

# Draft Minutes of Finance and Resources Committee

1 March 2022, 12 noon - 1.30pm

Via  
Microsoft Teams

## Committee Attendees:

Amanda Ratsey	Plymouth City Council/Business Theme
Ben Bryant	Somerset County Council/Accountable Body
Carl Wyard	Torbay Development Agency
Claire Gibson	HotSW LEP
David Bird	Isca Ventures LLP/LEP Board Member
David Ralph	HotSW LEP
Eifion Jones	HotSW LEP
Isaac Young	Somerset County Council/Accountable Body
Jane Dumerseque	LEP Board Member
Jason Buck	Torbay Development Agency (as alternate for Carl Wyard)
Keri Denton	Devon County Council/People Theme
Mel Roberts	Somerset County Council/Accountable Body
Paul Hickson	Somerset County Council/Place Theme
Richard Snell	Devon County Council/People Theme (as alternate for Keri Denton)
Richard Stevens	Go South West

## Summary of actions from meeting

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

Meeting	Item	Action	Completed?
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1.	Welcome and Apologies		Action by
1.1	Apologies received from: David Bird, Keri Denton, Isaac Young Absent: Amanda Ratsey		
2.	Declarations of Interest		
2.1	None.		
3.	Minutes and Matters Arising 08 February 2022		

3.1	Approved.	
4.	<b>Outturn report month 10 plus appendix A (<i>Commercially Confidential</i>)</b>	
5.	<b>22/23 Business Plan/Budget (<i>Commercially Confidential</i>)</b>	
6.	<b>Risk Register Review (<i>Commercially Confidential</i>) (<i>Commercially Confidential</i>)</b>	
7.	<b>AOB</b>	
	RS: raised Board succession, retirees and diversity. DR will bring a paper to the next Board meeting with a suggestion of opening the recruitment process for Board members as currently there are two private sector vacancies and how new members can help to support the programme boards. A draft will be brought to the next F & R meeting, prior to it going before the Board. No further AOB.	DR

**Next Meeting:** 05 April, 09:30 to 11:00 via MS Teams

## CENTRAL RECORD OF DECISIONS

Committee making decision	Date of Meeting	Details of Decision	Approved in meeting?	Approval Conditions (If applicable)	Board approval required?	Date decision to be taken by Board
F&R	08.02.22	Approval was sought for £43k to commission external comms support to provide the LEP's comms capacity through 22/23. This will be funded through the Comms budget line in 22/23.	Yes	Approved subject to a transparent procurement process.	No	-