

**Agenda**  
**HotSW Local Enterprise Partnership CIC Board Meeting**  
**13 October 2023**  
**from**  
**9.30 am – 11.30am**  
**in person at**  
**South West Academic Health Science Network, Vantage Point,**  
**Pynes Hill, Exeter EX2 5FD**

**Followed by HotSW LEP CIC AGM 12.00 – 12.30pm via webinar**  
<https://www.crowdcast.io/c/heartofswlep-agm2023>

No.	Item	Duration
1.	Welcome & Apologies	
2.	Declarations of interest	
3.	A little bit of culture – Richard Stevens	
4.	Draft minutes of 14 July 2023 Board meeting and actions arising	
5.	Questions from the public	All 15 mins
6.	Presentation on HotSW Impact Report – Gareth Jones, Director, Hardisty Jones Associates	25 mins
7.	Chief Executive's Report (1 x paper) Plus ➤ Appendix 1 - HotSW Annual CIC accounts ➤ Appendix 2 – LEP response to transition letter from Accountable Body	25 mins
8.	Build Back Better & Performance Update (1 x paper) – Claire + Risk Register (1x paper) And verbal updates:- ○ Business Leadership Group – Richard Stevens ○ Skills Advisory Panel – Vince Flower ○ Inclusive Growth – Paul Crawford	25 mins
9.	Updates from Chair of Operational Investment Committee ( <i>all commercially confidential</i> ) verbal - David Bird + a) Cover paper on Mobile Boost Extension (1 x paper) b) Mobile Boost extension for OIC (1 x paper) c) Mobile Boost extension for OIC annex A (1 x paper)	20 mins

<b>10.</b>	<b>PAPERS FOR NOTING</b> <b>LEP Comms Report</b> <b>LEP Board Directors &amp; Alternates Register</b> <b>LEP Endorsement Register</b> <b>LEP Consultation Register</b> <b>Skills Advisory Panel meeting notes 7 September</b> <b>Business meeting notes 6 July</b>	<b>5 mins</b>
<b>11.</b>	<b>AOB</b>	<b>5 mins</b>

**Next meeting 19 January 2024 virtual from 9.30am – 12.30pm**

<b>Paper</b>	<b>Decision</b>
<b>7. Chief Executive's report</b>	i) <b>Note ongoing Expenditure commitments for 24/25 re Local Growth Programme</b> ii) <b>Agree to receive a draft Budget setting out ongoing operational budget financial commitments for 24/25 setting out the financial commitments against income/reserves</b> iii) <b>Agree to the Annual Accounts for 22/23</b> iv) <b>Agree on any decisions referred from OIC</b>
<b>8. Build Back Better</b>	<b>The Board notes progress.</b>
<b>9a) Mobile Boost Extension</b>	<b>The Board is asked to agree to the following recommendation from OIC:</b> i. <b>To further extend the Mobile Boost scheme using Local Growth Deal funding totalling £437,480.</b> ii. <b>In the event that demand for the Mobile Boost scheme exceeds £437,480, to reallocate any remaining Local Growth Deal underspend to the Mobile Boost scheme and delegate this decision to OIC.</b>