
Summary of decisions taken at a meeting of the SELEP Accountability Board, held at Astor Pavilion, Kent Event Centre, Kent Showground, Maidstone ME14 3JF on Friday, 02 July 2021

Published on Friday 2nd July 2021. Provided a decision has not been called in by close of business on Wednesday 7th July 2021 it can then be implemented.

Please note that this is a summary of decisions taken at the meeting only. A full account of proceedings will appear in the minutes of the meeting which will be published on the Council's website by Tuesday 20th July 2021.

Enquiries to Lisa Siggins, 033301 34594, lisa.siggins@essex.gov.uk

Present:

Sarah Dance	Chair
Cllr Lesley Wagland	Essex County Council
Cllr Roger Gough	Kent County Council
Cllr Rodney Chambers	Medway Council
Cllr Keith Glazier	East Sussex County Council
Cllr Ron Woodley	Southend Borough Council
Cllr Mark Coxshall	Thurrock Council
Rosemary Nunn	Higher Education representative

1 Welcome and Apologies for Absence

The Chair welcomed Board members including one new member – Cllr Mark Coxshall (Cabinet Member at Thurrock Council who will now be attending instead of Cllr Rob Gledhill). Cllr Bentley (new Leader at Essex County Council) is also new to the Board but he was unable to attend this meeting.

The following apologies were received:

- Cllr Kevin Bentley substituted by Cllr Lesley Wagland
- Simon Cook

2 Minutes of the last meeting

The minutes of the meeting held on Friday 12th March were agreed as an accurate record.

3 Declarations of Interest

Sarah Dance advised that she draws a small salary from Canterbury City Council for some cultural work that she does with them, where they may submit

a bid to the levelling up fund. It is not directly related to anything being discussed today, however, Sturry Link Road (agenda item 8) is within Canterbury City Council's administrative area. She confirmed that it was a non-pecuniary interest.

She further advised that she worked for the Mercury Theatre 25 years ago, (agenda item 12) but she does not have any current ties, and which is a non-pecuniary interest.

4 Questions from the public

There were none.

5 SELEP Finance Update

The Accountability Board (the Board) received a report from Lorna Norris, Senior Finance Business Partner, the purpose of which was for the Board to consider the provisional outturn position for the SELEP Revenue budget for 2020/21 and the update to the 2021/22 budget including specific grants.

Resolved:

1. **To Approve** the provisional outturn for the South East LEP revenue budget for 2020/21 in Table 1 of the report.
2. **To Approve** the contribution of £354,000 from General Reserves in Table 1 of the report
3. **To Approve** the establishment of a ring-fenced reserve for the COVID-19 Skills Support Fund and to contribute the £2.096m balance of this fund to this reserve in 2020/21; and then approve the subsequent draw down of this funding to be applied in 2021/22 to deliver the initiative;
4. **To Approve** the establishment of a ring-fenced reserve for the COVID-19 Business Support Fund and to contribute the £2.396m balance of this fund to this reserve in 2020/21; and then approve the subsequent draw down of this funding to be applied in 2021/22 to deliver the initiative;
5. **To Approve** the proposed 2021/22 latest SELEP revenue budget set out in Table 6 of the report, including the specific grants summarised in Table 7 of the report (and detailed in Appendix 1 of the report);
6. **To Note** the on-going uncertainties regarding the future funding position for SELEP particularly in light of the LEP review and indications from Government that no new Capital monies will be made available through LEPs.

6 Local Growth Fund Programme Update

The Board received a report from Helen Dyer Capital Programme Manager, the purpose of which was for the Board to consider the overall position of the Local Growth Fund (LGF) capital programme, as part of SELEP's Growth Deal with Government.

Resolved:

1. **To Note** the provisional total spend in 2020/21 of £37.483m LGF excluding Department for Transport (DfT) retained schemes and £60.733m including DfT retained schemes, as set out in Table 1 of the report
2. **To Note** the LGF position reported to Government in May 2021, following implementation of the capital transfer previously agreed by the Board, as set out in Table 3 of the report.
- 3 **To Agree** the updated total planned LGF spend in 2021/22 of £69.863m excluding DfT retained schemes and increasing to £86.577m including DfT retained schemes, as set out in Table 2 and Appendix A of the report
4. **To Note** the deliverability and risk assessment, as set out in Appendix D of the report
5. **To Agree** the spend of LGF beyond 30 September 2021 and the revised completion date for the new construction centre at Chelmsford College project as set out in Section 5 of the report, subject to Strategic Board endorsement via electronic procedure following this Board meeting.

7 **LGF (Local Growth Fund) - update on fulfilment of funding conditions**

The Board received a report from Helen Dyer, Capital Programme Manager, the purpose of this report was to provide the Board with an update on those projects which have now met the funding conditions attached to the transfer of the remaining LGF allocation at the end of 2020/21.

Resolved:

1. **To Note** that the Housing Infrastructure Fund (HIF) Grant Determination Agreement in relation to Beaulieu Park Station has now been signed fulfilling the LGF funding conditions attached to the Project;
2. **To Note** that planning permission has now been granted for the Bexhill Enterprise Park North project which satisfies the LGF funding conditions attached to the Project
3. **To Note** that both projects will now proceed to delivery as set out within the report.

8 **LGF (Local Growth Fund) High Risk Project Update**

The Board received a report from Howard Davies, SELEP Capital Programme Officer, and Helen Dyer. The purpose of which was to provide an update on the delivery of the high risk A28 Sturry Link Road and Queensway Gateway Road LGF projects

The report also updated the Board on the London Gateway/Stanford le Hope LGF project which is now considered to be high risk.

Resolved:

A28 Sturry Link Road:

1. **To Note** the update on the Project;
2. **To Agree** that the total £5.9m LGF allocation should be retained against the Project until 10 September 2021 when the outcome of the planning process will be known. Noting that if this is not agreed, that the unspent LGF balance of £135,000 currently held by Kent County Council must be returned to Essex

County Council, as the Accountable Body, within 4 weeks of this meeting for reallocation to the next project(s) on the LGF pipeline, alongside the remaining £4.656m LGF allocation still held by the Accountable Body;

3. **To Note** that a further update will be brought to the September Board meeting which will set out the outcome of the planning process and the next steps for the Project.

Queensway Gateway Road

1. **To Note** the update on the Project, the further delay to delivery of the temporary connection and the steps which need to be taken to secure completion of the Project;

2. **To Note** that a further update will be provided to the Board in September 2021, which sets out a clear delivery plan and associated milestones.

London Gateway/Stanford Le Hope

1. **To Note** the update on the Project and the risks identified;

2. **To Agree** that a further update be brought to the Board in September 2021, which sets out a clear delivery plan, with associated milestones and confirms that a full funding package is in place.

9 A26 Tunbridge Wells Junction and Cycle Improvements Package – project change request

The Board received a report from Helen Dyer, SELEP Capital Programme Manager, the purpose of this report is for the Board to receive an update on the Tunbridge Wells A26 Cycle and Junction Improvements Package (the Project) and to consider a request to change the scope of the Project.

Resolved:

1. **To Agree** to retain the £1.8m LGF allocation against the Tunbridge Wells A26 Cycle and Junction Improvements Package until 10 September 2021; and

2. **To Agree** that an updated Business Case which demonstrates that the revised scope for the Tunbridge Wells A26 Cycle and Junction Improvements Package offers High value for money should be presented to the Board on 10 September 2021, along with evidence as to how the Project meets the conditions for spend beyond 30 September 2021.

10 A13 Widening project update

The Board received a report from Colin Black, Interim Assistant Director – Regeneration and Place Delivery, Thurrock Council and Howard Davies, SELEP Capital Programme Officer.

Resolved:

1. **To Note** the update on the delivery of the Project;

2. **To Note** that a further update on Project delivery will be provided at the September 2021 Board meeting.

11 LGF (Local Growth Fund) Lessons Learnt Report

The Board received a report from Howard Davies, SELEP Capital Programme Officer, the purpose which was to summarise the draft Local Growth Fund Lessons Learnt Report (the Report) to enable the Accountability Board (the Board) to discuss the recommendations set out in the Report and to provide their feedback on the Local Growth Fund (LGF) Programme

Resolved:

1. The Board **discussed** the contents of The Report and the recommendations therein, providing feedback to the Secretariat on their experiences of the Programme and what improvements can be taken forward; and
2. **To Note** the next steps to discuss with Strategic Board and develop an action plan for the implementation of changes.

12 LGF (Local Growth Fund) Additional Funding Awards

This item was not required as no LGF funding was returned to SELEP for reallocation as a result of decisions taken by the Board during the course of this meeting.

13 Getting Building Fund Programme Update

The Board received a report from Katherine Wyatt, Capital Programme Officer the purpose of which was for the Board to consider the overall position of the Getting Building Fund (GBF) capital programme.

Resolved:

1. **To Note** the current forecast spend for the GBF programme for 2021/22 financial year of £71.448m.
2. **To Retain** GBF funding against projects after 31 March 2022, subject to certain conditions being satisfied as detailed in 6.9.3 of the report
3. **To allow** the UTC Maritime and Sustainable Technology Hub Project until the September 2021 Board meeting to demonstrate compliance with the criteria and conditions for retaining the GBF allocation beyond 31 March 2022.

14 GBF (Getting Building Fund) Funding Decisions

The Board received a report from Katherine Wyatt, Capital Programme Officer and details of the assessment by Steer, the purpose of which was for the Board to consider the award of £1,018,865 Getting Building Fund (GBF) to the Innovation Park Medway – Sustainable City of Business and Accessing Charleston: Removing the barrier to growth Projects as set out in Appendix B of the report.

Resolved:

1. **To Agree** the award of £778,323 GBF to the Innovation Park Medway – Sustainable City of Business Project which has been assessed as presenting High value for money with High/Medium certainty of achieving this, subject to

Government approval of project inclusion within the GBF programme
2. **To Agree** the award of an additional £240,542 GBF to the Accessing Charleston: Removing the barrier to growth Project which has been assessed as presenting High value for money with Low/Medium certainty of achieving this, subject to Government approval of project inclusion within the GBF programme. This funding is an extension to the funding previously approved at the November 2020 Board meeting

15 Growing Places Fund Programme Update

The Board received a report from Helen Dyer, SELEP Capital Programme Manager, the purpose of which was to update the Board on the latest position of the Growing Places Fund (GPF) Capital Programme.

Resolved:

1. **To Note** the updated position on the GPF programme;
2. **To Approve** the revised repayment schedule for the Eastbourne Fisherman's Quay and Infrastructure Development project and agree that, despite repayments not being made in line with the original repayment schedule, no interest will be charged on the loan;
3. **To Note** the change to the drawdown schedule for the Colchester Northern Gateway project; and
4. **To Note** the ongoing identified risk to the repayment schedule for the Centre for Advanced Engineering project.

16 GPF (Growing Places Fund) Funding Decision

The Board received a report from Helen Dyer, SELEP Capital Programme Manager and details of the assessment by Steer, the purpose of which was for the Board to consider the award of £1.6165m Growing Places Fund (GPF) funding to the Observer Building project (the Project) detailed in Appendix B of the report. This project was included in the GPF project pipeline agreed by Strategic Board on 12 June 2020.

Resolved:

To Approve the award of £1.6165m GPF by way of a loan to support the delivery of the Observer Building project, as set out in Appendix C, which has been assessed as offering High value for money with High certainty of achieving this.

17 Operations Update

The Board received a report from Suzanne Bennett, Chief Operating Officer, the purpose of which was to provide the Board with an update on the operational activities within the Secretariat to support both this Board and the Strategic Board. The report includes an update on the risk register and information on compliance with the Assurance Framework.

Resolved:

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1. **To Note** the outcome of the Annual Performance Review and the Essex County Council Internal Audit review of SELEP and Accountable Body processes (report can be seen at Appendix A of the report);
 - 2 **To Note** the update on Assurance Framework compliance monitoring at Appendix B and Governance KPIs at Appendix C of the report; and
 3. **To Note** the changes to the Risk Register at Appendix D of the report.

18 Date of Next Meeting

The Board noted that the next meeting will take place on Friday 10th September 2021, venue to be confirmed.

19 Exclusion of the Public

That the press and public be excluded from the meeting during consideration of the remaining items of business on the grounds that they involve the likely disclosure of exempt information as specified in paragraph 3 of Schedule 12A of the Local Government Act 1972.

20 A13 Widening project Update - CONFIDENTIAL APPENDIX A

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

21 Hadlow College CONFIDENTIAL VERBAL UPDATE

The Board received Hadlow College CONFIDENTIAL VERBAL UPDATE.

Chair