

Meeting Minutes (Written Procedure)

Item	GFirst Delivery Plan 2019-20 – LEP Board approval
Date/time/venue	By written procedure dated 1st May 2019
Circulation	<p><u>All Board Members:</u> Diane Savory (Chair), Adam Starkey (deputy Chair), Mark Hawthorne, Stephen Jordan, Jenny Raymond, Mike Warner, Rob Loveday, Neill Ricketts, Deborah Potts, Jim Grant, Ian Mean, Russell Marchant, David Owen (ex-officio).</p>

No.	Item	Action	By
	<p>Written Procedure: GFirst Delivery Plan 2019-20 – LEP Board approval</p> <p>Background A written procedure GFirst Delivery Plan 2019-20 – LEP Board approval was issued to the Gfirst LEP Board on 01.05.19. The paper was accompanied by a draft version of the GFirst LEP Delivery Plan for 2019. Government, in collaboration with the LEP Network, require all LEP's to publish a delivery plan for the financial year 2019/20 by the end of May 2019.</p> <p>This is intended to provide an overview of all the key activities that GFirst is engaged in, which will contribute to ongoing success. The paper highlighted the importance of the document as accurate and useful, as it will help to frame the ongoing work of both the Board and GFirst staff.</p> <p>It is expected that the delivery plan will provide a basis for the annual conversation between Government and the LEP.</p> <p>The paper highlighted any significant implications, issues or risks 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>Action for written procedure: The Board was asked to approve (or not) the GFirst LEP Delivery Plan 2019/20</p> <p>Decision: Of the 13 board members, four responded with a positive confirmation of approval. The remaining Board members did not respond, and as stated in the paper, this has been taken as approval by default. Therefore the delivery plan has been approved unanimously by the Board.</p> <p>M. Findlater 09.05.19</p>		