Monday 30th September 2019, 6pm to 8pm

Anglia Ruskin University, Lord Ashcroft Building, Room MAB 108

Bishop Hall Lane, Chelmsford, CM1 1SQ\*\*

**AGENDA**

| **Item** | **Time** | **Subject** | **Lead** | **Attachments / Comments** |
| --- | --- | --- | --- | --- |
| 1 | 18:00 | Welcome | Haydon Yates | Will cover declarations of interest |
| 2 | 18:05 | Formal close of Essex Business Board and creation of new Essex Federated Board  Appointment of Chair of the Essex Federated Board | Haydon Yates | Verbal update, including new board members introductions. |
| 3 | 18:20 | Mission and purpose of the Essex Federated Board | Dominic Collins | Verbal update and discussion |
| 4 | 18:30 | New Board Work Programme:   * Essex Prosperity Prospectus & SELEP LIS * Thematic Working Groups | New Board Chair | Discussion paper attached. |
| 5 | 18:55 | Governance:  Boards Terms of Reference   * Board discussion and AGREEMENT on exception basis   Selection of Vice Chair   * Board discussion and AGREEMENT   Board Name   * Board discussion on options – for example *Economic Leadership Group, Strengthening Essex Board, Vibrant Essex Economy.* | New Board Chair | Papers attached.  Vice Chair and Board Name items for open discussion      . |
| 6 | 19:15 | Capital Programme Update / LGF3b Update | Dawn Redpath | Paper attached |
| 7 | 19:20 | South East Local Enterprise Partnership Update:   * Update on LEP Review: SELEP Proposals on Board Composition and Legal Personality * Summary overview on SELEP Strategic Board Papers (for its meeting on the 4th October) | David Rayner  Suzanne Bennett | Legal Paper presented by David Rayner with verbal overview of SELEP Strategic Board issues from Suzanne Bennett.  SELEP Strategic Board Update Paper attached. |
| 8 | 19:40 | SELEP Representatives  Board discussion and AGREEMENT on who should represent the Board at the SELEP Strategic Board meeting on the 4th October | New Board Chair | No paper needed as covered in TOR |
| 9 | 19:50 | Future schedule of meetings   * Agree dates/time/venues for future EFB meetings * Agree timetable for induction * Agree content for induction | New Board Chair / All | Verbal options presented by Secretariat |
| 10 | 19:55 | Any Other Business | New Board Chair / All |  |
| 11 | 20:00 | Meeting Close | New Board Chair |  |