

Enterprise M3 Programme Management Group

11 February 2021 - 1600-1700

Zoom Video Conference

MINUTES

Members Attending

Deborah Allen - Chair
Dave Axam
Cllr Joss Bigmore
Claire Burnett
Cllr Matt Furniss
Stacey King
Cllr Rob Humby
Paul Millin
Paul Shackley
Kathy Slack
Cllr Lucille Thompson

EM3 Guests Attending

Stephen Martin
Geoff Wells
Justine Davie

Apologies

Rob Carr
Mike D'Alton

1. Welcome and Introductions

1.1 Debbie Allen welcomed everyone to the meeting.

2. Minutes of last meeting and matters arising

2.1 The minutes of the meetings held on 12 November and 16 December 2020 were agreed.

3. Declaration of Interest

3.1 There were no further interests in addition to those declared previously.

4. Capital Programme and Getting Building Fund Update

4.1 The Group received an update on progress with delivering the capital programme. The current focus for the team was to ensure as much delivery as possible was achieved, with the associated expenditure, by 31 March 2021. To date, spend of £25m had been achieved for 2020/21, which was a higher proportion of the annual allocation than had been achieved this time last year. The current year end spend forecast ranged between £38.8m and £42.1m. A number of projects had been affected by the pandemic which had resulted in delays. Following the steer from central government, however, an approach to the use of freedoms and flexibilities had been developed together with the Accountable Body; this would enable projects to complete after the end of the current year, and enable EM3 to spend the whole of this year's LGF allocation.

4.2 At the last meeting it was reported that it was uncertain whether phase 3 of the Guildford Sustainable Movement Corridor scheme would be able to proceed, since this required design sign-off by Surrey County Council (SCC). SCC had now agreed to give technical approval for phase 3 which meant that Guildford Borough Council (GBC) were able to deliver all three phases which the LEP had agreed to fund. SCC and GBC had also given a firm commitment to work together to deliver the subsequent phase at Gill Avenue over the next 18-24 months.

4.3 The Future Workspace Pilot projects were progressing well and all were expected to be completed by May 2021.

4.4 The Getting Building Fund projects were all progressing well, with only the Gigabit EM3 Town and Rural project still to be approved by the Board. Work was currently underway to develop the proposed delivery mechanism, detailed costs and funding options for the detailed business case. The work should be completed in April with a view to a decision by the Board in May. Cllr Rob

Humby advised that a Steering Group meeting had been held with the districts and boroughs to ensure that everyone was fully engaged and aware of the timescale for decision-making.

- 4.5 The team was currently looking at a future pipeline of potential projects, in dialogue with partners. This would ensure that Enterprise M3 was ready to respond to any new funding opportunities, which could include the Levelling Up Fund and the UK Shared Prosperity Fund. In due course, the pipeline would also feed into decisions about how to use funding available to in future years as a result of loan repayments.
- 4.6 Stephen Martin presented the capital programme risk register which showed those projects where there were particular concerns. The Group were updated on the projects on the risk register and the mitigations put in place. For all the projects on the register, the risk had either reduced or not changed at the last update. As stated in 4.4, detailed business case work was underway for the Gigabit EM3 Town and Rural project; however, work on a contingency plan would also be carried out, in case the Board was unable to approve the project in May. The importance of the Gigabit EM3 project was acknowledged and it was suggested that Board members would need to be engaged in the work on the business case, in advance of the May Board meeting.
- 4.7 The Group discussed the risk register, and also asked for further detail on how the pipeline of projects would be developed. It was explained that the pipeline would include project proposals from previous calls that had not been funded, but would also include other ideas that had emerged from discussions with partner organisations. A report on the approach would be brought to the Group for consideration.

Action to be taken	By Whom	When
Report to PMG on the approach for the development of the pipeline of projects	Stephen Martin	11 March 2021

5. European Programme Update

- 5.1 The Group received and noted the update on the EU programme.

6. Forward Programme

- 6.1 The Group noted the current forward programme.

7. Any Other Business

8. Kathy Slack reported that the Budget on 3 March was expected to be significant regarding potential future funding. It would be important for all partners to work together to maximise the funding coming into the Enterprise M3 area.
9. Enterprise M3's Annual Performance Review (APR) meeting with central government had taken place earlier in the week. BEIS representatives had provided very positive feedback about many aspects of Enterprise M3's work. This year, the APR process would provide ratings of either "met" or "action needed". EM3 had been given an indicative rating of "met" in all areas; the formal outcome of the APR was expected in April.
10. At the last Board meeting there had been an initial discussion about how the focus and shape of Enterprise M3 might change, without such a large capital funding pot in future, and with the Growth Hub service being brought in house in April. Board members were really engaged and there would be a strategic workshop held in March to take forward the discussion, with a view to develop a vision for the future by May.
- 10.1 The future Programme Management Group meetings would be held as follows:
 - Thursday 11 March 2021 – 10am-1pm
 - Thursday 13 May 2021 – 10am-1pm
 - Thursday 15 July 2021 – 10am-1pm
 - Thursday 16 September 2021 – 10am-1pm
 - Thursday 11 November 2021 – 10am-1pm
 - Thursday 13 January 2022 – 10am-1pm
 - Thursday 17 March 2022 – 10am-1pm