Monday 16th November 2020, 17:30 to 19:30

Microsoft Teams Online Meeting

**MEETING MINUTES**

| Attendees |
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| Andy Sparks – Federation of Essex Colleges (FEDEC) Lara Fox – Objective IT David Rayner – Birkett Long LLP Richard Davidson – Willmott Dixon Construction Eman Martin-Vignerte – Bosch Kirstie Cochrane – University of EssexFiona Bodle – ARU Louise Stretch – Konica Minolta Lindsey Hayward – Konica Minolta |  | Cllr Tony Ball – Essex CC Cllr Marie Goldman – Chelmsford DC Cllr Graham Butland – Braintree DC Cllr John Lodge – Uttlesford DC Claudia McKibbin – ECC SecretariatTristan Smith – ECC SecretariatSteve Evison – ECC SecretariatCllr Mark Durham – Essex CC |

| **Item** | **Subject** |
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| **Welcome** * Updates on Register of Interests
 | Apologies:* Miles Adcock – Teledyne e2v
* David Burch – Essex Chamber of Commerce
* Trevor Scott – Simarco
* Claire Lewis – Visteon

This meeting was recorded.**Register of Interests:*** Kirstie Cochrane – University of Essex, which has bid for LGF Covid Support Fund
* Richard Davidson – Willmott Dixon plan to bid for the Braintree Horizon Enterprise 120 project, which is to receive SELEP GBF Funding
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| **Minutes of Last Meeting**  | Approved. |
| **Future ways of working** | Business members had a useful meeting with Steve Evison last week. Transitioning to where business members can add a real value to discussions and debate, shaping projects.New way that the agenda and its content has been set out reflects this change. |
| **Engagement Session with Business Members, Steve Evison and ECC**Feedback  | Business Support and Inward Investment work were key themes that individual business members expressed interest. Success Essex can support Essex projects from early stage of development and shape them.Linking in skills under the business support work, there are innovative ideas of using S106 money to fund different types apprenticeships to what government currently has available. As businesses get frustrated with the complex process. Engagement with wider LA partners needed to ensure a common message on business engagement. Discussions have already been happening through different forums to ensure this engagement is happening (North Essex Economic Strategy Board, ASELA etc). This type of Essex wide discussion is key and ongoing. **ACTION** – Chair and Secretariat to hold individual discussion with board members to gauge feeling on how to measure success going forwardNeed to work out how to be dynamic in responding to requests for the Board’s assistance, whilst managing individual’s workloads and respective skills. Can be done by relying on the Secretariat and being clear on what it is needed from Board, especially with requests for input.**ACTION** - Secretariat to come up with a draft proposal on how it can clearly support Board with the individual workstreams.  |
| **District Project Pipeline Update**Feedback | Aim of bringing this to the board now is to show the kind of projects that districts have in their pipelines and would like funding for, and enable the board to be in a position to have a pipeline, which reflects what is strategically important to Essex, and be prepared for future funding opportunities.Process for the prioritisation and assessment criteria, which each project in the pipeline will be assessed against. The pipeline is an active list, which will change depending on new projects and future assessment. Good to understand some more on specific projects. In terms of the current situation, how relevant is investing in business accommodation when businesses are currently re-evaluating their workplace strategy. Ensure that business accommodation projects include broadband connections to reflect new working patterns and demand.Concerns on project linked to Garden Communities development, may not be appropriate to be on this list as there are more achievable projects that should take priority. Questions still exists on what the future of business space will look like, and how to include them in the communities. This has the potential to influence future plans.Will the councils come up with their own pipelines and submit to the board to evaluate and come up with a final pipeline? Need to discuss how private sector projects can be brought forward and not overlooked, as only LA projects listed. This is Pipeline process is in trial phase and open to change. Role of the board will be to review and discuss which projects are priority. This process needs to be fluid due to changing times. How can board do that? Is the board a consultee or a decision-making body? Maybe come up with a formal way of board scoring pipeline projects to board’s own criteria? Also, interesting to see what is missing from the pipeline e.g. projects from CCGs, social enterprise organisations. How can board engage with missing sectors and widen the portfolio of projects? Importance on communication in getting the message out on process, target audience, funding pots etc.**ACTION** need to clarify role of board in the process of prioritising the pipeline projects and how this prioritisation links in with Board’s strategy. |
| **Green Innovation**  | Challenge is getting enough businesses to sign up to green schemes and developments. The local authorities need to lead on this (development engagement and compliance with climate change regulations) in order to promote sustainable development. As development partners say there is a lack of consumer demand. In order to get consumer buy-in, there has been discussions to research consumer sentiment on green development.Essex is an entrepreneurial county, but there is a fear of high cost associated with sustainable development which is a real hurdle to overcome. There is a real role for Success Essex in supporting this ‘bringing together’ of local authorities and businesses to champion this mission. Champion innovation.ECC is working with central government to ensure support (both in funding and regulations) for developing net-zero and sustainable developments. Vision is a replicable and accessible project done in partnership with universities.**ACTION**: Daphne will provide a light-touch update on how board can be involved going forward |
| **Reflection on where we should prioritise** | Comms strategy needs to be developed on what kind of message the board wants to transmit. Comms is key in getting out information to businesses on what support/funding opportunities are available.Lack of focus on Skills needs to be addressed |
| **SELEP LGF Covid19 Support Fund Bid**Project Bids Prioritisation | Final agreed Priority:1. Project Flightpath
2. M11 J8
3. Parkside Phase 3
4. Mercury Rising
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| **OAB**  | **ACTION**: Secretariat to circulate slides**ACTION**: Board to discuss organisation of its Secretariat similar to the OSE structure presented at last board meeting |
| **Meeting Close** | 19:25 |