

# Minutes of Strategic Board: 9<sup>th</sup> December 2022

## Attendees

Chris Brodie	Chair
Sarah Dance	Deputy Chair/Chair
Adam Bryan	CEO
Ana Christie	Team East Sussex
Clive Soper	Team East Sussex
Cllr Christine Bayliss	District/Borough/City Councils representative
Cllr Keith Glazier	East Sussex County Council
Cllr Lesley Wagland	Essex County Council
Cllr Mark Coxshall	Thurrock Council
Cllr Roger Gough	Kent County Council <i>virtual</i>
Cllr Stephen George	Southend City Council <i>virtual</i>
David Rayner	Success Essex <i>virtual</i>
Graham Peters	Team East Sussex
Jo James	Kent and Medway Economic Partnership
Lara Fox	Success Essex
Liz Gibney	Kent and Medway Economic Partnership
Mark Curle	Opportunity South Essex (non-voting) <i>virtual</i>
Matthew Arnold	Kent and Medway Economic Partnership
Perry Glading	Opportunity South Essex <i>virtual</i>
Vince Lucas	Kent and Medway Economic Partnership

Apologies: Cllr Rodney Chambers, Carol Ford, Matthew Arnold, Jeremy Kerswell, Prof Karen Cox, Penny Shimmin, Cllr Graham Butland

## Other attendees:

Alex Colbran	East Sussex County Council <i>virtual</i>	Ian Lewis	OSE <i>virtual</i>
Alex Riley	SELEP Secretariat <i>virtual</i>	Jo Simmons	SELEP Secretariat
Amy Ferraro	SELEP Secetariat	Lorna Norris	Essex County Council
Anna McCrickard	Jasmin Vardimon Company	Louise Aitken	SELEP Secretariat <i>virtual</i>
Bernard Brown	Private Individual <i>virtual</i>	Meg Saunders	Jasmin Vardimon Company
Dave Evans	East Sussex County Council <i>virtual</i>	Michael Neumann	Essex County Council <i>virtual</i>
Ellie Clow	SELEP Secretariat <i>virtual</i>	Nick Brown	Southend City Council <i>virtual</i>
Geoff Miles	Private individual	Paul Chapman	Essex County Council <i>virtual</i>
Gerard McCleave	Thurrock Council <i>virtual</i>	Richard Dawson	East Sussex County Council
Helen Dyer	SELEP Secretariat	Sarah Nurden	KMEP
Helen Russell	SELEP Secretariat <i>virtual</i>	Sharon Spicer	SELEP Secretariat <i>virtual</i>
Howard Davies	SELEP Secretariat <i>virtual</i>	Stephanie Mitchener	Essex County Council S151 <i>virtual</i>

*This meeting was held as a hybrid meeting 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 their first in-person meeting since 2019.

**Item 2: Minutes of last meeting, declarations of interest, matters arising (5'05" timestamp on video)**

- 2.1. The Board agreed the minutes of the previous meeting as an accurate record.
- 2.2. The following interests were declared:
- i) Sarah Dance declared an interest as the Co-Chair of the South East Creative Economy Network which is mentioned during item 7.
  - ii) Cllr Wagland declared an interest as a Director of Freeport East Ltd.
  - iii) Jo James declared an interest as CEO of Kent Invicta who deliver the Growth Hub service in Kent.
- 2.3. Adam read out a public question received from a member of the public. One question was answered during the meeting, with the remainder to be answered in writing following the meeting. Please see [the webpage for this meeting](#) for the full question and responses following the meeting.

**Item 3: Welcome to JVC home and discussion on creative and cultural sector (14'03")**

- 3.1. Meg Saunders, Head of Creative Learning at the Jasmin Vardimon Company, presented to the Board.

**Item 4: Update following Mid-Year Review (29'16")**

- 4.1. Adam Bryan presented to the Board.



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**Item 5: Appointment of Directors (45'05")**

- 5.1. Amy Ferraro presented to the Board.
- 5.2. The Board resolved to appoint Cllr Graham Butland as a Co-Opted Director for the remainder of 2022/23.
- 5.3. The Board agreed that the District/City/Borough Local Authority representatives for 2023/24 will be from East Sussex and Kent.

**Item 6: Capital Programme Update (46'33")**

- 6.1. Helen Dyer provided an update to the Board.
- 6.2. The Board requested that the Accountability Board holds an extra meeting in January for funding decisions.
- 6.3. The Board approved GBF spend to 31 March 2023 for the Techfort, Dover project.
- 6.4. The Board agreed the principle of the inclusion of the remaining balance (£354,544) of GBF funding sought by the Extension of full-fibre broadband rollout in Essex to reach rural and hard to reach premises, Jaywick Market and Commercial Space and Tindal Square Chelmsford projects in the GBF prioritised project pipeline. Noting that the positioning of the projects on the pipeline will be agreed at the next Board meeting following receipt of confirmation from the Success Essex Board as to the prioritisation of the projects.



**Item 7: SSF Project Update (1h01'08)**

- 7.1. Adam Bryan presented to the Board.
- 7.2. The Board endorsed the change request for the SECEN Creative Open Workspace Masterplan and Prospectus project in Appendix A, which includes an extension to the project delivery programme, from 30 September 2022 to 31 December 2022, a reduction to the planned benefits and a reduction in the SSF allocation.

**Item 8: Freeport East Membership (1h04'34")**

- 8.1. Adam Bryan presented to the Board.
- 8.2. The Board agreed to not register SELEP Ltd. as a member of Freeport East Limited.
- 8.3. The Board noted ongoing engagement with Freeport East and partners.

**Item 9: Growth Hub Update (1h12'34")**

- 9.1. Jo Simmons presented to the Board.
- 9.2. The Board noted the provision of a consistent Growth Hub service across the SELEP area from 1<sup>st</sup> April 2022, through modifications to the delivery model to accommodate a 50% funding cut.
- 9.3. The Board noted the repurposing of £82,000 Growth Hub core funding originally allocated to optimising the Growth Hub websites and digital offer, to better meet the immediate needs of businesses.
- 9.4. The Board noted the changing shape of business support provision in 2023/24 and the likely need for Growth Hubs to continue to adapt accordingly.

**Item 10: Chair Recruitment Decision (1h27'00")**

*Sarah Dance left the meeting.*

- 10.1. Adam Bryan introduced the item and thanked the Selection Panel for their time and contributions during this process.
- 10.2. Liz Gibney announced that the Selection Panel nominated Sarah Dance as the new Chair of the SELEP Ltd.
- 10.3. Chris Brodie confirmed his intention to end his term upon Sarah Dance's appointment at this meeting.
- 10.4. The Board resolved to appoint Sarah Dance as the Chair of the SELEP Ltd.

*Sarah Dance rejoined the meeting*

- 10.5. Sarah Dance gave her thanks to the Board for appointing her and to Chris for his support and contributions during her time as Deputy Chair. She added that she looks forward to working with the Directors over the next couple of years.
- 10.6. Graham Peters thanked Chris Brodie on behalf of the Board for his 7 years of considerable and valuable service.

**Item 11: AOB & Close**

- 11.1. Sarah Dance closed the meeting.