

**NB: In line with our Local Assurance Framework (LAF) these minutes are published as a draft record until formal ratification at the next Board of Directors meeting**



**LLEP BOARD OF DIRECTORS**

**Minutes of the Extraordinary Meeting – 14 July 2020**

**(Microsoft Teams)**

**Attendance and Apologies:**

<b>Directors</b>			
Kevin Harris	<b>KH</b>	Private Sector	Chair
Prof Robert Allison	<b>RA</b>	Universities	
Emma Anderson	<b>EA</b>	Private Sector	
Sonia Baigent	<b>SB</b>	Private Sector	
Chas Bishop	<b>CB</b>	Private Sector	
Verity Hancock	<b>VH</b>	Further Education	
Dr Nik Kotecha OBE	<b>NK</b>	Private Sector	
Ajmer Kaur Mahal	<b>AKM</b>	Private Sector	
Anil Majithia	<b>AM</b>	Private Sector	
Neil McGhee	<b>NM</b>	Private Sector	
Cllr Jonathan Morgan	<b>JM</b>	Leicestershire District Councils	
Andy Reed OBE	<b>AR</b>	Private Sector	
Cllr Terry Richardson	<b>TR</b>	Leicestershire District Councils	
Nick Rushton	<b>NR</b>	Leicestershire County Council	
Sir Peter Soulsby	<b>SPS</b>	Leicester City Council	
<b>In Attendance</b>			
Fiona Baker	<b>FB</b>	Leicester City Council	
Alison Greenhill	<b>AG</b>	Leicester City Council	
Pete Holmes	<b>PH</b>	Cities and Local Growth Unit (CLGU)	
Helen Miller	<b>HM</b>	LLEP	
Jacqui Moody	<b>JMo</b>	Cities and Local Growth Unit (CLGU)	
Tom Purnell	<b>TP</b>	Leicestershire County Council	
Mandip Rai	<b>MR</b>	LLEP Chief Executive	
Andrew Smith	<b>AS</b>	Leicester City Council	
<b>Apologies</b>			
Anne-Marie Hunt	<b>AH</b>	Private Sector	
Jaspal Singh Minhas	<b>JSM</b>	Private Sector	
Karen Smart	<b>KS</b>	Private Sector	
Peter Sutton	<b>PS</b>	Cities and Local Growth Unit (CLGU)	

**Minute****Action**

<b>Minute</b>		<b>Action</b>
<p><b>1.</b></p> <p>1.1</p> <p>1.2</p>	<p><b><u>Welcome and Apologies</u></b></p> <p>KH welcomed all present, commenting on the need to convene the Extraordinary meeting to determine the Getting Building Fund (GBF) project allocations within the timeframes allowed.</p> <p>Apologies for absence were noted as above.</p>	
<p><b>2.</b></p> <p>2.1</p> <p>2.2</p> <p>2.3</p>	<p><b><u>Declarations of Interest</u></b></p> <p>The interests listed below were declared in respect of Paper C "Getting Building Fund" (Minute 5 refers).</p> <p>RA – Vice-Principal of Loughborough University and representing the HE sector.  CB – Member of the Tourism Advisory Board.  VH – Principal and CEO of Leicester College and representing the FE sector.  Member of the Tourism Advisory Board.  AM – Vice Chair &amp; Chair of Audit, North Warks and South Leics College.  JM – Leader of Charnwood Borough Council and representing District Councils.  AR – Voluntary role with SportPark Project (Phase 1).  TR – Leader of Blaby District Council and representing District Councils, District Towns Projects and Twycross Zoo.  NR – Leader of the County Council as Highway Authority.  SPS – City Mayor, with a number of projects in the city.</p> <p>Following the declarations, it was considered that the interests did not preclude Directors from providing background information and answering questions of other Board members to assist in the process of determining the allocation of the fund. It was accepted that individual Directors would remove themselves from any formal voting on specific schemes, if that procedure became necessary in considering the recommendations.</p>	
<p><b>3.</b></p> <p>3.1</p>	<p><b><u>Minutes and Actions - LLEP Board 7 July 2020</u></b></p> <p>AGREED that the Minutes of the Board of Directors meeting held on 7 July 2020 be confirmed as a correct record.</p>	
<p><b>4.</b></p> <p>4.1</p> <p>4.2</p>	<p><b><u>Actions and Progress Update - LLEP Board 7 July 2020</u></b></p> <p>MR submitted a report, which provided updates on the status of the actions and progress since the Board meeting on 7 July 2020.</p> <p>AGREED that the updates on the actions be noted.</p>	

**Minute****Action**

<b>5.</b>	<b><u>Getting Building Fund (GBF)</u></b>  <i>It was noted that the paper for this item had been marked <u>NOT FOR PUBLICATION</u> by virtue of paragraph 3 as defined at Annex 7 of the Local Assurance Framework.</i>	
5.1	KH commented on the papers circulated and informed the Board that the funding recommendations were to be presented to Government within an anticipated timeline of 30th July 2020. He also advised that the LLEP and the Section 151 Officer would sign off the funding proposals agreed by the Board.	
5.2	MR submitted a report, which provided information on the process for the assessment of proposals for the Getting Building Fund (GBF). The report presented the outcome of the appraisal process and sought agreement on the allocation of the £20m GBF to projects.	
5.3	It was noted that at the Board meeting on the 7 July 2020, the background and process to date relating to the Getting Building Fund was discussed and the relevant report was provided for reference as an Appendix.	
5.4	In terms of the appraisal process, it was reported that 10 projects had been identified on an original list submitted to Government on 18 June 2020 and that all new projects were contacted for supplementary information relating to scalability, impact on outputs, match funding security/timeline of match funding and deliverability in 18 months. The deadline for return was 6 July 2020 and 8 new projects had responded to the request.	
5.5	It was reported that accelerated projects already had business cases, and discussions with the University of Leicester concluded that the project could not be delivered within the financial envelope that had been allocated to the LLEP area therefore LOCAS had not been assessed as part of that process. It was noted however that the LOCAS project remained of strategic importance to the LLEP area. The remaining accelerated project had been properly assessed.	
5.6	Further detailed information of the appraisal process undertaken by LLEP officers was described in the report. These elements included questions to be addressed from the business cases and any supporting documentation provided, together with the criteria following the Treasury Green book principles. The scoring methods and process against those measures according to Strategic Case, Economic Case, and Delivery Case were identified. This included the timescale on delivery, the strategic fit with the Getting Building Fund, the development work and that the eventual scheme demonstrated value for money against the anticipated outputs and outcomes delivered. The LLEP Team had also taken into consideration the on-going advice from CLGU. In this regard, the advice from CLGU that a 50/50 split in terms of profile was desired over the two financial years was noted.	
5.7	Directors referred to the scoring process and asked questions concerning the priority list as presented. In respect of the overall objectives of the LLEP it was recognised that the pipeline of projects was strong, with other funding streams being available for projects that had scored highly in meeting the criteria.	
5.8	In response to specific questions from TR, NM the wider regeneration benefits of the mixed-use St. Margaret's scheme were clarified, including the infrastructure links to the Waterside Enterprise Zone.	

Minute		Action
5.9	It was also clarified for JM that where projects such as J23 M1 A512 access improvements were previously submitted for EZ funding, this would be superseded by the GBF allocation.	
5.10	In respect of the SportPark, information was provided on the potential move of a DCMS arms-length body following recent communications. This update was welcomed by the Board particularly in terms of the regional impact, with the LLEP being identified as having the only suitable relocation site in the East Midlands. In response to a question it was considered appropriate to promote the stronger position for the LLEP in terms of skills and that enhanced work with the HE and FE sectors should be progressed.	
5.11	The Chair asked Directors to consider the recommendations identified from the appraisal as outlined in the report and appendices.	
5.12	It was confirmed that the three schemes with the highest scores were recommended for funding (St Margaret's Regeneration Gateway, SportPark at LUSEP, and J23 M1 A512 Access Improvements) with the remaining funds being allocated to the next placed project (Charles Street Transport Hub). The elements of that project that would be funded were outlined as Granby Street - pedestrianisation of part of Granby Street and St George Street - Improvements to create a pedestrian and cycle route	
5.13	The support to unsuccessful projects was reported and it was noted that lobbying continued to support businesses in the tourism sector, including Twycross Zoo, following the impact of Covid-19. The need to enhance the progress of electric charging stations in town centres and skills projects was also recognised.	
5.14	In conclusion, Directors joined the Chair in extending thanks and appreciation to the LLEP Team for their significant efforts in providing assessments of the projects in the limited time available.	
5.15	<p>AGREED to:</p> <ol style="list-style-type: none"> <li>1) note the process for the assessment of proposals for Getting Building Funding; and</li> <li>2) approve the allocation of the £20m GBF to projects as outlined below: <ul style="list-style-type: none"> <li>• St Margaret's Regeneration Gateway (£10.5m)</li> <li>• SportPark at LUSEP (£6m)</li> <li>• J23 M1 A512 Access Improvements (£1.8m)</li> <li>• Charles Street Transport Hub (part) (£1.7m)</li> </ul> </li> </ol>	
<b>6.</b>	<b><u>Any Other Business</u></b>	
6.1	There were no items of Other Business.	