

**Minutes of
Operations & Investment Committee**

**05 September 2023
09.30am – 11.00am**

Via Microsoft Teams

Committee Attendees

VOTING MEMBERS	
Name	Title
Amanda Ratsey	Plymouth City Council/Business Theme
Jane Dumeresque	LEP Board Member
Jo Currie	Somerset Council/Accountable Body
Melanie Sealey	Devon County Council/People Theme
Richard Stevens	Business Chair/LEP Board Member
Vince Flower	SAP Chair/LEP Board Member

OFFICERS IN ATTENDANCE	
Name	Title
Daniel Newman	Devon County Council/People Theme
Eifion Jones	HotSW LEP Chief Operating Officer
Ian Harrison	Independent Transport Assessor
Isaac Young	Somerset Council/Accountable Body
Tom Satterly	Devon County Council/People Theme

OBSERVERS	
Name	Title
Suzanna Bond	CLGU
Shane Vallance	Moor Economics Ltd

Item	Agenda Item	Action
OPENING ITEMS		
1.	Welcome and Apologies	
1.1	Apologies received from: <ul style="list-style-type: none"> • Carl Wyard • Claire Gibson • David Bird • David Ralph • Keri Denton - Mel Sealey substituting • Paul Hickson 	
2. Declarations of Interest		
2.1	<ul style="list-style-type: none"> • JD - declared an interest in relation to item 5 on Millfield's Trust. • AR - declared an interest in relation to item 5 on Millfield's Trust. 	
3. Minutes and Matters Arising from previous meeting		
3.1	Approved subject to minutes being updated to reflect that Richard Stevens attended.	

Item	Agenda Item	Action
PROGRAMME MANAGEMENT (Previously SIP) – Commercially Confidential		
4.	Ace Lab - Digital Build Back Better Funding Call Round 2 Business case, plus appraisal	
5.	Millfields Growing Places Fund	
6.	LGF outputs report, freedom & flexibilities summary & highlight report	

Item	Agenda Item	Action
FINANCIAL MANGEMENT (Previously F&R) – Commercially Confidential		
7.	Month 4 finance report, plus appendix A & B	
8.	GPF Revenue Account	
9.	Funding for Financial Platform to March 2024	
10.	Year end 2022-2023 HotSW LEP CIC accounts	

Item	Agenda Item	Action
OTHER TOPICS		
11.	Risk Register (<i>Commercially confidential</i>)	
12.	AOB	
12.1	OIC expressed their deepest gratitude to EJ for his unwavering commitment and exceptional contributions to the LEP over the years. Your hard work has made a significant impact and your presence will be greatly missed.	
Date of next meeting		
	03 rd October 2023 from 9:30 to 11:30 via MS Teams	

Agenda Item	Action
FINANCIAL MANGEMENT (Previously F&R) – Commercially Confidential	
13.	GPF Revenue Account