



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Meeting of the Solent Growth Forum held on Tuesday 17 November at 11:30 via Zoom video conference

Present Councillors/Members	Ex-Officio
Councillor Graham Burgess - Hampshire County Council (Chair)	Stuart Baker - Solent LEP Strategy & Programme Development
Councillor Susan Bayford - Fareham Borough Council	Nicola Twiddy - Solent LEP, PA & Office Manager
Councillor Tony Briggs - Havant Borough Council	Lauren Hartley - Solent LEP Governance and Compliance Manager
Councillor Alexis McEvoy - New Forest District Council	Sophie Mallon - Legal Representative, Solent LEP Accountable Body, PCC
Councillor Dan Fitzhenry - Southampton City Council	Peter Smith-Parkyn - Portsmouth City Council
Councillor Derek Pretty - Eastleigh Borough Council	Steve Futter - Solent LEP Programme Delivery
Councillor Philip Raffaelli - Gosport Borough Council	Richard Jones - Corporate Governance and Communications
David Williams - Portsmouth City Council	James Fitzgerald - Finance Representative, Solent LEP Accountable Body, PCC
Tristan Samuels - Portsmouth City Council	
Invited Attendees	Guests
Brian Johnson - Solent LEP Deputy Chair	Stephanie Cesbron - AECOM
	Andy Ruffitt - AECOM
Apologies	
Councillor Ken Moon	
Councillor Michael Beston - Isle of Wight Council	

Item	ACTION
<p>1. Welcome and Introductions</p> <p>The Chair welcomed all to the meeting and advised that the meeting was being live streamed and recorded.</p> <p><u>Apologies</u> Apologies were noted from Councillor Ken Moon and Councillor Michael Beston</p> <p><u>Minutes of Last Meeting</u> The minutes of the meeting on 26 June 2020 were Agreed.</p>	

<p>2. Reflections on Member Induction Workshops</p> <p>Positive feedback was received on the Member Induction workshops. Going forward, Members would like to be sighted on the Solent LEP Internal Audit Plan for the year and the audit outcome reports. Internal Audit Reports to be added as a future agenda item.</p>		<p>LEP Executive</p>
<p>3. LEP response to COVID-19 (including SME funding and support programmes)</p> <p>While the Solent LEP Executive Team continuously work on the longer term funding plan, they have had to prioritise the Covid-19 situation. With approximately 50,000 businesses in the region and many in difficulty, the Executive Team have set about freeing up funds quickly to launch schemes such as Crowdfunder to allow the region to support businesses.</p> <p>Cllr Alexis McEvoy and James Fitzgerald joined the meeting. David Williams left the meeting.</p> <p>Solent Growth Forum Members received a presentation on Solent 2050 & the Economic Recovery Plan covering the impact of Covid-19, strategic priorities, the three stage approach to the Economic Recovery Plan and the Plan's highlights, an overview of the Getting Building Fund and the Business Support Offers available. Work being undertaken to support businesses with the UK Transition was also covered.</p> <p>Presentation to be shared with Members following the meeting.</p> <p>Stephanie Cesbron from AECOM joined the meeting</p> <p>Solent Growth Forum Members: Noted the update on the LEP response to Covid-19</p>		<p>LEP Executive</p>
<p>4. Update on the Local Growth Fund Impact Analysis conducted by AECOM</p> <p>Stephanie Cesbron from AECOM provided a presentation on the Local Growth Fund Covid-19 Assessment and Local Growth Fund Progress Review. The Covid-19 impact on project assessment presentation provided an overview of the study specifications, scope and approach, summary of findings for training and education projects, (Andy Rumfitt from AECOM joined the meeting), transport and public realm projects, research and innovation project, development projects, business growth projects and report recommendations.</p> <p>The presentation went on to cover the Local Growth Fund early stage progress review. The presentation provided an overview of the study specifications, scope and key external messages.</p> <p>Stephanie Cesbron and Andy Rumfitt left the meeting.</p> <p>Derek Pretty left the meeting.</p>		
<p>5. Governance update on Mid-Year Review</p> <p>The covering paper was taken as read.</p> <p>The Delivery plan sets out what the LEP will focus on and be prioritising in a given year and forms part of the framework of how the LEP is assessed at year end. An internal review of the plan has taken place this year and is a reference point for the discussion with</p>		

<p>Government which took place in October 2020. The Annual Performance Review will take place at the start of 2021. A desk based review also takes place covering the website compliance checks which is currently underway</p> <p>The Annual Performance Review covers delivery, strategy and governance with grading provided for these areas. An Assurance Statement by the S151 Officer at Portsmouth City Council, as the Accountable Body for the Solent LEP also forms part of the Assurance Framework process review.</p> <p>The Annual Report sets out the activity that has been undertaken and is due for publication by April 2021. Work has started on this document which will include the impact of Covid-19 and feedback/input on the report would be welcomed from Members to the LEP Executive Team.</p> <p>Solent Growth Forum Members: Noted the update on the Annual Performance Review process. Noted the mid-year delivery plan performance review. Were asked to provide advice in relation to the format of the 2020 Annual Report</p>	<p>SGF Members</p>
<p>6.AOB As social media is key to help with the promoting of messages, it was suggested that the Solent LEP should look at having a key stakeholders 'Whats App' group to support with the sharing of information.</p> <p>It was agreed that the Solent LEP Executive will look into the possibility of sharing updates to the Solent Growth Forum Members going forward, in order to promote the schemes and ensure a unified approach to the recovery of the region.</p> <p>Next Meeting to be in February/March 2021 and the Chair invited suggestions as what members would like to see covered in the forward plan for the Solent Growth Forum in 2021</p> <p>There was no further business so the meeting was closed.</p>	<p>LEP Executive</p> <p>LEP Executive</p> <p>SGF Members</p>

Meeting closed at 13:28