

**Minutes of LEP SIP Meeting  
04/03/2020 at 10:30 – 11:30  
Exeter Science Park, 6 Babbage Way, Exeter EX5 2FN**

**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  
David Bird, Chairman of SIP, HotSW 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*

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

**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](mailto:LEPAdmin@somerset.gov.uk) who will upload them onto the website.**

Item No.	Agenda Item	Actioned By
1	Apologies	
	Suzanne Bond Keri Denton	N/A

Helena Davison Richard Stevens Paul Hickson		
<b>2</b>	<b>Declarations of Interest</b>	
None		<b>N/A</b>
<b>3</b>	<b>Minutes from Last SIP Meeting 4<sup>th</sup> March 2020</b>	
To note from the previous minutes – LIS was not signed off at the end of January Minutes from the previous meeting were approved.		
<b>4</b>	<b>For Decision - Investment Programme Business Cases and Project Changes</b>	
<b>4.1</b>	<b>Growing Places Fund</b>	
No update		
<b>4.2</b>	<b>Growth Deal</b>	
<p><b>Growth Hub</b> AR informed the group that the Growth Hub has been transferred across to DCC and all the information had been updated on the Growth Hub website.</p> <p><b>Digital call and CDS</b> AR mentioned that she has received some feedback from attendees of the bidder days about conflicting / unclear messaging. Agreed to feed this back to PH. SIP are expecting bids for the digital call in time for April with the aim to mobilise successful projects by May.</p> <p><b>Somerset Transport Schemes</b> IH ran through the paper provided to the group The paper proposes reallocating up to £0.37m from Yeovil Western corridor to Taunton Toneyway. LTB supported the proposal. SIP approved the recommendation, subject to board approval. IH to produce a reworded paper for the next Board meeting.</p>		<p><b>AR</b></p> <p><b>PH</b></p> <p><b>IH</b></p>
<b>4.2.2</b>	<b>Other Projects</b>	
No update		
<b>5</b>	<b>Investment Programme Delivery</b>	
<b>5.1</b>	<b>Investment Programme Report</b>	
Investment programme report		

MS ran through the paper provided.		
<ul style="list-style-type: none"> <li>• Houghton Barton funding agreement nearly ready to be signed.</li> <li>• Approx. £5m has slipped into next financial year. Bridgwater school could bump this back up again.</li> <li>• Possible updated on Q4 spend next week.</li> <li>• <b>ACTION</b> - provide paper for next SIP on the reallocation of Blue Screen money to underwrite the growth hub</li> <li>• Currently working with Ash Futures on an impact report of Growth Deal funding</li> </ul>		<b>AR</b>
<b>5.2</b>	<b>Amber Project Review</b>	
<b>ACTION</b> – amend report to reflected updated position.		<b>MS</b>
<b>5.3</b>	<b>SCC Update</b>	
No update.		
<b>6</b>	<b>Strategic Agenda Items</b>	
<b>6.1</b>	<b>ESIF Update</b>	
No update		
<b>7</b>	<b>AOB</b>	
Covid-19 was discussed and it was agreed that the situation is needed to be closely monitored.		

**Next Meeting: Tuesday 7<sup>th</sup> April**

### Table of Decisions

SIP Paper	Decision Required	Decision Agreed
<b>Somerset Transport Schemes</b>	To reallocate up to £0.37m from Yeovil Western Corridor to Taunton Toneyway	Agreed by SIP subject to sign off by the LEP Board.