

Meeting Minutes (Written Procedure)

Item	BEIS/CLoG data submission for Q1 of financial year 2019-2020
Date/time/venue	By written procedure dated 12th August 2019
Circulation	<p><u>All Board Members:</u> Diane Savory (Chair), Adam Starkey (deputy Chair), Mark Hawthorne, Steve Jordan, Jenny Raymond, Mike Warner, Rob Loveday, Neill Ricketts, Deborah Potts, Jim Grant, Ian Mean, Russell Marchant, Doina Cornell, Ruth Dooley, Lorrin White, David Owen (ex-officio).</p>

No.	Item	Action	By
	<p>Written Procedure: BEIS quarterly data submission ('Dashboard') for Q1 2019-2020 (1st April 2019 to 30th June 2019)</p> <p>Background A written procedure titled BEIS/CLoG data submission for Q1 of financial year 2019-2020 and dated 12-08-19 was issued to the Gfirst LEP board for approval to submit to the LGF data team the programme data for the Q1 period. The paper highlighted any significant items of progress or issues of concern to the board.</p> <p>The procedure allowed 5 working days for board members to respond, or chose not to respond, which would be taken as approval (as stated in the written procedure).</p> <p>Of the 15 board members, four responded with a positive confirmation of the data. There were zero non-approvals of the data.</p> <p>The data has also been validated by the S151 Officer for the accountable body, (Gloucs County Council). A copy of the confirmation email is attached for ref.</p> <p>Action for written procedure: The Board was asked to note the latest programme data and approve for submission to the Local Growth Data team as a fair and accurate reflection of the performance to end of Q1 period (1st April to 30th June 2019)</p> <p>Decision: By their collective response (or non-response) to the written procedure The LEP Board have approved the Q1 data 'dashboard' for submission.</p> <p>B. Bodin-Jones 19-8-19</p>		