

**Minutes of LEP SIP Meeting
09/07/2020 at 09:30 – 11:30
Via Microsoft Teams**

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
Paul Hickson, Place Lead, HotSW LEP Management Team
Keri Denton, People Lead, HotSW LEP Management Team*

Officers in attendance:

*Eifion Jones, Chief Operating Officer, HotSW LEP
Ben Bryant, SCC Accountable Body
Mel Roberts, SCC Accountable body
Ian Harrison, Independent Transport Assessor
Helena Davison, Communications Manager, HotSW LEP
Mel Sealey, HotSW LEP PMO
Tom Satterly, HotSW LEP PMO (minutes)
Suzanne Bond - Cities and Local Growth Unit BEIS
Karl Tucker – HotSW LEP Chairman*

NOTE: 4 voting members are required to be quorate. Number of voting members present in meeting:6

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	
	Mel Squires Fiona McMillan Richard Stevens	N/A
2	Declarations of Interest	
	The following attendees declared interest in the agenda items Carl Wynard – Agenda item 4.2, 6.2 Paul Hickson – Agenda item 4.2, 6.2 Amanda Ratsey – Agenda item 6.2 Keri Denton – Agenda item 6.2	N/A
3	Minutes from Last SIP Meeting 5th May 2020	
	Minutes from the previous meeting were approved by the group. Forward plan action is now completed and closed	N/A
4	For Decision - Investment Programme Business Cases and Project Changes	
4.1	Growing Places Fund	
	<p>Genesis Building Update MRoberts Somerset County Council is due to become accountable body for the Growing Places Fund, as set out in the January 2020 Annual Performance Review. There have been two formal requests for the LEP to review the loan agreements, which include short term payment holidays, 50% write offs and/or reprofiling: Milfields - Extend repayment holiday by a further 6 months DC Homes - Extend repayment holiday from both capital and interest for a further 6 months Points raised.</p> <ul style="list-style-type: none"> • DC Homes have already got a payment holiday until August written in their funding agreement • A reminder that any decision made will need to include the organisations who have underwritten these projects. • Difficult to test financial viability to support the decision making due to Covid19 <p>DECISION – To agree these payment holidays in principle until April 2021 then look to complete a reprofiling. ACTION – MR to progress, AR to contact Oceangate.</p>	MR / AR
4.2	Growth Deal	

<p>Growth Deal Future Funding</p> <p>EJ set out the current and proposed arrangements for managing the Growth Deal portfolio under the LEP and SCC's freedoms and flexibilities along with an amended longstop completion date of October 2022 due to Covid19.</p> <p>Points raised</p> <ul style="list-style-type: none"> • Currently do not have written confirmation that the LEP can use their freedoms and flexibilities. • SCC cabinet have agreed Toneway project is deferred for 12 months. This project is contractually committed with the LEP. <p>Contract with SCC to put money into the Bower Lane project under the freedom and flexibilities to cover the CDS/digital schemes. A further scheme would be used to cover the Toneway deferral under freedoms and flexibilities.</p> <p>ACTION: DR and SCC S151 officer to clarify the spending of the GD 2 and 3 Broadband on Bower lane and to provide information on the procurement schedule and mechanisms to ensure the money will return to the LEP.</p> <p>ACTION: SCC to provide Bower Lane Funding Agreement to SB</p> <p>DECISION – SIP approve the use of freedoms and flexibilities for Toneway deferral for 12 months.</p> <p>Torquay Gateway funding variation</p> <p>IH provided the group with an overview along with requesting a view of which recommendation to pursue going forward.</p> <p>Torquay Gateway is a Growth Deal 1 transport project which comprises four distinct elements. Three of these have already been completed but the fourth has taken longer to develop, largely because it involves the acquisition of land from Network Rail.</p> <p>Recommendation 1 - Increase the LGF allocation to Torbay Western Corridor by £750,000 and reduction in the LGF allocation to Torquay Gateway by £750,000, and amendments to the two funding agreements to reflect the revised LGF and match funding totals.</p> <p>DECISION – SIP endorse recommendation 1 for LEP Board approval. A pragmatic step to ensure money is spent by 20/21.</p>	<p>DR/BB MR</p> <p>IH/DR</p>
4.2.2	Other Projects
No update	N/A
5	Investment Programme Delivery
5.1	Investment Programme Report
Deferred to email exchange as meeting overrun.	
5.2	Amber Project Review

Deferred to email exchange as meeting overrun.		
5.3	SCC Update	
Deferred to email exchange as meeting overrun.		
5.4	CLGU Update	
Deferred to email exchange as meeting overrun.		
6	Strategic Agenda Items	
6.1	ESIF Update – NA	
6.2	Getting Building Fund	
<p>Getting building fund. HotSW has been awarded £35.4m from the recently announced Getting Building Fund and Government has said there will be a period of negotiation to confirm a list of fundable projects by 17th July. This means the final list is needed a few days beforehand to allow officials and Ministers to approve. Strong emphasis on deliverability, immediate job creation and being defrayed by March 2022.</p> <p>Project pipeline list has been divided into 3 sections</p> <ul style="list-style-type: none"> • Work Hubs and fit out programme • Green retrofit programme • Individual projects <p>DR recommends this programme to SIP.</p> <p>Points raised.</p> <ul style="list-style-type: none"> • Due to short timescale is there need to consider a fast track approach to appraising these projects? • SB green retro fit project does not have committed match funding • ACTION - DR to contact project sponsors to discuss match funding and viability. • Request workhubs and fit out projects to provide 2 scenarios based on different levels of funding • Project sponsors would need to deduct 2% topslice from their allocation. • Clearer idea of timeline at next SIP meeting. Aiming to get board sign off tomorrow. 		DR
7	AOB	
None raised.		

Next Meeting: Tuesday 8th September

Table of Decisions

SIP Paper	Decision Required	Decision Agreed
Genesis Building Update	How to respond to the request for Growing Places Fund repayment holidays	To agree these payment holidays in principle until April 2021 then look to complete a reprofiling.
Torquay Gateway funding variation	Variation to funding amount and schedule	SIP to endorse recommendation 1 on the paper to the LEP board as a pragmatic step to ensure money is spent by 20/21.
Growth Deal Future Funding	Use of freedoms and flexibilities	Freedoms to be extended from CDS/Digital projects to include Taunton Toneyway.

DRAFT