

**Minutes of the Marches LEP Performance, Risk & Monitoring Committee (PRMC)
Friday 24th November 2023**

Present

Sonia Roberts	SR	Chair of the Marches LEP Board
Sara Williams	SW	Marches LEP Board Member
James Walton	JW	S151 Officer, Shropshire County Council
Karen Morris	KM	Herefordshire Council, Finance
Rachel Laver	RL	Marches LEP Chief Executive
Mark Schneider	MS	Marches LEP Head of Business Development and Delivery
Kathryn Jones	KJ	Marches LEP Head of Partnerships and Strategy
Govin Aujla	AJ	Assistant Director, Cities & Local Growth Unit

ITEM		ACTION
1	<p>Welcome, apologies and introductions The Chair welcomed everyone to the meeting.</p> <p>Apologies were received from:</p> <ul style="list-style-type: none"> • Alex Green • Dainy Runton • Kathrine Kynaston • Frank Myers • Rachel Hart • Alex Collins • Mandy Powney <p>There were no declarations of interest.</p>	
2	<p>Minutes of the last meeting and matters arising The minutes of the last meeting on 26 October 2023 were reviewed, checked for accuracy, and approved as an accurate record of the meeting.</p> <p>Any actions from the previous minutes were either completed or would be discussed under agenda items at this meeting.</p>	
3	<p>Performance Monitoring – exceptions Mark presented an overview of the performance monitoring exceptions for GBF and LGF with recommendations on the following projects.</p> <p>ICW - It is unlikely that the outputs will be delivered by the end date of 31st March 2024. Recommendation that the project attends PRMC 14th December to provide a credible plan for delivering outputs with a view to extending the end date to 31st March 2025.</p> <p>Pride Hill remodelling - The project has a large amount of match still to spend but because it is a large construction project, they should generate that match. The deed of variation agreed in 2022 is yet to be sealed. There were some discrepancies in the revised document and concerns as to whether the commercial floor space and jobs created outputs would be fully completed by the 31st March 2025. These should be resolved shortly allowing the deed of variation to be sealed. Action: JW and MS to follow up to get variation signed.</p> <p>NMITE 1&2 – There is a dispute with the University as to whether NMITE 1 has evidenced match funding. NMITE 2 is the responsibility of Herefordshire Council. There are several</p>	JW and MS

	<p>outputs that will not be delivered by March 2024. The combined total is £3.03m of Match outstanding.</p> <p>Recommendation that the project attends PRMC 14th December providing a credible plan for achieving the outstanding match a view to extending the end date to 31st March 2025. If the plan is not credible then a clawback of the outstanding match should be pursued.</p> <p>Hereford Cyber Centre - the building is now complete but match funding is outstanding and a range of outputs have not been delivered. Total outstanding match is £1.083m. University of Wolverhampton is not responding to the LEP requests for information.</p> <p>Recommendation that the project attends PRMC 14th December providing a credible plan with a view to extending the end date to 31st March 2025. If the plan is not credible then a clawback of the outstanding match should be pursued.</p> <p>Newport IEP & Flaxmill and GBF project ICW- outputs have not been delivered.</p> <p>Recommendation – to provide a credible plan to December PRMC with a view to extending the end date for achievement of outputs to 31st March 2025</p> <p>Stronger Communities – There is a large amount of match still to spend but because it is a large construction project, they should generate that match soon.</p> <p>Decision. The committee decided to make a proposal to the LEP Board to commence clawback on the Hereford Cyber Centre project if following a meeting a solution couldn't be agreed. It was agreed that all other projects covered above to be invited to PRMC to present their plans for achieving outstanding outputs.</p> <p>HCCI Extension The project has written to the LEP with an update. They are confident that they will achieve their expenditure regarding the City Trees/Greening by installation of Sedum Bus Shelters which was part of their original plan. A request is made for an extension of 6 months on shop front improvement to December 2024. The project is anticipating an underspend of £250k. Karen raised a new update that 2 potential applications have come in this week which look positive.</p> <p>Decision. The committee decided to propose to the November LEP Board that they delegate a decision to PRMC to initiate clawback allowing the project time to attend and update to December PRMC with a credible plan.</p>	<p>SR MS SR</p>
<p>4</p>	<p>Oxon Road update Planning decision for the North West Relief Road was provisionally agreed 31 October. There are conditions linked to that application which will go back to planning committee before the which is expected to be in January. This has implications for the Oxon Link Road. Shropshire Council have agreed to provide an up-to-date business case to the November LEP Board.</p>	
<p>5</p>	<p>Any Other Business There was no further business.</p>	