



Attendees

AC	Ana Christie	Sussex Chamber of Commerce	LR	Lisa Rawlinson	Lewes DC / Eastbourne BC
BH	Ben Hook	Rother DC	ME	Martin Ellis	Recruitment South East
BS	Cllr Bob Standley	Wealden DC	MS	Martin Searle	FSB
CE	Christina Ewbank	ACES	PC	Cllr Peter Chowney	Hastings BC
CS	Clive Soper	FSB	PJ	Philip Johnson	Locate East Sussex
DE	Dave Evans	East Sussex CC	PR	Paul Roberts	University of Sussex
DSp	David Sheppard	D-RisQ Ltd	PSm	Penny Shimmin	Sussex CDA
DSy	Dan Shelley	East Sussex College Group	RC	Robert Cottrill	Lewes DC / Eastbourne BC
DT	Cllr David Tutt	Eastbourne BC	RD	Richard Dawson	East Sussex CC
GP	Graham Peters (CHAIR)	ES Rural Partnership	RM	Rhiannon Mort	South East LEP
IG	Isabel Garden	Wealden DC	RS	Cllr Rupert Simmons	East Sussex CC
IS	Ioni Sullivan	East Sussex CC	SD	Stewart Drew	De La Warr Pavilion
KG	Cllr Keith Glazier	East Sussex CC	SH	Simon Hubbard	Hastings BC

Apologies

AB	Adam Bryan	South East LEP	PSp	Peter Sharp	Lewes DC / Eastbourne BC
AS	Cllr Andy Smith	Lewes DC	SB	Sue Baxter	University of Sussex
CC	Clive Cooke	East Sussex College Group	TL	Tony Leonard	Rother DC
CM	Cllr Carl Maynard	Rother DC			

All of the papers and any presentations delivered at the meeting can be viewed on the following page of the ESCC website: www.eastsussex.gov.uk/business/eastsussex/selep/tesminutes/tes190318

1. Welcome & introductions

- 1.1. **GP** welcomed the attendees and delivered the apologies.
- 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 additional interests were declared.

2. Review of previous minutes (28 Jan 2019)

- 2.1. **GP** ran through the actions of the previous TES minutes noting that all had been completed.
- 2.2. The minutes were approved by the group as an accurate record of the meeting.

3. Matters arising

- 3.1. TES business membership: **GP** advised that Derek Godfrey has regrettably resigned from Team East Sussex as of 20 Feb 2019. **GP** underlined his personal thanks to Derek for helping to establish, chair and even name TES from its inception nearly nine years ago, and all members agreed that he will be missed. **GP** suggested that TES not look to recruit to the vacant position at this time, proposing to wait until the LEP Review modifications (on board size/composition) are resolved – **all agreed**.
- 3.2. LEP Review and SELEP Annual Performance Review: As reported at the last meeting, the issue of overlapping boundaries has been fully resolved, with Lewes DC and the Enterprise Zone now wholly part of SELEP. A decision has also now been made on the question of board size/composition (20 members plus 5 co-opted, two thirds business) with SELEP Strategic Board members voting to agree to the government's request in order to ensure the funding streams remain open. This means that SELEP is now fully compliant with the LEP Review. Options for actually implementing the LEP Review changes are picked up under agenda item 7 below.
- 3.3. SELEP Annual Performance Review: SELEP has received positive feedback on its Annual Performance Review with Government, which took place on 21 Jan 2019. Our excellent progress on delivery has been noted and the overall outcomes are very good. As expected, the main action SELEP will need to address moving forward is 'diversity'.
- 3.4. SELEP Economic Strategy Statement (ESS): Formerly known as the Strategic Economic Plan (SEP), the Economic Strategy Statement has now been published and a soft launch is underway. **ME** queried whether a more public launch is required in order to better engage the business sector and properly promote the strategy. **RM** noted that the Annual Performance Review actually picked up on the fact

that SELEP is not particularly good at promotion, but new staff will be taken on shortly and hopefully businesses can be drawn in through the AGM. **CE** agreed to promote the strategy at the upcoming Best4Biz conference on 17 May 2019.

[Action: CE to promote the SELEP Economic Strategy Statement at the Best4Biz conference on 17 May 2019]

- 3.5. **MS** commented that the key word in the above is ‘engagement’ rather than promotion. The group agreed that a lot of SELEP’s promotion/engagement must happen at federated level, and so **ME** agreed to set up a small TES working group to look into this further. **CE** and **MS** both offered to be involved.

[Action: ME to establish a small TES working group to consider promotion/engagement at a federated level and engage with Zoe Gordon, SELEP’s Business Engagement & Communications Manager, on aligning with SELEP’s refreshed Comms Strategy; ME to keep GP and RD up to date]

4. East Sussex College (ESC) Future Plans

- 4.1. **DSy** delivered a presentation looking at ESC’s vision and plans for the future, running through some of the challenges (both financial and reputational) and the progress already made in addressing them. A three-pronged approach was presented, including a radical revision of the curriculum across the four college sites, an *Estates Strategy* to regenerate the estate (particularly in Eastbourne to match the quality of Hastings), and improving the overall quality across the group in order to improve its reputation.
- 4.2. The aim of the Estates Strategy is to consolidate/improve space and reduce overall operating costs whilst, crucially, retaining education provision in all four towns. Several site options are emerging – work to date includes initial scoping and costing in Lewes & Eastbourne, with the estimated value of potential FE and housing developments at £180m.
- 4.3. **RS** queried the plan to maintain a 14-19 curriculum at the UTC site in Newhaven (rather than 16-19) as surely that’s been one of the failings of that site; **DSy** clarified that they’ll be working in partnership with schools for the 14-16 year old bracket, not in competition. **SD** remarked that any plans involving co-development and co-working, particularly in hospitality, are very encouraging as there’s been a disconnect with education for far too long. **BS** asked that more consideration is given to the areas of Rother and Wealden, and not limit the plans to coastal towns; **DSy** acknowledged that meetings are to be held with Wealden DC.
- 4.4. **DSy** asked TES members to simply recognise the strategic importance of the plans at this stage and provide general support to the overall design and delivery, as well as support ESC in ensuring these plans are on SELEP’s horizon for future capital consideration (medium/long-term pipeline).

5. Business East Sussex (BES): Scale Up

- 5.1. **IS** delivered a presentation on ‘scale-up’ businesses, providing a definition and an explanation of why they matter, noting that the Department for Business, Energy & Industrial Strategy (BEIS) has been shifting its focus from traditional business-support programmes to those supporting potential scale-up companies.
- 5.2. In East Sussex we have fewer scale-ups than the national average. To redress this ESCC officers have developed a programme involving three ‘pilot projects’ to test different ways of delivering support to help more companies in East Sussex become the scale-ups of the future. The three pilots are *Place-Based*, testing the geographical approach focussing on Newhaven, *Sector-Specific*, testing a sector-based approach focussing on the key priority sector of Construction and the Built Environment, and an *Open Pilot* with no specific focus, testing an approach that centres solely on the ambition to grow.
- 5.3. **CE** advised that ‘Scaling Up Your Business’ is the theme of this year’s Best4Biz event on 17 May 2019, featuring panellists from businesses that have previously scaled-up. The full draft agenda is available at www.acesalliance.org.

[Action: CE to circulate details of this year’s Best4Biz conference]

- 5.4. The pilots will take place through the coming months with the final evaluation expected Nov 2019. The results will form an evidence base for future Growth Hub commissioning decisions.

6. Local Growth Fund (LGF) Round 3B

- 6.1. **GP** provided an update on the LGF-3B open call for projects, for which TES had previously endorsed ten projects for Stage 2 assessment by the Independent Technical Evaluator (ITE). The outcomes of the ITE Stage 2 assessment were due to be presented to an Investment Panel meeting on 7 Dec 2018, but this was postponed to enable more detailed information to be prepared on each project.
- 6.2. SELEP finally held its Investment Panel meeting on 8 Mar 2019 and approved nine projects across the SELEP area for the £15.448m currently available in the LGF-3B pot (increased from the original £8.3m due to other existing projects being unable to deliver within the agreed timescales). Of this, *East Sussex received £5.358m for three projects* – Bexhill Enterprise Park North, Plumpton College and Sidney Little Road Business Incubator Hub – which equates to 35% of the current funding available. This is an outstanding result for East Sussex and is testament to the amount of work put in by local authority officers and scheme promoters. These three projects can now come forward for Gate 1 and Gate 2 ITE assessment prior to full business case submission/approval by the SELEP Accountability Board (Jun or Sep 2019).
- 6.3. **GP** advised that in regards to the remaining pipeline projects not yet funded, *the Investment Panel agreed to give federated areas the option to put forward their own local priorities* if they so wish (effectively overruling the technical ranking of the ITE), before another funding decision is made at the next Investment Panel meeting in Jun 2019. The TES group discussed this at length, debating whether we should continue our adherence to the original guidelines set out by the SELEP Strategic Board and abide by the technical assessment of the ITE based on the criteria against which each project was submitted, or to invite each project promoter to effectively ‘pitch’ for their own strategic importance and then impose our own ranking.
- 6.4. **TES members agreed that whilst other federated areas may choose to reprioritise locally, Team East Sussex will continue to abide by the technical assessment and ranking of the ITE for this LGF round’s criteria, based on the substantial grounds of project deliverability, value for money, strategic and local importance and match funding committed.**

7. SELEP Assurance Framework

- 7.1. **RM** advised that the SELEP Assurance Framework has again been updated following publication of the new National Assurance Framework (NAF) in Jan 2019 and with regard to the recommendations of the LEP Review. On this occasion the revisions are not substantial and the revised draft is really more of a holding position until the larger changes brought about by the LEP Review (e.g. board composition and legal personality) can be properly introduced. **GP** reminded the group that all NAF requirements must be fully implemented in order to secure future core funding, LGF allocations and any other grants awarded by Government, and for the stability of the SELEP team, and noted that ESCC officers have liaised with the Secretariat on these new revisions to ensure they are appropriate. The revised draft will be presented to this week’s SELEP Strategic Board for approval; **TES members endorsed the revised draft SELEP Assurance Framework.**
- 7.2. **RM** addressed the LEP Review – last month the SELEP Strategic Board agreed, by electronic procedure, to move to a model of 20 members (+5 co-opted) with a private sector majority of two-thirds. To drive this forward the Secretariat has proposed breaking down the task into five distinct workstreams (Board Size & Composition, Recruitment & Diversity, Legal Personality, Independent Secretariat and Scrutiny) but a decision is required on whether to employ an independent consultant for the first workstream on Board Composition or set up an internal Task & Finish group.
- 7.3. The group discussed this and agreed that the amount of work involved will be quite large, so getting a time commitment from partners/officers in a T&F group will be difficult; it was further noted (in the paper going to this week’s Strategic Board meeting) that during SELEP’s Annual Performance Review, “civil servants were enthusiastic about SELEP undertaking an independent review of board composition”. **TES members agreed that as long as there is a commitment to full engagement with federated areas, employing an independent consultant is the best option.**
- 7.4. **RM** also highlighted SELEP’s commitment to move to a legal personality and the proposal that it becomes a ‘nil return’ company. The group commented that proper legal advice will obviously be needed to implement this, but **TES members agreed that a nil return company does seem the most appropriate legal entity option to pursue at this time.**

8. SELEP Strategic Board meeting (22 Mar 2019)

8.1. **RM** quickly ran through some of the other items (not already covered above) going to this week's SELEP Strategic Board meeting, including:

- Delivery Plan – a 'light touch' document meeting the minimum Government requirements;
- Sector Support Fund – just the one project seeking approval, the 'SELEP Creative Open Workspace Master Plan & Prospectus', already endorsed by TES in Dec 2017 and then again in Dec 2018;
- Digital Skills Partnership – being established by SELEP with a launch event to take place in East Sussex in Jun 2019 (date TBC);
- Local Industrial Strategy – a presentation setting out SELEP's proposed approach.

9. Additional updates & stakeholder reports (for info)

9.1. **MS** highlighted the Capital Programme Dashboard, suggesting that as several schemes are now listed as complete we should consider bringing some of them to a TES meeting to 'complete the loop', asking them to present their story and discuss how the LGF/GPF funding aided their success – now that we're actually delivering we should be shouting about it.

[Action: the new TES working group on promotion/engagement to consider inviting completed LGF/GPF projects to present at TES; ME to liaise with GP and RD on this]

10. TES round table / AOB

10.1. **BH** reminded the group that a series of workshops on the Bexhill Town Centre Strategy are taking place this week (19-20 Mar 2019) at the De La Warr Pavilion in Bexhill.

10.2. **DSp** advised that the Newhaven Regeneration Group is arranging an 'Innovation Start-up Cruise' on board the Seven Sisters Ferry on 4 Apr 2019, and is seeking 30 Sussex-based businesses to join another 30 from Normandy to establish cross-channel connections.

[Action: DSp to share details of the Innovation Start-up Cruise with DE for circulation]

10.3. **MS** highlighted a future event for colleagues to be aware of, the East Sussex Apprentice Graduation Ceremony at the new Welcome Building in Eastbourne, scheduled to take place in Sep 2019.

10.4. **AC** advised that the Sussex Chamber website is being updated with information on exporting, travelling etc. in relation to the impending EU Exit.

10.5. **GP** noted that the next TES meeting is a workshop tentatively scheduled for 29 Apr 2019, but **BS** questioned whether it should be moved due to its proximity to local elections.

[Action: DE to reschedule the next TES workshop to mid/late May – most likely 20 May 2019 TBC]

10.6. **GP** asked colleagues to please offer their venues for future TES meetings; **RC** commented that the new Welcome Building in Eastbourne will be handed over in the next few weeks so may be suitable.

[Action: RC to liaise with DE on using the Welcome Building in Eastbourne for upcoming TES meetings]

Summary of actions:

3.4 **CE** to promote the SELEP Economic Strategy Statement at the Best4Biz conference on 17 May 2019.

3.5 **ME** to establish a small TES working group to consider promotion/engagement at a federated level and engage with Zoe Gordon, SELEP's Business Engagement & Communications Manager, on aligning with SELEP's refreshed Comms Strategy; **ME** to keep **GP** and **RD** up to date.

5.3 **CE** to circulate details of this year's Best4Biz conference.

9.1 The new TES working group on promotion/engagement to consider inviting completed LGF/GPF projects to present at TES; **ME** to liaise with **GP** and **RD** on this.

10.2 **DSp** to share details of the Innovation Start-up Cruise with **DE** for circulation.

10.5 **DE** to reschedule the next TES workshop to mid/late May – most likely 20 May 2019 TBC.

10.6 **RC** to liaise with **DE** on using the Welcome Building in Eastbourne for upcoming TES meetings.