

**Minutes of
Operations & Investment Committee**

**01 August 2023
9.30 – 11.00am**

Via Microsoft Teams

Committee Attendees

VOTING MEMBERS	
Name	Title
Amanda Ratsey	Plymouth City Council/Business Theme
David Bird	OIC Chair/LEP Board Member
David Ralph	HotSW LEP Chief Executive
Jane Dumeresque	LEP Board Member
Melanie Sealey	Devon County Council/People Theme
Paul Hickson	Somerset Council/Place Theme
Vince Flower	SAP Chair/LEP Board Member

OFFICERS IN ATTENDANCE	
Name	Title
Claire Gibson	HotSW LEP Head of Delivery
Colin Bettison	Plymouth City Council
Eifion Jones	HotSW LEP Chief Operating Officer
Ian Harrison	Independent Transport Assessor
Isaac Young	Somerset Council/Accountable Body

OBSERVERS	
Name	Title
Suzanna Bond	CLGU

Summary of actions from meeting

Meeting	Item	Action	Comments

Summary of actions carried forward from previous meeting

Meeting	Item	Action	Comments

DRAFT

Item	Agenda Item	Action
OPENING ITEMS		
1.	Welcome and Apologies	
1.1	Apologies received from: <ul style="list-style-type: none"> • Jo Currie • Keri Denton - Mel Sealey substituting • Melanie Roberts • Daniel Newman • Carl Wyard 	
2.	Declarations of Interest	
2.1	<ul style="list-style-type: none"> • PH - declared an interest in relation to item 5 on unallocated Local Growth Deal. • MS - declared an interest in relation to item 4 on Growth Hub and item 5 on unallocated Local Growth Deal. 	
3.	Minutes and Matters Arising	
3.1	Approved.	

Item	Agenda Item	Action
PROGRAMME MANAGEMENT (Previously SIP) – Commercially Confidential		
4.	Growth Hub	
5.	Unallocated Local Growth Fund	

Item	Agenda Item	Action
OTHER TOPICS		
6.	Performance/Workplan Update (<i>Commercially Confidential</i>)	
7.	Risk Register (<i>Commercially Confidential</i>)	
8.	AOB	
8.1	None	
Date of next meeting		
	05th September 2023 from 9:30 to 11:30 via MS Teams	