentially competing bids/expressions of interest and officers undertook to bring back an updated policy.

2. Current Policy

This is set out on our website as follows:

Endorsements

If you are seeking HotSW endorsement for your project or proposal, we ask that the following process is followed:

- A business case should be made (up to two sides of A4) showing how the project matches the aims and objectives of the LEP as stated within its [Strategic Economic Plan](#).
- Once this is complete, please submit it via email to janet.powell@heartofswlep.co.uk Please provide a short covering note with your email and give it the subject line 'Endorsement'.

A response will be forthcoming within two weeks. In the event that the project meets the criteria, a formal letter of endorsement will be issued. If it does not meet the criteria, we will explain the reasons behind our decision.

Please note: the Heart of the South West will not endorse projects verbally. Without the formal letter of endorsement, projects will not be able to claim approval. In the event that this claim is made without foundation, we may elect to inform the appropriate bodies to ensure that our reputation and those of the partners is protected.

This normally works well and is not contentious and we inform the Board after the event. However, it would appear that no criteria have ever been confirmed and the quality of 'business case' is often variable. We often only get asked 1 day or so before the deadline.

3. Proposed additions to our Policy

So, I propose adding the following:

Submissions must be made at least 1 week before the deadline.

I would also propose that the decision to endorse is agreed by the LEP Management Team on the basis of fit with our strategic objectives who may vote assuming there is no conflict of interest and there can be 3 outcomes:

- Not to endorse
- *Nihil obstat*: 'The LEP was pleased to see the proposal and wishes it every chance for success'
- *Imprimatur*: 'This proposal is fundamental to delivery of the productivity plan, the LEP supports and encourages its adoption'

Such a distinction allows the LEP to keep a broad audience content to receive the benefit of our blessing, whilst holding back – and hence increasing the potency of – our explicit endorsement.

DR