



**SOLENT  
LOCAL  
ENTERPRISE  
PARTNERSHIP**

**Solent Local Enterprise Partnership Meeting of the Board of Directors**  
Held on Friday 15<sup>th</sup> February 2019 at 09:00 am at Fareham Innovation Centre, Solent Enterprise Zone

<b>Present</b>	<b>In Attendance</b>
Gary Jeffries (Chairman)	Stuart Baker
Anne-Marie Mountifield	Steve Futter
Christopher Hammond	Richard Jones
Dave Stewart	Vicki Soris
David Youngs	Nicola Twiddy
Graham Baldwin	James Fitzgerald - Portsmouth City Council (as the Accountable Body)
Keith Mans	Iwona Defer - Portsmouth City Council (as the Accountable Body)
Kevin George	Toni Wootton - BEIS
Paula Swain	
Rachael Randall	
Seán Woodward	
SJ Hunt	
Brian Johnson	
Stuart Hill	
<b>Apologies</b>	<b>Guests</b>
Chris Ward – Portsmouth City Council (as the Accountable Body)	Heather Walmsley - HCC
Gerald Vernon-Jackson	John Beresford - Buckland
Graham Baldwin	Richard Jolley - Fareham Borough Council

<b>Item</b>	<b>ACTION</b>
1. <b>Welcome and Introductions</b> The Chairman welcomed everyone to the meeting.	
2. <b>Apologies for Absence</b> Apologies were received from Chris Ward, Gerald Vernon-Jackson and Graham Baldwin	
3. <b>Notes of the meeting held on Friday 14 December 2018</b> The minutes of the 14 December 2018 board meeting were <b>agreed</b> and signed by the Chairman.	

#### 4. Matters Arising and declarations of interest

##### Declarations of Interest

The following declarations of interests were recorded:

##### Anne-Marie Mountifield

Item 5 - Terms of Reference for Maritime UK Solent as currently a member of the Maritime UK Council

Item 6 - Z21 update

##### Cllr Keith Mans

Item 6 - Retained LGD Scheme update - Stubbington Bypass (for noting only) and Proposed upgrade to Junction 10 M27

Item 7 - Solent Prosperity Fund update

##### Cllr Seán Woodward

Item 6 - LGD Programme update - CETC (for noting only)

Item 6 - LGD Programme update - North Whiteley (for noting only)

Item 6 - Retained LGD Scheme update - M27 J10 and Stubbington Bypass

Item 7 - Solent Prosperity Fund update

##### Cllr Gerald Vernon-Jackson

Item 7 - Solent Prosperity Fund update

##### Cllr Dave Stewart

Item 6 - LGD Programme update - Floating Bridge

Item 7 - Solent Prosperity Fund update

##### Kevin George

Item 5 - Terms of Reference for Maritime UK Solent as currently a member of the Maritime UK Council

Item 6 - LGD Programme update - Floating Bridge

Item 7 Solent Prosperity Fund update

##### Chris Ward

Item 6 - LGD Programme update - Floating Bridge (for noting only)

Item 7 - Solent Prosperity Fund update

##### James Fitzgerald

Item 7 - Solent Prosperity Fund update

##### Iwona Defer

Item 7 - Solent Prosperity Fund update

##### Graham Baldwin

Item 6 - LGD Programme update - Warsash School (for noting only)

Item 7 - Solent Prosperity Fund update

##### Rachael Randall

Item 6 - LGD Programme update - Floating Bridge (location of business in East Cowes - for noting only)

##### Paula Swain

Item 6 - LGD Programme update - North Whiteley (location of business on the Solent Business Park - for noting only)

##### Cllr Hammond

Item 7 - Solent Prosperity Fund update

##### Brian Johnson

Item 7 - Solent Prosperity Fund update

	<p><b><u>Matters Arising</u></b></p> <p><u>Gosport Infrastructure Investment Plan (page 3 item 6)</u> The Board was informed that following engagement with the Gosport Task Force the Gosport Infrastructure Investment Plan was due to be published.</p> <p><u>Enterprise Zone update</u> The LEP had written to Fareham Borough Council and Gosport Borough Council to convene a meeting.</p> <p><u>Items of correspondence</u> The Board were provided with an update in relation to correspondence received from an SME and advised that engagement had been made and that the individual had been signposted to the Business Support Programme.</p> <p><u>Management of Interests</u> At the December 2018 Board meeting, Board Members were provided with an update from the Solent LEP Executive and Company Secretary in relation to the management of interests in the context of the new HM Government Local Growth Assurance Framework, Company law and the Solent LEP Articles of Association.</p> <p>Board members:</p> <ul style="list-style-type: none"> <li>• <b>Considered</b> the extent that any interests on the Register of Interests forms submitted by Directors give rise to situations, in which those Directors have, or could have, a direct or indirect interest that conflicts with, or might possibly conflict with, the interests of the company (for the purposes of section 175 of the Companies Act 2006); and</li> <li>• Having considered whether authorisation of such possible conflicts is in the best interests of the company, the Board <b>agreed</b> to authorise those potential conflict situations subject to the proviso that if any such possible conflict materialises as an actual conflict:       <ol style="list-style-type: none"> <li>a) The conflicted Director is absent from the part of the meeting at which there is discussion of any arrangement or transaction give rise to the conflict;</li> <li>b) The conflicted Director does not vote on any such matter and is not to be counted when considering whether a quorum of directors is present at the meeting.</li> </ol> </li> </ul>	<p><b>Executive</b></p>
<p><b>5. Governance Update</b></p>	<p>Board members were provided with a summary of the key milestones as set out in the implementation plan submitted to HM Government which included:</p> <ul style="list-style-type: none"> <li>• A review and update to the Solent LEP Local Assurance Framework</li> <li>• A review and update to the Solent LEP Articles of Association</li> </ul> <p>Board members <b>Noted</b> the update in relation to the LEP review and progress on the Solent LEP Implementation Plan.</p> <p>The Executive provided the Board with an overview of the draft LEP Assurance Framework and the Board considered an updated organisational structure diagram and received an update from Kevin George from SMMSG and a proposed terms of reference for Maritime UK Solent.</p> <p>David Stewart and Christopher Hammond arrived for the meeting.</p> <p>Further to discussions the Board considered and agreed:</p> <ul style="list-style-type: none"> <li>• The new Solent LEP Local Assurance Framework 2019 for publication in February 2019</li> <li>• The terms of reference for the Maritime UK Solent and <b>agreed</b> to make contact with Hampshire County Council to engage before the launch.</li> </ul> <p>The Executive and Company Secretary provided the Board with an update on the LEP Articles of Association and proposed amendment as set out in Annex A.</p>	

	<p>The Board Considered and <b>agreed</b> the proposed amends to the Solent LEP Articles of Association and <b>delegated authority</b> to the LEP Company Secretary to prepare the resolution to amend the Articles for the LEP Membership to consider at the Solent LEP AGM in the Spring.</p> <p>Following the recent strategy day, further work has been undertaken on the development of the proposed Company's vision and values and the Board were asked to consider an initial draft. Further proposed amendments were discussed and it was agreed that an updated version would be recirculated for further consideration.</p> <p>The Board were also provided with an update on changes to FFPMG membership and the Chairing of SERCOM.</p> <p>The Board <b>agreed</b> the appointment of SJ Hunt to FFPMG.</p> <p>The Board <b>agreed</b> the appointment of Rachael Randall as Chair of the Search, Employment and Remuneration Committee (SERCOM)</p> <p>The Board also discussed the role of the deputy chair as set out in the recent LEP review and <b>agreed</b> to review this at the May Board meeting with a view to in the first instance considering the appointment of an interim deputy chair.</p> <p>Crispin and Paula Swain left the meeting.</p>	Executive
6.	<p><b>Retained Schemes update M27 Junction 10 (Welborne)</b></p> <p>Seán Woodward declared an interest in this item and left the meeting room.</p> <p>Keith Mans declared and interest in this item and left the meeting room.</p> <p>The Chair of the Board provided an update on a recent conference call with DfT and the Board reflected on the recent update provided by HM Government on the Local Growth Deal (LGD) and the requirement in relation to the funding being defrayed by 31<sup>st</sup> March 2021.</p> <p>The Chair asked the Executive to provide a summary of the history of the Scheme since 2014 and the Board received an update on the key risks within the LGD and Retained Schemes capital Programme.</p> <p>The Chair had issued an invitation to scheme partners to attend the meeting to provide an update on the development of the Welborne programme in general and the proposed upgrade to the proposed M27 Junction 10.</p> <p>Seán Woodward and Keith Mans returned to the meeting for the presentation.</p> <p>The Board received a 20 minute presentation from representatives of Local partners including Fareham Borough Council, Sean Woodward and Richard Jolley; Hampshire County Council, Heather Walmsley and Buckland, John Beresford.</p> <p>As part of the presentation Councillor Woodward introduced the item and made a short representation to the Board in relation to the M27 Junction 10 project and Welborne scheme.</p> <p>The Chairman thanked local partners for their update.</p> <p>Board members then considered the update in relation to the Floating Bridge and David Stewart declared an interest in the item and provided a short representation before withdrawing from the meeting.</p> <p>The Board received an update from the Executive on the outcomes of the recent consultation on the updated floating bridge business case and they reviewed the due diligence.</p>	

	<p>The Board considered the consultation and due diligence and agreed to <b>delegate authority</b> to the Executive and LEP accountable body to engage with the Isle of Wight Council scheme lead with a view to agreeing a variation to the funding agreement subject to it incorporating the advice and recommendations from the due diligence report.</p> <p>Dave Stewart returned to the meeting.</p> <p>The Board received an update on the status of the overall LEP budget.</p> <p>Board members:</p> <ul style="list-style-type: none"> <li>• <b>Approved</b> the revised budget for 2018/19 of £15,955,682; and</li> <li>• <b>Approved</b> the revised budget for 2019/20; and</li> <li>• <b>Approved</b> the revised budget for the remaining period 2020/21 to 2021/22 which included the following: <ul style="list-style-type: none"> <li>○ The latest position of the Local Growth Deal Fund for the current financial year noting the challenges around future delivery;</li> <li>○ The re-profiling and budget movements;</li> <li>○ Advice in respect of the projects that are deemed as the highest risk in the current approved budget and;</li> <li>○ The addition of the new funding for the implementation of the LEP review and Skills Advisory Panel</li> </ul> </li> </ul> <p>Board members also:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> the Corporate and Strategic Risk Register; and</li> <li>• <b>Noted</b> the current position of the Growing Places Fund; and</li> <li>• <b>Noted</b> the latest forecast position on the Local Growth Deal programme, particularly in light of the key risks identified; and</li> <li>• <b>Noted</b> the high level LGD Risk Matrix for the Local Growth Programme and Retained Schemes; and</li> <li>• <b>Noted</b> the updates in relation to the Local Growth Deal capital programme, the Retained Schemes and the actions from the most recent FFPMG meeting; and</li> <li>• <b>Delegated</b> authority to FFPMG to approve the quarterly LGD Delta reports and retained scheme QMRs in line with the HM Government reporting schedule; and</li> </ul>	
7.	<p><b>Solent Prosperity Fund Large Project Update</b></p> <p>The Board were provided with a short update on the Solent Prosperity Fund and in accordance with the paper they</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> the update on the Large Project component of the Solent Prosperity Fund, following rounds one, two and three; and</li> <li>• <b>Agreed to delegate authority</b> to FFPMG to decide which projects (from Round 2, 3 and 4 of the Solent Prosperity Fund) should and should not be invited to co-develop a Full Business Case in partnership with the Solent LEP.</li> </ul>	
8.	<p><b>Solent LEP Delivery Plan 2019/20</b></p> <p>Board members:</p> <ul style="list-style-type: none"> <li>• <b>Considered</b> and provided <b>advice</b> to the Executive on the draft Annual Delivery Plan for 2019/20, and</li> <li>• <b>Delegated</b> authority to the Chairman and Chief Executive to finalise the Delivery Plan for publication by the end of March 2019.</li> </ul>	
9.	<p><b>Local Industrial Strategy Update</b></p> <p>Board Members:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> the update; and</li> <li>• <b>Considered</b> and the updated economic profile and <b>requested</b> further evidence on the economic value of armed forces activity be included in the profile and, subject to this, <b>delegated</b> authority to the executive to finalise for publication</li> </ul>	

10.	<p><b>Any other Business</b></p> <p><u>Forward Plan</u> Board members considered and <b>agreed</b> the forward plan</p> <p><u>Annual Conference and AGM</u> The Annual Conference is scheduled to take place on 12<sup>th</sup> March 2019 at the Hilton Ageas Bowl. The AGM is scheduled to take place on 5<sup>th</sup> April 2019 and the Solent Hotel. Board Members noted that draft agendas for both meetings were available as part of the reference material for the meeting.</p> <p><u>Brexit implications</u> An update was provided on contingency plans that are currently being established to support the operation of the LEP in advance of the EU withdrawal date on the 29<sup>th</sup> March.  On a broader basis, as part of its business support offer, the LEP is running business support masterclasses and a toolkit is being made available to businesses via the LEP website. In addition, a survey had been issued to SME's to identify key challenges faced by local businesses. An update on the outcome of this work will be provided at a future Board meeting.</p> <p><u>Annual Review</u> A brief update was provided to the Board on the recent Annual Performance Review meeting and the Board noted that a feedback letter should be available at the end of February.</p>	
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Meeting closed at 12.23pm