

**MINUTES**

**Directors in Attendance**

Michael Queen - Chair  
Debbie Allen  
Julie Baker  
Cllr Joss Bigmore – via zoom  
Cllr Roz Chadd – via zoom  
Sarah Jane Chimbwandira – via zoom  
Barney Ely – via zoom  
Stacey King – via zoom  
Ross McNally  
Cllr Phil North  
Daniel Ruiz  
Mark Smith

**EM3 Team in Attendance**

Sue Littlemore  
Kevin Travers – via zoom  
Lee Danson – via zoom  
Kevin Lloyd – via zoom  
Jordan Tame  
Justine Davie

**Apologies**

Virginia Barrett  
Linda Cheung  
Anne Hibbert  
Ren Kapur  
Cllr Richard Millard  
Cllr Tim Oliver  
Cllr Nick Prescott  
Richard Turl

**Guests in Attendance**

Cllr Keith Glazier – via zoom  
Sarah Valentine – via zoom

**1. Welcome and Introductions**

1.1 Michael Queen welcomed everyone to the meeting.

**2. Minutes of the previous meeting & matters arising**

2.1 The minutes of the meeting held on 24 May 2022 were agreed and the actions noted.

**3. Declarations of Interest**

3.1 There were no further additional declarations of interest to those previously declared.

**4. Chairs Report**

4.1 The Board noted Michael Queen’s report on the activities and events undertaken since the last Board meeting. The Chair’s main activity had been focussed on engagement with the Joint Managing Directors on what the LEP want to deliver going forward. There had been a focus on the EM3 Gigabit project to ensure that the project continued to move forward and there would be further engagement in that area over the coming months. The Chair had been spending time with councillors and officials at both Surrey and Hampshire county councils to remain informed on the county deal developments and discuss delivery of services to both counties and the districts in the Enterprise M3 area. Meetings had been held with Coast to Capital LEP regarding the future delivery of LEP services to Surrey County Council. The Chair had met with various organisations and public sector bodies in the area promoting the work of the LEP which had been well received.

**5. Managing Director’s Report**

5.1 Sue Littlemore highlighted the major achievements by the Team since the last Board meeting. Positive feedback had been received from BEIS on the monthly business intelligence reports which had been submitted weekly since September 2019 firstly with a focus on the impact of the EU Exit and then the Covid pandemic. The reports were now submitted on a monthly basis and BEIS highlighted the Enterprise M3 report as being “consistently one of the most informative out of all the LEP intelligence received”.

- 5.2 There had been an appointment to the new Head of Enterprise and Innovation post and the new starter will join in the Autumn. The organisational review and restructure was progressing well and the new structure would be reported to the Board in October.
- 5.3 The latest economic data highlighted some strong negative headwinds on the horizon for businesses. This highlighted the importance of the need for the LEP to focus on high growth, innovation and low carbon. The Enterprise M3 area continued to have a strong robust economy and evidence showed that investing and supporting innovation was the way to drive growth.
- 5.4 The Department for Education had awarded colleges in the Enterprise M3 area £2.7m from the Strategic Development Fund (SDF) to drive forward skills projects in the skills that had been identified to meet economic needs. Enterprise M3 would project manage the SDF work. The funding would include all colleges in Surrey and those in Hampshire in the EM3 area. Further funding was expected in the Autumn for a Local Skills Improvement Plan (LSIP) which would be led by the Chambers of Commerce (as per Government policy), and it was hoped that the LEP would be a lead in supporting the delivery. The LSIP work aligned closely with the work the LEP was already carrying out with the Skills Advisory Panel.
- 5.5 Grant funding had been agreed with the Careers and Enterprise Company which confirmed Enterprise M3 LEP would be launching a Careers Hub in the Autumn. The Careers Enterprise Hub would bring in additional funding to enable the Careers Enterprise Team to work with schools and employers to focus on the skills areas that featured in the Enterprise M3 economy.

**6. Government Plans**

- 6.1 The Board received an update from Michael Queen. A devolution deal had been agreed with York and North Yorkshire to form a Combined Authority with a directly elected mayor. This was one of the easiest deals for the Government to agree as the two LAs had collaborated well and the LEP boundary matched the council’s boundary exactly. The LEP would be integrated into the combined authority. Norfolk and Suffolk county deals were advancing and the New Anglia LEP might be split between the two individual authorities. Surrey County Council were keen to progress their bid for a county deal and Hampshire County Council were waiting to see who was appointed as the new Prime Minister before moving forward. It was highlighted that the levelling up agenda was focussed on the north of the country and the LEP would need to take a role to ensure the contribution the south made to the national economy was recognised by new ministers.

**7. Outcomes from Board Workshop**

- 7.1 Sue Littlemore reported on the outcomes from the Board workshop which was held on 20 June. The Board agreed it was a useful workshop and appreciated the opportunity to exchange ideas, positive feedback was received from those that attended. One area highlighted at the workshop was to include a deep dive on areas of LEP activities on future Board agenda, the Gigabit project was due to be discussed later.
- 7.2 The three main areas discussed at the workshop were the Growth Hub, skills and careers work and innovation and knowledge intensive clusters. The strong strategic messages that emerged from the workshop were: enhancing the goal of meeting the needs of businesses; Board Directors actively supporting the LEP leadership team; preserving an appropriate level of autonomy; and, for the LEP to consider independent sources of income.

Action to be taken	By Whom	When
Include a deep dive on an area of LEP activity on future Board agenda	Sue Littlemore/ Stephen Martin	6 October 2022

**8. Enterprise M3 Board Appointments and Governance**

- 8.1 The Board received a report from Jordan Tame on the current Board appointments for approval. The Board agreed the appointment of Daniel Ruiz as a LEP Representative on Transport for the South East Partnership Board and agreed the appointment of Cllr Roz Chadd to the Enterprise M3 Board from 4 August. The Chair wished to formally record the Board’s thanks to Rob Humby

for his continued support and his valuable time dedicated to the LEP during his time on the Board. The Chair also welcomed Cllr Roz Chadd to the meeting.

- 8.2 The Board noted the high level action plan which had been developed from the responses to the Board evaluation survey which had been reported at the Board workshop in June. The action plan provided a list of actions in relation to board effectiveness, structure, evaluation and development and reputation and stakeholder engagement. An update on the progress of the action plan would be provided to the Board on a regular basis.

Action to be taken	By Whom	When
Provide and update on the progress of the Board evaluation action plan to future Board meetings	Jordan Tame	6 October 2022

**9. Transport for the South East (TfSE) – Strategic Investment Plan**

- 9.1 Cllr Keith Glazier, Chair TfSE Partnership Board and Sarah Valentine, TfSE Head of Analysis and Appraisal, reported on the Strategic Investment Plan (SIP) consultation. Daniel Ruiz, as a member of the Partnership Board, supported the work that had gone into the SIP which looked at short and long term priorities for the South East area. Kevin Travers advised that a response would be submitted to the consultation on behalf of Enterprise M3 by the 12 September deadline.
- 9.2 The aim of the SIP was to set out a blue-print for investment in the South East to be owned and delivered in partnership and provide a sequenced plan of multi modal investment packages that were place based and outcome focused. The public consultation for the SIP would continue until September and the final SIP would be submitted Government in March 2023.
- 9.3 The 2050 vision for the TfSE was to provide a sustainable route to growth. Underpinning the vision were environmental, social and economic objectives relating to carbon emissions, improving air quality and having more reliable journeys. There were a number of key priorities including decarbonisation and environment, adapting to a new normal, levelling up left behind communities and regeneration and growth. The Board were shown a map which set out where the desired global outcomes, desired place specific outcomes and desired transport outcomes sat across the South East area.
- 9.4 There were a number of interventions identified to enable fewer car journeys and increase the use of public transport which would help to accelerate a reduction in carbon emission. The Board received information on the key interventions proposed on the London to Sussex Coast which included the expansion of Fastway mass transit, strengthened resilience of existing routes, further rail intervention and largely programmed schemes on the road network. The key interventions proposed for the Wessex Thames, which included the Enterprise M3 area, included a Woking rail flyover, western and southern rail access to Heathrow, improved connectivity between the M4 and M3 and mass transit for Reading, Basingstoke and the Blackwater Valley.
- 9.5 The SIP, with a total capital cost of £45 billion, included six global policy packages: decarbonisation; public transport fares; new mobility; road user charging; virtual access; and, integration. These packages would make best use of existing assts, identify significant changes in travel behaviour, reduce carbon emissions and improve economic outcomes. TfSE would continue to develop the SIP and Government would be asked to consider the final SIP as part of the Transport Strategy and ask that Government worked in partnership with TfSE in future planning and prioritisation of schemes.
- 9.6 The Board discussed the presentation and there were a number of issues identified by the Board to be included in the Enterprise M3 response to the consultation. It was requested that future ways of working should be factored into the SIP. There was agreement that multi-modal was important as often the last few miles of a journey were the most difficult. There was support for the East-West connectivity which should be high on the priority list.
- 9.7 The LEP and its stakeholders were encouraged to respond to the SIP consultation to make it a more deliverable document with buy in from all partners across the South East.
- 9.8 There was a question raised on how the intervention would affect the business as usual figures included on the presentation. Sarah Valentine would pass these figures on to be circulated to the Board with a copy of the slides after the meeting.

Action to be taken	By Whom	When
Circulate a copy of the slides to the Board member with further details on business as usual figures	Justine Davie	5 August 2022
Send a response from Enterprise M3 LEP to the TfSE SIP consultation by 12 September	Kevin Travers	12 September 2022

## 10. EM3 Gigabit Town and Rural

- 10.1 Kevin Lloyd provided a progress report on the EM3 Gigabit Town and Rural project and advised the Board on the next steps. The project would provide a new fibre spine and active network between Basing View and the 5GIC centre in Guildford, via Hook, Camberley, Aldershot, Farnborough and Farnham passing a significant range of points of interest including towns and villages, business parks, hospitals, railway stations, data centres and new housing developments. The need for the fibre spine infrastructure was identified as part of the Local Industrial Strategy analysis which identified clear market failure.
- 10.2 A prior information notice (PIN) had been issued for the project in May which provided suppliers with detailed specifications for the works, operations and commercialisation of the project. The PIN concluded that the proposed route would be a beneficial addition to existing network plans. Work was continuing with the Accountable Body to finalise the specification and develop the Invitation to Tender. The broad timetable for the project was that the Invitation to Tender would be issued in the autumn and that the contract could be awarded in Spring 2023. The timeframe was subject to change if any significant new issues emerged as the detailed ITT documentation was finalised and could also be influenced by how many potential suppliers made bids. However, it was possible that the build could start in mid-2023. It should be completed in 12-18 months, but the intention was that operational services would come on stream as sections of the route were completed.
- 10.3 The Board discussed the project and acknowledged the amount of work that had been carried out to get to this stage. There was some discussion about finalising the precise approach to procurement and risk management. The Board noted the update.

## 11. Joint Leaders Board

- 11.1 Cllr Roz Chadd reported on the Joint Leaders Board meeting held on 23 June which had been held at RHS Wisley. A presentation was given by Professor Alistair Griffiths, Director of Science & Collections, on the work that was taking place at the Centre of Excellence for Horticultural Science and Learning at RHS Wisley. Michael Queen advised that RHS Wisley reported there was a high demand for their PhD places and they would need to link up with the universities to meet the demand.
- 11.2 The Joint Leaders Board confirmed that Cllr Rob Humby would continue to act as Chair and Cllr Roz Chadd would also attend as Deputy Leader. The meetings would be held via zoom.
- 11.3 The Board acknowledged what an important asset RHS Wisley was in the area and it was proposed that a stock take should be carried out to record the 'jewels in the Enterprise M3 crown' which could be shared with potential investors. Surrey County Council had carried out some similar work for the Surrey Story. It was agreed that this information would be pulled together and it was also proposed that organisations that needed some support to bring them up to the same high level asset be identified to see what support could be provided by the LEP.

Action to be taken	By Whom	When
Carry out a stock take to record the 'jewels in the Enterprise M3 crown' and identify organisations that require LEP support to improve their position	Sue Littlemore	6 October 2022

## 12. Items of Interest from Board Directors

- 12.1 Ren Kapur would provide some feedback to the Board on the Strive Learning Networking Meeting at the next Board meeting.

12.2 Mark Smith advised the Board that a meeting had been held with the Vice Chancellors of the Universities in the area on the Enterprise M3 vision. The Vice Chancellors were very warm towards the vision and commented that it was very wide ranging and suggested there needed to be more of steer on priorities. The Chair and Sue Littlemore were meeting with each of the universities over the next few months.

13. **Capital Programme Update**

13.1 The Board noted the Capital Programme update paper.

14. **Delivery Plan 2022/23**

14.1 The Board noted the Delivery plan 2022/23.

15. **Enterprise M3 Economy, Labour Market and Skills Dashboard**

15.1 The Board noted the Economy, Labour Market and Skills Dashboard.

16. **Forward Programme**

16.1 The Board noted the Forward Programme.

17. **Any Other Business**

17.1 The future Enterprise M3 Board meetings would be held on:

- Thursday 6 October 2022
- Thursday 1 December 2022
- Thursday 2 February 2023
- Thursday 6 April 2023

End: 1245