Monday 10th August 2020, 09:00 to 11:00

Microsoft Teams Online Meeting

**MEETING MINUTES**

| Attendees |
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| Miles Adcock – Teledyne e2v Andy Sparks – Federation of Essex Colleges (FEDEC) Trevor Scott – Simarco Fiona Bodle - ARULara Fox – Objective IT Claire Lewis - Visteon David Rayner – Birkett Long LLP Cllr Marie Goldman – Chelmsford DC Cllr Graham Butland – Braintree DC  |  | Cllr John Lodge – Uttlesford DC Cllr Tony Ball – Essex CC Claudia McKibbin – ECC SecretariatTristan Smith – ECC SecretariatSteve Evison – ECC Andrew Burgess – ECC Laura Moore – ECC Sam Kennedy – ECC  |

| **Item** | **Subject** |
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| **Welcome** * Updates on Register of Interests
 | Apologies:* Richard Davidson – Willmott Dixon Construction
* David Burch – Chamber of Commerce
* Eman Martin-Vignerte – Bosch
* Lindsey Hayward – Konica Minolta
* Kirstie Cochrane – University of Essex

This meeting was recorded. |
| **Minutes of Last Meeting**  | Approved. |
| **Working with the Essex Climate Change Commission*** Presentation
 | Presentation by Sam Kennedy on Essex’s Climate Strategy and net-zero emission targets.Trevor Scott is on the Transport East Board, which has discussed decarbonization and its opportunities. ECC has considered this in their strategy, with the thought to not duplicate work already being done. Two possible main future schemes are hydrogen and electric.Aircraft and shipping are two very big areas of transport where there are significant issues. There should be a link between this business board and the commission group to ensure engagement of businesses. Suggestion of Richard Davidson or David Rayner.Importance of communication when working on a joint action plan.There is a collaborative working group with Essex Planning leads, district and boroughs working on the net-zero challenge and this will be fed back to the commission.Concerns about duplication of effort, and the need for a clear action plan on what needs to be done. Include this strategy and action plan in the promotion of Essex to other businesses.Commission’s role is to challenge actions to go further, faster by receiving information on what is already going on. |
| **Developing a Project Pipeline *(approx. 20 mins/item)**** ECC list of projects
* LA led discussion on projects
* Project Approval Process & Prioritisation
 | Presentation by Steve Evison on developing project pipelines. Updating the board on projects which ECC is working on and would benefit from business engagement.Environmental impacts of rising sea levels, rising temperatures will have large impacts in certain areas within Essex such as coastal communities, deprived areas, avoiding concrete jungle cities.Invite business members to specific sessions to engage on specific topics outside on the board meetings and ensure alignment with board’s missions. |
| Presentation by Cllr Marie Goldman focusing on more longer-term projects headed by local authorities. Not in competition but focusing on what is best for Essex.Concern about future of these projects/resources with expected local government re-organisation. Lobbying may be an element which the board can engage and voice arguments. Emphasizing the need to deliver on long term recovery projects. **ACTION**: invite NE Economic Board to present pipeline of projects to the Board at the next meeting**ACTION**: at the next board meeting the districts and borough reps will present projects to which the board can engage **REMINDER:** please use the board’s distribution list if members have useful information regarding useful meeting and gather views. |
| David Rayner discussed the LGF 3b Pipeline Prioritisation Process document, which was distributed as a previous thorough and robust method used to analyse and prioritise projects in a pipeline by the EBB.Discussed the extent to which the board wants to positively discriminate on environmentally focused projects, and maybe require all projects sponsored by the board, to have an environmental focus, especially when there are elements of innovation. This may be achievable by working with Let’s do Business Group, Colbea, BEST to support innovation hubs. **NOTE:** Miles Adcock, Claire Lewis and Cllr Butland declared their membership of SELEP Strategic Board for this discussion. |
| **Comms Development*** Agreement of Success Essex Logo
* Draft website overview
 | Presentation by Laura Moore on the draft website and proposed logo designs. Website will go live by the end of August.Logo 1 – 1 voteLogo 2 – 7 votes - chosen logoLogo 3 – 4 votesLaura will be handling the social media updates and ensure news page is updated regularly. Laura will also coordinate with the local authority comms departments to share information from across Essex on the website. **ACTION:** Further discussion will be had by Secretariat on how to also have news on Private sector investment happening across the county, as this will show how dynamic the county is.**ACTION:** Create videos with Mission Leads to give overview on each mission. |
| **AOB** | None.Miles would like feedback on this session, on how to keep momentum between sessions. If you have any ideas to please share with wider group. |
| **Meeting Close** | 10:45am |