

**MINUTES OF THE 101st MEETING OF THE
SOUTH EAST ENGLAND DEVELOPMENT AGENCY**

HELD ON 26 FEBRUARY 2009

NUTFIELD PROPRY, REDHILL

Present:

Jim Brathwaite (Chair)
Zenna Atkins
Jeremy Birch
Dolores Byrne
Pamela Charlwood
Les Dawson
Bob Goldfield

Sue John
Keith Mitchell
Alex Pratt
Keith Riley
Bill Wakeham
Phil Wood

In attendance:

Pam Alexander,
Paul Lovejoy
Robert Crawford
Oona Muirhead
Jeff Alexander
Lee Amor

Gosia Marshall (minutes)
Barbara Buczek
Heather Bolton
Julie Anderson

Apologies for absence

- 1 Apologies were received from Peter Jones and Imtiaz Farookhi.
- 2 James Brathwaite thanked everyone for their contribution to the discussion at the Strategy Awayday session which had been held in the morning. He commented that this year's programme should continue as planned whilst SEEDA reconsidered future projects. In moving as quickly as possible to the new agenda it would be inappropriate to withdraw from committed partnerships and projects.

Item 1 Sub National Review Implementation Process

- 3 Paul Lovejoy spoke about how the current situation differs from the Government's original proposals in 2007. There is now a joint duty between SEEDA and Local Authorities to produce a Regional Strategy.
- 4 Paul Lovejoy introduced a paper on Sub National Review Implementation proposals and invited the board to agree the proposed governance structures.
- 5 Paul Lovejoy reminded the Board of concerns raised during January Board Meeting: the need for separate Partnership and Strategy Boards; the relative balance of Local Authority and SEEDA Board Members on the Partnership and Strategy Boards; and the limited degree of stakeholder representation on the proposed Strategy Board. The key elements of the proposed governance structure had, however, been agreed.
- 6 Paul Lovejoy reported to the Board on a meeting of stakeholders, Regional Assembly and local authority representatives to consider the issue of stakeholder representation on the proposed Strategy Board. Subsequently South East England Councils had agreed to endorse the proposals for the Partnership and Strategy Boards and to increase the number of stakeholders representatives attending Strategy Board as observers to two. SEEDA's Board Task and Finish Group on the Sub National Review have also agreed this structure.
- 7 Paul Lovejoy explained to the Board that a Partnership Board, which will meet infrequently, will be responsible for the overall shaping of the Regional Strategy, while the Strategy Board will meet more regularly to take forward the operational focus, shaping and refining of policies. The Strategy Board will include 4 Delivery Partners with speaking rights and 2 Stakeholders as observers. More work is still required regarding shaping the Delivery Board and Regional Strategy Unit capacity.
- 8 Pamela Charwood emphasised the importance of the joint ownership and the involvement of stakeholders. SEEDA needs to preserve the sense of working together. She suggested that SEEDA should propose an early meeting with the Leaders' Board and the representatives of stakeholders. This suggestion was warmly supported
- 9 The Board discussed the issue of separate Partnership and Strategy Boards. The Strategy Board will need to meet regularly and frequently to steer development of the Strategy and to guide the work of the executive, working with delivery agencies and stakeholder representatives and it will be involved with different issues and more detailed work. The Partnership Board, as a top level decision-making body, will meet less frequently

throughout the process of preparing the new Regional Strategy. These two quite different roles necessitate the separation of the two Boards.

- 10 James Brathwaite informed the Board that this proposal once agreed by SEEDA and by the South East England Council would be put to the Secretary of the State for agreement. If the Regional Assembly agrees at their March plenary meeting to dissolve the new structure would begin on 1st April 2009.
- 11 The Board **AGREED** the proposed governance structures for the South East.

<p>Action: Paul Lovejoy to organise a meeting between SEEDA, the Leaders' Board and the representatives of stakeholders</p>
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SEEDA BOARD

SUMMARY OF ACTIONS

26th FEBRUARY MEETING

Action: *Item 1, Sub National Review Implementation Process*

Paul Lovejoy to organise a meeting between SEEDA, the Leaders' Board and the representatives of stakeholders.

Invitation sent out.

28th JANUARY MEETING

Action: *Item 4; Area Team Update – Surrey and Berkshire*

Paul Lovejoy to bring a paper on Airport Policy the March Board meeting.

March Board Meeting, Agenda item 7.

Action: *Item 5; Europe Report Follow Up*

Jeff Alexander to identify potential bidders for the February INNOVA call.

SEEDA has subsequently explored with EnviroBusiness, academic partners and potential partners across Europe whether an application would be feasible. This included assessing the potential of joining a bid under development using the European partner search tool. The assessment concluded that an application under the current Europe INNOVA call would not deliver outcomes that would justify the resources required to develop an application and (if successful) to deliver the project.

Action: *Item 12; Financial and Operational Review*

Heather Bolton and Julie Anderson to ensure that there is a timely set of positive external messages regarding the South East results in the National Impact Evaluation.

In progress awaiting publication of the report.

Action: *Item 14, Audit Committee Minutes*

Action: **Paul Lovejoy** to circulate minutes from SEEDC and NEC meetings to the Board.

Minutes have subsequently been circulated.

30th OCTOBER MEETING

Action: *Item 5, South Hampshire – reflections on issues raised at the dinner*

Jim Brathwaite to ask Jonathan Shaw to intercede with Network Rail to get action on the access road to the Employment Zone at Eastleigh.

Meeting scheduled for the 23rd of April.

Action: *Item 7, Major Projects and Programmes*

a. *South East European Regional Development Fund Competitiveness Programme*

Action: **Oona Muirhead** and **James Ruel** to consult with local authorities about match-funding of up to 25%, carry out a risk assessment on currency fluctuations, and revert to MPC.

Will be taken to MPC after consultations.

18TH SEPTEMBER MEETING

Action: *Item 5, MKOB Area Update*

Jim Brathwaite and **Pam Alexander** to meet with LloydsTSB management at very senior level to make the case for the 2000 jobs at Aylesbury.

Jeff Alexander keeping in touch with top executives. Pam Alexander meeting with HBOS representatives in Aylesbury on 23rd March.

Action: *Item 10, Government Office South East*

Paul Lovejoy to consider with **Jim Brathwaite** and **Pam Alexander** SEEDA contacting regional MPs on Regional Select Committees.

Labour members confirmed. Conservative and Liberal Democrat members boycotting. Stephen Ladyman in Chair and first inquiry now expected.