

BASILDON BOROUGH UK SHARED PROSPERITY FUND (UKSPF) Investment Panel

Meeting #3 – Tuesday 19th July 2022

Minutes

Present: Jim Sims – Basildon Council Cllr Bernard Foster – Bowers Gifford & North Benfleet Parish Council Cllr Andrew Baggott – Leader, Basildon Council Cllr Jim Devlin – Billericay Parish Council Andy Mead – Finishing Line Tomasz Kozlowski – Basildon Council Robert Bishop – Natural England Hephzi Angela – GHScientific Carey Jacobs – Palmers Solicitors Jade Uko – FSB David Barnes – Basildon Business Group Russell Dolton – Localities Lead Essex County Council Felix Achonu – Basildon Side by Side Cllr Tony Ball – Essex County Council Kevin Garrod – Mid and South Essex NHS Foundation Trust Cllr Anthony Hedley – Basildon Council Sean McGinn – Clarion Housing Group Matthew King – Trustlinks Jim Devlin - Billericay Parish Council Louise Aitken – SELEP (Skills)	Apologies: Chris French – Essex County Council Simon Johnson – Basildon, Billericay & Wickford CVS
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1. Welcome and Introductions

Jim welcomed the panel members to the meeting and set out the key purpose of the meeting:

1. To agree the proposed Basildon Borough UKSPF Investment Plan, including:
 - o Draft Narrative
 - o Draft Financial Profile including budgets and budget allocations
 - o Draft Deliverables Profile
2. To discuss the proposed approach to dealing with a STEAM Partnership
3. To delegate responsibility to Jim Sims to conclude the UKSPF application process

2. Review of Minutes

Members of the Panel agreed minutes from previous meeting.

Members of the Panel agreed for minutes to be published on The Basildon Council website for transparency.

3. Page turning exercise on the proposed Basildon Borough UKSPF Investment Plan

Following endorsement of the proposed priorities from Basildon Council SLT, Jim Sims reported that he had met with Stephen Metcalfe MP, to highlight the proposed priorities. Stephen Metcalfe indicated that he was particularly keen to encourage investment into STEAM subjects into primary and secondary schools, as we have set out in our proposed investment plan.

Jim Sims presented feedback from his discussion with Blythe Charlesworth, DfE lead on UKSPF in relation to our proposed bespoke intervention on People & Skills, E38 & E39. The proposal was to shift this intervention to the Community and Place provision, specifically under 'E12: Investment in community engagement schemes to support community involvement in decision

making in local regeneration'. This would enable this activity to take place in 2022-23 and 2023-24 and to have a broader focus than just skills.

This approach was agreed by DofE, at the meeting of 18th July 2022.

Cllr Tony Ball suggested building on a pilot that was being worked on alongside Essex County Council, related to skills and aspiration raising. Cllr Ball and Jim Devlin were in agreement that we should explore linkages between the Basildon Pilot and the proposed STEAM Partnership. Cllr Bernard Foster agreed with the approach,

Kevin Garrod suggested speaking to Thurrock and Southend Careers Hub to understand what their future thinking is. Jim Sims noted the Basildon team were in regular contact with CEC around their Careers Hub work.

The Group agreed with the proposal to shift the Bespoke Intervention to E12: Investment in community engagement schemes to support community involvement in decision making in local regeneration

Jim Sims noted Basildon Council would likely be issuing calls for projects in September or October. Open competitions should be the default position, although Jim will bring a paper back to the next meeting on the proposed commissioning approach.

Jim spoke about how the work of the UKSPF panel operates with the core principles of Equality and Diversity at the heart of our thinking and the need to ensure compliance with the Public Sector Equality Duty. Jim recently met with the Basildon Community Diversity Council to discuss how the proposed policy decisions can impact on equality and diversity in the borough.

Jim Devlin raised a point around the Communities and Place theme, asking the group to be mindful of local sensitivity issues, for example, Billericay residents may take issue with the reference to 'Basildon's links to the Pilgrim Father's'. Jim Sims noted this and would amend the plan to ensure Billericay's links were emphasised.

Matthew King noted that under the 'Strengthening the third sector' priority, there is a strong emphasis towards the voluntary sector on building capacity for them to move into social enterprises. It may be challenging, particularly in areas of deprivation to develop a social enterprise model across the board. Matthew suggested more of a focus on unlocking grants for funding charity of community groups.

Action: Jim Sims to adjust the outcomes under 'Strengthening the third sector', to include the desire to support the third sector to access more and better grant funding and to amend the reference to Billericay's links to the Pilgrim Fathers.

Tomasz Kozlowski added that under this theme we should reference the CDF funding for Meanwhile Use, which was an ongoing project.

Cllr Bernard Foster spoke of the need to achieve parity across the borough, and that rural areas were not disregarded, for example Bowers Gifford, or the rural areas surrounding Billericay.

Indicative Budgets

Jim presented the indicative budgets proposed in the final plan, with the caveat that the bespoke intervention under People and Skills be moved to E12.

Investment Priority	Intervention	UKSPF Allocation	% of Total UKSPF Allocation	2022-23	2023-24	2024-25	Annual Expenditure Totals	Capital 22/23	Revenue 22/23	Capital 23/24	Revenue 23/24	Capital 24/25	Revenue 24/25	Capital/Revenue Totals
Communities & Place	E3: Creation of and improvements to local green spaces	£112,729	9%	£0	£0	£112,729	£112,729	£0	£0	£0	£0	£70,000	£42,729	£112,729
Communities & Place	E6: Local arts, cultural, heritage & creative activities	£180,870	14%	£0	£84,375	£116,495	£180,870	£0	£0	£3,000	£61,375	£38,035	£78,460	£180,870
Communities & Place	E12: Community engagement schemes, local regeneration	£93,750	7%	£31,250	£31,250	£31,250	£93,750	£0	£31,250	£0	£31,250	£0	£31,250	£93,750
Communities & Place	E14: Relevant feasibility studies	£61,758	5%	£40,925	£20,833	£41,667	£103,425	£0	£40,925	£0	£20,833	£0	£41,667	£103,425
Communities & Place	Communities & Place Interventions Total	£449,107	35%	£72,175	£116,458	£302,141	£490,774	£0	£72,175	£3,000	£113,458	£108,035	£194,106	£490,774
Local Business	E23: Strengthening local entrepreneurial ecosystems	£179,217	14%	£0	£76,300	£102,917	£179,217	£0	£0	£14,448	£61,852	£20,000	£82,917	£179,217
Local Business	E24: Training hubs, business support offers, incubators & accelerators	£140,625	11%	£36,458	£10,417	£52,083	£98,958	£5,000	£31,458	£10,000	£417	£20,000	£32,083	£98,958
Local Business	E26: Growing the local social economy	£120,054	9%	£0	£33,750	£86,304	£120,054	£0	£0	£3,000	£30,750	£5,000	£81,304	£120,054
Local Business	E31: Support relevant feasibility studies	£15,625	1%	£0	£0	£15,625	£15,625	£0	£0	£0	£0	£0	£15,625	£15,625
Local Business	Local Business Interventions Total	£455,521	36%	£36,458	£120,467	£256,929	£413,854	£5,000	£31,458	£27,448	£93,019	£45,000	£211,929	£413,854
People & Skills	E38: Local areas to fund local skills needs	£83,333	7%	£0	£0	£83,333	£83,333	£0	£0	£0	£0	£0	£83,333	£83,333
People & Skills	E39: Green skills courses	£83,333	7%	£0	£0	£83,333	£83,333	£0	£0	£0	£0	£0	£83,333	£83,333
People & Skills	Bespoke Intervention: Technical Skills Partnership	£210,582	16%	£46,934	£74,210	£89,437	£210,582	£10,557	£36,377	£10,000	£64,210	£10,000	£79,437	£210,582
People & Skills	People & Skills Intervention Total	£377,249	29%	£46,934	£74,210	£256,104	£377,249	£10,557	£36,377	£10,000	£64,210	£10,000	£246,104	£377,249
Allocation Totals		£1,281,877	100%	£155,568	£311,135	£815,174	£1,281,877	£15,557	£140,011	£40,448	£270,687	£163,035	£652,139	£1,281,877

Budget Assumptions

Jim explained how the budgets had been calculated.

- **E3 Creation of and improvements to local green spaces**

This had been worked around the model of one FTE + On Costs and Associated Costs

- **E6: Local arts, cultural, heritage & creative activities**

One FTE from April 23 to March 25 + On Costs & Associated Costs
Some Revenue and Capital Budgets in 23/24 & 24/25

- **E12 Community engagement schemes, local regeneration**

Some benchmarking has been done following conversations with Brentwood, regarding their intentions to establish Business Improvement Districts. Costs have been based on 3 feasibility studies.

- **E14: Relevant feasibility studies**

Revenue Budget for 5-7 Feasibility Studies between 2022-25. This could include studies for community centres, cycle paths etc. We are keen that the applicant can identify larger pots of funding that we can tap into

- **E23: Strengthening local entrepreneurial ecosystems**

One FTE from April 23 to March 25 + On Costs & Associated Costs
Capital Budget for 23/24 & 24/25 and Revenue Budget for 24/25

- **E24: Training hubs, business support, incubators & accelerators**

Revenue Budgets in 22/23 & 24/25
Capital Budgets in 22/23, 23/24 & 24/25

- **E26: Growing the local social economy**

One FTE from Sept 23 to March 25 + On Costs & Associated Costs

- **E31: Support relevant feasibility studies**

Revenue Budget for 1 Feasibility Study in 24/25

- **E38: Local areas to fund local skills needs**

Contract for £80k in 24/25

- **E39: Green skills courses**

Contract for £80k in 24/25

- **Bespoke Intervention: Technical Skills Partnership**

One FTE from November 2022 to March 2025
Revenue and Capital Budgets in 22/23, 23/24 & 24/25

Louise Aitken noted the LEP had recently put together training plans which could assist with calculating unit costs per outcome. These unit costs ranged from £1-4k per outcome.

ACTION: Louise to send Jim some information to support the training unit costs for the skills interventions.

Deliverables- Benchmarks

In calculating deliverables, Jim Sims explained that he had sought to use published benchmarks for similar programmes.

Jim Sims had received recent guidance from DHLUC on outputs and outcomes, implying there would be a negotiated procedure to agreeing the final investment plan.

“In the investment plan we expect to see high level ambitions where places identify the outcomes they wish to target based on local context, and the interventions they wish to prioritise. We expect to work with areas to refine these high-level ambitions as the programme progresses. In line with the ethos of the fund, DLUHC will reduce bureaucracy and help places make pragmatic choices and adapt ambitions where necessary to maximise impact.

We recognise that the investment plan can only be based on your best estimates and that some priorities may change following investment plan sign-off, particularly once you have more detail on specific projects and programmes of activity. We will work with the lead local authority should any changes need to be made to the investment plan. It is important to note that we are looking for high level proposals and outcomes based on local context. The investment plan is not an exhaustive document containing detailed project or intervention planning”.

4. Next Steps & Proposed Submission Timetable

Jim would make amends based on panel feedback by 19th July. This would include the agreement to move the STEAM Partnership intervention to E12 and the amendment to the ‘Strengthening the third sector’ suggestion, made by Matthew King.

The plan would then be circulated to John Baron MP & Stephen Metcalfe MP to secure their letters of support. On 27th there would be a meeting with Mark Francois MP to discuss priorities and sign off from the Leader of Basildon Council. Jim Sims aimed to submit the plan by 27th July, ahead of the August 1st deadline.

Cllr Andrew Baggot stated he would not expect to sign off the plan, before the conversation with Mark Francois, which was agreed.

Jim Sims proposed there was no further Investment Panel meetings before the submission of the Investment Plan. Jim then asked for the panels to delegate responsibility to Officers to update plan and submit to take account of proposed amends.

The panel unanimously agreed to this.

5. AOB

No other matters were raised, and the meeting closed.