



#### Attendees

<b>AS</b>	Cllr Andy Smith	Lewes DC	<b>KG</b>	Cllr Keith Glazier	East Sussex CC
<b>BHk</b>	Ben Hook	East Sussex CC	<b>LR</b>	Lisa Rawlinson	Lewes DC / Eastbourne BC
<b>BHr</b>	Brian Horton	Developers East Sussex	<b>ME</b>	Martin Ellis	Recruitment South East
<b>BS</b>	Cllr Bob Standley	Wealden DC	<b>MS</b>	Martin Searle	FSB
<b>CE</b>	Christina Ewbank	ACES	<b>NF</b>	Nick Fenton	Developers East Sussex
<b>CM</b>	Cllr Carl Maynard	Rother DC	<b>NH</b>	Nigel Hannam	Wealden DC
<b>DE</b>	Dave Evans	East Sussex CC	<b>PJ</b>	Philip Johnson	Locate East Sussex
<b>DG</b>	Derek Godfrey	Ellis Builders	<b>PS</b>	Penny Shimmin	Sussex CDA
<b>DS</b>	Dan Shelley	East Sussex College Group	<b>RD</b>	Richard Dawson	East Sussex CC
<b>DT</b>	Cllr David Tutt	Eastbourne BC	<b>RM</b>	Rhiannon Mort	South East LEP
<b>ES</b>	Ed Sheath	East Sussex CC	<b>RS</b>	Cllr Rupert Simmons	East Sussex CC
<b>GP</b>	Graham Peters (CHAIR)	ES Rural Partnership	<b>SB</b>	Sue Baxter	University of Brighton
<b>IF</b>	Ian Fitzpatrick	Lewes DC / Eastbourne BC	<b>SD</b>	Stewart Drew	De La Warr Pavilion
<b>JH</b>	James Harris	East Sussex CC	<b>SF</b>	Sean Fenton	Developers East Sussex
<b>JSh</b>	John Shaw	Sea Change Sussex	<b>SH</b>	Simon Hubbard	Hastings BC
<b>JSm</b>	Jo Simmons	SELEP / East Sussex CC	<b>TL</b>	Tony Leonard	Rother DC
<b>JW</b>	Jon Wheeler	East Sussex CC			

#### Apologies

<b>CC</b>	Clive Cooke	East Sussex College Group	<b>KT</b>	Kate Thorpe	University of Sussex
<b>GB</b>	Graham Burgess	Hastings BC	<b>PC</b>	Cllr Peter Chowney	Hastings BC

*All of the presentations delivered at the meeting can be viewed on the following page of the ESCC website: [www.eastsussex.gov.uk/business/eastsussex/selep/tesminutes/tes180625](http://www.eastsussex.gov.uk/business/eastsussex/selep/tesminutes/tes180625)*

## 1. Welcome & introductions

- 1.1. **GP** welcomed the attendees and delivered the apologies; round table introductions were made.
- 1.2. **GP** asked for any additional interests not already held on record and for any specific conflicts of interest with today's agenda items; no interests were declared.

## 2. Review of previous minutes (30 Apr 2018)

- 2.1. **GP** ran through the actions of the previous TES minutes noting that all had been completed. Regarding action 5.8 on developing a collaborative framework for education provision, David Smith is presenting to the Gatsby Foundation today; an update will be provided to a future TES meeting.
- 2.2. The minutes were approved by the group as an accurate record of the meeting.

## 3. Environment East Sussex

- 3.1. **ES** provided information on this new subgroup of TES, currently being developed to bring together the economic development and environmental agendas of the county more effectively.
- 3.2. Environment East Sussex (EES) will report to the TES Board and will include representatives from local businesses, business organisations, the environmental regulatory bodies and local universities, as well as East Sussex County Council who will provide the secretariat.
- 3.3. The main tasks of EES will be to review the evidence base to identify the key areas in need of improvement over the next 2-3 years, update the East Sussex Environment Strategy in light of the evidence and recent changes in national environmental policy, and set out and steer an activity plan for the next 2-3 years, including through identifying and accessing additional resources.
- 3.4. Further regular updates on the group will be provided to TES as part of the stakeholder update reports.

## 4. Tri-LEP 'South2East' Energy Strategy

- 4.1. **JSm** delivered a presentation on the progress of the tri-LEP Energy Strategy, being developed by SELEP in partnership with Coast to Capital and Enterprise M3 LEPs.

- 4.2. In 2017 LEPs were invited to bid for £40k grant money from the Department of Business, Energy and Industrial Strategy (BEIS) to produce an energy strategy and associated evidence base through early-2018. SELEP formed a collaboration with C2C and Enterprise M3 to pool resources in the development of a 'tri-LEP Energy Strategy & Action Plan', and was successfully awarded £120k in Nov 2017 to lead the tri-LEP initiative, branded 'South2East'.
- 4.3. The South2East Energy Strategy will seek to produce a pipeline of potential energy projects based on local data and evidence; it will identify where demand hotspots exist and where they are likely to grow based on planned developments. It will also identify what types of technologies are most applicable to our localities. Interventions will fall into one of five 'technical themes' – heat networks, renewables & biofuels, industrial & domestic energy efficiency, smart energy, and enabling a transport revolution. A series of workshops have already been held to gather evidence for the rapidly-developing strategy, with a draft report/action plan expected to be completed during the summer.
- 4.4. **KG** raised the potential issue of our area featuring the country's two biggest airports and five biggest ports, and asked for this to be taken into account in the strategy. **IF** suggested that other existing projects could be considered to see what's already aligned to the new strategy.
- 4.5. **ME** queried whether anything similar has been done elsewhere, so to avoid reinvention/duplication; **JSm** acknowledged that best practice from Scotland/Europe could be considered but South2East is choosing to look at demand in our own area whilst also consulting such organisations as Energy Trust and Carbon Trust at the workshops.
- 4.6. **JSm** asked the TES Board to support the ongoing development, publication and implementation of the South2East Energy Strategy and Action Plan – ***TES agreed to support the strategy's further development.***

## 5. Sea Change Sussex

- 5.1. **JSh** delivered a presentation highlighting the progress of some of the key development projects Sea Change Sussex is developing, including Bexhill Enterprise Park North and South, Glovers House and High Weald House, North Bexhill Access Road, North Queensway Innovation Park, Queensway Gateway Road, Havelock Place, Sovereign Harbour Innovation Park, Pacific House and Sovereign Harbour Community Centre.
- 5.2. **JSh** also highlighted the ongoing relationship with the Department for International Trade, whereby SCS has to demonstrate it has sites worth £120m+ with outline planning permission, to be taken forward for promotion to international investors.

## 6. Wealden Local Plan / Ashdown Forest

- 6.1. **NH** provided an update on the Wealden Local Plan, which is aiming to go to Full Council on 18 Jul 2018. Papers, including the new Plan, will be published this week. Following the Full Council meeting the Plan will go to representation stage from Aug to Oct 2018.
- 6.2. With regard to nitrogen deposition in the Ashdown Forest, traffic and air quality modelling confirms there is indeed an impact on protected areas, so an approach with mitigation measures is being developed/proposed.
- 6.3. **RD** also highlighted the £32m bid to the Housing Infrastructure Fund for interventions in Wealden area (including a new school and strategic infrastructure improvements), which is now through to the next stage. A very positive meeting was held last week with Homes England, DfT and MHCLG, where it was confirmed that the overall time period of the scheme can be stretched and the original ask can be flexed/increased. The final bid will be submitted in Mar 2019.

## 7. East Sussex Growth Programme

- 7.1. **BHk** provided an update on the current Local Growth Fund (LGF) programme. East Sussex was able to spend £22.7m in 2017/18, which is the most of any area of the LEP. The spend in 2018/19 is £16.7m across 7 programmes. All of the detail is given in the accompanying dashboard.

- 7.2. **RM** provided an update on plans for the upcoming LGF funding round, which will be used to develop a short-term pipeline for the unallocated £8.3m currently remaining in the fund, plus any underspend which may come back into the pot (up to approx. £39m).
- 7.3. A report will go to the SELEP Strategic Board on 29 Jun 2018 setting out the criteria for what will need to be an 'open and transparent' call for projects. Three options for overall timescales will be offered to the Strategic Board (short-, medium- and long-term). **GP** recommended that TES members endorse the proposed medium-term timescale – **this was agreed by the TES Board**.

*Action: TES members attending the SELEP Strategic Board meeting on 29 Jun 2018 to vote in favour of the medium-term timescales (option 2 in the paper) for the planned LGF funding round.*

## 8. SELEP Governance

- 8.1. **DE** delivered a paper explaining the various changes required at TES level in order to remain fully compliant with SELEP's governance arrangements. The most recent changes include, amongst other things, increasing the number of TES business members to nine to ensure a private sector majority, the immediate implementation of a full business-member recruitment process to be repeated every two years, a directive to appoint 'named' SELEP Strategic Board members annually, and giving specific 'subgroup portfolios' to TES business members.
- 8.2. An updated draft of the TES Terms of Reference incorporates all of the proposed changes and sets out the steps for their implementation. **The TES Board approved the revised TES Terms of Reference and agreed to the new TES recruitment procedures being implemented with immediate effect through Jul/Aug 2018.**

*Action: DE to implement the new TES business member recruitment process with immediate effect through Jul/Aug 2018, for completion by the next scheduled TES meeting on 24 Sep 2018.*

- 8.3. A paper will be presented to the SELEP Strategic Board on 29 Jun 2018 featuring an updated draft of the SELEP Assurance Framework and an updated Assurance Framework Implementation Plan. **RD** emphasised that it's important that the recommendations in the paper are approved and the actions implemented to ensure SELEP's continued receipt of future years' core funding and Local Growth Fund allocations. **TES members agreed to approve the recommendations in the paper.**

*Action: TES members attending the SELEP Strategic Board meeting on 29 Jun 2018 to approve the recommendations in the SELEP Assurance Framework paper.*

## 9. SELEP Strategic Board meeting (29 Jun 2018)

- 9.1. **GP** advised that an additional item will be raised at this week's SELEP Strategic Board meeting on the LEP Review. This is in response to the Thames Estuary Commission report by Sir John Armitt which was published today, suggesting the geographical boundaries of SELEP are revised to form two new LEPs within the Thames Estuary, one for Essex, Southend-on-Sea and Thurrock, and another for Kent and Medway. **TES members discussed this at length, registering particular disappointment at East Sussex not being mentioned at all in the report, and all agreed to support the status-quo.**

*Action: TES members attending the SELEP Strategic Board meeting on 29 Jun 2018 to report that TES is happy with the current geography of SELEP and advocates maintaining the status-quo with the boundaries unchanged.*

- 9.2. **RM** advised that a new 'Investment Panel' is to be set up as a subcommittee of the SELEP Strategic Board, and three options for the size of the panel (large, medium or small) will be presented at the meeting. **GP** recommended that a small panel size would be the most practical, seconded by **RS** and agreed by the TES Board.

*Action: TES members attending the SELEP Strategic Board meeting on 29 Jun 2018 to vote in favour of a 'small' sized SELEP Investment Panel (option 3 in the paper).*

## 10. Additional updates & stakeholder reports

- 10.1. **SD** flagged the problems with the Southern Rail timetable which is continuing to have an impact on East Sussex.

- 10.2. **RD** highlighted the Business East Sussex (BES) update, noting that growth hub funding has been allocated for the next two years, but one of the key points is that BEIS will want emphasis on supporting high-growth and high-growth-potential businesses from all growth hubs moving forward.

## **11. TES round table / AOB**

- 11.1. **PJ** commented that the Chanel 4 Creative Hub bid from Locate/Hastings BC was unfortunately not successful, but the feedback was extremely positive so it's hoped that the relationship will continue.

### Summary of actions:

- 7.3 *TES members attending the SELEP Strategic Board meeting on 29 Jun 2018 to vote in favour of the medium-term timescales (option 2 in the paper) for the planned LGF funding round.*
- 8.2 ***DE** to implement the new TES business member recruitment process with immediate effect through Jul/Aug 2018, for completion by the next scheduled TES meeting on 24 Sep 2018.*
- 8.3 *TES members attending the SELEP Strategic Board meeting on 29 Jun 2018 to approve the recommendations in the SELEP Assurance Framework paper.*
- 9.1 *TES members attending the SELEP Strategic Board meeting on 29 Jun 2018 to report that TES is happy with the current geography of SELEP and advocates maintaining the status-quo with the boundaries unchanged.*
- 9.2 *TES members attending the SELEP Strategic Board meeting on 29 Jun 2018 to vote in favour of a 'small' sized SELEP Investment Panel (option 3 in the paper).*