

**Minutes of LEP SIP Meeting
11/05/2021 at 09:30 – 11:30
Via Microsoft Teams**

Board attendees:

*Amanda Ratsey, Business Lead, HotSW LEP Management Team
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
Richard Stevens, Chairman Business Leadership Group, HotSW LEP Board Member
Mel Squires, Chairman Place Leadership Group, HotSW LEP Board Member
Carl Wyard, Torbay Development Agency
David Ralph, HotSW LEP Chief Executive
Jane Dumeresque, LEP Board member*

Officers in attendance:

*Eifion Jones, Chief Operating Officer, HotSW LEP
Suzanne Bond, CLGU
Ian Harrison, Independent Transport Assessor
Mel Sealey, HotSW LEP PMO
Tom Satterly, HotSW LEP PMO (minutes)
Richard Snell, HotSW LEP PMO
Melanie Roberts, SCC Accountable body
Isaac Young, SCC Finance
Ben Bryant, SCC Finance*

NOTE: 4 voting members are required to be quorate. Number of voting members present in meeting: 8

NOTE FOR AUTHOR

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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	Actions
1	Apologies	

<p>EJ provided an overview of paper provided and the options for the reallocation of funds</p> <p><u>Points raised</u></p> <ul style="list-style-type: none"> • NDEC require a large amount in order for meaningful work to be undertaken • This paper takes into account the guidance set by the board that the first elements to consider with funding is that the cost of running the LEP and underwriting the Growth Hub are both covered. • If further changes arise in GBF then we could make a meaningful contribution to NDEC, rather than a token payment <p>RS – need to consider the tight timescales in this decision and this should be key in making this decision.</p> <p>DB – Freedoms and flexibilities should be used to a minimum on this.</p> <p>MSealey – might have some growth deal underspend in freedoms and flexibilities</p> <p>DECISION</p> <p>Ifracombe Water Sports Centre, Plymouth City Business Centre and Devon Work Hubs to proceed to next stage and to keep NDEC in the pipeline for future funding.</p> <p>PMO to contact theme leads to proceed with variation business case for approval, ideally at July SIP Meeting.</p>	<p>MS</p>
<p>5 Investment Programme Delivery</p>	
<p>5.1 Investment Programme Report</p>	
<p>Investment Programme Report</p> <p>MSealey provided an overview of the paper provided</p> <ul style="list-style-type: none"> • GBF – TDIC and Dunball proceeding to Funding agreement, • CDS Growth Deal 3 FA aiming to come to July SIP <p>GBF Overview</p> <p>Taunton Digital Innovation Centre awaiting special conditions to be signed off. It is likely to be green by the next SIP.</p> <p>SIP need to decide how to monitor Growth Deal projects going forward. PMO to consider based on government reporting requirements and feed back to SIP. SIP to consider board reporting requirements in future.</p> <p>DR – suggested creating a new M&E framework and send it to the projects</p> <p>Natural Capital Demonstrator Fund update – PH</p> <p>PH provided an overview of the paper provided</p> <p>Key points</p> <ul style="list-style-type: none"> • Only received one expression of interest and unfortunately it is not one that delivers on the intentions of the fund 	<p>MS/TS</p>

	<ul style="list-style-type: none"> • Going to review the process before making a decision about how to proceed • Believe timescale was too tight along with clashes with other funding streams. <p><u>Points raised</u></p> <ul style="list-style-type: none"> • MSealey – as part of the Covid recovery fund, there is natural capital grant scheme. Possibility to link up with this scheme • Important to check if there is actually interest in this funding • It's believed that it is worth another funding round due to the strong belief that the timing had been an issue. • Could consider an alternative funding mechanism rather than a loan. Future update to come back to SIP. 	
5.2	Amber Project Review	
	MSealey talked through the amber project review. No points raised by the group.	
5.3	SCC Update	
	No update	
5.4	CLGU update	
	No update	
6	Strategic Agenda Items	
6.1	ESIF Update	
	<p>EJ provided a verbal update on ESIF ERDF</p> <ul style="list-style-type: none"> • The notional £5m of headroom has been absorbed into central government projects • There is the potential for underspend to be released by projects when they finish though there is no forward view of how much this could be. • MHCLG recommended projects to put in change requests for extensions which could be matched to underspend as it becomes available and some projects have started to do this. <p>ESF</p> <ul style="list-style-type: none"> • DWP have stated that any headroom will only be used for current project extensions. • The process is open for projects to apply for extensions • However these projects must have been running for six months. Most of projects in this area haven't been running for 6 months though DWP expect further opportunities to apply for underspend in the future. 	
7	AOB	
	None raised.	

Next Meeting: Tuesday 6th July 2021

Table of Decisions

SIP Paper	Decision Required	Decision Agreed
GBF Reallocation	To decide how the underspend of GBF should be allocated	Ilfracombe Water Sports Centre, Plymouth City Business Centre and Devon Work Hubs to proceed to variation business case development and to keep NDEC in the pipeline for future funding.

DRAFT