Monday 25th January 2021, 09:00 to 11:00

Microsoft Teams Online Meeting

**MEETING MINUTES**

| Attendees |
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| Miles Adcock – Teledyne e2vAndy Sparks – Federation of Essex Colleges (FEDEC) Lara Fox – Objective IT Richard Davidson – Willmott Dixon Construction Eman Martin-Vignerte – Bosch Kirstie Cochrane – University of EssexFiona Bodle – ARU Louise Stretch – Konica Minolta Lindsey Hayward – Konica Minolta Claire Lewis – Visteon  |  | Cllr Tony Ball – Essex CC Cllr Marie Goldman – Chelmsford DC Cllr Graham Butland – Braintree DC Claudia McKibbin – ECC SecretariatRob Willis – ECC SecretariatAndrew Burgess – ECC SecretariatSteve Evison – ECC SecretariatTristan Smith – ECC Laura Taylor-Green – ECCPaul Chapman – ECC |

| **Item** | **Subject** |
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| **Welcome** * Updates on Register of Interests
 | Apologies:* David Burch – Essex Chamber of Commerce
* David Rayner – Birkett Long LLP
* Cllr John Lodge – Uttlesford DC
* Trevor Scott – Simarco

This meeting was recorded.**Register of Interests:*** 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. |
| **Programme for Year Ahead**Issues / topics to be covered | Plan as a board for this year to be more proactive and add real value to activities within county.Categorise list of topics by their respective Success Essex Mission category, and have Mission Lead can be involved earlier and prepareProposed items to include in Programme Ahead:* Brexit – support for businesses
* Post Covid recovery
* Hydrogen/Net-zero Carbon
* Feedback from items brough to meeting, so that board members can see progress
* How to engage on topics and do work in-between Board meetings
* Clear when presented and what is being asked from board
* Overview on specific topics sent prior to meetings to give more context to discussions/presentations
* Every 3rd meeting: have an update on status of major projects
* Ensure sharing of information/decisions between Success Essex and OSE
* Skills
* Princess Alexandria Hospital
* MedTec PHE
* ASELA/OSE Industrial Strategy

**ACTION**: Secretariat to circulate a brief on what the project presenters intend to say/ask at meeting**ACTION**: Miles to contact Perry from OSE to discuss Lower Thames Crossing, 2 – 3 members of the board invited to join meeting |
| **Business Support Initiative**Overview and Board’s role | Information on available business support is not reaching businesses. Looking at alternative methods of communications to reach targeted businesses (via LinkedIn, chambers, FSB, trade press, business to business etc.)Make sure new service contributes to market and not duplicate what BEST, COLBEA etc. already do.Business leaders can be involved in the development of the Grant Scheme and test the criteria, as well as input on the development of the business support.Key of this initiative is speed, as businesses have been suffering since last year and now with Brexit, this support is critical.Need to promote messages from trustworthy sources, so important that this initiative has ECC banner.**ACTION**: Tristan to invite Business members to development meetings  |
| **Future High Streets Fund** Overview  | Public sector funding uses BCR, is a difficult criteria to meet for areas with low land value, such as Clacton. ECC is highlighting this issue to the Board, which doesn’t currently have an answer. It is a real challenge to some of the key places in Essex.Possible role for Success Essex members to be involved in bringing a wider long-term business intelligence viewpoint to the bids to make the business cases more attractive.**ACTION**: Miles to lobby SELEP for revision of this criteria and importance of scheme. ECC is going to be lobbying widely also.**ACTION**: Secretariat to have placed base conversation with local authorities to highlight areas of higher deprivation and programmes to bring to board. |
| **Anchors Programme**Overview  | Opportunity for private sector anchor institutions engage with measurement/engagement in terms of social value. Useful to see if Board activities can have an Anchor element included to derive a greater value.Suggestion to use volunteer days to be involved with the Anchors programme.Engagement of Anchor institutions with SMEs important, to stimulate large number of SMEs in Essex. An issue with Anchor institutions is set procurement practices (cost & quality is driver) and not location, however looking at engaging through wider activities such as apprenticeships, green growth etc. will be something to explore.  |
| **SELEP funded Essex Projects** Overview and Status of each | Need to regularly promote the project impacts and funding opportunities.**ACTIONS**: Secretariat to keep Board informed (quarterly) when the next calls for funding will be available. And sort projects list by four Missions.**ACTIONS**: Secretariat to provide a summary of the various SELEP funding criteria and the expected impacts of projects applying to board. |
| **Getting Building Fund – underspend**Reserved list priority confirmation | **DECISION**: Pipeline confirmed |
| **AOB**  | If business members are interested in showcasing their businesses on the Essex Opportunities Portal contact Fiona.marriage@essex.gov.uk  |
| **Meeting Close** | 10:57 |