

Purpose and Responsibilities:

The Economic Development and Skills Board is one of three 'delivery boards' that forms part of the regional governance arrangements. The board shall conduct its business in a manner consistent with the need to deliver sustainable development in the region.

Its purpose is to:

- a) Advise the South East England Regional Partnership Board (and by association the Strategy Board) on implementation and delivery aspects of economic development and skills so as to inform and shape the Regional Strategy;
- b) Use its experience of implementation and delivery to advise the Partnership Board on economic development and skills related issues that need to be taken into consideration in the development of policies for the Regional Strategy;
- c) Advise the Partnership Board on the preparation of the Regional Delivery Plan (the implementation plan that supports the Regional Strategy), monitor its progress and review its content on a regular basis;
- d) Advise on investment priorities for economic development and skills within the context of the policy framework set out in the Regional Strategy;
- e) Advise the Partnership Board on the allocation of funds as part of regional submissions made in respect of Regional Funding Advice and Comprehensive Spending Reviews.
- f) Advise the South East Economic Delivery Council on issues relating to economic development and skills

The Economic Development and Skills Board will:

- a) Monitor progress in delivering regional investment priorities on a quarterly basis and advise the Partnership Board whether those priorities should be reviewed in light of changes, either in the timing and/or cost of investment programmes;
- b) Use the regional monitoring information to review, and advise the Partnership Board on implementation and delivery related issues;
- c) Liaise with other delivery boards at the regional level to ensure alignment of investment priorities across policy areas;
- d) Liaise with the delivery arrangements in adjoining regions to address matters of inter-regional significance;
- e) Provide leadership on behalf of the Partnership Board in the development and application of the mechanisms required to support delivery of the Regional Strategy.

Accountability:

The Chairman of the Board will be a SEEDA Board member and a member of the Strategy Board; the Chairman will report on the work of the EDSB to the Strategy Board to ensure a strong working relationship between the two Boards.

Members of the EDSB will be accountable to their own organisations and provide the link between their organisation and the work of the EDSB.

Membership:

The membership of the EDB is drawn from its constituent partners on the following basis:

SEEDA	3 Board Members
Local Authorities	4 Elected Members
Government Office	1 Official
Economic Partnerships	1 Representative
Business Representative Organisations	2 Representative
South East Science Engineering & Technology Advisory Council	1 Representative
Learning and Skills Council	1 Representative
Job Centre Plus	1 Representative
Environmental Sector	1 Representative
Social Sector	1 Representative
Further Education Sector	1 Representative
Sector Skills Councils	1 Representative
TOTAL	18

Local Authority representation will be nominated by South East England Leaders' Board.

Where a Board member is not able to attend a meeting they may be represented by an alternate; the alternate representative will be drawn from a pool of named individuals (from the Board member's group or organisation) who are nominated at the same time as the main representative is nominated.

Working Arrangements:

The EDSB will adopt the following working arrangements:

- i) All meetings and papers will be in the public domain; decisions will be by consensus
- ii) The EDSB will meet at least 4 times per annum
- iii) The EDSB will be supported by the EDSB Manager and officials drawn from the constituent partners; officials from constituent partners will attend Board meetings and advise on technical issues as required.
- iv) The EDSB may invite experts or representatives to attend its meetings to contribute to debates; such invitees will not have a vote

October 2009

Explanatory Notes:

1. Purpose and Responsibilities:

- i) A key challenge identified in the Government's response to the Regional Funding Advice was the need for greater clarity as to how the evidence base available at the regional level feeds through to the identification of investment priorities and the outcomes that those priorities are designed to achieve. This comment was made in the context that without this logic flow it is not possible to present a cogent argument that enables the value for money of particular investments to be presented; in the context of constrained public sector finances such a logic flow will be critical to achieving traction within Whitehall Departments;
- ii) An additional issue arising from the Government's response to the Regional Funding Advice is the importance of developing the region's approach to the prioritisation of investment in both the economic development and the housing and regeneration sectors (the transport dimension of the RFA is seen by Government as having a robust, transparent and inclusive approach to the identification of investment priorities – something that has enabled the region's advice on transport investment to be accepted in full by the appropriate Secretary of State without amendment for both rounds of RFA);
- iii) The development of the Regional Strategy will need to draw upon the bottom-up evidence base assembled through mechanisms such as the Local Economic Assessment. Experience with similar work related to the housing sector has demonstrated the need for a degree of regional leadership/guidance with work of this nature if it is to have added value beyond the immediate area. With work on Local Economic Assessments are in their infancy; the need for some form of regional steer is therefore heightened further;
- iv) There is an on-going role for delivery of the current RES targets to be monitored and for issues arising out of the implementation/delivery agenda to be debated and taken forward;
- v) In a similar vein there remains an on-going need for there to be a forum in which it is possible to hold regular debates on economic performance
- vi) Building on the above discussion and relating the work of this Board to our experience of working with the RTB and RHRB an initial programme of meetings might cover the following topics/issues

2. Potential Forward Programme of Meetings (including possible agenda items):

First Meeting (potentially late October/early Nov):

- **Terms of Reference** – to note these
- **RFA feedback** – in keeping with the other delivery boards there is a need to reflect on the key messages from the RFA response and to pick up the request from the Partnership Board for each of the delivery board to look at the implications of the response on the delivery of regional policy objectives;

- **RES Targets** – to review progress with delivery of existing RES Targets; consider how these relate to the wider policy framework and in particular the regional PSA targets used in the RFA process; identify key areas requiring attention and potential activities that need to be taken forward (a first step on the way of developing our approach to prioritisation and also required as an input into the preparation of the Regional Delivery Plan);
- **Additionality** – a key issue for our work on the Regional Strategy and the Regional Delivery Plan is the need to focus on the policy issues and delivery issues that add value; a briefing/teach-in on the work on additionality would therefore be appropriate as part of the induction process for the new delivery board; this item could lead into (either as a discrete discussion or follow on as part of this item) a discussion on what are the appropriate outcome indicators the region needs to adopt (this latter discussion would then provide a context within which SEEDA reviews its own outcome indicators);
- **Economic Situation Update/Regional Strategy** – we would need to begin the debate on the economic development and skills dimensions of the Regional Strategy; exploring with the board their thoughts/expectations as to what could/should be included;
- **Briefing on Skills** – there is a need to brief the board on the current thinking in terms of the arrangements post LSC and how these relate to other regional and local governance arrangements.

Second Meeting (possibly late Jan; good timing in terms of feeding into the preparation of the Regional Strategy Project Plan and the development of the initial Regional Delivery Plan)

- **Regional Strategy** – an opportunity to develop further our thinking as to the economic development and skills dimensions;
- **New Industry, New Jobs** – following on from the discussion about the Regional Strategy to think about how we take forward the low carbon society/environmental technologies agenda set out in NINJ (this would address a point explicitly referred to in the Government's response to the RFA submission);
- **Regional Prioritisation** – continuing with the development of our approach to prioritisation (again responding to a point from the RFA response);
- **Local Economic Assessments** – there is a need to do a stock take of where we are with work on this key area for the Regional Strategy;
- **Board Business Plan** – the expectation is that each of the delivery boards will have a 12-month 'business plan' (effectively a 12-month action plan) that sets out its work and through which we get the buy-in of our partners to support the board's work, the content of this will shape agendas for future meetings

'RES partners conference' – we need to bear in mind that we have a date reserved in the diary (end January 2010) that would have previously been used for this conference. In light of the changes in the regional governance arrangements and given the fact that we are holding two stakeholder events in Feb as part of the preparation of the Regional Strategy, there is a need to review whether we go ahead with this event.

We have previously talked about it in terms of being potentially a forum in which to gain greater input from the business community into the Regional Strategy (and the Regional Delivery Plan) – an event in Jan 2010 may be slightly too early in this regard; we also need to be mindful of the resource implication of such an event within the context of an already full programme of meetings associated with the regional work.

A steer on the future of this event is urgently needed.

3. Proposed Membership:

- i) Note that the total number of members exceeds the figure set out in the Working Group's 'guiding principles (which was 16); any additional suggestions for sectors and/or organisations to be represented on the Board will need to be matched by a reduction in representation from other sectors and/or organisations;
- ii) The working assumption is that membership of the Board reflects its objectives; support structures (at official level) beneath the Board will need to be fundamentally reviewed in order to ensure that they are fit for purpose; working assumptions are that the number of 'standing' structures will be kept to a minimum and that all existing supporting structures will be subject to further review;
- iii) The route/mechanism for identifying representatives from specific sectors will need to be determined in consultation with partners/stakeholders;
- iv) SEEDA Board representation is higher than in earlier drafts; it has been previously agreed that the Chairman of this Board will be a SEEDA representative;
- v) Local Authority representation is higher than in earlier drafts; this reflects the enhanced role Local Authorities – through their duty to undertake Local Economic Assessments and to commission delivery of some skills and education services;
- vi) It is assumed that the Economic Partnerships will be the conduit for engagement with sub-regional partnerships, including linkages with Economic Skills Boards;
- vii) Provision is made for 2 representatives from Business Representative Organisations; working assumption is that one would be from the 'large' business sector; the other from the 'small' business sector;
- viii) Representation from SESETAC is considered to be appropriate given the distinct role this grouping has;
- ix) Reference to the LSC should be taken to include successor bodies; working assumption is that if strategic planning function of the LSC is confirmed as

being part of SEEDA there would remain a need to have representation on the Board from the 'delivery side of LSC;

- x) Overall numbers on the Board could be reduce by seeking to have a single nominee representing both the LSC and Job Centre Plus, possibly through a single representative that is part of the 'Closer Working Group' (this would also provide the Board with a link into the work of the sector skills;
- xi) Representation from the environmental sector is seen as crucial given the key role of economic development and skills to driving forward the low carbon society agenda; nomination would be made through the Stakeholder Liaison Group;
- xii) Representation from the social sector would similarly be made through the Stakeholder Liaison Group (regional partners would need to set out the skill set sought from such a representative);
- xiii) Given pressures on numbers, and the need to ensure the business focus is not overly diluted, working assumption is that Higher and Further Education Sectors will have a single representative mandated to provide a broader perspective;
- xiv) Compared with earlier versions of the terms of reference there is no explicit representation from the EA on the Board; this reflects the fact that the EA is one of four 'delivery partners' who sit as observers on the Strategy Board. It is also worth remembering that the Board has the right to invite technical experts to attend any of its meetings for a specific issue.

4. Working Arrangements

- i) The working arrangements as set out here are consistent with those agreed for the two other delivery boards;
- ii) The Economic Development and Skills Board Manager role is included within the new SEEDA Corporate Structure;
- iii) It is anticipated that the Chairman of the three delivery boards would develop an informal working relationship through which linkages between the work of the three boards can be aligned.