



**SOLENT  
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**Solent Local Enterprise Partnership  
Extraordinary Meeting of the Board to be held via video conference on  
Wednesday 8 April 2020 from 14:00 - 15:00**

<b>Agenda Item</b>	<b>Title</b>	<b>Time</b>
1.	Introduction, declarations of interest and video conference protocols	14:00 - 14:05
2.	Notes of meeting held on Friday 27 March 2020	14:05 - 14:10
3.	Business Intelligence Report for 6 April 2020	14:10 - 14:20
4.	Business and Economy Update to include: a. Crowdfunder and rural business resilience fund update b. General review of funding support for businesses c. Covid-19 Business Support Taskforce update d. Maritime UK Solent update e. Economic Impact update	14:20 - 14:50
5.	AOB • Update from Southern LEPs meeting	14:50 - 15:00

**08.04.2020**

**Item 2**

**Notes of extraordinary meeting held on Friday 27  
March 2020**



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

Held on Friday 27 March 2020 at 13:30 convened electronically over video conference

<b>Present</b>	<b>Apologies</b>
Brian Johnson (Interim Chair)	David Youngs
Anne-Marie Mountifield	Jo Sawford
Judith Grajewski	Christopher Hammond
Kevin George	Paula Swain
Rachael Randall	Gerald Vernon-Jackson
SJ Hunt	Chris Ward - Portsmouth City Council
Seán Woodward	Toni Wootton - BEIS Cities and Local Growth Unit (CLGU)
Nick Loader	
Graham Galbraith	<b>In Attendance</b>
Dave Stewart	Sophie Mallon - Portsmouth City Council
	Lloyd Clark - Portsmouth City Council
	James Fitzgerald - Portsmouth City Council (as the Accountable Body)
	Stuart Baker (LEP Executive)
	Steve Futter (LEP Executive)
	Caitlin Earey (LEP Executive)
	Nicola Twiddy (LEP Executive)

<b>Item</b>	<b>ACTION</b>
<p><b>1. Introduction, Declarations of Interest and Video Conference protocols</b></p> <p>Brian welcomed all to the meeting and explained the protocols which should be used for the duration of the Zoom call for votes and comments.</p> <p>For Declarations of Interest, Directors were asked to state them during items as and when required during the meeting.</p> <p><b>Apologies for Absence</b></p> <p>Apologies were received from David Youngs, Gerald Vernon-Jackson, Jo Sawford, Paula Swain and Christopher Hammond and, from the Accountable Body, Chris Ward. It was noted that James Fitzgerald was attending as the nominated representative from the Accountable Body. Toni Wootton from BEIS Cities and Local Growth Unit had also sent through apologies.</p>	
<p><b>2. Update on COVID-19 Economic Impact</b></p> <p>The paper was taken as read and the Board <b>Noted</b> the latest intelligence return and impact of COVID-19 across the Solent economy.</p> <p>The board noted the update on the advanced manufacturing sector and it was <b>Agreed</b> that</p>	<p>LEP Executive</p>

	<p>the LEP would write to the Secretary of State at BEIS</p> <p>An update was provided to the Board on the Maritime UK emergency Council meeting and the economic impact of COVID-19 on the wider sector. It was noted that the Maritime UK Solent Board would be having an Extraordinary meeting on Monday to gain a view of the impact of COVID-19 from across the region within the maritime sector. The impact to the ports in Southampton and Portsmouth was also highlighted.</p> <p>Directors were invited to ask questions regarding the report. It was <b>Agreed</b> to include a section on the Education sector within the next Solent Business Intelligence report for HM Government to show the impact of COVID-19.</p> <p>Judith Grajewski asked for the board to note her interest in this as she is a Governor at Eastleigh College</p> <p>The requirement for an Economic Recovery Plan was discussed and it was <b>Agreed</b> that a Regional Recovery Plan would be included in the Solent 2050 strategy.</p>	
	<p><b>3. Update on Solent LEP Business Support Activity</b></p> <p>The paper was taken as read and the Board <b>Noted</b> the work to date in relation to Business Support activity.</p> <p>The Board <b>Agreed</b> and provided advice in relation to enhancing or supplementing the current programme of business support activity including extending the existing Isle of Wight Natural Enterprise Rural Fund, launching a digital capability programme and a Crowdfunder platform.</p> <p>The Equality Impact Assessment for these programmes will be completed prior to the funds being made available.</p> <p>The board also noted that a Solent Business Support Task Force had been convened, bringing together Local Authority Representatives, Central Government, Key Stakeholders and Local Businesses Representative Organisations to review the business support on offer and identify gaps in provision to assist with intelligence reporting back to Government. The group will meet for the first time on Tuesday 31 March 2020.</p> <p>Board Members were <b>Requested</b> to forward business case studies to the LEP Executive so they could be considered at the Task Force meeting and included in the report.</p>	<p>LEP Executive &amp; AB</p>
	<p><b>4. Finance - Local Growth Deal and Retained Schemes</b></p> <p>The paper was taken as read with the main points highlighted and the Board:</p> <p><b>Considered</b> and <b>Agreed</b> the revised Corporate and Strategic Risk Register attached at appendix A.</p> <p><b>Considered</b> the high level Risk Matrix for the Local Growth Programme attached at appendix B and delegate its <b>Approval</b> to the LEP Chief Executive and the Accountable Body's section 151 officer.</p> <p><b>Considered</b> and <b>Agreed</b> the revised schemes of delegation attached at appendices C1 and C2.</p>	

	<p><b>Considered and Agreed</b> the LGD funding scenarios presented at the meeting and Agreed to allocate a further £2.5 million for Business support in response to the COVID-19 economic emergency.</p> <p><b>Considered and Agreed</b> that the LEP Executive and the Accountable Body in consultation with the Chair of FFPMG may vary existing contracts to react to the implications of COVID-19 as appropriate and delegate the authority to do so to the LEP Chief Executive and the Accountable Body's section 151 officer.</p> <p><b>Considered and Agreed</b> that the Quarterly Monitoring Reports for the two retained schemes can be signed off after consultation with the Chair of FFPMG by the LEP Chief Executive and the s151 Officer of the Accountable Body.</p>	
<p><b>5. LEP Board Forward Plan</b></p>	<p>The Board:</p> <ul style="list-style-type: none"> <li>• <b>Considered and Agreed</b> the forward plan as set out in the paper.</li> <li>• <b>Considered and Agreed</b> a fortnightly updated COVID-19 review meeting with effect from April 2020.</li> <li>• <b>Agreed</b> for SJ Hunt to become the Interim Deputy Chair.</li> </ul>	
<p><b>6. Any other Business</b></p>	<p>The following matters were raised:</p> <ul style="list-style-type: none"> <li>• A call to be arranged for the SERCOM Chair and Solent LEP Chief Executive to update on home working and executive capacity.</li> <li>• An update of the operation of the Isle of Wight ferries was provided.</li> <li>• An update was provided on the engagement with MPs and Local Authority representatives by the Solent LEP.</li> <li>• The LEP Executive will circulate a link to the Board for the National Farmers Union to their jobs board for seasonal workers.</li> </ul>	<p><b>LEP Executive</b></p> <p><b>LEP Executive</b></p>

**Board Meeting closed at 15:03**

**08.04.2020**

**Item 3**

**Business Intelligence Report for 6 April 2020**

**Board meeting 8 April 2020**

**Item 3 Business Intelligence report for 6 April 2020**

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

**08.04.2020**

**Item 4**

**Business and Economy Update**



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**Item:** 4  
**Title:** Business and Economy update  
**Date:** 8 April 2020  
**Purpose:** For information and advice

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## DRAFT RESOLUTION

Board Members are asked to:

- **Note** the work to date in relation to Business Support activity, including the Crowdfunder programme and business resilience rural fund, and;
- **Note** the initial economic impact review; and
- **Provide advice** in relation to enhancing or supplementing the current programme of support activity.

### 1. Business support

Since the last board meeting work has continued to develop the business support work-streams as follows:

- **The Remote support platform** – The Coronavirus hub on our website ([available here](#)) has been further developed and continues to provide free, easy to access information for businesses on support available across the Solent area from a range of sources including HM Government, our Local Authority partners and the private sector.
- **The Solent LEP Growth Hub** remains open for business to provide a business support service to any business seeking assistance, and we have taken steps to ensure that the service will continue to operate throughout this challenging period. The team can be reached using the contact forms available on our [website](#), or via email at [enquiries@solentlep.org.uk](mailto:enquiries@solentlep.org.uk) or via phone on 02392 688055. The second business intelligence report (see item 3) shows that this direct support is increasing.
- We have established a **Business Resilience Programme** in partnership with BDO to help companies build their resilience through one-to-one support from a team of experts. A further update on this will be provided at the next meeting on 22 April 2020
- A number of **funding programmes** are now live including The Solent LEP Pay it Forward fund, operated in partnership with Crowdfunder, is providing support for Solent-based micro and small businesses seeking to cope in challenging trading conditions as a result of the COVID-19 pandemic. See <https://solentlep.org.uk/crowdfunding-programme-pay-it-forward/> and The Isle of Wight Rural Business Resilience Fund. This looks to support the Isle of Wight economy by providing grants to rural small and medium- sized businesses (SMEs) which are looking to develop alternative ways of working, delivering products and services to the marketplace, marketing expenditure and other resilience initiatives. See <http://www.naturalenterprise.co.uk/pages/economic/159-isle-of-wight-rural-business-resilience-fund>

- The **MUK Solent shadow board and the Solent Business Support Task Group** have convened and a further update will be provided at the meeting. The notes of the meetings are available to view under item 3 (Annexe B and C)

Alongside these five work-streams we are continuing to work with partners across the area, including banks, local authorities and businesses to put in place a number of additional support mechanisms, including:

- Support to provide businesses with the infrastructure to continue business remotely;
- A free online diagnostic tool to review the current business position and identify tactics for building greater resilience;
- Online masterclasses and resources in relation to access to finance, developing e-commerce offers and actions to support responses in relation to COVID-19.
- Developmental work is underway on a loan programme which is outlined in Annexe A.

Further information on this support will be published shortly and businesses can register to receive updates as soon as they are available at: [enquiries@solentlep.org.uk](mailto:enquiries@solentlep.org.uk)

The latest intelligence return (included under Item 3) includes up to date information in relation to the business support.

Board Members are asked to:

- **Note** the work to date in relation to Business Support activity, and;
- **Provide advice** in relation to enhancing or supplementing the current programme of support activity.

## 2. Economic Update and Solent 2050

Work continues to finalise the Solent 2050 strategy but it is clear that the baseline economic forecasting no longer holds true in the near term and probably the medium term. The coronavirus pandemic is creating unprecedented challenges for the economy across the UK. Businesses and households will be impacted in different ways and the scale of economic interruption and impact is unlikely to be felt equally across the UK. The characteristics of the Southern economy and locally the Solent economic area in terms of businesses composition, industry sectors, employment status, demography and place will all play a part in determining the scale of impact. Therefore we are undertaking some further work to consider:

- How long the economic downturn likely to last; and
- Given that the Solent is a gateway economy, the extent of the impact and support required to restore and recover economic activity; and
- What will recovery look like, once it gets underway?

A further update on this work will be provided at the meeting.

Board Members will be asked to:

**Note** the initial economic impact review

## 3. Equality Impact Assessment (EIA)

Due the extraordinary nature of the Board meeting, a verbal update will be given at the meeting.

**4. Legal Implications**

Due the extraordinary nature of the Board meeting, a verbal update will be given at the meeting.

**5. S151 Officer of Finance Comments**

Due the extraordinary nature of the Board meeting, a verbal update will be given at the meeting

## **Annexe A**

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