Monday 11th May 2020, 17:30 to 19:30

Zoom Online Meeting

**MEETING MINUTES**

| Attendees |
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| Miles Adcock – Teledyne e2v Richard Davidson – Willmott Dixon Construction Andy Sparks – Federation of Essex Colleges (FEDEC) Trevor Scott – Simarco Kirstie Cochrane – University of Essex Eman Martin-Vignerte – BoschFiona Bodle - ARULara Fox – Objective IT Cllr Marie Goldman – Chelmsford DC Cllr Graham Butland – Braintree DC Cllr John Lodge – Uttlesford DC |  | Cllr Tony Ball – Essex CC Suzanne Bennett – SELEP Claudia McKibbin – ECC SecretariatTristan Smith – ECC SecretariatSteve Evison – ECC Craig Elliot – ECCRichard Bambridge - ECC Jo Simmons – SELEPHassan Shami – ECC Cllr Mark Durham – Maldon DC |

| **Item** | **Subject** |
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| **Welcome** * Updates on Register of Interests
 | Apologies:* David Burch – Chamber of Commerce
* Jonathan Oates – MAG
* Lindsey Hayward – Konica Minolta
* Claire Lewis - Visteon
* David Rayner – Birkett Long LLP

Everyone introduced themselves to Iman as this was her first meeting. |
| **Minutes of Last Meeting**  | Approved |
| **Covid19 - What We Know So Far**Scenario Planning / Future Challenges & Recovery  | Craig presented his slides.Fiona asked for some additional insights on intelligence on key Essex businessesCraig confirmed that ECC is working on collecting local intelligence to identify what part of economy needs support. National evidence is not localised enough, which is where we need to improve evidence base from key sources like the board. Outlook will change as government interventions ease. This intervention has kept the economy ticking over, but will need to be eased slowly so not to inversely impact economy Fiona raised concerns about skills shortage areas and how to support specific groups of the workforce and how to best match to opportunities as they arise; especially in sectors less impacted by current situation.Craig noted that work still needs to be done on this, but it is being considered to some extent through the importance of flexible learning. But shifting the emphasis of what we already have, to what we will need, is a big challenge.Miles asked business reps to give a summary of how Covid has impacted their businesses:* Logistics - Trevor: cash flow is a big unknown. Currently running at 55% capacity but gradual increase week on week. Business is in a kind of hibernation, with a potential return to 75% of previous capacity by June, concerned about how training will occur for new kinds of jobs that may be needed
* Construction - Richard: haven’t shut as quick to adapt. Productivity is down especially in areas that people rely on public transport. Biggest challenge is cash flow. Concern on governments stimulus and need to have it implemented quickly
* IT - Lara: initially every order was halted. But this eased. A positive was that employees could all work from home with ease. But not for some of their clients, as they work with client’s IT Teams who are swamped with getting their own team set up. Have 4 on furloughed. Cash flow is a concern.
* Manufacturing - Miles: Manufacturing sector is mixed; Teledyne were able to adapt to quickly to continue to operate. Peers who sent employees home at the beginning of lockdown have struggle to get staff to return
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| **Aligning SEB’s Role*** How do we add value
* Do we need new themes
* Linking/working with forums/partners
 | Updates on missions:Lara updated on Dynamic Mission, showing the PowerBi Dynamic Assets data she gathered (InnovateUK)**ACTION: Lara will send the link to this** Trevor updated on Connected Mission, all aspects still very relevant now and near future – especially 20 somethings young workers. Development of 5G infrastructure to enable people to work from home, and maybe this situation enables us to tap into talent of people who work in LondonRicky and Trevor were working on something and they will share to boardRichard provided an updated on where progress on the Resilient Mission had got to. Focus has been on the Climate Emergency and how to help increase understanding of what this means. Still believe the Resilient Mission is very relevant in current climate. Civilizations work better, faster together. This needs to be tied to developing a low carbon future, and be careful to invest in sustainable strategic projectsCllr Goldman commented that there is much crossover between work done by Trevor and Richard about sustainable transport. It will be good to get feedback on how businesses view transport going forward.Cllr Butland commented the need for Local Government to have a more hands-on roll and work with businesses and boards such as the SEB and OSE. We need to recognise the role that Planning Authorities can have in helping recovery. There is a need to ensure that National policy links to local.Miles: We are all having problems with time, so our role can be to bring together ideas to enable others to get engagedCllr Ball: stress that businesses and local government can work together to aid in recovery. Eman: problem in resilience on supply chain, board can play a role on how to support businesses in short and medium term, climate change and green agenda to have sustainable connectivityAndy: will be trying to reintegrate learners but if there will be an increase of unemployment, it will be difficult to have social distancing rules and increase numbers to train unemployed, online/mixed learning capacity and effectiveness. Issue raised that Apprentices are being made redundant due to end of furlough and to give priority to full time workers**ACTION – Secretariat to arrange Comms meeting between Miles, Cllr Goldman, Kirstie, and secretariat** |
| **Aligning the Missions** * Status/Changes
* Resources status
 | Agenda item discussed together with previous item. |
| **Essex Construction Research Commission**Present the initial findings from the ECC Construction Commission  | Richard D. confirmed that his sector can relate to many elements of the presentation. Something which needs further discussion is procurement practises. |
| **SELEP Update**Updates and changes due to Covid19 | Suzanne provided an update on the following itemsSELEP Response to Covid-19 including which has included:* getting information to business through newsletter and growth hubs and undertaking a b
* undertaking a Survey about impact of lockdown, now closed, another survey to come out this week about impact on economy (intelligence gathering)
* Lobbying on funding gaps, support withdrawal etc

Reviewing SELEP Investment programme. Including how SELEP might use GPF funding of £22m. SELEP to discuss possible uses of fund at next strategic board.Government affirmed LEPs to have key role in economic recovery. Government have placed the LIS policy on hold, Helen Russell and Sharon Spicer now working on evidence base for covid-19 response.LGF - SELEP have received notification from Government that they will on receive 2/3 of allocation in May 2020, which has created a degree of uncertainty with regard to the additional funding. This news resulted in postponement of Accountability Board scheduled for 15th May 2020. At the 12th June 2020 Strategic Board meeting, options will be presented to the Board to support those projects already in train, to maximise LGF spend over the coming months and ensure that the existing programme is profiled and positioned to make the strongest case for the remaining LGF to be awarded to SELEP**ACTION Suzanne to keep board informed as more information comes to light on funding allocation and East of England Recovery Strategy**  |
| **AOB** | Miles requested that conversations continue off-line and that members continue to work on action items especially towards missions/recovery. |
| **Meeting Close** | 19:34 |