

MEETING AGENDA



Meeting OSE Board
Date and Time Wednesday 13th February 2019, 2-4pm
Venue Casino Room, Southend Airport, Southend-on-Sea, SS2 6YF

Special Instructions

Attendees can park in the short stay car park. Tickets will be validated at the Ticket Desk prior to exit.

On arrival, can you please congregate at the Ticket Desk and I will come down to collect you just before the start time. If you arrive late, please call me on 07970 506512 and you will be collected and brought up to the room.

There will be an optional tour of the runway resurfacing works following the board meeting. Can you please confirm in advance if you would wish to join the tour following the meeting.

Item	Title and Description	Lead	Timing
Procedural Items			
1	Welcome and Introduction	Chair	14:00 to 14:30
2	Declarations of Interest	Chair	
3	Minutes of last Meeting	Chair	
4	Action Tracker	Chair	
5	Programme Managers Report	Ian Lewis	
6	LGF Capital Monitoring	Ian Lewis	
Agenda items for discussion			
7	Culture Development Fund Outline of recent success in securing CDF for the Thames Estuary	Ian Lewis and Collette Bailey	14:30 to 14:40
8	2019 Work Plan and Project Pipeline Discussion on the year ahead for OSE and a review of the project pipeline	Chair and Ian Lewis	14:40 to 15:20
9	Southend Airport Growth Plans Presentation from Southend Airport of their growth plans	Willie McGillivray, Southend Airport	15:20 to 15:35
10	Tour of Runway resurfacing works		15:35 to 16:00
	Date of Next Meeting 22 nd May 2019, 2pm. Venue TBC		

Meeting Minutes



DRAFT

Meeting OSE Board
Date and Time 7th November 2018, 14:00
Venue The Forum, Southend

Attendees

Kate Willard	Stobart Group (Chair)
David Barnes	Basildon Business Board
Mark Curle	Galliford Try
Martin Hodson	Peak Security
Lucy Harris	Pixelwork
Murray Foster	Southend Business Partnership
Perry Glading	Thurrock Business Board
Angela O'Donoghue	South Essex College
Robert Singh	University of Essex
Ian Lewis	Opportunity South Essex
Zoe Gordon	South East LEP
Iain McNab	BEIS
Gunilla Edwards	Basildon Council
Tomasz Kozlowski	Basildon Council
Cllr Gagan Mohindra	Essex County Council
Dawn Redpath	Essex County Council
Michael Veasey	Essex County Council
Cllr Norman Smith	Castle Point Borough Council
David Marchant	Castle Point Borough Council
Mark Evershed	Castle Point Borough Council
Cllr Terry Cutmore	Rochford District Council
Shaun Scrutton	Rochford District Council
Cllr John Lamb	Southend Council
Ali Griffin	Southend Council
Cllr Rob Gledhill	Thurrock Council
Lyn Carpenter	Thurrock Council

Presenters:

David Manning	Lower Thames Crossing
Dominic O'Donnell	Lower Thames Crossing
Toby Fox	3 Fox
Tim Lewis	3 Fox

Apologies

Chris Brookhouse	Sarah Stone	James Sharples
Iain Martin	Adam Bryan	Rob Moore
David Burch	George Kieffer	Larry Fenttiman
Colette Bailey		

Meeting Minutes

Agenda Item	Notes	Actions
1	Introductions	
1.1	Chair opened the meeting. Jo Simmons from SELEP was welcomed as the presenter for Agenda Item 6	
2	Declarations of Interest	
2.1	DB indicated family member now attends South Essex College.	
3	Minutes of Last Meeting	
3.1	Minutes of 5 th September meeting approved (PG proposed, MC seconded).	
4	Action Tracker	
4.1	All actions are progressing with the exception of the website where alternative options are being explored.	
4.2	Board members have requested that the action tracker is RAG rated.	IL to progress
5	Programme Manager Report	
5.1	TGSG meeting – GLA to be chased in relation to invites to the meeting on the 16 th November.	IL to chase
5.2	The Board agreed to the delegation of decisions of spend from the partnership balance (up to £2,500), but a ceiling will be proposed on the overall sum a series of decisions cumulatively must stay below will be proposed. All decisions be reported to the next board meeting.	IL to review
5.3	PG is confirmed as OSE representative on the SELEP Investment Panel.	
5.4	The Board noted the report.	
6	LGF Capital Monitoring	
6.1	IL highlighted overall programme performance and the slippage in spend on the A13 widening, and the mitigation that is being put in place. Also, spend has been brought forward on the London Gateway/Stanford le Hope Rail project.	
6.2	Basildon Council have asked for a full and open discussion with Essex County Council in relation to part of the Basildon Integrated Transport package not proceeding. This project is a key part of the Basildon transport strategy.	TK to Follow Up
6.3	The Board noted the report.	

Agenda Item	Notes	Actions
7	Development of the OSE Board	
7.1	<p>The Chair opened the discussion highlighting three areas we could look at:</p> <ul style="list-style-type: none"> • Public and private balance – the need to get this right, membership, how meetings function, how voices are heard. • Activity – what happens between meetings – needs to be more visible; and engagement of Board members between meetings. • Communication - talking about what we have done and what we have achieved; ability to describe what we will do and report back on that. 	
7.2	<p>There are also changes taking place around OSE such as the LEP review and a recognition that our federated Board responsibilities are only part of what OSE does. The relationship with ASELA is a significant opportunity.</p>	
7.3	<p>A range of views were expressed by Board members, including:</p> <ul style="list-style-type: none"> • OSE needs to be an ambassador for South Essex. • We need to promote the successes across South Essex and the emerging 2050 vision. • ASELA is public led, OSE private led – real opportunity to use this to our best advantage. • Opportunity should be given to private sector to raise their key issues – make this an important agenda item. • Mapping of key opportunities and challenges through the use of heatmaps – this could be something we could use in the Local Industrial Strategy (LIS). • Our website and external communications should highlight activity across the area and how we are collaborating. • Need to keep up to date on significant projects that are being delivered just outside South Essex – for example Bradwell B. We need to think beyond our area. • Need to think about how we make the best use of links we all have into government. 	
7.4	<p>Actions:</p> <ul style="list-style-type: none"> • Consideration of how we identify private sector investment alongside our own project pipeline. • Trial the use of a private sector Board member pre-meet at our next meeting. • Explore how housing and OSE can be more closely linked. • Comments in relation to the Local Industrial Strategy to be considered by SELEP as this work commences. 	<p>IL</p> <p>IL</p> <p>IL and MC</p> <p>ZG</p>

Agenda Item	Notes	Actions
8	Lower Thames Crossing	
8.1	David Manning and Dominic O'Donnell presented the item on behalf of Lower Thames Crossing	
8.2	Board members are guided to the website for a range of information including links to drive through animations and details of consultation events: https://highwaysengland.citizenspace.com/ltc/consultation/	
8.3	Presentation spoke of the situation with the current Dartford Crossing and that this is a barrier for businesses doing business across the river. Scheme will reduce traffic at Dartford by 22%, congestion on A13, A127 and improve resilience.	
8.4	Government is committed to the project, and seeking high levels of feedback from the consultation.	
8.5	Thurrock Council's objection to the Lower Thames Crossing project was clearly expressed and noted by the Board	
8.6	<p>Board Member comments and questions:</p> <ul style="list-style-type: none"> • Tilbury link needs to be reinstated. • Business feedback needs to provide real detail on the issues – positive and negative – from the scheme, and LTC need to show how they have been considered. • Presentation only shares the positives, and does not address the significant dis-benefits. • A number of key slip roads have dropped away since the last iteration of the scheme with no logical reason for doing so. This limits growth opportunities and means that housing sites can no longer come forward. • Scheme is intrusive – environmentally, noise, pollution. • Has traffic modelling taken into account of disruption to the network – eg closure of Dartford Bridge in high winds. • The scheme creates congestion issues remote from the project (eg A127 Fairglen). Need confidence that this would be addressed. • How is the LTC team interfacing across Whitehall? The project is causing issues across the piece – for example planning and housing delivery where other government departments are pushing for progress and we can't due to uncertainties over the crossing. • Thurrock has a limited supply of labour. The very limited access to Thurrock offered by the project does little to address this, and in turn limits businesses ability to recruit and therefore grow. 	

Agenda Item	Notes	Actions
	<ul style="list-style-type: none"> The project must deliver for residents and businesses. 	
8.7	There is a diverse set of views within the OSE Board, but we will push to get the best outcome for all.	
8.8	ECC will be holding a business breakfast on the 5 th December in Chelmsford for businesses across Essex to engage with the LTC team.	IL to share details once confirmed
8.9	OSE will write to the LTC team with our questions. This will not be our formal consultation submission; the response from LTC (outlining how our concerns will be addressed) to this letter will help us shape our final consultation response.	IL to draft
9	South Essex Place Narrative	
9.1	Toby Fox and Tim Lewis from 3Fox International presented the item.	
9.2	This work is being developed by the Association of South Essex Local Authorities (ASELA) to create a narrative around how South Essex could be in 2050. The purpose of the work is to positively shape and position South Essex, and bring us stronger control over how we tell our story.	
9.3	The narrative will be used to underpin a consistent set of messages, tailored for the audience, and will take the form of a kit of parts.	
9.4	The suggestion of heat maps as a presentation tool from an earlier discussion in the meeting (see 7.3) is something that will be looked at further.	
9.5	The presentation will be shared with Board Members for comment, which will help shape the business narrative that needs to fit within the work.	IL to circulate; Board to comment by 23 rd November
9.6	The work will form a key part of a growth bid to be developed by South Essex partners for submission in 2019.	
9.7	Comments from Board discussion: <ul style="list-style-type: none"> OSE very supportive of ASELA and this work – committed to helping develop further. Need to develop a single South Essex voice that our businesses and residents recognise and can buy into. Support of businesses will be needed to help promote the brand both in and outside of South Essex. 	
10	Strategic Economic Plan	

Agenda Item	Notes	Actions
10.1	SELEP have produced an Economic Strategy Statement which sets the context for the development of the Local Industrial Strategies (LIS) which all LEPs are required to produce by March 2020.	
10.2	The document updates the previous strategic economic plan with a much shorter and punchier document which articulates the challenges which the LIS will need to address over the next 10 years.	
10.3	Board Members are asked to provide their views and comments – in response to the 9 questions raised in the draft document circulated with the agenda pack.	Board Members to respond to IL with comments by 16 th November
10.4	SELEP are asked to consider their deadlines for responding to consultation on key documents in future and the LIS could be a great opportunity to reconsider the approach.	ZG to take back this feedback to SELEP team
11	AOB	
11.1	South Essex College are into the second stage of the application to develop an Institute of Technology focussed on the logistics centre at London Gateway. AOD and the team were congratulated by the Board for this success.	
	Next Meeting Wednesday 13 th February. Venue to be confirmed 1:00 start for Private sector pre-meet 2:00 start for OSE Board	

Item 4 – Action Tracker

Date	Action	Lead	Due By	RAG	Notes	Update (incl date of update)
06/06/2018	Development of Induction Pack	IL	Mar-19	Amber	Induction pack for new Board Members	12/10/18 - On Hold – LEP review will shape this
06/06/2018	Non Capital Project Activity in South Essex	IL	Mar-19	Amber	Capture revenue activity taking place to support growth across South Essex	25/01/19 - Still awaiting input from partners
06/06/2018	Project Pipeline management	IL	Jan-19	Amber	Development of the OSE project pipeline	25/01/19 - Pipeline to be presented to 13/2/19 Board; LGF 3b Outcome delayed until March 2019
06/06/2018	A127 Lobby	TBC	early 2019	Amber	Lobby and case for investment in the A127	12/12/18 - A127 Task Force initial meeting held 30th November. However, concern about lack of links to ASELA programme
06/06/2018	Thames Estuary Production Corridor – ongoing work/engagement	IL	Feb-19	Green	Ongoing input from South Essex into the Production Corridor concept as presented to Board in June 2018	25/01/19 - Draft report for consultation to be published March 2019
06/06/2018	Funding options for every project on the pipeline	IL	Mar-19	Green	Review of the current OSE project pipeline and identify possible funding sourced for projects	25/01/19 - Pipeline to be updated and presented to 13/2/19 Board
06/06/2018	ASELA – engagement of OSE	IL	Dec-18	Green	Engagement of OSE in the Spatial options work	12/12/18 - OSE now working closely with ASELA, and engaged in work programme

Date	Action	Lead	Due By	RAG	Notes	Update (incl date of update)
05/09/2018	OSE Website Development	IL	TBC	Amber	Board agreed to development of website	25/01/19 - exploring joint approach with ASELA
05/09/2018	Organogram of Partnership Structures	IL	13/02/2018	Green	Organogram to support website development	17/1/19 - Organogram presented as part of pipeline item to Board on 13/2/19
07/11/2018	RAG Rate the item tracker	IL	13/02/2019	Complete		
07/11/2016	Invite list to TGSG meeting on 16th November to be chased	IL	09/11/2018	Green	Confirmed invites sent to all leaders	Complete
07/11/2018	Consider upper limit for total funding delegations between meetings	IL	13/02/2019	Green		04/02/19 - Proposal included in Directors Report 13 th February 2019
07/11/2018	Basildon to discuss LGF scheme status with ECC	BC/ECC	13/02/2019	Amber	In relation to part of the Basildon ITP package not proceeding	13/2/19 Change control to be considered by Board
07/11/2018	Consider how private sector investment is shown on OSE pipeline	IL	13/02/2019	Green		17/1/19 Updated pipeline to be presented to Board 13/2/19; private sector to be asked to identify projects
07/11/2018	Trial private sector pre-meet ahead of next board meeting	IL	13/02/2019	Green	Date set	12/12/18 - first meeting to take place 13th Feb 2019, ahead of OSE Board
07/11/2018	Explore Housing and OSE linkages	MC & IL	13/02/2019	Green		29/1/19 - Initial discussion with ASELA planning lead held
07/11/2018	Comments on Local Industrial Strategy to be considered as work commences	ZG	Mar-19	Green		7/12/18 - OSE members at SELEP strategic Board asked for timetable for engagement and input

Date	Action	Lead	Due By	RAG	Notes	Update (incl date of update)
07/11/2018	Details of ECC Lower Thames Crossing business event to be shared once finalised	IL	23/11/2018	Green	Details circulated	Complete
07/11/2018	Letter to be sent to Lower Thames Crossing team seeking clarifications ahead of OSE response	IL	16/11/2018	Green		18/12/18 Responses received and OSE consultation response sent
07/11/2018	South Essex Place Narrative - Board members to comment	Board Members	23/11/2018	Complete		12/12/18 - comments fed back
07/11/2018	Board Members to provide comments on SEP	Board Members	16/11/2018	Complete		Comments received and submitted to SELEP on 16/11/18
07/11/2018	SELEP to review timescales for responses as part of the LIS process	SELEP	Mar-19	Green	Comment in response to very short turn round times for federated board responses	25/01/19 - to be discussed as part of 2019 work programme item at February Board

Item	5
Subject	Programme Manager Update
Date	13 th February 2019
Author(s)	Ian Lewis, Executive Director Ian Stapleton, Financial Services Manager, Accountable Body (Castle Point Borough Council)

Report Summary and Recommendation

The report outlines the activities of OSE since the last Board meeting and provide an update of the current financial position of the Partnership.

The Board are asked to

- Note the Directors Update
- Note the financial Report
- Endorse the recommendation on the delegated expenditure of up to £2,500 per item up to a total not exceeding the lower of a) up to a maximum of 25% of the forecast closing partnership balance for the current financial year, or b) £10,000
- Confirm the OSE position in relation to the A127 Task force: the work of the Task Force must form part of the ASELA infrastructure programme and is not undertaken in isolation. It is our view that the effectiveness of the work would be greatly enhanced if it were taken forward as an integral part of the ASELA programme and the development of the South Essex 2050 vision.
- The Board confirm their view that the future composition of the SELEP Strategic Board should accord with that of the new National Assurance Framework and LEP review, which is a maximum of 20 members, two thirds of which come from the Private Sector, by March 2020. In addition, we should beat the Government 2022 deadline for the diversity requirements
- Note the Growth Hub Activity Report

Introduction

1. This report is in two parts. The first section is the Directors Managers report of activity since the last OSE Board meeting, and the second section is OSE's financial report.

General Updates

2. **Thames Estuary Production Corridor** - case for investment is in the final stages of drafting. Publication is expected in March/April 2019. OSE have supported this work with a £1,500 contribution. The case for investment will articulate how the Estuary is fertile ground for the development of the creative sector, which has already been recognised in the award of Culture Development Fund (see item 7).
3. **Thames Estuary** - OSE have led the development of the new arrangements for taking forward the Thames Estuary. We have worked with partners across the estuary and in London to move this forward and with the Cities and Local Growth Unit to make sure that our proposals accord with the Governments view. However, the Government response to the Thames Estuary 2050 Commission Report has been delayed due to competing Government priorities.

4. **OSE & ASELA** - OSE are working closely with ASELA by supporting the development of the vision for 2050, and the supporting strategy and plan to bring it to fruition. OSE are also working with ASELA colleagues to support a range of studies and other work to underpin the development of strategic plans for South Essex. We are also taking forward the development of a South Essex web presence that will enable communication of both OSE and ASELA activity. We have also made the link between ASELA and the Essex Developers Group and OSE Board.
5. **Lower Thames Crossing** – OSE have submitted a formal response to the consultation, and are continuing to engage with the project team. In particular, we in conjunction with Invest Essex and Thames Gateway North Kent have started a dialogue around how local businesses can support the supply chain and skills/training requirements.
6. **A127 Task force** – attended the inaugural meeting of the task force, established by Essex County Council. OSE have been clear that this work should form part of the ASELA infrastructure programme and is not undertaken in isolation – its effectiveness would be significantly reduced if this were a stand-alone piece of work. The Board are asked to endorse this view to enable us to clearly outline our position. We have also outlined how existing business groups should be engaged rather than the creation of new groups for this work.
7. **Local Growth Fund** – supported project promoters to ensure that their projects have been fully considered by the SELEP technical evaluators. Outcome of the process, and selection of successful projects, will be presented to the SELEP Investment Panel on the 7th March 2019. The South Essex projects being considered are:

A13 East Facing Slips, Lakeside	New Artist Studios, Southend
Thames Enterprise Park Transport package	Southend Town centre Interventions
Cycle and Congestion Improvements, Thurrock	USP College Immersive Technology, Castle Point
Tilbury Business Centre	A127 The Bell
The Reception, High House Production Park	Sutton Road/Purdeys Way junction Improvement, Rochford
High House Works	Shoebury Heritage Centre
South Essex College, Basildon	Grangewater, Thurrock
Innovation Warehouse, Basildon	

8. **Thames Estuary Development Conference 3rd April 2019** – OSE, alongside SELEP and Thames Gateway Kent Partnership are supporting a conference being organised by the Built Environment Network which will be an opportunity to put the Estuary on the map with developers and investors. A number of representatives from South Essex have been approached to participate. The outline programme can be found at: <https://www.built-environment-networking.com/event/thames-estuary-development-conference/>

Partnership Balance

9. At the last meeting of the Board, we agreed that the Chair, Vice Chair and Executive Director are able to make decisions in relation to small items of expenditure from the Partnership Balance up to £2,500, and have this decision confirmed at the next available Board meeting. The Board have asked if there can be an overall limit on the total value of decisions between Board meetings.
10. The Accountable body have suggested a limit of total decisions between board meetings of Up to £2,500 per item up to a total not exceeding the lower of a) up to a

maximum of 25% of the forecast closing partnership balance for the current financial year, or b) £10,000.

Financial Update

11. The current financial position of the Partnership is shown in the table below.

Table 2 - Financial Position			
Income and expenditure	2018/19 actual / budget £	2019/20 budget £	2020/21 budget £
Programme Manager salary, including on costs (2018/19 pro-rata for part year in post, later years include allowances for indexation)	64,853	79,000	82,000
Car Allowance	1,033	1,239	1,239
Expenses (spent to date)	1,716	0	0
Expenses (unspent balance)	1,784	3,500	3,500
Supplies and services:			
• General expenditure	1,925	0	0
Premises and establishment	7,000	7,200	7,400
Sub-total expenditure before projects	78,311	90,939	94,139
Projects:			
• Kent County Council - Cultural development fund bid writing	1,600	0	0
• Kent County Council - Thames Estuary production corridor consultant	1,663	0	0
Total expenditure	81,573	90,939	94,139
Total subscription income	(97,500)	(97,500)	(97,500)
Net expenditure / (income) for the year	(15,927)	(6,561)	(3,361)
Opening partnership balance 1 April	(37,842)	(43,769)	(50,330)
Net expenditure / (income) for the year	(15,927)	(6,561)	(3,361)
Planned future projects:			
• Website development (maximum amount)	10,000		
Closing partnership balance 31 March	(43,769)	(50,330)	(53,691)

SELEP Governance

12. In January, the updated version of the National Assurance Framework for the operation of Local Enterprise Partnerships was published by Government. The key changes are summarised in Appendix A of this report. The changes reflect the implementation of the LEP review published in 2018.

13. The SELEP response to the LEP review was compliant with the recommendations with the exception of Board Membership. SELEP are proposing a 28 member board,

whereas the review recommendation was a maximum of 20, two thirds of which are from the private sector. OSE need to provide a clear view on whether we think that we should either stick to the 28 member proposal or meet the requirements of the LEP review and create a board with a maximum of 20 members. Board Members should note that Government are withholding funding to support the implementation of the LEP review (and possibly growth funding too) from SELEP until they meet all of the conditions of the review.

14. To date, East Sussex and Kent & Medway Federated Boards have agreed that SELEP should meet the review requirements and put in place a board with a maximum of 20 members. OSE have expressed the view via feedback forming our response to the LEP review in September 2018 that we agree that the maximum board size should be 20, with composition according with the rest of the recommendations but stating that we should implement the diversity requirements ahead of the 2022 deadline in the review. Board Members will be asked to confirm this position in the meeting.

BEST Growth Hub Update

15. The Growth Hub Activity Report can be found in Appendix B of this report.

Item 6

Subject Capital Programme Monitoring

Date 13th February 2013

Author Ian Lewis
Executive Director

Report Summary

This report provides an update on the current position of the Local Growth Fund supported Capital Programme.

The Board are asked to:

- Approve, in principle, the project change request for the Basildon Integrated Transport Package substitute a part of the package that can no longer proceed with the first phase of the Basildon Flagship Cycle Route, and;
- Note the report

Introduction

1. To date, a total of £590.8m of Local Growth Funding (LGF) has been secured by the South East Local Enterprise Partnership (SELEP). This breaks down as follows:

Federated Area	Funding Allocated
South Essex	£191.04m
Essex	£164.06
Kent and Medway	£162m
East Sussex	£73.7m
TOTAL	£590.8m

Project Status

2. There are 19 projects that are supported by LGF in South Essex. Two projects have been completed, which leaves 17 active projects. Appendix A includes a summary of all projects, including current status, funding and key events for each project between now and the next OSE Board.
3. Two projects (A130 Fairglens and A13 Widening) projects are identified as being a 'Retained Scheme'. This means that scheme funding will be held by the Department for Transport (DfT), and approvals to the scheme Business Case will be through the DfT rather than through SELEP Accountability Board.
4. The RAG status reflects the current level of risk with each project. This means that:
 - Green – project running to programme and all identified risks have appropriate mitigation in place
 - Amber – funding not fully secured, or there is a risk, delay or funding issue that has occurred but can be resolved
 - Red – significant cost or delay issues have occurred that cannot be resolved within the project

5. Of the 17 active projects, 7 are rated Green and 10 are amber. The reasons for these amber ratings are summarised below. The Board should note that the convention we have adopted would be to classify a project as amber until its business case has been signed off by the SELEP Accountability Board.
6. The Basildon Integrated Transport Package has encountered issues with one of the projects within the package that means it is no longer in a position to proceed. The Board are asked to confirm in principle the change request to remove this project and replace it with a new project that will introduce the first phase of the Basildon Flagship Cycle Route. This project fits within the original aims of the Integrated Package in that it improves facilities for non-car based transport.

Project (Lead Authority)	Reason for Amber Status	Mitigation
Basildon Integrated Transport Package (Essex)	Significant issues with an individual project within the package means that this single project will not proceed. Rest of the package is not affected.	Action is being pursued via legal avenues. This is ongoing and will need to remain confidential until concluded. Spend profile to be reviewed. Change control to include first phase of Basildon Flagship cycle routes to be considered by Accountability Board on 15 th February 2019.
A130 Fairglen (A130 to A127 East Link) (Essex)	Business case not yet signed off by DfT/SELEP.	No profiled spend until 2019/20 financial year. A130 Fairglen retained scheme. Business case delayed and will be presented to Accountability Board on 15 th February 2019
A130 Fairglen Interchange (Retained Scheme) (Essex)	Process for business case sign off yet to be confirmed by DfT. Scheme development is continuing.	No profiled spend until 2019/20 financial year. Design process is underway. Business case for the link road to be presented to Accountability Board on 15 th February 2019, but timetable for the wider scheme to be agreed with DfT
A127 The Bell Junction (Southend)	Business Case not yet approved by the Accountability Board, so no approval to spend.	The business case has now been submitted to the ITE for final assessment prior to submission to Accountability Board.
A127 Essential Bridge and Highway Maintenance - Southend	To date approvals have been given to spend £1.4m of the LGF allocation. Further business case required to secure the remaining £6.6m	This has now been rolled together with A127 The Bell as a single business case. BC awaiting assessment.
Southend Central Area Action Plan (Southend)	Approval not yet secured to spend full LGF allocation.	Full business case submitted to ITE prior to submission to Accountability Board on 15 th February 2019.
London Gateway / Stanford Le Hope (Thurrock)	Contractors target price submission exceeds the available budget.	Detailed design complete. Asset Protection Agreement and development agreement in place. Procurement process underway. To mitigate the risks of late submission or target cost exceeding project budget, tenders have been invited from contractors on the Eastern Highways Alliance framework.

Project (Lead Authority)	Reason for Amber Status	Mitigation
Purfleet Centre (Thurrock)	Costs have been re-profiled due to ongoing property acquisition negotiations.	The Council is aiming to purchase via negotiation wherever possible so timescales are difficult to define. Thurrock Council Cabinet approved in principle a resolution to pursue Compulsory Purchase Order if required. Working toward agreements with owners of properties that will use all of the remaining LGF allocation.
Grays South (Thurrock)		Business Case to be submitted to Accountability Board - 15th February 2018

Spend and Risk Mitigation

- The current 2018/19 baseline for LGF spend (Including A13 Retained Scheme) £45.64m. The current projection is for an in year spend of £47.312m, which is £1.672m ahead of baseline. This is due to a number of business cases being signed off and confirming expenditure profiles.

Future Business Case Submissions

- A number of projects are still preparing business cases for the endorsement of the Accountability Board. The table below lists this projects and the Accountability Board meeting at which they will be presented:

9.

Accountability Board Meeting	Business Cases to be submitted	Description and SELEP Ask
15 th February 2019	A127 The Bell Junction & Essential Maintenance	Approve business case for remaining LGF contribution
15 th February 2019	Grays South	Work is ongoing with Network Rail to develop the Business case to secure the £10.84m of LGF allocated through the Growth Deal.
15 th February 2019	A130 Fairglen (A130 South to A127 East Link)	Business case for £6.235 LGF contribution. The retained scheme business case will be presented separately due to the different process it will need to follow.
15 th February 2019	Southend Central Area Action Plan Phase 3	To date approval has been secured to spend £4.27m of the total LGF allocation to this project of £7m. Business case will be submitted to secure approval to spend remaining £2.7m for further road layout and public realm improvements on key gateways to the town centre

- Once the Accountability Board has signed off the business case, the financial profile within the business case will become the baseline for financial reporting.

Item	7
Subject	Culture Development Fund
Date	13 th February 2019
Author	Ian Lewis, Executive Director

Report Summary and Recommendation

The Thames Estuary has been successful in securing £4.3m from the Culture Development Fund to support a range of activity between 2019 and 2022. The report provides an outline of the work to be supported

The Board are asked to note the report, and the next steps.

Introduction

1. OSE with partners across South Essex and North Kent have been successful in securing £4.3m from the Culture Development Fund. The Department for Culture, Media and Sport (DCMS) and the Arts Council are administering the fund. Funding will cover a 3 year period from April 2019 to support a range of activity to support the growth of the creative sector. OSE are working with partners to put in place the delivery arrangements.

Discussion

2. The Thames Estuary Production Corridor (TEPC) will unlock long term, transformational, culture-led growth across North Kent, South Essex and London and establish the region as a creative hub connected to the UK, Europe and global markets. It is estimated that longer term investment in the Thames Estuary's creative industries could deliver 50,000 new jobs, adding an extra £3.1bn to the UK economy. The Board received a presentation on tis work at the June 2018 meeting.
3. This Cultural Development Fund (CDF) award will kick-start the TEPC programme in North Kent and South Essex, creating up to 500 new creative industry jobs, new workspaces for creative production, skills training for over 200 local people, 60 apprenticeships and countless opportunities for people to engage with world class artists from here in the UK and across the globe.
4. The work programme is broken down into the following packages:
 - Estuary 2020: The most ambitious edition of the month-long international arts festival to date, that will include new arts commissions in locations along the Thames Estuary and involve local communities across the region.
 - Estuary Promotion – a new, stronger and more consistent identity to support promotion and inward investment
 - Estuary Works: New creative workspaces for creative and digital production in creative clusters like Margate, Southend and Chatham Dockyard.
 - Re:Generation 2030: A creative apprenticeship scheme, creating job opportunities for 60 young people from the Estuary's disadvantaged areas

- Cultural Co-Location: piloting an innovative approach to embedding art and culture into in Ebbsfleet, Purfleet and Basildon demonstrating new practice in the role that arts and culture can play in planning and place making.
 - Estuary Producers: Producer 'residencies' in locations across the Estuary, creating new cultural experiences in high streets and parks, on watersides and other venues
 - Creative Labs: A project bringing together creatives, technologists and academics from the Universities of Essex and Kent to explore how culture can address key issues such as mental health, ageing and town planning
5. The principal partners leading this work in South Essex include Opportunity South Essex, Southend Council, Thurrock Council, Essex County Council, Metal, University of Essex and the University of Kent.

Next Steps

6. Over the next couple of months, the following will be taking place:
- Establishment of oversight and programme management arrangements
 - Development of delivery plans for each of the work streams identified in paragraph 4 above
 - Development of the outline programme and cash flow for initial approval by the Arts Council
7. Progress with the CDF programme will be reported to future meetings of the OSE Board, and partners will be

Item	8
Subject	2019 Work programme and Project Pipeline
Date	13 th February 2019
Author	Ian Lewis, Executive Director

Report Summary and Recommendation

This Report is to provide an introduction to the key events and items that the OSE Board will need to respond or input to during 2019. The aim of the discussion is to shape the Board work programme for the coming year, and to also test our project pipeline and how it supports the work programme and wider objectives.

Introduction

1. The purpose of this paper is to frame a discussion around a series of key events and activities that OSE will engage with over the coming year. At previous meetings of the OSE Board we have discussed the South Essex project pipeline. In light of some of the events and activity over the coming year, it would be an opportune moment to reflect on the pipeline and how it supports South Essex in delivering growth.

Discussion

2. There are a number of events and activities over the coming year which OSE will need to engage with by either responding to or helping to shape. These include:
 - Implications of Brexit
 - Local Elections
 - LEP – Implementation of LEP review, board composition, development of Local Industrial Strategy
 - South Essex – Development of South Essex vision, approach to joint planning, engagement of business, Thames Estuary, progression of Local Plans
3. The Project Pipeline is included in Appendix A. The pipeline is shown as a plan, indicating the location of projects, their status, type and timescales. The table at the back of the appendix gives further information on the project. The pipeline captures what we know, so it is quite likely that it is incomplete, but is a fair representation of known activity across South Essex. We need to test whether we have the right mix of projects to support growth of the South Essex economy.
4. The Organogram in Appendix B gives an overview of the wider organisations and context within which OSE operates.

Outcomes

5. This is a discussion item, so this report will not offer any detailed recommendation. However, flowing from this discussion, we should aim to be able to develop the following:
 - Operational principles to shape board operation and approach
 - A forward plan of when our input is required
 - Identify particular views of the Board
 - Check and challenge of the project pipeline