

Minutes of Finance and Resources Committee

08th September 2020, 12:00 - 13:30

Via
Teleconference

Committee Attendees:

Ben Bryant	Somerset County Council/Accountable Body
Carl Wyard	Torbay Development Agency
Corinne Matthews	HotSW LEP
David Bird	Santander/LEP Board Member
David Ralph	HotSW LEP CEO
Eifion Jones	HotSW LEP
Keri Denton	Devon County Council/People Theme
Mel Roberts	Somerset County Council/Accountable Body
Paul Hickson	Somerset County Council/Place Theme
Richard Stevens	Plymouth City Bus

Summary of actions from meeting

Item	Action	Action by	Completed?
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Summary of actions carried forward from previous meeting

Item	Action	Action by	Completed?
8.3	Objectives & Key Results and SLAs <ul style="list-style-type: none"> EJ to work with Leadership Groups to create a set of 3 KR's for each group, keeping them focused and SMART with specific measurables. 	EJ	In progress
6	Careers Hub <ul style="list-style-type: none"> LAs contributions would need to be confirmed before 10th July so DCC can respond to the offer letter from CEC. 	All LAs	COMPLETE

1.	Welcome and Apologies	Action by
1.1	Apologies from Amanda Ratsey	
2.	Declarations of Interest	
2.1	None	
3.	Minutes and Matters Arising 9 June 2020	
3.1	Approved.	
4.	Outturn report month 4 and appendices A & B (<i>Commercially Confidential</i>)	
5.	Aerospace Technical Support (<i>Commercially Confidential</i>)	
6.	Inclusive Growth Support (<i>Commercially Confidential</i>)	
7.	SCC audit of LEP activity	
7.1	<p>Desk top activity reviewing the website policies against requirements set out in National Assurance Framework. Activity fairly quiet through August due to leave, but positive feedback so far - not expecting any surprises.</p> <p>We are aware that the Declarations of Interest and managing Col will be flagged as previously discussed - update planned for Board on 18th (tbc)</p> <p>DR asked for a report ahead of the mid-year review.</p>	
8.	Risk Register Review (<i>Commercially Confidential</i>)	
9.	AOB	
9.1	Mid-Year Review on 28th September. APR suggested further work should be undertaken on Scrutiny. DR working with Chair and has agreed a work plan. DR will prepare a summary and circulate.	

Next Meeting: 6 October 9.30am – 11.00am - Face to face or via Microsoft teams teleconference TBC