



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

Solent Local Enterprise Partnership Meeting of the Board of Directors

Held on Thursday 25 July 2024 at 09:00 - 11:00 via MS Teams

Present	In Attendance
Brooke Hoskins	Crispin Dick (Company Secretary)
Graham Galbraith	James Fitzgerald (Portsmouth City Council, as the Accountable Body)
Jo Sawford	Nicola Twiddy (LEP Executive)
Julie Jones-Evans	Peter Baulf (Portsmouth City Council, as the Accountable Body)
Nick Loader	
Paula Swain	
Rachael Randall (Chair)	
Richard Jones	
Salli Shapcott	
Steve Pitt	
Apologies	
David Youngs	
Graham Barnetson	
Stuart Baker	

Item		ACTION
1.	<p>Welcome and Introduction The Chair welcomed all to the last LEP Board meeting and an overview of the meeting was provided.</p> <p>Apologies for Absence Apologies were noted from David Youngs, Graham Barnetson and Stuart Baker.</p> <p>The Board were advised that Edward Heron has stepped down from the Board following changes at Hampshire County Council. Thanks were passed to Edward Heron for his time on the Board.</p>	
2.	<p>Notes of the last meeting held on 22 March 2024 The minutes from the Board meeting on 22 March 2024 were Agreed.</p>	Executive

<p>3.</p>	<p>Matters Arising and Declarations of Interest</p> <p><u>Matters Arising</u></p> <p>The following matters arising were raised:</p> <p>Actions from the last Board meeting updates on the Solent LEP commission will be covered at the meeting today.</p> <p>Recommendations have been passed to the Solent Growth Partnership Board (SGPB) regarding two ongoing projects.</p> <p>Careers Hub transition - has been completed as per the papers from the last meeting and work continues by local authority partners.</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:</p> <p><u>Julie Jones-Evans, Steve Pitt and Richard Jones</u> in relation to the update on local authority engagement under item 4.</p> <p><u>Brooke Hoskins</u> in relation to decisions regarding Maritime UK Solent Board appointments under item 5.</p>	<p>SGPB</p>
<p>4.</p>	<p>Update from the Accountable Body & LEP Transition</p> <p><u>Disaggregation Agreement - Transfer of non-core LEP activities</u></p> <p>Richard Jones gave an overview from the last meeting regarding director appointments to Solent Partners and on the engagement with The Solent Growth Partnership (SGP) that has taken place.</p> <p>SGPB have met and have confirmed they want to deliver all former core LEP functions directly, which changes the position for Solent Partners since the last Board meeting. Rachael Randall and Richard Jones have met with Local Authorities regarding the delivery of non-core activity and it was agreed to transfer this activity into the SGP.</p> <p>The authorities are committed that a strong business voice remains and are looking to convene a business board to support the SGP. Rachael Randall has been asked to Chair the Business Board. Rachael thanked Steve for the invitation to be the Chair, which has been accepted. Rachael Randall is meeting with Jane Lamer from Portsmouth City Council to form the Business Board and to look at its members. Individual conversations will take place with existing LEP Board members.</p> <p>Julie Jones-Evans and Steve Pitt provided an update. Steve Pitt and Julie Jones-Evans passed on their thanks to the Executive Team and the Accountable Body for all their work over the years at the LEP.</p> <p>Questions and comments were taken.</p> <p>Terms of Reference are being worked on for the Business Board. Members of the LEP will receive formal communication of the closure of the membership. The database of network members is expected to be transferred to the SGP.</p> <p>Rachael Randall will look to set up a contact group for existing LEP Board members to feed in and hear updates on the development of the Business Board.</p>	<p>Chair</p> <p>Executive</p> <p>Chair</p>

	<p>Julie Jones-Evans, Steve Pitt and Richard Jones noted an interest in the LEP disaggregation process and left the meeting.</p> <p>James Fitzgerald gave an update on the LEP disaggregation process. An MOU has nearly been finalised with Hampshire County Council to cover governance, liability and split of the assets to ensure the funding originally provided continues to be used for the areas it was provided for. The Enterprise Zone MOU will form an appendix to the main MOU.</p> <p>Thanks were passed on for all the work on this and the legacy that is being passed to the SGP. A press release will be drafted to highlight the amount of funding that is being passed over.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the update on the LEP integration detailed in paragraph 3 and the update provided at the meeting. • Noted the draft Memorandum of Understanding (MoU) in confidential Appendix A between the Accountable Body and Hampshire County Council for the disaggregation of the residual Solent LEP funds and Agreed to support the disaggregation. • Noted the update in paragraph 5 on the future of Solent Partners and Agreed that funding held for Solent Partner activities transfers to the Solent Growth Partnership. <p>Julie Jones-Evans, Steve Pitt and Richard Jones joined the meeting.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the final outturn position for 2023/24 financial year as set out in Appendix C and the supporting appendices that include: <ul style="list-style-type: none"> • The final position of the LEP Loan Funds as summarised in appendix D which has been integrated the four Solent Unitary Authorities. • The final position of the Local Growth Deal and Getting Building Funds as set out in appendices E1 and E2 respectively which has been integrated the four Solent Unitary Authorities. • Noted the Solent LEP statutory accounts as prepared by the Accountable Body attached at Appendix G and Agreed for the Chair to sign them off. <p>James Fitzgerald on behalf of the Accountable Body passed on their thanks the Board for their help in defraying over £250m over the lifetime of the Solent LEP. A summary of the projects executed over the time of the LEP will be provided, looking at the legacy in the form of a report.</p> <p>Jo Sawford left the meeting.</p>	<p>AB</p> <p>AB</p> <p>Chair & AB</p> <p>Executive & AB</p>
<p>5.</p>	<p>Solent LEP Transition and Closure</p> <p>The paper was taken as read and Richard Jones took the Board through the paper and decisions.</p> <p><u>Final LEP Commissions</u></p> <p>The final Solent socio-economic report has been provided from Lichfield.</p> <p>Solent Cultural Plan commission - the Board have previously received an update on the insights report which the working group have reviewed and recommended that the plan in draft form, is transferred to SGP to finalise.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed the final Solent socio-economic report from Lichfield and agreed to share 	

<p>this with all UTLAs in the Solent area to inform future strategic economic planning.</p> <ul style="list-style-type: none">• Agreed to transfer the Solent Cultural Plan commission and responsibility for agreeing the final report to The Solent Growth Partnership. It was noted that the film office work will also be included in this transfer.	Executive
<p><u>Subsidiaries</u></p> <p>Brooke Hoskins noted an interested in MUKS decisions as a colleague, Jane Taylor is joining the MUKS Board.</p> <p>The Solent LEP is member of MUK Solent and as work continues, MUKS have administer a recruitment process for new Board members. There are 3 appointments they are looking to take.</p> <p>Brooke Hoskins left the meeting.</p> <p>The Board:</p> <ul style="list-style-type: none">• Noted the update on recruitment to Non-Executive Director positions on the Board of MUK Solent, and the recommendations of the MUK Solent recruitment panel.• Agreed to the appointment of Jamie Holmes as an Industry Expert Non-Executive Director.• Agreed to the appointment of Keith Greenfield as an Industry Expert Non-Executive Director, to take effect following the resignation of Amelia Gould.• Agreed to the appointment of Jane Taylor as an Industry Expert Non-Executive Director when a vacancy becomes available on the Board either through resignation or changes to the Articles of Association.• Agreed to both Keith Greenfield and Jane Taylor attending MUK Solent Board meetings as observers pending their appointment as Directors of the Company. <p>Brooke Hoskins joined the meeting.</p> <p><u>Divestment of Subsidiaries: Solent Partners Limited, Maritime UK Solent Limited and The Solent Cluster Limited</u></p> <p><u>Solent Partners</u></p> <p>Richard Jones provided an update on the membership of Solent Partners.</p> <p>The Board:</p> <ul style="list-style-type: none">• Agreed to resign the LEPs Membership of Solent Partners, such resignation to take effect automatically upon the appointment of a new member of The Solent Cluster Limited (see below).	SGP MUKS MUKS MUKS MUKS
<p><u>Maritime UK Solent</u></p> <p>Membership of MUK Solent was to sit under Solent Partners, but is now not a suitable option and a new approach has been looked at. A range of strategic partners and options have been looked to look at to bring an independent model to MUK Solent. One proposal is expected to be taken forward for a new member of MUK Solent, once completed Solent LEP will then formally be closed down.</p> <p>PCC as the Accountable Body (AB) for MUK Solent have offered to continue in the role of</p>	Company Secretary

	<p>accountable body to support the transition until 2026 if required.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed to delegate authority to the MUK Solent Board to appoint a new member of MUK Solent on behalf of the Solent LEP. • Agreed to resign the LEP’s membership of MUK Solent, with such resignation to take effect automatically upon the appointment of a new member of MUK Solent or 31 December 2024 or, whichever is the earlier. <p><u>The Solent Cluster</u></p> <p>The Board:</p> <ul style="list-style-type: none"> • Delegate authority to The Solent Cluster Board to appoint a new member of The Solent Cluster on behalf of Solent Partners. • Agreed to resign Solent Partners’ membership of The Solent Cluster, such resignation to take effect automatically upon the appointment of a new member of The Solent Cluster or 31 December 2024 or earlier whichever is the soonest. <p><u>Contract Assignments</u></p> <p>The AB signs contracts on behalf of the Solent LEP, with the imminent closure of Solent LEP, the most efficient action will be to arrange and agree a bi-partite agreement on behalf of the LEP. Performance management of projects would continue by the AB. Run off insurance or a letter of indemnity are being looked at with the accountable body at present as part of the transition.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Agreed Directors should be covered by run-off insurance or an indemnity from the accountable body following closure of the LEP. • Agreed to assign and/or novate its rights and obligations under all its funding agreements to the Accountable Body (subject to the agreement of the Accountable Body). • Delegated Authority to the Company Secretary and Chair to agree the terms of and sign such bi-partite agreement on behalf of the LEP, or any novation agreements if that is the preferred approach of the accountable body. <p><u>Service agreement with Portsmouth City Council</u></p> <p>The service level agreement would be terminated once all other final actions have been completed.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Delegated Authority to the Chair and Company Secretary to agree the termination of the service agreement with the S151 Officer of Portsmouth City Council. <p><u>Application to strike off Solent Local Enterprise Partnership Limited</u></p> <p>Richard Jones gave an overview of the process and confirmation was provided on the 3-month statutory standstill period.</p> <p>Jo Sawford joined the meeting.</p>	<p>MUKS</p> <p>Company Secretary</p> <p>TSC</p> <p>Company Secretary</p> <p>AB</p> <p>Company Secretary & Chair</p> <p>Company Secretary & Chair</p>
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	<p>The Board:</p> <ul style="list-style-type: none"> • Agreed the application to voluntarily strike off Solent Local Enterprise Partnership Limited from the Companies House Registry. • Delegated authority to the Chair to write to stakeholders on behalf of the Board, including company members and HM Government. • Delegated authority to the Company Secretary to complete and submit the required DS01. 	<p>Company Secretary Chair</p> <p>Company Secretary</p>
<p>6.</p>	<p>Any other business</p> <p>Richard Jones on behalf the Executive Team passed on their thanks to the Board for their time and support to the team.</p> <p>Julie Jones-Evans highlighted the 2 reports that are being passed to the SGPB and passed on her thanks to the team for the work on these.</p> <p>Rachael Randall passed on thanks to Directors past and present for all their work, commitment and support to the LEP Board and sub-committees. Long may the work continue under the new Business Board. Amazing work has been undertaken over the years.</p> <p>It was noted that Membership of the Solent Freeport will cease on the closure of the LEP Board. A formal resignation letter will be provided to Solent Freeport from the LEPs nominated Director.</p> <p>Thanks were passed to the LEP executive for their work and continued commitment during the transition phase of activity. The work and hours put in by the team over the years has been phenomenal.</p> <p>No further business, so the meeting was closed.</p>	<p>RJ</p>

Meeting closed at 10:45