

**Minutes of
Operations & Investment Committee**

**05 December 2023
09.30am – 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
Jo Currie	Somerset Council/Accountable Body
Paul Hickson	Somerset Council/Place Theme
Melanie Sealey	Devon County Council/People Theme
Richard Stevens	Business Chair/LEP Board Member

OFFICERS IN ATTENDANCE	
Name	Title
Claire Gibson	HotSW LEP Head of Delivery
Daniel Newman	Devon County Council/People Theme
Ian Harrison	Independent Transport Assessor
Isaac Young	Somerset Council/Accountable Body

Item	Agenda Item	Action
OPENING ITEMS		
1.	Welcome and Apologies	
1.1	Apologies received from: <ul style="list-style-type: none"> Keri Denton - Melanie Sealey substituting Vince Flower 	
2.	Declarations of Interest	
2.1	DB - declared an interest in relation to the Access to Finance Platform within the finance report. PH - declared an interest in relation to Community Triage and DC Homes. JD - declared an interest in relation to Exeter Science Park. AR - declared an interest in relation to Exeter Science Park.	
3.	Minutes and Matters Arising	
3.1	Minutes to be updated to reflect that AR also declared an interest in relation to City College Plymouth. Approved.	IY

PROGRAMME MANAGEMENT (Previously SIP) – Commercially Confidential		
4.	OKR Report – Final + Annex A Dashboard, Annex B Amber Report, Annex C Impact of LEP Investments	
5.	Community Triage Service	
6.	CDS Red Risk Update	
7.	GPF Loan - DC Homes	

FINANCIAL MANGEMENT (Previously F&R) – Commercially Confidential		
8.	Month 08 Finance report, plus appendix A	

OTHER TOPICS		
9.	Risk Register (Commercially confidential)	
10.	AOB	
10.1	Exeter Science Park – Commercially Confidential MS and JD declared interest.	
Date of next meeting		
	06 th February 2023 from 9:30 to 11:30 via MS Teams	