

Meeting of the  
**Solent LEP Business Support Investment Panel**  
to be held on

**Monday 16 December 2019** rescheduled from Thursday 12 December 2019:  
**10:00am - 12:00pm**

Confidential information has been removed from this report.

Information defined as exempt in Part 1 of Schedule 12A to the Local Government Act 1972 has been removed from this report including:

- information relating to an individual, and/or;
- relating to the financial or business affairs of a particular person.

Item	Title	Time
1.	Introductions	10:00 - 10:15
2.	Apologies for absence	
3.	Minutes of previous meeting - 22 November 2019	
4.	Matters Arising	
5.	Declarations of Interest	10:15 - 10:20
6.	Business Support Programmes Status Update Report	10:20 - 10:40
7.	Contract Updates	10:40 - 10:50
8.	Consideration of Solent Growth Fund Applications <b>Eligible applications</b> Solent Prosperity Fund - Start-Up Solent Prosperity Fund - Expansion Solent Prosperity Fund - Support Havant Business Support Fund	10:50 - 11:50
9.	Any Other Business	11:50 - 12:00

**Meeting to close at 12:00pm**



SOLENT  
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ENTERPRISE  
**PARTNERSHIP**

## Solent Local Enterprise Partnership Business Support Investment Panel Meeting Notes

Held on Friday 22 November 2019 at 10.00am

<b>Present</b>	<b>Apologies</b>
Tim Fielder - Chair	Lyn Davis
Adrian Went	Mark Waldron
Cllr Derek Pretty	Rob Dewing
David Bream	Caroline Carter
James Fitzgerald - PCC	Chris Brammall - Ex-Officio
Lloyd Clark - PCC	James Ford - Solent LEP
<b>LEP</b>	<b>Guests</b>
Steve Futter	
Chris Heath	
Lauren Hartley	
Caitlin Earey (minute taker)	

<b>Item</b>		<b>ACTION</b>
<b>1.</b>	<b><u>Introductions</u></b> Tim Fielder welcomed panel members to the meeting, thanking them for adjusting their calendars to be here today, and introductions took place.	
<b>2.</b>	<b><u>Apologies</u></b> Apologies were received from Mark Waldron, Rob Dewing, Lyn Davis and Caroline Carter.	
<b>3.</b>	<b><u>Notes of previous meeting</u></b> The notes from the meeting on 12 September 2019 were agreed and signed as a correct record of the meeting.	<b>LEP Exec to action accordingly</b>
<b>4.</b>	<b><u>Matters Arising</u></b>	

	<p>It was confirmed that the Small Business Programme grant repayment to the MHCLG had been made and the Solent LEP were absolved from all future action in relation to monitoring or audit of the programme.</p> <p>Members were provided with an update in relation to contracted projects, and a further update would be covered under Item 7, Project Contract Updates.</p> <p>The LEP Executive Team had informed all applicants of the outcome from the September 2019 panel meeting. A further update would be covered under Item 6, Business Support Programmes Status Update.</p>	
<p>5.</p>	<p><b><u>Declarations of Interest</u></b></p> <p>There were no Declarations of Interest made.</p>	
<p>6.</p>	<p><b><u>Business Support Programmes Status Update Report</u></b></p> <p>Confidential report has not been published as it includes information defined as exempt in Part 1 of Schedule 12A to the Local Government Act 1972, including information relating to an individual and/or relating to the financial or business affairs of a particular person.</p> <p>Panel members were provided with an update in relation to progress and changes to LEP Business Support programmes since the 12 September 2019 meeting. It included high level information on job outcomes and awards made.</p> <p><u>Current Fund Status</u></p> <p>The status of the funds and job outputs as at November 2019 were reviewed.</p> <p><u>Small Business Programme (ERDF Funded)</u></p> <p>It was noted that confirmation from MHCLG had been received of final payment from PCC to MHCLG in relation to fund closure, and that the Solent LEP were absolved from all future action in relation to monitoring or audit of the programme.</p> <p><u>IoW Rural SME Fund</u></p> <p>The latest round closure of the Natural Enterprise's fund was 10 October 2019. Seven applications had been received during this round. Following the Local Action Group on 7 November 2019, members were informed that four applications had been awarded grants totalling £47,087.</p> <p>The next meeting was due to take place in February 2020.</p> <p><u>University of Southampton (UoS) - Zero to One Innovation Fund (Z21)</u></p> <p>As previously advised to BSIP, the Z21 project had requested and had approved a funding variation to enable UoS to extend the deadline for applications out to 31 March 2020. The Accountable Body (AB) have prepared and issued the variation to the beneficiary for them to sign and return.</p> <p>The audit work, as requested by FFPMG, is also underway, and the final report is expected from the appointed auditor, Fiander Tovell, shortly.</p> <p><u>Solent LEP Growth Hub</u></p>	

	<p>Following the update at the previous panel meeting, members received an illustration of the levels of support being provided through the Solent LEP Growth Hub to the local business community since April 2019.</p> <p><u>Contracting</u></p> <p>At the previous panel meeting on 12 September 2019, two awards were agreed subject to further due diligence on the company who will be creating the jobs. It was noted the LEP Executive, together with the AB legal team, had issued to each of the beneficiaries a grant letter for signing, one of which had been returned.</p> <p>The Panel had previously considered an application for a grant in excess of £100,000. The LEP Executive instructed AECOM to undertake an independent due diligence of the application and they had provided a report which contained a number of 'Red' rated actions. These "Red" rated actions need to be completed and due diligence satisfactorily concluded before FFPMG can consider the BSIP's recommendation to support the project. There was a concern raised that, should the project not conclude the due diligence process in a timely fashion, the project may not be able to deliver within the timeframe for the fund.</p> <p><u>Funding Applications</u></p> <p>The panel were provided with an update on the application pipeline and the anticipated applications for the next funding round taken from Growth Hub intelligence.</p> <p>The LEP Executive Team received four new applications for funds by 27 September 2019 submission deadline.</p> <p>The latest submission deadline of 25 October 2019 received six new applications. These applications were going through the due diligence process and will be presented at the December 2019 meeting.</p>	
7.	<p><b><u>Contract Updates</u></b></p> <p>Confidential report has not been published as it includes information defined as exempt in Part 1 of Schedule 12A to the Local Government Act 1972, including information relating to an individual and/or relating to the financial or business affairs of a particular person.</p>	
8.	<p><b><u>Consideration of SME Applications (Commercial in Confidence)</u></b></p> <p>Confidential report has not been published as it includes information defined as exempt in Part 1 of Schedule 12A to the Local Government Act 1972, including information relating to an individual and/or relating to the financial or business affairs of a particular person.</p> <p>The Panel considered four new applications received for the LEP SME Funding programme as follows:</p> <p>Three applications were not supported.</p> <p>One application was support with a precondition.</p>	Executive to notify applicants
9.	<p><b><u>Any other business</u></b></p>	



Item: 6

Title: Business Support Programmes Status Update

Date: 16 December 2019 rescheduled from 12 December 2019

Purpose: To provide the Business Support Investment Panel with an update on Solent LEP SME grant programmes

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## Introduction

This report provides panel members with an update in relation to progress and changes to LEP Business Support programmes since the 22 November 2019 meeting. It includes high level information on job outcomes and awards made.

## Current Fund Status

The status of the funds and job outputs, as at December 2019, can be viewed in Tables 1 and 2, below and overleaf.

	Solent Prosperity Fund <sup>1</sup>		
	Current Fund End Date: 31 March 2021 / Jobs created by: 31 March 2021		
	Project Cost	LEP Funding	Match Funding
Solent Prosperity Fund	£2,829,430	£306,414	£2,523,016
Small Business Programme	£2,931,055	£599,926	£2,331,129
Z21	£672,492	£330,700	£341,792
IoW Rural SME Fund <sup>2</sup>	£2,500,209	£924,538	£1,575,671
Predecessor Programmes	£12,408,383	£1,875,708	£10,532,675
<b>TOTALS</b>	<b>£21,341,570.00</b>	<b>£4,037,286.00</b>	<b>£17,304,283.00</b>

	Projects Supported	Jobs Created	Jobs Safeguarded
Solent Prosperity Fund	5	0	0
Small Business Programme	13	41	7

<sup>1</sup> Funded from the Local Growth Deal 2015/16 to 2020/21 including LEP predecessor programmes and investment programmes delivered by LEP partners Natural Enterprise (IoW Rural SME Fund) and University of Southampton (Z21 Innovation Fund)

<u>Table 2- Outputs</u>	Projects Supported	Jobs Created	Jobs Safeguarded
Z21	11 <sup>2</sup>	26	0
IoW Rural SME Fund <sup>3</sup>	46	90	116
Predecessor Programmes	34	168	34
<b>TOTALS</b>	<b>109</b>	<b>325</b>	<b>157</b>

### IoW Rural SME Fund

The next round closure of Natural Enterprise's fund is 6 January 2020 with the next Local Action Group meeting to be held on 13 February 2020.

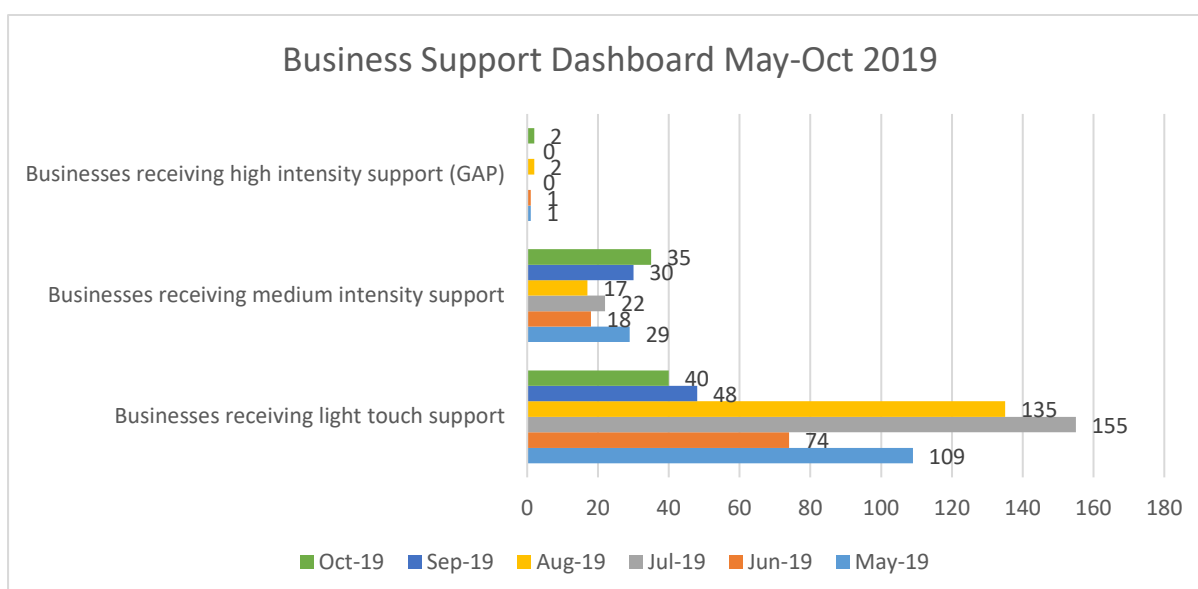
### University of Southampton - Zero to One Innovation Fund (Z21)

The University of Southampton (UoS) received £0.5m of Local Growth Deal funding in advance in 2016/17 to establish a new funding programme to support web-related research projects and early stage commercial initiatives that can be accelerated towards commercialisation and angel funding.

All of the funds are now fully committed, and the UoS are currently considering the next steps for the Z21 fund. This consideration will be informed by the audit work undertaken by Fiander Tovell, which concluded at the end of November, and a verbal update will be provided at the meeting.

### Solent LEP Growth Hub

The chart below graphically illustrates the levels of support provided by the Solent LEP Growth Hub to the local business community since May 2019, with further explanation below.



<sup>2</sup> This is the number of projects supported in the Z21 programme. Of these, eight new start-up businesses have been formed.

<sup>3</sup> Figures for IoW Rural SME Fund taken from information supplied by Natural Enterprise on 26 November 2019.

*Businesses receiving high intensity support* - These are businesses taking part in the Growth Accelerator Programme. Two business have started this programme in October.

*Businesses receiving medium intensity support* - These are businesses who have attended masterclasses or business clinics, and have therefore had an element of one-to-one or one-to-few support from the Growth Hub team.

*Businesses receiving light touch support* - These are businesses who have made an initial enquiry by telephone or email, or attended larger events with the Solent Growth Hub team.

## Progress Update

### Contracting

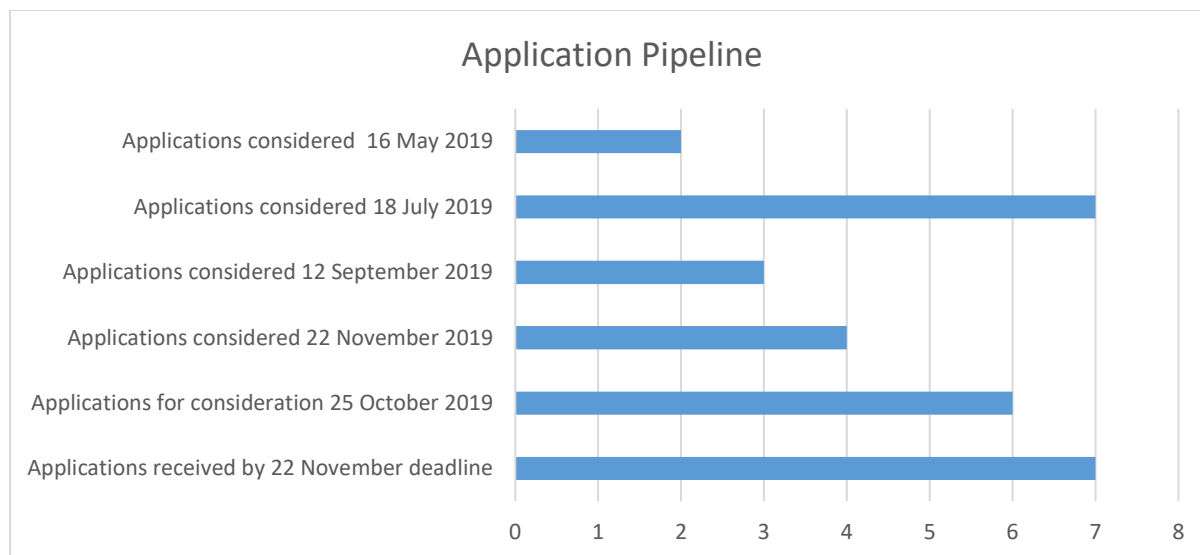
At the previous panel meeting on 22 November 2019 one award was agreed subject to further due diligence on the companies who will be creating the job. The LEP Executive have requested the additional information from the applicant and when available will circulate this information electronically to the Panel members for a decision to be made.

The LEP Executive is awaiting the return of the signed grant letter from a previous beneficiary before they are able to undertake a monitoring visit.

The LEP Executive have informed all applicants of the outcome from the November panel meeting.

### Funding Applications

The chart below graphically illustrates the numbers of applications considered so far this year, and the anticipated applications for the next funding round taken from Growth Hub intelligence.



The LEP Executive Team received six new applications for funds by the 25 October 2019 submission deadline.

The latest submission deadline of 22 November 2019 saw a total of eight new applications. The LEP Executive together with the Accountable Body are undertaking due diligence of these applications which will be presented to Panel for consideration at the next meeting on 16 January 2020.



## **Item 7**

### **Project Contract Updates**

**A confidential report will be considered at the meeting**

## **Item 8**

# **Consideration of Solent Prosperity Fund Applications**

**A confidential report will be considered at the meeting**