

Solent Local Enterprise Partnership Meeting of the Board to be held via Teams on Friday 2 February 2024 09:00 to 11:00

Item	Title	Time
1.	Welcome, Apologies for absence and Introduction	09:00 – 09:05
2.	A. Notes of the meeting held on 8 December 2023	09:05 – 09:15
	B. Matters Arising and declarations of interest	
3.	HM Government update	09:15 – 09:30
4.	Update on LEP Integration and Transition to Solent Partners	09:30 – 10:00
5.	Solent Economic Strategy Update a. Solent Economic Profile Update b. Solent Cultural Plan Update	10:00 - 10:30
6.	Finance and Governance update	10:30 - 10:50
7.	General Update	10:50 - 10:55
8.	Any other business and date of next meeting • Forward Plan	10:55 - 11:00

Notes of meetings held on 8 December 2023



Solent Local Enterprise Partnership Meeting of the Board of Directors
Held on Friday 8 December 2023 at 09:00 - 11:30 at National Oceanography Centre, Southampton

Present	In Attendance
Graham Barnetson	Crispin Dick (Company Secretary)
Graham Galbraith	Jack Elias (DLUHC)
Jo Sawford	James Fitzgerald (Portsmouth City Council, as the Accountable Body)
Julie Jones-Evans	Lloyd Clark (Portsmouth City Council, as the Accountable Body)
Nick Loader	Nicola Twiddy (LEP Executive)
Paula Swain	Peter Baulf (Portsmouth City Council, as the Accountable Body)
Rachael Randall (Chair)	Stuart Baker (LEP Executive)
Richard Jones	
Salli Shapcott	
Steve Pitt	
Apologies	Guests (For Item 4 only)
Alex Rennie	Luke Bonnici, Lichfields (via Teams)
Brooke Hoskins	
David Youngs	
Edward Heron	
Richard Turl (DLUHC)	
Satvir Kaur	

Welcome and Introduction	
The Chair welcomed all to the meeting.	
Apologies for Absence	
Apologies were noted from Alex Rennie, Brooke Hoskins, David Youngs, Edward Heron, Satvir Kaur and Richard Turl.	
Ι Δ	The Chair welcomed all to the meeting. Apologies for Absence Apologies were noted from Alex Rennie, Brooke Hoskins, David Youngs, Edward Heron, Satvir

2. A. Notes of the last meeting held on 20 October 2023

The minutes from the Board meeting on 20 October 2023 were **Agreed** subject to amending that Ryde had been successful in its application to the Town Partnership.

Executive

B. Matters Arising and Declarations of Interest

Matters Arising

The following matters arising were raised:

- Page 2 LEP Integration template will be reviewed under item 4.
- Page 3 Engagement with Local Authority partners has taken place and will continue.
- Page 3 Business Director's briefings have taken place.
- Page 4 Articles and Board appointments will be discussed today before the Articles are updated.
- Page 4 Subsidiary transition The Executive have written to the Chairs of MUK Solent and The Solent Cluster to update on the board position. Both Boards are meeting next week and will review the transfer of ownership.
- Page 5 SERCOM met in November to look at scenario planning.

All other matters will be covered as part of the meeting.

Declarations of Interest

The following interests were noted ahead of the meeting:

Edward Heron, Julie Jones-Evans, Satvir Kaur and Steve Pitt in relation to the update on local authority engagement under item 4.

Graham Barnetson as a Maritime UK Solent Ltd Director

Jo Sawford - as a Director of Solent Partners.

Julie Jones-Evans in relation to Isle of Wight Council led project, Branstone Farm.

Nick Loader - Employer has a commercial relationship with ABP, unrelated to any LEP project.

- as a Director of Solent Partners.

Paula Swain - as a Director of Solent Partners.

Rachael Randall – as the Chair of Solent Partners.

Richard Jones – as a Director of Solent Partners.

Stuart Baker as a Maritime UK Solent Ltd Director, The Solent Cluster Director and Solent Partners.

General Noting

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.

3. HM Government Update

Jack Elias provided the HM Government update as follows -

- New director at DLUHC
- The LEP Integration templates have been received and are being accessed at present, with DLUCH reviews being compiled for Directors prior to Christmas.
- Ministers are being kept informed, but will not be involved in any decision making, the DLUHC Directors will be making the decisions in relation to geography for core LEP functions of Business Boards, Strategic Economic Planning and monitoring for legacy programmes.
- Endorsement letters are expected in January 2024.
- Confirmation that Growth Hubs will be funded for 2024-25 in the budget with specific allocations for areas to follow.
- Levelling Up Fund Round 3 there were successful bids for IoW, Gosport and Test Valley.
- Freeports Business rates extensions have been agreed and announced in the Autum Statement.
- Level 4 devolution frameworks were announced in the Autum statement.

4. Establishment of Solent Partners

LEP Integration

The LEP Integration templates were submitted on 30 November 2023. Engagement took place with Portsmouth, Southampton and Isle of Wight Councils in order to complete the templates with approval provided by the LEP Chair.

The templates will be reviewed in more detail at the Strategy Session today.

Following a discussion, the Board **Agreed** to draft a letter of clarification on the points raised in Hampshire's template, for submission to DLUHC officials.

The Board also **agreed** to write to Hampshire County Council in relation to points of clarification on core functions and to write to wider stakeholders to provide an update on the latest position in relation to the establishment of Solent Partners.

Executive

Engagement with local partners will continue including with the Districts and Borough Councils.

The Board were all clear that the focus needs to be on businesses and on the economic growth of the region.

Richard Jones gave an update on the membership of Solent Partners which was included in the LEP Integration return, highlighting the desire from Southampton and Isle of Wight Councils to be members of Solent Partners.

The Board:

• **Agreed** the appointment of Southampton and Isle of Wight Councils as members of Solent Partners.

Executive

Noted the update in relation to LEP Integration templates.

SERCOM Update

Richard Jones gave an update from the November SERCOM meeting which looked at the transition of the committees to Solent Partners and membership of the committees and wider recommendations for Solent Partners for noting.

The Board:

- Agreed the draft terms of reference for SERCOM at Annexe C.
- Noted the update from SERCOM.

_aunch Arrangements

The website for Solent Partners is now live and the Executive will look to hold a formal launch of Solent Partners. The Executive are working with Business South to support with the Solent Partners launch arrangements, proposed for March. Any support from Board Members with supporting Solent Partners social media post would be welcome.

A Solent Socio Economic report is currently being updated and will be part of the launch event.

The Board received a presentation from Luke Bonnici from Lichfields covering what they will be doing to update the Solent Economic Profile.

The Boards thanks were passed to Luke Bonnici and he left the meeting.

The Board:

- **Noted** the update in relation to the Solent Partners launch event.
- Provided feedback to shape the update to the Solent socio-economic report.

5. Finance, Funding and Performance Management report

The Finance paper was taken as read and James Fitzgerald provided an update on the current budget position and on the ongoing discussion between the Accountable Body and Hampshire County Council.

Stuart Baker and Graham Barnetson left the meeting.

The Board:

• **Reaffirmed** the decision to provide the allocated funding to Maritime UK Solent, Solent Cluster, and the Maritime Innovation Hub.

Stuart Baker and Graham Barnetson joined the meeting.

Lloyd Clark provided an update on the current and future years budgets.

The Board:

- Noted the update on the LEP integration detailed in paragraph 3 and the update provided at the meeting.
- Approved the revised budget for 2023/24 of £5,192,792 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:
 - 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 the financial dashboard in Appendix A. The estimated LEP funding available for disaggregation as shared with the County Council and Unitary Authorities in the Solent. 		
	The Board also:		
	 Noted and Agreed the Corporate and Strategic Risk Register at appendix C. 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 key budget movements and associated issues in 	Chief Executive & AB	
	paragraph 4.		
	Julie Jones-Evans left the meeting.		
	Noted the update on the Getting Building Fund at Appendix G and Agreed the recommendations contained within it.	Executive & AB	
	Julie Jones-Evans joined the meeting.		
	Noted the update on the Getting Building Fund at Appendix H and Agreed the recommendations contained within it.	Executive & AB	
	Noted the Future Funding Bids update in paragraph 7.		
	Noted the Future Budget update in paragraph 8.		
6.	General updates from Board Leads – for note The update was taken as read and noted by the Board.		
	Feedback opportunities will be provided following the Cultural Plan workshops that have taken place this week for those that could and could not attend.	Executive	
7.	Any other business The Board received an update on the Maritime Innovation Hub.		
	The Executive will canvass for an additional Board meeting in early February.	Executive	
	No further business, so the meeting was closed. The Board received a tour of NOC.		

Meeting closed at 11:40



Solent Local Enterprise Partnership Meeting of the Board of Directors
Held on Friday 8 December 2023 at 12:30 - 15:00 at National Oceanography Centre, Southampton

Present	In Attendance
Graham Barnetson	Crispin Dick (Company Secretary)
Graham Galbraith	James Fitzgerald (Portsmouth City Council, as the Accountable Body)
Jo Sawford	Lloyd Clark (Portsmouth City Council, as the Accountable Body)
Julie Jones Evans	Nicola Twiddy (LEP Executive)
Nick Loader	Richard Jones (LEP Executive)
Paula Swain	Stuart Baker (LEP Executive)
Rachael Randall (Chair)	
Richard Jones	
Salli Shapcott	
Satvir Kaur	
Steve Pitt	
Apologies	Guests
Alex Rennie	Natalie Brahma-Pearl (PCC) - via Teams
Brooke Hoskins	Paddy May (PCC) - via Teams
David Youngs	Colin Rowland (IoWC)
Edward Heron	Nawaz Khan (SCC)

Item		ACTION
1.	Welcome and Introduction	
	The Chair welcomed all to the strategy session.	
	Overview of current position on LEP Integration and Solent Partners role / structure	
	Richard Jones gave an update on the actions and agreed position from the Board meeting.	
	A presentation was provided covering:	
	Current structure	

- Opportunity for a further integrated model
- Benefits of a more integrated model.

The Board discussed the make up of the Board of Solent Partners in the context of the LEP Integration templates - including the confirmation received from Portsmouth, Southampton and Isle of Wight Councils for the Board of Solent Partners to constitute the Economic Growth Board for their areas, and the accountability that will sit with local authorities in relation to the delivery of core LEP functions.

The Board **agreed** that the Board structure should be updated to include representatives from the authorities that wish to draw on Solent Partners as the Economic Growth Board for their areas and **delegated authority** to the company secretary to update the Articles of Association accordingly.

Executive & Company Secretary

2 Delivery of existing contracts

The LEP Integration templates were discussed, and it was noted that the HCC return states that they would like to disaggregate and novate the existing contracts over from 1 April 2024.

The Board agreed that the Careers Hub contract with the Careers Enterprise Company should not be novated or disaggregated mid-year. The Board also agreed that further engagement with Hampshire County Council should be undertaken in relation to the current contract with a view to offering an equal role in delivery to the other upper tier/unitary authorities in the Solent area.

In relation to future years service delivery, SCC, PCC & loWC advised that their skills leads would like to discuss the service provision at an early stage and it was noted that meetings have been scheduled to take place early in the new year.

Executive

3. LEP Assets

A presentation was provided on the LEP Integration guidance in relation to LEP Assets, decisions required by the LEP Board, advice received, the Accountable Bodies position shared with Hampshire County Council on funds potentially in scope for disaggregation and potential approaches to disaggregation.

It was noted that the LEP and AB have to agree any disaggregation of assets and that the AB would consult openly with all partners in relation to any proposal received and consider any representations ahead of making a decision on its position.

The Board and local authorities in attendance discussed their position in relation to disaggregation. There was a strong view that funding identified by the AB as potentially subject to disaggregation was received on behalf of the Solent area and that the funding should continue to be utilised for the purposes intended across the Solent area. All agreed that there should be no disaggregation of funding to any individual upper tier or unitary authorities and that funding should continue to be utilised on a Solent-wide basis, through Solent Partners, with the opportunity for all upper tier authorities to direct the funding collectively through membership of the company and representation on the Solent Partners board. The position of Hampshire County Council in relation to disaggregation was noted and it was agreed that the offer membership and board representation should be extended should they wish to work with partners across the Solent and continue to be involved in collective decisions regarding the use of legacy funding on a Solent-wide basis moving forward.

The Board and local authority representatives in attendance at the meeting:

- Agreed funding should not be disaggregated to individual local authorities.
- Agreed that the LEP, SCC, PCC & loWC would write to the Accountable Body to confirm their position and request that all funding held by the AB on behalf of the Solent LEP should be transferred to the AB on behalf of Solent Partners.
- Agreed to extend the offer for HCC to be part of the Solent Partners Membership and Board in line with the approach agreed for other authorities at the strategy session.
- Agreed to share the final letter agreed by the LEP, PCC, SCC and IoWC with District and Borough Councils and with Solent MP's.

LEP
Executive
and local
authority
partners

No further business.

Meeting closed at 14:46



HM Government Update

A verbal report will be considered at the meeting

Update on LEP Integration and Transition to Solent Partners

A confidential report will be considered at the meeting

Solent Economic Strategy Update



Title: Solent Economic Strategy Update

Date: 2 February 2024

Purpose: For information and decision

Draft resolution

Board Members are asked to:

- <u>Note</u> the updates on the Solent Economic Profile and Solent Cultural Plan evidence base:
- Note the update on Strategic Economic Planning; and
- <u>Provide any feedback</u> to inform the preparation of the draft reports for consideration at the March Board meeting.

Solent Economic Profile

Board members received an update on the commission with Lichfield to update the Solent Economic Evidence base in December. Colleagues from Lichfield will be in attendance at the meeting to provide a short presentation to the Board on progress since the strategy session and receive any feedback.

The final draft of the report is scheduled to be considered by the LEP Board at the March 2023 meeting. Following its agreement by the LEP Board, the final report and evidence base will be shared with Solent Partners and local authority colleagues and it is expected that the updated economic profile will form a core element of the evidence base used by Solent Partners to inform the update to the Solent 2050 economic strategy during 2024/25.

Strategic Economic Planning Post March 2024

From April 2024 responsibility for strategic economic planning will transfer to Upper Tier Local Authorities (UTLAs). Whilst we await feedback from Government on the geographies over which strategic economic planning will be discharged across the Solent Functional Economic Area (FEA), Solent Partners have held early conversations with Isle of Wight, Portsmouth and Southampton Councils on the approach to this.

From April 2024, government encourages areas to produce (or update) economic strategies on an ongoing basis. Government expects areas to publish their (existing, new, or updated) strategy within six months of receiving funding (so by October 2024). Where possible Government suggest building on the Local Industrial Strategies or any other similarly relevant strategies or documents already in place, with appropriate adjustments made in line with geographical preferences.

These strategies should be underpinned by a strong evidence base and look to identify:

- the local economic opportunities (including areas of comparative advantage);
- challenges; and
- where there are opportunities for strategic connections across regions.

As the LEP has already commissioned an update to the evidence base - which will consider both the Solent FEA and three UTLA areas, we are in a strong starting position for this work.

Once we have clarity from Government on geographies Solent Partners will work with the UTLAs to commence this work in earnest.

The Board should note that the Economic Growth Board (proposed to be Solent Partners) will need to feed into the economic priorities of the area.

Solent Cultural Plan

Board members will be aware that, during 2023, the Solent LEP Board agreed to work in partnership with Arts Council England (ACE) to develop a Solent Cultural Plan. The work is cofunded by the LEP and ACE who have co-commissioned CTConsultants to develop the strategy. The final strategy will be prepared for Board consideration at the March Board meeting, however, work to develop the supporting evidence base has progressed significantly and a draft Insights Report - which will form a key element of the evidence base underpinning the strategy - is attached at Annexe A for Board Members information.

Colleagues from CTConsultants will provide a short presentation at the Board meeting to update on progress towards developing the strategy and the draft Insights Report, with any Board feedback provided at the meeting to be used to inform the development of the final strategy.

Board Members are asked to:

- Note the updates on the Solent Economic Profile and Solent Cultural Plan evidence base, and:
- <u>Provide any feedback</u> to inform the preparation of the draft reports for consideration at the March Board meeting.

Legal comments

There are no legal implications that need to be noted.

Financial comments from the S151 Officer of the Accountable Body

There are no financial implications arising from the content of this report.

Further information

Further information about any aspects of this report can be obtained from Richard Jones (richard.jones@solentlep.org.uk)

Item 5 - Appendix A

A confidential report will be considered at the meeting

Finance and Governance Update



Title: Finance and Governance Update - Solent LEP

Date: 2 February 2024

Purpose: For information and decision

Confidential information has been removed from this report.

Information defined as exempt in Part 1 of Schedule 12A to the Local Government Act 1972 has been removed from this report including:

- information relating to an individual, and/or;
- relating to the financial or business affairs of a particular person.

Draft resolution

Board Members are asked to:

- <u>Note</u> the update on transfer of membership of The Solent Cluster and an update in relation to the transfer of the associated core funding.
- Agree the adoption of the revised Articles subject to the agreement of Maritime UK Solent.
- Agree that any underspends on the 2023/24 Maritime UK Solent funding allocation can be carried forward to 2024/25

Transition of The Solent Cluster

Further to previous Board meetings, at which the Board agreed the updated Articles of Association for The Solent Cluster Limited and the change in membership from Solent Local Enterprise Partnership Limited to Solent Partners Limited, the relevant filings have been made at Companies House to enact the decisions. A copy of the updated Articles is provided for Board Members in the reference material folder and the updated Articles will also be published at Companies House at the following link: https://find-and-update.company-information.service.gov.uk/company/14965836/filing-history The statutory books have also been updated in relation to membership and the sole member of the Company is now Solent Partners Limited.

In relation to funding, and the provision of £218,000 core funding agreed by the Solent LEP Board and Accountable Body, a draft funding letter has been prepared and shared with The Solent Cluster. This will formalise the ongoing monitoring requirements for the funding with Solent Partners moving forward.

The funding transfer will be made following execution of the final funding letter.

Board Members are asked to:

 Note the update on transfer of membership of The Solent Cluster and the proposed transfer of core funding.

Transition of Maritime UK Solent

At the July 2023 Board meeting, the LEP Board agreed revised Articles of Association for Maritime UK Solent, subject to agreement of the Maritime UK Solent Board, and agreed to cease the Solent LEPs membership of Maritime UK Solent, subject to the appointment of Solent Partners as a member of Maritime UK Solent. A further revision to the Articles was considered at the October Board meeting following Maritime UK Solent feedback.

The transition arrangements were considered again by Maritime UK Solent at their Board meeting in December and, following this, the Articles of Association have been updated further for consideration by the Maritime UK Solent Board at their February meeting with a view to completing the transition arrangements following this meeting.

A copy of the draft Articles with further revisions included are attached at Annexe A.

Board Members are asked to:

Agree the adoption of the revised Articles subject to the agreement of Maritime UK Solent.

Following agreement of the revised articles and transition of membership by Maritime UK Solent, the transfer of membership to Solent Partners will be concluded.

In addition to this, Board Members will recall that they have agreed to transfer funding related to the Maritime Innovation Hub project to Maritime UK Solent and an additional £530,000 revenue funding to provide core capacity funding to Maritime UK Solent.

In relation to the capacity funding, a draft funding letter will be prepared - similar to the approach in relation to The Solent Cluster outlined above - to conclude the transfer of core funding following final details in relation to the transfer of membership being concluded.

In relation to the Maritime Innovation Hub project, Maritime UK Solent have requested further information ahead of agreeing to take the lead responsibility for the project and the LEPs Business Development Director is currently undertaking a review of the project ahead of bringing a further recommendation back to LEP Board in relation to transition arrangements for this project.

Further to the above update in relation to the transfer of membership and provision of additional core funding, the Solent LEP have previously provided Maritime UK Solent with a total of £800,000 in funding over the past three years. As part of the funding arrangements, Maritime UK Solent are required to provide a Business Plan, Annual Report, and ensure in kind or cash contributions of match funding totalling £1,050,000 over the three-year period.

It is expected that Maritime UK Solent will provide an overview of the business plan and annual report to the LEP Board at the March 24 Board meeting and in anticipation of this, the MUK Solent Board have indicated that the annual report could show an estimated underspend of circa £120,000 against the 2023/24 funding allocation of £250,000 due to a number of planned activities not expected to be completed until the next financial year. As with previous years, it is recommended that any underspends or re-profiling of funding are carried forward to 2024/25 to

support the ongoing activities of the business and in line with the funding agreement, this requires approval from the LEP Board.

Board members are asked to:

 Agree that any underspends on the 2023/24 funding allocation can be carried forward by Maritime UK Solent to 2024/25

Legal comments

Legal comments to follow.

Financial comments from the S151 Officer of the Accountable Body

There are no specific financial implications for the LEP arising from the content of this report.

- The provision for Solent Cluster core funding was agreed by the LEP Board in December 23.
- Maritime UK Solent are complying with the requirements of the capacity funding agreement and the funds are part of the approved LEP Budget.

Further information

Further information about any aspects of this report can be obtained from Richard Jones (richard.jones@solentlep.org.uk)

Item 6 - Appendix A

A confidential report will be considered at the meeting

General updates

Confidential information has been removed from this report.

Information defined as exempt in Part 1 of Schedule 12A to the Local Government Act 1972 has been removed from this report including:

- information relating to an individual, and/or;
- relating to the financial or business affairs of a particular person.



Item 7 - General Update

2nd February 2024



Maritime UK Solent

Future Maritime Fuels

- MUK Solent hosted a roundtable discussion on Future Maritime Fuels on 16th February in Fishbourne on the Isle of Wight
- This followed questions raised by Solent LEP members at the AGM in 2023 Condor and WightLink.
- Senior officials from DfT and the MCA attended, along with an exceptional showing from industry.
- 45 attendees in total

Networking

- Successful first networking event of 2024 took place at Portsmouth International Port on Thursday 25th September
- 61 Attended

MUK Solent Awards 2024

- The Board has agreed that the 2024 event will be held at the Hilton Southampton Utilita Bowl in October.
- We have secured sponsorship from Solent Stevedores, ABP, Royal Navy, South Hampshire College Group, Red Funnel



The Solent Cluster

Local Industrial Decarbonisation Plan

- On Monday 22nd January Minister for Energy Efficiency and Green Finance, Lord Callanan, visited the Solent region to announce the winning projects, which includes The Solent Cluster, from the Local Industrial Decarbonisation Plan competition, supporting manufacturers to develop plans for a low-carbon future.
- The Solent Cluster will receive up to £757,601, which, along with matched contributions from The Solent Cluster members, will result in a total of £1,032,540

MP Engagement

- On Wednesday 17th January The Solent Cluster hosted an MP drop-in session in Westminster. The session provided an opportunity to update MPs on our work, enabling them to be advocates. Local MPs that attended included: Penny Mordaunt, Paul Holmes, Flick Drummond, Royston Smith, Caroline Noakes, Caroline Dinenage, and Desmond Swayne.
- The Solent Cluster is part of the Carbon Capture and Storage Association's Winter Reception at the Houses of Parliament on the 19th February providing a further opportunity to engage.







The Solent Cluster

Funding

- The Solent Cluster member, ExxonMobil, has been awarded £6m by the Department for Transport (DfT) to assess the feasibility of sustainable aviation fuel (SAF) production at Fawley.
 - The study will be led by ExxonMobil and will explore and inform a range of potential SAF production technologies.
 - Output from the study will be shared with the Government to assist its planning and policy development for biofuel and its potential contribution to Net Zero.
- A new funding opportunity Industrial Energy Transformation Fund (IETF) competition opens on 29 January. Provides grant funding for feasibility and engineering studies, and for the deployment of industrial energy efficiency and deep decarbonisation projects.
- £185m is being made available.
- The Executive are considering how best to promote this to our Members.

Promotion

- The Solent Cluster will be attending the 5th Carbon Capture Usage and Storage UK (CCUS) & Hydrogen Decarbonisation Summit taking place between 6th 8th February in Leeds.
- Stuart Baker will be representing The Cluster on the Workforce Developments & Supply Chain Panel Discussion On Day 1, Session1.



