



**SOLENT  
LOCAL  
ENTERPRISE  
PARTNERSHIP**

**Solent Local Enterprise Partnership Meeting of the Board of Directors**

Held on Friday 21 July 2023 at 09:00 - 12:00 at The Board Room, QinetiQ - Portsdown Technology Park, Southwick Road, Portsmouth PO6 3RU and via Microsoft TEAMS

<b>Present</b>	<b>In Attendance</b>
Anne-Marie Mountifield	Amy Stamp (Portsmouth City Council, as the Accountable Body)
Rachael Randall (Chair)	Crispin Dick (Company Secretary)
Graham Galbraith	Jack Elias (DLUHC)
Jo Sawford (via TEAMS)	James Fitzgerald (Portsmouth City Council, as the Accountable Body)
Julie Jones Evans	Lloyd Clark (Portsmouth City Council, as the Accountable Body)
Nick Loader (via TEAMS)	Nicola Twiddy (LEP Executive)
Paula Swain	Paul Somerset (Portsmouth City Council, as the Accountable Body) (For Item 6 only)
Salli Shapcott	Richard Jones (LEP Executive)
Steve Jordan (for Alex Rennie)	Richard Turl (DLUHC)
Steve Pitt (via TEAMS)	Stuart Baker (LEP Executive)
<b>Apologies</b>	<b>Guests</b> (For Item 1 & 2 only)
Alex Rennie	David Williams - Portsmouth City Council
Brooke Hoskins	Mike Harris - Southampton City Council (via TEAMS)
David Youngs	Lora Peacey Wilcox - Isle of Wight Council (via TEAMS)
Edward Heron	Wendy Perera - Isle of Wight Council (via TEAMS)
Graham Barnetson	
Satvir Kaur	

<b>Item</b>	<b>ACTION</b>
<p><b>1. Welcome and Introduction</b> The Chair welcomed all to the meeting and a warm welcome was extended to David Williams, Mike Harris, Lora Peacey Wilcox and Wendy Perera who joined the meetings for Items 1 &amp; 2.</p> <p><b>Apologies for Absence</b> Apologies were noted from Alex Rennie, Brooke Hoskins, David Youngs, Edward Heron, Graham Barnetson and Satvir Kaur.</p>	

	<p><b>Introduction to the National Maritime Systems Centre at Portsdown technology Park – Stuart Hider, programme Director Maritime - QinetiQ</b>                  Stuart Hider gave a presentation on the heritage of QinetiQ, their defence offering and the development of Portsdown Technology Park.</p> <p>The Boards thanks were passed to Stuart Hider for the presentation and to QinetiQ for hosting the meeting today. Stuart Hider left the meeting.</p>	
<p><b>2.</b></p>	<p><b>Devolution Update</b>                  Roundtable introductions took place.</p> <p>An update was provided on the LEP integration work and the Governments evidence collection exercise. It is expected that HM Government will publish their response to this either in week commencing 24 July or after summer recess in September.</p> <p>Local Authority representatives provided an update on the engagement with HM Government in relation to devolution and likely next steps.</p> <p>There was agreement of the importance of getting a deal that works for the economic functional area, which would build on the partnership working already in place.</p> <p>Following the discussion, questions and comments were shared regarding next steps and The Board:</p> <ul style="list-style-type: none"> <li>• <b>Agreed</b> to write to Government to provide their support for a Solent Devolution Deal.</li> </ul> <p>Mike Harris left the meeting (10:37)</p>	<p><b>Board</b></p>
<p><b>3.</b></p>	<p><b>HM Government Update</b>                  Richard Turl provided the HM Government update as follows -</p> <p>Earlier this month the Secretary of State for DLUHC, spoke at the Local Government Association (LGA) Conference on the importance of the new approach to the next Levelling Up Programme. Guidance on the programme was shared at the conference and an announcement on the launch of the next round is awaited.</p> <p>No details are available yet on whether HM Government will extend the deadline for accessing the tax incentives on designated tax sites in any English Freeport beyond 30 September 2026. DLUHC representatives at the meeting advised that they would follow this up.</p> <p>The Boards thanks were passed to David Williams, Lora Peacey Wilcox and Wendy Perera for attending the meeting and they left the meeting (10:45).</p>	<p><b>DLUHC</b></p>
<p><b>4.</b></p>	<p><b>A. Notes of the last meeting held on 26 May 2023</b>                  The minutes from the Board meeting on 26 May 2023 were <b>Agreed</b>.</p> <p><b>B. Matters Arising and Declarations of Interest</b>  <u>Matters Arising</u>                  The following matters arising were raised:                  Page 3 - at the last Board meeting, the Board agreed to nominate the LEP Deputy Chief Executive, Richard Jones as an Alternate Director on Solent Freeport Consortium Limited. All formalities to put this in place have been concluded.                  Page 3 - Annual Performance Review - a letter will be submitted from the Board to contextualise the position.</p>	<p><b>Executive</b></p>

	<p>Page 8 - an update was provided on Local Visitor Economic Partnerships (LVEPs).</p> <p>All other matters will be covered as part of the meeting.</p> <p><u>Declarations of Interest</u> The following interests were noted ahead of the meeting:</p> <p><u>Anne-Marie Mountifield</u> Item 6 - Maritime UK Solent Ltd Non-Executive Director General - Non-Executive Board Director for VIVID</p> <p><u>James Fitzgerald</u> Item 5 - Accountable Body for Solent Freeport Consortium Ltd</p> <p><u>Nick Loader</u> Item 5 - Employer has a commercial relationship with ABP, unrelated to any LEP project.</p> <p><u>Paula Swain</u> Item 5 - Solent Freeport Consortium Ltd Director</p> <p><u>Richard Jones</u> Item 5 - alternate director of Solent Freeport Consortium Ltd</p> <p><u>Stuart Baker</u> Item 6 - Maritime UK Solent Ltd Executive Director</p> <p>Julie Jones-Evans and Steve Pitt have been appointed as Members on the South-West Arts Council. (Satvir Kaur is already a Member).</p> <p><u>General Noting</u> Item 5 Appendix F (Risk Register) - Board Members are asked to delegate the agreement of the LGD risk register to the LEP Deputy 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><b>5.</b></p>	<p><b>Finance, Funding and Performance Management report</b></p> <p>The Finance paper was taken as read and Lloyd Clark provided an overview of the paper to highlight the reports have been adapted to align with the new corporate plan and 3-year budgets are in place for the corporate missions. The budgets have been updated to include the skills bootcamp programme, the new revised forecasts and the reprofiling of the Growing Places Fund.</p> <p><u>Solent Freeport Projects loan</u> Paula Swain, Steve Pitt, James Fitzgerald and Richard Jones left the meeting (11:01)</p> <p>The Board:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> the Solent Freeport Projects loan update in paragraph 6 and <b>Agreed</b> to release the earmarked Growing Places Loan Funding back into the budget and set aside Local Growth Deal loan funding for a potential SME support fund with the Solent Freeport.</li> </ul>	<p><b>Executive &amp; AB</b></p>

<p>Paula Swain, Steve Pitt, James Fitzgerald and Richard Jones joined the meeting (11:07)</p> <p><u>New Funding Call</u></p> <p>Following the equity opportunity discussions at the LEP Board meeting on 26 May 2023, it was agreed that the LEP would move away from the consideration of equity funding investments and work on the development of a new Loan Funding product as part of a future funding call. The Executive has begun the process to design and target an updated Loan Fund offer with a draft prospectus and launch proposal for the next LEP Board meeting in October.</p> <p>The Board:</p> <ul style="list-style-type: none"><li>• <b>Noted</b> the Funding Call update in paragraph 5.</li></ul> <p>Paul Somerset joined the meeting (11:15)</p> <p><u>Solent Enterprise Zone</u></p> <p>A new draft MoU has been sent to the two rating authorities (Fareham and Gosport Borough Councils) for comment but no response has been received. FPPMG have recommended that the LEP Board write to the local rating authorities in relation to the Enterprise Zone retained rates to reach a final version of the MoU which is agreed by all parties.</p> <p>The Board:</p> <ul style="list-style-type: none"><li>• <b>Considered</b> the update under paragraph 7 for the Enterprise Zone and <b>Agreed</b> that the Solent LEP Chair write to the two rating authorities requesting a formal meeting to discuss the MoU.</li></ul> <p><u>Solent LEP Statutory Accounts</u></p> <p>As the Solent LEP are set up as a private company limited by guarantee there is a requirement to submit annual statutory accounts nine months after the end of the LEP's financial year. These accounts have been prepared by the Accountable Body ready for submission.</p> <p>The Board:</p> <ul style="list-style-type: none"><li>• <b>Noted</b> the Solent LEP statutory accounts as prepared by the Accountable Body at Appendix H and <b>Agreed</b> for the Chair to sign them off.</li></ul> <p><u>Project Updates</u></p> <p>Project updates were provided and The Board:</p> <ul style="list-style-type: none"><li>• <b>Considered</b> the project specific updates by exception at Appendix G and <b>Approved</b> the associated recommendations, noting the updated recommendation under paragraph 4.</li></ul> <p>The Boards thanks were passed to the Executive and Accountable Body Teams for their work on supporting projects.</p> <p>The Board:</p> <ul style="list-style-type: none"><li>• <b>Approved</b> the revised budget for 2023/24 of £9,897,737 as set out in Appendix A1 and the revised budget for the period 2024/25 to 2025/26 as set out in appendix B which includes the following:</li></ul>	<p><b>Executive &amp; Chair</b></p> <p><b>Chair</b></p> <p><b>Executive &amp; AB</b></p>
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	<ul style="list-style-type: none"> <li>• The current position of the LEP Loan Funds available as summarised in appendix D.</li> <li>• The latest position of the Local Growth Deal and Getting Building Funds as set out in appendices E1 and E2 respectively.</li> <li>• The re-profiling and budget movements as set out in the table in the financial dashboard in Appendix A.</li> </ul> <p>The Board also:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> and <b>Agreed</b> the Corporate and Strategic Risk Register at appendix C, noting that the impact of inflation will also be recorded on the risk register going forward.</li> <li>• <b>Considered</b> the high-level Risk Matrix for the Local Growth Programme at appendix F and <b>delegated</b> its Approval to the LEP Deputy Chief Executive and the Accountable Body's section 151 officer.</li> <li>• <b>Noted</b> the update on the new funding in paragraph 3.</li> </ul>	<p><b>Executive &amp; AB</b></p> <p><b>Executive &amp; AB</b></p>
<p><b>6. Governance update</b></p>	<p>The paper was taken as read.</p> <p>a. <u>Government response to LEP integration review and progress on phase 1 transition of 3-year corporate plan</u></p> <p>The Board:</p> <ul style="list-style-type: none"> <li>• <b>Noted</b> the update in relation to LEP integration and Corporate Plan implementation, and;</li> <li>• <b>Agreed</b> the Corporate Plan at Annexe A for publication.</li> <li>• <b>Delegated</b> Authority to the Chair and Chief Executive to take forward the communications activity linked to the corporate plan publication and to publish the plan of engagement, to include the re-establishment of the Solent Leaders Forum.</li> <li>• <b>Agreed</b> to reconvene the Governance Working Group to review draft Articles of Association ahead of consideration by the Board at their next meeting.</li> <li>• <b>Agreed</b> the policy in relation to LEP Board attendance and delegate authority to the company secretary to seek any alternative representative nominees and establish data sharing agreements.</li> <li>• <b>Noted</b> to update on the work to implement the corporate plan.</li> </ul> <p><u>Maritime UK Solent</u> Anne-Marie Mountifield and Stuart Baker left the meeting (11:50)</p> <p>The Board:</p> <ul style="list-style-type: none"> <li>• <b>Agreed</b> the Articles of Association for Maritime UK Solent, subject to agreement of the Maritime UK Solent Board, and;</li> <li>• <b>Agreed</b> to cease the Solent LEPs membership of Maritime UK Solent, subject to the appointment of Solent Partners as a member of Maritime UK Solent, and;</li> <li>• <b>Agreed</b> to transfer the membership of Maritime UK from the Solent LEP to Maritime UK Solent.</li> </ul> <p>Anne-Marie Mountifield and Stuart Baker joined the meeting (11:52).</p> <p>Richard Jones left the meeting (11:52).</p>	<p><b>Executive Chair &amp; Executive</b></p> <p><b>Executive &amp; GWG Company Secretary</b></p> <p><b>MUKS Board</b></p> <p><b>Executive</b></p>

	<p>Anne-Marie Mountifield will be retiring from the Solent LEP Chief Executive role on 13 August 2023 and will also resign from the Board E Director position on this date.</p> <p>The Board: <b>Agreed</b> the appointment of Richard Jones as Solent LEP E Director and Stuart Baker as the alternate E Director to take effect on 13 August 2023.</p> <p>Richard Jones joined the meeting (11:54).</p> <p>b. <u>2022/23 Annual report from SERCOM</u> The report was taken as read.</p> <p>The Board:</p> <ul style="list-style-type: none"><li>• <b>Agreed</b> the 2022/23 Annual Report from the Search, Employment and Remuneration (SER) Committee</li></ul> <p>c. <u>2022/23 Annual Internal Audit report</u> The Report was taken as read and the Boards thanks were passed to the Audit and Executive Teams for the work undertaken under the audit plan.</p> <p>The Board:</p> <ul style="list-style-type: none"><li>• <b>Noted</b> the Annual Audit Opinion in relation to audit work carried out during 2022/23.</li></ul>	
7.	<p><b>General updates from Board Leads – for note</b> The update was taken as read and <b>noted</b> by the Board.</p>	
8.	<p><b>Any other business</b> The Forward plan was reviewed.</p> <p>The Board:</p> <ul style="list-style-type: none"><li>• <b>Considered and Agreed</b> the Forward Plan.</li></ul> <p>The next meeting is scheduled for 20 October 2023.</p> <p>The Board gave their thanks to Anne-Marie Mountifield for all the hard work and contribution made to the Solent over the last 10+ years.</p> <p>No further business, so the meeting was closed.</p>	

**Meeting closed at 11:58**