

## Enterprise M3 Board

Thursday 28 March 2019 – 12.00-5.00pm

**NOTE: Lunch will be available from 11.45 am**

**Rutland Group, Dunsfold Park, Cranleigh, Surrey, GU6 8TB**

### AGENDA

1.	Jim McAllister, Chief Executive to welcome the Board and provide an overview on the work of The Rutland Group and future plans for Dunsfold Park. A tour of the site will commence at 12.30pm.	(JM)	12.00pm
2.	Welcome and introductions from the Chair –	(DAX)	1.15pm
3.	Minutes of the previous meeting and matters arising ( <i>Minutes of meetings on 31 January and 14 February and action summary attached</i> ) –	(DAX)	1.20pm
4.	Chairs Report ( <i>paper attached</i> ) – <ul style="list-style-type: none"> <li>• Calendar of Activity</li> <li>• Feedback on Annual Performance Review</li> </ul>	(DAX)	1.25pm
5.	Strategic Board Workshop <ul style="list-style-type: none"> <li>• Reflections on the workshop and taking learning forward</li> <li>• Discuss ways in which members wish to maximise impact on the Board</li> </ul>	(KS + BM TBC)	1.45pm
6.	Declaration of Interest –	(DAX)	2.30pm
<b>Items for decision</b>			
7.	Enterprise M3 Governance ( <i>paper attached</i> ) – <ul style="list-style-type: none"> <li>• Agree the final version of the Local Assurance Framework</li> </ul>	(SA)	2.35pm
8.	Enterprise M3 2019/20 Delivery and Business Plan ( <i>paper attached</i> ) – <ul style="list-style-type: none"> <li>• Agree the final version of the 2019/20 Delivery Plan</li> </ul>	(KS)	2.50pm
9.	Resources, Finance and Audit Committee Report ( <i>paper attached</i> ) – <ul style="list-style-type: none"> <li>• Approve the final 2019/20 revenue budget</li> </ul>	(CS/ KS)	3.10pm
<b>COMFORT BREAK – 10 minutes</b>			
10.	Enterprise M3 Office Location ( <i>verbal report</i> ) <ul style="list-style-type: none"> <li>• Agree the proposed approach for office location for the Enterprise M3 Team</li> </ul>	(KS)	3.30pm
11.	Capital Projects for consideration ( <i>confidential papers</i> ) – <ul style="list-style-type: none"> <li>a) Station Approach Winchester</li> <li>b) Woking Sustainable Transport Package</li> </ul>	(KT) (KT)	3.40pm
<b>Items for discussion/update</b>			
12.	Capital Programme Update ( <i>paper attached</i> ) – <ul style="list-style-type: none"> <li>• Summary of capital programme performance to date and receive details of the delivery of business cases for projects</li> </ul>	(KS)	4.00pm
13.	Government Plans ( <i>verbal update</i> ) – <ul style="list-style-type: none"> <li>• Receive an update on Government future plans and key areas of activity.</li> </ul>	(LJ/TW)	4.15pm
14.	Chief Executive's Report ( <i>paper attached</i> ) – <ul style="list-style-type: none"> <li>• Discuss the update on current EM3 work included in the Chief Executive's Report</li> </ul>	(KS)	4.30pm
15.	Joint Leaders Board ( <i>verbal update</i> ) – <ul style="list-style-type: none"> <li>• Cllr Clive Sanders to provide an update on the Joint Leaders Board meeting held on 20 March.</li> </ul>	(CS)	4.45pm

<b>Items for noting</b>	
16.	Programme Management Group Report ( <i>PMG minutes 7 February and 14 March attached</i> ) -
17.	EU Programme Update ( <i>paper attached</i> ) –
18.	Forward Programme ( <i>programme attached</i> ) –

**Next Meeting:** 12.00-5.00pm – Thursday 22 May, 2019 – Watts Gallery, Compton

**Board Members attending:**

Deborah Allen – BAE Systems  
 Dave Axam – AI2EV  
 Col Simon Browne – Army  
 Linda Cheung – Connectegritty  
 Cllr David Clifford – Rushmoor BC  
 James Cretney – Marwell Wildlife  
 Jason Gaskell – Surrey Community Action  
 Barney Ely – Hays  
 Paul Hogg – Royal Holloway  
 Tim Jackson – Sparsholt College  
 Cllr Colin Kemp – Surrey CC  
 Stacey King – BT  
 Andrew Lambert – Electronic Media Services Ltd  
 Cllr Keith Mans – Hampshire CC  
 Jim McAllister – The Rutland Group  
 Ken Moon – Federation of Small Businesses  
 Cllr Julia Potts – Waverley BC  
 Cllr Clive Sanders – Basingstoke & Deane BC  
 Cllr Paul Spooner – Guildford BC

**Apologies received:**

Ross McNally – Hampshire Chamber of Commerce  
 Mike Short – Department for International Trade

**Co-opted Member:**

Nick Elphick – Moncel Consulting (Co-opted Member)

**Guests attending:**

Laura Jackson – BEIS South Central Team  
 Toni Wootton – BEIS South Central Team

**EM3 Team attending:**

Kathy Slack – Enterprise M3 Director  
 Rob Dunford – Enterprise M3 Assistant Director – Business Delivery  
 Sally Agass – Enterprise M3 Interim Assistant Director – Operations  
 Kevin Travers – Enterprise M3 Head of Transport  
 Justine Davie – Enterprise M3 Programme Administrator