

# Minutes of Strategic Board: 21<sup>st</sup> October 2022

## Attendees

Sarah Dance	Chair
Adam Bryan	CEO
Ana Christie	Team East Sussex
Clive Soper	Team East Sussex
Cllr Christine Bayliss	District/Borough/City Councils representative
Cllr Deborah Arnold	Thurrock Council
Cllr Keith Glazier	East Sussex County Council
Cllr Lesley Wagland	Essex County Council
Cllr Rodney Chambers	Medway Council
Cllr Roger Gough	Kent County Council
Cllr Stephen George	Southend City Council
David O'Connell	Opportunity South Essex (non-voting)
David Rayner	Success Essex
Graham Peters	Team East Sussex
Lara Fox	Success Essex
Liz Gibney	Kent and Medway Economic Partnership
Matthew Arnold	Kent and Medway Economic Partnership
Nick Fenton	Kent and Medway Economic Partnership
Penny Shimmin	Social Enterprise Representative
Perry Glading	Opportunity South Essex
Roland Cooper	Kent and Medway Economic Partnership
Vince Lucas	Kent and Medway Economic Partnership

Apologies: Chris Brodie, Cllr Kevin Bentley (substituted by Cllr Lesley Wagland), Cllr Mark Coxshall (substituted by Cllr Deborah Arnold), Carol Ford (substituted by Roland Cooper), Jo James (substituted by Nick Fenton), Jeremy Kerswell

## Other attendees:

Alex Riley	SELEP Secretariat	Michael Neumann	Essex County Council
Bernard Brown	Private Individual	Nick Brown	Southend City Council
Ellie Clow	SELEP Secretariat	Paul Chapman	Essex County Council
Helen Dyer	SELEP Secretariat	Richard Dawson	East Sussex County Council
Helen Russell	SELEP Secretariat	Sarah Nurden	KMEP
Howard Davies	SELEP Secretariat	Sharon Spicer	SELEP Secretariat
Jo Simmons	SELEP Secretariat	Stephanie Ennis	Essex Legal Services
Ian Lewis	OSE	Stephanie Mitchener	Essex County Council S151
Lorna Norris	Essex County Council	Steve Evison	Essex County Council
Louise Aitken	SELEP Secretariat	Vivien Prigg	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. Sarah Dance welcomed the Board to the meeting.

**Item 2: Minutes of last meeting, declarations of interest, matters arising (1'34" timestamp on video)**

- 2.1. Sarah Dance welcomed two new Directors, Lara Fox and Cllr George, and substitutes attending the meeting to the Board.
- 2.2. The Board agreed the minutes of the previous meeting as an accurate record.
- 2.3. Cllr Wagland declared an interest relating to the role of Essex County Council as Commissioner for Thurrock Council, which is independent of the role of Essex County Council relating to this Board.
- 2.4. Sarah Dance declared that she is a co-Chair of SECEN which is mentioned in the SSF item.
- 2.5. Sarah Dance thanked those who attended and contributed to the Annual Conference and AGM
- 2.6. Adam Bryan provided an update regarding the Freeport East Articles of Association, which will be agreed by the Board via a future electronic procedure.
- 2.7. Adam Bryan provided an update regarding the Government's Deep Dive into selected Capital Projects in East Sussex.
- 2.8. Adam Bryan reminded the Board that there is a requirement of the original LEP Review to have an equal gender division on the Board by next year.

**Item 10: Statement of Accounts (7'45")**

- 10.1. Lorna Norris presented to the Board.
- 10.2. The Board confirmed they have considered the SELEP Statement of Accounts 2021/22.
- 10.3. The Board approved the South East LEP Ltd Statement of Accounts 2021/22.

**Item 3: Creation of GBF Prioritised Project Pipeline (16'04")**

- 3.1. Helen Dyer presented to the Board.
- 3.2. The Board agreed the prioritised pipeline as outlined at Table 1, with the exception of the Success Essex projects. The projects above the red line and eligible to receive funding are:
  - i) Innovation Park Medway – Sustainable City of Business
  - ii) Thanet Parkway Railway Station
  - iii) Javelin Way Development
  - iv) Observer Building, Hastings
  - v) Extension of the existing Phase 2 ASELA LFFN project
- 3.3. Success Essex will meet urgently to clarify their project recommendations to the Board.
- 3.4. An electronic procedure will follow this meeting to agree the final list with the addition of the Success Essex projects.
- 3.5. The Board also agreed GBF spend beyond the 31 March 2022, as applicable for projects listed in Table 4, for those projects which have been prioritised for additional GBF funding. If project completion dates are delayed by more than 6 months, the Board will be asked to confirm its continued support for the project.



**Item 4: Planning for 23/24 and beyond (1h06'25")**

4.1. Adam Bryan presented to the Board.



Planning for  
2324.pdf

**Item 5: SELEP & Housing Delivery (1h26'0")**

5.1. Liz Gibney introduced the item, and Brian Horton presented to the Board.



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**Item 7: Capital Programme Update (1h45'43")**

7.1. Helen Dyer presented to the Board.

7.2. The Board agreed LGF spend beyond 30 September 2021 for the i3 Innovation Investment Loan Scheme project

7.3. The Board agreed GBF spend beyond 31 March 2022 for the Food Street, Eastbourne project – project completion July 2022

7.4. The Board agreed GBF spend beyond 30 September 2022 for the following projects:

- i) UTC Maritime and Sustainable Technology Hub, Newhaven – expected completion March 2023
- ii) Tendring Bikes and Cycle Infrastructure – expected completion December 2022
- iii) Swan Modular Housing Factory, Basildon – expected completion March 2024
- iv) Jaywick Market and Commercial Space – expected completion March 2023
- v) Romney Marsh Employment Hub – expected completion January 2023
- vi) Better Queensway, Southend – expected completion January 2033 (wider regeneration programme)
- vii) No Use Empty South Essex – expected completion of GBF spend March 2023

**Item 6: SSF Project Update (1h52'17")**

6.1. Adam Bryan presented to the Board.

6.2. The Board endorsed the request to extend the delivery timetable end date for the Accelerating Nature-Based Climate Solutions project from 31 October 2022 to 23 December 2022.

**Item 8: Chair Recruitment Update (1h54'55")**

8.1. Liz Gibney provided a brief update to the Board.

8.2. A further update will be provided at the December Board meeting.

**Item 9: Appointment of Directors (1h56'24")**

9.1. Amy Ferraro presented to the Board.

9.2. The Board noted the recent changes to the Directors of the South East LEP Ltd.



**SOUTH EAST**  
LOCAL ENTERPRISE  
PARTNERSHIP

**AOB & Close**

Sarah Dance closed the meeting.