

Item 4 - Appendix C: LA/ LEP Integration Plan Templates

Introduction

This template was issued to all UTLAs on the 16th October by DLUHC. The paragraph below presents the guidance that was provided by DLUHC for completing the template. The sections that follow are the submissions to Government from East Sussex, Greater Essex and Kent and Medway.

Please note that all three submissions have S151 approval from each UTLA, however some still require formal political approval. DLUHC has confirmed that this can follow at the earliest opportunity.

DLUHC INTRODUCTION AND GUIDANCE

Government has [confirmed](#) that Local Enterprise Partnership (LEP) core functions – namely, business representation, local economic planning, and the delivery of Government programmes where directed – from April 2024 should be delivered by local authorities.

This template is intended to aid the process of integration and inform the direction of any future government funding. This document should be read in parallel with the [guidance](#) published on the integration of LEP functions into local and combined authorities on 4 August 2023. Government expects decisions on the transfer and delivery of current LEP functions to be made locally.

Government expects functions to be delivered over current or potential devolution deal geographies so far as possible. Outside of areas with an agreed devolution deal, it is expected that functions will be exercised by the upper tier local authority, working with other upper tier local authorities as appropriate. Where multiple upper tier local authorities operate within an area, only one return is necessary. The authority which submits the return on behalf of the whole area should ensure all upper tier local authorities have agreed to the return and copy it to the LEP Chair.

It is recognised that the formal process of transferring any assets, loans, investments, or liabilities between existing LEP(s) and local democratic institutions will require agreement between both parties. All parties must follow the relevant laws and regulations that apply, including having due regard for the Public Sector Equality Duty.

Any commercially sensitive information may be submitted in parallel to the main integration plan. The use of annexes is also recommended for non-sensitive issues where more detail is required.

Completed plans should be sent to the central LEP Integration inbox (LEP.Integration@levellingup.gov.uk), copying all relevant parties (all upper tier local authorities and LEP Chair) and the relevant Area Lead in the Cities and Local Growth Unit.

*The deadline for submission of this plan to Government is **23:59hrs on Thursday 30 November 2023** or earlier if possible, to help inform future funding decisions.*

Area: East Sussex

SECTION 1: CORE INFORMATION

Core details and current arrangements	
1.1 Name of LEP which is to be integrated.	South East Local Enterprise Partnership (SELEP).
1.2 Name(s) of upper tier authority or authorities into which LEP functions are being integrated.	<p>East Sussex County Council (ESCC)</p> <p>SELEP contains six upper tier local authorities (UTLAs): East Sussex County Council, Essex County Council, Kent County Council, Medway Council, Southend on Sea City Council and Thurrock Council.</p> <p>LEP functions are being integrated into the three larger UTLAs as follows:</p> <ul style="list-style-type: none"> - East Sussex County Council. - Kent County Council (to include Medway Council). - Essex County Council (to include Southend on Sea City Council and Thurrock Council).
1.3 Current relationship with the LEP	<p>Each of the six UTLAs listed above are members of the South East Local Enterprise Partnership, acting as local accountable body for the projects and programmes in their respective areas (Essex CC is the overall Accountable Body for the LEP). East Sussex collates information for East Sussex based LGF, GBF and GPF projects on behalf of SELEP.</p> <p>A joint partnership agreement is in place between SELEP Ltd and the six UTLAs, with each UTLA having a seat on the SELEP Accountability Board, responsible for approving all major funding decisions and ensuring those investment decisions are made in a democratic, transparent and public forum with full due process.</p> <p>Each UTLA Leader, including the Leader of ESCC, is also a Company Director of SELEP Ltd, with a seat at the SELEP Strategic Board.</p> <p>ESCC provides a secretariat function to Team East Sussex (TES), one of SELEP's four federated boards (see section 3 below).</p> <p>ESCC also manages the contract for the Business East Sussex (BES) Growth Hub on behalf of SELEP.</p> <p>Senior officers from East Sussex County Council meet regularly with SELEP to discuss and agree activities and priorities and ensure a two-way flow of information between SELEP and the federated area of East Sussex. They also ensure that the area is fully represented in SELEP's network and partnership groups.</p>
Integration leads	
1.4 Contact details for integration leads	<p>East Sussex County Council:</p> <p>Richard Dawson, Head of Economic Development, Skills, Culture and Infrastructure 07917 210721 Richard.Dawson@eastsussex.gov.uk</p> <p>SELEP:</p> <p>Helen Russell, Chief Executive Officer 07795 257810 Helen.Russell@Southeastlep.com</p>

SECTION 2: GEOGRAPHY

Geography

2. Please set out the proposed geography for the delivery of LEP functions from April 2024.

Answers should confirm whether the proposed geography is coterminous with the current LEP geography. If not, answers should confirm that the proposed geography constitutes a functional economic area (FEA), with reference to the size of population, local travel to work areas (TTWAs) and any other relevant drivers of the local economy.

Where multiple upper tier local authorities operate across the proposed geography, you should confirm the governance arrangements and that service provision will be ensured across the whole geography – no authority should be left out and all parties should agree the arrangements.

From April 2024, LEP functions will be delivered by the three larger UTLA areas of SELEP – East Sussex, Essex and Kent – each constituting a functional economic area.

Essex is to include Southend on Sea and Thurrock, and so Essex CC will ensure that appropriate governance arrangements are in place to continue service provision across all three authorities. Similarly, Kent is to include Medway, so Kent CC will ensure that appropriate governance arrangements are in place to continue service provision across both authorities.

East Sussex will continue to include the geographical area covered by East Sussex County Council (ESCC), with continued alignment to the current Team East Sussex (TES) federated board arrangement. Governance will sit with ESCC. Note that the total population of East Sussex is 545,900*.

Overall, this proposed geography is coterminous with the current geography of the South East LEP, as all of the constituent authorities are included.

*ONS Census 2021

SECTION 3: BUSINESS VOICE

Current and future activity

3. Please set out how you intend to embed a strong, independent, and diverse local business voice into local decision-making across the area. Answers should cover the following points:

- (a) **Proposed model & governance structure** (e.g., a stand-alone business board, sub-board, or other structure)
- (b) **Membership** (including the mix, balance and diversity of independent business members and any other partners drawn from outside of the business community)

SELEP currently operates a ‘federated’ model of governance, with four sub-boards across its geography allowing for even more localised decision making. The federated sub-board for the county of East Sussex is *Team East Sussex* (TES).

Team East Sussex mirrors the LEP in that it is a *business-led*, private/public body, with representation from business members and business representative bodies (including the FSB and Chambers of Commerce), the voluntary and community sector, further education, higher education and the local authority leaders of all of the county, borough and district councils. TES Board membership is currently 59% private to 41% public sector.

As well as being a federated SELEP sub-board, TES is also the strategic advisory economic growth board for the county, with a primary aim to drive forward economic growth and prosperity in the county of East Sussex. In pursuit of this aim, TES currently has the following key functions: Strategic direction and oversight; Pipeline development and capital programme oversight; Project consideration (prioritisation); Lobbying and promotion; Engagement; and SELEP activities. TES is supported by East Sussex County Council officers in a secretariat capacity.

Moving forward, TES has the ongoing support of the County Council and partners *to continue to operate beyond the life of SELEP as the independent, business-led, strategic oversight/advisory economic growth board for the county, providing the voice of business in steering our economic growth agenda*. TES will continue to review its

membership to ensure as broad a representation as possible across business sectors and the local geography, and when the government issues a new framework in early 2024 (to replace the National Local Growth Assurance Framework), the TES Terms of Reference will be updated accordingly.

TES has also established a series of thematic subgroups to help drive forward activity in some of its key sectors, including Business, Culture and Tourism, Housing and Commercial Development, Environment, and Skills. Similar to TES, these active working groups are partnerships of private and public sector, plus social enterprise, education providers and more, ensuring all of the key stakeholders for each sector are represented, with a strong business voice. The Business subgroup in particular enables even broader business engagement, exploring key economic issues affecting the private sector in the county, as well as acting as a steering group to our local Growth Hub. Subgroup activity is regularly reported to TES for information and endorsement, and TES will continue to give consideration to creating new subgroups for areas of particular interest or need.

Government guidance is clear that UTLAs are encouraged to create, or continue to engage with, an Economic Growth Board (or similar) made up of local business leaders and relevant representative bodies, in order to provide the view of local businesses as part of regional decision making, and to work with local leaders to create a broad economic strategy for the area.

The guidance states that business representative boards should follow a series of principles for ensuring business representation in local decision-making. These include: Involving business representative organisations (such as a local Chamber of Commerce, the Federation of Small Businesses, or the designated Employer Representative Body developing the Local Skills Improvement Plan (LSIP)); Including a diverse range of businesses related to local economic strengths and priorities (including businesses of all sizes and which are geographically diverse, e.g. urban, rural, coastal businesses as appropriate to the local area); Ensuring a diversity of voices; and Having a clear conflict of interest policy. *In East Sussex, Team East Sussex already fully meets that brief, with representation on all the above from business representative organisations and businesses on its board, and with established terms of reference and policies in place.*

TES has previously overseen the development of the county's Growth Strategy for 2014-20, the post-pandemic Economy Recovery Plan in 2020, and is currently overseeing the development of a new East Sussex Economic Growth Strategy for 2024+.

SECTION 4: PROJECTS, PROGRAMMES AND SERVICES

Current and future activity

4.1 Please list the projects, programmes and services currently delivered by the local LEP.

In each case you should indicate whether, subject to receiving equivalent funding, the upper tier local authority/authorities would continue to undertake each activity.

Where a different set of functions/services is being delivered for a neighbouring area, you should repeat the exercise for that area.

You do not need to include LEP activity delivered in a private capacity.

Title	Short Description (1-2 sentences)	Will the activity continue once the LEP is integrated? (subject to future funding)	
		Yes	No
Economic Strategy	A new East Sussex Economic Growth Strategy for 2024 onwards is currently being developed and will underpin the delivery of former LEP functions in East Sussex.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Local Growth Board	TES will continue to operate but will review its structure and activity prior to March 2024 to ensure alignment with post-LEP functions and	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	the new economic strategy. ESCC will continue to provide TES' secretariat function.		
Capital Grant funded programmes: Local Growth Fund (LGF) and Getting Building Fund (GBF)	Oversight of LGF and GBF grant programmes in East Sussex, including ongoing financial claims and post-completion evaluation and monitoring as appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Capital Loan funded programmes: Growing Places Fund (GPF)	Oversight of GPF loan programme in East Sussex, including ongoing monitoring and evaluation and establishing arrangements for future deployment of returned GPF loan funding.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Accountable body role, as defined by DLUHC	Establish ESCC in to-be-defined AB role, ensuring all appropriate functions transferred from SELEP. Ongoing capital programme management, reporting and decision making as the new Accountable Body will be required for future years both internally and to DLUHC.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Existing data and reports	SELEP reports, data and analysis to be shared with ESCC, or an agreed 'archive' to be set up with legacy arrangements in place for ESCC and partners to access the data.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
State of the Region Report	ESCC already produces its own State of the County report which will replace this.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Skills Data	ESCC will make use of other publicly available skills datasets and LSIP generated skills data.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SELEP Partnership and Network groups	Team East Sussex (TES) to be retained as an informal partnership acting as the strategic oversight / advisory economic growth board for the county of East Sussex, providing the voice of business. ESCC to consider whether East Sussex CC and/or other East Sussex representatives' involvement will be wanted/needed in any of the SELEP working groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Town Boards	Representation on Hastings and Newhaven Town Deal Boards to be achieved through nominated TES business members.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Greater South East Net Zero Hub	Current SELEP member on board will initially be replaced by a UTLA representative from across SELEP region. The future intention is to have one representative from each of the three economic areas, including ESCC. To be determined by GSENZ hub board and any change to their terms of reference.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
South East Business Hub (SEBH) Growth Hub	The SELEP South East Business Hub (SEBH) Growth Hub to be drawn to a close.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
East Sussex Growth Hub	The Business East Sussex (BES) Growth Hub which is an in-house run service will continue operating fully independent of SELEP from April 2024, contracted with and reporting directly to the Government Department for Business and Trade (DBT).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Growth Hub websites	SELEP Growth Hub websites to be discontinued in March 2024, to be replaced in East Sussex by a BES Growth Hub page on the ESCC website.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Match and other funding commitments	Options for alternative or additional sources of funding for a possible enhanced Growth Hub offer to be explored.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Business Support	This will continue through the Business East Sussex (BES) Steering Group, BES Providers Group, and the activities of the BES Growth Hub and wider ESCC Economic Development Team.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SECTION 5: DELIVERY AND APPROVALS

Governance of the integration process		
5.1 (a) What mechanisms will be in place to manage the integration process at the local level?		
<p>ESCC teams have been fully involved in the transition process since early summer 2023, including colleagues in our Legal, Finance, Governance Services, Economic Development, Audit, Communications, Research & Information, and Major Projects & Growth departments. All of these teams have contributed to the development of the SELEP Integration Plan and our own East Sussex Integration Plan.</p> <p>As we continue to move through the integration process, colleagues stand ready to respond to any updated Government guidance (expected January 2024) and will revise the above draft plans accordingly. We are also prepared to establish new governance and monitoring/reporting procedures to align with the anticipated new Government framework (to replace the National Local Growth Assurance Framework), and will update the Team East Sussex (TES) Terms of Reference as necessary.</p> <p>Throughout the process, senior managers including the ESCC S151 Officer, the TES Chair and the Leader of the County Council have been fully briefed on progress and are involved in the approvals process (see 5.2 below).</p>		
5.1 (b) If the existing LEP is intending to formally cease operation and dissolve following its integration, who will be responsible for managing the transition and any legacy issues?		
<p>SELEP <u>is</u> intending to formally cease operation following its integration from April 2024.</p> <p>Throughout the current transition period, SELEP has worked closely with its six UTLAs, including ESCC, on developing the SELEP Integration Plan, and all of these organisations are continuing to work closely together on the plan’s implementation. At a local level, ESCC has developed its own East Sussex Integration Plan, arranging the activities of the SELEP plan into county-specific actions, to ensure timely progress and a smooth transition of LEP functions locally.</p> <p>The current accountable body for SELEP is Essex CC, who has formal responsibility for managing the transition and any legacy issues, in close cooperation with the other five UTLAs. From April 2024, ESCC will take on local accountable body status, and will manage any local legacy issues. Overall responsibility for managing this at ESCC sits with the Head of Service for Economic Development, Skills, Culture and Infrastructure.</p>		
Approvals		
5.2 Has this integration plan been agreed by the relevant boards/persons in both the local LEP(s) and local authority/authorities?	Yes <input checked="" type="checkbox"/>	No £
<p>Please copy all relevant parties (including the Chair of the local LEP(s)) when you submit this plan.</p> <ul style="list-style-type: none"> • SELEP Strategic Board approval of draft SELEP Integration Plan, 13 October 2023. Board members from East Sussex CC Leader and 3 x TES business members supported this decision. • ESCC Corporate Management Team (CMT) note and endorse SELEP Integration Plan and draft East Sussex Integration Plan, 22 November 2023. • Team East Sussex approval of SELEP Integration Plan and draft East Sussex Integration Plan, 4 December 2023. TES board members approve including ESCC Leader. • SELEP Strategic Board approval of SELEP Integration Plan, 8 December 2023. Board members from East Sussex CC Leader and 3 x TES business members intend to support this decision. • ESCC Cabinet Briefing to consider SELEP Integration Plan and East Sussex Integration Plan, 10 January 2024. • Team East Sussex approval of SELEP Integration Plan and East Sussex Integration Plan, 29 January 2024. • ESCC Cabinet approval of SELEP Integration Plan and East Sussex Integration Plan, 5 March 2024. • To be determined if required - ESCC Full Council approval of SELEP Integration Plan and East Sussex Integration Plan, 19 March 2024. 		

NB – Dates are indicative.

At East Sussex CC, this Government 'LA/LEP integration plan template' has been agreed by: the Leader; the Corporate Director for Communities, Economy and Transport; the Chief Finance Officer (S151 Officer); and the Chair of Team East Sussex.

Area: Essex, Southend-on-Sea and Thurrock

SECTION 1: CORE INFORMATION

Core details and current arrangements	
1.1 Name of LEP which is to be integrated.	South East LEP (SELEP)
1.2 Name(s) of upper tier authority or authorities into which LEP functions are being integrated.	Essex County Council, Southend-on-Sea City Council, Thurrock Council,

<p>1.3 Current relationship with the LEP</p>	<p>SELEP is registered as SELEP Ltd, a company limited by guarantee. The SELEP Ltd is nil return and acts through Essex County Council as Accountable Body.</p> <ul style="list-style-type: none"> • ECC Leader is a board director for SELEP and also sits on the SELEP Accountability Board • ECC manages the contract for the Business Essex, Southend and Thurrock (BEST) Growth Hub on behalf of SELEP. • ECC collates monitoring information for Essex County Council based LGF, GBF and GPF projects on behalf of SELEP. • ECC is a Board Member of both Opportunity South Essex (OSE) and Success Essex Board (SEB) <p>Southend on Sea City Council is directly delivering a number of projects within the SELEP capital programme and collates LGF, GBF and GPF monitoring information on their behalf.</p> <ul style="list-style-type: none"> • The Leader of Southend on Sea City Council is a Board Director for SELEP and also sits on the SELEP Accountability Board. • The Council is also represented on Opportunity South Essex (OSE), one of the four federated boards which sit under the Strategic Board. <p>Thurrock Council is delivering a number of projects within LGF and GBF and collates monitoring information on their behalf. Thurrock currently has no active projects associated with GPF.</p> <ul style="list-style-type: none"> • The Leader of Thurrock Council is a SELEP Strategic Board Director and sits on the SELEP Accountability Board. • Thurrock Council is also represented on Opportunity South Essex (OSE), one of the four federated boards which sit under the Strategic Board.
<p>Integration leads</p>	
<p>1.4 Contact details for integration leads</p>	<p><i>[Please provide contact details for senior working-level contacts within local authority/authorities and the existing LEP(s)]</i></p> <p>ECC Tristan Smith – Tristan.smith@essex.gov.uk Lorna Norris - Lorna.Norris@essex.gov.uk S151 - Stephanie Mitchener Stephanie.Mitchener@essex.gov.uk Essex Legal - Susan Moussa Susan.Moussa@essex.gov.uk</p> <p>Southend on Sea City Council Tim Rignall, Capital Programme Manager – timrignall@southend.gov.uk Pete Bates, Deputy Director of Finance and S151 – petebates@southend.gov.uk Kim Sawyer, Director of Legal Services – kimsawyer@southend.gov.uk</p> <p>Thurrock Kate Kozvola-Boran, Head of Employability & Skills - KKBoran@thurrock.gov.uk S151 – Steven Mair, Interim Director of Finance - Steven.Mair@thurrock.gov.uk Kevin Molloy, Legal Services- KMolloy@thurrock.gov.uk</p>

SELEP

Helen Russell – helen.russell@southeastlep.com

SECTION 2: GEOGRAPHY

Geography

2. Please set out the proposed geography for the delivery of LEP functions from April 2024.

Answers should confirm whether the proposed geography is coterminous with the current LEP geography. If not, answers should confirm that the proposed geography constitutes a functional economic area (FEA), with reference to the size of population, local Travel To Work Areas (TTWAs) and any other relevant drivers of the local economy.

Where multiple upper tier local authorities operate across the proposed geography, you should confirm the governance arrangements and that service provision will be ensured across the whole geography – no authority should be left out and all parties should agree the arrangements.

The geography of Greater Essex as a UTLA lead is not coterminous with the current geography of SELEP, which also includes Kent (including Medway) and East Sussex. Greater Essex includes three UTLAs – Essex County Council, Southend on Sea City Council and Thurrock Council.

The proposed geography to integrate LEP Functions is across Greater Essex which has a combined population of 1,862,848 (2021 census) and a business base of 80,440 (UK Business Counts 2023). This geography covers:

- Essex County Council - with a population of 1,506,345 and a business base of 66,520
- Southend City Council - with a population of 180,601 and a business base of 7,025
- Thurrock Council - with a population of 175,902 and a business base of 6,895

Greater Essex, as a Functional Economic Area, is currently working towards a Level 2 Devolution Deal. If a Devolution Deal is agreed with Government, it will be necessary for Greater Essex UTLA's to deliver interim arrangement across Greater Essex before LEP Functions move across to the proposed Combined County Authority (CCA). Should a devolution deal not be agreed with Government, the interim arrangements agreed will continue.

To ensure that LEP functions are delivered effectively over the potential devolved geography of Greater Essex prior to a Combined Authority being in place, Essex County Council, Southend on Sea City Council and Thurrock Council will establish a Partnership Agreement. This agreement will clarify how the UTLA's will work together to:

- Embed a strong independent and diverse business voice into local democratic institutions,
- Carry out strategic economic planning for Greater Essex
- Continue delivery of existing Government Programmes, including the Growth Hub.
- Take responsibility for and deliver new Government programmes (as directed)

As part of the Partnership Agreement UTLAs will set out arrangements for working closely with District Council partners across Greater Essex.

Approach to legacy Capital Programmes

It has been agreed that each of the UTLAs within the SELEP area will become the Accountable Body for legacy Capital projects (those awarded funding before 31st March 2024) within their geographical boundary from 1st April 2024. The three Greater Essex UTLAs agree that they will be responsible for the delivery and monitoring of the legacy Capital programmes within their areas and will undertake the functions that are currently undertaken by Essex County Council as the Accountable Body for SELEP.

Each upper tier authority will be accountable for providing the assurances and reporting to Central Government directly and will be responsible for any monitoring and reporting that relates to legacy Capital projects within their geographical areas. These arrangements include the ongoing management via a new Assurance Framework related to existing LGF, GPF and GBF funding programmes.

SECTION 3: BUSINESS VOICE

Current and future activity
<p>3. Please set out how you intend to embed a strong, independent, and diverse local business voice into local decision-making across the area. Answers should cover the following points:</p> <p>(c) Proposed model & governance structure (e.g., a stand-alone business board, sub-board, or other structure) (d) Membership (including the mix, balance and diversity of independent business members and any other partners drawn from outside of the business community)</p>
<p>Proposed Model</p> <p>Given the proposed Devolution Deal, Greater Essex UTLA’s are already establishing new strategic relationships with businesses and will continue to work closely with these businesses to shape future arrangements. UTLA’s will collaborate closely with business representative organisations, District Councils and other relevant partners to establish a new Business Board arrangement as part of the integration of LEP functions and to support future devolution arrangements. If there is no Devolution Deal, then arrangements will be developed with Greater Essex Leaders and Chief Executives alongside a new Business Board/Greater Essex Economic Partnership and shared economic ambitions. The outcome of Devolution discussions is still outstanding at the time of submitting this template.</p> <p>New Business Board arrangements will replace the existing LEP arrangements, delivered through the federated boards of Success Essex and Opportunity South Essex. These arrangements will take into account further guidance expected from Government in January 2024.</p> <p>A full open and transparent recruitment process will take place to create the new board. The Greater Essex UTLA’s (and then the proposed CCA) providing management and secretariat functions for these arrangements.</p> <p>Membership</p> <p>While the structure and make up of the new Board, which will work closely with current Leader and Chief Executives and the future CCA when established and the associated policies (including Terms of Reference and Conflict of Interest) are still to be agreed the Board is likely to include:</p> <ul style="list-style-type: none"> • The Board will be representative of the economic regions of Greater Essex • Mix of North/South Greater Essex businesses – to ensure that the geographical diversity of the County is fully represented providing a voice to urban, rural and coastal business as well as those linked to the economies of London and the Cambridge Corridor. • Business intermediary organisations such as Chamber of Commerce and Federation of Small Businesses • LSIP Board Representation • Sector representation with a focus on our strategic economic priorities • Diversity in terms of business size • EDI considerations

SECTION 4: PROJECTS, PROGRAMMES AND SERVICES

Current and future activity		
<p>4.1 Please list the projects, programmes and services currently delivered by the local LEP. <i>In each case you should indicate whether, subject to receiving equivalent funding, the upper tier local authority/authorities would continue to undertake each activity.</i> <i>Where a different set of functions/services is being delivered for a neighbouring area, you should repeat the exercise for that area.</i> <i>You do not need to include LEP activity delivered in a private capacity.</i></p>		
Title	Short Description (1-2 sentences)	Will the activity continue once the LEP is integrated? (subject to future funding)

		Yes	No
Growth Hub	It is envisaged that the BEST (Business Essex, Southend and Thurrock) Growth Hub, which is currently managed by ECC on behalf of Greater Essex, will continue to be managed by ECC on behalf of Greater Essex via a direct contract with Government for 2024-25. This proposal is dependent on a timely announcement from the Govt for Growth Hub funding for 2024-25. Any arrangements beyond this date will depend both on an announcement of further funding and the position of the proposed CCA.	<input checked="" type="checkbox"/>	£
Economic Strategy	The three UTLA's will work together in line with Devolution objectives to develop an Economic Strategy for the proposed CCA.	<input checked="" type="checkbox"/>	£
Monitoring/Reporting on Legacy Capital Programmes	Proposed to be managed by the three UTLAs with current responsibility for overseeing specific ongoing GPF, LGF and GBF projects. Any GPF funding available is likely to be held until the formation of the new CCA as amounts of funding and timescales available are not conducive to a quick reallocation. If there is no new CCA then the UTLAs working with the Greater Essex Business Board will design and publish a call for project proposals.	<input checked="" type="checkbox"/>	£
Partnerships and Networks	There are three groups which will continue to be resourced for an initial period of 12 months. Housing and Development Group (joint working link between business, public sector, DLUHC, Homes England and LGA) South East Creative Economy Network) (works to accelerate growth in the digital, creative and cultural sector) Major Projects Group (Major projects across the SELEP Area) A further review of the arrangements for these three groups will be completed after 12 months.	<input checked="" type="checkbox"/>	£
Clean Growth Group	This will be picked up through membership of the Greater South East Net Zero Hub. Greater Essex representation will be clarified in the Partnership Agreement. At time of submission there is only 1 seat for the SELEP area, it is therefore hoped that 3 seats will be created to account for integrated LEP arrangements across the SELEP geography.	<input checked="" type="checkbox"/>	
Data and Intelligence	ECC, Southend and Thurrock will continue to produce relevant economic data and intelligence to support strategic planning.	<input checked="" type="checkbox"/>	

SECTION 5: DELIVERY AND APPROVALS

Governance of the integration process

5.1 (a) What mechanisms will be in place to manage the integration process at the local level?

The Partnership Agreement will formalise mechanisms and arrangements to manage the integration process at a Greater Essex level. The agreement will clearly articulate the functions and responsibilities assigned to each UTLA and those which are to be completed at a Greater Essex level. Greater Essex is currently in discussion with Government around a Level 2 Devolution Deal and the precise nature of arrangements will be determined once those conversations are concluded. If a deal is concluded arrangements at a Greater Essex level will focus on a shadow Combined Authority until the new CCA is formally established from summer 2024 at the earliest. If there is no deal, then arrangements will focus on a Greater Essex Leaders and Chief Executives meeting alongside a new Greater Essex Business Board/Greater Essex Economic Partnership.

Essex County Council is currently the Accountable Body for SELEP creating an understanding of the level of agreements, contractual obligations and responsibilities to Government that this entails. It is anticipated that transition and integration will be relatively smooth and timewise dependent on internal governance processes which in turn are reliant on Govt decisions.

ECC, Southend on Sea City Council and Thurrock Council are working in conjunction with SELEP, Kent County Council (KCC), Medway Council and East Sussex County Council (ESCC) to develop a comprehensive LEP transition plan. Recognising the differences in approach across each of the UTLA areas KCC, Medway, ESCC and the Greater Essex authorities are developing their own integration plans which detail how LEP functions will be delivered once SELEP ceases to exist on 31 March 2024. This involves supporting each of the five transition workstreams through officer engagement and regular meetings. This is subject to receiving equivalent funding enabling the upper tier local authority/authorities would continue to undertake each activity.

Within ECC internal discussions are ongoing between the current delivery teams, Essex Legal Services, Essex Finance and the Accountable Body to ensure that the correct governance is in place with ECC to facilitate the handover of agreements between ECC and SELEP to be replaced by agreements between ECC and DLUHC.

Officers from ECC, Southend and Thurrock are holding regular meetings to address the details behind each of the proposals above. These meetings look at an appropriate division of functions and the establishment of clear timelines both of which require regular Director and Member level engagement and agreement across the three partner UTLA's.

Southend on Sea City Council has established an internal working group comprising S151, legal, HR and delivery teams to help ensure that robust arrangements are established in taking on LEP functions. These arrangements will also ensure that appropriate governance is in place and that key decisions are taken as appropriate. The Council has considerable experience in working with external funders to deliver capital projects/programmes and has well established processes and procedures in place to ensure that accurate and timely reports are prepared and that they have the necessary approvals. The Council has also stepped in to support Opportunity South Essex (as a federated board of SELEP) to 31 March 2024 and will ensure that the board has the opportunity to see and approve transition and integration plans. The next OSE Board meeting on 8 December 2023 will receive the SELEP transition plan, the Greater Essex Integration Plan and a copy of this template for approval.

Thurrock Council has allocated dedicated representatives to each of the 5 SELEP transition workstreams with additional specialist support from colleagues in finance, legal and HR. Decision making and governance are facilitated using Thurrock's existing governance processes and structures engaging senior leadership, S151, and elected Members. A full Cabinet review is scheduled for February 2024.

5.1 (b) If the existing LEP is intending to formally cease operation and dissolve following its integration, who will be responsible for managing the transition and any legacy issues?

ECC, Southend on Sea City Council and Thurrock Council are working in conjunction with SELEP, Kent and Medway and East Sussex to develop a comprehensive transition plan that identifies the functions to be transferred to UTLA's. Each area is working on its own Integration Plan recognising the differences in approach across each of the

geographical areas. This involves supporting each of the five workstreams through officer engagement and regular meetings.

Essex County Council has requested to be released from its responsibilities as Accountable Body of the South East Local Enterprise Partnership with effect from 1 April 2024 and that any obligations in respect of monitoring capital projects not in its geographical area will cease on 1 April 2024, including any legacy obligations.

The Greater Essex Integration Plan makes it clear which functions are to be transferred to a 'new' Greater Essex arrangement and those which will be transferred to one of the UTLAs. The detail of future management arrangements depends, to an extent, on ongoing devolution conversations. If a deal is concluded, arrangements at a Greater Essex level will focus on transition arrangements until the new CCA is formally established. If there is no Devolution Deal, then arrangements will be developed with Greater Essex Leaders and Chief Executives alongside a new Business Board/Greater Essex Economic Partnership and shared economic ambitions.

It is proposed that from 1 April 2024, Essex County Council, Southend-on-Sea City Council and Thurrock Council shall each be the Accountable Body for legacy Capital projects within each of their respective geographical areas.

Each ULTA agrees that it shall perform and discharge all the obligations in respect of the capital projects in its geographical area with effect from 1 April 2024 and shall be the Accountable Body and responsible for any monitoring and reporting to Government directly in respect of any period on or before 1 April 2024 and thereafter.

At Southend the LGF, GBF and GPF capital programmes have already been integrated into existing governance processes including Capital Programme Delivery Board, Corporate Leadership Team and Cabinet. These arrangements will be continued and enhanced to ensure that there is appropriate approval and sign off of returns to Government. The internal audit and finance teams will support the S151 Officer in signing off future returns.

At Thurrock the Capital Board oversees all capital programmes, including those funded by LGF, GBF and GPF. The Capital Board will oversee the set up of the Accountable Body function for these funding streams and will continue to monitor delivery of the capital projects funded from these work streams. As with all returns to government, the s151 Officer will approve these.

Approvals

5.2 Has this integration plan been agreed by the relevant boards/persons in both the local LEP(s) and local authority/authorities?	Yes £	No £
Please copy all relevant parties (including the Chair of the local LEP(s)) when you submit this plan.		

[Please provide further details, as required, on who is supporting the plan]

SELEP's Board agreed the first draft of its Integration Plan at a Strategic Board Meeting on 13 October 2023. Board members from ECC, Southend and Thurrock supported this decision. A final version will be presented to the Board on 8 December.

Work is now ongoing to develop a Greater Essex Integration Plan which provides assurance that appropriate arrangements have been made to take on the SELEP functions from 1 April 2024.

The integration plan is being developed by officers from Essex County Council, Southend on Sea City Council and Thurrock Council as the three UTLA's for Greater Essex. Each of the three authorities has slightly different arrangements for approval of the integration plan:

At ECC, this plan will be formally agreed politically through a Cabinet Member Action by January 2024, which will be approved by s151 as part of the governance process. The submission of this template has been endorsed by the ECC s151.

At Southend this template has been approved by the S151 Officer. This plan will be formally agreed politically through a Cabinet decision in January 2024. The speed of this work alongside the ongoing devolution conversations meant that it was not possible to achieve Cabinet approval prior to submission.

At Thurrock this template has been approved by the Interim Director of Finance s151 Officer and the Leader has been consulted. The template alongside Transition and Integration Plans will be submitted to 27 February 2024 Cabinet meeting for consideration.

The next OSE Board meeting on 12 December 2023 will receive the SELEP transition plan, the Greater Essex Integration Plan and a copy of this template for approval.

Area: Kent and Medway

SECTION 1: CORE INFORMATION

Core details and current arrangements	
1.1 Name of LEP which is to be integrated.	South East Local Enterprise Partnership (SELEP)
1.2 Name(s) of upper tier authority or authorities into which LEP functions are being integrated.	Kent County Council (KCC) and Medway Council (MC)
1.3 Current relationship with the LEP	<p>Both KCC and MC work very closely on a day-to-day basis with SELEP as follows:</p> <p>Kent:</p> <ul style="list-style-type: none"> • KCC's Leader is a board director for SELEP • KCC provides a secretariat function for the Kent & Medway Economic Partnership (KMEP), one of four federated boards under SELEP • KCC manages the contract for the Kent & Medway Growth Hub on behalf of SELEP • KCC collates monitoring information for Kent-based LGF, GBF and GPF projects on behalf of SELEP <p>Medway:</p> <ul style="list-style-type: none"> • MC's Cabinet Member for Economic and Social Regeneration & Inward Investment is also a board director for SELEP

	<ul style="list-style-type: none"> MC collates monitoring information for Medway-based LGF, GBF and GPF projects on behalf of SELEP <p>Senior officers from KCC and MC meet regularly with SELEP to discuss and agree activities and priorities and ensure a two-way flow of information between SELEP and the federated area of Kent & Medway. They also ensure that the area is fully represented in SELEP’s network and partnership groups.</p> <p>The MC Director of Place was previously Chief Executive Officer of SELEP for seven years and has complete understanding of the various LEP workstreams required for integration.</p>
Integration leads	
1.4 Contact details for integration leads	<p>SELEP: Helen Russell, CEO Helen.Russell@Southeastlep.com, 07795 257810</p> <p>KCC: Steve Samson, Interim Head of Economy steve.samson@kent.gov.uk, 03000 417167</p> <p>MC: Sunny Ee, Assistant Director, Regeneration, sunny.ee@medway.gov.uk, 01634 331030</p> <p>Jessica Jagpal, Strategy & Investment Programme Manager jessica.jagpal@medway.gov.uk, 01634 331544</p>

SECTION 2: GEOGRAPHY

Geography
<p>2. Please set out the proposed geography for the delivery of LEP functions from April 2024.</p> <p>Answers should confirm whether the proposed geography is coterminous with the current LEP geography. If not, answers should confirm that the proposed geography constitutes a functional economic area (FEA), with reference to the size of population, local travel to work areas (TTWAs) and any other relevant drivers of the local economy.</p> <p>Where multiple upper tier local authorities operate across the proposed geography, you should confirm the governance arrangements and that service provision will be ensured across the whole geography – no authority should be left out and all parties should agree the arrangements.</p> <p>The proposed geography for the delivery of LEP functions from April 2024 is Kent and Medway (i.e. the 12 Districts covered by Kent County Council and the Unitary Authority area of Medway). This is a functional economic area which has been one of the four federated areas within the wider SELEP geography. KCC has submitted an Expression of Interest to DLUHC regarding a potential devolution deal in August 2023. Medway Council was not, by mutual agreement, a signatory of that EoI, but both Councils are committed to working together on securing the best arrangements for Kent and Medway.</p> <p>The total population of Kent and Medway is 1,858,300 (KCC area 1,578,500, Medway area 279,800).</p> <p>The area is not coterminous with SELEP but is the area covered by one of SELEP’s four federated boards.</p> <p>The Kent and Medway economies are interdependent with external factors affecting both areas (skills, transport infrastructure etc.) and with many businesses, education providers and public sector agencies operating across the whole Kent & Medway geography.</p>

Governance arrangements for LEP functions will be as follows:

KCC and MC will take shared responsibility for coordinating the leadership and implementation of LEP functions across Kent & Medway from April 2024 including business representation, economic strategy and the delivery of government programmes (see section 4 below). It is proposed that KCC and MC will each become their own Accountable Body responsible for monitoring their own existing capital (SELEP legacy) programmes including Local Growth Fund, Getting Building Fund and Growing Places Fund. Arrangements for any future funding streams will be decided by mutual agreement between KCC and MC considering government requirements and local need and priorities in the two upper tier local authority areas, underpinned by a partnership agreement to be put in place.

The Kent & Medway Economic Partnership will play a key role in decisions linked to the implementation of the Kent & Medway Economic Framework, future investments and responding to challenges and opportunities.

SECTION 3: BUSINESS VOICE

Current and future activity

3. Please set out how you intend to embed a strong, independent, and diverse local business voice into local decision-making across the area. Answers should cover the following points:

- (e) Proposed model & governance structure** (e.g., a stand-alone business board, sub-board, or other structure)
- (f) Membership** (including the mix, balance and diversity of independent business members and any other partners drawn from outside of the business community)

Proposed Model & Governance:

The **Kent & Medway Economic Partnership** (KMEP) is currently a federated board of the South-East LEP and consists of 33 board members. It will operate independently of SELEP from April 2024 and will provide strategic oversight of activity related to the economic growth agenda for Kent & Medway. The board consists of 17 business/private sector representatives including a series of individual business leaders across transport, horticulture, marketing, development, creative industry, manufacturing, and healthcare. In addition, and as part of the 17 private sector representatives, the KMEP board includes Kent Invicta Chamber of Commerce, the Federation of Small Businesses and the Institute of Directors. There are then 16 public sector representatives consisting of the 14 Local Authority Leaders for Kent & Medway and two education representatives (one for HE and one for FE). The board is chaired by a nominated private sector business leader and the board will play a key role in shaping economic growth in the county and Medway from April 2024. This will include co-developing and endorsing strategic economic plans, highlighting barriers to growth to government, working across Kent & Medway with other stakeholders to find solutions to economic challenges and overseeing the strategic targeting and prioritisation of future funding streams to ensure maximum impact in Kent and Medway. KCC provides a secretariat function for KMEP which includes leading the recruitment for new private sector board members who normally serve a two-year term. Medway Council actively participates as a partner of KMEP and has a good working relationship with KCC. KCC and MC will act as separate accountable bodies for existing funding allocations originally channelled through SELEP (LGF, GBF & GPF). The two authorities will put in place a partnership agreement for the deployment of any future funding streams including apportionments between the two upper tier areas, supported by KMEP in alignment with the Kent and Medway Economic Framework.

As part of LEP transition arrangements KCC & MC will also consider the targeted involvement of the private sector in a number of thematic and sector-focused sub-groups to be formed / continue after March 2024. In addition to this, Kent & Medway also has the **Kent & Medway Business Advisory Board (BAB)** which is a subgroup of KMEP. The group consists of around 40 local business leaders from different sectors, sizes of business and parts of the county. BAB additionally acts as a sounding board for KMEP and the local authorities in Kent to explore key economic issues affecting the private sector in the county. The businesses meet quarterly and through their active participation, provide an economic commentary which highlights key issues and helps to shape strategies, policies and programmes which support economic and business growth in Kent and Medway.

Representatives of the largest business membership organisations are also actively involved in KMEP and BAB and are able to feed into discussions on behalf of their broad membership bases:

- Kent Invicta Chamber of Commerce (an accredited Chamber with the British Chambers of Commerce)
- The Kent branch of the Federation of Small Businesses
- The Kent branch of the Institute of Directors

The wider local businesses community are also able to engage with informing the economic growth agenda locally thanks to connections with the many KCC, MC and district council services which support local businesses as well as through business networks coordinated by Kent & Medway's universities and other organisations such as Produced in Kent, Locate in Kent and Visit Kent.

KMEP also interacts with other groups and organisations in the county such as the Kent & Medway Employment Task Force, Public Health, Government Departments, Ports etc. and consults on economic strategies and relevant programmes.

Membership:

The current board membership of KMEP is as follows:

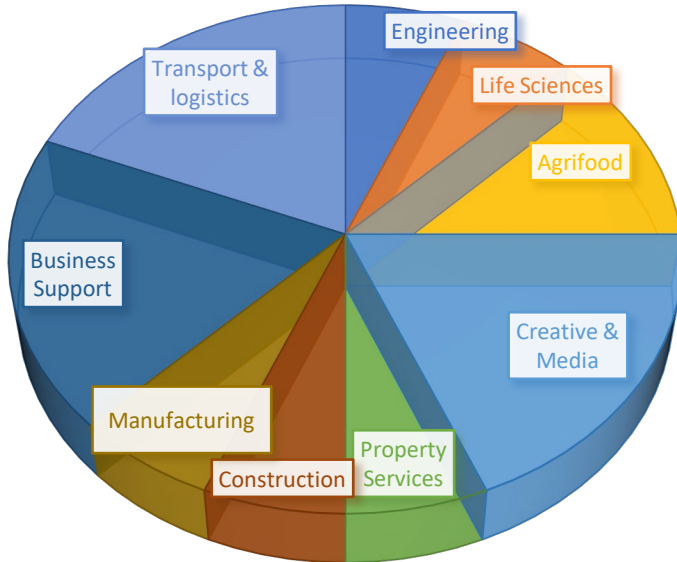
KMEP Private Sector / Business Board Members		
Name	Business	Sector
Matthew Arnold	Stagecoach	Transport
Mario Caccamo	NIAB EMR	Agri-food
Miranda Chapman	Pillory Barn	Digital & Creative
Roland Cooper	Considine Limited	Civil Engineering
Jason Davies-Baker	Unipet International	Manufacturing
Nick Fenton	Kent Housing and Development Group	Construction
Carol Ford	Fresh Food Production/Horticulture Task Force	Agri-food
Liz Gibney	Lee Evans Partnership LLP	Property Services
Jo James	Kent Invicta Chamber of Commerce	Business Support
John Keefe	Getlink Group	Transport
Vince Lucas	VA Rail Ltd	Transport
Andrew Metcalf	Maxim	Media
David Milham	Federation of Small Businesses	Business Support
Jo Nolan	Screen South	Digital & Creative
Sweena Badham	Institute of Directors	Business Support
Mayer Schreiber	Discovery Park	Life Sciences
Vacancy		

Local Authority Board Members	
Cllr Roger Gough	Kent County Council
Cllr Lauren Edwards	Medway Council
Cllr Noel Ovenden	Ashford Borough Council
Cllr Alan Baldock	Canterbury City Council
Cllr Jeremy Kite	Dartford Borough Council
Cllr Kevin Mills	Dover District Council
Cllr Jim Martin	Folkestone & Hythe District Council
Cllr John Burden	Gravesham Borough Council
Cllr David Burton	Maidstone Borough Council
Cllr Julia Thornton	Sevenoaks District Council
Cllr Monique Bonney	Swale Borough Council
Cllr Rick Everitt	Thanet District Council
Cllr Matt Boughton	Tonbridge & Malling District Council
Cllr Ben Chapelard	Tunbridge Wells Borough Council

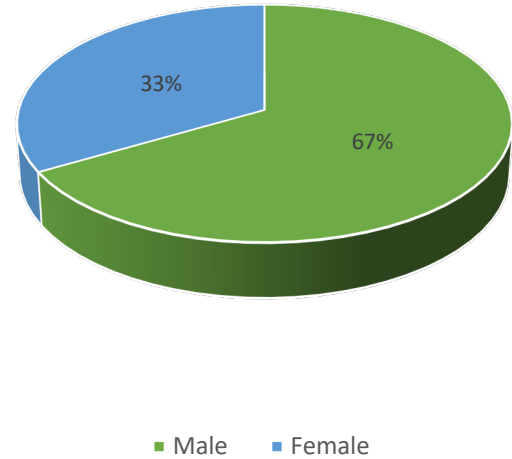
Education Board Members

Prof Jane Harrington	University of Greenwich (Higher Education)
Graham Razy	East Kent College (Further Education)

CURRENT PRIVATE SECTOR KMEP MEMBERSHIP - SECTOR BREAKDOWN



Current KMEP Private Sector Members Gender Split

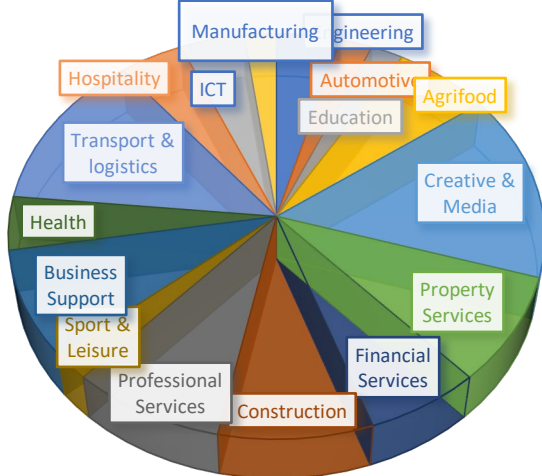


The current membership of the Business Advisory Board is as follows:

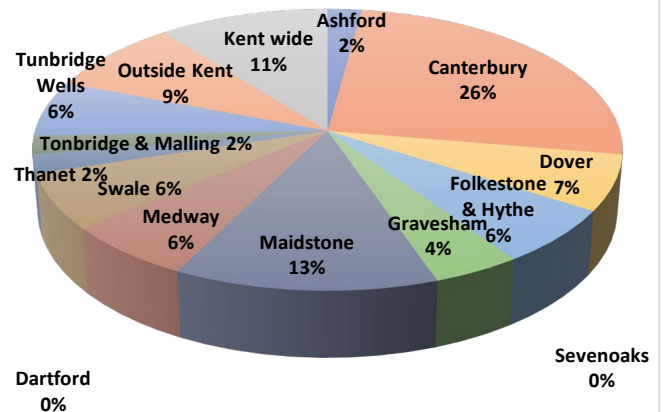
Name	Business	Sector
Matthew Arnold	Stagecoach	Transport
Troy Barratt	Contracts Engineering and BAMUK Group Ltd	Engineering
Paul Barrett	Barretts of Canterbury Ltd	Automotive
Simon Barnes	University of Kent	Higher Education
Mario Caccamo	NIAB EMR	Agri-food
Miranda Chapman	Pillory Barn	Digital & Creative
Tom Chown	Digitom Video Production	Digital & Creative
Roland Cooper	Considine Limited	Civil Engineering
Richard Christian	Port of Dover	
Kieran Dent	Bank of England	Professional Services
Karl Eliot	Clague LLP	Property Services
Nick Fenton	Nick Fenton Associates Ltd & Chairman of the Kent Housing and Development Group	Construction
Carol Ford	Fresh Food Production/Horticulture Task Force	Agri-food
Liz Gibney	Lee Evans Partnership LLP	Property Services
Karl Hudson	KIMS Hospital	Health
Richard Hall	Trenport Property Holdings Ltd	Investment
Iain Hawthorne	Oxbury Bank	Professional Services
William Hinckley	Bax Thomas French Ltd t/a BTF Partnership	Professional Services
Ashley Hook	MHS Homes Group	Construction
Jo James	Kent Invicta Chamber of Commerce	Business Support
John Keefe	Getlink Group	Transport
Emma Liddiard	Global Media	Media
Jeremy Licence	Furley Page	Professional Services
Vince Lucas	VA Rail Ltd	Transport
Samantha Mason	MBM Balance Ltd	Professional Services
Andrew Metcalf	Maxim	Media

Geoff Miles	Maidstone Studios	Media
David Milham	Federation of Small Businesses	Business Support
Jo Nolan	Screen South	Digital & Creative
Martin Prentice	IOD Kent	Business Support
Martyn Price	O'Halloran & O'Brien Ltd	Construction
Mark Quinn	Quinn Estates Limited	Construction
Kanagaratnam Rajamenon	Leaf Hotels Group	Hospitality & Leisure
Daren Rose	Lloyds Banking Group	Professional Services
Mayer Schreiber	Discovery Park	Life Sciences
Simon Storey	Kent Cricket	Sports & Leisure
Josh Fenton	Logistics UK	Logistics
Salim Somjee	Cripps LLP	Professional Services
Deirdre Wells	Visit Kent	Visitor Economy
Zoe Cairns	ZC Social Media	Digital & Creative
Stephen James	British Veteran Owned Ltd & Social Media for Schools	Digital & Creative
Gaurav Malhotra	Level 5	ICT
Claire Eckley	Eckley Farms and chair of Kent NFU	Agri-food
Jemma Fairclough-Haynes	Orchard Employment Law	Legal
Marion Brooks	Apogee Corp	HR/ICT
Jason Davies-Baker	Unipet International	Manufacturing

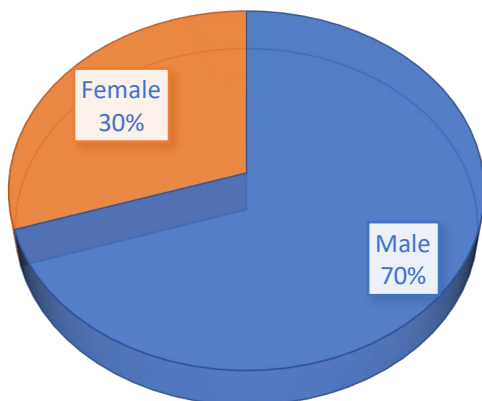
BAB MEMBERSHIP - SECTOR BREAKDOWN



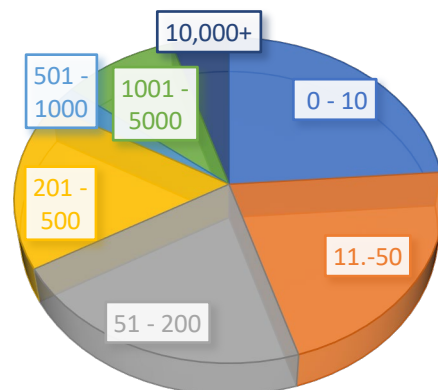
BAB Membership Across Kent



CURRENT BAB MEMBER GENDER SPLIT



BAB MEMBERSHIP BY BUSINESS SIZE



SECTION 4: PROJECTS, PROGRAMMES AND SERVICES

Current and future activity			
<p>4.1 Please list the projects, programmes and services currently delivered by the local LEP. <i>In each case you should indicate whether, subject to receiving equivalent funding, the upper tier local authority/authorities would continue to undertake each activity.</i> <i>Where a different set of functions/services is being delivered for a neighbouring area, you should repeat the exercise for that area.</i> <i>You do not need to include LEP activity delivered in a private capacity.</i></p>			
Title	Short Description (1-2 sentences)	Will the activity continue once the LEP is integrated? (subject to future funding)	
		Yes	No
Economic Strategy	The draft Kent & Medway Economic Framework will be finalised prior to March 2024 and will underpin the delivery of former LEP functions in Kent & Medway.	X	£
Local Growth Board	KMEP will continue to operate but will review its structure and activity prior to March 2024 to ensure alignment with post-LEP functions and the new economic strategy. KCC will continue to provide KMEP's secretariat function.	X	£
Growth Hub	KCC has managed the Kent & Medway Growth Hub contract and is currently considering the most appropriate future delivery model to ensure no gap in service for local companies. The service will continue across Kent and Medway.	X	£
Partnerships & Networks	KCC, MC and SELEP have agreed which groups will continue to operate at a South East level, which groups will be replaced at a Kent and Medway level and which groups will cease. KCC & MC will work with local partners and stakeholders to ensure the continuation of sector and thematic groups. KCC and MC will work with SELEP and external networks to ensure that the county and Medway are represented in key groups such as the Greater South East Net Zero Hub in future.	X	£
Capital Programmes (LGF & GBF)	KCC and MC will separately assume accountable body status for overseeing the completion of ongoing LGF and GBF projects in their respective areas. Both authorities will report directly to DLUHC until projects have completed.	X	£
Capital Programmes (GPF)	KCC and MC will use returned capital loan funding to design and manage new funding programmes in line with strategic priorities. The plan for future funding streams will be predicated on a mutually beneficial and proportionate arrangement to be agreed	X	£

	between MC & KCC. The authorities would request flexibility in the deployment of this funding (capital and revenue, loans and grants) to be determined locally, and supported by KMEP aligning to opportunities set out in the Kent & Medway Economic Framework.		
Data & Intel	KCC, MC and the Kent & Medway Local Skills Improvement Plan team will collate relevant economic data to monitor the local economy and inform decision making and priorities.	X	£

SECTION 5: DELIVERY AND APPROVALS

Governance of the integration process
5.1 (a) What mechanisms will be in place to manage the integration process at the local level?
<p>The work is being delivered by KCC’s Economy team with support from KCC finance, legal and HR functions, alongside MC’s Strategy & Investment team, finance, legal and HR to work through the practical arrangements such as staffing and resources (to potentially be transferred from SELEP), transfer of capital funding agreements, data sharing etc.</p> <p>KCC and MC have participated in five workstreams coordinated by SELEP to plan for transition activity (governance & capital programmes; Growth Hub; data & intel; resources; and partnerships & networks).</p> <p>A formal ‘key decision’ has already been taken by KCC’s Cabinet Member for Economic Development agreeing that KCC can take over LEP functions from April 2024.</p> <p>MC will present a paper on LEP transition to its Cabinet for decision in January 2024 for a formal decision to integrate LEP functions including appropriate delegated authorities.</p> <p>KMEP has agreed to the draft Kent & Medway Integration Plan and is being kept up to date on integration progress.</p> <p>KMEP will also ‘own’ the new Kent & Medway Economic Framework which has set out the challenges, opportunities and priorities for growing the local economy in the coming years. The LEP integration activity is being planned and implemented to support the strategy’s realisation in future years.</p>
5.1 (b) If the existing LEP is intending to formally cease operation and dissolve following its integration, who will be responsible for managing the transition and any legacy issues?
<p>SELEP is intending to close at the end of March 2024. It is working closely with the six UTLAs in its geography including KCC and MC through its five workstreams.</p> <p>SELEPs integration plan was drafted on the basis of the outcomes of these working groups, each of which consisted of officers from all six UTLAs in the SELEP area. All of these organisations are continuing to work closely together on the implementation of the transition plan.</p> <p>Essex County Council is the accountable body for SELEP Ltd. and will lead on the management of any legacy issues in close cooperation with the other five UTLAs.</p> <p>At a Kent & Medway level, KCC and MC are working closely together to ensure timely progress around transition of LEP functions.</p> <p>KCC and MC will take on respective accountable body status for legacy funds.</p>
Approvals

5.2 Has this integration plan been agreed by the relevant boards/persons in both the local LEP(s) and local authority/authorities? Please copy all relevant parties (including the Chair of the local LEP(s)) when you submit this plan.	Yes X	No £
<p>SELEP's board agreed the first draft of its Integration Plan at a Strategic Board Meeting on 13 October 2023. Board members from KCC, MC and KMEP supported this decision. A final version will be presented to the board on 8 December.</p> <p>KMEP also agreed the draft of a Kent & Medway Integration Plan on 3 October 2023, the key points of which are covered in this template. This template has been agreed by KMEP board members for agreement prior to submission.</p> <p>At KCC, this plan has been agreed by: the Leader; the Cabinet Member for Economic Development; the Corporate Director for Growth, Environment and Transport; the Director of Finance (S151 Officer); and the Director for Growth and Communities.</p> <p>At Medway Council, this plan has been agreed by the Leader; the Cabinet Member for Economic and Social Regeneration & Inward Investment; the Chief Operating Officer (S151 Officer); the Director of Place; and the Assistant Director, Regeneration.</p>		