

**Minutes of HotSW LEP CIC Board Meeting  
17 July 2020  
from  
9.30 – 11.30am  
Via Microsoft teams audio/video calling**

**Board Attendees:**

Alex Parmley - Chief Executive, South Somerset Council, Officer alternative for Cllr Val Keitch  
David Bird, Regional Director, Santander Corporate & Commercial Banking  
Cllr David Hall - Cabinet Member for Resources and Economic Development, Somerset County Council (departed at 10am)  
Dr Fiona McMillan OBE – Non-Exec Director EDF Energy  
John Laramy - Principal & CEO, Exeter College  
Prof. Judith Petts CBE– Vice-Chancellor & Chief Executive, University of Plymouth  
Karl Tucker – Chair HotSW LEP and Managing Director, Yeo Valley Properties Ltd  
Melanie Squires MBE – SW Regional Director, NFU  
Paula Hewitt - Lead Commissioner - Economic & Community Infrastructure Somerset County Council, alternate for Cllr David Hall who departed at 10am  
Cllr Phil Bialyk – Leader, Exeter City Council  
Cllr Rufus Gilbert -Cabinet Member for Economy and Skills, Devon County Council  
Sarah Cook - Vice President UK Government Business, Leonardo (joined partway through)  
Cllr Steve Darling – Leader, Torbay Council  
Prof. Sir Steve Smith – Vice-Chancellor & Chief Executive, University of Exeter  
Stuart Brocklehurst – Chief Executive, Applegate  
Cllr Tudor Evans OBE – Leader, Plymouth City Council

**Officers in attendance:**

Eifion Jones – HotSW LEP Chief Operating Officer  
David Ralph – HotSW LEP Chief Executive  
Karime Hassan – CEO, Exeter City Council accompanying Cllr Phil Bialyk, Leader Exeter City Council  
Keri Denton – Head of Economy & Enterprise, Devon County Council, officer accompanying Cllr Rufus Gilbert  
Kevin Mowat – Director of Place, Torbay Council, officer accompanying Cllr Steve Darling  
Tracey Lee – CEO Plymouth City Council, officer accompanying Cllr Tudor Evans

**Others in attendance:**

Anne Marie Morris MP – representing Devon MPs  
Ben Bradshaw MP – representing Devon MPs  
David Warburton MP – representing Somerset MPs (departed early)  
Janet Powell – Executive Assistant, HotSW LEP (for minutes)  
Suzanne Bond - Area Lead HotSW, Cities and Local Growth Unit - South West

**For Skills presentation only**

Phill Adams - Senior Manager, Employment, Skills and Learn Devon / Operations Lead - Skills, HotSW LEP

**Apologies:**

Martha Wilkinson – Chief Executive, Devon Community Foundation

Richard Stevens – Managing Director, Plymouth City Bus Ltd

CLlr Val Keitch – Leader, South Somerset Council

**Table of decisions**

Paper	Decision	Decision agreed
5. CEX Report	To confirm the Proposed Priority Projects agreed in response to the award of £35.4m Getting Britain Building.	The Board agreed the programme of projects.
6d. Business Leadership Group restructure	To agree proposal and next steps detailed in paper.	The Board agreed the next steps.
8. HotSW LEP CIC Annual Accounts	For sign off.	The Board approved.
9. Nominations Committee Terms of Reference	To agree terms of reference.	The Board agreed.

Agenda	Action
<p><b>1. Welcome &amp; Apologies</b> Welcome to David Warburton, his first meeting as the representative of Somerset MPs, also to Anne Marie Morris MP and Ben Bradshaw MP representing Devon MPs.</p> <p>Apologies as above.</p>	
<p><b>2. Declarations of interest</b> All Board Directors submit yearly annual submission declarations of interest forms. Only those conflicts of interests over and above those already declared are required to be raised.</p> <p>KT – has stepped down as Chair of the Yeo Valley Production Company and is now the Managing Director of Yeo Valley’s Commercial Property Company and a new declarations of interest form has been submitted.</p> <p>Any other declarations of interest to be raised at agenda item 5 for formal sign off for the ‘Getting Building Funding’.</p>	

<p>Some concerns have been raised during the last week from Local Authority (LA) members for where declarations/conflict of interests occur, in connection with projects for the Getting Building Funding, where the authority has an interest or owns the land upon which the project will be built upon. The LEP has been taking advice from the Section 151 and Monitoring Officers at Somerset County Council (SCC) for today's Board meeting.</p> <p><b>Action: A separate meeting will be arranged with the Board and S151 officers in the future to review Conflicts and Declarations of interests in the light of the updates to the Assurance Framework.</b></p> <p>At this meeting the Board will formally sign off the programme for the £35.4 million Getting Building Funding and with advice from the S151 and Monitoring officers, David Ralph explained the process as follows: - The projects were in principle agreed at a Board telecon last Friday. However, for the purpose of this meeting, when each project name is mentioned, it is important for transparency that the record is clear on where members interests lie, for this to be recorded formally and for the member to not take part in voting on that particular project.</p> <p>For brevity, at the appropriate time in the meeting it has been agreed in discussion with the S151 Officer that when the project name is raised, DR will advise whether they can take part or not .Unless there is dissent, it will be assumed that the Board decision is unanimously approved, minus the specific organisation not taking part due to a conflict of interest.</p> <p><b>The Board agreed this process.</b></p>	<p><b>DR/JV</b></p>
<p><b>4. Questions from the public</b> None.</p>	
<p><b>Skills/People Leadership update presentation by Fiona McMillan &amp; John Laramy</b> (a copy of the power-point presentation was circulated to all in advance of the meeting).</p> <p>It was felt useful for the Board to have a deep dive focus into skills, as the skills agenda underpins much of the recovery plan and industrial strategy activity for the region. The presentation was put together with thanks to contributions from John Laramy and Phill Adams.</p> <p>The presentation gave an overview of what's happened to date and how the group is organising the skills agenda, together with highlighting some of the issues for consideration going forward. Upon conclusion, the Board were asked to consider the best way to support a very challenging agenda and focused on two key questions: -</p> <ul style="list-style-type: none"> <li>➤ What are the skills priorities for the LEP?</li> <li>➤ Should the LEP start to support the specialisation agenda, or is it important to seek to maintain a broad geographically dispersed offer?</li> </ul>	

At this point the discussion was opened up for the Board to comment upon, question and to provide any advice to the Skills Advisory Panel (SAP) in order to take the work forward: -

- There was a query with regard to the status of the appraisals for the European Social Fund (ESF) specifically for the allocations for: 'Health and Social Care' and 'Skills for the Workforce' which are both currently undergoing appraisal?

These are currently with the Dept for Work and Pensions (DWP) the Managing Agent (MA) and have been worked up in partnership with Ed Coley (Plymouth City Council) and Phill Adams (Devon County Council) and are due to go before the national appraisal panel at the end of July. It is understood that the allocations are secure, and ring fenced as long as the programmes are undergoing appraisal. All signs are good as the formal process is completed and appraisals have been carried out.

- What does 'subject to contract' mean for 'Support for NEET's and Workforce Development'?

This is a Somerset project, subject to the publication of the final funding agreement which is waiting to be issued and hopefully due in the next week or two, in order to start in September. LEPs have had to push hard nationally for the DWP to resource this in order to get contracts out of the door (delays have been due to lack of resource within the DWP).

- With the Coronavirus pandemic leading to many young people not finishing the last term of schooling and being provided with vital next step advice, should the LEP be refocusing its skills spend to support this age group?

The Board were assured that much of the LEP's skill work (previously to address austerity measures) is already heading in the same direction, with activities already in place to support the impact on young people's aspirations, focusing on careers advice and guidance, providing traineeships alongside apprenticeships. The challenge is for the LEP to provide oversight and direction, whilst at the same time enabling local interventions to take place by working together e.g. West Somerset Opportunity Area has already identified what local support it can provide. Working with the recovery plans of Plymouth (entitled Resurgam) Devon and Somerset together with local district strategies, the Skills group has been mapping possible interventions against the European Social Fund (ESF) programme. It has begun to talk to delivery partners to extend the funding to young people and widening programmes e.g. Careers South West (CSW) who deliver apprenticeships and skills leads are in discussion with the European Skills Funding Agency (ESFA) about changing the sector mix from local evidence of where the weaknesses are, 50 % time extensions etc. This is happening across the whole programme and the message about young people is being heard loud and clear. A lot of work has been undertaken to specifically ensure ESF provision is in the right place going forward.

- The South West area has a massive comparative advantage with a Russell Group University in Exeter and a very strong institution at Plymouth, both linking well with Further Education (FE), which is incredibly rare. The area also has the Institute of Technology, the Maths School (one of two pioneering Maths Schools in the country) and a University Technical College (UTC) which demonstrates an enormous strength for the area – seen by Gov't as the best example in Britain of an FE college working

<p>with a Russell Group University. It is important that these great relationships are nurtured. Yesterday's Dept. of Education announcement and documents for the 'Establishment of a Higher Education Restructuring Regime in Response to COVID-19' is massive for skills and will see 10 – 20 institutions move into FE very quickly, this area not being exempt from restructuring and mergers. FE will become increasingly more important at the cost of institutions.</p> <ul style="list-style-type: none"> <li>➤ Skills specialisation is the way forward, economies don't grow by spreading skills training equally, it needs to be targeted where skills needs lie. All the signs from Gov't are pointing to a much more divergent sector in the next few years, vital for the economy but the LEP's greatest asset is the relationship between FE and HE.</li> <li>➤ Plymouth University also has 40 years of partnership experience within the FE sector and is recognised nationally as having the largest partnership in the UK. 6000 students are validated via 5/6 colleges and Plymouth partners with all major FE colleges across the region – this existing partnership strength is crucial. It is also in agreement with regard to skills specialisation, however a recent CBI call placed the emphasis on re-skilling as opposed to up-skilling. The UK has a very poor record of re-skilling, compared to our European colleagues, especially Denmark &amp; Sweden where more money from Gov't is devoted to re-skilling, evidence there points to people frequently changing jobs but never unemployed due to the large funding from Gov't into re-skilling. The roles of Universities and HE, together with FE partners have real opportunities to assist people to re-skill and it is vital that this is included in the LEP's skills objectives.</li> <li>➤ Health Care is rarely mentioned, but work is ongoing between the colleges and universities with the region's 2 NHS Sustainability and Transformation Partnerships around the need for 1000 extra nursing skills per year, across both public and private sectors required by Devon, Somerset, Cornwall and the Isles of Scilly. The LEP needs to take this into account and re-prioritise health care, as this is the largest sector employer for the South West.</li> <li>➤ Whilst in practice newly qualified people leave the region taking skills with them, Plymouth has the reverse problem, around 60% of students come from the region but 66% stay on in the region, but there are insufficient graduate roles for them. Gov't penalises Plymouth for not having sufficient graduates entering higher value employment, the benchmark is 75% which means Plymouth is unable to access additional STEM funding, as data is not regionally benchmarked. Employers need to be encouraged to develop higher level roles in order to ensure graduate take up, a big circular issue at the moment.</li> <li>➤ The focus needs to continue on developing entrepreneurship training especially with 2 Science Parks in the area, from FE right through to HE with entry skills, as this is where the opportunity is to form new businesses.</li> </ul> <p>The board thanked FM &amp; JL for an excellent presentation.</p>	
<p><b>3. Draft Minutes of 15 May 2020 Board meeting and actions arising</b></p> <p><b>C/f Defence Mapping research</b> -has been aired at a recent SIP meeting and the intention is to appoint a board champion (SC) and to discuss taking the plan forward.</p>	<p><b>DR/SC</b></p>

<p><b>C/f Local Industrial Strategy (LIS) where next?</b> This has been with Gov't now for 8 months with no further news. Discussions with the new Chair of the HotSW Joint Committee and Senior Responsible Officer agree that the document should be published as a draft, recognising that Gov't haven't committed to signing up to it. (With the Board's previous agreement, in some cases the plan has already been circulated). As part of the Building Back Better plan, it was felt important that the plan is aired, given that so much work went into the area's priorities and specialisms going forward. <b>Action: to discuss the publication of the LIS with officials for feedback.</b></p> <p><b>C/f Organisation of meeting with the Rt Hon Michael Gove and local representatives of the food community to discuss effects of no deal Brexit.</b> A local meeting took place in Wells, organised by James Heapey MP with the Rt Hon Michael Gove. <b>Action: As food and agriculture are still high on the agenda in light of ongoing trade talks as part of Brexit, a further meeting is desired between HotSW and the Rt Hon George Eustice, Secretary of State for Environment, Food and Rural Affairs</b></p> <p><b>C/f Next steps for Natural Capital Report.</b> Discussions continue at the Place group on how to take this work forward, but the issue is a lack of revenue resource for the work entailed and whilst there was a proposal from some of the Natural Capital Bodies, this was above the LEP's budget. A recent briefing call with Defra continues to support the work and recognises the achievements made in the South West. The momentum needs to be picked up on this.</p> <p><b>Action: There is renewed interest by Gov't for the Rural Productivity Plan with a meeting to be organised between HotSW LEP and the new lead in BEIS to bring up to speed.</b> Nothing has been heard back from officials and interest seems to be ebbing, but will chase to see the outcome.</p> <p><b>Action: Draft Freeport consultation to be circulated to Board for information.</b> Circulated. Final response has been submitted. A copy to be forwarded to the Board with draft minutes of this board meeting.</p> <p>Update from AM on following up with Gov't the possibility of capital claw back by the Treasury to the Dawlish Line funding. AM confirmed that the Gov't were absolutely committed to this project and there would be no clawback.</p> <p>All other actions completed, and the board minutes accepted as a true record.</p>	<p>DR/SBond</p> <p>BB/ AM</p> <p>SBond</p> <p>JP</p>
<p><b>6. Updates from LEP Sub – Groups</b> Agenda items 6e) and bf) were moved forward to facilitate David Bird who needed to leave at 11am.</p> <p><b>6e) Strategic Investment Panel (SIP) – David Bird</b> The majority of the last meeting discussed the Getting Building Funding which will be covered under the Chief Executive's report.</p>	

<p>The panel also agreed in principle that any projects struggling due to Covid – 19 would be able to take advantage of a capital repayment holiday until April 2021, which would allow businesses to cope with paying back crown creditors. It was noted that SIP should have tabled a paper to the Board for approval for an alteration to a funding agreement as it is above the SIP threshold of £250,000.</p> <p><b>Action: It was agreed that a paper requesting an alteration to a funding agreement will be sent to the Board after this meeting for approval.</b></p> <p>Good news all investment projects seem to be coping well with the pandemic, most projects are in action with social distancing measures, funding agreements are all in hand and in terms of delivery, projects are working well with positive feedback.</p> <p><b>6f) Finance and Resources Committee – David Bird</b>          Agreed to recommend the dormant company accounts to the Board for approval. The Defence Sector Research paper was commended and details how it can prepare for any future Gov’t funding. It was agreed to appoint a Board Champion (SC).          £10k was approved for a further 2-month continuation of the Bounce Back Digital programme, an existing scheme with online courses and series of webinars which has so far supported approx. 300 SME’s, very important in this current pandemic.          Objectives and key results (OKR’s) were discussed in response to the Board effectiveness review and it was agreed to work further with the leadership groups to aim to change delivery from good to great.</p>	<p><b>EJ/DB</b></p>
<p><b>5. Chief Executive’s Report</b></p> <p>To highlight a couple of updates since writing: -</p> <ul style="list-style-type: none"> <li>➤ To recap, one third of the LEP’s capital funding was held back subject to a review during the summer - this review has taken place and signed off by the Secretary of State, (SoS) Robert Jenrick and is now with Treasury and payment is expected in August on the understanding that the Digital programme will be handled under freedom and flexibilities. The caveat is that if no contract is signed by the end of this financial year, there may be some repercussions, but it is recognised that the LEP has done well in challenging circumstances. (Toneway is included in this).</li> <li>➤ Actions from the 24 June virtual APPG of GSW- Letter from Sir Gary has been sent to the Prime Minister, a stimulus package (Recovery Plan) was circulated to all MPs and LEP Chairs met with APPG Chairs to discuss increasing MP lobbying and engagement.</li> <li>➤ Growth Hub – has received additional funding to support Covid, there is a conversation with BEIS officials after this meeting on co-design and how to spend the money.</li> <li>➤ The HEROG group (which has been dealing exclusively with Covid) will carry out a review at the end of the month with regard to the state of play with Brexit deal or not deal etc.</li> <li>➤ A303 Stonehenge decision is due today, but this has now been deferred to November because of archaeological findings.</li> <li>➤ Sparkford to Ilchester decision also due today. (Subsequently this has also been</li> </ul>	

deferred to November)

- Careers Hub – under direction of SIP, this service has been extended to all schools. (It provides careers information, advice and guidance to schools and was brought in house as a result of a LEP management decision and now delivers a really strong service, 75% locally funded by the LEP, with 25% from the LAs matched centrally by the Careers Enterprise Company.
- West Somerset Opportunity Area (WSOA) – has received confirmation of just under £1m additional funding for Year 4 programme.

#### Getting Building Fund

A formal decision needs to be made as this is public money that is being applied. The programme was recommended by SIP for approval to the Board and discussed at a Board telecon last week and DR was given approval to finalise the programme with Gov't. There have been ongoing discussions with Gov't this week on some of the projects, where more clarity was sought on match funding and deliverability to ensure projects fit with Gov't's strategic priorities. The LEP is grateful to project sponsors for assistance in resolving queries. Gov't officials confirmed yesterday they are happy with the programme on the basis of information presented. However, the emphasis is with the LEP to ensure value for money and that projects and job outcomes can be delivered by January 2022. Next steps – the programme goes to SoS and then to No 10 for approval.

#### **The Board agreed they were content with the overall programme prior to the commencement of voting on each project.**

The following procedure was carried out: - upon advice sought from S151 and monitoring officers at Somerset Council each project was named, DR identified where possible conflicts were, whereupon the relevant member/s were asked to declare any conflicts of interest and were exempted from taking part in the approval process. The remaining Board members were then asked to formally vote on each project in turn.

See appendix attached for approval schedule and declared conflicts of interest.

**Action: Gov't require written confirmation from S151 officer to confirm the Board's approval process together with the submission of Getting Building Programme which forms part of the guidance and assurance framework provided.**

JV

**Action: Advice on pecuniary interests and a further discussion on where conflicts of interest arise and declaration of interest to be organised with the Board.**

DR/JV

**The Board approved all Getting Building projects within the programme see Appendix re voting.**

Further comments on the Chief Executive's Report were invited.

A ports issue was raised specifically with regard to Plymouth and goods services in



and out of the country (not to be confused with the Freeports Consultation). Plymouth does not have the infrastructure, capital investment or sufficient Environmental Health or Border officers or security in place to enforce the new border control measures that come into effect in July, as a result of leaving the European single market. Gov't have confirmed that paperwork will not be required until April 2021 with no need for border control checks until July 2021, in effect letting goods flow through freely, regardless of leaving the European Union by the end of December 2020. Those in Local Gov't are very concerned about smuggling, the impact of sub-standard goods entering the UK, goods i.e. fish lying on docks waiting for paperwork in order to export, delays in importing animal feed and fuel oil for the South West. All the above have been raised consistently with Gov't over the last 3 years and now needs to be escalated to Ministers as a matter of priority. Teignmouth is similarly affected, whilst it has no border post it deals with food stuff. In fairness, the Gov't has been distracted but the LEP was assured this had not dropped off the radar.

**Action: Plymouth is seeking the Board's support together with colleagues in the Cities Local Growth (CLG) Unit to impress upon Gov't the lack of preparedness by Ports. A letter to be drafted either by Plymouth or by the LEP encompassing all the issues which AM will also support via the Minister.**

**SBond/DR  
& AM**

If the Stonehenge Tunnel Project (decision now delayed by an archaeological find on site) cannot be resolved, is it possible for the HotSW LEP to put forward other reserve major infrastructure shovel-ready projects in order for the SW not to lose out on the earmarked cash?

**Tourism Kick Start Fund** – Board members expressed disappointment at the inadequate funding received and the large disparity between Cornwall, (only 10% of the Cornish allocation). Originally the amount was thought a mistake, however, clarification from CLG officials confirmed the amount is correct and is dependant on the methodology used as EU rules class Cornwall as a more deprived area. The region is ranked number one for Tourism, outside of London for the UK with the lowest Covid infection rates, but the highest economic impact, due to the number of Tourism businesses. Many businesses have been ineligible to apply for the LA monies received from Gov't designed for business support and rent support due to the strict eligibility criteria but if rules were relaxed on LA 5% discretionary spend (which is oversubscribed) this could be freed up to support Tourism businesses and make up the shortfall.

Further clarification was sought on the methodology used, but caution was expressed in drawing comparisons, as ERDF funding is allocated to less well developed areas, with greater need i.e. Cornwall, hence gaining more funding. However, only one sic code was used for accommodation, as opposed to identifying a range of sic codes across the visitor economy and also allocated by proportion of tourism businesses compared to the local economy. Due to proportional analysis assessing the number of businesses across the area and with a more diverse economy, HotSW loses as a larger LEP loses out. It is clear that this is an absurd

<p>methodology to utilise and the LEP needs to present a robust challenge to this.</p> <p><b>Action: For the LEP to send a formal letter to Gov't to propose a better funding model for the Tourism funding (which comes via the European Regional Development Fund) and to request a relaxation of rules on discretionary funding for LAs for rebalancing the economy with the support of local MPs.</b></p> <p>It was noted that the Devon MPs have already begun to lobby on the above.</p>	<p>KT/ DR/AM</p>
<p><b>6. Updates from the LEP Sub – Groups</b></p> <p><b>a) Innovation Board – Stuart Brocklehurst</b></p> <p>This Board was formed earlier in the year and uses the Dept. for Business, Energy and Industrial Strategy (BEIS) funded Massachusetts Institute of Technology (MIT) regional entrepreneurship acceleration programme (REAP) to form a strategy to bring back to the LEP Board around driving Research and Development (R &amp;D) activity within the area. Gov't wants a place-based approach to R &amp; D. The aim will be for a high/low mix; for high using the strength in places bid or continuation of existing bids on areas of R &amp; D speciality, with a low SW Technopole pulling together the various assets i.e. Science Parks and others, to provide assistance tailored to research incentive companies, start- ups &amp; scale-ups providing a broad platform for any type of R &amp; D business and the specialism of a place based approach to R &amp;D in particular areas. MIT Research emphasises that just putting up a building is not sufficient, it's what happens inside and around it that matters which is critical in order for a return on the investment.</p> <p>Discussions between SB and the Business Group led by RS will see the Innovation Board concentrating on R &amp; D intensive businesses and the Business Group on broader innovation within the general business population.</p> <p><b>d) Business update – Stuart Brocklehurst on behalf of Richard Stevens</b></p> <p>The group were already undergoing a restructure but have returned to this following the recent Board effectiveness review - see appendix i) and ii). ERDF has already been covered and in addition to the visitor economy money, a further grant has been confirmed (Subsequently confirmed £474,000) for a wider profile of businesses. Going forward work will concentrate on; access to finance, what the further priorities are for further business support, the coordination of job losses, Brexit again with what support businesses need.</p> <p><b>b) Skills Advisory Panel – Fiona McMillan</b></p> <p>Most was already covered in the prior Skills presentation, but in addition: - The LEP Network has been working with Gov't on developing a National Skills recovery package related to the National ReTraining scheme, which is picking up on the issue mentioned previously of reskilling. Procurement is out for a new Digital skills programme which the LEP has been</p>	

<p>encouraged to bid for.</p> <p><b>c) Infrastructure and Place – Mel Squires</b>  This group has a large portfolio and is also in the process of reviewing its structure. The last meeting covered the board effectiveness paper, Covid 19 recovery element and has decided to mothball the old legacy Rural Special Interest Group (SIG) and incorporate this into the Place Group. Expected to advertise shortly for a Rural officer to support this element and some task and finish groups have been established to carry work forward. Natural Capital is a huge piece of work with resource implications and needs to be looked at both via a Covid and green recovery lens. The challenge is to collaborate more effectively, as this and rural cut across all themes to bring work programmes and people together to work more efficiently. The Board were reminded that in the current climate with the publication of the Natural Capital document earlier in the year, it is more important than ever to take into account green recovery. The next meeting will sign off the work plan and was supportive of priorities and the need to deliver.  Appendix ii) Restoring your railway – this is MP led and is about reconnecting communities with the opening up old rail networks and it is suggested that the Board are supportive of these where the business case is evidenced.</p> <p>The Chair thanked the Board and respective officers for all the hard work taken to ensure the Getting Building Fund programme was submitted in time. Now is the ideal opportunity to get ‘ahead of the curve’ in anticipation for further Gov’ t announcements later in the Autumn (Comprehensive Spending Review (CSR) and UK Shared Prosperity Fund) and ensure LEP’s extensive pipeline of projects relate to the Local Industrial and productivity strategies.</p> <p><b>Action: For the Chairs of the Leadership Groups to take on the responsibility of reviewing the projects within the broad programmes, assessing whether they are a good strategic fit, if not to put out a call for other projects and to help drive the business cases in order for the LEP to be ready to respond quickly to any new funding announcement from Gov’t later in the year.</b></p>	<p>DR/KT/MS/ RS/FM</p>
<p><b>7. ESIF update plus appendices a) ESF, b) EAFRD, c) ERDR (commercially confidential)</b>  Papers covered this and there were no further questions.</p>	
<p><b>8. HotSW LEP CIC Accounts 2019/2020</b>  These were approved by Finances and Resources committee to the Board.</p> <p><b>The Board confirmed the adoption of the accounts.</b></p>	
<p><b>9. Nominations Committee Terms of Reference (TOR)</b>  Following the Board’s Effectiveness review it was decided to reinstate the Nomination Committee and to make the previous one (already in existence) an Advisory Group. A small working group chaired by FM have been working on this and drafted a new TOR. Work will commence in September on a schedule setting out a plan for those Board Directors due to retire, combined with a skills audit to ascertain what expertise is required for new Board members moving forward.</p>	

<p><b>The Board agreed the Nominations Committee TOR.</b></p>	
<p><b>10. Papers for noting</b> These were noted with no comments.</p>	
<p><b>11. AOB</b>  <b>MS Action: Requesting a volunteer from the Board to join the Place Group as Deputy as currently there is only one board member within the Group.</b>  TE: Raised the issue within Local Gov't that LA's are faced with a gap in funding post Covid, which was originally promised to be refunded. Gov't will now only provide recovery up to 71%, which will result in a massive shortfall of money to the local economy, resulting in the inability to service capital expenditure, limit match funding and lead to shortfalls in providing statutory funding or any economic development to support increasing unemployment.</p> <p><b>Action: To bring the gap in Local Gov't funding to the attention of other LEP Chairs and raise this issue with the LEP Network to encourage the Gov't not to renege on its original agreement.</b></p> <p>KT: It is Sir Steve Smith's last Board meeting (upon retiring from the Exeter University at the end of August) and thanks were given for all his support, good counsel and guidance in all things academic and for the Board's best wishes in any future roles. The Board welcomes the University's successor in the Autumn.</p>	<p><b>ALL</b></p> <p><b>KT</b></p>

**Next meeting: LEP Board meeting, 18 September via MS teams from 9.30 – 11.30am  
Followed by HotSW LEP CIC Annual General Meeting via webinar link from 11.45am – 12.30pm**