

Attendees

AC	Ana Christie	Sussex Chamber of Commerce	MA	Marwa Al-Qadi	East Sussex CC
BS	Cllr Bob Standley	Wealden DC	ME	Martin Ellis	Recruitment South East
CB	Cllr Christine Bayliss	Rother DC	MS	Martin Searle	FSB
CE	Christina Ewbank	ACES	PJ	Philip Johnson	Locate East Sussex
CP	Chris Parkhouse	Deyton Bell Consultants	PSm	Penny Shimmin	Sussex CDA
CS	Clive Soper	FSB	PSp	Peter Sharp	Lewes DC / Eastbourne BC
DE	Dave Evans	East Sussex CC	RD	Richard Dawson	East Sussex CC
DSp	David Sheppard	D-RisQ Ltd	RM	Rhiannon Mort	South East LEP
DSy	Dan Shelley	East Sussex College Group	SBa	Sue Baxter	University of Sussex
DT	Cllr David Tutt	Eastbourne BC	SBe	Cllr Sue Beaney	Hastings BC
GP	Graham Peters (CHAIR)	ES Rural Partnership	SD	Stewart Drew	De La Warr Pavilion
IG	Isabel Garden	Wealden DC	TL	Tony Leonard	Rother DC
JM	Cllr James MacCleary	Lewes DC	VC	Victoria Conheady	Hastings BC
KG	Cllr Keith Glazier	East Sussex CC			

Apologies

AB	Adam Bryan	South East LEP	PC	Cllr Peter Chowney	Hastings BC
DO	Cllr Doug Oliver	Rother DC	RC	Robert Cottrill	Lewes DC / Eastbourne BC
IF	Ian Fitzpatrick	Lewes DC / Eastbourne BC	SH	Simon Hubbard	Hastings BC
JH	James Harris	East Sussex CC	ZN	Cllr Zoe Nicholson	Lewes DC
LR	Lisa Rawlinson	Lewes DC / Eastbourne 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/tes190930

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. **GP** declared interest in agenda item 5 (SSF bid) as Interim Chair of the Newhaven EZ Board, and agreed not to participate in any discussion on that item. No other additional interests were declared.

2. Review of previous minutes (29 Jul 2019)

- 2.1. **GP** ran through the actions of the previous TES minutes noting that all had been completed.
- 2.2. **DE** advised that an amendment to the previous minutes was required at paragraph 7.4 (point of clarification); otherwise the minutes were approved by the group as an accurate record of the meeting.

3. LEP Review

- 3.1. **GP** provided an update on the work of the two SELEP subgroups, established at the start of the summer to consider the LEP Review's recommendations on *board composition* (including recruitment and diversity) and *legal personality*. The proposals of these two subgroups will be presented at this week's SELEP Strategic Board meeting for approval.
- 3.2. The progress of the legal personality subgroup has been good – the proposal is that SELEP will be a Company Limited by Guarantee and will retain both the Accountable Body (to conduct financial transactions) and the Accountability Board (operating as a joint committee with delegated powers from the six upper tier authorities).
- 3.3. However, the current proposal of the board composition subgroup presents TES with an issue: during its first two meetings, the subgroup agreed to proposals where the new Strategic Board would consist of 7 members from Kent & Medway, 7 from Essex (combining Essex & South Essex) and 4 from East Sussex, plus the independent SELEP Chair and Deputy Chair. But following conversations that took place *outside* of the subgroup meetings, *and which East Sussex members of the subgroup were not privy to*, when this composition was raised at the subsequent 'joint subgroup' meeting a counter proposal was immediately put forward such that one of the East Sussex business representatives

became an 'open recruitment' position, reducing the East Sussex membership from 4 to only 3. This was apparently due to opinions expressed from other federated areas that East Sussex had "too large a proportion" compared to the other areas.

3.4. The group discussed this and made the following observations:

- TES members strongly refute the suggestion that 4/20 is too large a proportion.
- The Strategic Board paper highlights population and business numbers by federated area in order to demonstrate that East Sussex has a 13% ratio, but it makes no reference to the ratio of the *existing composition* of the Strategic Board (which is far more pertinent as it's what each of the federated areas actually agreed to when the board was established).
- Irrespective of the above ratios, to give East Sussex only 3 seats on a board of 20 – less than half of the other upper tier authority areas – is grossly insulting. This would have the effect of seeing East Sussex go from its current 6 seats to only 3 (a drop of 50%) compared with the whole of Essex going from its current 10 seats to 7 (30% drop) while Kent goes from 8 to 7 (a drop of only 12.5%).
- East Sussex members took part in these discussions in good faith and agreed to the subgroup's original proposals knowing we'd have far fewer seats at the table than the other areas but willing to compromise for the greater good of the LEP. To make such an amendment to something already agreed and then push it through during a meeting *at which East Sussex was clearly under-represented* seems underhand in the extreme.

3.5. TES members agreed to challenge the above proposals at the SELEP Strategic Board meeting and to recommend instead that the subgroup's original board composition model is taken forward, thereby reinstating the 'floating' position as an East Sussex seat.

[Action: TES members attending the Strategic Board meeting on 4 Oct 2019 to propose that the board composition subgroup's original '7+7+4' model is taken forward]

4. Growing Places Fund (GPF)

4.1. **MA** and **RM** updated the group on the Growing Places Fund capital loan programme, noting that SELEP has amassed a pot of approx. £20m through the repayment schedules of previous GPF loans (helped in no small part by the success of GPF projects in East Sussex). As agreed at the last SELEP Strategic Board meeting, SELEP will now reinvest the GPF monies through a new open call for projects (GPF Round 3) to be launched on 7 Oct 2019.

4.2. **MA** advised that allowance has been made in this new call to include local strategic priorities in the sifting/assessment process, such that federated boards have the opportunity to put forward their own strategic priorities and thereby give their preferred ranking of project applications ahead of the final Investment Panel assessment. It's proposed that in East Sussex we align our strategic priorities to the 3 key pillars of the East Sussex Growth Strategy – Business, Place and People – but consideration should also be given to weighting or banding these pillars to help with prioritisation.

4.3. **The overall proposal to align our local strategic priorities with the Growth Strategy was agreed.** TES members discussed the question of weighting/banding at length and the overall consensus was that equal weighting should be given to Business, Place and People when considering a project's *eligibility*, but then additional banding will need to be applied when it comes to ranking the projects later. **TES members agreed to delegate authority to the TES Chair and Deputy Chair** to work with ESCC officers in considering the various 'sub-objectives' of the 3 key pillars and agree the weightings/bandings to be applied within those objectives to support the decision-making process on local strategic fit.

[Action: the TES Chair and Deputy Chair to work with ESCC officers to agree the weightings/bandings to be applied to the 3 key pillars of the Growth Strategy in prioritising GPF Round 3 project submissions]

4.4. **MA** advised that Expressions of Interest will be submitted to ESCC officers by 1 Nov 2019, who will sift them for eligibility. An independent consultant will then be engaged to assess the projects according to the SELEP criteria (also taking account of our own local strategic criteria) and formulate a prioritised list. This ranked list of East Sussex projects will be presented to the next full TES meeting on 2 Dec 2019 for endorsement.

5. SELEP Sector Support Fund proposal: Newhaven Enterprise Zone

- 5.1. **PSp** gave a brief overview of Lewes DC's current bid to the SELEP Sector Support Fund (SSF) on behalf of Newhaven Enterprise Zone. The project – 'Enabling & Accelerating Opportunities within Newhaven EZ' – will address the immediate issue of perception and place through the implementation of an Avis Way and North Quay Estates Improvement Plan, and also look at marketing the EZ through an agreed communications plan.
- 5.2. **PSp** reminded the group that the SSF eligibility criteria has recently been expanded to include bids from Enterprise Zones, and indeed other EZs in SELEP have already submitted successful bids for SSF funding.
- 5.3. **The TES Board endorsed the SSF bid from Newhaven Enterprise Zone.**

6. TES Communications Strategy

- 6.1. **ME** delivered a short progress update on the comms work being undertaken, including an updated presentation with new visuals and an outline of the next steps. The presentation is not a final version but demonstrates a consistent look and feel, the idea being that colleagues may present it slightly differently but with a common theme throughout.
- 6.2. **DSy** suggested that a longer/fuller version of the presentation could be created and uploaded to a YouTube channel (or similar) such that it wouldn't need to be 'presented' all the time but could stand on its own, e.g. a succinct 10 minute version for delivering in person, tailored to each audience, and another 20+ minute version that covers everything, including more stats and figures, and speaks for itself. **MS** agreed with tailoring slides for the audience, e.g. something for Hastings, something slightly different for Eastbourne, but cautioned against adding too much data as it will fall out of date too quickly – anything we come up with needs to be reasonably futureproof.
- 6.3. **DT** asked that an overall comms plan be put together – a single document, electronic or otherwise, with all of the comms elements included (such as a log of who has presented to whom and when so we aren't repeating things).
- 6.4. **ME** plans to put together a training programme for social media in the coming weeks, a 1-2 hour session for those unfamiliar with Linked-In and Twitter. Hopefully this can be delivered soon, perhaps to coincide with the next TES meeting/workshop.

[Action: ME to arrange a social media training session for TES members]

7. Local Industrial Strategy

- 7.1. **RD** referred to the recent SELEP briefing to provide a progress update, noting that we're currently at the 'review of evidence base' stage. East Sussex stakeholders have already participated in a number of engagement sessions, and we'll do so again at the next TES Workshop on 4 Nov 2019 where we'll hopefully look to develop our asks and commitments. SELEP will also hold further thematic engagement events in mid-Nov 2019, so there's still plenty of opportunity to engage.
- 7.2. **DSy** observed that there aren't many examples from East Sussex in that summary paper, which seems to have a bit of a bias towards Kent & Essex, so let's make sure we get our examples included in the actual Strategy document. **SD** added that the research from DCMS and Arts Council on Creative Industries also appears to be absent, so we need to ensure it's put back in.
- 7.3. **SBa** advised that whilst her colleagues have already provided research information, another academic colleague is currently developing a methodology to look at the GVA of creative industries (intended for Greater Brighton and C2C LEP), so she'll suggest they also contact SELEP and put them in touch.

[Action: SBa to liaise with university colleagues developing a GVA methodology for creative industries and put them in touch with SELEP to aid in the LIS progression]

8. Coastal Communities Economic Prospectus

- 8.1. **CP** delivered a presentation on the work done to develop the Economic Prospectus, including an overview of its purpose, emerging findings, the progress made to date in continually improving the various draft versions, and the current and next stages in getting the Prospectus completed.

- 8.2. **CB** suggested that ‘women into work’ ought to be included within the People element of the prospectus, as it’s a real challenge in areas of deprivation. **AC** commented that ‘flexible working’ should also be included somewhere, and **MS** added that ‘education’ is one of our strengths (HE, FE and even foreign language schools as a catalyst for growth) so should be referenced too.
- 8.3. A final draft Prospectus is expected to be completed by Christmas (coinciding with work on the SELEP Local Industrial Strategy) and will be presented to TES and the SELEP Strategic Board during Jan-Mar 2020.

9. Social Enterprise Prospectus

- 9.1. **PSm** delivered a presentation on the new Prospectus produced by the SELEP Social Enterprise working group, covering the overall context, the importance of supporting Inclusive Growth and the progress the working group has made in championing Social Enterprise and in embedding it within SELEP. The underlying consultation/evidence presents seven ‘priorities for action’ that are required to build a stronger and more impactful Social Enterprise sector in the south east, and the Prospectus outlines how these can be addressed.
- 9.2. **DSy** observed that whilst the Prospectus is excellent it lacks East Sussex examples. **GP** thanked **PSm** for her efforts in driving this work forward, commenting that Social Enterprise has been on SELEP’s agenda since inception but it’s only since **PSm** picked up the reins that anything has happened.
- 9.3. The final version document has been approved by the SELEP working group and shared with stakeholders, including TES. It will be presented to the SELEP Strategic Board in Dec 2019 and then have an official launch event in each county area.

[Action: TES members to feed any further comments on the Social Enterprise Prospectus back to PSm]

10. SELEP Strategic Board meeting (4 Oct 2019)

- 10.1. **RM** ran through the items (not already covered above) going to this week’s SELEP Strategic Board meeting, including:
- An amendment to the Terms of Reference is proposed to allow upper-tier authority members to use Cabinet members from any of the District/Borough authorities in their respective federated areas as substitutes at Strategic Board meetings.
 - One application to the SELEP Sector Support Fund is seeking endorsement, the Energy & Clean Growth project from Kent (already given approval by the relevant federated board, KMEP, and passed the necessary Independent Assessment).
 - An update on the delivery of the A13 Widening project, including a request to approve the provisional allocation of un-ringfenced LGF funds from DfT to help bridge a funding gap
- 10.2. **TES members agreed to endorse/support the above items as per the recommendations in the Strategic Board papers.**

11. Additional updates & stakeholder reports (for info)

- 11.1. **KG** highlighted the TfSE update, commenting that the proposals on Statutory Status will be put forward in the coming weeks.
- 11.2. **RD** advised that the Environment East Sussex (EES) Board is currently working on a new Environment Strategy and will present a draft to the next TES meeting (workshop) on 4 Nov 2019.
- 11.3. **RD** also highlighted the Skills East Sussex (SES) update, particularly the Primary Careers Hub which is one of only 20 pilots in the county.

12. TES round table / AOB

- 12.1. **SD** reported on a very successful launch event for Keane’s new album at the De La Warr Pavilion on 20 Sep 2019, which also saw 186,000 views of the online live-stream.
- 12.2. **BS** advised that the Hailsham town centre regeneration project, ‘Hailsham Aspires’, was launched on 12 Aug 2019, with a public consultation now open until 12 Nov 2019. **BS** also advised that progress on

the Wealden Local Plan is still progressing; Wealden DC is currently awaiting the Inspector's Report that was due at the end of Aug 2019.

- 12.3. **MS, DSp** and **AC** reminded the group about various Brexit preparedness events from the FSB, BES and the Sussex Chamber through Oct 2019. **MS** also highlighted a free mental health awareness conference on 16 Oct 2019.
- 12.4. **CB** advised that Rother DC intends refocussing some of its Regeneration activity towards increasing the number of well-paid jobs in the district, as whilst they're home to a high number of commuters into London they also have one of the lowest average wages in the country.
- 12.5. **CE** reported on a successful East Sussex Business Awards event last week. **CE** also advised that Eastbourne town centre has been successful in setting up a Business Improvement District (BID).
- 12.6. **DSy** reminded the group about the 'estates strategy' work being undertaken by East Sussex College Group; final options are expected to be presented by Christmas, so **DSy** will bring an update to TES in the new year.
- 12.7. **JM** advised that as well as progressing into the second phase of the Future High Street Fund, Newhaven has also been shortlisted for the Government's new 'Towns Fund' and has been invited to submit a proposal.

Summary of actions

- 3.5 **TES members** attending the Strategic Board meeting on 4 Oct 2019 to propose that the board composition subgroup's original '7+7+4' model is taken forward.
- 4.3 the **TES Chair** and **Deputy Chair** to work with ESCC officers to agree the weightings/bandings to be applied to the 3 key pillars of the Growth Strategy in prioritising GPF Round 3 project submissions.
- 6.4 **ME** to arrange a social media training session for TES members.
- 7.3 **SBa** to liaise with university colleagues developing a GVA methodology for creative industries and put them in touch with SELEP to aid in the LIS progression.
- 9.3 **TES members** to feed any further comments on the Social Enterprise Prospectus back to **PSm**.