



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Solent Local Enterprise Partnership Meeting of the Board of Directors

Held on Friday 7 October 2022 at 09:00 - 12:00 Via Teams

Present	In Attendance
Anne-Marie Mountifield	Jack Elias (DLUCH)
Rachael Randall (Chair)	James Fitzgerald (Portsmouth City Council, as the Accountable Body)
Alex Rennie	Nicola Twiddy (LEP Executive)
Brooke Hoskins	Richard Jones (LEP Executive)
Edward Heron	Sarah Bosley (DLUCH)
Graham Barnetson	Stuart Baker (LEP Executive)
Graham Galbraith	
Julie Jones Evans	
Nick Loader	
Paula Swain	
Salli Shapcott	
Satvir Kaur	
Steve Pitt	
Apologies	Guests
David Youngs	Item 2 only - Brian Johnson
Jo Sawford	

Item		ACTION
1.	Welcome and Introduction The Chair welcomed all to the meeting. The new B Directors and Satvir Kaur were introduced and welcomed to their first Board meeting. Apologies for Absence Apologies were noted from Jo Sawford and David Youngs.	
4.	Notes of meeting held on 22 July 2022. The minutes from the Board meeting on 22 July 2022 were Agreed .	

	<p>The following matters arising were raised:</p> <p>Page 2 - The Strategy Day is scheduled for 2 December.</p> <p>Page 5 - SEED capital funding application has been submitted and will be discussed at the Solent Freeport Consortium Ltd (SFCL) meeting next week. The project change request has been submitted and Ministerial response is awaited.</p> <p>Page 5 - Statutory Accounts have been submitted online with Companies House.</p> <p>Contract variations are all completed.</p> <p>All other matters will be covered as part of the meeting.</p>	
<p>2.</p>	<p>Solent Freeport Update</p> <p>Brian Johnson joined the meeting (09:10) and provided the background to Freeports and gave an update on the current position of Solent Freeport.</p> <p>Questions followed.</p> <p>Brian Johnson left the meeting (09:25)</p> <p>Investment Zone update</p> <p>Anne-Marie Mountifield provided an update on the publication of the HM Government growth plan and the intention to establish a number of investment zones in England. They will be specific sites that are put forward and agreed by local areas, that will drive investment and economic growth across a wider geography.</p> <p>It was noted that where freeports would like to upgrade an existing site there would also be an opportunity to express an interest.</p> <p>The process is open to Upper Tier Local Authorities and the deadline for submission of expressions of interest is 14 October 2022</p> <p>Solent LEP is working with SFCL, Hampshire County Council, Southampton City Council (SCC), Portsmouth City Council (PCC) & Isle of Wight Council (IoWC) to support this work.</p>	
<p>3.</p>	<p>HM Government Update</p> <p>Sarah Bosley provided the HM Government update as follows -</p> <ul style="list-style-type: none"> • Detail of the Investment zone policy and process for submission of proposals • New ministerial appointments in DLUHC and BEIS • An announcement is expected during the Autumn on the Levelling Up Fund and Shared Prosperity Fund. • Confirmation on LEP & Growth Hub Funding is awaited. • The deadline for submission of LEP draft delivery plans for 2023/24 is 25 November 2022. • Annual Performance Review (APR) - further information is awaited. <p>Anne-Marie Mountifield left the meeting (10:00)</p>	

5. Declarations of interest

The following interests were noted ahead of the meeting:

Alex Rennie

Item 2 - Solent Freeport Consortium Ltd Update - HBC have a representative on the Board of SFCL

Anne-Marie Mountifield

Item 2 - Solent Freeport Consortium Ltd Update - Senior Responsible Office for SFCL

Item 9 - General Update - Maritime UK Solent Ltd Director

General – Non-Executive Board Director for VIVID

Edward Heron

Item 2 - Solent Freeport Consortium Ltd Update - Director Solent Freeport Consortium Limited

Item 6 - Stubbington Bypass

Graham Barnetson

Item 6 - General interest in the IOW Floating Bridge (location of business)

Item 9 - General Update - Maritime UK Solent Ltd Director

Julie Jones-Evans

Item 6 - Isle of Wight Scheme lead for Floating Bridge 6 and Branstone Farm

Paula Swain

Item 2 - Solent Freeport Consortium Ltd Update - Director Solent Freeport Consortium Limited

Rachael Randall

Item 6 - General interest in the IOW Floating Bridge (location of business)

Item 7 - Chair Recruitment Update: Interim and Deputy Chair

Brooke Hoskins

Item 2 - Employed by same organisation as Solent Freeport Chair

Richard Jones

Item 6 - PCR / Maritime Innovation Hub - nominated as lead for Solent Freeport Consortium Ltd Management of Seed Capital Funding call

Steve Pitt

Item 2 - Solent Freeport Consortium Ltd Update - PCC have a representative on the Board of SFCL

Stuart Baker

Item 6 Stubbington Bypass - spouse works in an unrelated role at HCC

Item 9 - General Update - Maritime UK Solent Ltd Director

Item 2 & 9 General Updates - Portsmouth City Council are accountable body for Solent Freeport Consortium Ltd and Solent LEP providing executive support including Anne-Marie Mountifield as the Senior Responsible Officer.

	<p><u>General Noting</u></p> <p>Item 6 Appendix F (Risk Register) - Board Members are asked to delegate the agreement of the LGD risk register to the LEP Chief Executive and S151 officer. On this basis, all interests in relation to risk register are potential and for noting only. Board Members only required to withdraw from meeting if Board wish to discuss a specific project.</p>	
<p>6.</p>	<p>Finance, Funding and Performance Management report</p> <p>The Finance paper was taken as read and James Fitzgerald provided an overview on the reprofiling, close down of the tail funding on the Local Growth Deal and Getting Building Funds, along with the latest position of the Innovation Hub submission.</p> <p><u>Greenclose Holdings</u></p> <p>An update was provided and considered by the Board and advice was provided to be reviewed at FFPMG in November.</p> <p><u>Recharging LEP Staff time</u></p> <p>An updated was provided as per the paper and The Board:</p> <ul style="list-style-type: none"> • Considered and Approved the principles of the recharging of LEP staff as set out in paragraph 6 of the report. <p><u>Update on Enterprise Zone Commission</u></p> <p>Due to the Investment Zone work, work on the Enterprise Zone Commission will come forward at the next meeting.</p> <p><u>Project variations</u></p> <p><u>Stubbington Bypass</u></p> <p>Edward Heron left the meeting (10:18)</p> <p>An update was provided and The Board:</p> <ul style="list-style-type: none"> • Considered the update in relation to the Stubbington Bypass scheme and Approved the funding agreement variation to enable drawdown of funds in April 2023 following scheme completion in Q4 2022/23. <p>Edward Heron joined the meeting (10:20)</p> <p><u>Floating Bridge</u></p> <p>Julie Jones-Evans left the meeting (10:22)</p> <p>An update was provided and The Board:</p> <ul style="list-style-type: none"> • Considered the update to the Floating Bridge 6 project in appendix G and Approved the recommendations contained within it. <p><u>Branstone Farm</u></p> <p>An update was provided and The Board:</p> <ul style="list-style-type: none"> • Considered the update to the Branstone Farm project in appendix H and Approved the recommendations contained within it. 	

	<p>Julie Jones-Evans joined the meeting (10:37)</p> <p><u>Update on LEP Funding calls</u> A loan update was provided, and it was advised that 3 full applications had been received for the Solent Prosperity Loan Fund.</p> <p><u>Equity Funding</u> A framework within which to consider equity investments has been looked at and KPMG will attend a session as part of the strategy day in December.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Approved the revised budget for 2022/23 of £22,392,920 as set out in Appendix A and the revised budget for the period 2023/24 to 2024/25 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 3. <p>The Board also:</p> <ul style="list-style-type: none"> • Noted and Agreed the Corporate and Strategic Risk Register at appendix C. • Noted the update in relation to the LGD tail, the GBF programme progress and forecast tail as set out in paragraphs 3.1 and 3.2 and Considered the key risks highlighted in paragraph 3.3 of the report. • Noted the latest positions of the LGD and GBF as at appendices E1 and E2. • Considered the high-level Risk Matrix for the Local Growth Programme at appendix F and delegated its Approval to the LEP Chief Executive and the Accountable Body's section 151 officer. • Noted the update on the GBF Project Change Request in paragraph 3.4.2. • Noted the Loan Fund update in paragraph 4. • Noted the Digital Skills project update in paragraph 5. • Noted the update on the Enterprise Zone commission provided at the meeting. 	
7.	<p>Governance Update Richard Jones highlighted the following matters from the paper:</p> <p><u>Board recruitment and Chair appointment</u> The recruitment process that was due to go live during the period of national mourning was postponed and is now being paused while work on the Investment Zones is underway. A revised timeline will be circulated to the Board in due course. Panel recruitment for the Skills Advisory Panel (SAP) & Business Support Investment Panel will proceed shortly.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update in relation to LEP Chair Recruitment <p><u>Mid-year review of Solent LEP Delivery Plan for 2022/23</u></p>	<p>Executive</p> <p>Executive</p>

	<p>An overview of the Mid-Year review was provided, which shows in general a strong position for the first half of the year.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the mid-year delivery plan performance review. <p>A discussion was held on the creative and visitor economies, and it was requested that a small group is established to look at what we're doing and how regionally, it can be taken forward.</p> <p><u>Consideration of draft delivery plan for 2023/24</u></p> <p>An update was provided and The Board:</p> <ul style="list-style-type: none"> • Agreed the proposed delivery plan format at Annexe B, and; • Provided feedback to inform the development of the delivery plan, and; • Delegated Authority to the LEP Chief Executive in consultation with the LEP Chair and Accountable Body to agree the final version of the delivery plan for submission to HM Government, in the event that the submission deadline is confirmed ahead of the next LEP Board meeting. 	<p>Executive</p> <p>AB/Executive</p>
<p>8. Matter for Note</p>	<p>Edward Heron left the meeting (11:01)</p> <p><u>Report from Skills Advisory Panel (SAP)</u></p> <p>An update was provided on the Local Skills Improvement Plan (LSIP), including that the SAP will form the advisory panel for the LSIP. The direction of travel for the Careers and Enterprise programme is good and the SAP Terms of Reference is being updated to provide for representation from the Institute of Technology (IoT).</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update on skills provided in the report. <p><u>Solent Cluster for Decarbonisation</u></p> <p>An update was provided on this significant piece of work and the ask from industry to convene the Solent Decarbonisation Cluster was highlighted, along with the event that it being held on 1 November.</p> <p>Anne-Marie Mountifield joined the meeting (11:11)</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update on the development of a Solent Cluster for decarbonisation. • 	
<p>9. General updates from Board Leads – for note</p>	<p>The update was taken as read and noted by the Board.</p>	
<p>10. Any other business</p>	<p>Alex Rennie left the meeting (11:25)</p> <p><u>Forward Plan</u></p> <p>The Board:</p> <ul style="list-style-type: none"> • Considered and Agreed the forward plan. 	

	<p>The next meeting is scheduled for 2 December 2022.</p> <p>No further business, so the meeting was closed.</p>	
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Meeting closed at 11:27

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