



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Solent Local Enterprise Partnership Meeting of the Board of Directors

Held on Friday 11 December 2020 at 09:00 - 12:00 convened electronically over video conference

Present	In Attendance
Brian Johnson (Chair)	Richard Jones (LEP Executive)
Anne-Marie Mountifield	Stuart Baker (LEP Executive)
Chris Hammond	Steve Futter (LEP Executive)
Dave Stewart	Nicola Twiddy (LEP Executive)
David Youngs	James Fitzgerald - Portsmouth City Council (as the Accountable Body)
Gerald Vernon-Jackson	Sophie Mallon - Portsmouth City Council (as the Accountable Body)
Graham Galbraith	
Jo Sawford	Apologies
Judith Grajewski	
Kevin George	
Nick Loader	Guests
Paula Swain	Southampton Airport presentation to include update from Steve Szalay, Operations Director, Steve Thurston, Southampton Airport and Gavin Hall, Savills
Rachael Randall	
Seán Woodward	
SJ Hunt	
Will Jacobs (BEIS)	
Clare Mulholland (BEIS)	

Item		ACTION
1.	Welcome and Introduction 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, noting a recording of the meeting will be retained in addition to the meeting note. Apologies for Absence There are no apologies to note.	
2.	External Updates Southampton Airport presentation	

	<p>to include update from Steve Szalay Operations Director, Steve Thurston, Southampton Airport and Gavin Hall, Savills on the runway extension master plan.</p> <p>Rachael Randall and Seán Woodward joined the meeting.</p> <p>Brian Johnson passed on the Board's thanks for attending and providing the update.</p> <p>Steve Szalay, Steve Thurston and Gavin Hall left the meeting.</p> <p>HM Government Update Will Jacobs introduced Clare Mulholland to the Board and gave an update on the Levelling Up Fund and the UK Shared Prosperity Fund. It is hoped that further details on these funds will be available early in 2021.</p>	
3.	<p>Notes of meeting held on 9 October 2020 The minutes from the Board meeting on 9 October 2020 were Agreed.</p>	
4.	<p>Matters Arising and declarations of interest The following matters arising were raised:</p> <p>Page 1 - Havant Infrastructure Investment Plan - the final draft is with the LEP and is being worked through with Havant Borough Council and is expected to be published before the end of January 2021</p> <p>Page 2 - Digital platforms - the LEP Executive will be doing a piece of work to review Huddle and ModGov to compare both platforms to bring back to a future Board meeting for consideration.</p> <p>Graham Galbraith left the meeting.</p> <p>Page 5 - Mid-year review - AECOM have completed an external review of the Local Growth Fund and details have been provided to Board Members.</p> <p>The following interests were noted ahead of the meeting:</p> <p><u>Anne-Marie Mountifield</u> Item 6 - Governance Update - Board Director retirements in 2021 - Retirement of Directors</p> <p><u>Brian Johnson</u> Item 5a - Local Growth Deal - Innovation and Collaboration Hub (ICH) as part of the National Maritime Systems Centre (NMSC) QinetiQ scheme, to which BAE Systems are a partner organisation for output delivery.</p> <p><u>Kevin George</u> Item 2 – Update from Southampton Airport - for noting only Item 5a - Local Growth Deal - Floating Bridge - For noting only. Item 6 - Governance Update - Board Director retirements in 2021 - Retirement of Directors</p> <p><u>Sean Woodward</u> Item 5a – Local Growth Deal - in relation to the following projects under the Programme:</p> <ul style="list-style-type: none"> • North Whiteley - for noting only 	<p>LEP Executive</p> <p>LEP Executive</p>

- Stubbington Bypass
- M27 J10
- A326 scheme

Item 5b - Getting Building Fund - Partnership for South Hampshire were the original applicant for Nutrients Mitigation Project (now led by HIOWWT)

Item 6 - Governance Update - Board Director retirements in 2021 - Retirement of Directors

Judith Grajewski

Item 2 – Update from Southampton Airport - for noting only

Item 5a – Local Growth Deal - in relation to the following projects under the Programme:

- Stubbington Bypass
- M27 J10 – for noting only
- A326 scheme

Item 5b - Getting Building Fund - Partnership for South Hampshire were the original applicant for Nutrients Mitigation Project (now led by HIOWWT)

Dave Stewart

Item 5a - Local Growth Deal - Floating Bridge - For noting only

Item 5b - Getting Building Fund - Isle of Wight Council applicant for Branstone Rural Employment Hub

Item 6 - Governance Update - Board Director retirements in 2021 - Retirement of Directors

Rachael Randall

Item 5a - Local Growth Deal - Floating Bridge - For noting only

Item 5b - Getting Building Fund - Branstone Rural Employment Hub - For noting only

Item 6 - Governance Update - Board Director retirements in 2021 - Retirement of Directors

Paula Swain

Item 5a – Local Growth Deal - in relation to the following projects under the Programme:

- M27 J10 – for noting only
- North Whiteley

Christopher Hammond

Item 5a – Local Growth Deal - in relation to the following projects under the Programme:

- Crowdfunder - Popsi's Ltd beneficiary of the fund – for noting only

Graham Galbraith

Item 5b - Getting Building Fund - in relation to the following project under the Programme

- University of Portsmouth Centre for Enzyme Innovation Project – for noting only

Nick Loader

Item 5b - Getting Building Fund - in relation to the following project under the Programme

- ABP Cruise terminal 5 - For noting only

	<p><u>Gerald Vernon-Jackson</u> Item 5a – Local Growth Deal - in relation to the following projects under the Programme:</p> <ul style="list-style-type: none"> • The Restart, Restore and Recover Loan Fund <p><u>Stuart Baker</u></p> <p>Item 5a – Local Growth Deal - in relation to the following projects under the Programme:</p> <ul style="list-style-type: none"> • Stubbington Bypass – for noting only • M27 J10 – for noting only • A326 scheme – for noting only <p><u>James Fitzgerald</u></p> <p>Item 5a – Local Growth Deal - in relation to one project under the Restart, Restore and Recover Loan Fund</p>	
<p>5a.</p>	<p>Finance and funding report to include: The Board received an update on the Local Growth Deal and Getting Building Fund programme outturn scenarios.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Considered the Local Growth Deal (LGD) and Getting Building Fund (GBF) funding scenarios presented at the meeting and alongside this Considered the recommendations in appendix G and; • Agreed the likely range of and principle of the capital switch mechanism proposed to be used to maximise full defrayal of the Local Growth Deal by 31 March 2021. • Noted and Agreed the principles regarding the funding agreement variations required as set out in the report and delegated the finalisation of each variation to the LEP Chief Executive and the Accountable Body's section 151 officer. <p>The board then received an update on the following schemes:</p> <p>a. <u>Stubbington Bypass and the A326 road scheme.</u></p> <p>Seán Woodward and Judith Grajewski declared an interest in both schemes and withdrew from the meeting at this point. The board discussed the status of each scheme and</p> <ul style="list-style-type: none"> • Agreed the principles regarding the funding agreement variations required and delegated the finalisation of the variation for both schemes to the LEP Chief Executive and the Accountable Body's section 151 officer <p>Seán Woodward and Judith Grajewski re-joined the meeting.</p> <p>b. <u>North Whiteley scheme</u></p> <p>Paula Swain declared an interest in this scheme and withdrew from the meeting at this point. The board discussed the status of the North Whiteley scheme and received an update on the timeline for opening Blue Bell Way and they</p>	<p>LEP Executive and Accountable Body</p> <p>LEP Executive and Accountable Body</p>

<ul style="list-style-type: none"> • Agreed the principles regarding the funding agreement variation for North Whiteley and delegated the finalisation of a variation to the existing agreement to the LEP Chief Executive and the Accountable Body's section 151 officer. <p>Paula Swain re-joined the meeting. Graham Galbraith re-joined the meeting.</p> <p>Gerald Vernon-Jackson left the meeting</p> <p>c. <u>The Restart, Restore and Recover (RRR) loan Fund</u></p> <p>James Fitzgerald provided an updated on the progress of the loan applications approved at the board meeting in October and the board</p> <ul style="list-style-type: none"> • Considered the status of the live applications to the (RRR) Loan Fund as set out in appendix I; and Agreed with the recommendations set out within it; and • Agreed that the funding agreements for the previously approved loans can be executed after the initial target date of 30th November but no later than 31 December 2020. • Noted the status of the other loan applications as set out in the report. <p>The board were then asked to consider two additional applications submitted to the loan fund.</p> <p>The board considered one new application to the loan fund and the due diligence and Agreed the recommendations as set out in the report.</p> <p>James Fitzgerald declared an interest in one project and withdrew from the meeting for the consideration of the next project.</p> <p>The board then considered one application to the loan fund and the due diligence and Agreed the recommendations as set out in the report.</p> <p>James Fitzgerald re-joined the meeting. Graham Galbraith left the meeting.</p> <p>The Board then considered the update on the Innovation and Collaboration Hub (ICH) as part of the National Maritime Systems Centre (NMSC).</p> <p>Brian Johnson asked the board to note that BAE Systems are a partner organisation for output delivery and he asked the Interim Deputy Chair (and chair of FFPMG) SJ Hunt to lead the discussion on this item.</p> <p>The board:</p> <ul style="list-style-type: none"> • Noted the update on the QinetiQ project and the update from the Executive that FFPMG will be considering an update from the scheme lead at their meeting in January 2021. It was also noted that the board will be asked to consider the project again at their February 2021 meeting. <p>The Board then:</p> <ul style="list-style-type: none"> • Approved the revised budget for 2020/21 of £66,507,368 as set out in appendix A and the revised budget for the period 2021/22 to 2023/24 as set out in appendix B which includes the following: 	<p>LEP Executive and Accountable Body</p> <p>LEP Executive</p>
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	<ul style="list-style-type: none"> • The latest position of the Local Growth Deal Fund as set out in appendix E noting the challenges of the full defrayal of the fund as set out in paragraph 4.1 the report. • The re-profiling and budget movements as set out in the table in paragraph 3. • The current position of the Growing Places Fund as summarised in appendix D. <p>The Board also:</p> <ul style="list-style-type: none"> • Noted that a forecast for the 2023/24 year has been added to the finance appendices. • Noted and Agreed the Corporate and Strategic Risk Register at appendix C. • Considered the key risks in relation to the defrayal of the Local Growth Deal Fund and the Getting Building Fund as set out in paragraphs 4.1 to 4.3 the report; and • Considered the high level Risk Matrix for the Local Growth Programme attached at appendix F and delegated its Approval to the LEP Chief Executive and the Accountable Body's section 151 officer; and • Approved the allocation of £20,000 from the reserves and contingency budget heading to support work with Catalyst South as set out in paragraph 5.3; and • Noted the AECOM report setting out the impact of the Local Growth deal to date as set out in paragraph 4.1. <p>Chris Hammond left the meeting.</p>	<p>LEP Executive and Accountable Body</p>
<p>5b.</p>	<p>Getting Building Fund (GBF) update</p> <p>The paper was taken as read.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update on the Getting Building Fund; and • Considered and Agreed the business case and due diligence report at annexe B for the Fawley Waterside Fawley Digital Project; and • Considered and Agreed the Grant funding to the Fawley Waterside Fawley Digital Project, subject to the pre-conditions and completion of the consultation; and • Agreed to extend the four-week consultation time period for Getting Building Fund projects to six weeks for the Fawley Digital business case consultation to account for the Christmas and New Year period; and • Agreed to delegate authority to the LEP Executive and the Accountable body to finalise the funding agreement for the Fawley Digital Project in accordance with the scheme of delegation. <p>The board then:</p> <ul style="list-style-type: none"> • Considered and Agreed the business case and due diligence report at annexe C for the Hampshire and Isle of Wight Wildlife Trust Nitrates Mitigation Project; and • Considered and Agreed the Loan funding to the Hampshire and Isle of Wight Wildlife Trust to acquire a site as part of the Nitrates Mitigation Project, to be repaid in instalments, as agreed with the LEP and Accountable Body Nitrates Mitigation Project, subject to the pre-conditions; and • Agreed to delegate authority to the LEP Executive and the Accountable body to finalise the funding agreement for the Hampshire and Isle of Wight Wildlife Trust to acquire a site as part of the Nitrates Mitigation Project in accordance with the scheme of delegation. <p>Jo Sawford left the meeting.</p>	<p>LEP Executive and Accountable Body</p> <p>LEP Executive and Accountable Body</p>

	<p>The Board then:</p> <ul style="list-style-type: none"> • Noted the update on the Ocean Infinity Silicon Wharf project; and • Considered the risks associated with investing in the Silicon Wharf project; and • Agreed the recommendations in the report in Appendix D; and • Noted that the Getting Building Funding Allocation of 2021/22 is subject to confirmation; and • Agreed that the Executive should review the programme pipeline to bring forward further project proposals for consideration at the next board meeting. <p>Dave Stewart declared an interest in the Isle of Wight Council Branstone Rural Employment Hub Project and withdrew from the meeting at this point.</p> <p>The Board then:</p> <ul style="list-style-type: none"> • Considered and Agreed the business case and due diligence report at annexe A for the Isle of Wight Council Branstone Rural Employment Hub Project; and • Considered and Agreed the Grant funding to the Isle of Wight Council Branstone Rural Employment Hub Project, subject to the pre-conditions and completion of the consultation; and • Agreed to delegate authority to the LEP Executive and the Accountable body to finalise the funding agreement for the Isle of Wight Council Branstone Rural Employment Hub Project, in accordance with the scheme of delegation. 	<p>Executive</p> <p>LEP Executive and Accountable Body</p>
<p>6.</p>	<p>Governance update Updates were provided for the following areas:</p> <ul style="list-style-type: none"> • Local Assurance Framework Review for 2021 • Election of Solent LEP Deputy Chair • Succession planning and board recruitment • Preparation for 2021 AGM <p>The Board:</p> <ul style="list-style-type: none"> • Agreed the updated LEP Assurance framework and Delegated Authority to the Executive to finalise the documents for publication by the required deadline of 28th February 2021; and • Agreed the executive scheme of delegation in Annexe B (including additional delegations relating to HM Government returns); and • Agreed the Board and Panel Scheme of Delegation in Annexe C Annexe C (including the proposal to increase to the FPPMG financial delegation from £500,000 to £1m in line with recent updates to the executive scheme of delegation); and • Agreed to appoint a Deputy Chair from amongst the existing Solent LEP Business Directors at the meeting. <p>Rachael Randall nominated SJ Hunt to be the Deputy Chair and this nomination was seconded by Seán Woodward and the Board:</p> <ul style="list-style-type: none"> • Agreed the appointment of SJ Hunt as the Deputy Chair for the three year period commencing 11 December 2020. <p>The board also considered the process for the recruitment of a new Business (B) Director and:</p>	<p>LEP Executive</p>

	<p>Anne-Marie Mountifield re-joined the meeting.</p> <p>Sophie Mallon left the meeting.</p>	
7.	<p>General updates from board leads to include:</p> <p>The Board received an update on the following:</p> <ul style="list-style-type: none"> • Skills Advisory Panel to include update on Institute of Technology initiative (Chris Hammond re-joined the meeting). • Solent Business Support Task Force and COVID 19 response and response as we near the end of the UK transition period 	
8.	<p>Any other business</p> <p>Board Members asked for a formal thanks to be passed to the Executive Team and Anne-Marie Mountifield for all their hard work and efforts this year.</p> <p>The Forward plan was taken as read.</p> <p>The Board Considered and Agreed the forward plan as set out in paper 8.</p> <p>The next meeting is scheduled on 6 February 2021.</p>	

Meeting closed at 12:30 and the board strategy session commenced at 12:50