

**CORNWALL AND THE ISLES OF SCILLY CONVERGENCE PROGRAMME
PARTNERSHIP DELIVERY BOARD**

Summary of Minutes

10 March 2008

Present:	Colin Molton, Chair Richard Fish	South West RDA Cornwall County Council
In attendance:	Jane Caro Alex Huke Philip Johnson Carleen Kelemen Theo Leijser Josie Linton Phil McVey Diana Mompoloki David Pattison	South West RDA South West RDA Government Office for the South West Partnership Office South West RDA South West RDA South West RDA South West RDA Cornwall County Council
Apologies:	Richard Bayly Sheila Healey Jane Henderson Mark Yeoman	Government Office for the South West Cornwall County Council Cornwall County Council Partnership Office

Matters Arising

- The RDA was waiting to hear the outcome of the judicial review with regard to Cornwall University of the Arts.
- A meeting with the European Commission had been arranged to discuss the Isles of Scilly Link Improvement proposal.
- The Combined Universities in Cornwall Executive Team proposal was still under development.

Partnership Delivery Board (PDB) Selection Criteria

The steps in the PDB commissioning selection process were explained:

- The lead project partner would complete the Commissioning Instruction Form.
- The Commissioning Instruction Form would be presented to the PDB with a Strategic Fit Assessment Form completed by the ERDF Convergence Commissioning Team.
- If commissioning were endorsed the proposal would return to the PDB for review within three months. The Commissioning Review Assessment would assess whether development of the proposal was moving in the right direction, but would not be an appraisal of the proposal.
- It was agreed that independent expert review was an important tool and should be incorporated into the process when appropriate.
- It was agreed that all of the proposals previously considered by the Shadow PDB would be assessed against the revised selection criteria and the results would be brought back to the next PDB meeting.

COMMISSIONING INFRASTRUCTURE

Pre Commissioning for Digital Infrastructure

- Four options had been developed and a peer review concluded that fibres to every cabinet in Cornwall and a limited number of premises was the preferred option; but a reduced scale may be the practical option.
- It was agreed that there should be a non prescriptive tendering process for the fibre optic cables and demand stimulation would be kept separate and be considered at a later date. Cornwall County Council would be asked to prepare and manage the tender process.

Pre Commissioning for Enterprise and Growth

- Pre-commissioning work on Enterprise and Growth had produced a range of possible interventions.
- Progress had been made with commissioning broader, deeper information diagnostics and brokerage (IDB) with Business Link. Activity funded by ERDF investment would clearly be additional to Business Link's core work. Work was underway with Business Link to determine the baseline so that progress on IDB could be measured.

Pre Commissioning Higher Education Environment and Sustainability Institute, scoping study

- The group supported the proposal for a consultant to look at best practice in relation to an Environment and Sustainability research institute and to produce a report which would inform commissioning.

Falmouth and Penryn Strategic Investment Framework (SIF) and Truro SIF

- £100,000 towards the development of each SIF was endorsed.

Sector Networks

- The Group supported the provision of transition funding for sector networks between Objective One and Convergence.

Environmental Performance in Business – Commissioning Update

- No formal commissioning as yet, but the intention was to consider transitional funding for Envision to ensure that the impetus that had been built up was not lost.

Cross Cutting Themes

- Work was underway to produce interim guidance on the equality and diversity cross cutting theme, as was work on targets and assessing the current baseline. The intention was to establish an equality and diversity advisory group across both ERDF and ESF;
- Work was underway on the environment cross cutting theme monitoring requirements. Draft interim guidance had been prepared.

Programme Monitoring Committee (PMC) 28th March 2008

- It was agreed that the next PMC meeting should consider: the selection criteria for formal approval, the environmental cross cutting theme, the Rural Development Programme for England, report from the PDB and Endorsement Advisory Group, the Business Support Simplification Programme and the Wave Hub.