

**Minutes of LEP SIP Meeting
12/01/2021 at 09:00 – 11:00
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
Fiona McMillan – Chairman, Skills Advisory Panel, HotSW LEP Board Member*

Officers in attendance:

*Eifion Jones, Chief Operating Officer, HotSW LEP
Ian Harrison, Independent Transport Assessor
Mel Sealey, HotSW LEP PMO
Tom Satterly, HotSW LEP PMO (minutes)
Richard Snell – HotSW LEP PMO
Suzanne Bond - Cities and Local Growth Unit BEIS*

GBF Bid Appraisers

*Shane Vallance, Ash Futures
Jamie Evans, DCC*

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	Actions
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1	Apologies	
<p>Ben Bryant, SCC Finance David Ralph, HotSW LEP Chief Executive Mel Squires, Chairman Place Leadership Group, HotSW LEP Board Member Carl Wyard, HotSW LEP Management Team Mel Roberts, SCC Accountable body Jane Dumeresque, LEP Board David, Mel S and Carl have agreed to proxy their votes to David Bird.</p>		
2	Declarations of Interest	
<p>FM – Dunball Junction PH - TDIC and Dunball AR – Brunel Plaza</p>		
3	Minutes from Last SIP Meeting – 3rd November 2020	
<p>Minutes from the previous meeting were approved by the group.</p>		
4	For Decision - Investment Programme Business Cases and Project Changes	
4.1	Growing Places Fund	
<p>N/A</p>		
4.2	Growth Deal	
<p>Plymouth Railway Station IH provided a verbal overview of the paper provided. <u>Points raised</u></p> <ul style="list-style-type: none"> • This exchange of money will not bear interest. • This has no impact on the Getting Building Fund Plymouth Station project • This money is part of their Q3 claim but it has not been paid as they are awaiting SIP's decision. • This money will eventually be spent as originally intended <p>SIP requested a revised paper which includes more clarity around this money. ACTION - IH to provide another paper for SIP decision via email.</p>		IH
4.3	Getting Building Fund (GBF)	
<p>TDIC Variation to business case for approval JE provided a verbal overview of the paper provided which outlined changes to this project from the original business case. <u>Points raised</u></p> <ul style="list-style-type: none"> • Reduction in commercial floorspace due to the need to reduce the height of the building • Grant bid still the same due to extra ground works and building costs. 		

<ul style="list-style-type: none"> Reduction of lettable space can affect the viability of the project. <p>DECISION – Requesting a revised business case for this project. The deadline for this will be mid-February.</p> <p>East Quay Watchet updated Business case for approval SV provided a verbal overview of the project appraisal.</p> <p><u>Points raised</u></p> <ul style="list-style-type: none"> State aid advice is more comprehensive than previous provided. Reducing the risk. <p>DECISION – Approved. Subject to the accountable body being happy with the state aid advice.</p> <p>ACTION – PH to inform the group of the outcome of SCC re. state aid.</p> <p>Use of residual funding / Dunball Junction IH provided a verbal overview of the paper provided.</p> <p><u>Points raised</u></p> <ul style="list-style-type: none"> Design costs without the wider project being undertaken does not qualify for capital funding. discussion on whether underspend should be committed to being allocated to Dunball Junction; SIP agreed this was ok as a direction but would want to consider the options if underspend became available Agreement needs to include clause around repayment if the money is not capitalised <p>DECISION - Approve subject to full business case including information around the funding package and costs being repayable if not capitalised.</p>	PH
5 Investment Programme Delivery	
5.1 Investment Programme Report	
<p>M Sealey provided a verbal overview of the paper provided.</p> <p>Growth Deal</p> <ul style="list-style-type: none"> CDS GD3 is now the only business case outstanding. <p>Getting Building Fund</p> <ul style="list-style-type: none"> Progressing to having 12 signed funding agreements. 	
5.2 Amber Project Review	
<ul style="list-style-type: none"> 1 Growth Deal project remains green on this list for monitoring. Working with theme leads to check whether Growth Deal projects are on course to finish spending by Q4. GBF project list will be reviewed at the end of Jan. 	
5.3 SCC Update	
<p>No update.</p>	
5.4 CLGU update	
<p>SB provided the following points to note.</p> <ul style="list-style-type: none"> Local economy and devolution white paper due after May elections. Any GBF money not deemed to be spent will be clawed back. 	

6	Strategic Agenda Items
6.1	ESIF Update
<p>EJ provided the following points for noting.</p> <p>ESIF</p> <ul style="list-style-type: none"> • 3 full projects remain to be contracted but are currently working through the MHCLG process. • Yet to hear about underspend processes. SB to follow up on behalf of EJ <p>ESF</p> <p>letter from DWP asking for detail on potential gaps to support them with developing proposals for the national reserve fund. The LEP has responded to this</p>	
7	AOB
<p>PH provided an update on Enterprise Zones</p> <ul style="list-style-type: none"> • SIP agreed that Enterprise Zones would update their implementation plans and report back to SIP. • Originally hoped to complete this by the end of October. New completion date is March 21. • Presentation from Oceansgate was well received at the previous SIP meeting • Exeter and East Devon are a bit behind but progressing. • Gravity is less advanced. EJ and PH have had regular contact with Sedgemoor District Council. Update to implementation plan on hold. Gravity are updating their master plan first. • LEP to consider providing support to Sedgemoor to help progress the revised implementation plan. <p>Work has started on updating the LEP's pipeline of investment. Aiming to bring it to March SIP.</p>	

Next Meeting: Tuesday 9th March 2021

Table of Decisions

SIP Paper	Decision Required	Decision Agreed
Plymouth Railway Station Growth Deal	Change in Funding	Further clarification required before final decision can be made.
TDIC GBF Business Case variation	Business case variations for approval	Requesting a revised business case for this project. The deadline for this will be mid-February.
Watchet, East Quay, GBF Business Case variation	Business case variations for approval	Approved. Subject to the accountable body being happy with the state aid advice.
Dunball Junction	Use of residual GBF funding	Approve subject to full business case including information around

		the funding package and costs being repayable if not capitalised.
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