



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Solent Local Enterprise Partnership Meeting of the Board of Directors

Held on Friday 16 July 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)
Alison Wilson	Nicola Twiddy (LEP Executive)
Ben Dowling (joined at 10:40)	James Fitzgerald - Portsmouth City Council (as the Accountable Body)
Daniel Fitzhenry	Peter Baulf - Portsmouth City Council (as the Accountable Body)
David Youngs	Elizabeth Goodwin - Portsmouth City Council (as the Accountable Body)
Edward Heron	Clare Mulholland (BEIS)
Graham Barnetson	Sarah Bosley (BEIS)
Graham Burgess	
Graham Galbraith	Apologies
Lora Peacey-Wilcox	Jo Sawford
Nick Loader	
Paula Swain	Guests
Rachael Randall	Claire Whitaker - Southampton City Council (Item 2 only)
SJ Hunt	Mary D'Arcy - Southampton City Council (Item 2 only)

Item		ACTION
1.	Welcome and Introduction The Chair welcomed all to the first full meeting with the new Board Directors. Apologies for Absence Apologies were noted from Jo Sawford.	
2.	Southampton City of Culture Bid 2025 Claire Whitaker and Mary D'Arcy from Southampton City Council joined the meeting and gave a presentation on the Southampton City of Culture Bid 2025. The Chair passed on the Boards thanks to Southampton City Council and wished them good luck with the Expression of Interest submission.	

3.	<p>HM Government Update</p> <p>Clare Mulholland provided an update to the board on</p> <ul style="list-style-type: none"> • LEP Core Funding • Levelling Up Fund • Feedback on Catalyst South Event on Airport Communities • LEP review • Sarah Bosley has joined the area team and was introduced to the Board. 	
4.	<p>Notes of meeting held on 26 February 2021, extraordinary meeting held on 22 April 2021 and board workshop on 17 June 2021.</p> <p>The minutes from the Board meeting on 26 February 2021, the extraordinary meeting held on 22 April 2021 and the workshop on 17 June 2021 were Agreed.</p> <p>Noting that on the meeting note for 22 April 2021 on Page 2 section 5 refers to 2021, should have read June 2021 not July 2021.</p>	
5.	<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>26 February 2021 Meeting note</u></p> <p>Page 4 - Project change request for Getting Building Fund has been completed and the change accepted.</p> <p>Page 5 - Future funding call will be picked up during this meeting.</p> <p>Page 6 - MUK Solent will be picked up during this meeting.</p> <p>Page 7 - Solent Economic Recovery Plan, Maritime UK Solent Economic Recovery Plan and Delivery Plan are now published.</p> <p>Page 8 - The Memorandum of Understanding with the Environment Agency (EA) has been signed, and the EA to attend a future Board meeting.</p> <p><u>22 April 2021 Meeting note</u></p> <p>Page 2 – Governance update confidential item - a progress update was provided.</p> <p><u>17 June 2021 Workshop note</u></p> <p>Page 2 - Solent Ten Point Green Plan – this work has been commissioned and it is intended to bring back a draft report to board in the Autumn.</p> <p>Page 3 - Solent Freeport Consortium Ltd - will be picked up during this meeting.</p> <p>Page 3 - AoB - The Chair is in the progress of contacting the new Board Members, further update to be provided at the next meeting.</p> <p><u>Declarations of Interest</u></p> <p>The following interests were noted ahead of the meeting:</p> <p><u>Alison Wilson</u></p> <p>Item 7a Governance - Appointment to SERCOM</p>	<p>Executive</p> <p>Executive</p>

Anne-Marie Mountifield

For noting only. - All items relating to the Solent Freeport as the LEP Board has agreed to provide an executive service to the Freeport and as a result she is the Senior Responsible Officer for this work.

Ben Dowling

Item 6 - Southsea Flood Defence Scheme, Portsmouth International Port scheme and all items relating to Solent Freeport as Portsmouth City Council are a member of Solent Freeport Consortium Limited (SFCL).

Brian Johnson

Item 2 - Member of Southampton City Council City of Culture Stakeholder Group
All items relating to Solent Freeport as he is the chair of Solent Freeport Consortium Limited (SFCL)

Dan Fitzhenry

Item 2 - Leader of Southampton City Council
All items relating to Solent Freeport as he is a Director and Board member of Solent Freeport Consortium Limited (SFCL).

Edward Heron

Item 6 - Leader of New Forest District Council and Cabinet member for Hampshire County Council - A326 Scheme and Stubbington Bypass
All items relating to Solent Freeport as he is a Director and board member of Solent Freeport Consortium Limited (SFCL).

Graham Barnetson

Item 7a Governance - Appointment to FFPMG

Graham Burgess

Item 6 - Hampshire County Council are the scheme lead for A326 and Stubbington Bypass
Item 7a Governance - Appointment to FFPMG

Lora Peacey-Wilcox

Item 6 - Island Line
Item 6 - Finance and Funding Appendix L - Floating Bridge

Nick Loader

All items relating to Solent Freeport as DP Worlds are a member of Solent Freeport Consortium Limited (SFCL).

Paula Swain

All items relating to Solent Freeport as she a Director and Board member on Solent Freeport Consortium Limited (SFCL)

Rachael Randall

Item 6 Appendix L - Floating Bridge (location of business in East Cowes) - for note only

	<p><u>Stuart Baker</u> Item 6 & Item 6 Appendix G (Stubbington Bypass) - family member works at HCC in unrelated role</p> <p><u>SJ Hunt</u> Parity Trust works with a range of local authorities in the Solent area, including New Forest, Eastleigh, Fareham and Gosport.</p>	
6.	<p>Finance, Funding and Performance Management report The Board were given an overview of the final outturn and budget for 2020/21 and the Local Growth Deal and Getting Building Funds.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Approved the final outturn for 2020/21 of £48,832,838 as set out in appendix A1. • Approved the revised budget for 2021/22 of £49,472,334 as set out in Appendix A2 and the forecast budget for the period to 2023/24 as set out in appendix B which includes the following: <ul style="list-style-type: none"> ○ The current position of the LEP Loan Funds available as summarised in appendix D ○ The latest position of the Local Growth Deal and Getting Building Funds as set out in appendices E1 and E2 respectively. ○ The re-profiling and budget movements as set out in the table in paragraph 4. <p><u>Corporate Risk Register</u> Anne-Marie Mountifield provided an update on the latest risk profile</p> <p><u>Local Growth Capital Programme / Getting Building Fund Programme - Risk Register</u> An overview of the risks on the Local Growth Capital Programme / Getting Building Fund Programme were provided.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Approved the Quarterly Monitoring Report (QMR) for the Stubbington Bypass retained scheme at Appendix G and delegated authority to the LEP Chief Executive and the Accountable Body's section 151 officer to finalise and submit on 16 July 2021. <p>Ben Dowling joined the meeting (10:40)</p> <p>The LEP Board also:</p> <ul style="list-style-type: none"> • Noted and Agreed the Corporate and Strategic Risk Register attached at appendix C. • Noted the update on the final position of the LGD and GBF in 2020/21 at paragraph 3. • Considered the key risks in relation to the LGD tail and the ongoing GBF projects as set out in paragraphs 4.1 and 4.2 of the report following the update from FPPMG. • Noted the project specific updates by exception in paragraph 4.3 below. • Considered the high level Risk Matrix for the Local Growth Programme at appendix 	<p>GB & JF - arrange Finance overview</p> <p>Executive & Accountable Body</p>

	<p>SJ Hunt left the meeting (11:15) briefly due to connectivity issues during the discussion and Rachael Randall took the Chair before SJ Hunt returned to the meeting.</p> <p>Advice and comments were provided during the discussion and The Board:</p> <ul style="list-style-type: none"> • Noted the update on the Fawley Waterside Digital project; and • Agreed the recommendations in the report <p><u>Portsmouth International Port Project</u> An update on the project was provided.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update on the Portsmouth International Port project; and • Agreed the recommendations in the report <p>The board also Agreed to concurrently launch a new funding call as a potential alternative use for GBF</p> <p>Brian Johnson, Edward Heron, Dan Fitzgerald, Ben Dowling and Nick Loader returned to the meeting.</p>	<p>Executive & Accountable Body</p> <p>Executive & Accountable Body</p> <p>Executive & Accountable Body</p>
<p>7. Corporate Governance update</p>	<p>The paper was taken as read and the proposal for Maritime UK Solent was highlighted.</p> <p><u>General matters</u> The Board:</p> <ul style="list-style-type: none"> • Agreed to incorporate Maritime UK Solent Limited under model Articles with Solent Local Enterprise Partnership Limited as the Member and Anne-Marie Mountifield as the Director; and; • Agreed the updated Scheme of Delegation for Solent LEP for adoption and publication, and; • Agreed the appointment of Alison Wilson to SERCOM, and; • Agreed to update the Terms of reference for FFPMG to add an additional Business Director position, and; • Agreed the appointment of Graham Barnetson to FFPMG, and; • Agreed the appointment of Graham Burgess to FFPMG, and; • Agreed the appointment of Edward Heron to SERCOM. <p>The Annual Internal Audit Report 2020/21 and the Annual report from SERCOM 2020/21 items will be taken to the next meeting for review.</p> <p>Nick Loader left the meeting (11:46)</p> <p>Richard Jones, Stuart Baker and James Fitzgerald left the meeting.</p>	<p>LEP Executive</p>
<p>9. General updates from board leads</p>	<p>Due to time constraints, this item was taken as read and Board members were invited to raise</p>	

	any queries with the Executive Team following the meeting.	
8.	<p>LEP Review 2021 Anne-Marie Mountifield provided an update on the LEP Review and the board discussed the work to date.</p> <p>Alison Wilson and Dan Fitzhenry left the meeting (11:56)</p> <p>Paula Swain returned to the meeting (11:56)</p> <p>Lora Peacey-Wilcox, and Graham Burgess and Graham Galbraith left the meeting (12:00)</p> <p>Edward Heron and Graham Barnetson left the meeting (12:02)</p>	
10.	<p>Any other business The next meeting is scheduled on 8 October 2021.</p>	

Meeting closed at 12:05