



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Solent Local Enterprise Partnership Meeting of the Board of Directors

Held on Friday 17 January 2020 at 09:00 at Cams Hall, Fareham

Present	In Attendance
Gary Jeffries (Chair)	Stuart Baker (LEP Executive)
Anne-Marie Mountifield	Steve Futter (LEP Executive)
Judith Grajewski	Richard Jones (LEP Executive)
Kevin George	Nicola Twiddy (LEP Executive)
Brian Johnson	Caitlin Earey (LEP Executive)
SJ Hunt	Lloyd Clark - Portsmouth City Council (as the Accountable Body)
Paula Swain	James Fitzgerald - Portsmouth City Council (as the Accountable Body)
Rachael Randall	Sophie Mallon - Portsmouth City Council (as the Accountable Body)
Nick Loader	Toni Wootton - BEIS Cities and Local Growth Unit (CLGU)
Stuart Hill	
David Youngs	Guests
	Stephanie Cesbron (AECOM) - Item 6 only
Apologies	Crispin Dick (Paris Smith LLP)
Christopher Hammond	
Graham Galbraith	Observer
Chris Ward - Portsmouth City Council	Jo Sawford (elected as a new Business Director with effect from 28 February 2020)
Dave Stewart	
Seán Woodward	
Gerald Vernon-Jackson	

Item	ACTION
<p>1. Welcome and Introductions</p> <p>Gary Jeffries welcomed everyone to the meeting and introduced Jo Sawford who would be joining the Board at the next Annual General Meeting (AGM) on 28 February 2020. It was noted that this Board meeting would be the last for Gary and for Stuart as they were due to end their term at the next AGM on 28 February 2020. Gary and Stuart each reflected on their time on the Board, thanked the Executive Team for their work, support and dedication to achieving and delivering on the Solent LEP's ambition and strategies before concluding by wishing the Board every success for the future.</p>	
<p>2. Apologies for Absence</p> <p>Apologies were received from Christopher Hammond, Graham Galbraith, Dave Stewart, Seán Woodward and Gerald Vernon-Jackson and, from the Accountable Body, Chris Ward. It was noted that James Fitzgerald was attending as the nominated representative from the Accountable Body</p> <p>On the basis of the apologies received, it was noted that the Board would not meet the</p>	

	<p>quoracy requirements for decisions under item 5b as there would not be two Public (P) or Higher Education (H) Directors in attendance for the item. The Board were advised that a written resolution would be circulated to all Board Members following the meeting for decision in relation to this item. It was also noted that, for item 6, the quoracy requirements for the Board would revert to those set out under Article 43.4 of the Solent LEP Articles of Association.</p>	
<p>3.</p>	<p>Notes of the meeting held on Friday 13 December 2019 The minutes of the 13 December 2019 Board meeting were Agreed and signed by the Chairman.</p>	
	<p>4. Matters Arising – notes of the meeting on 13 December 2019</p> <p><u>Freeports</u> Members were advised the next Freeport meeting was on 22 January 2020, which would be Chaired by Kevin George, and an update would be brought to the March Board meeting.</p> <p><u>Maritime UK Solent</u> The date of the next Maritime UK Solent Shadow Board was noted to be 22 January 2020 to discuss the strategic and delivery plan for Maritime UK Solent. It was reported that the Solent LEP had been shortlisted as a finalist for the Maritime UK 2050 award at the Mersey Maritime Industry Awards 2020 to recognise the contribution of the Solent LEP's work to the maritime sector nationally. Kevin George provided an update following from the UK-US Maritime Forum in Washington DC, and ongoing discussions nationally in relation to the Jones Act.</p> <p><u>Flybe</u> Anne-Marie provided an update to members following the announcements in relation to Flybe during the week.</p> <p>Judith Grajewski joined the meeting.</p> <p><u>Declarations of Interest</u> The following declarations of interests were noted at the meeting and recorded for Directors sending apologies for the meeting for completeness:</p> <p>Item 6</p> <p><u>Judith Grajewski</u> M27 Junction 10 Stubbington Bypass One application to Solent Prosperity Fund</p> <p><u>Paula Swain</u> M27 Junction 10</p> <p><u>Nick Loader</u> One application to Solent Prosperity Fund (for noting only)</p> <p><u>Stuart Baker</u></p>	

	<p>M27 Junction 10 (for noting only) Stubbington Bypass (for noting only)</p> <p><u>Dave Stewart</u> Three applications to Solent Prosperity Fund</p> <p><u>Gerald Vernon-Jackson</u> Five applications to Solent Prosperity Fund</p> <p><u>Sean Woodward</u> M27 Junction 10 Stubbington Bypass Two applications to Solent Prosperity Fund</p> <p><u>Chris Ward</u> Eight applications to Solent Prosperity Fund</p> <p><u>Graham Galbraith</u> One application to Solent Prosperity Fund</p> <p><u>Chris Hammond</u> Two applications to Solent Prosperity Fund</p>	
	<p>5a. Management of Interest's Update</p> <p>Board Members were provided with the LEPs annual briefing on the management of interests in relation to the National Local Growth Assurance Framework, Solent LEP Articles of Association and Corporate responsibilities. Board Members were asked to consider the update; and, in advance of the next Board meeting on 9 March also to consider the Registers of Interest of board members</p> <p>It was also agreed that the LEP Executive and Company Secretary would provide a further briefing to board members ahead of the next board meeting as needed.</p>	<p>LEP Executive and Company Secretary</p>
	<p>5b. Governance Update</p> <p>An overview was provided and Board members were asked to provide any comments on the recommendations under Item 5b, including in relation to the Solent LEP Assurance Framework; 2020 Company AGM; 2020 Annual Report and delegation of responsibilities of the Chair to the Deputy Chair on an interim basis from the conclusion of the 2020 AGM until the appointment of a new LEP Chair.</p> <p>It was suggested that the assurance framework should include a climate change and environmental impact section. An update was provided in relation to the sustainability pledges included in the draft Assurance Framework and an environmental impact analysis is undertaken by scheme promoters for all projects submitting a full business case for LEP funding. Further work would be undertaken in this area as policy on climate change adaptation moves forward.</p> <p>An update was provided on the Annual Performance Review meeting with Government</p>	

<p>scheduled for 3 February 2020, which would be attended by the Chair, Deputy Chair, Chief Executive and S151 Officer representative. An overview of the process was provided, including an update in relation to interim government feedback and action being taken in response to this.</p> <p>Post Meeting Note</p> <p>Following the meeting, the Board Considered a written resolution and:</p> <ul style="list-style-type: none"> • Agreed the new Assurance Framework as circulated and Delegated authority to the LEP Chief Executive and Chair to finalise for publication and implementation; • Delegated authority to the Executive to finalise all associated policy documents shared with Board Members on 2 January 2020 for publication and implementation; • Agreed the agenda shared with Board Members on 2 January 2020 for the 2020 AGM and Delegated authority to the Chair, Executive and Company Secretary to finalise arrangements for the 2020 AGM; • Agreed the Solent LEP 2019 Annual Report shared with Board Members on 2 January 2020 for publication at the 2020 AGM, and; • Agreed to delegate the responsibilities of the LEP Chair to Brian Johnson, to take effect from the conclusion of the Solent LEP 2020 AGM and concluding upon appointment of a new Solent LEP Chair. 	<p>LEP Executive</p>
<p>6.Solent Prosperity Fund Update</p> <p>Board Members received an update on funding scenarios from Anne-Marie Mountifield and James Fitzgerald.</p> <p>The following board members then declared an interest in the item and withdrew from the meeting at this point: Judith Grajewski and Paula Swain.</p> <p>The confidential meeting notes relating to item 7 of the 13 December 2019 Board meeting were Agreed and signed by the Chairman.</p> <p>Stephanie Cesbron from AECOM joined the meeting and provided a presentation on applications received during Round 6 and 7 of the Solent Prosperity Fund and independent due diligence undertaken.</p> <p>The Board Noted the update provided.</p> <p>The Board Considered the independent due diligence report and Agreed to invite four projects to develop full business cases:</p> <p>Given the Board's decision, the delay in the decision-making process as a result of the Purdah period for the general election and the required work to develop a full business case, the Board were asked to extend the deadline for projects to be on site from June to August 2020. The Board Agreed to extend the deadline for projects to start on site to end August 2020.</p>	<p>LEP Executive and Accountable Body</p>

	<p>Stephanie Cesbron left the meeting.</p> <p>LGD Retained Projects QMRs</p> <p>The Board Agreed the Q3 Quarterly Monitoring Reports for Stubbington Bypass and M27 Junction 10 and Delegated authority to the Executive Team to submit both to the Department for Transport by 17 January 2020.</p> <p>Judith Grajewski and Paula Swain re-joined the meeting.</p>	<p>LEP Executive</p>
	<p>7. Any Other Business</p> <p>The Board Considered and Agreed the forward plan as set out in paper 7.</p>	<p>LEP Executive</p>
	<p>Date of next meeting</p> <p>The date of the next Board meeting was confirmed to 9 March 2020.</p>	
<p>Board Meeting closed at 11:23</p>		
<p>Solent LEP Strategy Session</p>	<p>Board members considered a range of briefings in the first part of the strategy session as follows:</p> <ul style="list-style-type: none"> • An update on stakeholder engagement and the work being undertaken by Delta 7 • A presentation from Dr John Denham from the Southern Policy centre <p>In part two of the session Board Members received an update on the work to develop a Solent 2050 Strategy from the Executive and PWC. The Solent 2050 Strategy will be considered by the Board during February 2020 ahead of publication for consultation.</p> <p>Board Members:</p> <ul style="list-style-type: none"> • Noted the update in this report on the work that has been undertaken to develop a draft Solent 2050 Economic Strategy. • Considered an early draft Solent 2050 Economic Strategy document and provided advice to the Executive ahead of preparing the final draft strategy for Board consideration at their next meeting in March 2020; and • Noted that the executive will take forward a consultation on the proposed Solent 2050 strategy. <p style="text-align: center;">The session closed at 2.35 pm</p>	