



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Solent Local Enterprise Partnership Meeting of the Board of Directors

Held on Friday 20 October 2023 at 09:00 - 12:00 via Microsoft TEAMS

Present	In Attendance
Brooke Hoskins	Crispin Dick (Company Secretary)
David Youngs	Jack Elias (DLUHC)
Edward Heron	James Fitzgerald (Portsmouth City Council, as the Accountable Body)
Graham Barnetson	Lloyd Clark (Portsmouth City Council, as the Accountable Body)
Graham Galbraith	Nicola Twiddy (LEP Executive)
Jo Sawford	Paul Griffiths (Portsmouth City Council, as the Accountable Body)
Julie Jones Evans	Richard Jones (LEP Executive)
Nick Loader	Richard Turl (DLUHC)
Paula Swain	Stuart Baker (LEP Executive)
Rachael Randall (Chair)	
Salli Shapcott	
Satvir Kaur	
Steve Pitt	
Apologies	Guests (For Item 5 only)
Alex Rennie	Mike Harris - Southampton City Council (via TEAMS)

Item		ACTION
1.	<p>Welcome and Introduction The Chair welcomed all to the meeting and a warm welcome was extended to Mike Harris who joined the meetings for Item 5.</p> <p>Apologies for Absence Apologies were noted from Alex Rennie.</p>	
2.	<p>A. Notes of the last meeting held on 21 July 2023 The minutes from the Board meeting on 21 July 2023 were Agreed.</p>	

	<p>B. Matters Arising and Declarations of Interest</p> <p><u>Matters Arising</u></p> <p>The following matters arising were raised:</p> <p>Page 2 - a letter was provided to Government in support of a Solent Devolution Deal.</p> <p>Page 4 - Enterprise Zone - Richard Jones has met with the Chief Executive at Fareham Borough Council and comments are awaited on the MOU.</p> <p>Page 4 - Statutory Accounts have been submitted.</p> <p>Page 4 - Project updates will be covered under Item 6.</p> <p>Page 5 - transition to Solent Partners will be covered under Item 4 and 5.</p> <p>Page 5 - work on the Local Authority alternate Board attendees has been concluded with the 5 Authorities on the Board providing an alternate attendee.</p> <p>Page 5 - Maritime UKS - an update will be provided today under item 4.</p> <p>All other matters will be covered as part of the meeting.</p> <p><u>Declarations of Interest</u></p> <p>The following interests were noted ahead of the meeting:</p> <p><u>Edward Heron, Julie Jones-Evans, Satvir Kaur and Steve Pitt</u> in relation to the update on local authority engagement under item 5</p> <p><u>Brooke Hoskins</u> in relation to appointment as a member of the Skills Advisory Panel.</p> <p><u>Graham Barnetson</u> as a Maritime UK Solent Ltd Director</p> <p><u>Jo Sawford, Rachael Randall, Nick Loader and Paula Swain</u> in relation to Solent Partners Director appointments</p> <p><u>Julie Jones-Evans</u> in relation to Isle of Wight Council led project, Branstone Farm.</p> <p><u>Nick Loader</u> - Employer has a commercial relationship with ABP, unrelated to any LEP project.</p> <p><u>Stuart Baker</u> as a Maritime UK Solent Ltd Director</p> <p><u>General Noting</u></p> <p>Item 5 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>3.</p>	<p>HM Government Update</p> <p>Richard Turl provided the HM Government update as follows -</p> <ul style="list-style-type: none"> • Government issued guidance on LEP transition in early August. • This week, a transition template was issued to upper tiered authorities to be returned by 30 November 2023. • Government is committed to letting the upper tier authorities undertake LEP functions. • Government will issue guidance to upper tiered authorities on best practice for business boards. 	

	<ul style="list-style-type: none"> • Ryde has been successful in its allocation to the Town Partnerships. • Jacob Young MP was appointed Parliamentary Under Secretary of State in the Department for Levelling Up, Housing and Communities on 18 September. • Thanks were passed to the IoW for hosting a recent official visits. • Levelling Up Round 3 - Michael Gove, the Secretary of State for Levelling Up made reference to this in the House of Commons this week, an announcement on the launch of round 3 is expected next month. 	
<p>5.</p>	<p>LEP Core Function Transition, to include update on Local Authority engagement and establishment of future engagement forum</p> <p>An interest was noted from Edward Heron, Julie Jones Evans, Satvir Kaur and Steve Pitt for this item.</p> <p>Richard Jones introduced the paper and provided an update on the current position. The unitary authorities of Portsmouth, Southampton and Isle of Wight have indicated that they do wish to draw on Solent Partners as a mechanism to benefit from the view of local businesses as part of regional decision making and ensure that local leaders can continue to work effectively with local business on the development of Solent 2050, building on the economic strategy developed through the Solent LEP.</p> <p>Hampshire County Council have not provided a formal response to the LEP offer to draw on the Board of Solent Partners, however, it is understood that the County Council will establish a Hampshire Business Board in response to these functions.</p> <p>An update was provided in relation to authorities that have indicated an intention to draw on the Solent Partners Board, it is important to establish the mechanism by which the authorities are able to engage with the Business Board of Solent Partners. Whilst the Government guidance transfers the core-functions of LEPs to unitary and upper tier authorities, Portsmouth, Southampton and Isle of Wight have expressed a strong desire to ensure that this engagement is also extended to also include the district authorities within the Solent area to ensure that they also have an opportunity to engage with the Board of Solent Partners should they wish to do so. In order to bring forward proposals in relation to establishing the appropriate structure to facilitate this, Mike Harris, Chief Executive at Southampton City Council, offered to facilitate a local authority engagement and bring forward proposals on a structure for all partners to consider. Mike Harris provided an update on the various models that have been looked at.</p> <p>A discussion was had on the core function of the business board for Southampton, Portsmouth and Isle of Wight.</p> <p>Meetings will be arranged to look at this in more detail along with a Business Directors meeting.</p> <p>James Fitzgerald and Chris Ward have met with Hampshire County Council to understand their position in relation to funding and further meetings are being scheduled.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update in relation to local authority engagement to date, and; • Noted the emerging position in relation to the Solent Partners interface with a Solent Economic Growth Panel (name tbc), and; • Agreed to continue to engage with all local authority partners on opportunities to draw on Solent Partners to support regional decision making and ongoing development of the broad economic strategy for the area. 	<p>Executive</p> <p>Executive</p>

	<p>Mike Harris left the meeting (09:56)</p>	
<p>4.</p>	<p>Establishment of Solent Partners to include: <u>Report from Governance Working Group and adoption of Solent Partners Articles</u> The draft Articles of Association have been drafted and the following clauses were highlighted:</p> <ul style="list-style-type: none"> - Objects clause to set out the purpose of the company - Clause 9 in relation to membership and transfer of membership to a potential combined authority in the future - Clause 18-22 - Board membership <p>It was also highlighted that the Board should include involvement of Business Representative Organisations (BROs). Richard Jones has met with them recently and they were supportive of the Business Forum approach and in favour of a model of an independent chair who sits on the Solent Partners board.</p> <p>Edward Heron and David Youngs abstained from taking part in the decision.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed the Solent Partners Articles of Association for adoption. • Agreed that a briefing session will be arranged for Business Board Directors in relation to the establishment of Solent Partners and the transfer of core LEP functions. <p>Edward Heron left the meeting (10:19)</p> <p><u>Subsidiary transition</u> Richard Jones gave an update as per the paper on the membership to Maritime UK and changes to the Articles of Association to give MUK Solent great autonomy.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update in relation to Maritime UK Solent, including the mid-year report, and; • Agreed the adoption of the updated Articles for Maritime UK Solent Limited, subject to the agreement of the Maritime UK Solent Board and completion of the change in national membership of Maritime UK. • Agreed the Articles of Association for The Solent Cluster Limited for adoption, and; • Agreed to cease the Solent LEPs membership of The Solent Cluster Limited, subject to the appointment of Solent Partners as a member The Solent Cluster Limited. <p><u>Corporate committee transition</u> Richard Jones gave an update as per the paper.</p> <p>An interested was noted for Brooke Hoskins as a member of the Skills Advisory Panel.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update in relation to corporate committees and advisory fora, and; • Agreed in principle the direction of travel for transition of Solent LEP corporate committees. • Agreed the revised terms of reference for the Skills Advisory Panel and Business Forum. <p>Brooke Hoskins left the meeting.</p> <p>The Board:</p>	<p>Executive Executive</p> <p>MUK Solent Board</p> <p>Executive Executive</p> <p>Executive Executive</p>

	<ul style="list-style-type: none"> • Agreed the appointment of Brooke Hoskins as a Skills Advisory Panel member. <p>Brooke Hoskins joined the meeting.</p> <p><u>Solent Partners Board and committee appointments / recruitment</u> Interest on this item was noted for Rachael Randall, Nick Loader, Jo Sawford and Paula Swain.</p> <p>Rachael Randall left the meeting and Nick Loader took the Chair.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed the appointment of Rachael Randall as Chair of Solent Partners <p>Rachael Randall joined the meeting and retook the Chair.</p> <p>Nick Loader, Jo Sawford and Paula Swain left the meeting.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed the appointment of Nick Loader, Jo Sawford and Paula Swain as Directors of Solent Partners. <p>Nick Loader, Jo Sawford and Paula Swain joined the meeting.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed the interim appointment of the interim Chair of the Solent Cluster to the Board of Solent Partners. • Delegate authority to the Maritime UK Solent Board to finalise the draft recruitment pack and agree the role description for the Chair of Maritime UK Solent and; • Delegate authority to the Maritime UK Solent Board to administer the recruitment process subject to finalising the transfer of ownership to Solent Partners and transfer of national membership of Maritime UK Solent. • Agreed the recruitment pack and role description for the Chair of the Skills Advisory Panel and delegated authority to SERCOM and the Skills Advisory Panel to finalise and administer the recruitment process. <p><u>Launch arrangements - including Solent Partners website</u> An update was provided as per the paper. A link to the draft Solent Partners website will be shared with the Board.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update in relation to the launch of Solent Partners. <p><u>Next steps</u> The closure of the Solent LEP and structure of the organisation will be reviewed at SERCOM at their meeting in November.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed to reconvene the Governance Working Group for a further meeting ahead of the December Board meeting. 	<p>Executive</p> <p>MUK Solent Board</p> <p>SERCOM & SAP</p> <p>Executive</p> <p>SERCOM</p> <p>Executive</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 of the paper. An update was provided on the current budget position and ongoing discussion with Hampshire County Council.</p>	

<p>Stuart Baker and Graham Barnetson left the meeting.</p> <p>The Board:</p> <ul style="list-style-type: none">• Agreed in principle to approve that the Solent Maritime Innovation and Decarbonisation Hub and associated budgets will be transferred over to Maritime UK Solent pending a further review and approval by FFPMG and then MUK Solent Board approval.• Considered and Agreed that core establishment funding and a budget to underwrite other activities is provided for MUK Solent to secure the future of the organisation, pending a further review and approval by FFPMG. <p>Stuart Baker and Graham Barnetson joined the meeting.</p> <p>Lloyd Clark gave an update on Appendix G advising on the next steps that are being proposed.</p> <p>The Board:</p> <ul style="list-style-type: none">• Noted the update on the RRR Loan Fund at Appendix G and Agreed the recommendations contained within it. <p>Satvir Kaur left the meeting (11:30)</p> <p>Julie Jones-Evans left the meeting.</p> <p>The Board:</p> <ul style="list-style-type: none">• Noted the update on the Branstone Farm project in paragraph 5.2 and Agreed the recommendations. <p>Julie Jones-Evans joined the meeting.</p> <p>The Board:</p> <ul style="list-style-type: none">• Considered Appendix H and Agreed the recommendations contained within it. <p>Appendix F was highlighted and the Board:</p> <ul style="list-style-type: none">• 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. <p>The Board:</p> <ul style="list-style-type: none">• Noted the mid-year Corporate Plan performance review at appendix J. <p>The Chief Executive's thanks were passed to the Team for their work on delivering the Corporate Plan for the first half of the year.</p> <p>The Board:</p> <ul style="list-style-type: none">• Approved the revised budget for 2023/24 of £5,534,295 as set out in Appendix A1 and Noted the revised indicative budgets for the period 2024/25 to 2025/26 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	<p>FFPMG & MUKS Board</p> <p>Executive & AB</p> <p>Executive & AB</p> <p>Chief Executive & AB</p>
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	<p>D.</p> <ul style="list-style-type: none">• 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 the financial dashboard in Appendix A. <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 on the new funding in paragraph 4.1.• Noted the update on the Solent Partners Loan and Grant Fund calls.• Noted the Future Funding Bids update in paragraph 7.• Noted the Solent Maritime and Decarbonisation Hub update in paragraph 9.	
<p>7. General updates from Board Leads – for note</p>	<p>Stuart Baker provided a verbal update including an update on the Skills Bootcamp launch and the Creatives and Cultural Plan.</p> <p>It was highlighted that there is an appetite in the area to support aspirations in the region, further discussion will be held on this topic to take forward further.</p> <p>An update was provided on the Fillm sector and thanks were passed to James Ford for his work to date in this area.</p> <p>An update was provided on Solent Cluster.</p> <p>An update was provided on the Maritime UK Solent Awards night and thanks were passed to the team on all their work on making the night so successful.</p> <p>The update was taken as read and noted by the Board.</p>	
<p>8. Any other business</p>	<p>The Board:</p> <ul style="list-style-type: none">• Considered and Agreed the Forward Plan. <p>The next meeting is scheduled for 8 December 2023.</p> <p>No further business, so the meeting was closed.</p>	

Meeting closed at 11:55