Monday 17th February 2020, 09:00 to 11:00

Chelmsford College, Princes Road Campus, Princes Road, Chelmsford, Essex, CM2 9DE

**MEETING MINUTES**

| Attendees |
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| David Rayner – Birkett Long LLP Jonathan Oates – MAG London Stansted Lara Fox – Objective IT Lindsey Hayward – Konica Minolta Miles Adcock – Teledyne e2v Richard Davidson – Willmott Dixon Construction Trevor Scott – Simarco Worldwide Logistics Andy Sparks – Federation of Essex Colleges (FEDEC) Kirstie Cochrane – University of Essex David Burch – Essex Chamber of CommerceSuzanne Bennett – SELEP  |  | Cllr Graham Butland – Braintree DC Cllr Marie Goldman – Chelmsford DC Cllr Tony Ball – Essex CC Cllr Neil Stock – Tendring DC Cllr Lodge – Uttlesford DC Claudia McKibbin – ECC SecretariatDawn Redpath – ECC SecretariatRicky Thakrar – ECC Connected SubgroupHannah Kopel – ECC Inclusive SubgroupMichael Veasey – ECC Dynamic Subgroup Alethea Evans – ECC |

| **Item** | **Subject** |
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| **Welcome / Introductions** * New LA reps introductions
* Chair update on Director Representation
 | Apologies:1. Fiona Bodle – ARU
2. Hassan Shami – ECC
3. Tristan Smith – ECC

Director Representation, as emphasised at previous LEP meetings and reinforced by Chris Brodie, two members are needed from the SE Board, with at least one being female. Miles & David have agreed that Miles should take the one place but recognised the breadth of experience lost through David’s retirement from the LEP Board. Miles thanked him for his hard work and dedication. In order to meet the required diversity mix, it was agreed to approach representatives from the previous selection process. Eman Martin-Villerte, Sam Peck & Claire Lewis are being approached by Secretariat, to discuss membership. Suggested that if this approach isn’t successful, Lara may be asked to step forward. 1. **Agreed** – to extend Board representation by 3 and revisiting the previous EoIs.
2. **Action** – Update the Board’s Terms of Reference to reflect any change in membership numbers

The board noted d the fact that gender diversity is being required only from the business directors, and the fact that the Local Authority directors are all male. |
| **Minutes of Last Meeting**  | 1. **Action** – Board members reminded of need to send in bios and photographs by next meeting
2. **Action** - Board asked again for Comms Lead. Kirsty agreed to step in in 6 months if no other rep was found.
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| **Electrifying Essex**  | Cllr Ball presented his proposal to consider what might be highlighted to government to raise Essex’s profile. Looking for business insights:* progressive in sustainable transport solutions
* how the 4 missions contribute to these
* more focus on decarbonising
* members keen to see how PPP links in.
* opportunity from commercial transport.
* first electric forecourt and how to make this part of wider narrative and as part of the proposed Mission work
* skills context: need to align better and need to consider better devolution
* questions posed on how many things are us playing catch up and how many are truly innovative?
* innovation being included in any presentation
* comment on title of EE which focuses more on innovation
* Suggested that members might want to think about how Essex might ‘get rid of small boundaries’ to secure greater investment
* Discussion followed on the role of business in supporting change to administrative processes and structures.
* Difficult as businesses are interested in electric cars infrastructure is not always there. Same for house building for the future.
1. **Action** – Cllr Tony Ball agreed to revise document using these inputs and bring to next Board.
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| **Mission Groups** Status report* + Dynamic
	+ Connected
	+ Inclusive
	+ Resilient
 | **Dynamic**Summary from discussion:* Focus on 2 clusters: Quantum, Space & Technology and AI (UoE)
* Potential to broaden out to other areas in future
* Data is already available on dynamic infrastructure available and innovation centre mapping
* Importance of speaking to businesses about how to drive an innovative culture
* Looking at creating a hub, possibly using existing space and promoting it to businesses in terms of the place.

**Connected*** Working with Transport East looking at potential investment opportunities and how they make decisions
* Looking for meeting with DFT to understand how to align with local government
* Need to look at 5G opportunities and how can we unpack these opportunities and present to businesses
* Looking at case studies from universities
* Need to consider opportunities arising out of NEGC
* Storage and distribution – opportunity from Freeports
* Joining up dots and coming up with a credible plan

**Inclusive*** 2 target groups:
	+ access to work
	+ upskilling of existing workforce
* Balance between prosperity and productivity.
* Could we deliver a 4th industrial revolution and change the workforce dynamic? By retraining?
* Fair Work - what does it mean? How do we apply this across the county, as part of the growth of social consciousness? Could we benchmark our success across other areas – internationally or anchor Institutions
* How do we make ourselves attractive: taking into account demographic change
* Recognised the London drain element in the Dynamic mission
* Potential to align retraining with the flexible working focus
* Not many large companies in Essex unlike USA where the ambition of SMEs is to grow. How to get more of that culture here.
* Barriers: access to finance and grow on space

**Resilient** * Climate emergency has been declared across Essex
* Need to move to action on climate emergency and discover where the focus is through a baseline review
* Speak to all councils to understand plans and find alignment
* Glasgow Climate Emergency conference will be in November
* Proposal for Essex to follow with a Summit a week after that.
* How can we replicate in Essex – investment in hydrogen, invested, SELEP, entrepreneurship
* UK Science Fair in Chelmsford an opportunity
* Thought Leadership Workshops to be held over next few months
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| **The Growth Infrastructure Framework** | * Essex is very diverse, so it is more complex
* Is there a business case for new bold ways of working; as MHCLG are looking for projects like this.
* how S106 might constrain housing growth
* some SMEs give up their business to make money from residential development.
* planning system needs to be reviewed: how landowners ought to contribute and if there is a way of engaging the new government
* GIF engagement forum – relevant partners to consider greater integration
* Data trawl to look at the consequence of actions; consideration of wider geography.

**The group agreed to align with mission work using available data.****And to consider how any business case for this might emerge related to Connected Economy**  |
| **Any Other Business:** | 1. **Action –** A request was made by Board members to set out LA structures / plans / linked to SELEP / funding flow chart
2. **Action –** to facilitate a discussion on local government processes and how to influence the system to best effect for the board
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| Meeting closed at 11:00 |  |