



**SOLENT
LOCAL
ENTERPRISE
PARTNERSHIP**

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Councillor Seán Woodward
Chairman of the Partnership for Urban South Hampshire

Sent by email only to: swoodward@Fareham.Gov.UK

CC: David Williams
Gloria Ighodaro

Date 23rd October 2014

Dear Seán,

Re: PUSH Hosting of Solent Growth Forum

Thank you for your letter dated 10th October, which outlined a proposal for PUSH to host the Solent Growth Forum.

The commitment of the PUSH Leaders to working in partnership with the Solent LEP and the specific offer to host the Solent Growth Forum, which will play an important role within the LEP's wider governance architecture, is welcomed, as is the intention of PUSH to work with Solent LEP (through our accountable body Portsmouth City Council). We note your commitment to ensure that the governance arrangements that are drawn up are 'fit for purpose' and meet the requirements of the Solent Growth Deal and this is clearly critical for Solent LEP.

As you are aware the Solent Growth Forum needs to operate under terms of reference, which the LEP Board has agreed, and I attach these for your reference. We will also need confirmation from you that PUSH will provide the practical support around meetings for the Solent Growth Forum in partnership with the LEP (and our accountable body).

In order to ensure timely delivery of Local Growth Deal projects from April 2015, the LEP is working to a timeline for the submission and assessment of project business cases, and for investment decision-making. These business cases will need to be considered by the independent Solent Growth Forum in advance of a final

investment decision (subject to the outcome of the consultation and the contracting) by the LEP Board at its January 23rd meeting.

In order to fit in with this timeline, we will need to convene the first meeting of the Solent Growth Forum in December or early January and as a result we will need to very shortly make arrangements (through our accountable body Portsmouth City Council) to invite the core and associate members of the forum to nominate a representative to sit on the forum itself. In parallel the LEP Executive, Portsmouth City Council (as the accountable body for the LEP) and PUSH will need to finalise the underpinning governance arrangements for the Solent Growth Forum by the 21 November 2014. This is will ensure that there is sufficient time to enact the arrangements and convene the forum in advance of the 23rd January 2015.

The executive will be in contact with your team next week with a view to taking this forward.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Gary Jeffries', is positioned above the printed name.

Gary Jeffries
Chairman, Solent Local Enterprise Partnership