
Summary of decisions taken at a meeting of the SELEP Accountability Board, held in The Nucleus Business and Innovation Centre (Brunel Way, Dartford, England, DA1 5GA) on Friday, 16 June 2023

Published on Friday 16th June 2023. Provided a decision has not been called in by close of business on Wednesday 21st June 2023 it can then be implemented.

Please note that this is a summary of decisions taken at the meeting only. A full account of proceedings will appear in the minutes of the meeting which will be published on the Council's website by Tuesday 4th July 2023.

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Present:

Simon Cook	Chair
Cllr Lesley Wagland	Essex County Council
Cllr Roger Gough	Kent County Council
Cllr Keith Glazier	East Sussex County Council
Cllr Lauren Edwards	Medway Council
Cllr John Lamb	Southend-on-Sea City Council
Cllr Deborah Arnold	Thurrock Council

1 Welcome and Apologies for Absence

- Cllr Kevin Bentley substituted by Cllr Lesley Wagland
- Cllr Tony Cox substituted by Cllr John Lamb
- Cllr Andrew Jeffries substituted by Cllr Deborah Arnold

2 Minutes of the previous meeting

The minutes of the meeting held on Thursday 13th April 2023 were agreed as an accurate record.

3 Declarations of Interest

There were none.

4 Questions from the public

There were none.

5 SELEP Operations Update

The Accountability Board (the Board) received a report from Keri Lawrence, SELEP Governance Officer which was presented by Adam Bryan Chief Executive Officer SELEP, the purpose of which was for the Board to be updated

on the operational activities carried out by the Secretariat to support both this Board and the Strategic Board. The report included an update on risk management, compliance with the Assurance Framework and performance against governance KPIs.

Resolved:

1. **To Note** the update on the recruitment of the SELEP Deputy Chair at Section 4 of the report.
2. **To Note** the outcome of the 2022-23 Annual Performance Review at Section 5 of the report.
3. **To Note** the update on Assurance Framework compliance monitoring at Section 6 of the report.
4. **To Note** the update on LEP core funding 2023-24 at Section 8 of the report.
5. **To Note** the update on Governance KPIs and changes to the Risk Register at Appendices B and C of the report.

6 SELEP Finance update

The Board received a report from Lorna Norris, Senior Finance Business Partner, the purpose of which was for the Board to consider the provisional outturn position for the SELEP Revenue budget for 2022/23 and the impact for the 2023/24 funding position.

Resolved:

1. **To Note** the provisional net cost of services for 2022/23 of £64,000.
2. **To Approve** the provisional outturn position for the SELEP revenue budget for 2022/23 in Table 1 of the report, including the net contribution to the Operational Reserve of £159,993.
3. **To Approve** the movement in reserves set out in Table 5 of the report.
4. **To Note** the impact on the future funding position set out in section 3.11 of the report.

7 Getting Building Fund update

The Board received a report from Helen Dyer, SELEP Capital Programme Manager, the purpose of which was for the Board to consider the overall position of the Getting Building Fund (GBF) capital programme. The report included an update on those projects which have received approval for retention of GBF funding beyond March 2022 and provided an update on GBF spend to date.

Resolved:

1. **To Note** the current forecast spend across the GBF programme for the 2023/24 financial year of £7.979m (excluding GBF funding which is not currently allocated to projects), as set out in Table 1 of the report.

2. **To Agree** the reported GBF spend on project delivery in 2022/23 of £15.508m, as set out in Table 1 and Appendix A of the report.

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

8 **GBF High Risk Projects Update Report**

The Board received a report from Leslie Rickerby, SELEP Capital Programme Officer, the purpose of which was for the Board to consider the position on the following Getting Building Fund (GBF) projects which are currently ranked as High Risk: Better Queensway, Extension of the full-fibre broadband rollout in Essex to reach rural and hard to reach areas, No Use Empty South Essex and Techfort Phase 2.

Resolved:

1. **To Note** the update on the Better Queensway project.

2. **To Agree** that a further update on the Better Queensway project which provides information on the outcome of Sanctuary Housing Association's review of the business plan for the wider project, the outcome of Southend-on-Sea City Council governance processes and contains the required assurances regarding the ongoing delivery of the wider project should be provided at the September 2023 Board meeting. Submission of the required assurances is dependent upon Sanctuary Housing Association completing their review of the business plan and the completion of the required governance processes within Southend-on-Sea City Council.

3. **To Note** the updates on the Extension of the full-fibre broadband rollout in Essex to reach rural and hard to reach areas, No Use Empty South Essex and Techfort Phase 2 projects.

4. **To Note** that the status of the Extension of the full-fibre broadband rollout in Essex to reach rural and hard to reach areas, No Use Empty South Essex and Techfort Phase 2 projects will be confirmed at the September 2023 Board Meeting.

9 **Local Growth Fund Programme Update**

The Board received a report from Helen Dyer, the purpose of which was for the Board to consider the overall position of the Local Growth Fund (LGF) capital programme, as part of SELEP's Growth Deal with Government.

Resolved:

1. **To Note** the provisional total spend in 2022/23 of £12.447m LGF excluding Department for Transport (DfT) retained schemes and £12.685m including DfT retained schemes, as set out in Table 1 and Appendix A of the report.
2. **To Agree** the updated total planned LGF spend on project delivery in 2023/24 of £10.941m excluding DfT retained schemes and increasing to £11.027m including DfT retained schemes, as set out in Table 2 and Appendix A of the report.
3. **To Note** that a revised Business Case for the Hastings and Bexhill Movement and Access Package will be brought forward for Board consideration at the September 2023 meeting.
4. **To Note** the deliverability and risk assessment, as set out in Appendix D of the report.
5. **To Note** the list of outstanding post scheme completion Monitoring and Evaluation reports, as set out in Appendix G of the report.

10 LGF High Risk Projects Update Report

The Board received a report from Howard Davies, SELEP Capital Programme Officer, the purpose of which was for the Board to receive an update on the delivery of the following Local Growth Fund (LGF) projects which are currently ranked as high risk: Grays South and A28 Sturry Link Road.

Resolved:

Grays South

1. **To Note** the update on the project.
2. **To Note** that a further update will be brought to the September 2023 Board meeting which will provide an update on the outcome of the project reviews associated with the Grays South Regeneration Area scheme.

A28 Sturry Link Road

1. **To Note** the update on the project
2. **To Note** that a further update will be brought to the Board meeting in September 2023 which will include:
 - 2.1. Confirmation that negotiations between the developer and landowner on the Sturry site have concluded successfully.
 - 2.2. Confirmation of the status of the planning application for the North Hersden development; and
 - 2.3. Confirmation that the CPO has been published or is ready for publication.

11 Beaulieu Park Station LGF Project Update

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

Resolved:

1. **To Note** the update on the Project and the risks to project delivery which have been identified.
2. **To Note** a further update on the Project will be brought to the September 2023 Board meeting which will include an update on all aspects of the project.

12 Queensway Gateway Road LGF Project Update

The Board received a report from Richard Dawson, Head of Service - Economic Development, Skills and Infrastructure, East Sussex County Council and Helen Dyer, the purpose of which was for the Board to receive a further progress update on the delivery of the Queensway Gateway Road Local Growth Fund (LGF) project (the Project).

The update report solely contained the views of East Sussex County Council (ESCC).

Resolved:

1. **To Note** that, for the reasons outlined in the report, it has not been possible to provide a full update on the Project at this meeting.
2. **To Note** that options for the way forward will be brought to the next meeting for Board consideration.

13 London Gateway/Stanford le Hope LGF Project Update

The Board received a report from Kevin Munnely, Assistant Director Regeneration and Place Delivery, Thurrock Council and Howard Davies, the purpose of which was for the Board to receive an update on the delivery of the London Gateway/Stanford le Hope Local Growth Fund (LGF) project (the Project).

The Board has been provided with regular updates on the Project and the update included a request for an extension to the deadline for consideration of the updated Business Case for the Project.

The report also included an update on progress of Phase 1 and progress on Phase 2 design options.

Resolved:

1. **To Agree** that the updated Business Case and report for the Project can be submitted for consideration at the February 2024 Board meeting. Noting that if this deadline is not met, the LGF funding will be removed from the Project and will need to be returned to Essex County Council (as Accountable Body for SELEP) within 4 weeks by Thurrock Council for reallocation to alternative projects.
2. **To Note** that a further update on delivery of the Project will be brought to the September 2023 Board meeting, which will include an update on progress with Phase 2 design options and the associated application.

14 Growing Places Fund Update

The Board received a report from Helen Dyer, the purpose of which was to update the Board on the latest position of the Growing Places Fund (GPF) Capital Programme.

Resolved:

1. **To Note** the updated position on the GPF programme.
2. **To Note** the revised drawdown schedule for the No Use Empty South Essex project (as set out in Section 6 of this report).
3. **To Agree** the proposed revised repayment schedule for the No Use Empty South Essex project (as set out in Section 6 of the report).

15 Date of Next Meeting

The Board noted that the next meeting will be held on Friday 22 September 2023 at the Launchpad at Southend Airport Business Park.

16 Urgent Business

None.