

Minutes of Finance and Resources Committee
27 February 2018
at
Santander, Pynes Hill, Exeter

Committee Attendees:

Amanda Ratsey, Plymouth City Council
Ben Bryant, Somerset County Council
Chris Garcia, LEP
David Bird, Santander (Chair) and LEP Board Member
Diane Dimond, Petroc and LEP Board Member
Eifion Jones, LEP
Keri Denton, Devon County Council
Melanie Roberts, Somerset County Council (minutes)
Paul Hickson, Somerset County Council

Apologies:

Alan Denby, Torbay Development Agency
Carl Wyard, Torbay Development Agency
Mel Squires, NFU and LEP Board Member
Richard Stevens, LEP Board Member

	Apologies, notes of last meeting, declarations of interest	Action by
1.	The chair welcomed attendees and took apologies as noted above.	
2.	DD declared an interest in the HPTA funding project at Petroc and the North Devon Innovation Centre.	
3.	Minutes and matters arising: <ul style="list-style-type: none"> • YTKO will be discussed at SIP as part of a wider Growth Hub discussion. • CG is liaising with Anne Hepple regarding financial reporting. • All other actions are in progress or are included on the agenda. • Minutes were agreed. 	
4.	Finance and Resources	
4.1	<p>Joint Committee (paper attached): EJ talked through the report that was presented to the Local Authority Chief Executives Advisory Group; the report was intended to stimulate discussion to ensure that there is no duplication of functions with the LEP structures as the Joint Committee structures are considered/rolled out.</p> <p>Further discussion will need to take place on resourcing. A number of initial options were included within the report. F&R were asked to comment. Key points raised were:</p> <ul style="list-style-type: none"> • Fit with Local Industrial Strategy (LIS) – who leads – Government 	

	<p>would expect Local Authority involvement. EJ confirmed that this would require a joint sign off by both the LEP Board and Joint Committee. This needs to be reflected within the paper.</p> <ul style="list-style-type: none"> • Option 1 aligns Districts; Option 2 doesn't. Neither Option includes academic institutions. Consideration needs to be given. • LEP Leadership Groups work well and have good track record but are not representative, therefore unclear as to whether they should lead the LIS. The ask/role is not currently clear and it would be useful to see the Productivity Strategy Delivery Plan before a structure is agreed. Agreed that the paper would be reworked when the plan was drafted. • Key for the LEP is to bring the business voice to the conversation; this is not currently addressed and is currently missing from the process. Business engagement within Leadership Groups will also need to be reviewed if they are to be involved. <p>F&R agreed that the area needs to be prepared to respond as soon as the Industrial Strategy bidding guidance is released – this is expected soon.</p> <p>It was also noted that that the Productivity Strategy would have a wider focus than the LIS. The LIS will be a distillation of national imperatives and is likely to be flagged through the national LEP review process. The expectation is that LEPs will be expected to “knit” things together using a set of nationally consistent methods.</p>	<p>EJ</p> <p>EJ</p> <p>EJ</p> <p>EJ</p> <p>CG/EJ</p>
4.2	<p>Chief Executive Recruitment: 147 applications were received, recruitment agency have shortlisted to 8. Those short-listed are undertaking psychometric testing. A panel interview will take place over next few weeks, panel members are: Steve Hindley, Judith Petts, Paul Diviani, Paul Hickson, Richard Stephens and Chris Garcia. Round 1 of interviews will entail Q&A only. Round 2 interviews will take place in late March and will likely include a presentation.</p> <p>Plan to appoint in April. Plymouth University will employ the CEX – this will be reviewed after 2 years.</p>	
4.3	<p>Inward Investment Manager Recruitment: Successful appointment made, name will be publicised once formal offer made/accepted.</p>	
4.4	<p>Governance and Transparency: Somerset County Council were appointed to manage/implement the Government's new Governance and Transparency (G&T) guidelines. These include the requirement for all Board/sub Group members to complete a new Register of Interests Form.</p> <p>F&R agreed that if a form isn't completed then the member will not be able to participate in discussion/decision. CG will confirm this with affected members.</p> <p>A number of questions have been received for clarification on completing the forms: SCC are compiling a list and will seek guidance from CLOG – a full Q&A document will be circulated during March after the Board meeting.</p> <p>There was discussion as to whether the Leadership Group are decision</p>	<p>CG</p> <p>MR</p> <p>CG/EJ/MR</p>

	<p>making – this will impact on whether the G&T guidelines need to be implemented for the Groups. The Assurance and Accountability Framework will also need to reflect this (there is currently a contradiction between main document and appendix). CG/EJ are to consider this further with theme leads and if they are decision making groups then a review of reporting decisions to SIP and F&R is needed. MR will roll out G&T, if appropriate, and amend AAF.</p> <p>CG wanted to formal record his thanks to the SCC team for the work that has taken place to meet the Government requirements and achieve the deadline. MR to feedback to the team.</p> <p>The Annual Conversation flagged Scrutiny arrangements as needing improvement. Work is currently underway, via the Joint Committee discussions, to put in place an interim arrangement. Proposals have been agreed in principle; formal decisions will take place in May. MR to include reference to plans on website.</p>	<p>MR</p> <p>MR</p>
4.5	<p>Current core staffing contracts are coming to an end in June. CG will ensure continuation.</p> <p>Marine Clusters secondment (Sheldon Ryan) from PCC to LEP for 3 months begun in February. Jointly funded by Dorset, CloS and HotSW. This will be reviewed in April.</p>	CG
Financial Reports (ALL ITEMS ARE CONFIDENTIAL)		
5. Risk Register Review (CONFIDENTIAL ITEM)		
6. Performance Reviews (GPF, Growth Deals, ESIF)		
6.1	<ul style="list-style-type: none"> • GPF - discussed above – no issues reported. • SIP will discuss the Growth Deal Programme. • ERDF – early discussions underway regarding the reallocation of Growth Programme Funding to LEADER. Will be fully reviewed after May. • ESF – paper will be going to LEP Board recommending next steps. Intend to manage open call process locally, but need resource to do so. • EAN – currently reviewing contract and future implementation; contract ends in July. 	
7. AOB		
7.1	<p>Sally Edgington has been off work but hoping to be returning before Board meeting</p> <p>Plymouth City Council will be subject to PURDHA – AR to confirm dates/process.</p>	AR

Next Meeting: 29 March 2018, 13:30 – 16:00, Santander, Exeter.

Table of Decisions

Board Paper	Decision Required	Decision Agreed