

Enterprise M3 Programme Management Group

15 October 2020 - 0930-1130

Zoom Video Conference

MINUTES

Members Attending

James Cretney - Chair
Deborah Allen
Dave Axam
Matt Furniss
Rob Humby
Paul Millin
Kathy Slack
Lucille Thompson

EM3 Guests Attending

Rachel Barker
Aleks Bennett
Lee Danson
Jennie Pell
Sam Read
Jeannie Satchell
Jordan Tame
Geoff Wells
Justine Davie

Apologies

Rob Carr
Mike D'Alton
David Fletcher

Observer

Claire Burnett – Homes England

1. Welcome and Introductions

- 1.1 James Cretney welcomed everyone to the meeting. The Group was advised that it was Rachel Barker's last day at Enterprise M3 LEP. Deborah Allen would be taking over as Chair of PMG when James finished his term of office with the LEP at the end of November. David Fletcher was leaving Hampshire County Council at the end of the year to join Derby City Council, a new senior officer representative from Hampshire County Council would be sought to join PMG. Catherine Turner was stepping down as the Homes England representative on the Group and Claire Burnett would attend as the Homes England representative at future meetings.

2. Declaration of Interest

- 2.1 In addition to all interests previously declared, the following interests were noted:

Name	Interest	Declared Action
Matt Furniss, Rob Humby, Paul Millin and Geoff Wells	Covid-19 Recovery Fund	Left the room during the decision making
James Cretney, Rob Humby and Lucille Thompson	Clean Growth Pilot Programme – Winchester City Council Marwell project	Left the room during the decision making

3. Capital Programme Update

- 3.1 The Group received an update on the progress in delivering the capital programme. There were a number of projects for consideration for funding on the agenda and if those projects were all approved there would be just £40k of unallocated funding available to support new projects. Since the last meeting the mid-year review had taken place to review progress on governance, delivery and strategy. The draft minutes had been received and would be shared with PMG in November. The contract for the Whitehill and Bordon Town Centre project had been signed and the Aldershot Town Centre Regeneration – Union Street East project contract sign off was almost complete. It was the intention that all remaining contracts would be signed in November.

- 3.2 Kevin Travers reported that an issue had arisen with the delivery of the Brighton Hill Roundabout Scheme which meant that the scheme could no longer be delivered in full within the funding timescale. The cause of the issue was that planning consent for the provision of the Camrose Link Road had been refused. It was understood that the improvement at the Roundabout could still be delivered and although it would not deliver the same level of capacity benefits as the original scheme it was still considered to provide very high value for money. The inability to deliver the Camrose Link Road in the short term would result in an underspend for the scheme. It was estimated that the revised scheme could be delivered for £11.3m and therefore the £1.7m underspend would be returned. A paper would be brought to the Group in November with details on the outputs and outcomes for the revised scheme and confirmation of the final costs. The Group discussed the revised project and agreed to a revised legal agreement for £11.3m.
- 3.3 Kevin Travers reported on the Blackwater Valley Hotspots scheme which had been raised at the Group meeting in July. Surrey County Council (SCC) had agreed to jointly deliver the project with Guildford Borough Council (GBC) and it was agreed at the July meeting that a maximum of £500k could be rolled forward to 2021/22 which would be met using loan repayments. SCC had now advised that the costs put forward by GBC had been significantly under budgeted and more work was required before the project could be delivered. SCC were expecting they would only be able to spend approximately £600k in 2020/21, not £1.48m as previously agreed. SCC would be reporting to their Cabinet in November for additional funding and GBC had been requested to increase their contribution, but SCC was also requesting flexibility on the spend of the LEP funding achieved in 2020/21.
- 3.4 The Group discussed the options for spend if the Blackwater Valley Hotspots scheme was not progressed. There was concern over the discrepancy in costs for the scheme and the number of delays associated with the scheme. The Group was advised that SCC was committed to delivering the scheme and would be aware of the political commitment before their Cabinet meeting in November. The Group was advised that there was currently limited flexibility in the amount of funding available for spend in 2021/22. Once the quarter 2 monitoring reports had been processed there would be a clearer picture on the spend profile of all projects. The Group asked that work was carried out by the team to see what other schemes could be brought forward if the Blackwater Valley Hotspot scheme did not go ahead. A report would be brought to the meeting in November to provide assurances from SCC on delivering the scheme and a confirmation on costs.
- 3.5 The Group was advised that £550k additional funding had been agreed under the Chief Executive's delegation for the Weyside Urban Village project. The additional funding would support the provision of facilities for the existing community and help to 'de-risk' the wider development programme. Some elements of the scheme had changed however GBC were confident they could still deliver the project in the timescales and that the targets would be met.

Action to be taken	By Whom	When
Report to the PMG meeting in November on the outputs and outcomes for the Brighton Hill Roundabout scheme and revised funding	Kevin Travers	12 November 2020
Report to the PMG meeting in November on the Blackwater Valley Hotspots project on delivery of the scheme and confirmed spend profile	Kevin Travers	12 November 2020
Report to the PMG meeting in November on potential pipeline projects that could be brought forward	Lee Danson	12 November 2020

4. Getting Building Fund

- 4.1 The Group received a report on the progress in delivering the Getting Building Fund. The grant offer had been received from Government with half of the funding being received now and the other half in April 2021. The Group was informed that this was not what was expected and had been raised with Government, the original advice was that one third would be received in 2020/21 and two thirds in 2021/22. Government responded that their expectation was that half would be

spent by March 2021 and the other half by March 2022 and the LEP was advised to use their freedoms and flexibilities to achieve the spend.

- 4.2 The Digital Skills and Clean Growth Programme were both on the agenda for funding approval. There were some Clean Growth Programme projects which achieved 50% match funding and were under £100k and these would be approved by the Chief Executive under delegated authority. The Gigabit EM3 Town and Rural project had received approval from the Board for £250k to work through outstanding issues. A report would be brought to the November PMG and Board meeting with an options paper for consideration. The Creative Tech Growth Booster contract was progressing and the Park, Ride and EV charge contract was due to be signed imminently.

Action to be taken	By Whom	When
Options paper on the Gigabit EM3 Town and Rural project to be brought to the November PMG meeting	Rob Dunford/ Kevin Lloyd	12 November 2020

5. Covid-19 Recovery Fund

- 5.1 Lee Danson reported on the Covid-19 Recovery Fund and proposals for projects to address the impact of Covid-19. The Capital to Revenue Fund had been allocated £3m from the Local Growth Fund to support scheme development, design advancement, skills and career improvement and business support. At the start of 2020/21 the remaining balance in that fund was £1m. In May 2020 PMG agreed £77,450 of funding for recovery activity including market analysis and gathering business intelligence. A further £222k had been approved by the Chief Executive for additional recovery activity under delegated authority. There was currently £700.5k remaining in the fund and a proposal was put forward for six projects totalling £680k. The projects included: business case refinement for the Gigabit EM3 Town and Rural project, which would be repaid through GBF or partner contribution; development of a pipeline of active travel and sustainable transport projects; market research/demand studies for future workspace opportunities; development of an income generation strategy and action plan for the LEP; a pilot to develop a new innovative approach to electric vehicle charging; and, a screen skills pilot for job seekers in the aviation industry.
- 5.2 The Group discussed the proposed projects and how they all linked to Covid-19 recovery through investing in new growth and increasing resilience. It was agreed that the income generation strategy and action plan would be governed through the Resources, Finance and Audit Committee. The Group agreed the use of the remaining Capital to Revenue fund for Covid-19 recovery purposes and to allocate £680k to support the projects and activities set out in the paper.

Action to be taken	By Whom	When
Include the income generation strategy and action plan on the Resources, Finance and Audit Committee agenda	Lee Danson/ Aleks Bennett	October 2020
Progress the Covid-19 recovery projects	Lee Danson	October 2020

6. Capital Project for Consideration

a) Esports – Queen Mary’s College

- 6.1 The Group received a report on an application from Queen Mary’s College, Basingstoke for £228k Local Growth Fund grant to become the leading Esports BTEC provider in the South East. The total project cost was £460k with £232k match funding provided from Queen Mary’s College, of which £36k was a contribution from BELONG. The project would deliver by March 2021. The project would focus on developing skills in emerging technology and would be the first of its kind within the region. The investment would enable the future proofing of a facility by remodelling an unused floor of a teaching block, increasing the networking capability and providing high specification computing equipment. The Covid-19 pandemic had strengthened the case for an

Esports Hub as the sector had shown resilience in its ability to deliver throughout and its potential to aid economic recovery post Covid had been highlighted in a recent Government paper. AECOM had carried out due diligence and concluded that the project was viable and the grant should be approved subject to satisfactory answers provided to the questions posed. It was confirmed that all questions and comments had been satisfactorily addressed.

- 6.2 The Group discussed the proposal and agreed to approve £228k Local Growth Fund grant funding to Queen Mary’s College, Basingstoke for the Esports project.

Action to be taken	By Whom	When
Progress the Queen Mary’s College Esports project to contract	Jeannie Satchell	November 2020

b) Gaming and Digital Hub – Alton College

- 6.3 The Group received a report on an application from Alton College, part of the Havant and South Downs Campus, for £829,845 Local Growth Fund grant for a Gaming and Digital Hub. The total cost of the scheme was £1.185m with match funding of £355,648 provided by Havant and South Downs Campus. The project was focussed on developing skills in digital capacity by providing a bespoke and industry reflective space and be a first choice for young people looking for a career in the creative and digital sectors. The College had confirmed that despite the tight timescales the project would be complete by March 2021. It would provide an opportunity to develop a local centre of excellence to meet the needs of local companies. AECOM had carried out due diligence and recommended the project was viable and the grant should be approved. It was confirmed that all due diligence actions had been addressed satisfactorily in writing.

- 6.4 The Group discussed the proposal and agreed to approve £829,845 Local Growth Fund grant funding to Alton College for the Gaming and Digital Hub project.

Action to be taken	By Whom	When
Progress the Alton College Gaming and Digital project to contract	Jeannie Satchell	November 2020

c) EM3 Colleges – Digital Response to Covid-19

- 6.5 The Group received a report on an application from the EM3 College Consortium for £2.2m to deliver a digital response to Covid-19. Match funding of £733k would be provided from the colleges. The project would build upon the successful Pathway to the Virtual Campus project and was designed as a phase 2 approach. It was acknowledged that colleges needed to respond rapidly to accommodate online learning and previous investment in e-learning platforms and new technology had allowed them to quickly respond to the lockdown allowing students to access learning from home. Since then work had been carried out to identify gaps and ways of improving the quality of learning and inclusiveness. The digital response project would provide digital upgrades across the different campus sites so that learning could be delivered in Covid bubbles. The work would enable the colleges to switch rapidly to remote learning if required. The funding would also be used to purchase equipment to enable lectures and seminars to be recorded.
- 6.6 AECOM had carried out due diligence on the application and concluded that it was a low risk project with clear strategic outputs and addressed the need to further develop the digital infrastructure across the six colleges. It was confirmed that all areas for clarification in the due diligence report had been addressed satisfactorily.
- 6.7 The Group discussed the project and agreed it was an important project to boost learning in the area. The Group agreed to approve £2.2m Getting Building Fund grant funding to the EM3 College Consortium for their digital response to Covid-19 project.

Action to be taken	By Whom	When
Progress the EM3 College Consortium digital response to Covid-19 project to contract	Jeannie Satchell	November 2020

d) Inspiring Science for All Digitisation Project

- 6.8 The Group received a report on an application from the Winchester Science Centre for an additional award of £260k from the Local Growth Fund for an extension to the Inspiring Science for All project. Match funding of £225k would be provided by Winchester Science Centre. The purpose of the project was to support the digital learning of young people as they engaged with STEM subjects (Science, Technology, Engineering and Mathematics). The project would create a new website to support digital learning and purchase equipment to support live and interactive content creation. The purchase of equipment would help further develop their Science@Home initiative which reached over 1 million people during the Covid-19 pandemic.
- 6.9 The project was reviewed internally and it was felt that the costs were reasonable and the timeline of implementation was sound. Any additional costs would be met by the Science Centre which would be included in the legal agreement. The allocation of funding would be subject to the receipt of unspent funds from Royal Holloway.
- 6.10 The Group discussed the project and agreed to approve £260k Local Growth Fund grant funding to Winchester Science Centre for an extension to the Inspiring Science for All project, subject to funding being made available.

Action to be taken	By Whom	When
Progress the Winchester Science Centre extension to the Inspiring Science for All project to contract, once funding was made available	Jordan Tame	November 2020

e) Clean Growth Pilot Programme

- 6.11 The Group received a report on the Clean Growth Programme which provided an update on progress on projects. At the last meeting PMG had agreed to delegate authority to the Chief Executive to approve projects which provided 50% match funding and were requesting under £100k of funding, therefore both the Spelthorne Borough Council Solar Depot Project and the Winchester City Council Solar Depot project had been approved and were proceeding to contract. There were two projects seeking approval from the Group.
- 6.12 The PowerQuad pilot and demonstrator project had been considered at the previous PMG meeting and discussions had been held to see if the match funding could be increased. Following discussions the total project value was reduced to £40,880 with the applicant requesting £33,244 funding which represented 19% match funding. The Group discussed the project and recognised that extensive discussions had been held and were satisfied that the maximum available match funding was being provided. The Group agreed to approve £33,244 grant funding for the PowerQuad pilot and demonstrator project.
- 6.13 The Winchester City Council Marwell project was a low carbon heating project which would replace the oil-fired boiler and wet central heating system, which heats the Giraffe House, with renewable heat in the form of an air source heat pump and triangular solar photovoltaic panels. Although the panels would not be on a public building they would be procured and owned by the Council. The total project cost was £237,180 with grant funding sought of 119,748. The Group discussed the project and agreed to approve £119,748 grant funding for the Winchester City Council Marwell project. It was noted that the projects would be part funded by the Getting Building Fund and Local Growth Fund.

Action to be taken	By Whom	When
Progress the PowerQuad pilot and demonstrator project to contract	Jennie Pell	November 2020
Progress the Winchester City Council Marwell project to contract	Jennie Pell	November 2020

7. **Any Other Business**

8. James Cretney thanked Rachel for all her support during his time as Chair of PMG and wished Rachel well for the future in the next stage of her career.

8.1 The future Programme Management Group meetings would be held as follows:

- Thursday 12 November 2020 – 10am-1pm
- Thursday 14 January 2021 – 10am-1pm
- Thursday 11 March 2021 – 10am-1pm