



Attendees

AB	Adam Bryan	South East LEP	IG	Isabel Garden	Wealden DC
AC	Ana Christie	Sussex Chamber of Commerce	JM	Cllr Joe Miller	Lewes DC
BS	Cllr Bob Standley	Wealden DC	ME	Martin Ellis	Recruitment South East
CE	Christina Ewbank	ACES	MS	Martin Searle	FSB
CSp	Clive Soper	FSB	PJ	Philip Johnson	Locate East Sussex
Csw	Cllr Colin Swansborough	Eastbourne BC	PSm	Penny Shimmin	Sussex CDA
DE	Dave Evans	East Sussex CC	PSp	Peter Sharp	Lewes DC / Eastbourne BC
DO	Cllr Doug Oliver	Rother DC	RC	Rupert Clubb	East Sussex CC
DSp	David Sheppard	D-RisQ Ltd	RD	Richard Dawson	East Sussex CC
DSy	Dan Shelley	East Sussex College Group	SB	Sue Baxter	University of Sussex
GP	Graham Peters (CHAIR)	ES Rural Partnership	SD	Stewart Drew	De La Warr Pavilion
HR	Helen Russell	South East LEP	TL	Tony Leonard	Rother DC

Apologies

CC	Clive Cooke	East Sussex College Group	LR	Lisa Rawlinson	Lewes DC / Eastbourne BC
DT	Cllr David Tutt	Eastbourne BC	PC	Cllr Peter Chowney	Hastings BC
IF	Ian Fitzpatrick	Lewes DC / Eastbourne BC	RS	Cllr Rupert Simmons	East Sussex CC
KG	Cllr Keith Glazier	East Sussex CC	SH	Simon Hubbard	Hastings BC

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/tes190624

1. Welcome & introductions

- 1.1. **GP** welcomed the attendees and delivered the apologies; round table introductions were made.
- 1.2. **GP** asked the group for any specific conflicts of interest with today's agenda items and for any additional interests not already held on record. No additional interests were declared.
- 1.3. **GP** extended a particular welcome to *Councillor Doug Oliver*, the new Leader of Rother DC, and *Councillor Joe Miller*, the new Deputy Leader of Lewes DC, both of whom are now TES members.
- 1.4. **GP** further noted that **CC** has asked to step down from TES, formally requesting that he be replaced by regular attendee **DSy** as the Further Education representative on the TES Board; **the TES Board approved this change, subject to DSy confirming that he has a mandate from all of the colleges in East Sussex.**

[Action: DSy to provide GP and DE with written confirmation that he has the approval of all East Sussex colleges to replace CC as the Further Education representative on TES]

- 1.5. **GP** advised **DO**, **JM** and **DSy** that as new TES members they will be required to complete SELEP Declaration of Interest forms.

[Action: DE to provide DO, JM and DSy with Declaration of Interest forms, to be completed and returned within 28 days of this meeting]

- 1.6. **RD** highlighted some additional political changes at the County Council: Cllr Nick Bennett is now Deputy Leader, Cllr David Elkin is the Council Chairman and Cllr Claire Dowling is Lead Member for Transport and Environment; Cllr Rupert Simmons continues as Lead Member for Economy.

2. Review of previous minutes (18 Mar 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. Local Industrial Strategy

- 3.1. **HR** advised that she and her colleague *Sharon Spicer* were appointed by SELEP earlier this month to oversee and drive forward work on the Local Industrial Strategy (LIS). She provided an update on the progress made so far, noting that the accumulation of a comprehensive 'evidence library' is very important, and this evidence base is currently being checked for completeness.

- 3.2. Greater Manchester and the West Midlands have already published their Strategies, both of which are closely aligned to the 'five foundations of productivity', which is SELEP's intention too. **DSy** suggested we may want to consider focussing on a smaller number of key areas rather than trying to cover all 5 foundations of productivity (and all 4 'grand challenges') in broader terms.
- 3.3. **DSp** questioned the merit of a fully 'evidence based' approach, citing the need for creativity/innovation and other such areas that may not actually have any tangible evidence. **HR** suggested that the evidence is used to 'tell the story' of an area, and agreed that the LIS would benefit from more creative ideas/solutions too. **SD** offered to help bridge that gap to build in some of the creative elements that may have been missed in the Economic Strategy Statement (such as digital skills).
- 3.4. **ME** queried whether the impending change of Prime Minister (and therefore other Cabinet Ministers) will have an impact on this work. **AB** confirmed that SELEP does not expect to see any change to the fundamental tasks of LEPs moving forward – we'll still need a 'strategy' of some description, regardless of what it's called.
- 3.5. The next steps will see continued evidence base collection until the end of next month, after which the overall narrative will be developed through the rest of the summer and into autumn; this will involve further opportunities for stakeholder engagement, including with TES. The SELEP Strategic Board will be asked to approve the overall structure and content in Oct 2019, and then approve a final draft LIS in Dec 2019.

[Action: DE to liaise with HR and AB on arranging a LIS Stakeholder Engagement session at the next scheduled TES Workshop on 29 Jul 2019, and possibly again at the following TES meeting on 30 Sep 2019]

4. Transport for the South East (TfSE)

- 4.1. **RC** delivered a presentation on the development of a Transport Strategy for the south east, running through the background to National Transport Bodies, the vision for TfSE, and the recent Economic Connectivity Review which was conducted with a view to putting economic development at the heart of infrastructure. A public consultation on the draft Strategy will take place through the autumn, with a final Strategy to be launched by Mar 2020.
- 4.2. **RC** also reminded the group about the importance of TfSE becoming a statutory body, as reported to TES in Jan 2019, and ran through some of the proposed functions (such as integrated ticketing). A formal consultation is now underway until Jul 2019, after which the Shadow Partnership Board will agree the next steps and seek formal consent from the constituent authorities during the autumn before making a final submission to Government. More information on all of the above can be found at tfse.org.uk.
- 4.3. **SB** queried whether digital infrastructure is being considered within TfSE's infrastructure mapping; **RC** acknowledged that whilst it's not a particularly large component (as the focus is mostly on transport corridors) it's certainly included, but note that there will be plenty of opportunity to make representations if anything is deemed to be missing.
- 4.4. **PJ** asked if the Transport Strategy will advocate *less* transport infrastructure in certain areas rather than more, e.g. in town centres; **RC** confirmed that it's actually a very important component, driven by such things as the public's expectation around air quality and the future public transport offer.

5. TES Communications Strategy

- 5.1. **ME** recalled one of the actions of the last TES meeting in Mar 2019 where he agreed to form a small subgroup with **AC** and **MS** to look into promotion/engagement, prompted by his attendance at an earlier event by another LEP where much of the audience was already well informed, largely due to that LEP's good communications.
- 5.2. **ME** ran through a short presentation covering perceptions, noting that whilst LEPs and TES aren't properly understood we *are* capable of engaging with the business community, evidenced by such things as Skills East Sussex and the Enterprise Adviser Network. However the social media usage of SELEP, indeed most LEPs, is demonstrably poor and TES doesn't have a presence at all. **ME** went on to make a series of suggestions for a Communications Strategy, for further consideration.

5.3. The group discussed the above and made the following key points:

- Despite TES having several business-representative organisations we're not getting the message out, simply because we don't actually have a 'single consistent message' to promote.
- There's certainly an appetite for information on TES; what we really need is 6-7 simple slides that cover SELEP/TES – but before we can do that we need to decide what our 'message' actually is.
- Rather than information on SELEP/TES we should be promoting the good stuff we're actually delivering, as we're now in a position to brag about our achievements and explain the value of TES in that moving forward; existing presentations such as those given today on the LIS and TfSE are surely good examples/opportunities.
- The website of Locate East Sussex is very good and contains lots of promotional videos; does TES need its own website?
- TES could consider publishing some sort of press release to accompany the minutes of our meetings so that we've got something to share (probably not every meeting but perhaps when something exciting and newsworthy happens).
- We need a forward plan of stakeholder events at which to engage business.
- TES is not actually a front-end organisation but we could still 'badge' all of our outputs (in the same way that anything EU funded must display an ESF/ERDF logo).
- TES is the local enabler of SELEP, so perhaps joint branding is more appropriate.
- As we're not front-end we should also manage expectations on what we actually do, e.g. perhaps push people more towards the subgroups of BES, DES, SES etc.

5.4. **RD** noted that SELEP is currently working on its own emerging communications strategy, plus TES's environment subgroup (EES) has also been talking about comms, so there's certainly a drive to push this forward at all levels; **RD** suggested that **ME** have a conversation with *Zoe Gordon* (SELEP) and *Andy Arnold* (EES) on the most appropriate way to consider this jointly so there's no unnecessary duplication.

5.5. **GP** commented that this is clearly worth pursuing further so asked **ME** to give some thought to the above discussion points for further discussion at our next TES Workshop.

[Action: ME to consider the discussion points on TES promotion/engagement and bring the topic back to the next TES Workshop on 29 Jul 2019]

6. Newhaven Enterprise Zone

- 6.1. **PSp** delivered a presentation on Newhaven Enterprise Zone, with background context, key achievements and challenges moving forward. The EZ is made up of 8 sites covering 79 hectares, with plans to create 55,000m² of *new* employment floorspace and refurbish 15,000m² of employment floorspace, creating/sustaining 2,000 FTE jobs; as part of these plans a Strategic Framework has been published with 3 key priorities – quality growth, inclusive growth and sustainable growth.
- 6.2. One of the challenges for Newhaven EZ is that it is now one of four Enterprise Zones across the SELEP region, whereas it was previously the only EZ in the C2C LEP; **PSp** will therefore be providing an update to the SELEP Strategic Board later this week to ensure they are fully up to speed on developments.
- 6.3. A dedicated website has been created for the EZ, www.newhavenenterprisezone.com, which will be continually updated moving forward.

7. Other recent developments

- 7.1. **RD** advised that the SELEP Investment Panel will meet on 28 Jun 2019 to consider the next tranche of pipeline projects coming forward for *Local Growth Fund (LGF) Round 3B* funding. At present there is £7.8m in the LGF-3B pot, and that figure could potentially rise to £15.1m by the time the meeting takes place. We're aware that East Sussex has two projects toward the top end of the prioritised pipeline, so there's every reason to expect a good outcome from the panel meeting, which will be attended by **GP**, **KG** and **SD**.

- 7.2. **PSm** advised that the *Social Enterprise Prospectus* is near completion. The SELEP working group has looked at the contribution of the Social Enterprise sector across the region and brought together a strong evidence base; **PSm** aims to present the document, currently in draft, to the Sep 2019 TES meeting.

8. SELEP Strategic Board meeting (28 Jun 2019)

- 8.1. **AB** ran through the key items on this week's SELEP Strategic Board agenda, highlighting those not already covered above:

- The **SELEP Assurance Framework and Terms of Reference** were updated following the publication of a revised National Assurance Framework earlier this year, plus the recommendations of the LEP Review. Additional revisions have now been made to take into account comments made at the last SELEP Strategic Board meeting (specifically on the role of federated boards in the prioritisation process).
- **LEP Review** recommendations are being taken forward by two distinct subgroups looking at the areas of 'board size, composition, recruitment and diversity' and 'legal personality'. East Sussex is represented on the first subgroup by TES members **AC**, **PSm** and **PC**, and on the second subgroup by **GP**, **CSp** and **KG**. The Strategic Board will be asked to make a decision on the model for incorporation, with the preferred/recommended option being a Company Limited by Guarantee.
- **Growing Places Fund (GPF)** is a capital loan scheme, and through existing loan repayments SELEP currently holds a balance of £9.45m uncommitted GPF, expected to rise to £20m by the end of the 2019/20 financial year. The Strategic Board will be asked to consider the timing of the next GPF round, with the Secretariat recommending a delay until early 2020/21 so that it can be aligned to the completed Local Industrial Strategy. TES members discussed this and questioned the notion of sitting on such large amounts of money for up to a year, resolving to raise the matter at the Strategic Board meeting for further consideration.

[Action: TES members attending the SELEP Strategic Board meeting on 28 Jun 2019 to suggest further consideration is given to the benefits of accelerating the next GPF funding round to as soon as is practicable within this financial year]

9. Additional updates & stakeholder reports

- 9.1. All reports are for information only, nothing further was raised.

10. TES round table / AOB

- 10.1. **MS** advised that the East Sussex Apprenticeship Graduation event is taking place on 25 Sep 2019 at the Welcome Building in Eastbourne; a mental health at work conference will take place in Oct 2019.
- 10.2. **SB** provided details of some upcoming conferences including New Generation Materials on 2 Jul, Data Science on 23 Jul and Healthy Aging on 16 Oct 2019.
- 10.3. **PSp** advised that North Street Quarter in Lewes has now gone out to market, with hopes to have a developer on contract by the end of the year.

Summary of actions

- 1.4 *DSy to provide GP and DE with written confirmation that he has the approval of all East Sussex colleges to replace CC as the Further Education representative on TES.*
- 1.5 *DE to provide DO, JM and DSy with Declaration of Interest forms, to be completed and returned within 28 days of this meeting.*
- 3.5 *DE to liaise with HR and AB on arranging a LIS Stakeholder Engagement session at the next scheduled TES Workshop on 29 Jul 2019, and possibly again at the following TES meeting on 30 Sep 2019.*
- 5.5 *ME to consider the discussion points on TES promotion/engagement and bring the topic back to the next TES Workshop on 29 Jul 2019.*
- 8.1 *TES members attending the SELEP Strategic Board meeting on 28 Jun 2019 to suggest further consideration is given to the benefits of accelerating the next GPF funding round to as soon as is practicable within this financial year.*