



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Solent Local Enterprise Partnership Meeting of the Board of Directors

Held on Wednesday 10th May 2018

09:00- 12:20

The Lightning Suite, Ark Royal Building, Portsmouth Naval Base

Present	In Attendance
Gary Jeffries (Chairman)	Stuart Baker
Anne-Marie Mountifield	Steve Futter
Brian Johnson	Vicki Stone
Keith Mans	Ravneet Viridi - BEIS
Stuart Hill	Chris Ward
Rachael Randall	James Fitzgerald
Graham Baldwin	Elisha Martin
Kevin George	
Dave Stewart	
Apologies	Guests
Donna Jones	Richard Soper
Seán Woodward	
Simon Letts	
Richard Jones	
Nicola Twiddy	
Sandra Sassow	

Item		ACTION
1.	Welcome and Introductions The Chairman welcomed everyone to the meeting and introduced Captain Bill Oliphant where he provided Board members with a brief overview of the Naval Base.	
2.	Apologies for Absence Apologies were received from Donna Jones, Seán Woodward, Sandra Sassow, Simon Letts, Richard Jones and Nicola Twiddy.	
3.	Notes of the meeting held on Wednesday 7th March 2018 The notes of the previous meeting on Wednesday 7 th March 2018 were agreed and signed by the Chairman.	

4.	<p>Matters Arising and declarations of interest</p> <p><u>Declarations of Interest</u> The following declarations of interests were recorded:</p> <p><u>Cllr Keith Mans</u> Item 7 - Retained LGD Scheme update - Stubbington Bypass and Proposed upgrade to Junction 10 M27</p> <p><u>Cllr Dave Stewart</u> Item 5 - Isle of Wight Infrastructure Investment Plan Item 7 - LGD Programme update - Floating Bridge</p> <p><u>Kevin George</u> Item 5 - Isle of Wight Infrastructure Investment Plan</p> <p><u>Rachael Randall</u> Item 5 - Isle of Wight Infrastructure Investment Plan Item 7 - LGD Programme update - Floating Bridge (location of business in East Cowes)</p> <p><u>Graham Baldwin</u> Local Growth Deal 18/19 Capital Programme</p> <p><u>Brian Johnson</u> Item 5 - Isle of Wight Infrastructure Investment Plan</p> <p><u>Chris Ward</u> Item 5 - Isle of Wight Infrastructure Investment Plan Item 7 - LGD Programme update - Floating Bridge (location of business in East Cowes)</p> <p><u>Matters arising</u></p> <p><u>Business Support Review (page 3 item 4)</u> An update was provided to Board Members and it was advised that a new Business Engagement and Growth Hub Manager was also in place to take forward this work.</p> <p><u>Finance update (page 4 item 9)</u> Board Members were provided with an update on Growth Hub Funding and the funding allocations across all LEPs. Board members requested that a letter be sent to BEIS requesting further clarification on the funding allocation and formula used to calculate them for different LEP areas. It was noted that further consideration should be given to the use of a value for money assessment by BEIS when considering growth hub performance given that funding levels were variable.</p> <p><u>Board recruitment</u> The Board were advised of the resignation of Sandra Sassow as a B Director on the Board and noted the update on P Director roles following the outcome of the local elections in early May.</p>	<p>Executive to action</p> <p>Executive to action</p>
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	The Board asked for a letter of thanks to go to Sandra and they requested a further update on B Director and P Director roles and recruitment before the end of May.	Executive to action
5	<p>Strategy update for discussion.</p> <p><u>Island Infrastructure Investment Plan</u> Dave Stewart, Kevin George, and Chris Ward declared a direct interest in this item and left the meeting.</p> <p>Rachael Randall asked that the Board noted that her business was located on the Isle of Wight Brian Johnson advised that BAE Systems had a site on the Isle of Wight.</p> <p>Board members agreed the Island Infrastructure plan report for publication.</p> <p>Dave Stewart, Kevin George, and Chris Ward returned to the meeting.</p> <p><u>Solent Economic Profile</u> Board members were supportive of the Solent Economic Profile with a view to bringing the profile for sign off in July. The Executive advised that a visioning group would be considering the profile and invited Board members to forward any additional comments by 25th May 2018</p> <p>Board members considered the update on the new Solent Strategic Economic Plan (SEP) and the Local Industrial Strategy (LIS) and were provided with an update on discussions the LEP were progressing with Dorset LEP. Board members noted that the Chief Executive of Solent LEP had been invited to the next Dorset LEP Board meeting and agreed to the Chief Executive of Dorset LEP attending a future Solent LEP Board meeting.</p> <p>Board members:</p> <ul style="list-style-type: none"> • Noted the update on the SEP; • Noted the update on Local Industrial Strategies (LIS); • Agreed to move forward with the initial work on the preparation of the LIS; and • Noted the update on collaborative working with Dorset LEP 	<p>Executive to action</p> <p>Board Members to provide any additional comments by 25th May 2018</p>
6	<p>Executive update</p> <p><u>Solent Energy Strategy final draft report</u> Board members were advised that the Carbon Trust had been commissioned to develop the Strategy and Action Plan and a draft Solent LEP Heat and Power Strategy Executive Summary was now complete. It was noted that alongside the work on the strategy development, an action plan was being developed, which would be considered by the Board in July.</p> <p>Board members agreed to delegate authority to the Executive to take the strategy forward as a basis for preparing the supporting action plan.</p> <p><u>Land, Property and Infrastructure Delivery Panel update</u></p> <p>Richard Soper, Chair of Land, Property and Infrastructure Delivery Panel advised that a study had been commissioned in 2016 by the panel to explore logistics and distribution in the Solent area. Board members were provided with a short update on the key findings from the review.</p>	Executive

	<p>Following the update, Board members agreed that a freight representative be appointed to the Land Property and Infrastructure Delivery Panel and the Terms of Reference be updated to reflect this.</p> <p><u>Careers Hub Pilot</u></p> <p>Board members noted the publication of the CEC Implementation plan and Careers hub prospectus; agreed to support an application from Solent LEP to become part of the Careers Hub trial and agreed to delegate authority to the LEP Board skills lead working with the Executive and the Accountable body to finalise the application for submission by the deadline.</p> <p><u>Governance Update</u></p> <p>Board members agreed the change in membership to FFPMG as Board member Keith Mans will now replace Simon on the group. In addition they discussed the recruitment for the BSIP Panel Chair and agreed that future recruitment for panel chairs should include a revision to the person specification in the information pack which currently reads "Current business experience within the Solent region" to "Recent business experience within the Solent region"</p> <p>Board members were also provided with an update on the Business Members and Business Directors recruitment taking place and noted that a further recruitment process would need to be undertaken for B Director and P Director vacancies. A further report will be considered by the Search, Employment and Remuneration Committee at their June meeting.</p> <p>Board members were also advised that following the recruitment process for a new Business Support Investment Panel Chairman, one eligible application for the role had been received and Tim Fielder had now been appointed.</p> <p>Board members noted the Governance updates.</p>	<p>LPIDP Panel</p> <p>Executive</p> <p>Executive</p> <p>SER Committee</p>
7.	<p>Local Growth Deal Update including Retained Schemes Update</p> <p><u>Floating Bridge - 2016/17</u></p> <p>Kevin George and Chris Ward declared an interest in this item and left the meeting.</p> <p>Rachael Randall asked that the Board noted that her business was located on the Isle of Wight.</p> <p>The Chairman advised Board members that a deputation had been received from Cllr Stewart on this item.</p> <p>Cllr Stewart advised the Board on the current operating status of the floating bridge and the final stages of resolutions which were progressing. In conclusion Cllr Stewart asked Board members if they had any questions.</p> <p>Following the deputation, Cllr Stewart declared an interest in this item and left the meeting.</p> <p>Board members noted the update and agreed that a letter be sent to the Isle of Wight Council confirming a final deadline for submission of a full business case by 30 August 2018.</p> <p>David Stewart, Kevin George and Chris Ward returned to the meeting.</p>	<p>Executive</p>

	<p><u>Fareham College - Civil Engineering Training Centre (CETC)</u> Board members noted the update and AECOM report and agreed to request an update from the college on the deliverability of the scheme (in accordance with the published fund guidance and published business case) by 31st May 2018.</p> <p><u>Local Growth Deal 2017/18 Forecast Outturn Local Growth Deal Capital programme</u> Board members noted the update.</p> <p><u>Local Growth Deal Capital Programme update - 2018/19</u> Board members agreed the provisional Local Growth Deal 2018/19 capital programme</p> <p><u>Local Growth Deal retained schemes</u> Board members noted the update.</p>	
8.	<p>Any Other Business</p> <p>The Chairman advised Board members that Hughes Ellard would shortly be merging with Veil Williams. It was also clarified that Hughes Ellard would continue to trade until 2020 and therefore the merger would have no immediate impact on the Chairman's eligibility to serve as a Business Director of the Solent LEP.</p>	

Meeting closed at 12:20