



**Please read guidance note before completing**

Officer Decision/Mayoral Decision No.:	ODN199-2020
<b>DECISION TITLE:</b> <b>Illumina Accelerator Loan Note Conversion – Tailor Bio Ltd</b>	
<b>NAME OF OFFICER/MAYOR EXERCISING DELEGATED POWERS:</b> <b>John T Hill, Director of Business &amp; Skills</b>	
<b>DATE OF OFFICER/MAYORAL DECISION:</b> <b>25.11.2019</b>	

Responsible Director/Mayor:	<i>John T Hill, Director of Business &amp; Skills</i>
Report Author and contact details:	<i>Steve Clarke Strategic Funds Manager Cambridgeshire &amp; Peterborough Combined Authority Steve.clarke@cambridgeshirepeterborough-ca.gov.uk</i>
Is it a key decision?	NO
All reports will be published on the CA website. Does your report include exempt or confidential information?	NO
<b>KEY DECISIONS ONLY</b>	<b>N/A</b>
Insert forward plan ref number	
Date when Mayor intend to make decision.	
Date report published on the website	
Implementation Date	
Does the report have any annex that contains exempt information?	


Decision taken	<p><i>Please provide the exact details of the decision taken.</i></p> <p><b>The decision is to agree the Funding as per the LGF Illumina Agreement. In so much as Illumina put forward Accelerator projects who wish to take up the Convertible Loan Note offered by the CPCAllumina Accelerator programme is an approved LGF project supporting innovative start-up companies via lab space at their state of the art life science building and a convertible loan worth £100k. The decision to fund Illumina was taken at the Business Board in November 2019 and ratified by the CA Board following.</b></p> <p><b>The CPCA have developed the loan Note and all associated legal documents but are not involved in the appraisal of the applicants due to our lack of sector knowledge and the potential issue regarding Financial</b></p>
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	<p><b>Regs. Therefore, Illumina carry out all checks and support applicants in making an application for the convertible loan note.</b></p> <p><b>There is a process of meeting the applicants prior to funding and a checklist is being produced by Illumina for all Loan Note applicants.</b></p>
Authorisation ( <i>delete as appropriate</i> )	<p>This decision has been taken under:</p> <p><b>General authorisation</b> (<i>those decisions delegated to officers as per the Constitution</i>):</p> <ol style="list-style-type: none"><li><b>1. Officer Scheme of Delegation &amp; Proper Officers (Ch 13 para 1.3 and Ch 13 para 3.3)</b></li></ol> <p><b>Specific delegation by Board</b> (<i>those decisions delegated to officers by the Board</i>):</p> <ol style="list-style-type: none"><li><b>2. Not sure if this is the relevant one, it has been delegated to Officers at the BB</b></li></ol>
Background Information	<p><b>The application of Tailor Bio to the Illumina Accelerator was accepted by Illumina in June 2020, the following checks have been completed on the company prior to them being accepted onto the programme:</b></p> <ul style="list-style-type: none"><li>• <b>Founders questionnaire – history, ownership in the firm, time commitment and references</b></li><li>• <b>Environment Health &amp; Safety questionnaire</b></li><li>• <b>Subscription agreement checked and signed</b></li><li>• <b>Proforma Cap table checks</b></li><li>• <b>Background checks – financial, criminal, and educational for founders</b></li><li>• <b>Certificate of incorporation</b></li><li>• <b>Company by-laws</b></li><li>• <b>Contracts with universities, MTA, customers if applicable</b></li><li>• <b>Term sheet if applicable</b></li><li>• <b>All fully executed financing documents including debt or equity if applicable</b></li></ul>
Alternative options considered.	<p><i>List alternative options considered and rejected and the reasons for rejection. Do not leave this section blank or put 'None'. There is always an alternative even if it is to do nothing.</i></p> <ol style="list-style-type: none"><li><i>1. appoint external financial and sector experts to advise regarding the investment</i></li><li><i>2. offer other funding opportunities to the applicants from external organisations</i></li></ol>
Financial Implications	<p><i>Please include the total costs and how the project will be funded. Please include budget codes for your directorate</i></p> <p>Tailor Bio have applied for a one off £100,000 convertible loan note.</p> <p>The funding for this loan is from the Local Growth Fund capital awarded by the Business Board and CPCA Board and so is already budgeted for within the £3m approved for the Illumina project in 20-21.</p>



	<p>The loan's interest rate is RPI linked however the intention is that the loan will be converted to shares in the company at the conclusion of a future funding round.</p> <p>The value of the subsequently held shares could go up or down however the CPCA's risk is capped at the £100k value of the initial investment.</p> <p>This £100k initial outlay has been budgeted for, with no return forecast so there is only upside risk for the CA.</p>	
Consultation	<p>List any relevant consultation undertaken in relation to the decision. For example portfolio holders, other Chief Officers.</p>	<p>Name and Date approved (or indicate if not applicable) – <b>retain emails to show that these officers have noted/commented on your report</b></p>
	Chief Executive	N/A
	Responsible Director/Chief Officer	
	Monitoring Officer	
	S73	
	Portfolio Holder	
Other		
Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<p>List the names of any member who has been consulted on and declared an interest in relation to the decision.</p> <p>None to be noted</p>	
Supporting documentation	<p>List any supporting documentation available in relation to this decision (all of this information must be retained for public inspection for a period of at least 4 years – there is no provision for the release of exempt/confidential information).</p>	

<p><b>Officer/Mayor signature</b></p>  <p>John T Hill – Director of Business &amp; Skills</p>	<p><b>Date</b></p> <p><b>09/07/20</b></p>
<p><b>Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register.</b></p> <p><b>If a public report, pass to Democratic Services and we will arrange publication.</b></p>	