

Our Ref: GG/al

27 February 2020

(sent via email)

Gill Hamer  
 Marches LEP Chief Executive  
 The Marches Local Enterprise Partnership  
 c/o Cameron House  
 Knights Court, Archers Way  
 Battlefield Enterprise Park  
 Shrewsbury  
 SY1 3GA

Dear Gill

***Grant Funding Agreement dated 28 February and subsequent Deed of Variation dated 29 March 2018 made between Shropshire Council acting as the Accountable Body for the Marches Local Enterprise Partnership and Telford College***

Thank you for your letter dated 13 February outlining the responses from the Marches LEP in respect of the report and the subsequent meeting. Please see below the College's responses to the outstanding queries:

LEP position	Telford College action	Who (TC)	Date for completion
Refund the Marches LEP £11,780 for the Atomic Chair.	Telford College to arrange for this refund.	Finance Director	LEP to receive the funds in full by 31 March 2020
The LEP will not invoke clawback against Telford College on the basis that the items are now in place and these will enable the contractual outputs to be achieved.	Full inventory list to be reviewed at next LEP monitoring visit.	Finance Department	31 March 2020
Review is undertaken by the College relating to the processes and procedures adopted in administering the LEP Grant and the findings of the review are to be shared with the LEP secretariat and Telford College Corporation.	A full review to be carried out by an independent consultant.	External Consultant	Governors and LEP Secretariat will be informed by 31 March 2020
Telford College focus on the achievement and verification of the agreed outputs (for which the Grant was awarded), as set out within the Grant Funding Agreement.	Output data for each year since project conception to be produced.	Estates & IT Director	31 March 2020

As outlined in the minutes of the meeting that took place on 9 December, both parties agreed there had been a breakdown in communication and there were lessons to be learnt by both sides.

The College looks forward to our continued partnership with the LEP and would like to extend an invitation for the Board to hold their meeting in the VR/AR Suite in order to demonstrate the impact of the centre on both students and employers.

Yours sincerely



Graham Guest  
**Principal & Chief Executive**