

**MINUTES OF THE 107th MEETING OF THE SOUTH EAST
ENGLAND DEVELOPMENT AGENCY HELD ON 5 NOVEMBER
2009, SEEDA HQ, GUILDFORD**

Present:

Rob Douglas (Chair)
Jeremy Birch
Pamela Charlwood
Dolores Byrne
Intiaz Farookhi (by videoconference)
Peter Jones

Sue John.
Keith Mitchell
Alex Pratt
Keith Riley
Phil Wood

In attendance:

Pam Alexander
Paul Lovejoy
Robert Crawford
Lee Amor
Jeff Alexander

Minute taker
Oona Muirhead
Heather Bolton
Susan Priest

Guests:

Colin Byrne (GOSE)

DISCUSSION: South East England Leaders' Board

Guests: Cllr Paul Carter, Chairman South East England Leaders' Board and
Catriona Riddell, Director of Planning at South East England Partnership Board

- 1 The Chairman welcomed Board Members and introduced Paul Carter and
 Catriona Riddell, respectively Chairman of South East England Leaders' Board
 and Director of Planning at South East England Partnership Board.
- 2 Paul Carter spoke about the possible scenarios following the General Election and
 the future role of RDAs in general. He spoke about the need to continue the work
 currently performed by SEEDA in economic development on spatial planning
 issues, he saw a need for radical change, and favours reform based on a bottom
 up approach possibly using county boundaries.
- 3 The Board discussed the future of functions and programmes that are currently
 SEEDA's responsibility and the importance of a strategic dialogue with the local
 authority leaders.

Item 1 STANDING ITEMS

1.1 Apologies for absence and Declarations of Interest

- 4 Apologies were received from Bob Goldfield and Les Dawson. The Chairman informed the Board that Zenna Atkins' resignation due to personal circumstances has been accepted and a recruitment process will shortly be put in place.
- 5 Dolores Byrne declared an interest in respect of item 1.6 Agency report, as Managing Director of Innovation in QinetiQ, which is a participant in the SEEDA funded Next Generation Composite Wing project.

1.2 Minutes of previous meeting

- 6 Keith Mitchell asked for clarification regarding accountability for the Regional Infrastructure Fund – paragraph 30. Jeremy Birch asked for expansion of the minutes of item 5 Tourism South East. The Board agreed that the minutes from the September Board Meeting will be amended and sent to Board Members for approval.

ACTION

Amended minutes to be circulated for approval.

1.3 Matter Arising

- 7 The Board noted the progress on Matters Arising.

1.4 Committee minutes

a) MPC minutes

- 8 Keith Riley reported that the Major Projects Committee had endorsed the investment in University of Chichester's Bognor Campus and recommended two projects under Regional Infrastructure Fund to the Board.
- 9 Major Projects Committee had considered the proposals for the Property Regeneration Partnership prior to the decision being taken at the Board Meeting (see Item 2.1 below) and felt the proposed structures were now suitable to achieve the aim of increased investment.

1.5 Chairman's report (oral)

- 10 The Chairman reported on meetings he attended during his first two months of his shadowing period, including:
- Two meetings of South East Economic Delivery Council with good representation from the Business Sector;
 - RDA Chairs' meeting with main focus on NINJ and the Skills agenda;
 - Meetings with Ministers – David Lammy, Minister of State for Higher Education and Intellectual Property; Jim Knight, Minister for Employment & Welfare Reform; and Jonathan Shaw, Minister for the South East;
 - Meetings and dinners with Business Representatives including EEF and Institute of Directors.

1.6 Chief Executive's Report

- 11 Pam Alexander introduced the Agency Report which will now be available and regularly updated on the new SEEDA website launched in October.
- 12 The Chief Executive reported on proposals for a National Skills Strategy which would give new responsibilities to Regional Development Agencies. SEEDA is working closely with Advantage West Midlands (as the current RDA Chair of Chairs) on further developments as the lead role.
- 13 The Women's Enterprise Task Force and Ethnic Minority Task Force conclude in November 2009. The final report will set out the key remaining issues for women's enterprise in the UK and recommendations for how these can best be addressed in the future.
- 14 The Board **NOTED** the Agency Report.

a) Fit for the Future update

- 15 The Board **NOTED** the progress of the Fit for the Future programme.

1.7 Operational statements

a) Half year operational and financial review

- 16 Robert Crawford summarised SEEDA's financial and operational position at the half year point and explained the Strategic Review Forward Look.

ACTION:

Robert Crawford to bring back revised targets and means of achieving them to the December Board Meeting.

1.8 Risk register movements

- 17 Robert Crawford updated the Board on the changes in the Corporate Risk Register at the half year point.
- 18 The Board **NOTED** the latest version of the Corporate Risk Register.

Item 2 ITEMS FOR DECISION

2.1 Property Regeneration Partnership

- 19 The Board discussed the proposed Joint Venture with the Homes and Communities Agency with particular emphasis on the issues of asset transfer and the proposed setting up of daughter Joint Ventures with borrowing ability.
- 20 The Board **AGREED** to the principle of establishing a Joint Venture with the Homes and Communities Agency to bring additional public and private sector capital into the development of SEEDA's land assets, to deliver the physical regeneration of SEEDA's property portfolio and new programmes related to business critical infrastructure.
This will be accomplished through SEEDA's subsidiary company, South East England Properties Limited (SEEP) subject to:
- The Board subsequently approving the key principles of the Business Plan and Partnership Agreement and the transfer of assets by grant funding agreement;
 - Funding of individual projects within the Business Plan will be subject to SEEDA's and HCA's existing approval processes on a project by project basis;
 - The HCA's formal approval which is proposed for December 2009, and
 - Subsequent approval from the Department for Business, Innovation and Skills the Department for Communities and Local Government and Treasury to establish the company and transfer SEEDA's assets.

ACTION:

Lee Amor to submit the Partnership Agreement to the Major Projects Committee and bring the detailed Business Plan to the January Board.

2.2 Regional Partnership Meetings

a) Planning Panel – 15 October 2009

- 21 The Board **NOTED** the Planning Panel's work programme.

b) Regional Transport Board – 23 October 2009

- 22 The Board discussed the East West Rail proposal between Oxford and Milton Keynes and **NOTED** the regional Transport Board's principal decisions.

c) Strategy Board – 26 November 2009

- 23 The Board **AGREED** that the eight Diamonds for Investment and Growth, and the four areas of SEEDA's ongoing programmes of regeneration (Margate, Dover, Hastings and Bexhill) and growth (Ashford), are the starting point from an economic development perspective for considering place-based interventions in the South East.

d) Regional Housing and Regeneration Board – 1 December 2009

- 25 The Board were informed that further briefing on the Regional Housing and Regeneration Board will be provided in advance of the December meeting.
- 26 The Board **NOTED** the proposed agenda for the 1 December 2009 Housing and Regeneration Delivery Board. SEEDA's key objective at the meeting will be to ensure that housing investment plans of regional partners most effectively support economic development and regeneration.

e) Economic Development and Skills Board – 17 November 2009

- 27 The Board was updated on the arrangements for the inaugural meeting of the Economic Development and Skills Board. A full briefing will be provided to Board members in advance of the meeting.
- 28 The Board **NOTED** the proposed outline agenda for the inaugural meeting of the Economic Development and Skills Board. SEEDA's key objectives at the meeting will be to ensure that the Board takes forward the work required to develop a Regional Skills Strategy and takes on the role of overseeing progress made in delivering the Regional Economic Strategy as well as realises the opportunity to improve the alignment of economic development and skills priorities across the region.

2.3 Revised criteria for consulting SEEDA on strategic planning applications

- 29 The Board discussed the proposal to streamline the criteria for planning applications.
- 30 The Board **AGREED** the revised criteria for planning applications of regional economic significance which will significantly reduce the number of statutory planning applications received by the Agency.

3. ITEMS TO NOTE

3.1 Communications update

31 The Board was informed that:

- The audio files and the press release from the Annual Open Public meeting will be available on SEEDA's website imminently;
- The Agency Report will feature on SEEDA's website;
- Work has been conducted with regards to internal and external communications regarding Fit for the Future;
- Recent media coverage was mainly positive and the relationship with regional broadcast media in particular is strengthening.

3.2 Project and Programme Update

32 Oona Muirhead updated the Board on changes in internal approval processes.

33 The Board **NOTED** the projects and the discussion at Gateway Group which is working towards a better corporate understanding of SEEDA's balance of investment by sector and place.

Author

Board Manager

Signed off-by

Paul Lovejoy, Executive Director, Strategy, November 2009