

<b>Meeting title</b>		GFirst LEP Board	
<b>Date/time/venue</b>		26/03/2019 @ 8:30 to 10:30 Oxstalls Campus – Board Room	
<b>Attendees</b>		<p><u>Members:</u> Diane Savory (DS) (Chair), Adam Starkey (AS), Neill Ricketts (NR), Rob Loveday (RL), Stephen Jordan (SJ), Russell Marchant (RM), Jenny Raymond (JR), Deborah Potts (DP), Mark Hawthorne (MH), Mike Warner (MW), Ian Mean (IM) &amp; Jim Grant (JG)</p> <p><u>In attendance:</u> Carl Creswell (CC), David Owen (DO), Lynn Stacey (minutes), Dev Chakraborty (DC), Katie Jenkins (KJ), Clare Edwards (CE), Kaye Turner (KT), Barry Bodin-Jones for item 5, Luisa Senft-Hayward for item 6, Mally Findlater for item 8 &amp; Ali Chafekar/Chris Lau for item 10.</p>	
<b>Apologies</b>		Doina Cornell & Colin Chick	
No.	Item	Time	Who
1)	<b><u>Welcome &amp; introduction</u></b>	8:30	DS
2)	<b><u>Minutes of:</u></b> <ul style="list-style-type: none"> <li>- last LEP Board meeting 4 December 2018 &amp; matters arising</li> <li>- BEIS CLoG data submission for Q3 of financial year 2018-19. 14.219: written procedure</li> </ul>	8:35	DS
3)	<b><u>Declarations of interest available on the GFirst LEP website -</u></b> <a href="https://www.gfirstlep.com/about-us/the-board/register-of-members-interests/">https://www.gfirstlep.com/about-us/the-board/register-of-members-interests/</a> Please declare any pecuniary or personal interests relating to specific matters on the agenda	8:40	All
4)	<b><u>CEO's verbal update:</u></b> <ul style="list-style-type: none"> <li>- Regional Collaboration</li> </ul>	8:45	DO
5)	<b><u>Stroud Growth Hub procurement</u></b> (board paper to be issued on 21/3/19 by BBJ and decision needed)	8.55	BBJ
6)	<b><u>Infrastructure Projects: Innsworth Gateway and Cheltenham Cyber park (WCTIS – UKCBP)</u></b> Luisa Senft-Hayward / Claire Edwards	9.10	LSH/CE
7)	<b><u>Cyber Business Park – verbal update</u></b>	9.25	SJ
8)	<b><u>Assurance Framework refresh</u></b> (board paper and decision needed) MF to present, including: <ul style="list-style-type: none"> <li>- Board Membership</li> <li>- Diversity Champion</li> <li>- Risk Management Champion</li> </ul>	9.30	MF
9)	<b><u>DCEO's verbal update:</u></b> (paper attached)	9.45	DC

	<ul style="list-style-type: none"> <li>- Local Industrial Strategy</li> <li>- Project Pipeline - <a href="https://www.gfirstlep.com/project-pipeline/">https://www.gfirstlep.com/project-pipeline/</a></li> <li>- Productivity - <a href="https://www.gfirstlep.com/downloads/2018/sep-2-update2018v3.pdf">https://www.gfirstlep.com/downloads/2018/sep-2-update2018v3.pdf</a> - see page 9 + document attached</li> </ul>		
10)	<b><u>Presentation from Inward Investment Team</u></b>	10.00	AC/CL
11)	AOB	10:25	ALL

**Dates for 2019:**

- Tuesday 2<sup>nd</sup> July 2019 - GFirst LEP Board Away Day @ Mitsubishi Motors, Watermoor, Cirencester. GL7 1LF
- Tuesday 8<sup>th</sup> October 2019 @ 8:30
- Tuesday 10<sup>th</sup> December 2019 @ 8:30