



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Solent Local Enterprise Partnership Meeting of the Board of Directors

Held on Friday 26 February 2021 at 09:00 - 12:00 convened electronically over video conference

Present	In Attendance
Brian Johnson (Chair)	Richard Jones (LEP Executive)
Anne-Marie Mountfield	Stuart Baker (LEP Executive)
Barry Rickman	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	Clare Mulholland (BEIS)
Jo Sawford	Toni Wootton (MHCLG)
Judith Grajewski	
Kevin George	Apologies
Nick Loader	Chris Hammond
Paula Swain	
Rachael Randall	Guests
SJ Hunt	Stuart Hider - QinetiQ (Item 5a only)

Item		ACTION
1.	<p>Welcome and Introduction The Chair welcomed all to the meeting and extended a warm welcome to Barry Rickman, Leader of the New Forest District Council, who has joined the Board as a P Director and introductions took place.</p> <p>Apologies for Absence Apologies were noted from Christopher Hammond.</p>	
2.	<p>HM Government update</p> <p>Clare Mulholland provided an update on the following:</p> <p>Levelling up fund and UK Shared Prosperity Fund will be allocated competitively and further details will be published shortly.</p>	

	<p>Freeport Proposals - an announcement is expected in the Spring.</p> <p>The Annual Performance Review (APR) – the final outcome letters are due in April 2021.</p>	
3.	<p>Notes of meeting held on 11 December 2020 and extraordinary meetings held on 15 January 2021 and 29 January 2021</p> <p>The minutes from the Board meeting on 11 December 2020 and the extraordinary meetings held on 15 January 2021 and 29 January 2021 were Agreed.</p>	
4.	<p>Matters Arising and declarations of interest to include consideration of registers of interest</p> <p>The following matters arising were raised:</p> <p><u>11 December 2020 Meeting note</u> Page 1 – Southampton Airport – the board noted the latest update. Page 2 - Havant Infrastructure Plan - the document is being updated to reflect the Freeport proposal and it is hoped that it will be published in mid-March. Page 4 - North Whiteley – The Bluebell Way element of the project is now opened to through traffic as of 12 February 2021. Page 7 - the Assurance Framework for 2021 has now been published. Page 8 - Notices & resolutions for the forthcoming AGM have been issued to members. Page 9 – Date of next meeting - the next meeting date should have stated 26 February 2021 and not 6 February 2021.</p> <p><u>15 January 2021 Meeting note</u> Item 2 - Board Retirements – An update was provided Item 3 Funding application under the Solent Prosperity Fund – An update was provided on this work</p> <p>Gerald Vernon-Jackson left the meeting.</p> <p><u>29 January 2021 - Freeport meeting</u> The proposal has been submitted and the bid coalition will be meeting during week commencing 1 March 2021.</p> <p><u>Consideration of Registers of Interests</u> The following interests were noted ahead of the meeting:</p> <p>Anne-Marie Mountifield Item 5a - Finance and Funding - T Level Capital Fund - son undertaking part time HNC course at Fareham College for note - AMM advised that notwithstanding this she wanted to withdraw from the discussion and decision making.</p> <p>Brian Johnson Item 4 - Notes & Matters Arising and Item 5 - wife works at Brockenhurst College which has a leased site near to an area within the bid - For noting only.</p> <p>Item 5a - Finance and Funding - Innovation and Collaboration Hub (ICH) as part of the National Maritime Systems Centre (NMSC) redevelopment at Portsdown Technology Park</p>	LEP Executive

	<p>by QinetiQ, to which BAE Systems are a partner organisation for output delivery - to withdraw from discussion and decision making in relation to the project.</p> <p><u>Kevin George</u> Item 5a - Finance and Funding - Floating Bridge - For noting only.</p> <p><u>Dave Stewart</u> Item 5a - Finance and Funding - Floating Bridge - For noting only Item 5b - Getting Building Fund - Isle of Wight Council applicant for Branstone Rural Employment Hub - For noting only</p> <p><u>Rachael Randall</u> Item 5a - Finance and Funding- Floating Bridge - For noting only Item 5b - Getting Building Fund - Branstone Rural Employment Hub - For noting only Item 6 - Governance Update - Decision in relation to extension of tenure on SERCOM - to withdraw from decision making.</p> <p><u>Graham Galbraith</u> Item 5b - Getting Building Fund - University of Portsmouth applicant for Centre for Enzyme Innovation Project - For noting only.</p> <p><u>Nick Loader</u> Item 5b - Getting Building Fund - Unrelated tenancy relationship with ABP who are Applicants for Cruise Terminal project - For noting only</p> <p><u>Gerald Vernon-Jackson</u> Item 5b – Getting Building Fund - Portsmouth City Council are owners of Port of Portsmouth, competitor to ABP applicant (for note) and applicant for remaining funding - to withdraw from discussion on competitive process for remaining funding, to which Portsmouth International Port are a competitor.</p> <p><u>SJ Hunt</u> For noting only - Parity Trust works with a range of local authorities in the Solent area, including New Forest, Eastleigh, Fareham and Gosport.</p>	
<p>5a. Finance and funding report</p>	<p>Brian Johnson withdrew from the meeting.</p> <p><u>QinetiQ Presentation</u> Stuart Hider joined the meeting to provide an update on the National Maritime Systems Centre + Innovation Collaboration Centre following their update at the FFPMG on 26 January 2021.</p> <p>The Chair thanked Stuart Hider for the update and the LEP Executive will be in touch in due course. Stuart Hider left the meeting.</p> <p>The Board:</p>	

	<p>Anne-Marie Mountifield withdrew from the meeting.</p> <p>Paula Swain – advised that she would abstain from a decision as Shoosmiths is looking to offer mentoring to one of the institutions.</p> <p>Rachael Randall noted an interest as HTP will be providing T Levels.</p> <p>Brian Johnson noted his interest as per his Declaration of Interest above.</p> <p>The LEP has recently engaged with Further Education colleges that are eligible to bid from the FE Capital Transformational Fund (FECTF) for the redevelopment and modernisation of their estates with an offer to provide Growing Places Loan funding (GPL) towards their 50% matched funding requirement.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update regarding the proposed use of the Growing Places Loan Fund to support FE Capital Transformation Funding bids as set out in paragraph 5.1 • Agreed to extend the Growing Places Loan facility to provide loan support for eligible applications to the T-Levels Capital Fund. • Agreed to consider a further call for projects to the FE Capital Transformational Fund and the T-Levels Capital Fund later in the year. <p>Anne-Marie Mountifield re-joined the meeting.</p> <p>The Board also:</p> <ul style="list-style-type: none"> • Noted the update on the ERDF SME Restart and Recovery & Kick-starting Tourism Fund and the request to MHCLG to extend the deadline for grant beneficiary spend from 28 February 2021 to 28 May 2021. • 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. • Noted the other funding updates at paragraphs 5, 6 and 7. 	LEP Executive
5b.	<p>Getting Building Fund (GBF) update</p> <p>The paper was taken as read and the Board were advised that initial due diligence has taken place on the two projects. There is on-going work on the due diligence and it is expected to conclude in the next two weeks and the Board will be convened to consider this.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update on the unallocated £1.4m Getting Building Fund. <p>The Board will be reconvened to consider the following decisions prior to the end of March 2021:</p> <ul style="list-style-type: none"> • the independent expert due diligence reports on the two projects that have submitted Full Business Cases to access the unallocated Getting Building Funding and the independent prioritisation of these projects; and • the recommendations of both the Due Diligence reports and the independent prioritisation of the projects and Delegate authority to the Executive to take forward the recommendations. <p>The board also agreed that a further funding call should be prepared for FFPMG to consider and provide advice on</p>	LEP Executive LEP Executive and Accountable Body
6.	Governance update	

	<p>Richard Jones joined the meeting.</p> <p>Updates were provided for the following areas:</p> <p><u>Board recruitment</u> A B Director and B Membership eligibility meeting took place yesterday and work will begin to complete the membership subscriptions and to start the B Director election process.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update in relation to Board recruitment <p><u>Preparation for 2021 AGM</u> The AGM notice has been issued to members and an agenda has been proposed.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed the proposed agenda for the 2021 AGM, noting that given the number of B Director applications, the agenda would be updated to change the format in the way the B Director candidates can engage with the Business members at the AGM. <p><u>Annual report for 2020</u> The Board:</p> <ul style="list-style-type: none"> • Agreed the Annual Report for distribution to members at the 2021 AGM and subsequent publication <p><u>Feedback on Annual Performance Review (APR)</u> An update on the APR was provided earlier in the meeting and the slides from the APR meeting will be shared following the Board meeting.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update in relation to the 2020/21 APR. <p><u>SERCOM Membership</u> <u>An update was provided and Rachael Randall withdrew from the discussion whilst the board considered the tenure of the SERCOM Chair role. The chair of the board proposed that the tenure of the SERCOM role be extended for a further three year period to March 2024.</u></p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed to extend the tenure of Rachael Randall on SERCOM for a further three year period to March 2024. <p>Richard Jones left the meeting.</p>	<p>LEP Executive with Company Secretary</p> <p>LEP Executive</p> <p>LEP Executive</p>
7.	<p>Strategy and delivery update to include The paper was taken as read and updates were provided for the following areas:</p> <p><u>MUK Solent</u> Kevin George gave a presentation on MUK Solent - The Way Ahead. Comments and questions from the Board were taken.</p> <p>The Board:</p> <p>Approved the principle of establishing MUK Solent as a Private Limited Company by Guarantee.</p> <p>Approved continued support to MUK Solent through transition.</p> <p>Agreed that Solent LEP will be a 'Partner' of MUK Solent and provided further advice on the</p>	<p>LEP Executive</p>

	<p>financial model for MUK Solent moving forward.</p> <p><u>Skills Advisory Panel (SAP)</u> Rachael Randall provided an update on the work of the SAP.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Considered the Solent Skills Action Plan and Local Skills Report and Agreed to delegate authority to the LEP Executive and the Chair of the Solent Skills Advisory Panel and LEP Board Lead for Skills to finalise the document for submission to DFE and publication by the end of March 2021. <p>The Board:</p> <ul style="list-style-type: none"> • Considered the updated Solent Economic Recovery Plan and Agreed to delegate authority to the Executive to publish. • Noted the update on the Maritime UK Solent Economic Recovery Plan. • Noted the update on Solent 2050 and Agreed the proposal to progress thought-leadership workshops to explore the implications of the pandemic on the direction of the Solent economy. • Noted the update on the development of the Solent LEP 2021/22 Delivery Plan. 	<p>LEP Executive</p> <p>LEP Executive</p> <p>LEP Executive</p>
<p>8.</p>	<p>General updates from board leads to include: <u>Solent Business Support Task Force and COVID 19 response</u> SJ Hunt provided an update from the Taskforce meetings. As well as providing an update from the Local Authorities and Business Representative Organisations, the Taskforce will also be receiving LEP dedicated updates at future meetings. Lichfields will be running a 'Covid the Future' workshop at the next meeting.</p> <p><u>SERCOM update</u> An update on the welling being work to support the Solent LEP Team was provided.</p> <p><u>Verbal update on Solent Leaders forum meetings on 16 December 2020, 14 January 2021 and 27 January 2021</u> The board received an update on the recent meetings.</p> <p>Nick Loader left the meeting.</p> <p><u>Update on Southern LEP Network and Catalyst South</u> A Project Manager has now been recruited for Catalyst South to support the work of this group which is getting better traction with having a regional voice and the group are working well to support each other.</p> <p>Judith Grajewski left the meeting. Gerald Vernon - Jackson joined the meeting.</p> <p>The Innovate UK event on 8 & 9 March Innovate UK was highlighted.</p>	
<p>9.</p>	<p>Any other business The Forward plan was taken as read. The Board Considered and Agreed the forward plan as set out in the paper.</p>	

	<p><u>Environment Agency (EA)</u></p> <p>Solent LEP is working with the EA who are keen to work with the LEP on decarbonisation and nature based solutions and we are in the process of drawing up a memorandum of understanding with the EA.</p> <p>The Board agreed to extend an invitation to EA to attend a future Board meeting.</p> <p>The Chair passed on the Boards thanks to Kevin George for leading the work on the Solent Freeport proposal as he will be retiring from the Board at the AGM on 12 March 2021.</p> <p>The next meeting is scheduled on 21 May 2021.</p>	<p>LEP Executive</p>
--	--	-----------------------------

Meeting closed at 12:09

DRAFT