

Minutes of LEP SIP Meeting 05/11/2019 at 09.30-11.30 at NFU, Rosemoor Court, Pynes Hill, EX2 5TU

Board attendees:

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

Officers in attendance:

Eifion Jones, Chief Operating Officer, HotSW LEP Ben Bryant, SCC Accountable Body Mel Roberts, SCC Accountable body Mel Sealey, HotSW LEP PMO Tom Satterly, HotSW LEP PMO (minutes) Ian Harrison, Independent Transport Assessor Helena Davison, Communications Manager, HotSW LEP

Others in attendance:

Carl Tucker, HotSW LEP Chairman

<u>NOTE:</u> 4 voting members are required to be quorate. Number of voting members present in meeting: 7

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 LEPAdmin@somerset.gov.uk who will upload them onto the website.



Item No.	Agenda Item	Actioned By	
1	Apologies		
Apologies Suzanne Bond, Cities and Local Growth Unit (BEIS) Barbara Shaw, Chair Place Leadership Group, LEP Board Member		N/A	
2	Declarations of Interest		
	Tiona McMillan – Hinkley Point Keri Denton – Exeter Science Park Ltd		
3	Minutes from Last SIP Meeting September 2019		
Minutes fr	Minutes from the previous meeting were approved.		
4	For Decision - Investment Programme Business Cases and Project Changes		
4.1	Growing Places Fund		
No update	No update		
4.2	Growth Deal	-	
 Growth Hub Brexit Funding AR provided the following overview; BEIS issued various calls for funding regarding Britain leaving the EU; 30k for SME support 100k for additional activity 80k for intelligence Bringing to SIP as money is being accepted on behalf of the LEP Timeframes are tight A lot administration associated with it. DR added; HotSW LEP are expected to spend this money well Requires weekly reporting to central government. 			
PH guided Points rais • A t • Qu	 ng Devon and Somerset d the group through the paper provided and the 3 options sed briefing note to go to the HotSW LEP board. lestions raised about the reasoning for the 6 month timeline to btect the £2.5m Mobile Connectivity Growth Deal funding. Are things likely to change in 6 months? Mobile Connectivity is recognised as an important issue for the 		



 HotSW area What would happen if there was no government funding to an and an Mabile Connectivity? 					
spend on Mobile Connectivity?					
 It was agreed to defer the decision on this paper until after the Investment Pipeline agenda item. 					
Charges on Grow on building at Exeter Science Park					
This will be deferred to a final email decision due to not having a response from legal.					
A letter from ESPL was circulated with the papers.					
There are two elements to the ESPL request;					
To take back the first charge on Grow On building 1					
To release the first charge on Grow on building 2					
Group agreed that there needs to be a good audit trail for decisions made relating to ESPL.					
Decision – ESPL need to provide a formal change request in order for SIP to make a decision.					
Action: Notify ESPL and work with them to produce a change request for next SIP meeting JB/CB					
4.2.2 Other Projects					
No update					
5 Investment Programme Delivery					
5 Investment Programme Delivery 5.1 Investment Programme Report					
5.1 Investment Programme Report					
5.1 Investment Programme Report Investment programme report					
5.1 Investment Programme Report Investment programme report MS briefed the group on the latest Investment programme report.					
5.1 Investment Programme Report Investment programme report MS briefed the group on the latest Investment programme report. • 3 final approvals on transport projects.					
5.1 Investment Programme Report Investment programme report MS briefed the group on the latest Investment programme report. • 3 final approvals on transport projects. • 4 business cases outstanding. Coming to future LTB meeting.					
5.1 Investment Programme Report Investment programme report MS briefed the group on the latest Investment programme report. • 3 final approvals on transport projects. • 4 business cases outstanding. Coming to future LTB meeting. • Minor issues around Blue Screen IT					
5.1 Investment Programme Report Investment programme report MS briefed the group on the latest Investment programme report. • 3 final approvals on transport projects. • 4 business cases outstanding. Coming to future LTB meeting. • Minor issues around Blue Screen IT • Plymouth central station funding agreement nearly ready for signing.					
5.1 Investment Programme Report Investment programme report MS briefed the group on the latest Investment programme report. • 3 final approvals on transport projects. • 4 business cases outstanding. Coming to future LTB meeting. • Minor issues around Blue Screen IT • Plymouth central station funding agreement nearly ready for signing. Outputs summary • • • • • • • • • • • • • • • • • • •					
5.1 Investment Programme Report Investment programme report MS briefed the group on the latest Investment programme report. • 3 final approvals on transport projects. • 4 business cases outstanding. Coming to future LTB meeting. • Minor issues around Blue Screen IT • Plymouth central station funding agreement nearly ready for signing. Outputs summary TS provided an update on the current work going on the Outputs review.					
 5.1 Investment Programme Report Investment programme report MS briefed the group on the latest Investment programme report. 3 final approvals on transport projects. 4 business cases outstanding. Coming to future LTB meeting. Minor issues around Blue Screen IT Plymouth central station funding agreement nearly ready for signing. Outputs summary TS provided an update on the current work going on the Outputs review. Points raised IH confirmed that outputs for Junction 25 and Huntspill will have 					



Next steps for this piece of work involve contacting under-forecasting projects and theme leads to request reasoning behind not achieving outputs set out in their funding agreements. Findings from this will be shared with the group where a plan of action can be decided.					
Investment Pipeline					
•	EJ guided the group through the paper and spreadsheet.				
Points raised; • Exeter Airport Appledore Shipyard and Welding Contros are all					
	eter Airport, Appledore Shipyard and Welding Centres are all portant projects for the area.				
• Bui	lding a facility at the Ferry port in Plymouth should be included in pipeline				
	portant to consider the success of Unlocking Growth Fund projects I the need for employment land.				
• Ne	ed to understand the deliverability of these projects.				
	mmunication around what this document <u>is</u> and <u>isn't</u> is key.				
	cognised that further work is required to provide priority status for er strategic documents rather than just the LIS.				
	Having now discussed the pipeline the chair requested a vote on the earlier Connecting Devon and Somerset paper options.				
	Decision by vote : The decision was taken to a vote due to need to finalise way forward. Option B was voted for by the majority. 5 for, 1 opposed, 2				
Action: Board paper to be produced for review at November LEP Board meeting regarding project pipeline and funding allocations.					
5.2					
	Amber Project Review				
Amber Pr					
	Amber Project Review oject Review the group on the latest version of the Amber Project Review				
MS briefeo 3 CDS pro	oject Review I the group on the latest version of the Amber Project Review jects				
MS briefed 3 CDS pro Blue scree	oject Review I the group on the latest version of the Amber Project Review jects en IT				
MS briefed 3 CDS pro Blue scree • MS	oject Review I the group on the latest version of the Amber Project Review jects en IT suggested that we set a deadline to get this funding agreement				
MS briefed 3 CDS pro Blue scree • MS sig	oject Review I the group on the latest version of the Amber Project Review jects en IT				
MS briefed 3 CDS pro Blue scree • MS sig • De info	 bject Review I the group on the latest version of the Amber Project Review jects in IT suggested that we set a deadline to get this funding agreement ind. cision – The following deadlines were agreed. 20th Dec to provide ormation and 28th Jan to get a signed funding agreement. 				
MS briefed 3 CDS pro Blue scree • MS sig • De info	oject Review I the group on the latest version of the Amber Project Review jects en IT suggested that we set a deadline to get this funding agreement hed. cision – The following deadlines were agreed. 20th Dec to provide	PA/JE			
MS briefed 3 CDS pro Blue scree • MS sig • De info	 bject Review I the group on the latest version of the Amber Project Review jects in IT suggested that we set a deadline to get this funding agreement ind. cision – The following deadlines were agreed. 20th Dec to provide ormation and 28th Jan to get a signed funding agreement. 	PA/JE			
MS briefed 3 CDS pro Blue scree • MS sig • De info Action: Ca	Dject Review I the group on the latest version of the Amber Project Review jects en IT suggested that we set a deadline to get this funding agreement ned. cision – The following deadlines were agreed. 20th Dec to provide ormation and 28th Jan to get a signed funding agreement. arry out a revised credit check on Blue Screen IT as a first step SCC Update	PA/JE			



6.1	ESIF Update	
 ERDF call has closed - oversubscribed. ESIF committee in December. ESF calls close on 12th November 		
7	7 AOB	

Next Meeting:

Table of Decisions

SIP Paper	Decision Required	Decision Agreed
Investment Pipeline/Connecting Devon and Somerset	Way forward for CDS and digital/mobile funding including any prioritisation of any programme underspend identified	A paper to be produced for review and decision by November LEP Board meeting, recommendation that Option B is taken forward.