

Meeting Minutes (Written Procedure)

Item	BEIS/CLoG data submission for Q3 of financial year 2018-19
Date/time/venue	By written procedure dated 14th Feb 2019
Circulation	<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).

No.	Item	Action	By
	<p>Written Procedure: BEIS quarterly data submission ('Dashboard') for Q3 2018-2019 (1st October to 31st Dec 2018)</p> <p>Background A written procedure titled BEIS/CLoG data submission for Q3 of financial year 2018-19 and dated 14-2-19 was issued to the Gfirst LEP board for approval to submit to the LGF data team the programme data for the Q3 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 13 board members, none responded with a positive confirmation of the data (none were expected). 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 Q3 period (1st Oct to 31st Dec 2018)</p> <p>Decision: By their collective response (or non-response) to the written procedure The LEP Board have approved the Q3 data 'dashboard' for submission.</p> <p>N.Hopwood. 21-2-19</p>		