

Summary of Decisions of the Strategic Board meeting:

8th December 2023

Attendees:

Sarah Dance	Chair
Simon Cook	Deputy Chair
Helen Russell	CEO, SELEP
Michael Neumann	Essex County Council (s151)
Stephanie Ennis	Essex Legal Services
Lorna Norris	Essex County Council
Helen Dyer	SELEP Secretariat
Jo Simmons	SELEP Secretariat
Gregory Wilkinson	DLUHC
Cllr Keith Glazier	East Sussex County Council
Cllr Lee Scott	Essex County Council
Cllr Lauren Edwards	Medway Council
Cllr Roger Gough	Kent County Council
David Sheppard	Team East Sussex
Clive Soper	Team East Sussex
Ana Christie	Team East Sussex
David Rayner	Success Essex
Lara Fox	Success Essex
Perry Glading	Opportunity South Essex
Liz Gibney	Kent and Medway Economic Partnership
Vince Lucas	Kent and Medway Economic Partnership
Andrew Metcalf	Kent and Medway Economic Partnership
David Milham	Kent and Medway Economic Partnership
Jo James	Kent and Medway Economic Partnership
Cllr Christine Bayliss	District/Borough/City Councils representative
Jeremy Kerswell	Further Education Representative

Other Attendees:

Richard Dawson	East Sussex County Council	Leslie Rickerby	SELEP Secretariat
Jill Fisher	East Sussex County Council	Vivien Prigg	SELEP Secretariat
Nick Brown	Southend-on-Sea City Council	Louise Aitken	SELEP Secretariat
Paul Chapman	Essex County Council	Brian Horton	SELEP Secretariat
Sunny Ee	Medway Council	Alex Riley	SELEP Secretariat
Jessica Jagpal	Medway Council	Gary Crooks	Thurrock Council
Steve Samson	Kent County Council	Howard Davies	SELEP Secretariat
		Keri Lawrence	SELEP Secretariat (minutes)

This meeting was held online via Zoom.

Item 1: Welcome and apologies for absence

Apologies:

Penny Shimmin (Social Enterprise Representative), Mark Curle (Opportunity South Essex), Cllr Kevin Bentley (Essex County Council, substituted by Cllr Lee Scott), Prof. Karen Cox (Higher Education Representative), Carol Ford (Kent and Medway Economic Partnership), Cllr Andrew Jefferies (technical problems).

Item 2: Minutes of last meeting, declarations of interest

- 2.1. The Board agreed the minutes of the last meeting as an accurate record.
- 2.2. Cllr Christine Bayliss declared an interest with respect to Agenda Item 7 in relation to Barnhorn Green; and did not participate in the vote.

Item 3: Governance Update

- 3.1. Helen Russell presented to the Board.

The Board Noted:

- 3.2. The resignation of Graham Peters as a Private Sector Director representing Team East Sussex, effective June 2023.
- 3.3. The appointment of David Sheppard as a Private Sector Director representing Team East Sussex, effective June 2023.
- 3.4. The appointment of Mark Curle as a Private Sector Director representing Opportunity South Essex, effective July 2023.
- 3.5. The resignation of Matthew Arnold as a Private Sector Director representing Kent and Medway Economic Partnership, effective September 2023.
- 3.6. The resignation of Jo James as a Private Sector Director representing Kent and Medway Economic Partnership, effective December 2023.
- 3.7. The appointment of David Milham as a Private Sector Director representing Kent and Medway Economic Partnership, effective December 2023.
- 3.8. The appointment of Andrew Metcalf as a Private Sector Director representing Kent and Medway Economic Partnership, effective December 2023.

Item 4: SELEP Integration Plan

- 4.1. Helen Russell presented to the Board.

The Board Resolved:

- 4.2. **To Agree** the final SELEP Integration Plan.
- 4.3. **To Note** the progress made, impact on the critical path and remaining key risks highlighted in this paper and the Integration Plan.
- 4.4. **To Endorse** the DLUHC LEP Integration templates, submitted to Government by East Sussex, Greater Essex and Kent and Medway.

- 4.5. **To Endorse** the utilisation of uncommitted SELEP residual revenue funds for application in 2024/25 to support LEP function resourcing in UTLAs, noting this will be subject to a final decision to be made by the Accountability Board.

Item 5: Local Authority Integration Plans Update

5.1 Cllr Roger Gough (Kent County Council), Cllr Lauren Edwards (Medway Council), Cllr Lee Scott (Essex County Council) provided verbal updates. Written update received immediately after the meeting from Cllr Keith Glazier (East Sussex County Council).

Item 6: 2022/23 Accounts

6.1 Lorna Norris presented to the Board.

The Board:

6.2 **Confirmed** that the SELEP Statement of Accounts 2022/23 have been considered.

6.3 **Approved** the South East LEP Ltd Statement of Accounts 2022/23

Item 7: Growing Places Fund Update

7.1 Helen Dyer presented to the Board.

7.2 The Board considered the proposed options 1, 2 and 3 in relation to the requested revised repayment schedule for the Sovereign Harbour project.

7.3 East Sussex County Council proposed a further Option 4:

“We would ask the Board to support and endorse the approach that good decision making involves East Sussex County Council, SELEP and Essex County Council as the Accountable Body holding further discussions on each of the options and the impacts presented. We then ask that the SELEP Strategic Board endorses the approach that decision making is agreed to sit with the SELEP Accountability Board members to determine the decisions on both the repayment plan presented for Sovereign Harbour and separately on the Barnhorn Green project to determine whether it has met the requirements to receive GPF funding.”

7.4 **The Board resolved to agree** the proposed Option 4.

7.5 **The Board Noted** that in advance of any decision by the Accountability Board in respect of the Sovereign Harbour loan repayment, East Sussex County Council will be required to confirm to the Accountable Body that the Sovereign Harbour Project will continue to comply with applicable laws, including the relevant state aid/subsidy control rules.

Item 8: Local Growth and Getting Building Fund Update

8.1 Helen Dyer presented to the Board.

8.2 Michael Neumann (s151) confirmed that from an Accountable Body perspective, due process in line with the Assurance Framework was followed by the SELEP Secretariat in relation to the Investment Panel; and the decision taken by the majority of the panel was in line with the Assurance Framework.

Item 9: Delegated Authority for Greater South East Net Zero Hub

9.1 Jo Simmons presented to the Board.

The Board Resolved:

- 9.2 **To Note** the GSENZH reviewed Terms of Reference (ToR) presented in Appendix A to this report.
- 9.3 **To Agree** to delegate responsibility to the SELEP CEO in conjunction with the Accountable Body for agreeing the final ToR in a form substantially similar to the ToR presented in Appendix A.
- 9.4 **To Agree** to the representation of SELEP on the GSENZH Board and the remit of powers defined in the reviewed ToR, including the permitting of any further delegation from the CEO to a member of the SELEP Secretariat.
- 9.5 **To Note** that SELEP representation on the GSENZH Board will not enable the representative to make decisions that will create, or have the potential to create, a financial liability for either SELEP Ltd or the Accountable Body without appropriate approvals having been sought in advance.

Item 10: AOB & Close

- 10.1 Sarah Dance extended her gratitude on behalf of the Board to Jo James on her retirement.
- 10.2 Date of the next meeting is **22 March 2024** in person, location in London to be confirmed.
- 10.3 Sarah Dance reminded the Board that an extraordinary meeting may need to be held before the next meeting of the SELEP Strategic Board, and attendance would be appreciated.
- 10.3 Sarah Dance closed the meeting.