

**Minutes of the Board meeting of Opportunity South Essex
Wednesday 8th November 2017 at 14.00
Held at Saxon Hall, Rochford**

Present

Kate Willard, Stobart Group (Chair)
Cllr Kevin Bentley, Essex County Council
Cllr Colin Riley, Castle Point Borough Council
Cllr Terry Cutmore, Rochford District Council
David Marchant, Castle Point
Shaun Scrutton, Rochford District Council
Cllr Linda Allport-Hodge, Basildon Borough Council
Adam Bryan, SE LEP
David Burch, Essex Chambers of Commerce
Murray Foster, Southend Business Board/Partnership
Emma Cooney, Southend-on-Sea Borough Council (*for Andrew Lewis*)
Claire Hamilton, Basildon Borough Council
Gunilla Edwards, Basildon Borough Council
Mark Evershed, Castle Point Borough Council
Iain McNab, BEIS Cities and Local Growth Unit
Alison Griffin, Southend-on-Sea Borough Council
Mark Francois, MP
Sarah Stone, Konica Minolta
Colette Bailey, Metal Works
Larry Fenttiman, Inner London Group
Martin Hodson, Peak Security
Robert Moore, HCA
Ian Lewis, Essex County Council
Dominic O'Donnell, Highways England
Gareth James, Highways England

1. Introduction

The Chair welcomed the new private sector Board Members and confirmed their appointments. An Induction Workshop for new members will be held early in 2018.

2. Declaration of Interest

No declarations of interest received.

3. Minutes of last meeting

Minutes were approved as a true record with two outstanding items:

- Circulate project pipe line and SE LEP Declaration of interest proforma
- EDMs to work out a process and system for capturing information with regard to private sector investment projects that may not currently be engaging with the public sector.

4. Budget update

DM presented the budget and identified an uncommitted balance of £29,000 and suggested OSE could spend this on updating the website. Options for the future design and hosting of the OSE website to be developed.

Action: IL to work with SELEP Communications Manager to arrange publication of OSE papers on the SELEP site.

5. Funding Bids Update

Growing Places Fund bid for South Essex College is going to the Accountability Board in December for approval. The result of the HIF bids is expected end of March 2018. New members were promised an explanation to various government funding streams and bids at the Induction workshop planned for early 2018. HIF bids are being assessed with an update in December and the marginal viability Bids portal will be open shortly for update.

6. Local Growth Fund Capital Monitoring

IL provided an update of the LGF supported projects in South Essex. The Board was asked to note that £17million will be spent in this financial year and that there is a £18 million slippage for the A13 project due to a delay in the start date. Future expenditure profiles have been updated to accommodate the delay. MF said the project was delivered by Thurrock BC not DfT, but late approvals by DfT led to a significant knock on delay to the procurement process. AB stated that as the funding is managed locally we need to be careful how we position this in the public domain as it could reflect badly on how the rest of the funded projects are managed by SE LEP. MF offered to engage with the Secretary of State in order to clarify implementation programmes.

Action - Clarify the programme for Fairglen.

7. Governance Review

EC presented the proposal on the Governance Review and framework which was agreed by the Board.

Action - Membership list in Appx 2 to be updated.

8. Lower Thames Crossing

Highways England presented the most recent update from DfT and the current plans from the Lower Thames Crossing (LTC). They asked how often the Board wanted to be updated and how businesses want to engage.

DM stated we need to understand the impact on A13 will have and referred to Vision 2050. He said it is important to find out how we can join this up and keep our conversations going and who OSE needs to talk to. AG highlighted connectivity as being the driver to help us solve some of our challenges. KW said she is interested in the broader trade paths and pointed to the lack of a freight strategy from DfT. Projects like LTC connect wider national freight paths not just Essex and Kent. DD said they are doing a much broader modelling and can see the importance of this and will be doing a new exercise to look at the impact on local and strategic network.

KW asked how many businesses have been consulted and noted that there were probably a large number of businesses who had not had an input to date. DB offered to help to spread consultation responses from businesses and also asked if there was any danger that this project could be deferred or delayed.

DD said there is no guarantee it will not be deferred but MF said it had cross party support. KB said he was certain that the project will go ahead and it is fully supported by OSE Board. However he queried what Thurrock's position is and if they support the OSE position as there is a need to represent the views of the whole partnership. KW said OSE need to continue to help develop and enhance the potential benefits of this project, in particular for Thurrock.

Action - LTC team to help develop and enhance the wider benefits of the project working with the LTC team.

KB also asked to ensure that the A127 is also included as it is a crucial road and access to growth. TC asked DD whether the potential delays caused by road works have been looked at. DD said they are looking at how they can minimise the disruption at M25 and on local roads. Their construction team is currently looking at how to do this and also looking at how to get the construction material moved effectively and smoothly as this could also be disruptive.

LA-H stated the plans need to be integrated with the wider network as the South East will have considerable future growth and needs to have the infrastructure to manage this growth. KB said that since the A127 was de-trunked it doesn't receive the same government attention and support so it is worthwhile having a discussion with DFT on the possibility to re-trunk the A127.

Action - EDMs to make sure OSE Board is aware of formal consultations in relation to the LTC and receives regular updates.

9. Resourcing

The Board considered the options for future resourcing of the Partnership. The consensus was that experience had shown that the way EDMs had worked together showed that at this stage there was no need for high level or costly resource but a mix between the circulated Options B and C. The Board agreed it was important to first agree what the resource would do and that this would then decide the level of responsibility and seniority. KB stated that clear line management and financial management would be key to long term sustainability of the role. KW asked for interested Board members to the appointment panel and KB, SS and AB came forward.

Action – EDMs to develop a hybrid option for future resourcing positioned between options B and C and forward to the appointments panel.

10. South East Local Enterprise Partnership Update

AB provided an update on the progress of the Strategic Economic Plan (SEP). SE LEP Board met in September to agree a structure of the SEP. Evidence was prepared but the consultant's contract has been terminated. The further development of the SEP will focus on the top level shared agenda, where the LEP can add value, what outcome we want, what is the LEP role and how is this reflected locally. SELEP will resource this in house and also continue to have conversations across the LEP with relevant stakeholders. The December SE LEP Board will reflect on the evidence base, government policy, the industrial strategy and what can be achieved assessing where are the areas where SE LEP could add value. When the top line priorities have been agreed, SE LEP will then look at what the implications are for this locally. The SEP will be signed off at the March SE LEP Board meeting. LA-H said that the evidence base is key to the strategy and asked how this was collected. AB stated they used a bottom up approach starting at federated areas. Evidence is based on national statistics

and information from partners. AB stated they will only focus on matters where the LEP can add value.

11. Department for Business, Energy and Industrial Strategy (BEIS) Update

IM updated the Board on the current status of the Thames Estuary Commission and confirmed a new Chair has been appointed. The new Chair will be announced on or around the Budget and the first report is due to be published in April 18.

The Industrial Strategy White Paper is due at the end of November and it is still to be confirmed how to link this with local industrial strategies including with Midlands Engine and Northern Powerhouse. Plans will then be rolled out to LEPs and devolved areas but detailed plans for this rollout are still unclear. KW said OSE need to look at developing a South Essex Industrial Strategy and IM agreed that every local area needs to assess at its local industrial strengths.

Action – EDMs to develop a South Essex Industrial Strategy framework for next meeting.

IM also set out the on-going nationwide LEP review which has the aim to examine if the LEP model should be standardised. KB declared it was important that funders of LEPs should be consulted and that federated boards such as OSE should be part of the consultation process. DB said that Chambers have been consulted and fed in. KW said we need to understand how we can feed in. The report can be accessed here <https://www.gov.uk/government/publications/review-of-local-enterprise-partnership-governance-and-transparency>

Action - Letter to Jake Berry setting out that OSE would like to feed into the review reflecting on our positive experience and asking how we can feed in and be consulted.

Action - Circulate LEP Review report.

12. South Essex 2050

DM reported back on the progress of Vision 2050 work and said they were half way through a series of workshops leading to a proposition in December. Most recently the Industrial Strategy was discussed. A local event is planned for January for stakeholders and then a presentation to Ministers in February to set out the asks for Government and proposed key interventions. KW confirmed the strong support for this initiative from OSE.

13. Thames Estuary Growth Day

KB reported back from the recent Thames Estuary Growth Day hosted by the London Borough of Barking and Dagenham with other outer London authorities. He emphasised the importance of joining TGSEP, OSE Growth Strategy and Vision 2050.

14. Format of Future Meetings

The Board agreed to combine Board meetings with study visits and holding the next Board Meeting at Ford Dunton to be explored.

15. Date of next meeting –

February 21, 2018

April 18th

June 6th

September 5th

November 7th

ACTION LIST

Action	Whom	Status
Liaise with the SE LEP new Communication Officer to ensure OSE agendas, minutes and projects were prominent on SE LEP website.	IL	IN PROGRESS
Clarify the programme for Fairglen	IL	
Present the report going to Accountability Board at the next OSE board, setting out the position of projects across SE LEP	IL	IN PROGRESS
Circulate project pipe line and SE LEP Declaration of interest proforma. Getting feedback from private sector of their planned growth projects.	TR EDMs	
Membership list in Appendix 2 to be updated	GE	
Action -- Letter to Jake Berry – set out that OSE would like to feed into the review reflecting on our positive experience and asking how we can feed in and be consulted.	IL	
Action Circulate LEP governance review report.	GE	DONE
Lower Thames Crossing team to identify the wider benefits of the project Make sure OSE Board is aware of formal consultations in relation to the LTC timings and providing regular updates.	IL EDMs	
Developing a South Essex Industrial Strategy framework on the next OSE Board agenda	GE	