

## Meeting Minutes

### DRAFT

**Meeting**  
**Date and Time**  
**Venue**

OSE Board  
5<sup>th</sup> September 2018, 14:00  
Gielgud Room, Towngate Theatre, Basildon, SS14 1DL

### Attendees

Kate Willard	Stobart Group (Chair)
Cllr John Lamb	Southend Council
Ian Lewis	Opportunity South Essex
Robert Singh	University of Essex
Cllr Norman Smith	Castle Point Borough Council
Angela O'Donoghue	South Essex College
Mark Curle	Galliford Try
Shaun Scrutton	Rochford District Council
Cllr Terry Cutmore	Rochford District Council
Tomasz Kozlowski	Basildon Council
Scott Logan	Basildon Council
Lyn Carpenter	Thurrock Council
Cllr Mark Coxshall	Thurrock Council
David Barnes	Basildon Business Board
David Burch	Chamber of Commerce
Cllr Gagan Mohindra	Essex County Council
Perry Gladding	Thurrock Business Board
Murray Foster	Southend Business Partnership
Colette Bailey	Metal
Steve Cox	Thurrock Council
Lucy Spencer-Laurence	South East LEP
Jo Simmons	South East LEP
Dominic Collins	Essex County Council
Dawn Redpath	Essex County Council
Chris Burr	Southend Council
Mark Evershed	Castle Point Borough Council
Gunilla Edwards	Basildon Council

### Apologies

Chris Brookhouse	Sarah Stone	Iain McNab
Iain Martin	Ali Griffin	Larry Fenttiman
Lucy Harris	George Kieffer	Rob Moore
David Marchant	Lucy Harris	Martin Hodson
Adam Bryan		

## Meeting Minutes

Agenda Item	Notes	Actions
<b>1</b>	<b>Introductions</b>	
1.1	Chair opened the meeting. Jo Simmons from SELEP was welcomed as the presenter for Agenda Item 6	
<b>2</b>	<b>Declarations of Interest</b>	
2.1	No declarations made	
<b>3</b>	<b>Minutes of Last Meeting</b>	
3.1	Minutes Approved as drafted	
<b>4</b>	<b>Action Tracker</b>	
	A127 Lobby – Basildon wish to be engaged with this going forward	
<b>5</b>	<b>Programme Manager Report</b>	
5.1	Explore the ability of the SELEP website to have a distinct OSE section within its current structure	IL
5.2	Board felt that there is a value in having a distinct website to enable us to raise the profile of South Essex and to also consider how this could be used to develop wider groupings in support of future work. Organogram of current partnership structures to be created	IL
5.3	A number of Board Members (Colette Bailey, David Barnes, Basildon Council) have offered support in developing the brief for the site and identify potential providers	
5.4	Board have agreed to progress with the development of the website with a £10k cap on costs, anticipating that it will come in below this level. Programme manager to progress	IL
5.5	Partnership development – Mark Curle has offered to support this. Activity programme to be developed	MC/IL
5.6	Culture Development Fund Expression of Interest – expected to hear back this week. (Chair declared interest in relation to this item due to sitting on the Arts Council England, National Council)	
<b>6</b>	<b>LGF Capital Monitoring</b>	
6.1	Highlighted that the Southend Airport Business Park business case to draw down the remaining Local Growth	

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	Fund allocation is to be presented to the Accountability Board on the 14 <sup>th</sup> September	
6.2	ECC indicated that any projects without fully approved business cases by the end of the year are at risk of losing their funding. Programme Manager confirmed that all business cases that are to be presented to the 16 <sup>th</sup> November Accountability Board are all on track to do so.	
6.3	The Board noted the report	
<b>7</b>	<b>Local Response to the Energy Challenge</b>	
7.1	SELEP will be opening consultation on the energy strategy on the 10 <sup>th</sup> September. The strategy and action plan will be circulated to all Board members	IL to ensure that this is circulated
7.2	The strategy will be based on 5 themes – heating, renewables, efficiency, smart energy and transport. It will focus on local interventions (rather than national investment) and what would and could work well depending on need, and if this could be scaled up.	
7.3	A large data set sits behind the work, but the intention is to make this available to local areas to enable them to model different options for local generation with a view to supporting cases for investment and responding to funding opportunities	
7.4	<p>The Board made a number of comments in response to the presentation</p> <ul style="list-style-type: none"> <li>• We need to ensure that the growth in the area is factored in</li> <li>• Need to make sure that we consider losses within the transmission network (especially with offshore wind generation), use of old landfill sites for solar and energy efficiency of homes – existing and new</li> <li>• Tidal is not referenced, but board members did highlight the difficulty of developing such projects and referenced the recent scheme in Swansea which has not progressed</li> <li>• Need to recognise that one of the UK's biggest exports is waste and that this is being used as fuel to support heating on other countries. Why can't we do likewise?</li> <li>• There are a number of projects underway already in South Essex (eg Green Energy at Tilbury). Need to consider how we best support and scale this up</li> <li>• How can we make best use of the levers that local authorities have – eg planning</li> <li>• Are there opportunities for small scale nuclear generation</li> <li>• The approach to the strategy in other areas has started with the circular economy and the role</li> </ul>	

Agenda Item	Notes	Actions
	<p>energy has within that. This will help to maintain relevance of the strategy going forward</p> <ul style="list-style-type: none"> <li>• Need to make sure that the Strategic Economic Plan recognises the role of energy throughout</li> </ul>	
7.5	Galliford Try have energy business and happy to share data and learning from Residential Schemes	Mark Curle
7.6	The Board comments will be fed into the consultation response, and board members will be asked for their comments during the consultation period. Board members can also respond in their own right and provide their business response. Final strategy to be presented to SELEP Board in December	All Board members to review and IL to collate comments
7.7	Chair asked if we would wish to have a Board champion for this work to support the development of the OSE response	Board members to consider and contact KW/IL
7.8	Mark Curle and Kate Willard declared an interest in this item due to having energy businesses within their respective organisations	
<b>8</b>	<b>Funding Bid – Local Growth Fund Round 3b</b>	
8.1	The board received the provisional list and assessment of projects submitted via the Expression of Interest (EOI) period that closed on the 31 <sup>st</sup> August	
8.2	Thurrock confirmed that their projects had been reviewed by their Business Board as part of the process	
8.3	The EOI assessment will be reviewed by the SELEP independent technical evaluator and a final assessment prepared. This final assessment will then need to be endorsed by the OSE Board via electronic procedure during week commencing 10 <sup>th</sup> September.	IL to seek board approval via electronic procedure w/c 10 <sup>th</sup> September
8.4	The Board discussed the merits of OSE undertaking a prioritisation exercise. On balance, this prioritisation would take place later in the process and be subject to project promoters providing much further information to support what would be a more rigorous process.	IL to confirm the next stages of the process
<b>9</b>	<b>Thames Estuary 2050 Commission</b>	
9.1	The Board were clear about their reservations in relation to the quality of the final report and how its conclusions and recommendations were arrived at.	
9.2	The main challenge laid down by the report is it seeks to have a much more effective and streamlined governance for the Estuary. The main comment from the board is that any new structure should not seek to take away powers	

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	from local areas, but to do the opposite. The Board also agreed that the current Thames Gateway Strategic group needs significant change.	
9.4	The proposals in development currently seek to not duplicate current work (for example creation of joint strategic plans like we are doing across south Essex) but must do things that we are currently unable to do	
9.5	Governance options and proposals are currently under development with partners across the Estuary, in London and with Whitehall and will be presented to the Thames Gateway Strategic Group in November 2018	IL will report back at next Board meeting
<b>10</b>	<b>Strengthening Local Enterprise Partnerships</b>	
10.1	The Board discussed the recommendations from the LEP review and their implications for both SELEP and OSE as a Federated Board.	
10.2	<p>Key points to feed back to SELEP were:</p> <ul style="list-style-type: none"> <li>• Federated Boards don't feel part of the process, and the management of the response is not being led by the Federated Boards</li> <li>• Concern in relation to how the Federated Board structure would work in line with the recommendations</li> <li>• Clear that the current SELEP Board does not meet any of the requirements – by extension, neither does the OSE Board</li> <li>• OSE Board keen to see that momentum with delivery is not lost and that we do not wish to reopen any debate about geographical coverage. Recognise that size can have its advantages</li> <li>• The federated model must be maintained</li> </ul>	
10.3	Programme Manager to keep Board briefed and engaged with the process as it develops. Work will pick up over the coming weeks because SELEP will need to submit their implementation plan to government by the end of October	IL to keep Board engaged
<b>11</b>	<b>ASELA Update</b>	
11.1	Preparation of the evidence base and work to develop spatial options are underway. The emerging Strategic Economic Plan will feed into this, and the energy strategy presented earlier in this meeting will be fed into the infrastructure workstreams	
11.2	Resources being identified and brought together to provide a focus on the preparation of the Joint Plan ahead of consultation in Spring 2019	

<b>Agenda Item</b>	<b>Notes</b>	<b>Actions</b>
11.3	We will need to develop the private sector links into the development of the work. OSE programme manager is part of the planning delivery group now, but will need to develop this further	IL to develop this further and identify how OSE can best input
<b>12</b>	<b>Development of the OSE Board</b>	
12.1	Item was deferred to the next OSE Board meeting on the 7 <sup>th</sup> November 2018. In the meantime, the Board are invited to review the paper and comments in it and feed back to the Programme Manager	All Board members to feed back their comments by 28 <sup>th</sup> September 2018
	<p><b>AOB</b></p> <p>SELEP Strategic Board – 28<sup>th</sup> September. Colette Bailey and Perry Gladding confirmed attendance</p>	
	<p><b>Next Meeting</b></p> <p>Wednesday 7<sup>th</sup> November 2018, 2pm. Southend Pier However, timings will be earlier due to need to travel to end of the pier. This will be confirmed nearer the time.</p>	