

**Minutes of
Operations & Investment Committee**

**04 July 2023
9.30 – 11.00am**

Via Microsoft Teams

Committee Attendees

VOTING MEMBERS	
Name	Title
David Bird	OIC Chair/LEP Board Member
David Ralph	HotSW LEP Chief Executive
Jane Dumeresque	LEP Board Member
Jo Currie	Somerset Council/Accountable Body
Melanie Sealey	Devon County Council/People Theme
Vince Flower	SAP Chair/LEP Board Member

OFFICERS IN ATTENDANCE	
Name	Title
Claire Gibson	HotSW LEP Head of Delivery
Dan Newman	Devon County Council/LEP PMO
Eifion Jones	HotSW LEP Chief Operating Officer
Ian Harrison	Independent Transport Assessor
Isaac Young	Somerset Council/Accountable Body
Melanie Roberts	Somerset Council/Accountable Body

OBSERVERS	
Name	Title
Suzanna Bond	CLGU

Summary of actions from meeting

Meeting	Item	Action	Comments
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Summary of actions carried forward from previous meeting

Meeting	Item	Action	Comments
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Item	Agenda Item	Action
OPENING ITEMS		
1.	Welcome and Apologies	
1.1	Apologies received from: <ul style="list-style-type: none"> a) Richard Stevens b) Keri Denton - Mel Sealey substituting c) Elizabeth Spence d) Paul Hickson – Mel Roberts substituting • Amanda Ratsey 	
2.	Declarations of Interest	
2.1	<ul style="list-style-type: none"> • VF - declared an interest in relation to TDA and links to Tourism 	
3.	Minutes and Matters Arising from previous meeting	
3.2	Approved.	

Item	Agenda Item	Action
FINANCIAL MANGEMENT (Previously F&R) – Commercially Confidential		
4.	Community Challenge Fund Extension	
5.	GPF Interest	
6.	Feasibility Study Tourism Data Hub	

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Item	Agenda Item	Action
OTHER TOPICS		
7.	Risk Register (<i>Commercially Confidential</i>)	
8.	AOB	
8.1	None.	
Date of next meeting		
	01st August 2023 from 9:30 to 11:30 via MS Teams	

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Committee making decision	Date of Meeting	Details of Decision	Approved?	Approval Conditions (If applicable)	Board approval required?	Date decision to be taken by Board
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