
Minutes of the meeting of the SELEP Accountability Board, held in High House Production Park Vellacott Close, Purfleet, Essex, RM19 1RJ on Friday, 18 November 2016

Present:

Geoff Miles	Chairman
Cllr Rodney Chambers	Medway Council
Cllr Mark Dance	Kent County Council
Cllr Kevin Bentley	Essex County Council
Cllr David Elkin	East Sussex County Council
Cllr John Lamb	Southend Borough Council
Cllr Rob Gledhill	Thurrock Council
Angela O'Donoghue	FE & Skills (FEDEC)

ALSO PRESENT

Louise Aitken	SELEP
Suzanne Bennett	Essex County Council
Steven Bishop	Steer Davies Gleave
Edmund Cassidy	Steer Davies Gleave
Kim Cole	Essex County Council
Dominic Collins	Essex County Council

Having signed the attendance book

Richard Dawson	East Sussex County Council
Sunny Ee	Medway Council
Rhiannon Mort	SELEP
Emma Cooney	Southend Borough Council
Lorna Norris	Essex County Council
Sarah Nurden	Kent and Medway Economic Partnership
Graham Razey	Canterbury College
Tim Rignall	Thurrock Council
Paul Sayers	East Kent College
John Williams	Sea Change Sussex
Nicole Wood	Essex County Council
Lisa Siggins	Essex County Council

1 Welcome and Apologies for Absence

Apologies were received Cllr Keith Glazier who was substituted by Councillor David Elkin and Councillor Paul Carter who was substituted by Councillor Mark Dance. Apologies also received from Adam Bryan and Myroulla West.

2 Minutes

The Minutes of the meetings held on 16 September 2016 and 10 June 2016 were agreed as a correct record and signed by the chairman.

3 Business Case Approvals

The Board received a report from Rhiannon Mort, and a presentation from Steer Davies Gleave, the purpose of the report was to make the Board aware of the value for money assessment of business cases for schemes having been through the Independent Technical Evaluator (ITE) process to enable funding to be devolved to scheme sponsors (county and unitary councils) as part of the capital programme management.

Councillor Dance declared a personal interest as a member of the Ebbsfleet Development Corporation Board, relating to the decision on A226 London Road/B255 St Clements Way.

Members discussed the Coastal Communities Housing Intervention Project and in particular the funding as set out in the above mentioned report and the two available options.

Resolved

1. To **Approve** the Business Case for A226 London Road/B255 St Clements Way (£4.2m) which has been assessed as presenting high value for money, but with low to medium certainty of achieving this.
2. To **Approve** the remaining £3.2m funding allocation to Thurrock Cycle Network project which has been assessed as presenting high value for money and medium to high certainty of achieving this.
3. To **Note** that the Coastal Communities Housing Intervention project is currently being developed and it is intend that the project will be considered for the approval of funding on the 20th January 2017.
4. To **Defer** the recommended option for the management and oversight of the £2m LGF spend on the Coastal Communities Group Housing Regeneration Project via the three upper tier authorities; East Sussex County Council, Essex County Council and Kent County Council, until a fully assessed business case is brought to the Board in the new year.

4 LGF Capital Programme Management Update Report

The Board received a report from Rhiannon Mort the purpose of which was to provide an update the on the latest position of the Local Growth Fund Capital Programme.

Resolved

1. To **Note** the updated spend forecast for 2016/17 and future years of the LGF programme;
2. To **Note** the project deliverability and risk assessment;
3. To **Note** the re-profiling of £8.81m LGF spend from 2016/17 to 2017/18 for those projects identified in Tables 3 to 7 of the report;

4. **To Approve** the accelerated LGF spend in 2016/17 for A226 London Road/B255 St Clements Way, Strood Town Centre, Medway Cycle Action Plan and Basildon Integrated Transport Package; and
5. **To Approve** spend of £673,000 LGF on Colchester Integrated Transport Package in 2016/17.

5 M20 Junction 10A

The Board received a report from Rhiannon Mort the purpose of which was to update the Accountability Board (the Board) on the development of M20 Junction 10a project, Kent.

Members voiced their support for the draft letters but felt that they should in fact be signed by all Board members in addition to the Managing Director of SELEP.

Resolved

1. **To Approve** the drafted letter of support to be submitted to Highways England in relation to M20 Junction 10a project
2. **To Note** the intention for the M20 Junction 10a project to be considered at the next Board meeting for approval of the £19.7m funding allocation following consideration of the Business Case by Highways England.
3. **To Approve** for a letter to be sent from SELEP to Sajid Javid MP, as the Secretary of State for Communities and Local Government and Chris Grayling MP as Secretary of State for Transport to seek further assurances around the LGF funding for this Project for future years.
4. **To Agree** that both letters shall be signed by all Board members in addition to the Managing Director of SELEP and that copies will be sent to Damien Green MP for Ashford and all local MPs.

6 LGF Project Changes Report

The Board received a report from Rhiannon Mort which provided an update on proposed changes to LGF projects included in the SELEP Growth Deal.

At this point Councillor Bentley declared a personal interest in that he is a Member of Colchester Borough Council

Resolved

1. **To Note** the LGF project Change Request process
2. **To Agree** the reallocation of £400,000 LGF from Colchester Town Centre to Colchester LSTF project
3. **To Note** the change to Medway A289 Four Elms Roundabout to Medway Tunnel Journey Time and Network Improvements Project, with the Business Case to be brought back to future Accountability Board meetings.
4. **To Note** the changes to Southend Growth Hub project, with the Business Case to be brought back to future Accountability Board meetings.

The Chair advised Members that a letter would be sent by Kent and Medway

Economic Partnership to the Government in support of the Lodge Hill Development and to call for the public enquiry to take place at the earliest opportunity.

7 Amendment to Skills Capital Programme: Hadlow College

The Board received a report from Louise Aitken, seeking approval for an amendment to the Hadlow College (Ashford Campus) project that was awarded £427,500 of Skills Capital funding, by the Board in February 2016.

Resolved

To approve an amendment to the recommendation made by the Board to award Hadlow College (the College) £427,500 of Skills Capital funding, namely to remove the requirement for the College to be recognised as an Apprenticeship Training Agency (ATA), but with an expectation that original outputs and targets will still be delivered or exceeded.

8 Amendments to Skills Capital Programme: Canterbury College

The Chair advised the Board that this item did in fact relate to Mid Kent College and not Canterbury College as stated in the agenda.

The Board received a report from Louise Aitken seeking approval for an amendment to Mid Kent College Round 4 project for a Transport and Logistics Skills Hub which was awarded £82,000 by the Board in June 2016.

Resolved

1. To **Approve** the following amendment to the Mid Kent College project that was awarded £82,000 of Skills Capital Funding to purchase equipment to deliver a Transport and Logistics Skills Hub:
2. the change to the delivery location of the Transport and Logistics Skills Hub from a local business premises, (Alan Firmin Ltd, Kemsley Fields Business Park), to Kent County Council's Swale Skills Centre. This is with the expectation that original outputs will still be delivered or exceeded.
3. To Note This change is subject to final arrangements to be agreed to the satisfaction of Mid Kent College, Alan Firm Ltd and Kent County Council

9 Update from Canterbury College re: Funding

The Board received a verbal update from Graham Razey and Paul Sayers in relation to the Canterbury College skills project in Swale, Kent which was approved at the last SELEP Accountability Board meeting on the 16th September 2016. The update was requested at the aforementioned meeting as reservations were expressed by some Members about the level of funding involved in this project and it was agreed that representatives from Canterbury College attend a meeting to provide reassurance regarding the funding and to provide an update concerning project deliverability.

The update focused on:

- Project costs
- Local skills needs with it being pointed out that there is no other such facility within the Sheppey area
- The project timetable

The Board were encouraged by the update and spoke in support of the project which will have a positive impact on the local area.

Angela O'Donoghue requested that the skills reporting to future meetings include the match funding element to the LGF contributions to demonstrate the overall contribution to the Growth Deal, this was supported by the Board.

10 **Half Year Financial Report and Forward Look**

The Board received a report from Suzanne Bennett providing an update on the forecast financial position of the South East Local Enterprise Partnership (SELEP) as at the half year stage of the 2016/17 financial year. Currently it is forecast that there will be a full year over spend of **£31,000** against the net budget of **£906,000**, equivalent to **3.4%**. The report also provided an update on the current situation regarding future funding for SELEP.

The Chair spoke in support of the work done by the Secretariat staff.

The Board discussed next years Core budget & Councillor Bentley advised that there would be no additional funding from ECC.

Councillor Bentley asked what proportion of the reserves were ringfenced. Susanne Bennet confirmed that approximately £100k, as recommended by the Accountable Body was to be ringfenced to meet future liabilities regarding severance costs etc. with remainder unringfenced.

Resolved

1. **To Note** the latest forecast outturn for the Secretariat budget at Table 1;
2. **To Approve** a drawdown of **£31,000** from the general reserve to cover the increase in costs;
3. **To Note** the latest forecast outturn for the specific revenue grants for Growing Places Fund (GPF) and Growth Hubs at Table 2 and Table 3; and
4. **To Note** the update on future year funding position.

The Board had a general discussion about the current position of the Lower Thames Crossing. With regards to the letter to Jo Johnson MP in the second appendix to the above mentioned report, Councillor Gledhill expressed concern that his views had not been correctly reflected as he did not support the proposed location. He requested that Members individual views be correctly reflected in future correspondence.

11 Future meeting dates

The following meeting dates were agreed:

- Friday 20th January 2017
- Friday 24th February 2017
- Friday 31st March 2017
- Friday 26th May 2017
- Friday 8th September 2017
- Friday 17th November 2017
- Friday 23rd February 2018

The Board agreed that if the Accountability Board meeting on the 20th January is required then this meeting will take place in Maidstone.

The meeting closed at 11.57 am

Chairman