



European Union

European Structural
and Investment Funds

**European Structural and Investment
Funds
2014 - 2020**

Growth Programme for England

Greater Cambridge Greater Peterborough ESI Funds Sub Committee Minutes of the meeting held Thursday 5th July, 10am – 1pm

NFU East Anglia, Committee Room, Agriculture House, Willie Snaith Road, Newmarket,
Suffolk CB8 7SN

Agenda:

1. Welcome and introduction
2. Minutes of 17 April 2018 and action update
3. European Social Fund (ESF) National Programme Update
4. ESF Project Applications
5. European Agricultural Fund for Rural Development (EAFRD) Programme Update
6. EAFRD Projects - Expressions of Interest
7. European Regional Development Fund (ERDF) Programme Update
8. ERDF update on Full and outline Applications
9. ERDF Projects
10. Local Enterprise Partnership (LEP) Update and Virement Proposal
11. Any Other Business

1. Welcome and introductions

1.1 The **Chair** thanked the ESIF Sub Committee for their attendance and apologies were noted as detailed in Appendix B.

1.2 The **Chair** reminded the ESIF Sub Committee to make declarations of interest where necessary and provide comments on the local strategic fit and value for money of the applications presented to them during this meeting.

2. Minutes of 17 April 2018 meeting and action update

2.1. There were no outstanding actions from the last meeting.

2.2. The draft minutes of the 17 April 2018 meeting were approved as accurate.

3. European Social Fund (ESF) National Programme Update

3.1. The National update was given by **Joanna Wright**. The ESF Managing Authority (MA) also supplied a paper providing some highlights for the ESF programme.

- 3.2. The Operational Programme (OP) review contains some ESF changes for the programme, including clarification of definitions and funds virement. This has been signed off by the Growth Programme Board (GPB) and is being reviewed and signed off the European Commission, with an autumn 2018 timeframe.
- 3.3. **Joanna Wright** noted it was a busy time for the MA. Eight new members of staff have been recruited and are currently being trained and are now picking up live projects. Four further unfilled posts are currently being advertised.
- 3.4. The MA is working hard on progress towards the N+3 expenditure target. It was noted that a number of Youth Employment Initiative (YEI) extensions were being dealt with, generating Project Change Requests and whilst this does not directly impact on the Sub Committee it is providing the MA with additional workloads. Department of Work and Pensions (DWP) and Big Lottery extensions still waiting on decision.

Changes to the exchange rate may mean that additional funds will be available. The ESF Policy Team is looking at how this potential extra funding can be allocated.

- 3.5. There is no formal update on a successor programme for ESF post-Brexit and a proposal is being drafted to cover all eventualities.
- 3.6. The ESIF Sub Committee noted there had been delays in progressing projects due to manpower and the recent recruitment drive was a positive step. The ESIF Sub Committee also enquired about accessing the potential exchange rate change funds and **Joanna Wright** stated that a business case has been put forward and the Policy Team is currently drafting guidance. Discussions are ongoing with Education Skills Funding Agency (ESFA) and work will continue until guidance is available. The need for guidance to be closer aligned to ESF and ERDF to ensure Sustainability reporting was captured was noted.
- 3.7. **Joanna Wright** informed the ESIF Sub Committee there are 2 future calls in progress; one to be published this week and the other call is being presented to the ESIF Sub Committee for approval.
- 3.8. **Joanna Wright** presented the Priority 2.2 Skills for Growth paper, highlighting key areas. **Joanna Wright** noted that the call template would be fully updated but was looking for the ESIF Sub Committee to approve the context. This is a 12 week call (from the end of September 2018) or 10 week duration if the call window is missed. The minimum project application value in the draft call, circulated to the ESIF Sub Committee, was £50,000. However **Joanna Wright** confirmed that the ESF Managing Authority was now looking to increase this to £800,000, which represents 20% of allocation, with an intervention rate of 50%.
- 3.9. The **Chair** asked the ESIF Sub Committee for comments. The ESIF Sub Committee discussed age relevance of the call and it was noted that the 18-24 age group was being targeted including the promotion of apprenticeships with employers. The ESIF Sub Committee noted that the newly formed Cambridge &

Peterborough Combined Authority which has replaced the Greater Cambridge Greater Peterborough LEP does not cover the exact same geographical area. The ESIF Sub Committee was happy to proceed with the call.

3.10. **Joanna Wright** then presented the Priority 1.2 Inclusive Labour Markets work experience 15-19 year olds Sustainable Integration of Young People into the Labour Market call. It was noted that research shows that this age group are not work ready. This call will encourage key sectors for Cambridge & Peterborough. **Joanna Wright** noted the call template would be fully updated but was looking for ESIF Sub Committee to provide advice on strategic fit.

3.11. The ESIF Sub Committee was mindful of issuing a call when the funding is unclear and that further development work was needed on the call. The call proposal was noted but it was agreed it was not a priority and could be moved forward with written procedures at a later date. **Joanna Wright** agreed an autumn 2018 timetable and will confirm dates in due course.

Action Point 1

- **Joanna Wright to confirm ESF autumn 2018 call timetable to ESIF Sub Committee members.**

4. European Social Fund (ESF) Outline Assessment Applications

4.1. **Joanna Wright** presented five ESF project applications for a discussion on strategic fit and value for money.

WRAP (Work Related Assistance and Progression)

4.2. There were no declarations of interest. The proposed project is seeking an ESF grant of £229,163 against total project costs of £458,326 and aims to provide a wraparound Work Related Assistance and Progression supported employment service for people with learning difficulties. The project has high outputs and was considered generally good value for money.

4.3. The ESIF Sub Committee discussed the project and the ESIF Sub Committee noted that the project Summary indicated the project was covering the “East, South East” LEP areas. **Joanna Wright** will clarify if this is a typographical error. Overall the ESIF Sub Committee agreed that the application provided strategic fit and value for money

Action Point 2

- **Joanna Wright will clarify which LEP areas are covered by the WRAP project**

Bridge Project

4.4. There were no declarations of interest. The project applicant is Rowan. The proposed project is seeking an ESF grant of £200,007 against total project costs of £400,142 at a 50% intervention rate. The BRIDGE project will build on

existing knowledge and experience to provide specialist employment services for people with learning disabilities (PWLD) from Cambridgeshire, and adjacent areas. The project has scored lower than the other projects being presented and it was noted this could be due to lack of data. Outputs were considered a significant risk and the ESIF Sub Committee were asked for their advice on local strategic fit and value for money.

- 4.5. The ESIF Sub Committee discussed the project and noted that match funding evidence is not very robust. Other issues were discussed but clarity over the project delivery area and output evidence was considered to be the highest risk. However the ESIF Sub Committee noted that community led applications have merit and conversion rates are low due to the very nature of the projects. The ESIF Sub Committee noted the local strategic fit of the project but match funding should be clarified.

Improving Employer/Employee Resilience

- 4.6. There were no declarations of interest. The project applicant is Peterborough Regional College. The proposed project is seeking an ESF grant of £1,000,000 against total project costs of £2,000,000 at a 50% intervention rate. The Improving Employer/Employee Resilience project seeks to develop employability skills and identify labour market opportunities to support adults with learning difficulties. The project has scored lower than the other projects being presented and it was noted this could be due to lack of data. Outputs were considered a significant risk and the ESIF Sub Committee were asked for their advice on strategic fit and value for money.
- 4.7. The ESIF Sub Committee discussed the project and the committee noted that whilst the project concept was promising, they agreed there was a lack of information including clarity over who the delivery partners are.
- 4.8. Overall the ESIF Sub Committee noted that the project provided local strategic fit, and noted the conditions.

Boosting Science Apprenticeships

- 4.9. There were no declarations of interest. The project applicant is Cogent SSC Ltd. The proposed project is seeking an ESF grant of £192,616 against total project costs of £392,616 at a 50% intervention rate. The Boosting Science Apprenticeships project seeks to increase the number of apprenticeships taken by Science companies. The project has provided limited information relating to outputs. Unit costs were lower than the call costs but, again, a lack of information made it difficult to determine why. The ESIF Sub Committee was asked for their advice on strategic fit and value for money.
- 4.10. The ESIF Sub Committee discussed the project and the ESIF Sub Committee noted that further clarity on demonstrating additionality and value for money was needed.

- 4.11. Overall the ESIF Sub Committee noted the project had local strategic fit but conditions of the outline Assessment would need to be addressed.

Target Apprenticeships

- 4.12. There were no declarations of interest. The project applicant is the College of West Anglia. The proposed project is seeking an ESF grant of £1,594,000 against total project costs of £3,188,000 at a 50% intervention rate. The Target Apprenticeships project seeks to deliver a coordinated and comprehensive three-strand approach to the promotion of apprenticeships in GCGP across all, but not exclusive to, the priority sectors. Unit costs were slightly high but overall the project application had scored well.
- 4.13. The ESIF Sub Committee discussed the project and the agreed the project had a well written bid and had identified current providers of similar services and addressed duplication issues. It was noted that further calls may bring applications for very similar projects and opportunities for applicants to network would be beneficial.
- 4.14. Overall the ESIF Sub Committee noted the project had local strategic fit but conditions of the outline Assessment would need to be addressed.

5. European Agricultural Fund for Rural Development (EAFRD) National Programme Update

- 5.1. **Mohua Bhattacharya** introduced the item and presented a brief update on the EAFRD programme; noting that 10 projects are now complete and £340 million of Expressions of exchange have been received against a call value of £465 million. Due to the significant number of Expressions of Interest providing further detailed updates would not be possible at present.
- 5.2. **Mohua Bhattacharya** responded to a question from the ESIF Sub Committee regarding what will happen to the call underspend. This is being discussed with the Future Farming Board and any proposals will need to have ministerial approval. National allocations are currently being discussed with DEFRA Policy and ministerial decisions and approvals are expected in August 2018.

6. EAFRD Projects

- 6.1. **Mohua Bhattacharya** presented the EAFRD Expressions of Interest projects for discussion on strategic fit and value for money. She confirmed the scoring system for project applications; 1=weak, 2=Adequate, 3=Good Fit and 4=Strong Fit.

New Office Premises Acquisition and Alteration

- 6.2. There were no declarations of interest for this project. The project applicant is Hackett Griffey LLP. The proposed project is seeking an EAFRD grant of £80,000 against total project costs of £200,000 at an intervention rate of 40%, to

conduct alterations to an already purchased building to allow for business expansion taking on new employees. The project would create 3 new FTE jobs and an increase turnover by an estimated £360,000. The application was considered weak, scoring 1, and was lacking in costing details and clarity on the skill level of jobs created.

- 6.3. The ESIF Sub Committee discussed the project and agreed that application lacked detail on the job creation and the estimated turnover. It was unclear whether the jobs created would be highly skilled. The ESIF Sub Committee noted no key sectors were included and due to a large number of accountancy firms there was potential for distortion and displacement. The ESIF Sub Committee agreed that with the EAFRD assessment and score.

M1 Refurbishment

- 6.4. There were no declarations of interest. The project applicant is Savage Haulage Limited. The proposed project is seeking an EAFRD grant of £169,449 against total project costs £535,789 and aims to cover the costs of storage for 1,000 pallets, new cold store panels and new refrigeration plant. The investment would increase the turnover of the business by £1,000,000 over 3 years and would help to create 7 FTEs, though the skill level of these posts was not clear. The application was considered adequate, scoring 2. It was noted that the applicant had submitted a further application (New Build March Site) within the call and **Mohua Bhattacharya** presented both projects for the ESIF Sub Committee comment on.

- 6.5. The ESIF Sub Committee felt the application was weak rather than adequate.

New Build March Site

- 6.6. There were no declarations of interest for this project. The project applicant is Savage Haulage Limited. The proposed project is seeking an EAFRD grant of £170,000 against total project costs £1,000,000 and aims to cover the costs of adding a fourth cold store to an existing business. The existing capacity generates approx. £1.6M of the business turnover; the applicant suggests that doubling their capacity would at least double their turnover and would help to create 7 FTEs. The applicant will need to confirm the exact number of jobs, and skill level the project will create. The local strategic fit was considered adequate, scoring 2.
- 6.7. The ESIF Sub Committee discussed the projects and felt that M1 Refurbishment project was weak and the New Build March Site was between adequate and good in terms of local strategic fit. Since the combined projects will exceed de minimis limits it was agreed that the applicant should decide which application to progress with.

HEMP Product Research Processing and Production

- 6.8. There were no declarations of interest. The project applicant is Margent Farm Ltd. The proposed project is seeking an EAFRD grant of £95,600 against total project costs of £239,000. The aim of the project is stated as 'bringing current activities under one roof' and costs are for building works and machinery, indicating a relocation of premises which will have to be clarified. The project is forecasting to create 4 FTE jobs and create 5 new products. However details of any turnover increase turnover were not included. The application did not clarify whether the applicants were farmers so it is unclear if any diversification is occurring. The application was considered good, scoring 3.
- 6.9. The ESIF Sub Committee discussed the project agreeing that details of turnover were needed and clarity on whether the project was relocating and if planning permission was needed. It was agreed evidence would be needed to demonstrate if planning permission was not needed. Overall the ESIF Sub Committee agreed this was a good project and agreed with the EAFRD assessment of local strategic fit.

Shepherd Hut Accommodation

- 6.10. There were no declarations of interest. The project applicant is Simon Taylor Farms. The proposed project is seeking an EAFRD grant of £41,633.60 against total project costs of £104,084. The aim of the project is to purchase 3 traditional English shepherd huts for use as accommodation, diversifying the farm business. The project is forecasting to create 1.5 FTE jobs and turnover will increase by £120,000 per year. The application had not addressed need and demand or displacement issues, and had provided little information to judge criteria against. The local strategic fit was considered weak, scoring 1.
- 6.11. The ESIF Sub Committee discussed the project particularly noting that the Shepherd Huts would need to be static/fixed in a location and not mobile. It was noted that project was better suited to LEADER funding but was not within an eligible area. An increase in FTE unit costs would assist the application and potentially increase the overall score. Overall the ESIF Sub Committee agreed this was a good project that needed to increase value for money, and agreed with the EAFRD assessment of local strategic fit.

Farrier Training Centre

- 6.12. There were no declarations of interest. The project applicant is Sion Davies Farrier Services Ltd, currently a mobile company. The proposed project is seeking an EAFRD grant of £174,802.50 against total project costs of £767,815. The aim of the project is to build specialist equine treatment facilities and expand into providing specific farrier training facilities, creating a multi-functional rural workspace with offices, training facilities and forge. The project is forecasting to create 5.5 high skilled FTE with one FTE, 3 apprentices will be created (1 per year who will then be employed at the end of their apprenticeship), and turnover will increase by £200,000. Regulations regarding apprenticeships will need to be followed and adhered to. The application was

considered adequate, although it was not an exact fit to the identified growth sectors or farm diversification it did offer higher skilled posts and scored 2.

- 6.13. The ESIF Sub Committee discussed the project, agreeing that proposal of training facilities enhanced the application. Whilst the project does not meet the grant per FTE benchmark set by the Greater Cambridge and Greater Peterborough strategy, the posts it is creating are high skilled ones. An increase in the FTE benchmark value for money would assist the application. Overall the ESIF Sub Committee agreed this was a strong local strategic fit, provided displacement and value for money issues were satisfactorily addressed, and agreed with the EAFRD assessment, score and conditions.

Rookery Waters Lodges

- 6.14. There were no declarations of interest. The project applicant is K R German & Son. The proposed project is seeking an EAFRD grant of £88,000 against total project costs of £220,000. The aim of the project is to create 4 lakeside semi-detached holiday lodges, although clarity is required on whether planning permission will be needed. The project is forecasting to create 2.5 new FTEs and forecast an increase in turnover of £70,000. The application was considered adequate, although it is not from a key sector the applicant is looking to diversify and scored 2.

- 6.15. The ESIF Sub Committee discussed the project agreeing that funding per FTE was significantly above the national and local benchmarks and would need to be addressed. Overall the ESIF Sub Committee agreed with the assessment of local strategic fit.

Manor Farm Barns

- 6.16. There were no declarations of interest. The project applicant is Mrs L A & R W Clarke. The proposed project is seeking an EAFRD grant of £169,830 against total project costs of £629,000. The aim of the project is to create workspace and accommodation units and a meeting room, through the improvement of redundant/dilapidated Victorian barns around a courtyard on the farm. The project is forecasting to create 1.5 FTE and increase the business turnover by £70,000. The total number of jobs created has increased from the previous application which will need to provide evidence to demonstrate how and why this has increased. The application was considered weak and scored 1.
- 6.17. The ESIF Sub Committee discussed the project agreeing the application was weak in local strategic fit. Overall the ESIF Sub Committee agreed with the EAFRD assessment, scoring and conditions.

Retirement Livery

- 6.18. There were no declarations of interest. The project applicant is P E Makinson. The proposed project is seeking an EAFRD grant of £42,000 against total project costs of £105,000. The aim of the project is to build two large barns as a 'retirement home' for horses who are no longer in work. The project is forecasting to create 1.5 FTE and increase the business turnover by £45,000. The project showed diversification but not key sectors, though there may be potential to meet higher job skills criteria. The application was considered adequate and scored 2.
- 6.19. The ESIF Sub Committee discussed the project noting that addressing the requirement to demonstrate demand could benefit the overall score. Overall the ESIF Sub Committee agreed with the EAFRD assessment and scoring of the local strategic fit.

Croft Farm Barns Holiday Lettings

- 6.20. There were no declarations of interest. The project applicant is J P & M Sharpley and son. The proposed project is seeking an EAFRD grant of £169,830 against total project costs of £629,000. The aim of the project is to convert redundant traditional stone farm buildings and the surroundings to create a 2 bed holiday let. The project is forecasting to increase the turnover by an estimated £33,000 - £40,000. It is unclear from the Expression of Interest if new jobs are being created rather than safeguarded. The application was considered weak and scored 1.
- 6.21. The ESIF Sub Committee discussed the project agreeing the application was weak and noting the potential for additional costs to be incurred on a traditional stone building. The ESIF Sub Committee felt that the concept had potential but job creation/safeguarding needed to be clarified, as did the turnover figure, and that further rigorous investigation was needed. Overall the ESIF Sub Committee agreed with the EAFRD assessment and scoring of local strategic fit.

Brancaster Woodland Educational Retreats

- 6.22. There were no declarations of interest. The project applicant is Hartrop Farms. The proposed project is seeking an EAFRD grant of £168,432 against total project costs of £ 421,059. The aim of the project is to create a 5 lodge residential educational facility aimed at inner-city primary schools bringing students to stay for 1 week periods. The project is forecasting to create a total of 6 jobs: 3 highly skilled teaching roles and to increase the turnover by £160,000 in three years. The application overlaps LEP areas and the applicant has chosen to apply to Greater Cambridge Greater Peterborough. The application was considered good and scored 3.
- 6.23. The ESIF Sub Committee discussed the project agreeing the application was a good strategic fit and an excellent project. It was noted that the value for money was good, partly due to the 3 highly skilled jobs. However the project had not been clear about how many hours constitutes a FTE and clarity would be

needed. Overall the ESIF Sub Committee agreed with the EAFRD assessment, scoring and conditions.

7. European Regional Development Fund (ERDF) National Programme Update

- 7.1. **Georgia Pritchard** introduced the National Programme overview paper and highlighted the key points from the written update. Programme value is £2,846 million, there are 524 projects contracted with a combined value of £1,357 million ERDF. There are 612 Project applications under consideration with a combined value of £1,160 million ERDF.
- 7.2. The MA was confident that nationally ERDF was on track to achieve most of the N+3 targets for 2018, and continue to progress local N+3 efforts. Compliance visits are continuing with a very low expenditure risk of 0.003% having been identified.
- 7.3. Further information on the exchange rate funds is still to be determined. The ESIF Sub Committee asked about the timetable for the revised allocations and **Georgia Pritchard** confirmed that whilst this was being worked on there would be other calls that could be used.
- 7.4. There will be an October 2018 call and **Vicki Bidwell** will discuss with Andy Luff.
- 7.5. There are UK Shared Prosperity Fund (UKSPF) workshops currently being organised for applicants and groups to share experiences and best practice. The Midlands have started a programme of events and the Greater South East is looking to run South/East local workshops in July and August 2018.

Action Point 3

- **Secretariat to circulate details of UKSPF workshops to ESIF Sub Committee members when dates and venues are confirmed.**

8. General Update on Applications, Budgets and Calls

- 8.1. **Vicki Bidwell** introduced the item. The ESIF Sub Committee was provided with an updated position on the progress of applications in each of the ERDF Priority Axes, and the remaining funds available, as per the written paper.
- 8.2. The Greater Cambridge Greater Peterborough Area has contracted and pipeline projects that represent 132% of ERDF allocation. Available funds are competitive and so the ESIF Sub Committee's comments and advice will be increasingly important. It was noted that the full application process can be lengthy and the availability of funds needs to be considered.
- 8.3. **Vicki Bidwell** reported that the Greater Cambridge Greater Peterborough area was broadly on track to exceed its forecasted 2018 output targets based on the latest claim projection. It was noted that Greenhouse Reduction output was harder to evidence due to the need to collate information on use and savings. 2023 will be the next target deadline to meet for this output. **Vicki Bidwell** also

noted that Total Eligible Expenditure claimed to date was £6.456m. The Growth Delivery Team continues to engage with projects to ensure claims are being submitted and paid.

- 8.4. It was confirmed that Priority Axis 2 has sufficient pipeline to meet the allocation however the pipeline for Priority Axis 3 exceeds the remaining allocation therefore committee comments are vital to prioritise which projects have strategic significance in the area. It was reported that changes in expenditure for key projects under Priority Axis 1 had meant an increase in the risk of not meeting the N+3 target in that Priority Axis. Under Priority Axis 4, there is currently one live project with all pipeline projects experiencing delays.

9. ERDF Projects

- 9.1. **Vicki Bidwell** introduced the item. The ESIF Sub Committee was provided with an update on the Managing Authority's progress in the appraisals of the Outline and Full Application submitted, as per the written paper.
- 9.2. **Vicki Bidwell** presented the ERDF projects for a discussion on strategic fit and value for money.

Outline Application

Ready Steady Grow

- 9.3. There were no declarations of interest. The proposed project is seeking an ERDF grant of £1,036,272 towards total project costs of £2,072,544 to develop growth potential in start-ups in the Greater Cambridge Greater Peterborough area, the project aims to support 175 SMEs under Priority Axis 3a promoting entrepreneurship. This is a national application project and therefore multiple submissions had been made.
- 9.4. The ESIF Sub Committee discussed the project and noted that the application could have benefitted from and been improved by discussions with the Combined Authority. Compatibility with the Growth Hub was also raised and it was noted that the applicant had not attempted to address local needs or contact the Growth Hub. Whilst there was some national strategic fit there was no mention of local or ESIF strategies. The ESIF Sub Committee remarked that the project would provide satisfactory value for money but that minimal outputs had been included.
- 9.5. The ESIF Sub Committee agreed that the application did not demonstrate local strategic fit with priorities identified within the call and that the application was too generic in its approach.

Full Application

Repowering the Creation and Extension of UK-Centric Supply Chains – Aston University

9.6. There were no declarations of interest. The proposed project is seeking an ERDF grant of £577,548 towards total project costs of £1,070,087 providing advice and support for supply chain interventions to strengthen and grow the domestic supplier base. In the Greater Cambridge Greater Peterborough LEP area the project aims to support 70 SMEs and 10 new enterprises. This is a multi LEP application project and is being split 60/40 between The Marches and Greater Cambridge Greater Peterborough LEP areas, with the higher intervention allocated to The Marches LEP.

9.7. The ESIF Sub Committee discussed the project and it was noted that the SME support provided good value for money. The new enterprises offered lower value for money but it was agreed that this was expected within this type of activity. The ESIF Sub Committee remarked that the project provided overall good value for money and the application was well written, and had addressed priority areas and local strategic fit. It was also noted that the project has liaised with the Cambridge & Peterborough Combined Authority and Growth Hub, and that the applicant had a good track record. The ESIF Sub Committee noted the importance of the top end of the supply chain being engaged.

9.8. The ESIF Sub Committee noted that this project provided local strategic fit.

10. Combined Authority Update – Virement Proposal

10.1. **Andy Luff** introduced the ESF Virement Proposal Paper, circulated to ESIF Sub Committee members, highlighting the key points, and asking the ESIF Sub Committee to agree the proposed virement of ESF from IP 1.5 to IP 1.4 as set out in section 2 of the written paper.

10.2. The ESIF Sub Committee discussed the paper, agreeing that the proposal was a sensible and practical solution. It was noted that agreement to the proposal would mean the ESIF Strategies and related figures would need to be updated.

10.3. The ESIF Sub Committee agreed to the proposal which will be confirmed through written procedures.

11. Any Other Business

11.1. There was no other business and **The Chair** thanked members for their contributions and NFU for hosting and providing the venue.

11.2. **Andy Luff** offered to investigate hosting the next Sub Committee meeting at the new LEP office.

Date, time and venue of future meetings:

- Date: TBC; Time TBC. Venue: TBC

Annex A

List of Agreed Actions for the Greater Cambridge Greater Peterborough ESI Funds Sub Committee 05/07/2018 Meeting.

Agenda Item	Action	Action Assigned to
3	Action Point 1 - Joanna Wright to confirm autumn call timetable to ESIF Sub Committee members	Joanna Wright
4	Action Point 2 - Joanna Wright will clarify if the WRAP project is covering both the South and East LEP areas	Joanna Wright
7	Action Point 3 – Secretariat to circulate details of UKSPF workshops to ESIF Sub Committee members when dates and venues are confirmed.	Secretariat

Annex B Attendee List

Greater Cambridge Greater Peterborough Area ESI Funds subcommittee 05/07/2018 Meeting

Chair & Deputy Chair:

Name, title and organisation	Sector/Organisation Representing
David Gill, St John's Innovation Centre	Chair
Georgia Pritchard, MHCLG	Deputy Chair (ERDF Managing Authority)

Subcommittee Members:

Name, title and organisation	Sector/Organisation Representing
Vicki Bidwell – MHCLG	ERDF Managing Authority
Mohua Bhattacharya – DEFRA/RPA	EAFRD Managing Authority (DEFRA / RPA)
Aled Jones	Alliance for Sustainable Development - Environment
Hannah Padfield	NFU
Matt Smith	NFU
Martin Clark	Allia / Future Business Centre - Social Enterprise
Ostap Paparega	Local Authority Kings Lynn & West Norfolk Borough Council

Others in attendance (non-members - including secretariat):

Name, title and organisation	Sector/Organisation Representing
Claire Tilley Secretariat	ERDF Managing Authority - Secretariat
Andy Luff Consultant	C&P CA
Joanna Wright DWP	ESF Managing Authority (DWP)

Apologies:

Name, title and organisation	Sector/Organisation Representing
Julia Nix	Equalities/DWP
Clare Higgins	Cross Keys Homes/LEP
Julie Farrow	Hunts Forum/Not for Profit
Dan Thorp	C&P CA
Amanda Beeson	MA/ERDF
Stuart Durrell	DWP
Joanne Goodall	C&P CA