
Summary of Decisions taken at a meeting of the SELEP Accountability Board, held in Ebbsfleet Room, Holiday Inn Express Dartford, University Way, Dartford, DA1 5PA on Friday, 11 February 2022

Published on Friday 11th February 2022. Provided a decision has not been called in by close of business on Wednesday 16th February 2022 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 1st March 2022.

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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-on-Sea Borough Council |
| Cllr Rob Gledhill | Thurrock Council |
| Rosemary Nunn (virtual attendance) | Higher Education representative |
| Simon Cook | Further Education/Skills representative |

1 Welcome and Apologies for Absence

- Cllr Kevin Bentley substituted by Cllr Lesley Wagland
- Cllr Mark Coxshall substituted by Cllr Rob Gledhill

2 Minutes from the previous meeting

The minutes of the meeting held on Friday 19th November 2021 were agreed as an accurate record.

3 Declarations of Interest

Councillor Chambers declared a non-pecuniary interest in respect of agenda item 18 (Growing Places Fund Update) which concerned the Fitted Rigging House project at the Chatham Historic Dockyard, as he is a trustee of the Chatham Historic Dockyard. Consequently, Councillor Chambers did not vote on this item.

Sarah Dance declared a non-pecuniary interest in respect of agenda item 18 (Growing Places Fund update). This item referenced the package of works for

which Medway Council has secured Levelling Up Fund funding and which includes the Docking Station. Sarah Dance is Chair of Creative Estuary who have invested in the development of the Docking Station project.

4 Questions from the public

There were none.

5 Getting Building Fund Capital Programme update

The Board received a report from Helen Dyer, SELEP Capital Programme Manager, the purpose of which was for the Accountability Board (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 £53.569m, as set out in Table 1 of the report.
2. **To Note** the updates on the projects which have received approval for retention of GBF funding beyond 31 March 2022.
3. **To Note** the identified risk to the delivery of the Jaywick Market and Commercial Space project. Noting that a formal decision regarding the increase in project cost and ongoing assurance regarding the value for money offered by the Project will be sought from the Board in April 2022
4. **To Note** the update on the GBF projects which have been identified as High Risk.

6 Management of GBF funding forecast for spend after 31 March 2022

The Board received a report from Helen Dyer, the purpose of which was for the Board to consider how to most effectively manage the Getting Building Fund (GBF) funding forecast for spend after March 2022, which is currently still held by Essex County Council, as the Accountable Body for SELEP.

Resolved:

1. **To Note** that the maximum value of the GBF currently forecast to still be held by the Accountable Body at the end of 2021/22 is £19.278m, as set out in Table 1 of the report.
2. **To Agree** that the remaining GBF is transferred to local partners by 31 March 2022, subject to the outcome of the decisions set out in Table 2 and the application of specific funding conditions to a number of the projects, as set out in Table 3 of the report
3. **To Agree** that the unspent GBF held by local partners at the end of 2021/22 must either be applied in line with the GBF SLA within their own local capital

programme by 31 March 2022, as an Option 4 capital swap, or held as a ringfenced capital grant.

4. **To Agree** that where GBF that has already been transferred to local partners and remains unspent at the end of 2021/22, due to unplanned slippage of GBF from 2021/22 to 2022/23, this should be added to the value of the Option 4 capital swap or held by the local partner as a ringfenced capital grant, in line with the GBF SLA.

7 **GBF Extensions beyond 31st March 2022**

The Board received a report from Helen Dyer, the purpose of which was for the Board to consider whether the five projects outlined in the Section 9 of the report meet the conditions agreed in July 2021 for retention of their respective Getting Building Fund (GBF) allocations beyond 31 March 2022. The projects under consideration are: Laindon Place, Tendring Bikes and Cycle Infrastructure, First and Second Floors, Building 500, Discovery Park, Sandwich (Discovery Park Incubator), Romney Marsh Employment Hub and ASELA LFFN.

Resolved:

In respect of all the following projects: Laindon Place, Tendring Bikes and Cycle Infrastructure, First and Second Floors, Building 500, Discovery Park, Sandwich (Discovery Park Incubator), Romney Marsh Employment Hub and ASELA LFFN (*Note: separate decisions were taken for each of these projects*).

1. To Agree that the Project meets the conditions and criteria previously agreed by the Board for the retention of GBF funding beyond 31 March 2022 for a maximum period of 6 months, subject to Strategic Board endorsement at the March 2022 meeting.

8 **Getting Building Fund funding decisions**

The Board received a report from Howard Davies, SELEP Capital Programme Officer and a presentation by Steer, the purpose of which was for the Board to consider the award of £891,000 Getting Building Fund (GBF) to the Princess Alexandra Hospital – relocation of post graduate medical centre, Food Street and Braintree – Active Travel projects as set out in Appendix B of the report.

Resolved:

1. **To Agree** the award of £500,000 GBF to Essex County Council for further award to The Princess Alexandra Hospital NHS Trust for the Princess Alexandra Hospital – relocation of post graduate medical centre project which has been assessed as offering High value for money with a Low/Medium certainty of achieving this (Value for Money Exemption 1 applied), subject to Government approval of project inclusion within the GBF programme and submission of a completed Monitoring and Evaluation plan and Baseline report by 28 February 2022.

2. **To Agree** the award of £100,000 GBF to East Sussex County Council for further award to Eastbourne Borough Council for the Food Street project which

has been assessed as offering High value for money with a High certainty of achieving this, subject to Government approval of project inclusion within the GBF programme.

3.To Agree the award of £291,000 GBF to Essex County Council for the Braintree – Active Travel project which has been assessed as offering High value for money with a Low/Medium certainty of achieving this (Value for Money Exemption 1 applied), subject to Government approval of project inclusion within the GBF programme.

9 Getting Building Fund funding decisions and extension requests

The Board received a report presented by Helen Dyer and a presentation by Steer, the purpose of which was for the Board to consider the award of £1,209,000 Getting Building Fund (GBF) to the Techfort and Seven Sisters Country Park visitor infrastructure uplift projects as set out in Appendix B of the report.

Resolved: Techfort

To Agree the award of £1,009,000 GBF to Kent County Council for further award to Dover Citadel Ltd for the Techfort project which has been assessed as offering High value for money with a Medium certainty of achieving this, subject to the Business Case signed off by the Section 151 Officer of Kent County Council being received by SELEP by close of business on 11 February 2022, Government approval of project inclusion within the GBF programme and confirmation of receipt of all outstanding consents including planning and Scheduled Monument Consent by 20 May 2022 and agree that the GBF funding can be retained against the project beyond March 2022 for a maximum period of 9 months, as an exception, subject to Strategic Board endorsement in March 2022.

Seven Sisters Country Park visitor infrastructure uplift project

To Agree the award of £200,000 GBF to East Sussex County Council for further award to the South Downs National Park Authority for the Seven Sisters Country Park visitor infrastructure uplift project which has been assessed as offering High value for money with a Low/Medium certainty of achieving this (Value for Money Exemption 1 applied), subject to Government approval of project inclusion within the GBF programme and agree that the GBF funding can be retained against the project beyond March 2022 for a maximum period of 6 months, subject to Strategic Board endorsement in March 2022.

10 Local Growth Fund Programme Update

The Board received a report from Helen Dyer, 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 Agree** the updated total planned LGF spend on project delivery in 2021/22 of £45.651m excluding DfT retained schemes and increasing to £62.364m including DfT retained schemes, as set out in Table 1 and Appendix A of the report.
2. **To Note** the deliverability and risk assessment, as set out in Appendix D of the report.
3. **To Agree** the spend of LGF beyond 30 September 2021 and the revised completion date for the Bexhill Creative Workspace project as set out in Section 7 of the report, subject to Strategic Board endorsement in March 2022.
4. **To Agree** the removal of the Maidstone East Station Access Improvements (West Kent LSTF) project from the LGF project pipeline.

11 Grays South LGF High Risk Project Update

The Board received a report from Howard Davies, SELEP Capital Programme Officer, the purpose of which was for the Board to receive an update on the delivery of the Grays South project (the Project) which is considered to be high risk. Keith Rumsey, from Thurrock Council, was available to respond to any questions.

Resolved:

1. **To Note** the update on project delivery including the increase in project costs, and the associated identified value for money risk.
2. **To Note** that a Project Change Request and an updated value for money assessment will be presented to the Board in April 2022. If it cannot be demonstrated that the Project continues to offer High value for money and therefore does not meet the requirements of the Assurance Framework, the Board will be asked to consider clawback of the LGF funding allocated to the Project.
3. **To Agree** that LGF spend on the Project should be placed on hold until it can be demonstrated that the project continues to offer High value for money.

12 LGF high risk project update

The Board received a report from Howard Davies, the purpose of which was for the Board to receive an update on the delivery of the following Local Growth Fund (LGF) projects which are currently ranked as high risk: A13 Widening and A28 Sturry Link Road.

Resolved:A13 Widening

1. **To Note** the update on the Project
2. **To Note** that a further update will be brought to the April 2022 Board meeting

A28 Sturry Link Road

1. **To Note** the update on the Project
2. **To Note** that a further update will be brought to the April 2022 Board meeting

13 Maidstone ITP report

The Board received a report from Helen Dyer, the purpose of which was for the Board to receive an update on the delivery of the Maidstone Integrated Transport Package Local Growth Fund (LGF) project (the Project) which is currently ranked as high risk.

Resolved:

1. **To Note** the update on project delivery.
2. **To Agree** to allow the Project until the April Board meeting (29 April 2022) to secure the listed building consent required to enable the relocation of the ragstone wall associated with Mote Park (required to enable delivery of Phase 1 of the Project).
3. **To Note** that a further delivery update will be brought to the April 2022 Board meeting, which will include confirmation as to whether the required consent to relocate the ragstone wall has been secured.

14 LGF Additional Funding Awards Report

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.

15 Queensway Gateway Road LGF Project Update

The Board received a report from Richard Dawson, Head of Service - Economic Development, Skills and Infrastructure, East Sussex County Council and Helen Dyer, the purpose of which was for the Board to receive a further update on the delivery of the Queensway Gateway Road project (the Project).

Resolved:

1. **To Note** the latest position on the delivery of the Project and the steps which need to be taken to secure completion;
2. **To Note** that a decision on the selection of the preferred junction solution will be made in the latter part of 2022 following a period for sufficient evidence to be gathered on the impact of the signalised junction; and
3. **To Agree** that the Board will be provided with a further update on the Project, which updates the project delivery plan and associated milestones, at its meeting on 29 April 2022.

16 Stanford Le Hope Update Report

The Board received a report from Keith Rumsey, Interim Assistant Director – Regeneration and Place Delivery, Thurrock Council and Howard Davies, the purpose of which was to provide an update to the Board on the delivery of the London Gateway/Stanford le Hope project (the Project).

Resolved:

To Note the update on the project and progress towards the submission of an updated business case which sets out Value for Money and Benefits offered by the Project to be considered by the Board at the April 2022 Board meeting.

17 **M2 J5 Update**

The Board received a report from Helen Dyer, the purpose of which was to update the Board on the delivery of the M2 Junction 5 improvements Local Growth Fund (LGF) project (the Project).

Resolved:

To Note the update on project delivery.

18 **Growing Places Fund programme update**

The Board received a report from Helen Dyer, 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 accelerated drawdown of funding for the No Use Empty Commercial Phase II project.
- 3 **To Approve** the revised repayment schedule for the Fitted Rigging House project and agree that, despite repayments not being made in line with the original repayment schedule, no interest will be charged on the loan.

19 **SELEP Finance Update**

The Board received a report from Lorna Norris, Senior Finance Business Partner, the purpose of which was for the Board to consider the latest financial forecast position for the SELEP Revenue budget for 2021/22.

Resolved:

1. **To Note** the current forecast net cost of services for 2021/22 is an under spend of £153,000;
2. **To Approve** the appropriation from the redundancy reserve of £112,493 to support the establishment of a provision for redundancy costs of the equivalent value.

20 **Operations Update**

The Board received a report from Suzanne Bennett, SELEP Chief Operating Officer, the purpose of which was for the Board to be updated on the operational activities carried out by the Secretariat to support both this Board and the Strategic Board. The report includes an update on the Annual Performance Review, risk management, compliance with the Assurance Framework and performance against governance KPIs.

Resolved:

1. **To Note** the proposed changes to the Assurance Framework as highlighted 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.

21 Any other business

On behalf of the Board, the Chair passed on her thanks for her dedicated service to Suzanne Bennett who is leaving SELEP to join Braintree District Council.

Cllr Wagland raised the ongoing issues concerning the A127 Fairglen Junction Improvements project and the difficulties that are being encountered with securing Department for Transport (DfT) approval of the Full Business Case. Cllr Wagland indicated that steps were being taken to engage with DfT but sought support from the Board should further intervention be required.

22 Date of next meeting

The Board noted that the next meeting will take place on Friday 29th April 2022, at Mid Kent College, Maidstone Campus

There being no further business, the meeting closed at noon.

Chair