

# Public Document Pack



## Association of South Essex Local Authorities (ASELA) - Joint Committee

Date: Thursday, 28th October, 2021

Time: 10.00 am

Place: Council Chamber, Castle Point Borough Council, Kiln Road, Thundersley,  
Benfleet, SS7 1TF

Contact: S. Tautz (Principal Democratic Services Officer)

Email: [committeesection@southend.gov.uk](mailto:committeesection@southend.gov.uk)

### AGENDA

**1. ELECTION OF CHAIR AND VICE-CHAIR**

To elect a Chair and Vice-Chair of the Joint Committee for the remainder of the current municipal year.

**2. APOLOGIES FOR ABSENCE**

**3. DECLARATIONS OF INTEREST**

**4. WELCOME AND INTRODUCTION FROM THE CHAIR**

**5. ASSOCIATION OF SOUTH ESSEX LOCAL AUTHORITIES (ASELA) - PRIORITIES & PROGRAMMES (Pages 1 - 6)**

To consider the attached report and receive a presentation from the lead Chief Executive for ASELA.

**6. ASSOCIATION OF SOUTH ESSEX LOCAL AUTHORITIES (ASELA) - JOINT COMMITTEE GOVERNANCE ARRANGEMENTS (Pages 7 - 24)**

To consider the attached report of the lead Monitoring Officer for ASELA.

**7. ASSOCIATION OF SOUTH ESSEX LOCAL AUTHORITIES - FINANCE REPORT (OCTOBER 2021) (Pages 25 - 28)**

To consider the attached report of the lead Chief Financial Officer (Section 151 Officer) for ASELA.

**8. THAMES FREEPORT PROGRAMME HIGHLIGHT REPORT (Pages 29 - 32)**

To consider the attached report and receive a presentation from the respective Chief Executive/Senior Responsible Officer providing an overview of the progress of the Thames Freeport programme.

**9. INFRASTRUCTURE & HOUSING PROGRAMME HIGHLIGHT REPORT (Pages 33 - 38)**

To consider the attached report and receive a presentation from the respective Chief Executive/Senior Responsible Officer providing an overview of the

progress of the Infrastructure and Housing programme.

**10. SOUTH ESSEX ESTUARY PARK PROGRAMME HIGHLIGHT REPORT**  
(Pages 39 - 42)

To consider the attached report and receive a presentation from the respective Chief Executive/Senior Responsible Officer providing an overview of the progress of the South Essex Estuary Park (SEE Park) programme.

**11. FULL FIBRE DIGITAL PROGRAMME HIGHLIGHT REPORT** (Pages 43 - 44)

To consider the attached report and receive a presentation from the respective Chief Executive/Senior Responsible Officer providing an overview of the progress of the Full Fibre Digital programme.

**12. SOUTH ESSEX TECHNICAL UNIVERSITY PROGRAMME HIGHLIGHT REPORT** (Pages 45 - 48)

To consider the attached report and receive a presentation from the respective Chief Executive/Senior Responsible Officer providing an overview of the progress of the Technical University programme.

**Members:**

Councillor A Baggot (Leader - Basildon Borough Council)

Councillor K Bentley (Leader – Essex County Council)

Councillor M Coxshall (Cabinet Member for Regeneration, Strategic Planning & External Relationships - Thurrock Borough Council)

Councillor I Gilbert (Leader - Southend-on-Sea Borough Council)

Councillor C Hossack (Leader - Brentwood Borough Council)

Councillor A Sheldon (Leader - Castle Point Borough Council)

Councillor S Wootton (Leader - Rochford District Council)

<b>DATE: 28 October 2021</b>	<b>ITEM: 5</b>	<b>5</b>
<b>ASELA Joint Committee Meeting</b>		
<b>ASELA Priorities and Programmes</b>		
<b>Report of:</b> Lyn Carpenter		
<b>Programme Implementation Director:</b> N/A		
<b>Accountable Programme SRO:</b> N/A		
<b>This report is public</b>		

## 1. Introduction and Background

- 1.1 The Association of South Essex Local Authorities is a partnership of neighbouring councils that have come together to deliver growth and prosperity in the region. The local authority partners are Basildon, Brentwood, Castle Point, Rochford, Southend-on-Sea, Thurrock and Essex County Council. In January 2018, the partnership agreed to work together and signed a Memorandum of Understanding. Since then the activities of ASELA have matured and moved forward significantly.
- 1.2 ASELA has been working together across existing local government boundaries to help deliver improved infrastructure and economic growth. This work culminated in a Growth and Recovery Prospectus being produced in July 2020 setting out a compelling vision and proposition for South Essex:
- A strategy to **grow the economy** with specific emphasis on Green Tech, Logistics, Construction and Creative Industries **to** provide productive and well-paid employment, locally;
  - Providing excellent and contemporary **digital infrastructure** including 5G and connectivity that will see businesses want to invest in the area and start successful and productive enterprises;
  - Delivering significant improvements in **connectivity and public transport**, underpinned by investment in active travel projects which benefit people's health and wellbeing and could see major environmental benefits;
  - Unlocking **housing** sites to deliver accelerated development seeing new **quality homes**, neighbourhoods and communities brought to South Essex, and enhancing amenity and place for existing local residents;
  - Investment in **green and blue infrastructure** to enable new parks and river walks, supporting active use of environmental assets, adding to

biodiversity, health and wellbeing outcomes, whilst supporting active and thriving communities;

- Improving **skills** across the region from school aged children through to adult training and education, ensuring that the current and future workforce can access productive and highly skilled jobs.

1.3 The prospectus described the ambition for the area for the next ten years and identified the major areas for strategic intervention to boost the economy and accelerate recovery from the pandemic. The clarity of this ambition has enabled the area to:

- Develop highly effective engagement with Government, including a number of Departments and Agencies, building binding commitments that go deeper than has been possible in other places;
- Create significant support and backing from the area's businesses, including Opportunity South Essex and major employers in the region; and
- Identify the programmes of change that will have the greatest impact across the area, and that can be delivered over the coming years.

1.4 With the added impact COVID-19 has had on our businesses and communities, there is an opportunity to collectively grasp this moment and deliver economic, social and public service transformation. ASELA wants to be at the forefront and support the south Essex region to be a UK leader in economic recovery, and drive sustained economic growth and prosperity within its communities. There is a bold and ambitious plan to create greater prosperity and quality of life for all its residents and for the benefit of the UK. Part of this plan must now be to ensure its businesses and residents recover, improve the economy locally and nationally as well as deliver the housing targets set by government.

## 2. **Turning vision into reality – our programme of delivery and achievements so far**

2.1 In the autumn of 2020, 10 major programmes were identified for further development. Since then, Thames Freeport has also emerged as a game changing opportunity for the region. In undertaking the work to shape the programmes, develop the business cases and understand the benefits they will deliver, there are now five programmes that have emerged as the front runners or “anchor programmes” for South Essex:

- **Infrastructure and Housing** – unlocking 6,500 homes by 2025 and Three major new settlements;
- **South Essex Estuary Park** – a single regional park - 23,000 ha of protected landscapes, 450km green walking/cycle pathways;
- **Full Fibre Digital Connectivity** – Public and private investment up to £100m and new Data Centres to support business growth;



- **The Technical University** – Graduate apprenticeships starting 2023, in partnership with Ford, Leonardo, Nat West;
- **Thames Freeport** – (private sector led), 25,000 new jobs and £4.5bn inward investment.

2.2 Each programme is outlined more detail in the subsequent paragraphs.

2.3 **Infrastructure and Housing** – the focus of this programme is the provision of infrastructure and homes that are needed to support the economy and meet existing housing needs. Over the last 12 months a detailed pipeline of housing schemes has been developed with a specific focus on schemes that are stalled because of issues of viability. By working together across all South Essex Local Authorities, the area has been able to create a compelling case for a trail blazing strategic place-based partnership with Homes England. Now agreed in principle, by the Homes England Executive Board, it will be just one of two such partnerships in the country. A Memorandum of Understanding is being prepared for Leader’s consideration, along with a joint Business Plan. Homes England remain committed to provide capacity funding for this programme for 2021/22 and the outputs of the joint work on the Business Plan will also feed into the Spending Review in the Autumn. In addition to this activity, progress is also being made through joint working with regional housing associations, through a new initiative to create greater opportunities for small and medium sized builders, and in the early work on the potential developments at Dunton Hills, Fairglen, and Sutton.

2.4 **South Essex Estuary Park (SEE Park)** – this flagship programme aims to provide an extraordinary parkland setting that encompasses all South Essex, bringing environmental, social, and economic value to the region. It will cover one third of South Essex at 23,000ha (in line with government’s aim of protecting 30% of England’s countryside by 2030) and will comprise five large-scale landscapes, selected because of their capacity to perform multiple functions, while offering many benefits. Work is underway to design an implementation approach around creating early successes, building momentum and confidence with residents and investors alike. Initial activity over the next 12-24 months will be focussed around four workstreams:

- Launching the SEE Park - with a distinctive branding, establishing a marketing & comms plan with web/social media presence; and creating options for a future operating model;
- Development of a Landscape framework plan - and design guide to ensure future development work across the 5 constituent landscapes reflects the GBI Strategy and objectives;
- Delivery of the Central Thames Pathfinder - as a ‘demonstrator’ project with a series of wave1 implementation deliverables within an initial 18-month period;
- Creating a Green Finance Strategy – looking to access Government grant / capacity funding in the short-term and to build a long-term green investment model to attract private sector infrastructure funding.

- 2.5 **Full Fibre Digital Connectivity** – the principal objective of this programme is to provide gigabit connectivity to every household and premises by 2025. The Local Full Fibre Network project which is funded by DCMS delivers fibre to public sector facilities (including fire, GPs and health care) remains on track and on budget to achieve delivery to over 150 sites by the end of the month. Plans are now being developed to join all the fibre together to create a single public service network. This activity is attracting significant private sector investment and up to £100m has now been committed to South Essex by Openreach, Virgin and City Fibre collectively. The next phase of this programme will be to establish a private sector led board and start to develop the digital solutions that will be at the heart of the Thames Freeport, the Technical University, and the South Essex Estuary Park.
- 2.6 **Technical University** – in March Leaders approved the feasibility study for a technical university. The intention is to create degree apprenticeships with local employers, providing opportunities for local people, leading to high skill local jobs. This is a business led venture, with a number of the leading businesses in the area identifying requirements for both young people and reskilling of existing employees. A Partnership Board has now been established, which includes senior representation from DP World, Leonardos, Olympus, Nat West Bank, Ford, and Southend Airport. Higher Education providers are also represented through Anglian Ruskin University, University of Essex, and the University of East Anglia. The programme will reach into the school system to encourage students from communities that wouldn't historically have considered higher skills as attainable. The next steps that are now underway include the procurement of a Higher Education provider for the first tranche of degree apprenticeship courses, starting in September 2023, and the development of the full business case by November 2021.
- 2.7 **Thames Freeport** – the Government announced in the Chancellor's March Budget, that the Thames Freeport was one of eight successful bids. The Freeport is private sector led (DP World, Forth Ports, and Ford) and covers the geography of the local authorities of Thurrock, LB Havering LB Barking and Dagenham. Thurrock Council are the lead local authority and the accountable body for public sector investment. Since March the Government have agreed the interim governance arrangements and approved initial capacity funding of £300k. Detailed work on an Outline Business Case is now underway with simultaneously work in train to establish Tax and Custom sites within the Freeport area. These bring significant financial incentives to the private sector partners and the potential for business rate retention for the designated areas. The initial feasibility study identified substantial economic benefits including over 25,000 new jobs and over £5bn of inward investment. In addition, the priority policy objective is to use the Freeport as a catalyst for regeneration and levelling up deprived communities. These benefits and policy areas will be tested and expanded as part of the business case development over the following weeks.

### **3. Innovative collaboration with Government and Business to attract investment and accelerate progress**

- 3.1 Our collaborative arrangements with Government are growing stronger. Wherever possible, representatives from the appropriate Government Department or Agency are being invited to join the programme boards that have been established for each of the main areas outlined above. In addition, through the Department for Business, Energy, and Industrial Strategy (BEIS), workshops are being set up with ASELA to bring together multiple departments to discuss the practical implications of delivering government policy in a regional place setting. This is a wholly new and potentially ground breaking initiative.

We are also securing ever greater private sector involvement in programme leadership, investment and delivery. It is expected that this will become a natural feature as they mature. In doing so, it also makes clear that the role of the public sector becomes one of facilitator and convenor, bring partners together to work collectively on strategic issues. The Thames Freeport programme is a leading example of this model operating in practise.

### **4. Summary of achievements to date and how we propose to go further**

- 4.1 Our place-making ambition for South Essex is a long-term undertaking. But we are pressing hard to achieve practical changes now that make immediate and positive differences to our communities. Our collaboration goes much further than merely working together on joint spatial plans. We want to be innovative, push boundaries and do whatever's possible to accelerate delivery. Working together we have accomplished much over the last 24 months – all against the difficulties of the pandemic and lockdown recovery:
- Over £11m of inward investment so far attracted through our 5 anchor programmes;
  - £815k of funding confirmed from National Highways as a Lower Thames Crossing funding contribution for SEEPark infrastructure to support immediate improvements to pathways and access within the Central Thames Marshland landscape area ;
  - Excellence in Tackling Climate Change and Landscape Planning and Assessment recognition at last year's Landscape Institute Awards for our SEEPark work;
  - Ground breaking partnership with Homes England that that is just one of two strategic place based programmes in the country;
  - An innovative business led venture launched, actively supported by leading private sector organisations to create a new Technical University - first Graduate apprenticeships starting 2023



- Official commercial opening of the Thames Freeport by the Chancellor of the Exchequer in September and £300k of immediate capacity funding received;
- Thames Freeport expected to create 25,000 new jobs and £4.5bn of inward investment for the surrounding area;
- £100m of private sector digital infrastructure investment committed to South Essex by Openreach, Virgin and City Fibre collectively;
- Successful first phase to link 129 sites in South Essex with next generation high speed full fibre broadband connections triggering a further a £2.5million in government funding.

4.2 We want to do more and will be commissioning work, developing strategies and bringing forward delivery proposals on other aspects of implementing the vision, including but not limited to:

- Future Transport and mobility requirements;
- A joined -up Active Travel network;
- The pathway to net a zero place and sustainable energy systems.



<b>DATE 28 October 2021</b>	<b>ITEM: 6</b>	<b>6</b>
<b>ASELA Joint Committee Meeting</b>		
<b>Report Title: ASELA Joint Committee Governance Arrangements</b>		
<b>Report of:</b> Paul Burkinshaw, Director of Strategy and Governance and Monitoring Officer, Basildon Borough Council		
<b>Programme Implementation Director:</b> N/A		
<b>Accountable Programme SRO:</b> N/A		
<b>This report is public</b>		

### **Executive Summary**

The constituent authorities of the new Association of South Essex Local Authorities (ASELA) Joint Committee who have all recently agreed to form part of the Joint Committee are:

- Basildon Borough Council
- Brentwood Borough Council
- Castle Point Borough Council
- Essex County Council
- Rochford District Council
- Southend-on-Sea Borough Council
- Thurrock Council

In agreeing to form part of the Joint Committee, the constituent authorities have all adopted the Joint Committee Agreement and Constitution ('the Governing Documents'). This report asks the Joint Committee to note the arrangements contained in the Governing Documents as set out in Appendix.1.

The report also asks the Joint Committee to deal with other matters as required by the Governing Documents including approval of the provision of secretariat to the joint committee, which authority shall act as Accountable Body for ASELA and whether the Joint Committee wishes to appoint any co-opted members (without voting rights) to join the committee.

Other matters which are required to be dealt with by the Joint Committee at its first meeting including the appointment of a Chair and Vice-Chair the subject of separate items on the agenda for this meeting.

## **1. Recommendation(s)**

- 1.1 That the Joint Committee notes the arrangements contained in the Governing Documents as set out in Appendix 1.
- 1.2 That Southend-on-Sea Borough Council provide secretariat to the Joint Committee until further notice.
- 1.3 That Castle Point Borough Council act as the Accountable Body in relation to the functions and resources of ASELA until further notice.
- 1.4 That Opportunity South Essex (OSE) be appointed to the Joint Committee as a co-opted Member (without voting rights)
- 1.5 That the Joint Committee consider and identifies any other bodies, or persons it may wish to appoint as co-opted members (without voting rights) to the Joint Committee.

## **2. Introduction and Background**

### Governing Documents

- 2.1 All constituent authorities have formally considered recently a report from ASELA regarding the governance arrangements required to enable delivery of the Growth and Recovery Prospectus and provide enhanced transparency and accountability in the new delivery stage of its work programme, and subsequently agreed to become members of a formal Joint Committee. In doing so, they have agreed to adopt the Joint Committee Agreement and Constitution ('the Governing Documents'). These are set out in Appendix 1 and the Joint Committee is asked to note the arrangements contained therein.
- 2.2 The Governing Documents provide for them to be reviewed annually which will enable the arrangements set out therein to be subject to regular review and ensure that the governance arrangements remain fit to support ASELA's developing ambitions. The first review will take place in February/March 2022.

- 2.3 Some slight revisions that are proposed to be made at that time have already been identified. These are primarily to more explicitly clarify that as a formal Joint Committee its proceedings are bound by the provisions of Schedule 12 of the Local Government Act 1972, but that constituent authorities have agreed and shall be expected to operate in accordance with the local arrangements set out in the Governing Documents. This primarily relates to the governing documents providing for there being no casting vote and for decisions that affect a specific authority requiring the support of that authority as opposed to simply a majority vote, as well as other minor amendments.

#### Accountable Body

- 2.4 The Governing Documents require that an 'Accountable Body' in relation to the functions and resources of ASELA shall be agreed by the Joint Committee. Prior to the establishment of the Joint Committee, Castle Point Borough Council were acting as the Accountable Body and it is recommended that they continue to do so.
- 2.5 The Joint Committee has the option of asking another constituent authority to undertake this role, however this is not being recommended as Castle Point Borough Council have effectively undertaken the role for some time and are therefore arguably best placed and have agreed to continue to do so.

#### Secretariat

- 2.6 The Governing Documents also state that a local authority will be designated to provide secretariat to the Joint Committee which shall be agreed by the Joint Committee. It is recommended that Southend Borough Council shall provide secretariat to the Joint Committee
- 2.7 The Joint Committee has the option of asking another constituent authority to undertake this role, however this is not being recommended as Southend Borough Council have agreed to undertake the role at no direct cost to ASELA and have the necessary expertise to do so.

#### Membership of the Joint Committee

- 2.8 The Governing Document's state that:

*Membership of the Joint Committee shall consist of the Constituent Council Members who comprise the Joint Committee, whereby each shall appoint –*

- (i) *one of its elected members as a member of the joint committee, preferably to be the Leader of the Council; and*
- (ii) *another elected member as a substitute member to act in the absence of the member appointed under (i) above*

*The Joint Committee shall have the ability to appoint co-opted members (without voting rights) to the Joint Committee as they see fit.*

2.9 It is recommended that a representative of Opportunity South Essex (OSE) be appointed to the Joint Committee as a Co-opted Member (without voting rights). OSE is the local federated board for the South East Local Enterprise Partnership for South Essex and has been working closely with ASELA for some time. OSE is a private sector led partnership with members from South Essex businesses, local authorities, further and higher education.

2.10 The Joint Committee is also asked to consider whether it wishes to appoint co-opted members (without voting rights) to the Joint Committee.

### **3. Issues, Options and Analysis of Options**

3.1 The alternative options to the recommendations are set out in the report.

### **4. Reasons for Recommendation**

4.1 This report asks the Joint Committee to note the arrangements contained in the Governing Documents as set out in Appendix 1 and approve some minor proposed amendments set out therein. The report also asks the Joint Committee to deal with other matters as required by the Governing Documents

### **5. Consultation (if applicable)**

5.1 Consultation on the content of this report has been undertaken with the Monitoring Officers for each of the constituent ASELA local authorities.

### **6. Impact on policies, priorities, performance and community impact (if applicable)**

6.1 N/A

## 7. Implications

### 7.1 Financial

There are no financial implications arising from this report. Both Castle Point and Southend Councils have offered to provide the services referred to in the report, to ASELA at no direct cost. It is intended that meetings of the Joint Committee will be hosted by constituent authorities which shall again be at no direct cost to ASELA.

Implications verified by: **N/A**  
**Title**

### 7.2 Legal

The report primarily deals with governance arrangements of the Joint Committee

Implications verified by: **Name N/A**  
**Title**

### 7.3 Other implications (where significant)

There are no direct inclusion, diversity and community cohesion implications arising from consideration of this matter. The report primarily deals with governance arrangements of the Joint Committee as opposed to impacting on any individual or group. Necessary arrangements will be made to ensure that all members, and any future co-opted members, can effectively participate in the proceedings of the Joint Committee.

## 8. Appendices to the report

Appendix 1 – ASELA Joint Committee Governing Documents

### Report Author:

NAME: Paul Burkinshaw

TITLE: Director of Strategy and Governance and Monitoring Officer, Basildon  
Borough Council

PROGRAMME: N/A

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# **Association of South Essex Local Authorities (ASELA)**

## **Joint Committee Agreement and Constitution**

## 1. Introduction

- 1.1 The core purpose of the Joint Committee is to provide place leadership for South Essex. Recognising that through a collaborative approach, the constituent authorities will be best placed to develop and deliver a vision for South Essex up to 2050, promoting healthy growth for communities.
- 1.2 The Joint Committee will focus on the strategic opportunities, regardless of individual local authority boundaries for the South Essex economic corridor to influence and secure the strategic infrastructure that will help individual areas to flourish and realise their full economic and social potential.
- 1.3 This agreement sets out how the ASELA Joint Committee shall operate in seeking to deliver its overarching purpose, what powers and functions it holds, how decisions are made and the procedures that are followed to ensure that it operates efficiently, effectively and is both transparent and accountable.
- 1.4 The Joint Committee shall come into effect from 1<sup>st</sup> April 2021.
- 1.5 The Association shall operate and discharge its functions through a Joint Committee between all local authorities formally established in accordance with Section 101 of the Local Government Act 1972 and who have agreed to form part of the Joint Committee and made the agreed financial contribution to support the work of the joint committee. It has 7 members, being
  - a councillor (elected member) appointed by each of the 'Constituent Councils' which includes –
    - - Basildon Borough Council
      - Brentwood Borough Council
      - Castle Point Borough Council
      - Essex County Council
      - Rochford District Council
      - Southend Borough Council
      - Thurrock Council
- 1.6 The Joint Committee shall have the ability to agree to additional local authorities, who it is considered are able to contribute to the aims of the Joint Committee, to join the committee as a 'constituent council'. Any such authorities will need to have formally agreed, in accordance with Section 101 of the Local Government Act 1972 to form part of the Joint Committee and made the agreed financial contribution to support the work of the Joint Committee.
- 1.7 The Joint Committee is subject to overview and scrutiny through constituent authorities' own scrutiny arrangements.



## **2. Principles**

- 2.1 This agreement and the terms of reference provide a basis for the work of ASELA. A review of this document shall be undertaken by the Joint Committee at the end of the 2021/22 municipal year and annually thereafter
- 2.2 There shall be no transfer of powers currently held by any constituent authority to the Joint Committee and this document makes no provision for such.
- 2.3 No decision can be taken by the Joint Committee which relates to any matter that is in the preserve of a specific constituent borough/district authority unless that authority indicates its agreement with the proposal.
- 2.4 An 'accountable body' in relation to the functions and resources of ASELA shall be agreed by the Joint Committee
- 2.5 A local authority will be designated to provide secretariat to the Joint Committee which shall be agreed by the Joint Committee

## **RESPONSIBILITY FOR FUNCTIONS**

### **A. JOINT COMMITTEE**

#### **1. Overview**

The Joint Committee has been formally established by all constituent councils in accordance with Section 101 of the Local Government Act 1972 to discharge the functions of ASELA as set out in this Constitution.

#### **2. Membership**

##### **2.1 Appointment.**

Membership of the Joint Committee shall consist of the Constituent Council Members who comprise the Joint Committee, whereby each shall appoint –

- (i) one of its elected members as a member of the joint committee, preferably to be the Leader of the Council; and
- (ii) another elected member as a substitute member to act in the absence of the member appointed under (i) above

The joint committee shall have the ability to appoint co-opted members (without voting rights) to the Joint Committee as they see fit.

##### **2.2 Term of Membership**

- (a) Members or substitute members cease to be a member or substitute member of the joint committee –
  - (i) if they cease to be a member of the constituent council that appointed them; or
  - (ii) A person may resign as a member or substitute member of the joint committee by written notice served on the proper officer of the council of the constituent council that appointed them; or
- (b) Where a member or substitute member's appointment ceases the constituent council that made the appointment must, as soon as practicable, give written notice of that fact to the Association's Secretariat and appoint another of its elected members in that person's place;
- (c) A constituent council may at any time terminate the appointment of a member or substitute member appointed by it to the Association and appoint another of its elected members in that person's place.

- (d) Where a constituent council exercises its power under subparagraph (c), it must give written notice of the new appointment and the termination of the previous appointment to the Association's Secretariat and the new appointment shall take effect and the previous appointment terminate with immediate effect.

2.3 **Chair** – A Chair and Vice-Chair shall be appointed at the first meeting of the joint committee. Appointment of a new Chair and Vice-Chair shall take place by the end of June each year, following the annual meetings of all constituent councils. The Chair or, in his or her absence, the Vice-Chair shall chair all meetings of the joint committee when present.

2.4 **Quorum.** No business of the joint committee shall be transacted unless at least half of the Constituent Council Members or substitute members appointed are present.

### 3. **Meetings and Procedure**

#### 3.1 **Voting**

- (a) Subject to those matters at paragraph (d) below, any matters that are to be decided by the joint committee are to be decided by a majority of the members present and voting on that question at a meeting of the joint committee, such majority to include substitute members, acting in place of members.
- (b) Each member, or a substitute member acting in that member's place, is in post is to have one vote and no member or substitute member is to have a casting vote.
- (c) If a vote is tied on any matter it shall be deemed not to have been carried. There shall be no casting vote.
- (d) A decision on a question relating to a matter that is in the preserve of a specific local authority shall require the support and agreement of that specific authority.

#### 3.2 **Procedure**

- (a) The joint committee will conduct business in accordance with the meeting standing orders set out in these terms of reference.
- (b) The proceedings of the joint committee are not invalidated by any vacancy among its members or substitute members or by any defect in the appointment or qualifications of any member or substitute member

#### **4. Sub-Committees and advisory bodies**

##### **4.1 The joint committee -**

- (a) may establish such other sub-committees, which may include the co-option of any non-voting members, as it sees fit; and
- (b) may establish such advisory panels and ad-hoc working groups as it considers may be expedient to assist it.

#### **5. Delegation**

##### **5.1 The exercise of the joint committee's functions may be delegated to:**

- (a) a sub-committee; or
- (b) an officer.

A record of such delegations shall be maintained

#### **6. Core Purpose, Aims and Functions**

##### **Core Purpose and aims**

- 6.1 The core purpose of the Joint Committee is to provide place leadership for South Essex. Recognising that through a collaborative approach, the constituent authorities will be best placed to develop and deliver a vision for South Essex up to 2050, promoting healthy growth for communities.
- 6.2 The Joint Committee will focus on the strategic opportunities, regardless of individual local authority boundaries for the South Essex economic corridor to influence and secure the strategic infrastructure that will help individual areas to flourish and realise their full economic and social potential.
- 6.3 The primary aims of Joint Committee will be to:
  - Provide place leadership;
  - Open up spaces for housing, business and leisure development by developing a spatial strategy;
  - Transform transport connectivity;
  - Support the sectors of industrial opportunity;
  - Shape local labour & skill markets;
  - Create a fully digitally-enabled place;
  - Secure a sustainable energy supply;
  - Influence and secure funding for necessary strategic infrastructure; and
  - Work with and provide a voice for South Essex working with the Thames Estuary Growth Board.

## **Principles of collaboration**

6.4 Collaboration will be focused on three key areas:

- Tackling problems we can't solve individually
- Creating collective scale and impact
- Providing the place leadership to promote and sell the 'South Essex' proposition

## **Specific Functions**

6.5 The functions of the joint committee are as follows:

- a. Provide oversight and direction of programmes of work aligned to the core purpose and aims of the joint committee set out above.
- b. Commissioning and co-ordination of delivery of programmes, projects and development of policy against in accordance with the core purpose and aims of the joint committee and allocate resources accordingly
- c. Submission of bids for funding to Central Government and other bodies as considered appropriate to deliver the vision and objectives, subject to the advice and approval of the Chief Financial (S151) Officer of the accountable body.
- d. Provide oversight and direction associated with the Joint Strategic Plan and approve any strategic planning framework proposals for consideration by individual local authorities
- e. Management and oversight of expenditure and activity associated with funding received from Government and other sources
- f. Agree the level of financial contributions required from each local authority as a member of the joint committee to support its work.
- g. Ensure effective relationships and collaboration as necessary to achieve ASELA's vision, with Central Government and other regional and national bodies including the South East Local Enterprise Partnership and Opportunity South Essex.

## **MEETINGS STANDING ORDERS**

### **1. Interpretation, Suspension and Chair's Ruling**

- 1.1 These Standing Orders apply to meetings of the joint committee, and where appropriate, to meetings of any sub-committees. Any reference to committee in these Standing Orders also refers to sub-committees.
- 1.5 The ruling of the Chair on the interpretation of these Standing Orders in relation to all questions of order and matters arising in debate shall be final.

### **2. Revisions to Standing Orders**

- 2.1 Standing Orders may be changed by the joint committee, which will be subject to a unanimous vote, either at the Annual Meeting or by a motion on notice made at a meeting of the joint committee.

### **3. Chairing of Meetings**

- 3.1 The Chair shall chair all meetings of the joint committee whenever he or she is present.
- 3.2 In the absence of the Chair and Vice-Chair, the meeting shall appoint another member to chair the meeting.
- 3.3 The Chair (or the Vice Chair or any other Member presiding in the absence of the Chair or Vice Chair) shall not have a casting vote on any issue.

### **4. Meetings**

- 4.1 The Annual Meeting of the joint committee shall be held annually in June on a date and at a time following the annual meetings of all 'Constituent Councils'
- 4.2 Ordinary meetings of committee for the transaction of general business shall be held on such dates and at such times as the committee shall determine.
- 4.3 All meetings of the committee shall be open to the public (including the press) except to the extent that they are excluded whether during the whole or part of the proceedings either:
  - (a) In accordance with Section 100A(2) of the Local Government Act 1972; or

- (b) By resolution passed to exclude the public on the grounds that it is likely, in view of the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information as defined in Section 101 of the Local Government Act 1972. Any such Resolution shall identify the proceedings or the part of the proceedings to which it applies and state the description, in terms of Schedule 12A to the Local Government Act 1972 of the exempt information giving rise to the exclusion of the public.

## **5. Notice of Meetings**

- 5.1 At least five clear working days before a meeting of a committee:
  - (a) notice of the time and place of the intended meeting shall be published;
  - (b) a summons to attend the meeting, specifying an agenda for the meeting, shall be sent to all Members of the joint committee by electronic mail.
- 5.2 Lack of service on a member of the committee of the summons shall not affect the validity of a meeting of the committee.
- 5.3 Each constituent authority shall ensure a link from their own website to information regarding meetings of ASELA and copies of agendas and minutes.

## **6. Meeting Agendas**

- 6.1 The Chair of the Joint Committee will decide upon the agenda for the meetings. The Chair may put on the agenda of any meeting any matter which the Chair wishes.
- 6.2 Any Member of the committee may require that an item is placed on the agenda of the next available meeting of the committee for consideration.
- 6.3 Any item proposed to be included on the agenda for any meeting of the committee in accordance with sub-paragraph 6.2 above, which is not submitted in writing before 7 working days of the meeting, shall not be included on the agenda for that meeting unless it is agreed by the Chair. In this case the amended agenda for the meeting will state the reason for the late acceptance of any such item.

- 6.4 The agenda for each meeting of the committee shall set out the items of business requested by Members (if any) in the order in which they have been received, unless the Member concerned has given notice prior to the issue of the agenda, for it to be withdrawn. If the Member concerned is not present at the meeting when an item of which they have given notice comes up for discussion, this item shall, unless the committee decides otherwise, be treated as withdrawn.

## **7. Access to Information**

- 7.1 Access to agenda, reports and associated documents in respect of a meeting of the committee are as determined by Part VA of the Local Government Act 1972 (Access to Meetings and Documents of Certain Authorities, Committees and Sub-Committees).

## **8. Quorum**

- 8.1 No business shall be transacted at any meeting of a committee unless at least half of the Members or substitute members appointed by the constituent councils are present.
- 8.2 If at the time for which a meeting is called, and for 15 minutes thereafter, a quorum is not present, then no meeting shall take place.
- 8.3 If during any meeting of the committee the Chair, after counting the number of Members present, declares that there is not a quorum present, the meeting shall stand adjourned to a time fixed by the Chair. If there is no quorum and the Chair does not fix a time for the reconvened meeting, the meeting shall stand adjourned to the next ordinary meeting of the committee.

## **9. Order of Business**

- 9.1 At every meeting of the committee the order of business shall be to select a person to preside if the Chair or Vice-Chair are absent and thereafter shall be in accordance with the order specified in the agenda for the meeting, except that such order may be varied -
- (a) by the Chair at his/her discretion; or
  - (b) on a request agreed by the committee
- 9.2 The Chair may bring before the committee at their discretion any matter that they consider appropriate to bring before the committee as a matter of urgency.



## **10. Standing Orders of Debate**

- 10.1 The Chair shall decide all questions of order and any ruling by the Chair upon such questions and the interpretation of these Standing Orders of Procedure and upon matters rising in debate shall be final and shall not be open to discussion.

## **11. Voting**

- 11.1 Subject to sub-paragraph 11.6, any matters that are to be decided by the committee are to be decided by a majority of the members present and voting on that matter at a meeting of the committee, such majority to include substitute members, acting in place of members.
- 11.2 Each member appointed according to the provisions in paragraph 1, or a substitute member acting in that member's place, and the Chair, or the Vice-Chair acting in his or her place is to have one vote and no member or substitute member is to have a casting vote.
- 11.3 If a vote is tied on any matter it shall be deemed not to have been carried.
- 11.4 Whenever a vote is taken at meetings it shall be by a show of hands. On the requisition of any member, supported by one other Member who signifies their support, and before the vote is taken, the voting on any question shall be recorded so as to show whether each Member present gave their vote for or against that question or abstained from voting.
- 11.5 A Member, or Substitute Member acting in that Member's place may demand that his/her vote be recorded in the Minutes of the meeting.
- 11.6 A decision on a question relating to a matter that is in the preserve of a specific local authority shall require the support and agreement of that specific authority.

## **12. Conduct**

- 12.2 In the event of general disturbance, which in the opinion of the Chair, renders the due and orderly dispatch of business impossible the Chair, in addition to any other power vested in the Chair may, without question put, adjourn the meeting of the committee for such period as the Chair considers expedient.

**13. Disturbance by Members of the Public**

- 13.1 If a member of the public interrupts the proceedings at any meeting of the committee the Chair shall warn him or her. If they continue the interruption the Chair shall order his or her removal from the room. In the case of general disturbance in any part of the room open to the public the Chair shall order that part to be cleared.

**14. Notification and Declaration of Interests**

Members of the committee shall comply with their respective councils Code of Conduct for Members.

<b>Association of South Essex Local Authorities</b>		<b>7</b>
<b>Joint Committee – 28<sup>th</sup> October 2021</b>	<b>Agenda Item x</b>	
<b>ASELA Financial Report</b>	<b>Contact Officer</b>  <b>Chris Mills</b> <a href="mailto:cmills@castlepoint.gov.uk">cmills@castlepoint.gov.uk</a> <b>01268 882215</b>	

## Introduction

This report is intended to:

- Present the current financial position for ASELA to the Joint Committee for information.
- Give assurance to the Joint Committee in relation to the arrangements for financial management and reporting in respect of the ASELA budget.

## Report

### **1. Background**

- 1.1 Since 2018/19, partner authorities have invested an annual sum of **£420k (£60k per authority)** in ASELA. These funds have been expended on developing the ASELA partnership, pump-priming its work programme and pursuing other investment opportunities that support its objectives. Unspent funds for each year are held in a reserve for application in future years.
- 1.2 The budget for ASELA is set at the start of the financial year based on detailed and fully funded expenditure plans for each programme. Castle Point Borough Council maintain a separate accounting structure for ASELA and produce monthly financial monitoring reports which are shared with Programme Implementation Directors, ASELA Chief Executives and Finance leads.
- 1.3 Financial and operational monitoring is supported through the routine highlight reporting mechanism undertaken by each Programme Implementation Director, supported by a Finance lead and which are also reported on this agenda.
- 1.4 Financial implications detailed in highlight reports are monitored against the budget set at the start of the financial year. Changes to a programme budget may occur when additional external funding is confirmed which enables increased programme spend.

## 2. Investment projects enabled by ASELA

2.1 The table on the following page provides a breakdown of the **£10.8m** of external investment / funding which has been enabled by ASELA since July 2017.

Investment Projects Enabled by ASELA	£000's
<b>Income</b>	
Local Full Fibre Network - Phase 1	(4,492)
Local Full Fibre Network - Phase 2	(2,500)
South Essex No Use Empty Scheme	(1,200)
Planning Delivery Fund	(871)
Highways England - SEE Park	(815)
Homes England Accelerated Housing Delivery	(520)
Homes England New Settlements	(250)
Technical University Public and Private Sector Investment	(110)
East of England Local Government Association Investment	(50)
<b>Total Income</b>	<b>(10,808)</b>

2.2 ASELA's five anchor programmes enable and support regional and local economic growth with enhanced opportunities for residents and businesses. As the ASELA programmes progress, evidence of specific outcomes will be more easily quantifiable.

## 3. 2021/22 Budget

3.1 The current budgeted income and expenditure for ASELA is summarised in the table below:

Income and Expenditure Summary	2021/22 £000's
<b>Income</b>	
Partnership Investment (ASELA authorities)	(420)
Other partners	(635)
Additional funding ASELA authorities	(260)
Cost Reimbursement (Thurrock/Freeport)	(30)
<b>Total Income</b>	<b>(1,345)</b>
<b>Programme Expenditure</b>	
SEE Park	425
South Essex Technical University	138
Full Fibre Digital	50
Thames Freeport	60
Infrastructure and Housing	340
Operating and Other Costs	207
<b>Total Expenditure</b>	<b>1,220</b>
<b>In year (surplus) / deficit</b>	<b>(125)</b>

3.2 The statement includes income in respect of Homes England where negotiations are sufficiently advanced for ASELA to consider the funding confirmed.

- 3.3 A reserve is maintained to manage fluctuations in spending plans between years. At the end of the current financial year the balance on the reserve is forecast to be **£202k** surplus.

ASELA Reserve	2021/22 £000's
Balance brought forward	<b>(77)</b>
In year (surplus) / deficit	<b>(125)</b>
Balance carried forward	<b>(202)</b>

- 3.4 The statement does not yet reflect the ambition of ASELA that going forward work programmes become fully self-funded. Programme and Finance leads will work together to identify and pursue appropriate opportunities.

#### 4. **Recommendations:**

- 4.1 That the Joint Committee note the content of the report and confirm the intention that the ASELA partnership become fully self-funded.

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<b>Report Date:</b>		<b>Decisions Required:</b>	<i>To note the progress of the Thames Freeport and to endorse the continued support to deliver the programme.</i>
<b>Programme Name:</b>	Thames Freeport		
<b>ASELA Chief SRO:</b>	Lyn Carpenter		
<b>Programme Implementation Director:</b>	N/A		
<b>Lead Officer/Programme Manager:</b>	Gerard McCleave		

Programme Summary	
<b>Overall Programme Summary</b>	
29	<ul style="list-style-type: none"> <li>• 21,000 + new <i>additional</i> jobs, £4.3 billion investment, significant additional GVA across the region (c.£2.5 billion pa), supply chain opportunities, strong innovation and R&amp;D potential;</li> <li>• Alignment to delivery of other ASELA projects, particularly the SE Technical University, Gigabit broadband roll-out and SEE Park as well as potential to integrate with wider economic development ambitions e.g. inward investment;</li> <li>• Step change opportunity to deliver whole-system and holistic regeneration and levelling up, tackling the economic and social inequalities in our most deprived and disadvantaged communities;</li> <li>• 1,700 acres of development land at the heart of Europe’s largest consumer market, Thames Freeport connects Ford’s Dagenham facility to the ports at London Gateway and Tilbury across a 34km wide economic corridor;</li> <li>• First-class onward road, rail and marine connections, alongside well-honed investment promotion, trade facilitation, skills development and automation services; and</li> <li>• Targeting green-tech growth, including future mobility solutions and the hydrogen economy, supported by an Innovation Hub and local authorities committed to economic growth</li> </ul>
<b>Programme Resources</b>	
Resources direct from ASELA includes OBC, public sector engagement and Interim Chair support provided by Martin Whiteley. Other public sector resources include significant officer time from Thurrock to support the delivery of the OBC/FBC and the wider public policy objectives of Freeports.	

## Unplanned Requests/Activities

No current unplanned activities or requests. OBC was submitted to Government for quality assurance by cross-departmental panel on 30<sup>th</sup> July. Response to clarifications sought by government was submitted on 11<sup>th</sup> October and OBC sign off thereafter. Formal designation of Thames Freeport expected in early November. FBC process to get underway for submission to Government by 10<sup>th</sup> December 2021.

Project Status (What is going well/not going well):	Description of RAG Status and Key Project Decisions/Direction/Action:	
<p><b>Governance</b></p> <p>The Interim Board overseeing the Outline Business Case (OBC) and Full Business Case (FBC) for Thames Freeport and ongoing liaison with Government particularly DLUHC and HMT. The membership comprises:</p> <ul style="list-style-type: none"> <li>· Martin Whiteley (interim Chair)</li> <li>· Forth Ports</li> <li>· DP World</li> <li>· Ford</li> <li>· Thurrock Council (Lead Authority)</li> <li>· LBBD</li> <li>· DLUHC (Observer)</li> </ul> <p>Following the completion of the OBC and formal designation from government (indicative timeline below), the Board will expand to include other stakeholders as outlined in the bid.</p> <p>The Interim Board is responsible for agreeing the overall Freeport strategy; oversight and management of work streams included scope and outputs; assessing any requirements received for funding to deliver the OBC/FBC or Freeport; approving and making recommendations for awarding funding to the Lead Authority; arranging and ensuring an orderly transition to the permanent governance model; and accountability to Government.</p>	<b>Scope</b>	GREEN
	<b>Risk</b>	AMBER RED BLUE
	<b>Issue</b>	GREEN
	<b>Cost</b>	AMBER
	<b>Time</b>	AMBER
	<p><b>Explanation of any Amber or Red RAG Statuses (including any decisions, direction or actions required):</b></p> <p><b>Risk</b> – given scale and complexity, alongside government guidance continuing to evolve, there is a risk of impact on the deliverables due to an unforeseen change in policy. This, and all other risks, are being monitored through continued engagement with government and mitigations outline within the risk register for the programme.</p> <p><b>Cost</b> – Thames Freeport have written to DLUHC to make the case for additional revenue support to identify path-finder projects for the Freeport in order to fully meet the regeneration and levelling-up objective of the policy. The response from government is awaited and will be subject to agreement from HM Treasury.</p> <p><b>Time</b> – timeliness of guidance and feedback from government on queries being mitigated to limit impact on OBC/FBC.</p>	



Project Status (What is going well/not going well):	Description of RAG Status and Key Project Decisions/Direction/Action:
<p>Thurrock Council is the lead authority and accountable body, and has an overarching responsibility to ensure strategic fit, provide leadership within the public sector and deliver the OBC and FBC in line with government expectations.</p> <p>Interim Board in latter stages of recruiting permanent Chair.</p> <p><b>OBC/FBC</b></p> <p>Thames Freeport partners have developed a compelling Outline Business Case which was submitted to Government on 30<sup>th</sup> July. Building on the economic opportunities as outlined in the bid and aligning to the regional strategic priorities and public policy, the programme is currently in a phase to refine the OBC, working alongside colleagues in government and the Freeport Hub. Work on the FBC will then follow subject to approval of the OBC and formal designation of the Freeport. DLUHC has issued new guidance (30<sup>th</sup> September) on the development of the FBC.</p> <p><b>Regeneration and Levelling-up</b></p> <p>Harnessing the Freeport policy and investment to tackle inequalities and drive levelling up and place making / shaping. Representations have been made to DLUHC to request additional capacity funding to directly support the regeneration and levelling-up initiatives and path-finder projects to be delivered through the Thames Freeport.</p>	

PROJECT / MILESTONE RAG STATUS KEY	
<b>Will not be met</b>	Project / milestone is definitely off track and does not yet have an effective recovery plan (recovery plan may involve re-planning milestones, scope, etc.). Significantly outside tolerances. One or more RED Risks/Issues. Sponsor action required.
<b>Under Threat</b>	Project / milestone is already off track, but has a recovery plan in place OR is in danger of going off track if current trends continue, therefore needs a remediation plan OR was on red and is still in recovery mode. Marginally outside project tolerances. No RED Risks/Issues. Sponsor oversight required.
<b>On Track</b>	Project being managed effectively. On track and confident of staying on track. Within project tolerances (budget, timescale, functionality).
<b>Blue</b>	Complete

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<b>Report Date:</b>	July 2021
<b>Programme Name:</b>	ACCELERATED HOUSING DELIVERY FOR SOUTH ESSEX
<b>ASELA Chief SRO:</b>	Jonathan Stephenson
<b>Programme Implementation Director:</b>	TBC
<b>Lead Officer/Programme Manager:</b>	Ian Butt / Chris Twigg

<b>Decision:</b>	<b>1 To note progress on the project and next steps</b> <b>2 To endorse the Memorandum of Understanding and the Place Based Partnership</b> <b>3 To endorse the scope of the Business Plan</b>
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## Programme Summary

### Overall Programme Summary

- **Unlock already planned housing sites to accelerate delivery and meet set targets through a series of interventions**
- **Infrastructure led and delivering of affordable housing**
- **Sites identification within Local Plans and by councils.**
- **Staged approach through series of tranches of sites**
- **Establishing a Placed Based Partnership with Homes England and MHCLG (MOU)**
- **Annual rolling business plan**

The current phase of works (April-July 2021) is focused on:

- **Workstream 1 - Strategic Place Based Partnership with Homes England**
  - This is a trailblazing partnership that unites Homes England and The MHCLG in meeting the objectives of ASELA to support delivery of planned housing in South Essex, including increased affordable homes, without compromising quality. It is one of two in the UK.
  - The principles of the Partnership is set in an Memorandum of Understanding and Business Plan. The draft MOU is attached in Appendix 1 and an outline of the Business Plan in Appendix 2
  - The MOU creates the framework for the partnership and outlines the scope of the governance arrangements
  - The Business Case sets out the scope of the project, funding ask and resource requirements. The Business Case will be reviewed annually

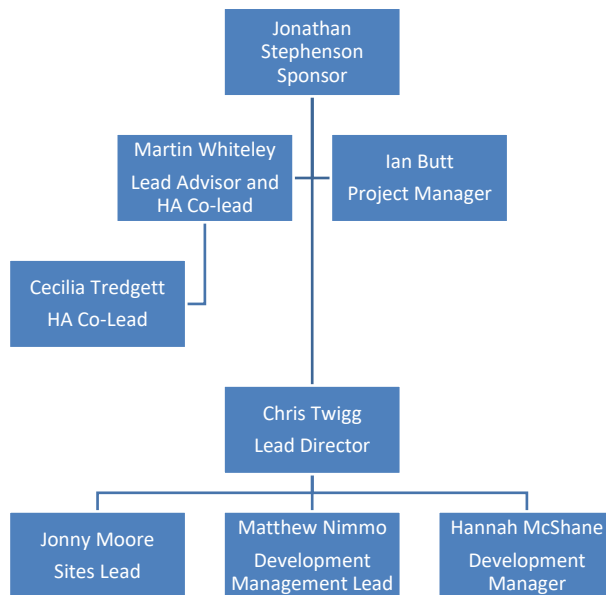


- Work on both is close to completion and will feed into the Comprehensive Spending review process.
- It is anticipated that the Partnership will go-live in April 2022 at the latest.
- In the meantime, we will continue to work with Homes England and the MHCLG on the working arrangements, grant funding, resources and programme, and continued engagement with partners.

- Workstream 2 - Comprehensive Spending Review 21 and Development Sites
  - The spending this year will outline what funds are available for infrastructure and affordable housing.
  - ASELA can influence this in the favour of South Essex by the Place Based Partnership and the business plan will set out the investment requirements.
  - The first tranche (2022 to 2025) capital funding will, if funded, see the delivery of 2,216 homes on 29 sites, for grant investment of £73.4 million.
  - The second tranche (2025 to 2030) includes over 130 sites, totalling nearly 13,000 homes for a grant ask of £152.0 million
  - Through the spending review we seek commitment to the first tranche funding
- Workstream 3 - Strategic interventions to accelerate delivery
  - Work is concluding on a partnership with Housing Associations.
  - This has attracted funding from the LGA and this work will conclude in August
  - Focus will be made in the autumn on the development and investment sectors, including SMEs and the supply chain (MMC)
  - The Place Based Partnership will also focus on new settlements and establish a model for delivery covering three areas:
    - Identify – a vision for settlements within and contributing to the overall vision and objectives of South Essex and locally
    - Designing a stewardship led delivery model to embody long term land interests and a patient capital approach
    - Technology – creating a ‘digital twin’ platform for interactive engagement and technical work

## Programme Resources

Current organisation chart



This project is linked to the south Essex Plan or strategic framework and Local Plans. At present all boroughs are progressing with local plans, and it is through those plans that future development needs and land will be identified.

A Strategic framework for South Essex will establish principles for place making, tackling climate change, delivery, and successful economic growth, binding the work programmes in the ASELA Growth and Prosperity Prospectus.

The recruitment of a programme director will be underway shortly

### Unplanned Requests/Activities

- Partners: Detailed site level requirements are still emerging from Homes England.
- External: Outcome of the 2021 comprehensive spending review

### Workstream/ Programme:

### Programme / Project Lead:

### Project Status (What is going well/not going well):

### Description of RAG Status and Key Project Decisions/Direction/Action:

#### *Workstream 1 - Strategic Place Partnership with Homes England*

In partnership with Homes England, work has been progressing to complete the Memorandum of Understanding and Business Plan, due for completion by the end of July 2021.

Description of RAG Status and Key Project Decisions/Direction/Action:	
Scope	GREEN
Risk	AMBER
Issue	GREEN
Cost	GREEN
Time	GREEN

PROJECT / MILESTONE RAG STATUS KEY	
<b>Will not be met</b>	Project / milestone is definitely off track and does not yet have an effective recovery plan (recovery plan may involve re-planning milestones, scope, etc.). Significantly outside tolerances. One or more RED Risks/Issues. Sponsor action required.
<b>Under Threat</b>	Project / milestone is already off track, but has a recovery plan in place OR is in danger of going off track if current trends continue, therefore needs a remediation plan OR was on red and is still in recovery mode. Marginally outside project tolerances. No RED Risks/Issues. Sponsor oversight required.
<b>On Track</b>	Project being managed effectively. On track and confident of staying on track. Within project tolerances (budget, timescale, functionality).
<b>Blue</b>	Complete
<b>Workstream/ Programme:</b>	
<b>Programme / Project Lead:</b>	
Project Status (What is going well/not going well):	Description of RAG Status and Key Project Decisions/Direction/Action:
<p><i>Workstream 2 - Comprehensive Spending Review 21 and Development Sites</i></p> <p>Work has been progressing well to complete the short- and medium-term sites pipelines to support the Business plan and CSR 21. Updated project reviews have taken place for all the short-term sites (Sites starting on site up to 2024/25) and updated medium term sites lists have been received by all Local Authorities.</p> <p><i>Workstream 3 - Strategic interventions to accelerate delivery</i></p> <p>Work has been progressing well in line with the programme, working in collaborations with Housing Associations and SME's and creating a specification for a new project to develop the strategy for new settlements where planned.</p>	<p><b>Explanation of any Amber or Red RAG Statuses (including any decisions, direction or actions required):</b></p> <p>Amber risk rating relates to programme uncertainty and the uncertainty of funding required to progress the next phase of works. There is a risk that momentum will be lost if uncertainty continues.</p>

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<b>Report Date:</b>	15 <sup>th</sup> October 2021	<b>Decisions Required:</b>	Request the joint committee to note the progress the programme and to endorse the continued support to deliver the programme, with particular reference to support the continued bidding for external funding and working with the Cultural / Creative sector to develop an holistic offer to support SEEPark as a place-based destination.
<b>Programme Name:</b>	<b>SEEPark (South Essex Estuary) Park</b>		
<b>ASELA Chief SRO:</b>	<b>Lyn Carpenter</b>		
<b>Programme Implementation Director:</b>	<b>Sharon Bayliss</b>		
<b>Lead Officer/Programme Manager:</b>	<b>Scott Dolling &amp; Steve Plumb</b>		

## Programme Summary

### Overall Programme Summary

South East Estuary Park (SEEPark) is a nature-based solution for place-based transformation across South Essex that was borne out of the award winning South Essex Green Blue Infrastructure study undertaken in 2019. It will provide an extraordinary parkland setting that encompasses all of South Essex bringing environmental, social, and economic value to the region. Covering 1/3 South Essex at 23,000ha (in line with government's aim of protecting 30% of England's countryside by 2030) it will comprise five large-scale landscapes, selected because of their capacity to perform multiple functions, while offering many benefits, including:

- Improved health, well-being, and air quality, through improved inclusivity, active travel, recreation, and enhanced access to green space standards, especially in areas of high deprivation;
- Restoring biodiversity and ecosystems at scale (in line with the government Nature Recovery Networks), including marshlands and woodlands, which simultaneously create important carbon sinks;
- Transitioning to net zero carbon, and providing carbon-offsetting for local businesses;
- Mitigating climate change and flooding by creating adaptive landscapes;
- Eco-tourism and green tech job creation and recovery (especially in light of Covid-19); and,
- Enhancing the environmental identity and brand perception of South Essex to boost inward investment.

Implementing the SEEPark will be a long-term undertaking of considerable scale and impact, ranging across many aspects and stakeholders. To get traction on such an enterprise, requires an implementation approach designed around creating early successes; building momentum and confidence with local residents, businesses and investors alike. Initial activity over the next 24 months will be focussed around four key work areas:

- Launching the SEEPark with a distinctive branding, establishing a marketing & comms plan with web/social media presence; and creating options for a future operating model;
- Development of a Landscape framework plan and design guide to ensure future development work across the 5 constituent landscapes reflects the GBI Strategy and objectives;
- Delivery of the Central Thames Pathfinder as a 'demonstrator' project with a series of wave1 implementation deliverables within an initial 24-month period;
- Creating a long term Funding & 'Green Finance' Strategy that incorporates a blend of access Government grant / capacity funding in the short-term and long-term green investment models to attract private sector infrastructure funding.

**Programme Resources**

The programme is adequately resourced and within budget spend, there are no resource implications that are impacting programme delivery

**Unplanned Requests/Activities**

There are no unplanned requests that impact the delivery of the programme

Project Status (What is going well/not going well):	Description of RAG Status and Key Project Decisions/Direction/Action:	
<p>The SEEPark programme is now in the early stages of the delivery of the first phase of the Central Thames Marshland (CTM) path (Coal House Fort to Fobbing) and early design consideration of phase 2 (Fobbing to Benfleet). Key items that have progressed are highlighted below</p> <ul style="list-style-type: none"> <li>• Design for the first phase of CTM path now in progress (target date for completion Dec '21), stakeholder discussion &amp; engagement in progress, build to commence in 2022.</li> <li>• Early consideration for the second phase of the CTM path further details will be brought to Joint Committee in January '22</li> <li>• Marketing procurement completed &amp; company appointed, work now underway on the development of a dedicated brand and web presence for SEEPark</li> <li>• To assist in stakeholder engagement a promotional SEEPark video is now available.</li> <li>• £815k of funding confirmed from National Highways (£65k 20/21 £750k 21/22) that will allow the first phase of the CTM path to commence 21/22</li> <li>• Grant Funding Matrix now completed, 4 funds are earmarked for applications during the autumn/winter period.</li> <li>• Early discussions with Creative Estuary to appoint a shared resource to work within the SEEPark programme supporting the development of the creative and cultural offer of SEEPark and the other anchor programmes</li> <li>• Consideration now being made to the timing of a SEEPark launch that will be brought to Joint Committee in January '22.</li> </ul>	<b>Scope</b>	GREEN
	<b>Risk</b>	GREEN
	<b>Issue</b>	GREEN
	<b>Cost</b>	GREEN
	<b>Time</b>	GREEN
	<p><b>Explanation of any Amber or Red RAG Statuses (including any decisions, direction or actions required):</b></p>	

PROJECT / MILESTONE RAG STATUS KEY	
<b>Will not be met</b>	Project / milestone is definitely off track and does not yet have an effective recovery plan (recovery plan may involve re-planning milestones, scope, etc.). Significantly outside tolerances. One or more RED Risks/Issues. Sponsor action required.
<b>Under Threat</b>	Project / milestone is already off track, but has a recovery plan in place OR is in danger of going off track if current trends continue, therefore needs a remediation plan OR was on red and is still in recovery mode. Marginally outside project tolerances. No RED Risks/Issues. Sponsor oversight required.
<b>On Track</b>	Project being managed effectively. On track and confident of staying on track. Within project tolerances (budget, timescale, functionality).
<b>Blue</b>	Complete



<b>Report Date:</b>	September 2021	<b>Decisions Required:</b>	Request the joint committee to note the progress of the programme and to endorse the continued support to deliver the programme, a report on the progress of Phase 2 of full fibre will be brought to the next Committee
<b>Programme Name:</b>	<b>ASELA Digital Programme</b>		
<b>ASELA Chief SRO:</b>	<b>Jonathan Stephenson</b>		
<b>Programme Implementation Director:</b>	<b>Sharon Bayliss</b>		
<b>Lead Officer/Programme Manager:</b>	<b>Graham Brace</b>		

## Programme Summary

### Overall Programme Summary

The ASELA Digital Programme aim is to provide an excellent & contemporary digital infrastructure including 5G, improved mobile coverage & capacity it is made up of seven discrete work streams which are focussed to drive forward ASELA's digital aspirations. The key themes are:

- 1) To drive forward an agenda for full fibre coverage across all ASELA residences and businesses by 2025. This is planned to be achieved through market stimulation and investment and where required seeking funding to make focused interventions.
- 2) To address mobile coverage and capacity issues across the ASELA region by proactive engagement with Mobile Network Operators and by making ASELA an attractive place for them to invest.
- 3) To leverage the ASELA full fibre infrastructure rollout for the benefit of the public sector, by seeking to drive down costs through shared infrastructure and shared digital services.
- 4) To address digital exclusion across ASELA from a perspective of 1) Availability of a "Decent Broadband Connection", 2) Affordability of a "Decent Broadband Connection, 3) Digital Literacy across the ASELA population to ensure no-one is deprived of the benefits of digital through a lack of skills.

### LFFN Full Fibre Rollout

Over the last 18 months significant work has been undertaken to contribute to ASELA's digital ambition, the £4.4m funding from DCMS (LFFN Phase 1) has allowed for the installation of the first phase of full fibre connectivity across 129 public sector sites across the South Essex Region.

A further £2.5m received via the (MHCLG) 'Getting Building Fund' allowed for LFFN Phase 2 providing the ability to install a further 80 sites across the region.

### Programme Resources

There are no resource implications that are impacting the programme



### Unplanned Requests/Activities

There are no resource implications that are impacting the programme



Project Status (What is going well/not going well):	Description of RAG Status and Key Project Decisions/Direction/Action:	
<p><b>A Summary of recent focus</b></p> <ul style="list-style-type: none"> <li>• <b>LFFN Digital Infrastructure Phase 1:</b> Some minor follow up actions to complete with regard Phase 1 rollout expected to be complete by next report.</li> <li>• <b>LFFN Digital Infrastructure Phase 2 (Work Stream 1):</b> On target to complete site identification &amp; confirmation by November 2021, and complete project rollout March 2022.</li> <li>• <b>LFFN Phase 2 Village Halls and Community Centres:</b> Engagement with Village Halls and Community Centres progressing well, with a number now progressing to survey for new fibre connection.</li> <li>• <b>Market Engagement (Work Stream 2):</b> Ongoing engagement with fibre carriers and infrastructure providers who have expressed an interest in investing in the region.</li> <li>• <b>Work Streams 3 to 7:</b> preliminary work has been commenced which has includes engaging with Mobile Operators on coverage and plans for the region. Investigating potential additional funding opportunities, engaging with partner organisations regarding taking service from the new fibre infrastructure, starting to identify coverage “Not Spots” across the region.</li> <li>• <b>Digital Inclusion Sheltered Housing:</b> A bid has been submitted to the Digital Pathfinder Programme for a grant of £20K to support a Thurrock Sheltered Housing initiative to leverage the full fibre deployment for residents Health and Wellbeing. The outcome of the bid is awaited</li> </ul>	<b>Scope</b>	GREEN
	<b>Risk</b>	GREEN
	<b>Issue</b>	GREEN
	<b>Cost</b>	GREEN
	<b>Time</b>	GREEN
	<p><b>Explanation of any Amber or Red RAG Statuses (including any decisions, direction or actions required):</b></p>	

PROJECT / MILESTONE RAG STATUS KEY	
<b>Will not be met</b>	Project / milestone is definitely off track and does not yet have an effective recovery plan (recovery plan may involve re-planning milestones, scope, etc.). Significantly outside tolerances. One or more RED Risks/Issues. Sponsor action required.
<b>Under Threat</b>	Project / milestone is already off track, but has a recovery plan in place OR is in danger of going off track if current trends continue, therefore needs a remediation plan OR was on red and is still in recovery mode. Marginally outside project tolerances. No RED Risks/Issues. Sponsor oversight required.
<b>On Track</b>	Project being managed effectively. On track and confident of staying on track. Within project tolerances (budget, timescale, functionality).
<b>Blue</b>	Complete

<b>Report Date:</b>	October 2021	<b>Decisions Required:</b>	Approval of the South Essex Technical University Business Case due for approval February 2022
<b>Programme Name:</b>	South Essex Technical University		
<b>ASELA Chief SRO:</b>	Scott Logan		
<b>Programme Implementation Director:</b>	Jim Sims		
<b>Lead Officer/Programme Manager:</b>	Jim Sims/Martin Whiteley		

## Programme Summary

**Programme Purpose:** The South Essex Technical University intends to create degree apprenticeships with local employers, providing opportunities for local people, leading to high skill local jobs. This is a business led venture, with a number of the leading businesses in the area identifying requirements for both young people and reskilling of existing employees. A Partnership Board has now been established, which includes senior representation from DP World, Leonardo’s, Olympus, Nat West Bank, Ford, and Southend Airport. Higher Education providers are also represented through Anglian Ruskin University, University of Essex, and the University of East Anglia. The programme will reach into the school system to encourage students from communities that wouldn’t historically have considered higher skills as attainable. The next steps that are now underway include the procurement of a Higher Education provider for the first tranche of degree apprenticeship courses, starting in September 2023, and the development of the full business case by November 2021.

The South Essex Technical University Partnership Board has met twice since the last update. The Project Initiation Document to deliver phase 2 of the work has been approved by the Partnership Board and a smaller, focused Executive Group has been formed to act as the Contract Manager during delivery. The Executive Group meets on fortnightly basis and is made up of representatives from ASELA (Basildon Council and Thurrock Council), ECC, Blue Marble and Hatch Regeneris.

The Partnership Board have approved the following vision statement for the South Essex Technical University: ***South Essex Technical University will be the exceptional, business-led, higher education provider. Focusing on STEM learning, we will drive innovation with leading edge technology. Through on-the-job learning, tutored by experts from leading businesses, together we will create solutions for future global challenges.***

Engagement continues with a range of stakeholders including local businesses and their supply chains, Further and Higher Education Providers and students. The Executive Group have a couple of sessions booked with Hatch Regeneris w/c 25<sup>th</sup> October 2021, to refine the outline Financial/Business Model and these sessions will inform the business case for the South Essex Technical University planned for consideration by the Partnership Board in late November.

## Programme Resources

Discussions with the Partnership Board have commenced in relation to the Third Phase of delivery (i.e., after the production of the Final Business Case) including expected level of resources required to deliver (both financial and staffing) and the current expectation is that the meetings w/c 25<sup>th</sup> October 2021 will provide further clarity about these issues. Expected contributions from ASELA and wider funding opportunities (government grants, partnership contributions etc) are to be established as part of Phase 3 planning and will be shared through ASELA Chiefs and Leaders as appropriate.

**Unplanned Requests/Activities - None.**



Workstream/ Programme: South Essex Technical University		
Programme / Project Lead: Hatch Regeneris/Jim Sims		
Project Status (What is going well/not going well):		Description of RAG Status and Key Project Decisions/Direction/Action:
<p>The sixth South Essex Technical University Partnership Board was planned to take place on 19 October 2021, but this meeting was postponed to allow the Executive Group to undertake further work on the Financial/Business Model.</p> <p>To support the development of the business case, Hatch have been working with the 3 working groups in order to obtain the relevant quantitative and qualitative data to inform the proposals in the Business Case. The working groups are made up of representatives across ASELA, the 5 key businesses within the Partnership and their respective supply chains.</p> <p>Hatch are also in the process of developing the future timetable for phase 3 and beyond. This will highlight the key decisions required by the Partnership and identification of the resources required at each phase, both staffing and financial. These elements will form the key gateways within the Business Case to develop the University from a virtual institution to a fully operating university.</p>	Scope	GREEN
	Risk	GREEN
	Issue	GREEN
	Cost	AMBER
	Time	AMBER
	<p><b>Explanation of any Amber or Red RAG Statuses (including any decisions, direction or actions required):</b></p> <p><b>Amber Cost</b> – Olympus have confirmed they are unable to commit the £10k funding requirement to phase 2 therefore the private sector contribution has now decreased from £60k to £50k in total. This does not impact the funding available for delivery of phase 2. A few minor issues remain in receiving some of the private sector business financial contributions. Jim Sims (Basildon) and Lee White (Southend) are in regular contact with those outstanding and will continue to pursue receipt.</p> <p><b>Amber Time</b> – The timeline for development of the business case is challenging (November 2021). This will be mitigated through the approval of the PID and introduction of the fortnightly Executive Group Meetings to ensure the workstream remains on track. <b>Decision required on the preferred approval route from ASELA Leaders and Chief Executives given the next available Joint Committee is scheduled for 10 February 2022.</b></p>	

<b>PROJECT / MILESTONE RAG STATUS KEY</b>	
<b>Will not be met</b>	<i>Project / milestone is definitely off track and does not yet have an effective recovery plan (recovery plan may involve re-planning milestones, scope, etc.). Significantly outside tolerances. One or more RED Risks/Issues. Sponsor action required.</i>
<b>Under Threat</b>	<i>Project / milestone is already off track, but has a recovery plan in place OR is in danger of going off track if current trends continue, therefore needs a remediation plan OR was on red and is still in recovery mode. Marginally outside project tolerances. No RED Risks/Issues. Sponsor oversight required.</i>
<b>On Track</b>	<i>Project being managed effectively. On track and confident of staying on track. Within project tolerances (budget, timescale, functionality).</i>
<b>Blue</b>	Complete