

**PERFORMANCE AND INVESTMENT COMMITTEE MINUTES**

**05 NOVEMBER 2020 AT 14.00 PM TO 16.00 PM**

**Video Conference**

**MINUTES**

**Committee Attendees:**

Cllr Spencer Flower (SF)  
Luke Rake (LR)  
Nicola Newman (NN)  
Cllr Drew Mellor (DM)  
Lorna Carver (LC)

**Also Present:**

Martina Hanulova (MH)  
David Lawrence (DL)  
Dr Corrina Osbourne (CO)  
Rebecca Davies (RD)  
Daniela Doncakova (DD)

**Apologies:**

Jim Stewart (JS)

REDACTED

Item	Apologies and declarations of interest	Action
1.	<p>Nicola Newman (NN) chaired the meeting in Jim Stewart's (JS) absence.</p> <p>Apologies were received for Jim Stewart (JS).</p> <p>Declarations of interest were received for Cllr Drew Mellor for projects that were discussed at the meeting relating to BCP and Cllr Spencer Flower for all projects that that were discussed at the meeting relating to Dorset Council and Weymouth College.</p>	
Item	Minutes and actions from previous meeting	Action
2.	<p>All actions, from the previous meetings have been addressed. Minutes from the September 2020 meeting were approved by the Committee members.</p>	
Item	Terms of Reference	Action
3.	<p>Terms of Reference were discussed. The Committee did not finalise the review of the Terms of Reference and will submit any points requiring changes to MH prior to the next meeting in January 2021, at which point the final terms will be agreed.</p> <p><b>DECISION – The Committee will agree the updated Heads of Terms at the January 2021 meeting, following the submission of any required changes in writing by all Committee members to Dorset LEP.</b></p>	<p><b>All Committee members</b></p>
Item	Local Growth Fund & Getting Building Fund update	Action
4.	<p>MH provided an overview of Growth Deal programme delivery and highlighted projects at red / amber risk. Details were given covering the programmes financial status including the current underspend as of Q2 and remaining spend for Q3 and Q4, which has moved to monthly forecast reporting. The projects at risk of potential underspend at the end of the programme (March 21) were highlighted and pipeline mitigations discussed.</p> <p>Based on Dorset LEP Board's recommendation from September 2020, Dorset LEP has completed an Expression of Interest exercise to allocate any currently available savings and mitigate any future underspend. <b>An email request for approval was sent to the Board on 5/11, and the decision will be formally noted at the 25 November Board meeting.</b></p> <p><b>DECISION – The Committee noted the financial update, including risks identified.</b></p> <p><b><u>CHANGE REQUEST</u></b></p> <p><b><u>South East Dorset Urban Mobility Strategy – AECOM</u></b> The extension of the SEDUMS project until 30th September was approved at the Performance &amp; Investment Committee on 5 May 2020. AECOM are requesting a last extension of the project until 31 December 2020.</p> <p><b>DECISION: The Committee approved AECOM's contract extension until 31 December 2020.</b></p> <p><b><u>GETTING BUILDING FUND</u></b> MH gave an update on progress of 10 projects in due-diligence, highlighting two changes requiring LEP Board and BEIS approval. <b>The LEP Board will be asked to agree these proposed changes as part of a written procedure paper submitted to</b></p>	

	<b>the wider LEP Board on 5/11, and will be noted at the 25 November Board meeting.</b>	
<b>Item</b>	<b>Dorset Gateway</b>	<b>Action</b>
8.	Not discussed at the meeting.	
<b>Item</b>	<b>Enterprise Zone</b>	<b>Action</b>
8.	Not discussed at the meeting.	
<b>Item</b>	<b>Careers Enterprise Company</b>	<b>Action</b>
8.	Written reports were noted and appreciated by the Committee.	
<b>Item</b>	<b>Any Other Business</b>	<b>Action</b>
9.	No other business was discussed.	

**Note: Date of Next Meeting – 12 January 2021, 14:00-16:00**

REDACTED