

**Minutes of the Marches LEP Ltd Emergency Board Meeting
14 July 2020 at 8.30am
Meeting held via Zoom
(Company Number: 11822614)**

Present:

Mandy Thorn MBE	MT	Chair, Marches LEP Board
Paul Hinkins	PH	Telford Business Board Chair (part of meeting)
Frank Myers MBE	FM	Herefordshire Business Board Chair
Paul Bennett	PB	Shropshire Business Board Chair
Andrew Manning Cox	AMC	Hereford Enterprise Zone Chair
Cllr David Hitchiner	DH	Leader, Herefordshire Council
Cllr Peter Nutting	PN	Leader, Shropshire Council
Cllr David Wright	DW	Cabinet Member for Economy, Housing, Transport and Infrastructure, Telford & Wrekin Council
Paul Kalinauckas	PK	Access to Finance Champion
James Staniforth	JS	Skills Advisory Panel Chair; Principal and CEO of the Shrewsbury Colleges Group (part of meeting)
Sonia Roberts	SR	Social Inclusion Champion; Charity Manager, Landau Limited
Ruth Shepherd	RS	Director, Results Communications
Sara Williams	SW	Marketing Manager - Northern Europe, Protolabs
Christine Snell	CS	Business Partner, AJ & CI Snell

In Attendance:

James Walton	JW	Section 151 Officer, Shropshire Council
Richard Ball	RB	Director for Economy and Place, Herefordshire Council
Mark Barrow	MB	Executive Director for Place, Shropshire Council
Katherine Kynaston	KK	Director Housing Economy & Infrastructure, Telford & Wrekin Council
Ollie Hindle	OH	Assistant Director, West Midlands & South West, Cities & Local Growth Unit, Department for Business, Energy and Industrial Strategy
Gill Hamer	GH	Chief Executive, Marches LEP
Kathryn Jones	KJ	Partnership Manager, Marches LEP
Nick Alamanos	NA	Programme Manager, Marches LEP
Ennis Vingoe	EV	Marches LEP Team Support Officer
Wayne Redge	WR	Marches LEP Office Administrator

ITEM		ACTION
1.	<p>1. Welcome, Apologies and Declarations of Interest MT welcomed everyone and thanked them for attending the additional Board meeting. The meeting was being held to approve the MLEP submission for the 'Getting Building' Fund. Due to the commercially sensitive nature of the project information, the papers had not been released on the website and the meeting was not being held in public. Apologies were received from Dr Catherine Baxter. J Staniforth would be joining later in the meeting.</p> <p>2. Declarations of Interest The Chair reminded members to complete the form for Declarations of Interest and forward to EV if required. The following declarations were received: PH - Item 2 Tackling Fuel Poverty through Zero Carbon Innovation Project - as the Chair of the Corporation of Telford College;</p>	

	AMC - Item 2 Skylon Park project - as Chair of Hereford Enterprise Zone.	
2.	<p>Getting Building Fund – submission of proposal</p> <p>Introduction</p> <p>MT went through the background to the funding and the process that had been undertaken to produce the recommended list of projects at Appendix 1 of the papers. The Government announced a call for “shovel ready” Projects in June and the Marches LEP received bids valued at approximately £100million. These proposals were, following discussions with the project promoters, reduced to £50million. Following the submission of our shortlist to MHCLG, MLEP was awarded £14million from the ‘Getting Building’ Fund, for local infrastructure projects to drive economic growth.</p> <p>As the Board had been informed via email, this submission then underwent a prioritisation process by the MLEP executive team, which was carried out with the assistance of a MLEP Board sub-group, comprising of members of the Performance Risk and Monitoring Committee, plus the Chair. Ordinarily an independent evaluator would be engaged to undertake this work, but due to the very short time scales involved, this was not possible. The work was therefore undertaken by the MLEP executive team with the Board sub-group providing challenge. The projects had to be able to fulfil a number of criteria, in particular that 60% of the money would be defrayed by January 2021 and that planning permission was agreed. The geographical balance and the outputs were also considered. The projects in Appendix 1 were those which were deemed to be able to deliver against the set criteria. The Chair had kept the Board informed of progress throughout the process.</p> <p>The Board confirmed that they were satisfied with the process that had been undertaken and noted the background to the Project Call.</p> <p>Discussion of Projects</p> <p>Six projects valuing £14million were included in the template submission document provided by BEIS (Appendix 1 of the papers). NA introduced each project in turn. SR commented that the Board sub-group had tested the robustness of each of the projects, challenging them on their own merit and whether the outcomes could be achieved within the required timeframe.</p> <p>Integrated Constructed Wetlands – Herefordshire Council</p> <p>The LEP Team had received reassurance from Herefordshire Council that planning would be delivered.</p> <p>The Board approved the submission of the project (unanimous)</p> <p>Pride Hill Re-Modelling – Shropshire Council</p> <p>There were no queries or comments on this project.</p> <p>The Board approved the submission of the project (unanimous)</p> <p><i>PH left the meeting</i></p> <p>Tackling Fuel Poverty through Zero Carbon Innovation - Wrekin Housing Group</p> <p>A number of Board members queried the business relationship of contractors potentially working on this project. A discussion took place and it was agreed that the project would be accepted for submission subject to further due diligence. NA explained that if any project failed due diligence or if there was underspend, the Board could consider topping up the value of the remaining projects on a proportional basis; or consider a request from Telford & Wrekin Council for an</p>	

	<p>additional £550k worth of work on the Stronger Communities project (also on the list for submission), and the balance of £450k could be re-allocated. The Board approved the submission of the project subject to further due diligence (11 for;1 abstention)</p> <p><i>JS joined the meeting. PH re-joined the meeting</i></p> <p>Hereford City Centre Improvement - Herefordshire Council There were no queries or comments on this accelerated project. The Board approved the submission of the project (13 for; 1 abstention)</p> <p>Skylon Park Campus Development – New Model Institute for Technology and Engineering NA drew members’ attention to a recommendation from the sub-group for Herefordshire Council to act as the Accountable Body for this funding, mitigating risks relating to potential cross over between the Phase 2 Agreement i.e. the double counting of outputs, match funding and grant relating to the construction of Centre for Automated Manufacturing (CAM) building. The Board were made aware that the NMITE project would accelerate the CAM building which is currently being funded through the Phase 2 Agreement between Herefordshire Council with additional outputs and economic benefits as a consequence of the accelerated project. The Board approved the submission of the project (13 for; 1 abstention)</p> <p>Stronger Communities – Telford and Wrekin Council Members discussed the project and it was confirmed that planning permission was expected in November 2020, and that the original bid had been for a relatively low amount, therefore the amount hadn’t been scaled back. The additional outputs as part of place-shaping and community regeneration in the area would be included in the submission document. The Board approved the submission of the project (12 for; 1 against; 1 abstention)</p> <p>The Board therefore approved the Project Recommendation list, as set out in Appendix 1 of the Board paper.</p> <p>The Board would be kept informed as information became available on the further due diligence on the Tackling Fuel Poverty project. Should any further decisions be required of the Board, this would be done via email. It was agreed that the Board would be informed of the outcome of this due diligence by the MLEP sub-group. OH confirmed that due diligence could be continued following submission of the list, and that any mitigating actions would need to be discussed at the point of any project being withdrawn.</p>	<p>NA</p> <p>NA</p> <p>NA MT</p>
<p>3.</p>	<p>Any Other Business. Next Board Meeting on 21 July 2020 The Board agreed that the circulation of the papers for this meeting would be delayed to Thursday 16 July 2020. This was due to the Emergency Board meeting having been held today which meant that the limited LEP Team resources had not had sufficient time to prepare for the 21 July 2020 meeting. Members were reminded that the meeting on 21 July 2020 would be held in public.</p>	<p>GH, EV</p>
<p>4.</p>	<p>Close The meeting closed at 9.48am.</p>	

	Next Meeting of the Board of The Marches LEP Limited: Tuesday 21 July 2020	
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Signed:

M Thorn MBE DL

Date: 21 July 2020