



**SOLENT  
LOCAL  
ENTERPRISE  
PARTNERSHIP**

**Solent Local Enterprise Partnership Meeting of the Board of Directors**

Held on Friday 14 December 2018 at 09:00 am in The Oval Room at Cams Hall, Fareham,

<b>Present</b>	<b>In Attendance</b>
Gary Jeffries (Chairman)	Stuart Baker
Anne-Marie Mountifield	Steve Futter
Christopher Hammond	Vicki Soris
Dave Stewart	Nicola Twiddy
David Youngs	James Fitzgerald - Portsmouth City Council (as the Accountable Body)
Graham Baldwin	Wayne Layton- PCC - Portsmouth City Council (as the Accountable Body) -item 8 only
Keith Mans	Sophie Mallon - Portsmouth City Council (as the Accountable Body)
Kevin George	Toni Wooton - BEIS
Paula Swain	
Rachael Randall	
Seán Woodward	
SJ Hunt	
Gerald Vernon-Jackson	
Brian Johnson	
<b>Apologies</b>	<b>Guests</b>
Chris Ward – Portsmouth City Council (as the Accountable Body)	Helen Magri Portsmouth City Council as the Accountable Body - item 5 only
Stuart Hill	Crispin Dick (item 4 and 5 only)
	Richard Soper (item 6 only)

<b>Item</b>	<b>ACTION</b>
<b>1. Welcome and Introductions</b> The Chairman welcomed everyone to the meeting.	
<b>2. Apologies for Absence</b> Apologies were received from Chris Ward and Stuart Hill.	
<b>3. Notes of the meeting held on Friday 19 October 2018</b> The minutes of the 19 October 2018 board meeting were <b>agreed</b> and signed by the Chairman.	

#### 4. Matters Arising, items of correspondence and declarations of interest

##### Declarations of Interest

The following declarations of interests were recorded:

##### Gary Jeffries

Item 8 – LGD Programme update - QinetiQ ICH Facility (for noting only)

##### Brian Johnson

Item 8 - Annexe A Growth Deal Dashboard (for noting only)

##### Cllr Keith Mans

Item 8 - Retained LGD Scheme update - Stubbington Bypass (for noting only) and Proposed upgrade to Junction 10 M27

##### Cllr Seán Woodward

Item 8 - LGD Programme update - CETC (for noting only)

Item 8 - LGD Programme update - North Whiteley (for noting only)

Item 8 - Retained LGD Scheme update - M27 J10 and Stubbington Bypass

##### Cllr Gerald Vernon-Jackson

Item 8 - Annexe E - Solent Prosperity Fund update

##### Cllr Dave Stewart

Item 8 - LGD Programme update - Floating Bridge

Item 8 - Annexe E - Solent Prosperity Fund update

##### Kevin George

Item 8 - LGD Programme update - Floating Bridge (location of Red Funnel business in East Cowes - for noting only)

##### Chris Ward

Item 8 - LGD Programme update - Floating Bridge (for noting only)

Item 8 - Annexe E - Solent Prosperity Fund update

##### James Fitzgerald

Item 8 - Annexe E - Solent Prosperity Fund update

##### Graham Baldwin

Item 8 - Annexe E - Solent Prosperity Fund update

##### Rachael Randall

Item 8 - LGD Programme update - Floating Bridge (location of business in East Cowes - for noting only)

##### Paula Swain

Item 8 - LGD Programme update - North Whiteley (location of business on the Solent Business Park - for noting only)

##### Cllr Hammond

Item 8 - Annexe E - Solent Prosperity Fund update (for noting only)

<p><b><u>Matters Arising</u></b></p> <p><u>Infrastructure update (page 4 item 6)</u> The Board were advised that following engagement with Fareham Borough Council the Gosport Infrastructure Plan was now complete and would be published in the New Year.</p> <p><u>Enterprise Zone update (page 4 item 8)</u> The Board were advised that a further update would be provided at the February 2019 Board meeting.</p> <p><u>AOB - (page 5 item 10)</u> Following a letter from Highways England, Board members were advised that they had been signposted to the Solent Prosperity Funding call which remains live.</p> <p><b><u>Items of correspondence</u></b></p> <p><u>Careers Enterprise Activity</u> An update was provided on the work of the Careers Enterprise Coordinators since the service had been brought in-house and that the recent national report had shown the Solent as the leading area nationally for this work. The Board agreed that a letter be sent to the team from the Chair congratulating them on the work to date.</p> <p><u>Maritime UK</u> The Board were advised that Kevin George had been appointed on the National Maritime UK Council. Kevin provided Board members with an update on the recent Trade Mission trip to New York, which had raised the profile of the Solent region.  Christopher Hammond arrived.</p> <p><u>Growth Hub Funding Letter</u> A letter had been received from MHCLG and BEIS.  Dave Steward arrived.  It was further advised that following the Growth Hub service being brought in-house, engagement was being made to offer support for SME's post Brexit in the form of workshops. The board also noted correspondence from a small business owner seeking support from the LEP and it was noted that the LEP will be holding a business support event in the New Year and arrangements were being made for Board SME Champion Brian Johnson to engage with this work.  Toni Wooton arrived.</p> <p><b><u>Declaration of Interests</u></b></p> <p>Further to the general declarations of interest and recognising the ongoing requirements contained within the HM Government Assurance Framework and the introduction of the new UK Corporate Governance Code for January 2019 the board received a briefing.  Board members <b>noted</b> the update and <b>agreed</b> to review the Register of Interests of Board members at the February Board meeting to ensure continued compliance.</p>	<p><b>Executive</b></p> <p><b>Executive and Accountable Body</b></p> <p><b>Executive</b></p> <p><b>LEP Board</b></p>
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<p><b>6. Report from Land Property and Infrastructure Panel Chairman Richard Soper to include consideration of Solent Heat and Power Strategy</b></p>	<p>Board members were updated on the activity of the Land, Property and Infrastructure Advisory Panel (LPIAP), which included:</p> <ul style="list-style-type: none"> <li>• The Gosport Infrastructure Investment Plan;</li> <li>• Reflections on proposed LEP Geography and the Local Industrial Strategy;</li> <li>• Feedback on the planned Junction 9 M3 - Highways England upgrade</li> <li>• The Solent Heat and Power Strategy and action plan</li> </ul> <p>Board members:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> the update on the activity of the recent Land, Property and Infrastructure Advisory Panel (LPIAP); and</li> <li>• <b>Agreed</b> to delegate authority to the Executive to finalise the Solent Heat and Power Strategy and Action Plan for publication.</li> </ul> <p>Richard Soper left the meeting.</p>	<p><b>Executive</b></p>
<p><b>5. Governance update</b></p>	<p>Board members were provided with a GDPR update by Helen Magri from the LEP Accountable Body, Portsmouth City Council. Board members <b>noted</b> the GDPR update.</p> <p>Board members were advised that the LEP had established a process of reviewing and updating its local Assurance Framework for 2019 and Board members:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> the work on the Draft Assurance statements and provided additional feedback and <b>delegated</b> authority to the Chief Executive for it to be finalised for the annual performance review in January 2019;</li> <li>• <b>Noted</b> the update on the LEP review (including the update on Skills Advisory Panels) and UK Corporate Governance Code;</li> <li>• <b>Noted</b> the update in relation to the work on the LEP Assurance framework and provided comments to the executive to support the development of the final version for board consideration in February 2019</li> <li>• Provided further comments on the document and <b>Agreed</b> the revised Terms of reference for FFPMG;</li> <li>• Provided further comments on the document and <b>Agreed</b> the revised Terms of reference for SERCOM;</li> <li>• <b>Agreed</b> the revised Terms of reference for the Solent Growth Forum</li> </ul> <p>Helen and Crispin left the meeting.</p>	<p><b>LEP Chief Executive</b></p>
<p><b>7. Solent LEP Financial report to 31 October 2018</b></p>	<p>The board received an update on the budget and projected outturn for 2018/19 and the financial forecasts to 2021/22; and</p> <ul style="list-style-type: none"> <li>• <b>Agreed</b> the revised budget for 2018/19 of £38,689,658 as set out in appendix A; and</li> <li>• <b>Agreed</b> the revised budget for the period 2019/20 to 2021/22 as set out in appendix B</li> <li>• <b>Agreed</b> the latest position of the Local Growth Deal Fund for the current financial year as set out in appendix E</li> </ul> <p>The Board also</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> and <b>Agreed</b> the Corporate and Strategic Risk Register as set out in Appendix C; and</li> <li>• <b>Noted</b> the current position of the Growing Places Fund as set out in Appendix D; and;</li> <li>• <b>Noted</b> the latest forecast position on the Local Growth Deal programme; and</li> <li>• <b>Noted</b> and <b>Agreed</b> the high level LGD risk matrix set out in Appendix F; and</li> <li>• <b>Noted</b> the Solent LEP statutory accounts and <b>agreed</b> for the Chair to sign them off.</li> </ul>	<p><b>LEP Chair</b></p>

## 8. Local Growth Deal Update

Paula Swain left the meeting.

Wayne Layton joined the meeting.

### Retained schemes M27 Junction 10 (Welborne) and Stubbington Bypass

Board members **noted** the update on the Stubbington Bypass scheme.

Seán Woodward provided a representation to the Board in relation to the M27 Junction 10 project and Welborne and then left the meeting room when this item was being considered.

Keith Mans also declared an interest in this item and left the meeting room.

Board members received a progress report on the M27 Junction 10 retained scheme and the work being undertaken on the development of the business case and following discussion, **noted** the update.

Seán Woodward returned to the meeting.

### Floating Bridge

Dave Stewart provided a representation to the Board and left the meeting room when this item was being considered.

Board members considered the due diligence report and **noted** the update and also noted the request from East Cowes Town Council to extend the consultation. The board **agreed** to extend the consultation to Friday 25<sup>th</sup> January 2019 and that the project would return to the Board for decision in February 2019 to be considered alongside responses to the public consultation which would now close on Friday 25<sup>th</sup> January 2019.

David Stewart returned to the meeting.

### North Whiteley

Board members fully considered the due diligence report and outcome of the recent consultation. The board noted the key review findings and recommendations and they **approved** the due diligence report and **agreed in principle** to indicatively allocate up to £14 million to the North Whiteley project in the period to 31 March 2021, subject to:

- Agreement of an option for delivery of all of the transport infrastructure in the period to 31 March 2021; and
- Agreement of outputs for housing delivery and private sector investment to support the scheme; and
- Consideration of the full viability assessment for the scheme; and
- Agreement of a funding profile that confirmed that all funding could be defrayed by 31 March 2021; and
- Full consideration and incorporation of the due diligence recommendations into the funding agreement.

The board delegated authority to the Executive to progress this work and requested that a further update come forward for FFPMG to consider at their next meeting in January 2019.

### Local Growth Deal Programme

Board members **noted** the updates in relation to the Local Growth Deal programme, the SME Funding Programme, Careers Activity, the Solent Growth Hub, the Centenary Quay project, the update to LEP Risk Management framework and the Solent Enterprise Zone capital programme.

### Solent Prosperity Fund update

James Fitzgerald, Graham Baldwin, Sophie Mallon, Gerald Vernon Jackson and Dave Stewart declared an interest in this item and left the meeting room.

Board members considered the independent analysis of the Round One applications to the large project component of the Solent Prosperity Fund, alongside the advice of the Large Project Advisory Panel; and

- **Agreed** that two applications should at this stage be invited to co-develop a Full Business Case with the Solent LEP; and
- **Delegated** authority to the Executive to provide feedback on all the submissions to the applicants and to take this work forward to the next stage.

Paula Swain returned to the meeting room.

Executive to  
action

Executive  
and  
Accountable  
body

Executive

9.	<p><b>Draft Annual Report 2018 and Outline Business Plan for 2019/20</b></p> <p>The paper was taken as read.</p> <p>Board members: <b>agreed</b> to provide any comments to the Executive to finalise the final draft of the Annual Report (2018) for the Solent LEP; and <b>noted</b> the guidance and proposed approach to developing a 2019/20 Solent LEP Business Plan.</p>	LEP Board
10.	<p><b>Any Other Business</b></p> <p><u>LEP Board Forward Plan</u></p> <p>Board members <b>agreed</b> to provide comments to the Executive to progress the forward plan.</p>	

Meeting closed at 1.20pm

DRAFT