



# Minutes of Strategic Board: 25<sup>th</sup> June 2021

## Attendees

Chris Brodie	Chair
Sarah Dance	Deputy Chair
Adam Bryan	CEO
Aideen Sadler	Opportunity South Essex
Angela O'Donoghue	Further Education representative
Carol Ford	Kent and Medway Economic Partnership
Carole Barron	Higher Education Representative
Claire Lewis	Success Essex
Clive Soper	Team East Sussex
Cllr Graham Butland	Essex District/Borough/City Councils representative
Cllr Keith Glazier	East Sussex County Council
Cllr Lesley Wagland	Essex County Council
Cllr Mark Coxshall	Thurrock Council
Cllr Rodney Chambers	Medway Council
Cllr Roger Gough	Kent County Council
Cllr Ron Woodley	Southend Borough Council
Cllr Trevor Bartlett	Kent District/Borough/City Councils representative
David Sheppard	Team East Sussex
Graham Peters	Team East Sussex
Jo James	Kent and Medway Economic Partnership
Liz Gibney	Kent and Medway Economic Partnership
Matthew Arnold	Kent and Medway Economic Partnership
Paul Winter	Kent and Medway Economic Partnership
Penny Shimmin	Social Enterprise Representative
Perry Glading	Opportunity South Essex

Apologies: Ana Christie (substituted by David Sheppard), Cllr Kevin Bentley (to be appointed under item 3- substituted by Cllr Lesley Wagland), Prof Karen Cox (substituted by Carole Barron), Geoff Miles (substituted by Paul Winter)

## Other attendees:

Alastair Gale	Port of London Authority	Ian Lewis	Opportunity South Essex
Alex Riley	SELEP Secretariat	Ioni Sullivan	East Sussex County Council
Amy Bernardo	Essex County Council	Iwona Bainbridge	SELEP Secretariat
Amy Ferraro	SELEP Secretariat	Jim Wilkinson	SELEP Secretariat
Andy Arnold	East Sussex County Council	Jo Simmons	SELEP Secretariat
Bernard Brown	Member of the public	Joanne Cable	Medway Council
Brian Horton	SELEP Secretariat	Katherine Wyatt	SELEP Secretariat
Charlotte Moody	Essex County Council	Laura Wallis	Essex County Council
Christopher Seamark	Kent County Council	Lorna Norris	Essex County Council
Dave Evans	East Sussex County Council	Louise Aitken	SELEP Secretariat
David Smith	Kent County Council	Paul Chapman	Essex County Council
Eleanor Clow	SELEP Secretariat	Richard Dawson	East Sussex County Council
Emma Lindsell	Southend Borough Council	Robert Willis	Essex County Council
Francesca Martin	BEIS	Sharon Spicer	SELEP Secretariat



Helen Dyer	SELEP Secretariat	Stephanie Mitchener	Essex County Council (S151)
Helen Russell	SELEP Secretariat	Stephen Taylor	Thurrock Council
Howard Davies	SELEP Secretariat	Suzanne Bennett	SELEP Secretariat
Iain McNab	Cities and Local Growth Unit		

*This meeting was held as video conference and a recording can be found [by clicking here](#); the timestamp of the start of the discussion for each item is indicated in brackets.*

**Item 1: Welcome and introduction**

- 1.1. Chris Brodie welcomed the Board to the meeting.
- 1.2. The Board members introduced themselves individually.

**Item 2: Minutes of last meeting, declarations of interest, matters arising (9'33" timestamp on video)**

- 2.1. The following interests were declared:
  - i) Jo James declared a non-pecuniary interest relating to Item 8 as Chief Executive of Kent Invicta Chamber of Commerce who manage the Kent and Medway Growth Hub.
  - ii) Graham Peters declared a non-pecuniary interest as Chair of the Newhaven Enterprise Zone relating to Item 10.
- 2.2. The Board agreed the minutes of the last meeting.
- 2.3. Chris Brodie gave thanks on behalf of the Board to Councillor Rob Gledhill for his valuable service to the Board.
- 2.4. Adam Bryan updated the Board with matters arising, including the results of the Annual Performance Review and internal audit which were both given the highest result possible.
- 2.5. Adam Bryan explained that a number of statements have been received relating to delivery of projects through Seachange Sussex. These statements will be handled in accordance with our complaints procedure, as the LEP is obliged to do, and the claims will be investigated accordingly. Where appropriate information will be reported back to the Board and this will all be undertaken within the context of the direct contracting relationship with East Sussex County Council.

**Item 3: Appointment of Directors and Diversity Champion (15'26")**

- 3.1. The Board resolved to appoint Councillor Kevin Bentley as a permanent Director of the South East LEP Ltd. Following this decision Councillor Bentley's substitute, Councillor Wagland, joined the meeting as a full voting member.
- 3.2. The Board resolved to appoint Councillor Mark Coxshall as a permanent Director of the South East LEP Ltd. Following this decision Councillor Coxshall joined the meeting as a full voting member.
- 3.3. The Board agreed to form a Diversity Working Group, to be organised by Sarah Dance. Instead of appointing a Champion during this meeting, the Working Group will propose a Champion from within the group to the Board in October.
- 3.4. The Board clarified that they will be able to co-opt non-Directors to this Working Group and that local authorities will be engaged.
- 3.5. The Board noted the removal of Councillor Finch due to no longer being eligible and the resignation of Councillor Gledhill.



**Item 4: Making better use of the River Thames (28'33")**

- 4.1. Alastair Gale from the Port of London Authority presented to the Board.
- 4.2. The Board thanked Alastair Gale for the interesting presentation and had a general discussion around collaborative working.

**Item 5: Recovery and Renewal Update (59'14")**

- 5.1. Sharon Spicer and Helen Russell, SELEP Strategy and Intelligence Managers, presented an update to the Board.
- 5.2. Angela O'Donoghue highlighted an issue within transport and logistics with the availability of HGV driving tests. She will collaborate with the secretariat regarding a letter.

**Item 6: LEP Review Update (1h20'56")**

- 6.1. Chris Brodie and Adam Bryan provided an update to the Board regarding the latest knowledge on the LEP Review; there is some progress but also still concerns regarding the pace of the work.
- 6.2. The Board may need to take decisions in October without receiving the full details of the LEP Review.
- 6.3. The Board acknowledged that this is a difficult time for the Secretariat and Directors are generally keen to be engaged with future planning.

**Item 7: Chair Recruitment and Board Effectiveness (1h38'00")**

- 7.1. Given the slower progress of the LEP Review, the Board agreed to delay any decision around Chair succession to the October meeting. The second decision regarding related policy changes was therefore unapplicable.
- 7.2. A Board Effectiveness Survey will be distributed to the Board members to assist with the develop of the SELEP generally and within the LEP Review.

**Item 8: Growth Hub Update (1h42'26")**

- 8.1. Jo Simmons presented an update to the Board.
- 8.2. Jo Simmons explained that the original December timeline for evolving the Growth Hub has been delayed due to the LEP Review and we anticipate being in a position to present again to Board later in the year, which will include feedback from Federated Area Boards.

**Item 9: Freeport East (1h52'55")**

- 9.1. Adam Bryan presented to the Board.
- 9.2. The Board agreed to the appointment of Chris Starkie, CEO of New Anglia LEP, as the joint representative to the Freeport East Governance Board, with Adam Bryan as his alternate.
- 9.3. The Board highlighted the importance of also having representation on the Board of the Thames Freeport.

**Item 10: Sector Support Fund Update (2h00'29")**

- 10.1. Adam Bryan presented to the Board.
- 10.2. The Board agreed to endorse the request to extend the delivery timetable for the Accelerating Opportunities within the Newhaven Enterprise Zone project until September 2021.
- 10.3. Andy Arnold from East Sussex County Council presented an update on the Accelerating Nature-Based Climate Solutions project to the Board.



10.4. The Board thanked Andy Arnold for an interesting presentation.

**Item 11: AOB & Close (2h10'46")**

11.1. Chris Brodie closed the meeting.