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| COMMITTEE: | Cabinet |
| DATE: | 6 February 2002 |
| SUBJECT: | Arrangements for SRB Scheme Management |
| REPORT OF: | Director of Planning Regeneration & Amenities |
| Ward(s): | All |
| Purpose: | To request Cabinet to agree to the revised arrangements for management of the SRB Scheme, Pooling our Resources. |
| Contact: | Penny Shearer, Head of Regeneration, 68 Grove Road, Eastbourne BN21 4UH, Tel: 415030, extension 5030. |
| Recommendations: | That Cabinet endorses and agrees the establishment of the Executive Team as part of the revised arrangements for the management and administration of the SRB Scheme. |
| 1.0 | <u>Background</u> |
| 1.1 | Members will be aware that in 1999 Eastbourne Reborn was successful in attracting £5 million from the government's Single Regeneration Budget for the benefit of Eastbourne. The fund is administered by Eastbourne Borough Council as the Accountable Body for the South East England Development Agency (SEEDA) on behalf of the government. |

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| 1.2 | The scheme is now in Quarter 4 of Year 2 and following a number of in depth discussions with SEEDA some changes in the organisation and management of the scheme are needed. |
| 1.3 | The proposals are set out below and are recommended for approval by Cabinet. The Reborn Board has already agreed these proposals. |
| 2.0 | <u>Current Arrangements</u> |
| 2.1 | As the funds are claimed quarterly the Project Officers meet within 10 days of the end of the quarter. The claims are submitted to the SRB Scheme Manager who then presents the information to the Reborn Board for information. The claims are then processed in time for submission to SEEDA by the end of the month following the end of the quarter. |

2.2

Reborn Board are the only strategic body that has responsibility for the guidance and delivery of the projects and SEEDA are keen that the Accountable Body should take a more pro-active role as it is responsible for the financial management and delivery of the scheme and also the overall success including the outputs of the scheme.

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| 3.0 | <p><u>Proposals for Management and Administration of the Scheme</u></p> |
| 3.1 | <p>It is proposed therefore that an Executive Team be created within the Accountable Body that will oversee the quarterly claims procedure and financial propriety of the scheme, ensure that the scheme is delivered effectively and will be more proactive in steering the partnership and developing the scheme.</p> |
| 3.2 | <p>The Executive Team will consist of the Director of Planning Regeneration & Amenities, The Head of Regeneration, the SRB Scheme Manager, and the Financial Strategy Accountant.</p> |
| 3.3 | <p>This team will meet at least quarterly to monitor the quarterly claims from project officers and to ensure that the planned quantifiable outputs, milestones, key indicators and funding of the scheme are being achieved. . The team will then report regularly to the Eastbourne Reborn Board.</p> |
| 3.4 | <p>The Executive Team will be able to scrutinise quarterly claims and assess any deviation from planned outputs etc more effectively and produce feedback to the Board and project officers more quickly than is currently possible and ensure that projects are aligned to the strategic objectives of the scheme.</p> |
| 3.5 | <p>Additional administration support for the SRB scheme management will be made in the form of an assistant to the SRB Scheme Manager which will be wholly funded from the SRB Management and Administration budget.</p> |
| 3.6 | <p>With the establishment of the Executive Team there will be a faster turnaround in the claims procedure and better feedback between the Reborn Board, the Accountable Body and the Project Officers.</p> |

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| 4.0 | <u>Financial Implications</u> |
| 4.1 | There will be the cost of an additional administration assistant but this is wholly funded by the SRB Scheme and will not have additional impact on the budget for Eastbourne Borough Council. |
| 5.0 | <u>Human Resource Implications</u> |
| 5.1 | There will be an additional member of staff recruited to the Regeneration Division to support the SRB Scheme Manager. |
| 6.0 | <u>Environmental, Youth and Anti-Poverty Implications</u> |
| 6.1 | There are no implications directly under these issues. However it is important to recognise that the SRB Scheme itself is designed to address youth and anti-poverty issues through social inclusion. |
| 7.0 | <u>Conclusion</u> |
| 7.1 | Given that SEEDA have already allocated £5 million to the Pooling our Resources SRB Scheme in Eastbourne and as the Accountable Body Eastbourne Borough Council needs to maintain a close working relationship with SEEDA it seems a prudent move to accept their advice and establish the Executive Team. This will not mean that the Reborn |
| Norman Kinnish Director of Planning, Regeneration & Amenities | |
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| <p>Background Papers:</p> <p>The Background Papers used in compiling this report were as follows:</p> <p>Correspondence from SEEDA to Accountable Body</p> <p>To inspect or obtain copies of background papers please refer to the contact officer listed above.</p> | |
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