



SOUTH EAST
LOCAL ENTERPRISE
PARTNERSHIP

STRATEGIC BOARD INFORMATION PACK

Friday 10 December 2021
Zoom Video Conference

CV19 Recovery Funds Update.....pg. 2
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SELEP CV19 Recovery Funds Update

Executive Summary

1. Overview

- 1.1. In 2020, Strategic Board (the Board) approved the use of £4.4 million of Growing Places Fund to establish two Covid-19 (CV19) Recovery Funds, one to develop skills across the region and one to provide business support to small and medium sized enterprises (SMEs).
- 1.2. Service providers were procured in Quarter 4 2020/21 to deliver six individual and targeted 12-month projects, three supporting skills development and three supporting SME recovery. All six projects were set-up in Quarter 1 2021/22 and are now delivering against agreed timescales, key performance indicators (KPIs) and outcomes.

2. Summary of update:

- 2.1. Following the previous October update, this report provides the Board with an updated high-level summary of progress to date.
- 2.2. The projects being delivered by the Skills CV19 Recovery Fund are:
 - 2.2.0. COVID Recovery Academy (£300,000)
 - 2.2.1. Digital Skills Programme (£279,960)
 - 2.2.2. The Digital Bridge (£1,045,000)
- 2.3. An original element of the Skills CV19 Recovery Fund was £375,000 allocated to 'Innovative Solutions to Training Barriers'. At the October Board meeting, it was agreed that this element of the programme would not be taken forward and the funding would be used to support the SELEP Secretariat in 2022/23. At the 19 November Accountability Board, a decision was taken to appropriate this funding to operational reserves.
- 2.4. The projects being delivered by the Business Support CV19 Recovery Fund are:
 - 2.4.0. Starting and Succeeding in Business (£565,000)
 - 2.4.1. Adapting with Digital (£750,000)
 - 2.4.2. Supporting the Visitor Economy (£1,050,000)
- 2.5. All six projects are on track with their delivery, progressing well against agreed KPIs and to budget.

3. Rationale for update

- 3.1. Further to the launch of the full CV19 Recovery Funds on 27 May, each provider has been working individually to roll-out and deliver their individual project(s).
- 3.2. It was agreed that the Board would receive regular updates relating to the delivery of the funds. The dashboard shared for the October Board meeting has been updated and is provided in Appendix A.
- 3.3. A breakdown of CV19 Funds business support programme KPIs by area is provided in Appendix B.

Further Information

4. Update 1: General update

- 4.1. The full programme of support was launched at the end of May 2021 and an update on the programmes was presented at the SELEP AGM on 3 November. These are 12-month projects and therefore it is currently planned for support activity to end in Q1 2022/23. Unfortunately there will not be sufficient SELEP Secretariat resource available to extend the projects beyond this point.
- 4.2. Further to the CV19 Funds Contract Officer leaving the role at the end of August, management of the individual contracts currently sit with the SELEP Skills lead and Business Development Manager. Additional resource from within the existing SELEP Secretariat has been diverted to assist with project management and a further review may be necessary when the SELEP Secretariat consultation process has concluded in December 2021.
- 4.3. All projects are contractually required to ensure a fair spread of delivery across the SELEP geography.
 - 4.3.0. The skills programmes are broadly in line with local population percentages, with performance information being collected at upper tier local authority or district authority level where available.
 - 4.3.1. The business support programmes are achieving equitable geographical coverage broadly in line with the Growth Hub core funding allocation equation, with performance data being collected at upper tier local authority level and district level.
- 4.4. A breakdown of business support programme KPIs by area is presented in Appendix B. A full breakdown of delivery at local authority level for all programmes will be provided with the next update.

5. Update 2: Skills CV19 Recovery Fund Projects

5.1. COVID Recovery Academy:

- 5.1.1. Shaw Trust have a dedicated webpage and marketing materials to promote the programme. Promotion has also included local radio coverage in Chelmsford and Eastbourne and engagement with local Job Centre Plus teams. Flyer drops in local high streets and shopping centres have also been successful alongside marketing on social media.
- 5.1.2. There has been a significant increase in enrolments to the programme in October, with 287 enrolments onto training and 16 people supported into employment. It is anticipated that there may be a slight reduction in enrolments during the Christmas period, picking up again in the New Year.
- 5.1.3. There are various unemployment programmes from other organisations now delivering locally, such as Restart. This and lower than anticipated unemployment numbers after furlough ended have meant that programme referrals are lower than anticipated. A SELEP webinar is planned for December to help ensure awareness of the programmes. All programmes are also experiencing a lot of interest from outside the SELEP area due to confusion on the geographical focus.

5.2 Digital Skills programme:



- 5.2.1. The programme will provide 200 individuals with training in areas such as software, data, cyber and cloud skills. There is a particular focus on females and other unrepresented groups to improve the diversity of the digital sector, although increasing requests have been received from males in the area who will also benefit from training.
- 5.2.2. Tech Talent Academy have a dedicated webpage and have developed marketing materials to promote the programme. The first training is underway and a webinar is planned in collaboration with SELEP's Digital Skills Partnership to ensure awareness of these fully funded training opportunities and entry to jobs.
- 5.2.3. 300 referrals have been received to date and case studies are in development. 58 learners have completed information, advice and guidance (IAG) sessions with the onboarding team and 28 learners have progressed through the provision. 64% of learners are female. A new course has commenced on 15 November with more planned in January and February. Links are also in place with the Department for Education Digital Bootcamps to ensure alignment (Tech Talent Academy delivers Bootcamps elsewhere in the country).
- 5.2.4. Tech Talent have received increasing requests from individuals in low skilled and low paid jobs. Supporting the under-employed cohorts to progress is an area for programme development and SELEP is working with Tech Talent Academy to widen the programme so that support can be provided to the under-employed as well as the unemployed.

5.3 The Digital Bridge:

- 5.3.1. The Digital Bridge is delivered by We are Digital and offers basic digital training to 1,500 people and equipment and/or internet access to 800. This includes online training sessions, tablets and/or data and SIM cards.
- 5.3.2. We are Digital have a dedicated webpage and have developed marketing materials to promote the programme. There is a dedicated phone number and a video outlining the programme. 412 referrals have been received to date and 81 people have completed or partially completed their training with 85 people booked for a 1-2-1 ahead of training. In a recent survey, 99% agreed that the training had met their needs.
- 5.3.3. 77 tablets and 10 SIM cards have been allocated and case studies are in development to illustrate how the programme is helping and what a barrier lack of kit and connectivity can be. Take up remains lower than anticipated with the same rationale as set out in 5.1.3.
- 5.3.4. We are Digital have also experienced some demand for more in-depth support so pending take up in the coming weeks, adapting the programme for fewer participants with more in-depth training could be an option.

6. Update 3: Business Support CV19 Recovery Fund Projects

6.1. Starting and Succeeding in Business, and Adapting with Digital:

- 6.1.1. WSX Ltd. launched an online portal for both projects on 27 July, allowing businesses to



register for either scheme and access live events, 1-2-1 support and on-demand videos. To date, 327 businesses have applied to access the support, 26% of which have come through as referrals from the Growth Hub, and 59 unique businesses to date have attended a live course and/or event.

- 6.1.2. The number of businesses and individuals enquiring, registering, and accessing the support are now starting to translate into the achievement of formal KPIs. To date, 66 businesses have been engaged (i.e. have received an eligibility check, formal diagnostic of need, and 1-2-1 support), 34 businesses have been safeguarded, and 6 businesses created.
- 6.1.3. Through the process of onboarding businesses, it is apparent that potential support beneficiaries are changing the way in which they choose to receive support and information, as they make the transition to new hybrid and societal ways of working. This is also being seen more widely across the business support landscape; expectations for on-demand material are increasing and participation in live events is notably decreasing. The delivery model for Starting and Succeeding in Businesses is currently being modified to include more on-demand material, such as subject deep dive videos, in response to business needs. To date, 67 business have accessed 85 hours of on-demand content.
- 6.1.4. The 100% grant opportunity that both projects offer, open to businesses completing a minimum number of hours of support, went live on 18th October and will close on 28th March 2022. Grants will continue to be processed and awarded through to 30th June 2022. To date there have been 22 applications, 11 of which are progressing and 11 of which have been rejected as they do not meet the eligibility criteria.
- 6.1.5. The projects continue to be promoted through a variety of channels, including the South East Business Hub and social media platforms. In September and in response to recognised changing trends in digital communication habits of both individuals and SMEs, WSX extended their marketing model for both projects with increased direct-to-business social media promotions, including Facebook and Instagram, to extend the reach and impact of the support.

6.2. Supporting the Visitor Economy:

- 6.2.0. The Revi-VE 100% Grant Scheme for the South East Visitor Economy was launched on 15th July with an application window of four days, in which it received 330 applications. This initial response exceeded the circa. 150 grants available given the size of the grant funding pot and maximum grant value of £3,000. These applications are being processed by the Revi-VE grant scheme team, some have been withdrawn and those not meeting the eligibility criteria have been rejected.
- 6.2.1. A second application window was required and opened on 21st October for two days, inviting applications from the greater Essex area to ensure an equitable distribution of grant beneficiaries across the SELEP region. A further 71 applications were received.
- 6.2.2. To date, 56 grants have been defrayed (meaning the business has made the required purchase) totalling £146,571 or 32.6% of the total grant pot. A total of 96 grant applications have been approved, totalling £250,606 or 55.7% of the total grant pot, and the remaining applications are still being processed.



- 6.2.3. Most applications received represent businesses in events and hospitality; many are requesting funds for outdoor equipment and website development. The average grant value being applied for is £2,717.
- 6.2.4. Element 2 of the project–Revi-VE South East Place Recovery has been initiated with key partners, which will engage and network 80 plus organisations and businesses to scope destination assets and develop and run visitor economy reboot campaigns. The project has procured an independent provider to facilitate and evaluate this element of the project. The networks are currently being defined and workshops are being planned for Quarter 4 2021/22.

7. Next Steps

- 7.1. Updates on delivery of the programme will continue throughout this financial year. Information on the funded projects can be found on the [SELEP](#) and [South East Business Hub](#) websites.

8. Comments from the Accountable Body

- 8.1. The Accountable Body has entered into contracts with each of the selected suppliers, on behalf of SELEP, to support delivery of each element of the Programme. A small proportion (£7,425) of the overall £4.4m of funding allocated was defrayed in 2020/21 to support the procurement activity; the remaining funds are held in an earmarked reserve to support the contracts, and the associated monitoring activity.
- 8.2. As endorsed by the Board in October 2021, the Accountability Board approved the appropriation to the SELEP Operational Reserve of uncommitted Covid-19 Skills Funding of £417,864 and uncommitted Covid-19 Business Support Funding £22,864 at its November meeting. This appropriation of uncommitted Covid-19 funding to Reserves was necessary to ensure that sufficient resources remain to enable SELEP to fulfil its future responsibilities given the current uncertainty from Government around the future of LEP's.
- 8.3. The Accountable Body will continue to work with the SELEP team to monitor the Covid-19 programmes spend against original allocations and progress to achieving target KPI's.

9. Appendices, Supporting Documents and Previous Decisions

- 9.1. Appendix A – SELEP CV19 Recovery Funds Dashboard December 2021
- 9.2. Strategic Board Agenda pack setting out the Skills COVID-19 Recovery Fund:
https://www.southeastlep.com/app/uploads/2020/08/SELEP-Strategic-Board-Agenda-Pack_Sept-2020.pdf (page 6)
- 9.3. Strategic Board Agenda pack setting out the COVID-19 Business Support Fund:
https://www.southeastlep.com/app/uploads/2019/11/SELEP-Strategic-Board_Oct-20_Agenda-Pack.pdf (page 5)
- 9.4. Accountability Board Agenda pack setting out the award agreement and delegated authorities for the Skills COVID-19 Recovery Fund:
https://www.southeastlep.com/app/uploads/2019/09/Accountability-Board-Agenda-Pack_Sept-20-WITHOUT-confidential-appendix.pdf (page 250)
- 9.5. Accountability Board Agenda pack setting out the setting out the award agreement and delegated authorities for the COVID-19 Business Support Fund:
<https://www.southeastlep.com/app/uploads/2020/07/Agenda-Document-Pack-16.10.20->

WITHOUT-CONFIDENTIAL-APPENDICES.pdf (page 85)

- 9.6. Strategic Board Agenda pack, for information item providing an update on the CV19 Recovery Funds: https://www.southeastlep.com/app/uploads/2019/11/SELEP-Strategic-Board-Agenda-Pack_Dec-2020.pdf
- 9.7. Decision report as published for Accountability Board 15 December 2020
- 9.8. Strategic Board Agenda pack, for information item providing an update on the CV19 Recovery Funds: <https://www.southeastlep.com/app/uploads/2020/10/SELEP-Strategic-Board-Information-Items-Pack-June-2021.pdf>
- 9.9. Strategic Board Agenda pack, for information item providing an update on the CV19 Recovery Funds October 2021: <https://www.southeastlep.com/app/uploads/2020/10/For-Information-CV19-Recovery-Funds-Update.pdf>
- 9.10. For further information please contact Jo Simmons, Business Development Manager (jo.simmons@southeastlep.com) or Louise Aitken, Skills Lead (louise.aitken@southeastlep.com).









PROJECT	VALUE AND SPEND TO DATE	ACTIVITIES TO DATE	KPIS AND PROGRESS TO DATE	RAG RATING															
<p>Starting and Succeeding in Business</p> <p>WSX Ltd: Business Support</p>	<p>£565,000</p> <p>£113,000</p> <p>20% upfront payment</p>	<ul style="list-style-type: none"> ✓ Shared SSiB and Awd Programme Portal launched 27 July 2021 ✓ 100% small grant scheme launched 18 October 2021 ✓ Additional on-demand videos being produced and made available via Portal ✓ New direct-to-business social media marketing 	<table border="1"> <caption>KPIs and Progress to Date for Starting and Succeeding in Business</caption> <thead> <tr> <th>KPI</th> <th>To date</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Grants awarded</td> <td>~120</td> <td>~120</td> </tr> <tr> <td>Business safeguarded</td> <td>~10</td> <td>~50</td> </tr> <tr> <td>Businesses created</td> <td>~10</td> <td>~120</td> </tr> <tr> <td>Businesses engaged</td> <td>~60</td> <td>~300</td> </tr> </tbody> </table>	KPI	To date	Target	Grants awarded	~120	~120	Business safeguarded	~10	~50	Businesses created	~10	~120	Businesses engaged	~60	~300	Green
KPI	To date	Target																	
Grants awarded	~120	~120																	
Business safeguarded	~10	~50																	
Businesses created	~10	~120																	
Businesses engaged	~60	~300																	
<p>Adapting with Digital</p> <p>WSX Ltd: Business Support</p>	<p>£750,000</p> <p>£150,000</p> <p>20% upfront payment</p>	<ul style="list-style-type: none"> ✓ Shared SSiB and Awd Programme Portal launched 27 July 2021 ✓ 100% small grant scheme launched 18 October 2021 ✓ New direct-to-business social media marketing ✓ Delivery of topical webinars and DNASix workshops 	<table border="1"> <caption>KPIs and Progress to Date for Adapting with Digital</caption> <thead> <tr> <th>KPI</th> <th>To date</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Grants awarded</td> <td>~100</td> <td>~100</td> </tr> <tr> <td>Businesses safeguarded</td> <td>~20</td> <td>~300</td> </tr> </tbody> </table>	KPI	To date	Target	Grants awarded	~100	~100	Businesses safeguarded	~20	~300	Green						
KPI	To date	Target																	
Grants awarded	~100	~100																	
Businesses safeguarded	~20	~300																	
<p>Supporting the Visitor Economy</p> <p>Visit Kent: Business Support</p>	<p>£1,050,000</p> <p>£231,847</p> <p>Total excludes VAT</p>	<ul style="list-style-type: none"> ✓ Revi-VE 100% Grant Programme launched with two application windows in July and October ✓ Grant applications being processed ✓ Facilitator onboarded for VE network and campaign development ✓ Workshops planned for Q4 	<table border="1"> <caption>KPIs and Progress to Date for Supporting the Visitor Economy</caption> <thead> <tr> <th>KPI</th> <th>To date</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Grants awarded</td> <td>~50</td> <td>~150</td> </tr> <tr> <td>Organisations engaged</td> <td>~10</td> <td>~80</td> </tr> </tbody> </table>	KPI	To date	Target	Grants awarded	~50	~150	Organisations engaged	~10	~80	Green						
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PROJECT	VALUE AND SPEND TO DATE	ACTIVITIES TO DATE	KPIS AND PROGRESS TO DATE	RAG RATING									
<p>COVID Recovery Academy</p> <p>Shaw Trust: Skills</p>	<p>£1,045,000*</p> <p>£323,072</p> <p>*£100K ECC / £945,000 SELEP</p> <p>Total includes VAT</p>	<ul style="list-style-type: none"> ✓ 287 enrolments ✓ 16 on training * ✓ 20 into jobs ✓ Marketing continues ✓ Dedicated web page ✓ Team in place to deliver ✓ Webinar planned with SELEP for December ✓ *actual numbers higher, system being updated 	<p>Legend: To date (blue), Target (red)</p> <table border="1"> <caption>COVID Recovery Academy Progress</caption> <thead> <tr> <th>KPI</th> <th>To date</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Individuals into jobs</td> <td>~20</td> <td>~500</td> </tr> <tr> <td>Individuals trained</td> <td>~20</td> <td>~1000</td> </tr> </tbody> </table>	KPI	To date	Target	Individuals into jobs	~20	~500	Individuals trained	~20	~1000	Green
KPI	To date	Target											
Individuals into jobs	~20	~500											
Individuals trained	~20	~1000											
<p>Digital Skills Programme</p> <p>Tech Talent Academy: Skills</p>	<p>£279,960</p> <p>£170,400</p> <p>Total includes VAT</p>	<ul style="list-style-type: none"> ✓ Marketing continues ✓ 300+ referrals ✓ 58 1:1 IAG meetings ✓ 28 people on training ✓ 64% of learners are female ✓ Dedicated webpage ✓ Webinar planned with SELEP for December 	<p>Legend: To date (blue), Target (red)</p> <table border="1"> <caption>Digital Skills Programme Progress</caption> <thead> <tr> <th>KPI</th> <th>To date</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Individuals into jobs</td> <td>~0</td> <td>~150</td> </tr> <tr> <td>Individuals trained</td> <td>~30</td> <td>~200</td> </tr> </tbody> </table>	KPI	To date	Target	Individuals into jobs	~0	~150	Individuals trained	~30	~200	Green
KPI	To date	Target											
Individuals into jobs	~0	~150											
Individuals trained	~30	~200											
<p>The Digital Bridge</p> <p>We Are Digital: Skills</p>	<p>£300,000</p> <p>£122,558</p> <p>Total includes VAT</p>	<ul style="list-style-type: none"> ✓ Marketing continues – video supplied ✓ 412 referrals ✓ 77 Tablets/ 10 SIMs allocated ✓ 81 people completed/ on training, 85 booked for 1:1 ahead of training 	<p>Legend: To date (blue), Target (red)</p> <table border="1"> <caption>The Digital Bridge Progress</caption> <thead> <tr> <th>KPI</th> <th>To date</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Individuals receiving basic training</td> <td>~100</td> <td>~1500</td> </tr> <tr> <td>Individuals supported</td> <td>~100</td> <td>~800</td> </tr> </tbody> </table>	KPI	To date	Target	Individuals receiving basic training	~100	~1500	Individuals supported	~100	~800	Green
KPI	To date	Target											
Individuals receiving basic training	~100	~1500											
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PROJECT AND KPI DESCRIPTIVE	KPI TARGET DISTRIBUTION (%)	KPI ACTUALS TO DATE (%)	NOTE THAT KPI ACTUALS TO DATE ARE ONLY A PROPORTION OF KPI TARGETS AND WILL NOT NECESSARILY SHOW EQUITABLE GEOGRAPHIC DISTRIBUTION AT THIS
<p>Starting and Succeeding in Business</p> <p>Businesses engaged Businesses created Businesses safeguarded</p>	 <div data-bbox="1122 368 1402 507" style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p>Pie charts are showing the current sum of all three KPIs</p> </div> <p>■ Kent and Medway ■ East Sussex ■ Essex, Thurrock and Southend</p>	 <p>■ Kent and Medway ■ East Sussex ■ Essex, Thurrock and Southend</p>	
<p>Adapting with Digital</p> <p>Businesses safeguarded</p>	 <p>■ Kent and Medway ■ East Sussex ■ Essex, Thurrock and Southend</p>	 <p>■ Kent and Medway ■ East Sussex ■ Essex, Thurrock and Southend</p>	
<p>Supporting the Visitor Economy</p> <p>Revi-VE 100% business grants</p>	 <p>■ Kent ■ Medway ■ Essex ■ Southend ■ Thurrock ■ East Sussex</p>	 <p>■ Kent ■ Medway ■ Essex ■ Southend ■ Thurrock ■ East Sussex</p>	

Delivery Plan Update

Executive Summary

1. Overview

- 1.1. At their meeting in March 2021, the Strategic Board (the Board) approved the Delivery Plan (the Plan) for financial year 2021/22. It is a requirement of the National Assurance Framework that all LEPs have a Delivery Plan in place.
- 1.2. As highlighted in the covering report presented in March 2021, the successful delivery of the Plan was dependent on the receipt of the Core Funding from HM Government (HMG). The working assumption was that the Core Funding would be paid early in the financial year should a satisfactory assessment of the performance of the LEP be made as part of the Annual Performance Review (APR). This assumption was based on communications from the Cities and Local Growth Unit and the approach to Core Funding in previous years.
- 1.3. Despite SELEP receiving the highest assessment possible for the APR, funding was not paid in the early part of the financial year and in fact no funding was transferred to any LEP. A payment of 50% of the expected amount was made in July 2021 without any indication of whether the remaining 50% would be paid. It was necessary to reduce the activities of the Secretariat to fit within the revised financial envelope. This was mainly achieved through the holding of vacancies that had arisen within the Secretariat.
- 1.4. Whilst notification has now been given that the further 50% can be applied for, successful applicants will not receive funding until late in this calendar year which means there is still a significant impact of the delay in payment. Additionally, further reductions have had to be made to the Secretariat team to ensure that a balanced budget for 2022/23 could be set at the meeting of Accountability Board in November 2021. This is necessary because HMG has not committed to any future funding of LEP activities.
- 1.5. On this basis it has been necessary to adjust the planned activities for Quarter 4 to reflect that some activities will cease from 1 April 2022 due to the reduction in team members and exit plans have had to be put into place. This report provides information on those changes.
- 1.6. Due to reductions in team members it has not been possible to complete a full review of the Key Performance Indicators (KPIs) associated with the Plan. The latest cut of the Economic Recovery and Renewal Dashboard can be found at Appendix C.
- 1.7. A list of documents that have been completed by the Chief Executive and the Chief Operating Officer on behalf of SELEP Ltd under the Power of Attorney can be found at Appendix D.

2. Summary of update:

- 2.1. An update to the planned activities of the Secretariat for Quarter 4 of financial year 2021/22 (January 2022 to March 2022) is provided. The original plans can be found at Appendix A and the revised plans at Appendix B. Details on necessary changes can be found below.
- 2.2. The updated Economic Recovery and Renewal Dashboard can be found at Appendix C. The dashboard provides data on the economic performance of the region and information on activities delivered against the Recovery and Renewal Strategy.

3. Rationale for update

- 3.1. As set out above, the ongoing uncertainty regarding both in-year and future funding has meant it has been necessary to revise our planned activities for the final quarter of the financial year.
- 3.2. The staffing resource in 2022/23 will have reduced by 45% in comparison to that available at the start of 2021/22 and some activities and areas of work will cease from 1 April 2022. To ensure there is no 'cliff-edge' drop off of these activities and support it is necessary to undertake exit plans for these areas of work during Quarter 4.
- 3.3. The Recovery and Renewal Dashboard provides Board with economic indicator information for the region and an update on activities related to the delivery of the outputs in the Recovery and Renewal Strategy.

Further Information

4. Update 1: Planned activities for Quarter 4 2021/22

- 4.1. The revised plan for Quarter 4 can be seen at Appendix B. The activities that will no longer be carried out are highlighted in yellow and the additional tasks are captured in the second table.
- 4.2. Originally it had been planned that the quarter would be spent putting into place the new model following the LEP Review. The delay in the publication of the LEP Review outcomes has meant that all work on future models has been put on hold, this applies equally for the work related to the new model of the Growth Hub.
- 4.3. The delay has had a wider impact on the activities of the LEP. The uncertainties have meant that it has not been possible to recruit a new Chair. Similarly, the lack of detail has meant that the training and development plan for Board members couldn't be designed as it is not known what skills or knowledge the Board members might need as the future role for the Board is not defined.
- 4.4. The reductions in staffing resource that were necessary to offset the delayed payment of Core Funding has meant that there have been some delays in the Diversity and Inclusion work but that programme is now being taken forward.
- 4.5. A review of the Secretariat was undertaken in Quarter 3. This was to ensure that the team could be funded within the budget constraints of next financial year. As a result of this review further reductions to the team are necessary and they will take affect at the end of the financial year.
- 4.6. The reduction in staffing has meant that there will be reduction in activities. These have been identified following the discussions at Strategic Board in October. During Quarter 4 the Management Team will be working on Exit Plans for those areas of activity that can no longer be supported. Our support of the Skills agenda will be much reduced as will the Secretariat's ability to hold major events and communication campaigns. There will also be reductions in other areas of strategic work that have been identified as not being top priority.
- 4.7. Plans will be put into place to ensure that work can be handed off to other organisations wherever possible and that changes are communicated to stakeholders and partners. The Secretariat will work with the Accountable Body to ensure that there is agreement on what activities can be handed off and the process to do so.
- 4.8. At October's Board meeting Board Members were informed of the move to a Network Strategy approach for supporting across our working and sector groups. This will be developed over Quarter 4 and details on the design will be provided at the next meeting of the Board.



- 4.9. It is now expected that the outcomes of the LEP Review will be published as part of the Levelling Up White Paper. The latest timeline for the White Paper is by the end of the calendar year but it should be noted that the publication of this document has slipped multiple times in the past. When the White Paper is published the delayed work on the new model for SELEP and the Growth Hub will be able to recommence.

5. Recovery and Renewal Dashboard

- 5.1. The updated dashboard can be found at Appendix C. The SELEP economic indicators show an improved picture for the economy of the region against the position reported in September.
- 5.2. The dashboard also provides details of activities that have been completed to deliver the outputs and outcomes of the Recovery and Renewal Strategy. This includes tasks and projects delivered by other organisations that contribute to the outcomes of the strategy. The planned activities for the forthcoming period are provided and these align with the plans set out in Appendix B.
- 5.3. For future years the Delivery Plan will include both the plans for the Secretariat and the wider plans across the region into a single document.

6. Next Steps

- 6.1. Following on from discussions at the Board meeting under agenda item 3, a Delivery Plan will be developed for 2022/23. The Delivery Plan will include actions related to the Recovery and Renewal Strategy rather than a separate plan being created. This Delivery Plan will be presented to Board at their meeting in March.

7. Comments from the Accountable Body

- 7.1. It is a requirement of the National Local Growth Assurance Framework (NAF) that LEPs publish a delivery plan as part of the assurance monitoring process. The delivery plan is expected to set out a well-developed understanding of the local economic evidence base to identify opportunities and obstacles to inclusive growth, prosperity and improved productivity. This will be considered as part of HMG's annual assurance process of LEPs, alongside the annual report, which is a retrospective review of the year.
- 7.2. The NAF confirms that a delivery plan is required to be published at the beginning of each financial year.
- 7.3. The Delivery Plan for each respective year must be delivered within the SELEP annual operational budget.
- 7.4. Formal confirmation of the Core funding grant for 2021/22 has been confirmed by Government; with the first £250,000 received in September 2021 and the second allocation confirmed as available to apply for (in November 2021), which, if awarded, the £250,000 is expected to be received by the end of December.
- 7.5. The current level of reserves is sufficient to support the SELEP budget for 2021/22. The Accountable Body will continue to work closely with SELEP to assess the possible outcomes of the LEP review and to plan for mitigating action to ensure the SELEP cost base remains within available funding. Currently there remains no assurance from Government of additional grant funding beyond 2021/22.
- 7.6. At the November 2021 meeting of the Accountability Board, the appropriation of uncommitted funds to reserves was approved to ensure sufficient revenue funding is ring-fenced to meet



known future commitments, in the absence of any assurance from Government with respect to future funding streams.

- 7.6. Further to this, the Accountability Board approved the revenue budget for 2022/23 based on the assumption that no new funding will be received and that the operational reserves will be the primary source of funding. The 2022/23 budget assumes full use of the operational reserves to fund the anticipated expenditure – on this basis, there would only be funding beyond March 2023 to support known financial and contractual commitments and risks, unless alternative funding opportunities become available. The overall position will continue to be monitored regularly and the budget will be revised, if required, during early 2022/23, once the status of future funding for SELEP is known.

8. Appendices, Supporting Documents and Previous Decisions

- 8.1. Appendix A: Quarter 4 Activities Extract from Delivery Plan 2021/22
- 8.2. Appendix B: Revised Quarter 4 Activities
- 8.3. Appendix C: Update on Strategy and economic indicator dashboard
- 8.4. Appendix D: list of documents completed by the Chief Executive and Chief Operating Officer on behalf of SELEP Ltd under the Power of Attorney
- 8.5. Decision by Board to adopt Delivery Plan 2021/22 at the Strategic Board Meeting
<https://www.southeastlep.com/meetings/strategic-board-19th-march-2021/>
- 8.6. For further details please contact Suzanne.bennett@southeastlep.com

Appendix A: Extract from Delivery Plan 2021/22 – Activity Plan for Quarter Four (January to March)

Activity – Quarter 4	Strategic Priorities				
	Business Resilience & Growth	UK's Global Gateway	Communities for the Future	Coastal Catalyst	Good Governance
Working with Catalyst South to build the case for investment in the wider South East	Y	Y	Y	Y	
Working with the Thames Estuary Envoy and the Thames Estuary Growth Board to realise the potential of the estuary	Y	Y	Y	Y	
Continue to lead the Major Projects Group – including work on the skills requirements across the projects. Also working to understand and communication the economic impact of the suite of projects on the regional economy	Y	Y	Y	Y	
Supporting the 2 Freeports post submission of full business cases	Y	Y		Y	
Informing and working with our MPs to understand our local areas better and for them to better understand how we are working to deliver the strategy	Y	Y	Y	Y	
Working with the LEP Network to embed the new model of LEPs ahead of the new financial year	Y	Y	Y	Y	
Delivery of the capital programme	Y	Y	Y	Y	
Potential future investment plan development	Y	Y	Y	Y	

Activity – Quarter 4	Strategic Priorities				
	Business Resilience & Growth	UK's Global Gateway	Communities for the Future	Coastal Catalyst	Good Governance
Supporting SE businesses through the Growth Hub and working with the GH cluster	Y				
Activities connected to preparing for implementation of new GH model at year end	Y				
Delivery of the CV19 Recovery Funds	Y		Y		
Working with Towns Board to implement Town Improvement Plans			Y	Y	
Working with the Greater SE Energy Hub to bring forward for transition to net-zero carbon emissions			Y	Y	
SAP specific activities – Continued maintenance of the Skills South East site and building resources	Y	Y	Y	Y	
DSP specific activities – Potential further webinars and events with partners such as Google, Microsoft	Y	Y	Y	Y	
Induction and onboarding of new Chair					Y
Delivery of actions identified in the Diversity Plan					Y
Roll out of Strategic Board Capability Training Plan					Y
Potential onboarding of new Board Members at the end of their 2 year term					Y
Implementation of new Secretariat and operational funding model					Y

Activity – Quarter 4	Strategic Priorities				
	Business Resilience & Growth	UK's Global Gateway	Communities for the Future	Coastal Catalyst	Good Governance
Continued role overseeing ESF across SELEP area with relevant partners (DWP, ESDA, the National Lottery)	Y	Y	Y	Y	
Produce regular, timely external communications and promote and develop the recently launched SELEP ambassadors' internal communications route. With the aim of informing, sharing messages, progress and achievements against the strategy and support collaboration amongst the SELEP network	Y	Y	Y	Y	Y

Appendix B: Revised Activity Plan for Quarter Four (January to March)

Activity – Quarter 4	Strategic Priorities				
	Business Resilience & Growth	UK's Global Gateway	Communities for the Future	Coastal Catalyst	Good Governance
Working with Catalyst South to build the case for investment in the wider South East	Y	Y	Y	Y	
Working with the Thames Estuary Envoy and the Thames Estuary Growth Board to realise the potential of the estuary	Y	Y	Y	Y	
Continue to lead the Major Projects Group – including work on the skills requirements across the projects. Also working to understand and communication the economic impact of the suite of projects on the regional economy	Y	Y	Y	Y	
Supporting the 2 Freeports post submission of full business cases	Y	Y		Y	
Informing and working with our MPs to understand our local areas better and for them to better understand how we are working to deliver the strategy	Y	Y	Y	Y	
Working with the LEP Network to embed the new model of LEPs ahead of the new financial year					
Delivery of the capital programme	Y	Y	Y	Y	
Potential future investment plan development					

Activity – Quarter 4	Strategic Priorities				
	Business Resilience & Growth	UK's Global Gateway	Communities for the Future	Coastal Catalyst	Good Governance
Supporting SE businesses through the Growth Hub and working with the GH cluster	Y				
Activities connected to preparing for implementation of new GH model at year end					
Delivery of the CV19 Recovery Funds	Y		Y		
Working with Towns Board to implement Town Improvement Plans			Y	Y	
Working with the Greater SE Energy Hub to bring forward for transition to net-zero carbon emissions			Y	Y	
SAP specific activities – Continued maintenance of the Skills South East site and building resources	Y	Y	Y	Y	
DSP specific activities – Potential further webinars and events with partners such as Google, Microsoft	Y	Y	Y	Y	
Induction and onboarding of new Chair					
Delivery of actions identified in the Diversity Plan					
Roll out of Strategic Board Capability Training Plan					
Potential onboarding of new Board Members at the end of their 2 year term					Y
Implementation of new Secretariat and operational funding model					

Activity – Quarter 4	Strategic Priorities				
	Business Resilience & Growth	UK's Global Gateway	Communities for the Future	Coastal Catalyst	Good Governance
Continued role overseeing ESF across SELEP area with relevant partners (DWP, ESDA, the National Lottery)	Y	Y	Y	Y	
Produce regular, timely external communications and promote and develop the recently launched SELEP ambassadors' internal communications route. With the aim of informing, sharing messages, progress and achievements against the strategy and support collaboration amongst the SELEP network	Y	Y	Y	Y	Y

New Activities Required

Activity – Quarter 4	Strategic Priorities				
	Business Resilience & Growth	UK's Global Gateway	Communities for the Future	Coastal Catalyst	Good Governance
Exit planning for areas of work that will not be supported after 31 March 2022					Y
Development of the Network Strategy approach	Y	Y	Y	Y	
Support of the newly formed Diversity and Inclusivity group	Y	Y	Y	Y	Y

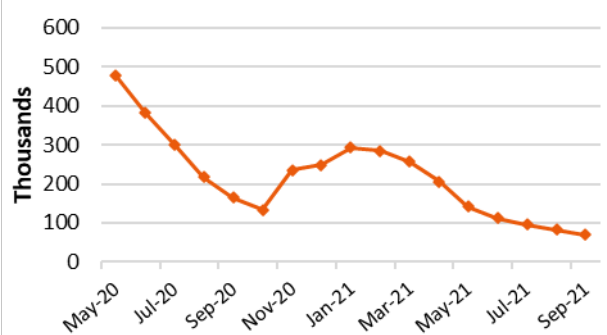
Activity – Quarter 4	Strategic Priorities				
	Business Resilience & Growth	UK's Global Gateway	Communities for the Future	Coastal Catalyst	Good Governance
Working with LEP Network and Catalyst South to understand the implications of the future role for LEPs following the publication of the Levelling Up White Paper	Y	Y	Y	Y	Y
Inception of design work for SELEP future model following the publication of the Levelling Up White Paper – including governance, Board roles, Secretariat and funding (this work will continue into 2022/23)	Y	Y	Y	Y	Y
Recommence work on Growth Hub future model following the communication of national policy	Y				






NATIONAL CONTEXT INDICATORS

QUARTERLY UK GDP		MONTHLY INDEX OF SERVICES		UK NET ENTERPRISE GROWTH		UK UNEMPLOYMENT	
£553.4 bn	↑ 1.3%	99.7	↑ 1.0%	-1,605	↓ 30,570	4.3%	↑ 0.4%
Quarter to Sep-21	Improved on previous quarter	Month of Sep-21	Improved from Aug-21	12 months to Sep-21	Worsened from Jun-21	Quarter to Sep-21	Improved from Jun-21
Source: ONS	-2.1% down compared to Dec-19	Source: ONS	-0.3% down compared to Feb-20	Source: ONS	54,715 down compared to Sep-19	Source: ONS	0.5% worse compared to Dec-19

SELEP INDICATORS

INDICATOR	LATEST	MOVEMENT	BENCHMARK	TREND	COMMENTARY
Jobs on Furlough	94,600	↑ 13,000	Percentage of eligible jobs		<p>Use of furlough has shown continuous decline since February but even with the removal of restrictions, many jobs remained on furlough</p> <p>Furlough rates were highest in Other Services, Arts & Entertainment, and Professional Services at the end of September when the furlough scheme ended</p>
Source: HMRC	Sept	Improved from August	SELEP 3.9%		
			UK 4.0%		



INDICATOR	LATEST	MOVEMENT	BENCHMARK		COMMENTARY
Claimant Count Source: DWP	112,840 October	 2,370 Improved from September	Percentage of pop. aged 16-64 SELEP 4.4% UK 4.8%		<p>Claimant count has been reducing steadily since February but remains high compared to past levels</p> <p>The rate for people aged 16 to 24 has reduced most in recent months and was at 4.9% in September, down from 8.1% the same time last year</p>
PAYE Payroll Jobs Source: HMRC	1,823,800 October	 9,439 Improved from September	Percentage of jobs Feb-20 SELEP +1.0% UK		<p>Payroll jobs have been continuously increasing each month since November and are now above pre-pandemic levels</p> <p>The Manufacturing sector has now lost the most jobs over the course of the pandemic and had the least recovery, while the Health and Administrative services sectors have gained the most jobs</p>
Unique Job Postings Source: EMSI	166,652 October	 26,267 Improved from September	Percentage month change SELEP +18.7% UK +20.8%		<p>Although recent months have seen record vacancy rates, the numbers climbed dramatically to even higher levels in October</p> <p>Particular hotspots for vacancies relative to the size of the local working age population include Dartford, Harlow and Maidstone</p>



Business Resilience and Growth

KEY ACTIVITIES	OUTPUTS/OUTCOMES	OUTCOME MEASURES
Delivery of the COVID-19 Recovery Fund programme, including business support activities and training for skills. A full update is available in the Board pack.	100% small grant schemes launched 19/10/21. 700+ referrals to Digital Skills Programme and Digital Bridge; 287 enrolments for COVID Recovery Academy programme	Total SELEP GVA in 2019 = £98.9bn
Continued delivery of Growth Hub services across SELEP; project initiation to optimise the South East Business Hub suite of websites	433 enquiries and 266 unique businesses (October 21)	Enterprise 3 year survival rates (2020): SELEP 58.2%, England 53%
SAP activities including Executive Summary (with refresh) of Skills Report, aligning to Local Skills Improvement Plans (LSIPs); virtual careers fair	Careers Fairs 19 & 21 st October, 398 registrations. Event available online; career magazine published – both available at https://www.southeastskills.org.uk/ . 2 new SSF 'become a lecturer' videos published.	Job density per 100 residents aged 16 to 64 (2019): SELEP 78, England 88 (with the main shortfall being in full time jobs)
Launch of the XTEND Digital Campus and Centre for Digital Technologies both in South Essex, supporting digital and AI skills	XTEND Digital Campus launched on 3/11/21. Official opening of the Centre for Digital Technologies in Basildon held on 21/10/21.	Skills level (2020): Level 4+ – SELEP 37.2%, UK = 43.0% Level 2+ – SELEP 76.9%, UK = 78.2% No qualification - SELEP 6.0%, UK 6.6%
SELEP meeting to discuss diversity and inclusion	SELEP Diversity meeting held 15/09/21, with outcomes to be discussed at SELEP Board meeting 10/12/21	Apprenticeship starts (2020/21 to April): 17,730. Down 4.6% from 2019/20 and 21.3% from 2018/19
SELEP AGM for financial year 2020-21 and South East Futures Conference: What Does Clean Growth look like in the South East?	SELEP AGM and conference held 3/11/21. Conference attended by c150 attendees, with outputs to be discussed at Clean Growth Working Group on 1/12/21.	Apprenticeship vacancies (at 26/10/21): 2,017 (1,468 exc. army). 0.82 per 1,000 jobs. Highest sectors: food & accommodation, business admin., health and customer service
Delivery of GBF projects including Fast Track Business Solutions for the Hastings Manufacturing Sector; Remodelling of 'T' Level buildings at Harlow College	Construction completed in October for Fast Track Solutions; T Level provision continuing in final accommodation from October in Harlow	
Ongoing work to support and promote businesses, initiatives and investment in SELEP	South East Construction Expo attended by SELEP 21/10/21; SELEP CEO front page and article in South East Business magazine; Novo Awards (BEST Growth Hub) 21/10/21	

KEY ACTIVITY/DEADLINES FOR NEXT QUARTER
<ul style="list-style-type: none"> Two new ESF programmes supporting NEET young people and a community grants programme. Inception meetings to take place January 2022. Completion of the Re-Vive Grant Scheme and completion of Visitor Economy Network workshops; defrayal of Starting and Succeeding in Business and Adapting with Digital grants Growth Hub Website Optimisation project Draft DSP Digital Strategy to be published January 2022; roundtable with DCMS due to take place January/February; DIG workshop to take place in January 2022 Local skills report for SAP being updated as an Executive Summary and data report to align to and support LSIPs. Report to be produced January 2022 Complete construction on GBF projects including Bretton Farm Redevelopment, Romney Marsh Employment Hub and Maritime and Sustainable Technology Hub



UK's Global Gateway

KEY ACTIVITIES	OUTPUTS/OUTCOMES
Working with Freeport East and Thames Freeport to support full business case development, with Thames Freeport able to begin operations from November as announced in the Autumn Budget.	Thames Freeport to submit its FBC in December 2021. Commercial launch held 15/9/21 and Rt Hon Ruth Kelly appointed as inaugural Chair of Thames Freeport. Freeport East to submit its FBC in March 2022.
Ongoing work through Major Projects Group and MPG Skills group to finalise and publish the MACE report on skills and employment needs across the major projects and wider. Report sets out the combined impact of projects, including a peak estimated workforce of 117,400 between 2025 and 2028.	Mace report finalised and circulated to MPG. Skills subgroup meeting on 17/12/21 to discuss resulting action plan.
Working with the DiT ERDF Internationalisation project supporting businesses looking to trade abroad, ensuring promotion and referrals through the Growth Hub	South East Project Advisory Group meeting 18/10/21 – onboarding event for businesses 17th November (during International Trade Week)
South East Export Development (SEED) SSF project is working with DIT to address known export barriers in three priority sectors, working to target international markets such as US, Hong Kong, Vietnam, UAE, Ireland and South Korea	37 EoIs received by closing date of 31/10/21.
Work with Transport for the South East and Transport for the East, to help identify and prioritise transport improvements that will support sustainable movement of goods from our ports. Engagement and feedback to Transport for the East on draft Transport Strategy.	Consultation for Transport East Strategy to launch December 2021.
Official opening of Swanley Station Upgrade and Maidstone East Station LGF projects	Swanley Station Upgrade opening 22/11/21; Maidstone East Station opening 2/12/21

OUTCOME MEASURES

Port passengers (2020):
4.86 million compared to 11.97 million in 2019, a 59.4% drop.
70.5% share of UK passengers

Airport passengers (September 2021):
1.14 million which was 40.4% of 2019 level and for UK it was 34.3% of 2019. A 68% increase on 2020 for both.

Export value of goods (all countries, 2020):
£8.3bn (2.9% share of England trade) of which £4.1bn was to EU countries, with overall 18% decline compared to 2019

KEY ACTIVITY/DEADLINES FOR NEXT QUARTER

- Next MPG meeting will be held in January 2022. Publication of collective action plan.
- Continue engagement with Freeport East on the development of its Full Business Case for submission in March 2022.
- Continue to collaborate with industry leads and Maritime UK in our support of the sector. Exploring opportunities for networking engagement events in early 2022 to provide sector specific information on key priorities such as innovation, decarbonisation and Freeports
- Following its presentation to the Board on 10/12/21, a formal response to the TfE consultation may be compiled and submitted
- Haven Gateway Partnership are tendering the opportunity to expand on their existing I-construct project through improvements to the supply chain platform and its engagement with the MPG



Communities for the Future

KEY ACTIVITIES	OUTPUTS/OUTCOMES
Second Virtual Housing Roundtable event on Levelling Up: Spotlight on Coastal– Health Inequalities & the Productivity Challenge	Round table held 5/11/21. Attended by the 6 Directors of Public Health, LAs and industry
The South East Creative Economy Network (SECEN) published their Statement of Intent, setting out a refreshed portfolio of sector-led pledges for initiatives that can be delivered in partnership (available to download on the SELEP website)	Statement of Intent published and to be presented to the December Strategic Board.
Successful Homes England and SME Development Finance Virtual Workshop 18/10/21, with a follow up in person event being planned for late December 2021/early January 2022.	Over 50 attendees at October workshop including SMEs and public sector colleagues.
Arts Council England/ SELEP Report ‘Creative High Streets’ finalised and published	Completion of the report November 2021, with publication and communications in January 2022.
Series of meetings with Chris Pincher, Minister of State for Housing. Direct industry insight into government around key issues incl. include First Homes, Development Finance for SMEs, Phosphates and Nitrates, Planning and Build Out, Affordable Housing and the current materials and labour shortages.	Strong engagement continues with monthly meetings with Homes England and DLUHC officials. The next meeting date with the Minister is being scheduled.
Government announcements confirmed funding for a number of projects across SELEP from the Community Renewal Fund (CRF) and the Community Ownership Fund (COF)	Total of £15.6M allocated to 26 SELEP projects from CRF. £250,000 to The George Community, Ashford from the COF.
SSF Project: Accelerating climate-based solutions project. (LA case study areas agreed are Swale, Lewes, Thurrock, and Colchester)	Team and Steering Group established, stakeholder map produced, 4 LA case studies agreed, surveys and supplier discussions underway, review of existing brokerage hub models.

OUTCOME MEASURES

Housing growth (EPC): 18,775 in 12 months to Sept-21, a 22% increase on prior year, with 83.5% energy efficiency rating A or B.

Commercial space (March 2020): 33.0 million square meters floorspace.
5 years growth - 0.9 mill sq. metre, 2.8% growth. 0.2% retail growth, 4.7% loss office space, 4.5% industrial growth, 6.8% growth other

Construction sector workforce: 124,000 employee jobs in SELEP (2020);
Job density per 100 residents aged 16 to 64 – SELEP 4.8, England 3.5; 10.7% increase on 2019 (England reduction of 4.2%)

Digital infrastructure (May 2020), percentage of premises with access: Superfast broadband – SELEP 95.4; England 96; Gigabit – SELEP 24; England 38

KEY ACTIVITY/DEADLINES FOR NEXT QUARTER

- Arts Council England / SELEP ‘Creative High Streets’ Report to be published in January 2022.
- Outputs and next steps from Future Communities round tables to be discussed, including consideration and planning for third round table
- Housing and Development Group discussions, with Minister and officials, about concerns in productivity due to adverse market conditions in labour and materials. Engaging local authorities and civil servants on the First Homes policy to maximise the potential benefits and mitigate unintended consequences.
- Completion of Tindal Square, Chelmsford and Jaywick Market and Commercial Space GBF projects



Coastal Catalyst

KEY ACTIVITIES	OUTPUTS/OUTCOMES	OUTCOME MEASURES
Ongoing work to develop and utilise enhanced evidence base for coastal work to support prioritisation in delivering the coastal prospectus and wider levelling up	Evidence base complete and presented to the coastal group 22/9/21. Also shared with the HDG.	Claimant rate population aged 16 to 64 (September 2021): Coastal 5.7%, non-coastal 4.0%, both 25% lower than Dec-20
Letter to Levelling Up Minister, Kemi Badenoch MP, sent on behalf of Coastal Communities Working Group	Letter sent 02/11/21	Gross Disposable Household Income (using net household incomes after housing costs) (2018): Coastal 27,000; Non-coastal 30,300
COVID-19 Recovery Fund project supporting the South East Visitor Economy	56 grants awarded to date and a total of 96 grant applications have been approved. A 100% Revi-VE grant for businesses and development of place-based networks and re-boot campaigns.	Digital infrastructure (May 2021), percentage of premises with access:
SSF project: Rebuilding Confidence and Demand in the Visitor Economy	Three campaigns delivered – Essex Bigger Weekend, Kent Bigger Weekend and Sussex Modern	Superfast broadband – coastal 97.2, non-coastal 94.6; Gigabit – coastal 20.8, non-coastal 25.
SSF project: Delivery and evaluation of England’s Creative Coast, bringing together cultural and tourism sectors	The project completed in November 2021 with all artworks in place.	Net new businesses per 10,000 working age population (year to Mar-21): Coastal 15 (2.7% growth), non-coastal 8 (1.1% growth). The first time in at least 5 years that coastal areas saw higher business growth
SSF project: Accelerate Opportunities within the Newhaven Enterprise Zone is due for completion	All marketing activities have been delivered. There is a delay to the capital enhancement works at Avis Way.	
SSF Project: Catalyst for Culture – project due for completion in January 2022.	237,479 members for performances, 12 new creative commissions, 12 dancers at the Cygnet School, 192 artist & freelancers supported.	
GPF Project: Delivering Riding Sunbeams Solar Railways	Full system commissioned in October.	
GPF Project: Delivering Tendring Bikes and Cycle Infrastructure	Construction to complete in December.	
Eight SELEP projects were successful in the first round of the Levelling Up Fund ,	Total of £115.7m allocated to 8 SELEP projects through the Levelling Up Fund	

KEY ACTIVITY/DEADLINES FOR NEXT QUARTER

- Compile a response from the Rural Group, following the roundtable, to the National Food Strategy for submission by February 2022
- Workshops to take place in quarter 4 for COVID-19 Recovery Fund project supporting the South East Visitor Economy
- Final report on SSF project Rebuilding Confidence and Demand in the Visitor Economy to be shared
- Riding Sunbeams GBF project - commercial agreement to be entered into with Network Rail February 2022
- SELEP Rural Working Group to hold roundtable to compile a response to recommendations set out in the National Food Strategy. Scheduled for 12/01/22
- SSF Catalyst for Culture project due for completion in January 2022.

SELEP- Documents signed under PoA

Copies of all documents are available from hello@southeastlep.com

Local Growth Fund	Growing Places Fund	Getting Building Fund
Sector Support Fund	Growth Hub	

Doc No.	Summary	Date
001	Sector Support Fund grant agreement with Kent County Council for BuyLocal South East.	Nov 2020
002	LGF Agreement with East Sussex County Council	Nov 2020
003	GPF Loan Agreement with East Sussex County Council for the Observer Building Phase 1a	Nov 2020
004	GPF Loan Agreement with Kent County Council for the Green Hydrogen Generation Facility Project	Dec 2020
005	GPF Loan Agreement with Kent County Council for the Wine Innovation Centre Project	Dec 2020
006	SLA GBF agreement with Southend Borough Council	Dec 2020
007	SLA GBF agreement with Kent County Council	Dec 2020
008	GPF Loan Agreement with Essex County Council for the Colchester Northern Gateway Project	Jan 2021
009	SLA LGF agreement with Kent County Council	Jan 2021
010	Peer Network grant agreement with East Sussex County Council	Jan 2021
011	Peer Network grant agreement with Kent County Council	Jan 2021
012	Growth Hub supplemental grant agreement with East Sussex County Council	Feb 2021
013	Growth Hub supplemental grant agreement with Kent County Council	Feb 2021
014	Peer Network grant agreement with Southend Borough Council	Feb 2021
015	Growth Hub supplemental grant agreement with Southend Borough Council	Feb 2021
016	SLA LGF agreement with Essex County Council	Feb 2021
017	SLA GBF agreement with Thurrock Council	Feb 2021
018	SLA LGF agreement with Southend Borough Council	Feb 2021
019	SLA GBF agreement with Essex County Council	Feb 2021
020	SLA LGF agreement with Thurrock Council	Feb 2021
021	Growth Hub supplemental grant agreement with Kent County Council for EU Transition	Mar 2021
022	LGF Variation Agreement with East Sussex County Council	Mar 2021
023	LGF Variation Agreement with Essex County Council	Mar 2021
024	LGF Variation Agreement with Kent County Council	Mar 2021
025	LGF Variation Agreement with Southend Borough Council	Mar 2021
026	LGF Variation Agreement with Thurrock Council	Mar 2021
027	Growth Hub EU Transition Business Readiness Grant Agreement with Southend Borough Council	Mar 2021
028	Growth Hub EU Transition Business Readiness Grant Agreement with East Sussex County Council	Mar 2021
029	SLA with Essex County Council for Accountable Body services	Mar 2021
030	LGF Additional Project Variation Agreement with East Sussex County Council	Mar 2021
031	SELEP COVID-19 Recovery Funding	Mar 2021
032	ERDF KCC Legacy Grant Agreement	May 2021
033	GBF Project Variation- Laindon Place	May 2021
034	GBF Project Variation- St George's Hub	May 2021
035	KCC Peer Network Grant Agreement	June 2021
036	SBC Peer Network Grant Agreement	June 2021
037	KCC Growth Hubs Core Grant Agreement	July 2021
038	ESCC Peer Network Grant Agreement	July 2021

039	GBF Project Variation- Innovation Park Medway	August 2021
040	GBF Project Variation- Charleston Access Road	August 2021
041	ESCC Peer Network Grant Agreement	August 2021
042	KCC Peer Network Grant Agreement	August 2021
043	SBC Peer Network Grant Agreement	August 2021
044	SBC Growth Hubs Core Grant Agreement	August 2021
045	ESCC Growth Hubs Core Grant Agreement	August 2021
046	KCC Growth Hubs Core Grant Agreement	August 2021
047	SBC Growth Hubs Core Grant Agreement	August 2021
048	SSF Grant Agreement- Coastal Communities	June 2021
049	LGF Variation Agreement- Chelmsford College	September 2021
050	ESCC ERDF Legacy Grant Agreement	September 2021
051	KCC ERDF Legacy Grant Agreement	September 2021