

Minutes of Strategic Board: 24th June 2022

Attendees

Chris Brodie	Chair
Sarah Dance	Deputy Chair
Adam Bryan	CEO
Ana Christie	Team East Sussex
Carol Ford	Kent and Medway Economic Partnership
Carole Barron	Higher Education Representative
Claire Lewis	Success Essex
Clive Soper	Team East Sussex
Cllr Alan Jarrett	Medway Council
Cllr Lesley Wagland	Essex County Council
Cllr Mark Coxshall	Thurrock Council
Cllr Roger Gough	Kent County Council
Cllr Rupert Simmons	East Sussex County Council
David Rayner	Success Essex
Graham Peters	Team East Sussex
Jeremy Kerswell	Further Education Representative
Jo James	Kent and Medway Economic Partnership
Liz Gibney	Kent and Medway Economic Partnership
Penny Shimmin	Social Enterprise Representative
Perry Glading	Opportunity South Essex
Vince Lucas	Kent and Medway Economic Partnership

Apologies: Cllr Kevin Bentley (substituted by Cllr Lesley Wagland), Cllr Keith Glazier (substituted by Cllr Rupert Simmons), Prof Karen Cox (substituted by Carole Barron), Cllr Stephen George, Cllr Graham Butland, Matthew Arnold

Other attendees:

Alex Riley	SELEP Secretariat	Lorna Norris	Essex County Council
Amy Bernardo	Essex County Council	Louise Aitken	SELEP Secretariat
Amy Ferraro	SELEP Secretariat	Michael Neumann	Essex County Council
Brian Horton	SELEP Secretariat	Nicholas Brown	Southend City Council
Dave Evans	East Sussex County Council	Nick Fenton	Kent Developers Group
Ellie Clow	SELEP Secretariat	Paul Chapman	Essex County Council
Emma Lindsell	Southend Borough Council	Richard Dawson	East Sussex County Council
Helen Dyer	SELEP Secretariat	Sarah Nurden	KMEP
Helen Russell	SELEP Secretariat	Sharon Spicer	SELEP Secretariat
Howard Davies	SELEP Secretariat	Stephanie Ennis	Essex Legal Services
Ian Lewis	Opportunity South Essex	Stephanie Holt-Castle	Kent County Council
Iwona Bainbridge	SELEP Secretariat	Vivien Prigg	SELEP Secretariat
Jo Simmons	SELEP Secretariat		

This meeting was held as a 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 and asked members to introduce themselves individually.

Item 2: Minutes of last meeting, declarations of interest, matters arising (6'20" timestamp on video)

- 2.1. The Board agreed the minutes of the last meeting as an accurate record.
- 2.2. Adam Bryan updated the Board regarding the Annual Performance Review.
- 2.3. Adam Bryan provided an update regarding SELEP's continued cooperation with CLGU's deep dive into projects delivered by Sea Change Sussex.
- 2.4. Sarah Dance, as Chair of the Accountability Board, reiterated her commitment to transparency regarding the deep dive.
- 2.5. Sarah Dance proposed the new Jasmin Vardimon Company facility in Ashford (partly SELEP funded) as a venue for the 9 December meeting. Meeting plans will be made on this basis. The October meeting will be on Zoom.

Item 3: Plans for 22/23 and Beyond (12'50")

- 3.1. Adam Bryan and Sharon Spicer presented to the Board.
- 3.2. Adam Bryan will respond to comments made by Board members in writing following the meeting.
- 3.3. The Board agreed to adopt the 2022/23 Delivery Plan.

Item 4: Chairs Recruitment (1h6'24")

Chris Brodie and Sarah Dance both left the meeting for this item.

- 4.1. Adam Bryan presented to the Board.
- 4.2. The Board agreed to begin the recruitment process for the Chair and to form a selection panel with delegated responsibilities as detailed in the report.
- 4.3. The Board agreed that no allowances will be paid for the role of Chair and Deputy Chair once the current terms of office have expired. This will apply to any extension of term that might be offered to the Deputy Chair.

Chris Brodie and Sarah Dance rejoined the meeting.

Item 5: Capital Programme Update (1h11'20")

- 5.1. Helen Dyer presented to the Board.
- 5.2. The Board agreed in principle the proposed approach for the development of a new GBF prioritised project pipeline, subject to further clarification on the finer details of the proposal and the application criteria being sought through electronic procedure.
- 5.3. The Board agreed GBF spend beyond March 2022 for the Swan Modular Housing Factory, Basildon project.

Item 6: Housing Update

- 6.1. This item was postponed to the next meeting due to time constraints.

Item 7: Growth Hub Update (1h56'10")

- 7.1. Jo Simmons presented to the Board.

- 7.2. Jo James declared an interest as the CEO of Kent Invicta Chambers who deliver the Growth Hub in Kent and Medway.
- 7.3. The Board agreed draft Schedules 1 and 3 which will constitute the Growth Hub delivery model for 2022/23.
- 7.4. The Board agreed to delegate to the SELEP CEO any subsequent minor changes to the schedules to reflect any feedback from BEIS or the Section 151 Officer of the Accountable Body.

Item 8: Policy Updates (2h9'57")

- 8.1. Amy Ferraro presented to the Board.
- 8.2. The Board agreed the change to the Assurance Framework as detailed in the report.
- 8.3. The Board agreed the change to the Conflict of Interest Policy as detailed in the report.

Item 9: AOB & Close

Chris Brodie closed the meeting.