



**SOLENT  
LOCAL  
ENTERPRISE  
PARTNERSHIP**

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

Held on Friday 17 July 2020 at 10:00 - 12:30 convened electronically over video conference

**Meeting 2 Note**

<b>Present</b>	<b>In Attendance</b>
Brian Johnson (Chair)	Stuart Baker (LEP Executive)
Anne-Marie Mountfield	Steve Futter (LEP Executive)
Jo Sawford	Nicola Twiddy (LEP Executive)
SJ Hunt	James Fitzgerald - Portsmouth City Council (as the Accountable Body)
Rachael Randall	Lloyd Clark - Portsmouth City Council (as the Accountable Body)
Kevin George	Sophie Mallon - Portsmouth City Council (as the Accountable Body)
Nick Loader	
David Youngs	
Paula Swain	<b>Apologies</b>
Gerald Vernon-Jackson	Graham Galbraith
Judith Grajewski	
Dave Stewart	<b>Guests</b>
Chris Hammond	Lucie Bailey & Ciaran Gunne-Jones from Lichfield (Item 5d only)
Seán Woodward	Lizzi Goodwin (Item 5b only)
Toni Wotton (CLGU)	
Will Jacobs (BEIS)	

<b>Item</b>		<b>ACTION</b>
<b>1.</b>	<b>Welcome and Introduction</b> Brian Johnson welcomed all to the meeting and explained the protocols which should be used for the duration of the Zoom call for votes and comments.	
<b>2.</b>	<b>Apologies for Absence</b> Apologies were noted from Graham Galbraith.	
<b>3.</b>	<b>Notes of meeting held on 22 May 2020</b> The minutes from the Board meeting on 22 May 2020 were <b>Agreed</b> .  A discussion has held on the use of digital platforms for sharing board papers (and their ability to view them) with Board Directors during the lockdown period and a review of public meetings as well as the LEP Assurance framework.	

	<p>In summary, the Board were advised that governance of the LEP remains at a high standard with meeting papers made available to members on a digital platform for the Board and Investment Panels, as well as published on the website as per the Assurance Framework. This is done a minimum of 5 working days in advance of a meeting, with the meeting note of meetings published post meeting. The Executive will review:</p> <ul style="list-style-type: none"> <li>• how the Board papers are viewed and will provide the Board with an options appraisal at the next meet to include a range of consolidated digital platforms that meet GDPR requirements. Board members were asked to forward proposals to the Executive to inform this appraisal by 4 September 2020.</li> <li>• The forward plan to include consideration of further public meetings (taking into account that two public meetings have taken place in 2020 with the AGM in February and the Solent Growth Forum in June)</li> </ul> <p>Jo Sawford stepped out of the meeting. Chris Hammond joined the meeting.</p>	<p><b>LEP Executive/ Board members</b></p>
<p><b>4.</b></p>	<p><b>Matters Arising and declarations of interest</b></p> <p>The following matters arising were raised: Page 3, Item 5 - at the last meeting the Board agreed to continue to invest in the Island Line project subject to adding promotion of the line in the conditions of the contract which has now almost been completed, subject to consideration by DfT.</p> <p>The following interests were noted ahead of the meeting:</p> <p><b><u>Sean Woodward</u></b></p> <p>Item 5a - Local Growth Deal Retained Schemes Update - update to be provided on M27J10 retained funding and decision required in relation to Stubbington Bypass (agreement of QMR - requirement to withdraw from the decision)</p> <p>Item 6 - Fareham Borough Council as member and Chair of PfSH application to Getting Building Fund. (For noting only, no Board decision required)</p> <p>Item 6 - M27 Junction 10, Solent Prosperity Fund and Getting Building Fund. (For noting only, no Board decision required).</p> <p>Item 7 - Hampshire County Council are represented on the Solent LEP Freeport Task and Finish Group. (For noting only, no Board decision required).</p> <p><b><u>Judith Grajewski</u></b></p> <p>Item 5a - Local Growth Deal Retained Schemes Update - update to be provided on M27J10 retained funding and decision required in relation to Stubbington Bypass (agreement of QMR - requirement to withdraw from the decision)</p> <p>Item 6 - Hampshire County Council as member of PfSH application to Getting Building Fund. (For noting only, no Board decision required)</p> <p>Item 6 - M27 Junction 10 and Solent Prosperity Fund. (For noting only, no Board decision required).</p> <p>Item 7 - Hampshire County Council are represented on the Solent LEP Freeport Task and Finish Group. (For noting only, no Board decision required).</p> <p><b><u>Dave Stewart</u></b></p> <p>Item 6 - Isle of Wight Council applicant to Getting Building Fund. (For noting only, no Board decision required).</p>	

**Rachael Randall**

Item 6 - In relation to getting Building Fund and son undertaking an apprenticeship with one of the applicants (for noting only)

**Kevin George**

Item 7 - Chair of the Solent LEP Freeport Task and Finish Group and representative of Red Funnel on the group. (For noting only, no Board decision required).

**Paula Swain**

Item 5a - Local Growth Deal Retained Schemes Update - update to be provided on M27J10. (For noting only, no Board decision required)

**Christopher Hammond**

Item 6 - Southampton City Council as member and accountable body of PfSH application to Getting Building Fund. (For noting only, no Board decision required)

Item 7 - Southampton City Council are represented on the Solent LEP Freeport Task and Finish Group. (For noting only, no Board decision required)

**Graham Galbraith**

Item 6 - University of Portsmouth applicant to Getting Building Fund. (Not at meeting, for noting only, no Board decision required)

**Gerald Vernon-Jackson**

Item 6 - Portsmouth City Council as member of PfSH application to Getting Building Fund. (For noting only, no Board decision required)

Item 6 - Portsmouth City Council applicant to Getting Building Fund and Solent Prosperity Fund. (For noting only, no Board decision required)

Item 7 - Portsmouth City Council and Portsmouth International Port are represented on the Solent LEP Freeport Task and Finish Group. (For noting only, no Board decision required)

**Nick Loader**

Item 6 - Unrelated tenancy relationship with applicant to Solent Prosperity Fund and Getting Building Fund. (For noting only, no Board decision required)

Item 7 - DP World are represented on the Solent LEP Freeport Task and Finish Group. (For noting only, no Board decision required)

**Stuart Baker** (for noting only)

Item 5a & 6 - Local Growth Deal Retained Schemes Update - update to be provided on M27J10 retained funding and decision required in relation to Stubbington Bypass (agreement of QMR)

**Sophie Mallon**

Item 6 - Portsmouth City Council applicant to Solent Prosperity Fund. (For noting only, no Board decision required)

**Chris Ward**

Item 6 - Portsmouth City Council and Isle of Wight Council applicants to Getting Building Fund and Solent Prosperity Fund. (Not at meeting, for noting only, no Board decision required)

<p><b>5a. Finance and funding report to include:</b></p>	<ul style="list-style-type: none"> <li>• In year budget position for 2020/21 and financial forecasts to 2022/23</li> <li>• Review of Risk registers</li> <li>• Approval of Statutory Accounts for Solent LEP Limited 2019/20</li> </ul> <p>Board Members were guided through the scenarios to spend funding under the Local Growth Deal (LGD) by 31 March 2021 considering what funding was already committed; risks of projects achieving their spend prior to the deadline and projects in the pipeline.</p> <p>The Board were provided with an update status on the Restart, Restore and Recover Loan Fund and the applications received to date and considered and agreed to approve in principle the loan application from Vectis Leisure Ltd.</p> <p>The Board:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> and <b>Agreed</b> the Corporate and Strategic Risk Register attached at appendix C. Gerald Vernon-Jackson and Judith Grajewski abstained from voting as they had been unable to fully review the Risk Register on the digital platform.</li> <li>• <b>Considered</b> and <b>Agreed</b> the 2019/20 Quarter 4 and the 2020/21 Quarter 1 Local Growth Deal Reporting and Data Submissions at Appendix D.1 and D.2 and <b>delegated authority</b> to the LEP Chief Executive and the Accountable Body's section 151 officer to finalise.</li> <li>• <b>Considered and Agreed</b> to approve in principle the loan application from Vectis Leisure Ltd and delegated final approval to LEP Chief Executive, Accountable Body S105 Officer, and LEP Chair, subject to receipt of a recovery plan and additional information as identified by the LEP and its accountable body.</li> </ul> <p>Due to time constraints, Item 5a was put on hold to allow Lizzi Goodwin to attend the meeting for Item 5b.</p>	<p>LEP Executive</p>
<p><b>5b. Annual Internal Audit Report 2019/20</b></p>	<p>Lizzi Goodwin joined the meeting</p> <p>The Board were provided with an update as per the paper and the Board:</p> <p><b>Noted</b> the Annual Audit Opinion in relation to audit work carried out during 2019/20.</p> <p>Lizzi Goodwin left the meeting. Jo Sawford re-joined the meeting.</p>	
<p><b>5a. Finance and funding report (continued)</b></p>	<p>The Board:</p> <ul style="list-style-type: none"> <li>• <b>Considered</b> and <b>Agreed</b> the Quarterly Monitoring Report (QMR) for the Stubbington Bypass retained scheme retained schemes as attached at Appendix E. Judith Grajewski and Seán Woodward withdrew from the decision due to their register of interest in this item.</li> <li>• <b>Agreed</b> the revised budget for 2020/21 of £74,980,409 as set out in appendix A and the revised budget for the period 2021/22 to 2022/23 as set out in appendix B</li> <li>• <b>Noted</b> and <b>Agreed</b> the Solent LEP statutory accounts as prepared by the Accountable Body attached at Appendix F and <b>Agreed</b> for the Chair to sign them off.</li> </ul> <p>The Board also:</p>	<p>LEP Executive</p>

	<ul style="list-style-type: none"> <li>• <b>Noted</b> the updates in relation to the Local Growth Deal capital programme, the Retained Schemes and other legacy programmes at paragraph 7.</li> <li>• <b>Considered</b> the LGD funding scenarios presented at the meeting and noted the preferred option(s) at this stage.</li> <li>• <b>Considered</b> the key risks in relation to the defrayal of the Local Growth Deal Fund as set out in paragraphs 4.1 and 5.1 of this report.</li> </ul>	
5c.	<p><b>Annual report from SERCOM 2019/20</b></p> <p>The paper was taken as read and the Board:</p> <p><b>Considered</b> and <b>Agreed</b> the 2019/20 Annual Report from the Search, Employment and Remuneration (SER) Committee.</p>	
5d.	<p><b>Presentation on final Solent 2050 Strategy and economic recovery plan progress review</b></p> <p>Lucie Bailey &amp; Ciaran Gunne-Jones from Lichfield joined the meeting.</p> <p>The Board were provided with a presentation on the final Solent 2050 Strategy and economic recovery plan progress review.</p> <p>The LEP Executive will work to finalise the recovery plan for publication.</p> <p>The LEP Executive to work with Litchfields to engage with the two cities cultural leads and with Solent Transport on the transition to public transport and city to city connectivity so the narrative can be finalised and the report published.</p> <p>The Board <b>Agreed</b> to delegate authority to the LEP Executive and Chair to take forward.</p> <p>Lucie Bailey &amp; Ciaran Gunne-Jones left the meeting.</p> <p>Kevin George left the meeting.</p>	<p>LEP Executive</p> <p>LEP Executive</p>
6.	<p><b>Local Growth Deal Update to include:</b></p> <ul style="list-style-type: none"> <li>• LGF review</li> <li>• Update on Getting Building Fund</li> </ul> <p>An update was provided on the Getting Building Fund process.</p> <p>The Board:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> the update on the Local Growth Deal (LGD) Review.</li> <li>• <b>Noted</b> the update on the Getting Building proposal</li> </ul> <p>Dave Stewart left the meeting.</p>	
7.	<p><b>General updates to include:</b></p> <p>Due to time constraints the Board will receive the following updates electronically following the meeting:</p> <ul style="list-style-type: none"> <li>• Solent Business Support Task Force and COVID 19 response</li> <li>• Verbal update from MUK Solent to include update on Freeport consultation</li> </ul>	<p>LEP Executive</p>

	<ul style="list-style-type: none"> <li>• Skills Advisory Panel to include update on Institute of Technology initiative</li> <li>• Solent Growth Forum meeting on 26 June 2020</li> <li>• Verbal update on Solent Leaders forum meeting on 6 July 2020</li> </ul>	
<p><b>8. Any other business</b></p>	<p>The Forward plan was taken as read.</p> <p>The Board <b>Considered</b> and <b>Agreed</b> the forward plan as set out in paper 8.</p> <p>The next meeting is schedule on 9 October 2020.</p>	

**Meeting closed at 12:55**

DRAFT