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

Birkett Long LLP, Faviell House, 1 Coval Wells, Chelmsford CM1 1WZ

& via StarLeaf Online Meeting

**AGENDA**

| **Item** | **Time** | **Subject** | **Lead** | **Attachments / Comments** |
| --- | --- | --- | --- | --- |
| 1 | 17:30 | **Welcome / Introductions**   * Updates on Register of Interests * New members: Claire Lewis & Eman Martin-Villerte | Miles Adcock |  |
| 2 | 17:35 | **Minutes of Last Meeting**   * Outstanding action items included below | Miles Adcock |  |
| 3 | 17:40 | **Steer (SELEP’s Independent Technical Evaluators) will present:**   * Their review of the North Essex Garden Communities business case * The suggested ranking of GPF pipeline projects to go to the Investment Panel * Gather any comments given by the Board which will be submitted to the Investment Panel for consideration | Edmund Cassidy (Steer) |  |
| 4 | 18:10 | **Board Composition & Membership**   * Updated Terms of Reference (member numbers) * Success Essex’s Investment Panel Representative | Miles Adcock |  |
| 5 | 18:20 | **Resourcing our Missions** | Miles Adcock |  |
| 6 | 18:30 | **Mission Leads Update**   * Lower Thames Crossing Consultation * Innovate UK East of England – event proposal | Mission Leads  Trevor  Lara |  |
| 4 | 18:50 | **Electrifying Essex**   * Feedback report | Cllr Tony Ball |  |
| 7 | 19:00 | **Introduction to Local Government** | Cllr Marie Goldman | *(as requested at last meeting)* |
| 8 | 19:05 | **SELEP Update**   * Clarification on SELEP Membership request | Suzanne Bennett (SELEP) |  |
| 9 | 19:25 | AOB | All |  |
| 10 | 19:30 | Meeting Close | Miles Adcock |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Actions from Minutes of previous Meetings:** | | **Responsible** | **Status** |
| **1.** | Board members will submit their bios and photos to Claudia McKibbin | Board Members | Outstanding |
| **2.** | Mission leaders to give thought to how Transport themes cut across the 4 missions and could be incorporated into action plans. | Mission Leaders | Ongoing |
| **3.** | Cllr Ball to attend a joint mission Leads meeting in order to share further details on the initiative. | Secretariat | Ongoing |
| **4.** | Consider how business cases from GIF/SIF might relate to Connected Economy Mission | Trevor Scott | Ongoing |
| **5.** | At each meeting present how it works in local government (LA structures / plans / links to SELEP / funding flow chart) and how to influence the system to best effect for the Board | Secretariat | Ongoing |
| **6.** | Update the Board’s Terms of Reference to reflect this change in membership numbers | Secretariat | Done |
| **7.** | Set out LA structures / plans / links to SELEP / funding flow chart | Secretariat | Ongoing |
| **8.** | Present how it works in local government and how to influence the system to best effect for the board | Secretariat | Ongoing |