
Summary of decisions taken at a meeting of the SELEP Accountability Board, held in Castalia Room, The Nucleus Business and Innovation Centre, Brunel Way, Dartford DA1 5GA on Thursday, 13 April 2023

Published on Thursday 13th April 2023. Provided a decision has not been called in by close of business on Tuesday 18th April 2023 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 2nd May 2023.

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Present:

Cllr Lesley Wagland	Essex County Council
Cllr Roger Gough	Kent County Council
Cllr Keith Glazier	East Sussex County Council
Cllr Rodney Chambers	Medway Council
Cllr Stephen George	Southend-on-Sea City Council
Cllr Mark Coxshall	Thurrock Council

1 Welcome and Apologies for Absence

- Cllr Kevin Bentley substituted by Cllr Lesley Wagland
- Simon Cook
- Rosemary Nunn had tendered her resignation and is no longer a member of the Board

Cllr Roger Gough acted as Chair in the absence of an appointed Chair of the Board.

2 Minutes of the previous meeting

The minutes of the meeting held on Friday 27th January 2023 were agreed as an accurate record.

3 Declarations of Interest

Cllr Stephen George declared a non-pecuniary interest in respect of agenda item 7, in that his brother-in-law sits on the Board at Sanctuary Housing Association.

4 Questions from the Public

Zoe Gordon, SELEP Business Engagement and Comms Manager, advised the Board that one Public Question had been received. She read the question and response to the Board.

Submission by Hastings Lines Commuter Group

“When will Queensway Gateway Road be fully open (for clarification directly connected to A21)?

As this is affecting the amount of time it is taking for commuters to reach train stations.”

Response provided by East Sussex County Council:

Work is ongoing to complete the Queensway Gateway Road project. Currently financial and contractual discussions are being undertaken between East Sussex County Council and Sea Change Sussex and until these matters are concluded we are not in a position to state a definitive timeline to the public on the completion of the project.

East Sussex County Council recognise the issues that this is causing to the public and the business community and remains committed to resolving the matter with Sea Change Sussex as soon as possible.

Response from SELEP/Accountability Board:

SELEP and the Accountability Board continue to closely monitor delivery of the Queensway Gateway Road project and will take appropriate action, in accordance with the Service Level Agreement in place between SELEP Ltd, East Sussex County Council and Essex County Council (as Accountable Body), should the project no longer be deliverable in accordance with the agreed Business Case.

5 SELEP Operations update

The Board received a report from Amy Ferraro, SELEP Governance Officer which was presented by Zoe Gordon, 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 included an update on risk management, compliance with the Assurance Framework and performance against governance KPIs.

Resolved:

1. **To Note** the proposed updates to the Assurance Framework (Appendix A) at Section 5 of the report.
2. **To Note** the update on Assurance Framework compliance monitoring and Governance KPIs at Appendices B and C of the report.
3. **To Note** the changes to the Risk Register at Appendix D of the report; and
4. **To Note** the updated Public Questions Policy at Appendix E of the report.

6 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 updated forecast to the 2022/23 budget including specific grants. In addition, an update on the funding position for 2023/24 was provided.

Resolved:

1. **To Approve** the updated 2022/23 SELEP revenue forecast budget set out in Table 1 of the report, including the specific funds summarised in Table 3 of the report.
2. **To Approve** the appropriation of £33,993 of the Sector Support Fund to the Operational Reserve to support the on-going operations of SELEP.
3. **To Approve** the appropriation of £927 of the Energy Strategy grant to the Operational Reserve to support the on-going operations of SELEP, specifically, towards Net Zero activities.
4. **To Note** the update on the 2023/24 funding position.

7 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 Board to consider the overall position of the Getting Building Fund (GBF) capital programme. The report included an update on those projects which have received approval for retention of GBF funding beyond March 2022 and provided an update on GBF spend to date.

In addition, the report set out requests from eight projects to retain their GBF funding allocations beyond March 2023, with all projects forecasting full GBF spend by 30 June 2023.

Resolved:

1. **To Note** the current forecast spend across the GBF programme for the 2022/23 financial year of £17.238m, as set out in Table 1 of the report.
2. **To Agree** the reported GBF spend on project delivery in Q1, Q2 and Q3 2022/23 of £7.373m, as set out in Table 1 and Appendix A of the report.
3. **To Agree** that Essex County Council (as responsible Upper Tier Local Authority) can have an extension until 12 April 2023 to repay the outstanding balance of £3.071m GBF following the removal of the Swan Modular Housing Factory project from the GBF programme. Noting that an extension request would have been brought forward prior to the 31 March 2023 (original repayment date) if the Board meeting had gone ahead as scheduled on 10 March 2023.
4. **To Note** the update on the Better Queensway project.

5. **To Agree** that the GBF funding allocation can be retained against the following projects for a further maximum period of 3 months (to 30 June 2023):

- 5.1. No Use Empty South Essex
- 5.2. ASELA LFFN – Phase 3
- 5.3. Better Queensway
- 5.4. Extension of full-fibre broadband rollout in Essex to reach rural and hard to reach premises
- 5.5. Tindal Square, Chelmsford
- 5.6. Jaywick Market and Commercial Space
- 5.7. Tendring Bikes and Cycle Infrastructure
- 5.8. Enterprise Centre for Horizon 120 Business and Innovation Park

6. **To Note** the deliverability and risk assessment, as set out in Appendix C of the report.

8 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 2022/23 of £13.5m excluding DfT retained schemes and increasing to £13.824m including DfT retained schemes, as set out in Table 2 and Appendix A of the report.

2. **To Agree** the reported LGF spend on project delivery in Q1, Q2 and Q3 2022/23 of £8.784m, as set out in Table 1 and Appendix A of the report.

3. **To Agree** the updated completion dates for the following projects which have experienced a delay of more than 6 months:

3.1. University of Essex Parkside - Phase 3 - project completion delayed from December 2022 to September 2023.

3.2. Hailsham/Polegate/Eastbourne Movement and Access Package – project completion delayed from March 2023 to March 2025.

4. **To Note** the deliverability and risk assessment, as set out in Appendix D of the report.

5. **To Note** the list of outstanding post scheme completion Monitoring and Evaluation reports, as set out in Appendix G of the report.

9 Beaulieu Park Station LGF Project Update Report

The Board received a report from Gary Macdonnell, Network Coordinator, Essex County Council and Howard Davies, SELEP Capital Programme Officer, the purpose of which was for the Board to receive an update on the Beaulieu Park Station Local Growth Fund (LGF) project (the Project) which has been identified as High risk.

Resolved:

1. **To Note** the update on the Project and the risks to project delivery which have been identified.

2. **To Note** a further update on the Project will be brought to the June 2023 Board meeting which will include confirmation of a complete funding package for both elements of the HIF project and Government approval for the change in funding approach and an update on the required track possessions.

10 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 progress update on the delivery of the Queensway Gateway Road Local Growth Fund (LGF) project (the Project).

Resolved:

1. **To Note** the latest update position on the delivery of the Project.

2. **To Agree** that the Board will be provided with a further update on the Project at its meeting in June 2023.

11 A28 Sturry Link Road LGF Project Update

The Board received a report from Kerry Clarke, Lee Burchill, Kent County Council and Howard Davies, the purpose of which was for the Board to receive an update on the A28 Sturry Link Road (LGF) project (the Project), which has been identified as High Risk.

Resolved:

1. **To Agree** to extend the deadline for the completion of the required land acquisition to 7 April 2025, noting that it was agreed at the November 2021 Board meeting that the remaining LGF funding would be transferred to Kent County Council on condition that the land acquisition be completed by 31 August 2023.

2. **To Agree** to extend the completion date of the Project from 31 December 2025 to 31 December 2026, which will align delivery of the Project with the housing developments.

3. **To Note** that a further update on the Project will be provided at the June 2023 Board meeting which will include:

- 3.1. an update on progress towards the completion of the land acquisition process; and
- 3.2. an update on land negotiations on the Sturry development

12 London Gateway/Stanford le Hope and Grays South LGF Project Update

The Board received a report from Kevin Munnelly, Assistant Director Regeneration and Place Delivery, Thurrock Council and Howard Davies, the purpose of which was for the Board to receive an update on the delivery of the following high risk Local Growth Fund (LGF) projects which are being delivered by Thurrock Council: London Gateway/Stanford le Hope and Grays South.

Resolved:

London Gateway/Stanford le Hope

1. **To Agree** to not automatically enact the removal and reallocation of the LGF funding from the project despite the requirements of the decision taken by the Board in September 2022 not being met. Noting that in November 2022, Thurrock Council indicated that an extension to the deadline for consideration of the revised Business Case would be needed, with the decision due to come forward at the postponed March 2023 Board meeting.

2. **To Agree** that a request for an extension to the deadline for consideration of the revised Business Case for the project can be presented at the June 2023 Board.

3. **To Note** that a further update on delivery of the project will be brought to the June 2023 Board meeting, which will include an update on progress with Phase 2 design options.

Grays South

1. **To Note** the latest position on the delivery of the project.

2. **To Agree** that the unspent £5.36m LGF funding, currently held by Thurrock Council, be placed on hold due to deliverability and affordability concerns and should remain on hold until it can be demonstrated that the project continues to comply with the requirements of the Assurance Framework.

3. **To Note** that the Board will be provided with a further update on the project, which will include an update on the progress of the current review process, including an indication of the findings at its meeting in June 2023.

13 Growing Places Fund 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 Agree** that, despite East Sussex County Council defaulting on the agreed repayment schedule for the Sovereign Harbour project, interest should not be charged on the overdue amount (£3.575m) for the period from 1 April 2023 to 31 March 2024 as required under the terms of the loan agreement. Noting that the default only arose as a result of the postponement of the 10 March 2023 Board meeting.
3. **To Agree** the proposed revised repayment schedule for the Sovereign Harbour project (as set out in Section 6 of the report) and agree that interest will not be charged on the remaining balance of the loan at this time subject to compliance with the proposed revised repayment schedule.
4. **To Agree** the proposed revised repayment schedule for the Eastbourne Fisherman's Quayside and Infrastructure Development project (as set out in Section 7 of the report), subject to provision of annual updates on the ongoing viability of the repayment schedule and agree that despite defaulting on the agreed repayment schedule, the application of interest on the outstanding balance can be waived subject to compliance with the proposed revised repayment schedule.

14 Any other Business

It was Cllr Rodney Chambers final SELEP Board meeting before he stands down at the next election and consequently Cllr Keith Glazier delivered some words of thanks to Cllr Chambers on behalf of the SELEP Ltd/the Board.

Cllr Chambers then addressed the Board, expressing his thanks to Members.

15 Date of Next Meeting

The Board noted that the next meeting will take place on Friday 16th June 2023, at the Launchpad at Southend Airport Business Park.

16 Urgent Business

None.

17 A28 Sturry Link Road Project update- CONFIDENTIAL APPENDIX A

The Board received A28 Sturry Link Road Project update - CONFIDENTIAL APPENDIX A