

Appendix B

The reforms, specified in Strengthened LEPs, which SELEP has instituted

Reform in Strengthened LEPs	Changes which SELEP has made
<p>The LEP role must focus on the following four activities:</p> <ul style="list-style-type: none"> • Strategy • Allocation of funds • Co-ordination • Advocacy 	<p>SELEP adopted a new local Assurance Framework on 28 June 2019. This new framework stipulates SELEP's role in accordance with the reform. Please see paragraph 1.2 of the framework for full details: https://www.southeastlep.com/app/uploads/2019/07/Assurance-Framework-2019-FINAL.pdf</p>
<p>The LEPs' board composition must adhere to these rules:</p> <ul style="list-style-type: none"> • At least two-thirds of LEP board members are from the private sector. • Each LEP must have no more than 20 board members. However, five additional board members can be co-opted for the maximum of one year. • At least 33% of LEP board members should be female by 2020, rising to 50% in 2023.* <p>*Decisions have been made to amend board composition to fulfil the first two requirements listed above.</p> <p>SELEP will take the decisions around improving Board diversity at its Strategic Board Meeting on 6 December 2019 to fulfil this third requirement.</p>	<p>On 4 October, SELEP agreed a new Strategic Board Composition, which will come into effect in March 2020, that fulfils the reform's requirements.</p> <p>The new SELEP Strategic Board composition comprises the following 20 Directors:</p> <ol style="list-style-type: none"> 1. SELEP Chairman – Open and transparent recruitment led by SELEP. 2. SELEP Deputy Cabinet Member – Open and transparent recruitment led by SELEP. 3. Leader of Kent County Council or Cabinet Member 4. Leader of Medway Council or Cabinet Member 5. Leader of East Sussex County Council or Cabinet Member 6. Leader of Essex County Council or Cabinet Member 7. Leader of Thurrock Council or Cabinet Member 8. Leader of Southend-on-Sea Council or Cabinet Member 9. Kent and Medway Economic Partnership (KMEP) Chair 10. KMEP Business Representative 11. KMEP Business Representative 12. KMEP Business Representative 13. KMEP Business Representative 14. Team East Sussex (TES) Chair 15. TES Business Representative 16. TES Business Representative 17. Success Essex (SE) Chair 18. SE Business Representative 19. Opportunity South Essex (OSE) Chair 20. OSE Business Representative

	<p>The five co-opted Directors will be:</p> <ul style="list-style-type: none"> • District Council Leader or Cabinet Member • District Council Leader or Cabinet Member • Higher Education Representative • Further Education Representative • Third Sector Representative – Appointed by SELEP.
Each LEP must appoint a Deputy Chair.	As stated above, SELEP agreed on 4 October 2019 to recruit a Deputy Chair. SELEP also agreed a remuneration package of £10,000 per annum for the Deputy Chair. The draft Deputy Chair Job Description, Recruitment policy, and Shortlisting Criteria have been circulated by electronic procedure for the SELEP Strategic Board to consider and vote upon. The result of the vote is expected in the week commencing 4 November 2019.
Each LEP must have defined term limits for Chairs and Deputy Chairs.	<p>SELEP has agreed that the term of office is two years for each private-sector LEP Board Member (including the Chair and Deputy Chair), except for the co-opts which must change annually.</p> <p>The private-sector Board Members may reapply at the end of their term to serve two more terms, i.e. one Board Member can serve a maximum of 6 years (2+2+2).</p>
Each LEP must identify a single Accountable Body	Essex County Council has agreed to continue to act as SELEP's Accountable Body.
Each LEP must arrange and promote an AGM that is open to the public and business.	SELEP hosts AGMs every year (the last being held on 17 July 2019). It publicises the AGM on its website.
Each LEP must set out who is accountable for spending decisions, appointments, and overall governance.	<p>The SELEP local Assurance Framework, adopted on 28 June 2019, sets out who is accountable for spending decisions, appointments, and overall governance. Please see the framework for full details:</p> <p>https://www.southeastlep.com/app/uploads/2019/07/Assurance-Framework-2019-FINAL.pdf</p>
Each LEP must produce an annual delivery plan and end-of-year report.	The SELEP Strategic Board approved its Annual Delivery Plan for 2019/20 on 22 March 2019. An end-of-year report will be compiled in early 2020.

<p>Each LEP will have a mid-year review, as well as an annual conversation with Government's civil servants.</p>	<p>SELEP had its first mid-year review with Government in September 2019.</p>
<p>The Government will support LEPs to actively participate in relevant local authority scrutiny panel enquiries to ensure effective and appropriate democratic scrutiny of their investment decisions.</p>	<p>Kent County Council and the other five County and Unitary Authorities in SELEP are co-signatories to a Joint Committee Agreement which sets out terms of reference for the SELEP Accountability Board.</p> <p>There is a provision in this Joint Committee Agreement for each of the six local authorities' scrutiny panels to call in any decision of SELEP Accountability Board that impacts their area. In addition, the SELEP CEO has offered an open invitation to attend any scrutiny panel within the SELEP geography.</p> <p>The SELEP Strategic Board decided on 4 October 2019 to continue with these scrutiny arrangements.</p>