

Minutes of Finance and Resources Committee

07th September 2021, 12:00 to 13:30

Via
Microsoft Teams

Committee Attendees:

Ben Bryant	Somerset County Council/Accountable Body
David Bird	Isca Ventures LLP/LEP Board Member
Eifion Jones	HotSW LEP
Isaac Young	Somerset County Council/Accountable Body
Jane Dumerseque	LEP Board Member
Julia Blaschke	Plymouth City Council/Business Theme
Melanie 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?
07.09.21	5.2	EJ to liaise with AME for additional testing	EJ	

1.	Welcome and Apologies	Action by
1.1	Apologies from; Carl Wyard, David Ralph, Amanda Ratsey and Keri Denton	
2.	Declarations of Interest	
2.1	None	
3.	Minutes and Matters Arising 06 July 2021	
3.1	Approved.	
4.	Outturn report month 4 plus appendices A and B	
5.	Cyber Essentials Accreditation	
5.1	<p>Cyber breaches have received increasing coverage in recent months and in March Government's Cyber Security Breaches Survey reported troubling statistics. Historically the LEP has not handled large amounts of personal data though this is beginning to change with the recent Train4Tomorrow programme. The LEP has in place the following mitigation:</p> <ul style="list-style-type: none">The LEP has an information policy (attached) which details required levels of security in passwords on laptops and phones, protection in place etc. In August a training session was held for core LEP staff on this and the policy	

	<p>is being refreshed in conjunction with the LEP's IT support consultants</p> <ul style="list-style-type: none"> • LEP IT equipment is protected by anti-virus software, home routers have their own firewalls and all LEP files are held in SharePoint. No files are to be stored on laptops • In prior years the LEP's public liability insurance provided a small amount of coverage – up to £20k costs – against a cyber incident. In common with other policies in the marketplace this was removed from the policy in the annual renewal in April and so the LEP has taken out specific cover to provide up to £2m of cover against a cyber breach, covering response/ hacking, extortion, business interruption, court attendances etc • Through the Train4Tomorrow agreement, DWP are also requiring successful bidders to hold a Cyber Essentials accreditation and to achieve Cyber Essentials Plus by March. These National Cyber Security Centre schemes put in place further steps to help protect organisations and will be required by other Government departments where projects handle large amounts of sensitive data. The LEP will be working through these in the autumn at a cost of £300 for each scheme 	
5.2	EJ to liaise with AME to investigate spot testing on cyber vulnerabilities	EJ
5.3	Noted.	
6.	Mid-year Review	
6.1	<p>As previously reported the LEP have received £250k of core funding from Government and a questionnaire has been provided in preparation for the review for completion to consider the remaining £250k, although this funding is still not guaranteed. The deadline for the questionnaire is the 24th September. Some of the questions are around redundancy costs, staffing costs, reserves and impact of not receiving funding, etc.</p> <p>Guidance has been published setting out the details of the review. IT will be more formal than previous years. It is not expected for the S151 to attend, although confirmed attendance is DR, EJ, MS and MR - although others are welcome. It has been confirmed that the review will not be used to determine core funding.</p> <p>EJ is preparing a briefing note for those attending on the three headings; governance, strategy and delivery. For governance it should be noted that government have introduced flexibilities due to the review. MR is currently looking through the revised National Assurance Framework and is undertaking a AF review and update and will be presenting the changes at the next meeting.</p>	
7.	Risk Register Review	
8.	AOB	
8.1	Observatory - doing a piece of work on how economic information is presented to the Board. Early draft will be presented at October meeting.	

Next Meeting: 05 Oct, 9:30 – 11:00 via Microsoft teams teleconference