

**MINUTES OF A MEETING OF THE SOUTH EAST LOCAL ENTERPRISE
PARTNERSHIP ACCOUNTABILITY BOARD HELD AT HIGH HOUSE
PRODUCTION PARK, PURFLEET, AT 10.00AM ON 13 NOVEMBER 2015**

Present:

Kevin Bentley	Essex County Council
Paul Carter	Kent County Council
Rodney Chambers	Medway Council
Angela O'Donoghue	FE + Skills
Keith Glazier	East Sussex County Council
John Kent	Thurrock Council
Ron Woodley	Southend Borough Council
Myroulla West	HEI's

Also in attendance:

Nicole Wood	Essex County Council
David Godfrey	SELEP
Steven Bishop	Steer Davies Gleave
Tom Higbee	Steer Davies Gleave
Jennie Rothera	Steer Davies Gleave
Nicola Floodgate	Medway Council
Ross Gill	Kent County Council
Emma Cooney	Southend Borough Council
Andy Rayfield	MAXIM
Mike Rayner	SELEP
Lorna Norris	Essex County Council
Suzanne Bennett	Essex County Council
Adam Bryan	SELEP
Lucy Spencer-Lawrence	SELEP
Zoe Gordon	SELEP
Steve Cox	Thurrock Council
Dominic Collins	Essex County Council
Richard Dawson	East Sussex County Council
John Shaw	Sea Change Sussex
M Kelly	East Sussex County Council
Kim Mayo	Essex County Council
Ian Myers	Essex County Council

1. Welcome and Apologies for Absence and Declarations of Interest

Apologies were received from Geoff Miles.

2. Joint Committee Agreement

Members received an update from Kim Mayo who reported that all partner signatures had been received and the Board was fully constituted as from 13 November 2015. Copies of the Agreement were distributed to each partner authority.

In the absence of the Chairman, Kim Mayo advised Members that the appointment of a vice-chairman should come from the HE or FE sector. Angela O'Donoghue was proposed and seconded and took the Chair for the meeting.

3. Minutes and Actions from Previous Meeting

The minutes of the meeting held on 11 September 2015 were agreed as a correct record and signed by the Chairman.

4. Business Case Sign-off following Independent Technical Evaluation

The purpose of the report was to agree the business cases for schemes brought forward through the Independent Technical Evaluator (ITE) process to enable funding to be devolved to scheme sponsors (county and unitary councils) as part of our capital programme management.

The following recommendations were **AGREED**:

- Approve the following schemes for funding achieving high value for money and medium to high certainty of achieving this:
 - A28 Sturry Road Integrated Transport Package (£2.0m)
 - Maidstone Sustainable Access to Employment (£2.0m)
 - Eastbourne and South Wealden Walking and Cycling Package (specific components only – £2.0m)
 - Kent & Medway Growth Hub (£6.0m)
 - North Bexhill Access Road (£7.6m)
- To fund the Sittingbourne Town Centre project
- To fund and bring forward delivery of a non-transport component of the Southend Central Area Action Plan.

5. Local Growth Fund Capital Monitoring

The purpose of the report was to advise the Accountability Board on the conditions of the Local Growth Fund (LGF) capital grant - the main Government funding source for the South East Local Growth Plan and approve recommendations for effective management of the SE LEP Growth Deal Capital Programme.

The following recommendations were **AGREED**:

- Note the funding conditions that apply to the LGF as set out in paragraph 3.2 of the report.
- Agree the options for managing the forecast Capital Programme variances as set out in Table 1, paragraph 3.14 of the report

6. Local Growth Fund Skills Capital

The purpose of the report was to update the Accountability Board on the £22m Skills Capital funding through the Local Growth Fund, agree changes to the Skills Capital programme as proposed and note the further funding round launched to Further Education providers for Skills Capital and Skills Equipment

The following recommendations were **AGREED**:

- Note progress on successful Skills Capital projects
- Pending further information from Harlow College, agree to amend the LGF funding profiles for each of the colleges across the financial years 2015/16 and 2016/17, to mitigate potential underspending within the skills capital programme in 2015/16. This re-profiling will not result in a change to the amount of funding allocated in total to each college.
- Agree that funding released as a result of the withdrawal of the successful East Kent College scheme is made available for new capital and equipment bids in the current Skills Capital and Skills Equipment funding round

7. Local Growth Fund – Growth Hub

The purpose of the report was to update the Accountability Board on the progress made on the South East Business Hub – our approach to delivering a Growth Hub (LGF funded) across the SELEP area.

The report was **NOTED**

8. Capital Monitoring – Additional Information

The purpose of the report was to update the Accountability Board on the SEFUND/Growing Places Fund programme and note the progress on the Growth Deal projects for J10a of the M20 in Kent and the Ashford Spurs rail improvements

The report was **NOTED**

9. Local Enterprise Partnerships – Annual Conversation

Members received a verbal update from David Godfrey who reported that every LEP would be meeting with Government during December 2015. It was **NOTED** that a report outlining the proposals will be presented to a future meeting of the Strategic Board.

10. National Audit Office Report

Members received a verbal update from David Godfrey who outlined that the National Audit Office is revisiting how LEPs are resourced. It was **NOTED** the work is on-going.

11. 6 Month Outturn Report

The purpose of the report was to update the Board on the financial position for the Secretariat budget at half year which ended 30th September 2015.

The report was **NOTED**

12. Finance Update – Statement of Accounts

The purpose of the report was to present the audited Statements of Accounts for 2014/15 to the Accountability Board for consideration.

The report was **NOTED**

13. Any Other Business

There were no further items of business

14. Date of Next Meeting

It was noted the next meeting would be held on Friday 22 January 2016. It was also noted that there may be a need for an additional meeting early December 2015 to deal with approvals of forthcoming projects.

The meeting closed at 11.07am