

# Minutes of Finance and Resources Committee

06th April 2021, 09:30 - 11:00

Via

Microsoft Teams

## Committee Attendees:

Ben Bryant	Somerset County Council/Accountable Body
Claire Gibson	HotSW LEP
Dan Newman	Torbay Development Agency
David Bird	Isca Ventures LLP/LEP Board Member
David Ralph	HotSW LEP CEO
Eifion Jones	HotSW LEP
Isaac Young	Somerset County Council/Accountable Body
Jane Dumerseque	LEP Board Member
Mel Roberts	Somerset County Council/Accountable Body
Paul Hickson	Somerset County Council/Place Theme
Richard Stevens	Plymouth City Bus

## Summary of actions from meeting

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

Meeting	Item	Action	Action by	Completed?
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<b>1.</b>	<b>Welcome and Apologies</b>		<b>Action by</b>
1.1	Apologies from Amanda Ratsey and Keri Denton.		
<b>2.</b>	<b>Declarations of Interest</b>		
2.1	Declaration received from David Bird on Access to Finance work if it arises.		
<b>3.</b>	<b>Minutes and Matters Arising 9 February 2021</b>		
3.1	Approved		
<b>4.</b>	<b>Outturn report month 11 and appendices a) b)</b>		
	<b>Amended 21/22 Budget</b>		
<b>6.</b>	<b>Regional Food Supply Chain Gap Analysis</b>		
<b>7.</b>	<b>21/22 Workplan</b>		

7.1	<p>The current intention to take this workplan to LEP Board on the 23rd, EJ encouraged feedback from the group by 12:00am on Monday 12th April so comments can be incorporated into report before presentation to Board.</p> <p>The plan, whilst still in draft, has three major priorities:</p> <ul style="list-style-type: none"> <li>• Making a difference to the economy: delivering existing programmes such as Getting Building Fund, Growth Hub etc</li> <li>• Making a difference to the economy: driving forward the transformational opportunities and their supporting programmes as set out in Build Back Better</li> <li>• Ensuring highly effective LEP operations: includes reviewing the operating model of the LEP once the LEP review conclusions are clear</li> </ul> <p>Reported quarterly to F&amp;R and 6 months/by exception to the Board. Government require LEP's to do publish an annual delivery plan but timings and requirements have not yet be submitted by Government.</p> <p>Since the 2020-21 plan was published, the LEP has moved to using Objectives and Key Results method across all parts of its operations and this year's plan has been updated to reflect this.</p>	
7.2	It was recommended that following the discussions on SLA's, that it would be beneficial if they are embedded into the workplan.	
<b>8.</b>	<b>Risk Register Review (<i>Commercially Confidential</i>)</b>	
<b>9.</b>	<b>AOB</b>	
9.1	None	

**Next Meeting:** 11 May, 12:00am - 01.00pm via Microsoft teams teleconference