

MINUTES OF THE HARLOW GROWTH BOARD HELD ON

20 October 2020

10.00 - 11.26 am

PRESENT

Committee Members

John Keddie (Chair)	Martin John
Will Allanson	Brian Keane
Yvonne Barrett	Iain McNab
Michael Beard	John McGill
Suzanne Bennett	Jemma Mindham
Rebecca Collings	Guy Nicholson
Councillor Michael Hardware	Chris Snow
Councillor Mark Ingall	

Officers

Alex Chrusciak	Julie Houston
Steve Clark	James Gardner
Hannah Criddle	Jane Greer
Eden Duggan	Sarah Langmead
Alison Fox	
Oliver Gillard	

14. **INTRODUCTIONS AND APOLOGIES**

Apologies for absence were received from Fiona Bodle, Councillor Tony Durcan, Robert Halfon MP and Leonie Tipton.

15. **MINUTES FROM SEPTEMBER 2020 MEETING**

It was noted that the action points detailed in the previous minutes had been resolved.

There were two minor errors in the previous minutes. Iain McNab's name had been spelt incorrectly and Paul Wilkinson should have been listed as an Officer instead of a Board Member.

The minutes of the previous meeting, with the above mentioned changes, were agreed.

16. **OVERVIEW OF THE TOWNS INVESTMENT PLAN (TIP)**

a) Timetable (to be submitted by 30 October 2020)

Jane Greer advised the Board that a second opportunity (2A) for submitting proposals had been announced with a pushed back deadline of

11 December 2020. Jane Greer confirmed that the TIP was still considered to be in a good place for submission by 30 October 2020.

b) Summary of draft TIP document

Prior to the meeting, the Board received draft Town Funds submission documents including TIP1, TIP design sample, TIP Stakeholder Engagement Plan, TIP2's and several Theories of Change. Jane Greer confirmed that the submission had considered all the requirements laid out in the Towns Fund Guidance and incorporated all the feedback received from the Towns Fund Coordinator and the Check and Challenge session that had taken place.

The Group congratulated the team for their work on the submission. The Group also made suggestions on further improvements that could be made to support the success of the submission. These were to; include more quantitative outcomes to help to track progress towards achievements, to have a whole portfolio view which considered all big moving parts, include sentences on why the UK Innovation Corridor matters to the UKPLC, make reference to SELEP investments to show partnership working and include levelling up.

Jane Greer agreed to send the final version of the documents to the Group on 23 October 2020 for comments back by 26 October 2020.

RESOLVED that the Harlow TIP was agreed.

17. **KICKSTART SCHEME - JOB PLACEMENTS FOR 16 TO 24 YEAR OLD'S ON UNIVERSAL CREDIT**

Brian Keane confirmed that last week, following a request from Essex County Council to the Government, the Essex rating moved to the "high" tier two level. Brian Keane did however note that Essex Covid-19 cases were lower than some areas that remained at "medium" level. Brian Keane advised the Group that that the new restrictions on household mixing and employers continuing to encourage employees to work from home would make a difference to the infection rate.

Steve Clark confirmed that Princess Alexandra Hospital had a small number of diagnosed Covid-19 patients. Steve Clark advised the Group that the hospital was better prepared in terms of changes to treatment and had better arrangements to take advantage of capacity at other hospitals.

Alison Fox advised that Kickstart was a scheme which offered funding to employers to create job placements for 16 to 24 year olds who were unemployed and receiving Universal Credit. Alison Fox noted that Harlow Council was acting as the intermediary between the Department for Work and Pensions, local businesses and Harlow College. Alison Fox invited local businesses and organisations to contact the Regeneration Team with any enquiries.

18. **ENTERPRISE ZONE UPDATE**

James Gardner advised the Group that the Harlow Science Park had recently changed its name to the Harlow Innovation Park. James Gardner also advised that the Park had two potential tenants, both of which were in the process of agreeing Heads of Terms. Conversations were also taking place with two other investment companies on possible tenancies. James Gardner advised that a decision on the Building Fund would be made on 20 November 2020. James Gardner agreed to set up a meeting with John Keddie, Yvonne Barrett and Guy Nicholson for a discussion surrounding potential opportunities at the Harlow Innovation Park.

19. **PUBLIC HEALTH ENGLAND UPDATE**

Martin John confirmed to the Group that the case for final approval was still being pushed through the Treasury. Martin John advised that there were currently two phases of activity; the Government spending review and design program for the concept of the new institute. Julie Houston confirmed that work on Public Health England was still taking place. A sub group would be set up to consider the skills agenda.

20. **ANY OTHER BUSINESS**

John Keddie advised that the next meeting would be on 15 January 2021. The Group agreed it would like to have a short catch up before this around the end of November or early December.

CHAIR OF THE COMMITTEE