

Minutes of the meeting held on Wednesday 5 November 2008, 6.30pm
Civic Centre, Harlow

Board members present:

Stephen Castle	Essex County Council	Andrew Johnson	Harlow Council
Steve Cox	EEDA	Nicholas Falk	Independent Director
Steve Hammond	Independent Director	Martin Reynolds	Independent Director
Richard Inman	GO East Observer	John Spence	Chair

Apologies:

Simon Bishop	English Partnerships	Jackie Sully	Independent Director
Eddie Johnson	Essex County Council	Dearbhla Lawson	GO-East Observer
John Keddie	Independent Director	Mark Wilkinson	Harlow Council
Chris Millington	Harlow Council		

Others present:

Andrew Bramidge	Chief Executive	Mike Seager	Transport & Enterprise
Louisa Martland	Office/Project Manager		Programme Manager
Dianne Cooper	Harlow Council	Colin Munsie	Essex Design Initiative
Ian Hatton	Essex County Council	Barry Shaw	Essex Design Initiative
Elizabeth Moon	Essex Design Initiative	Cath Shaw	Harlow Council
Malcolm Morley	Harlow Council	Susan Waldock	Essex Design Initiative

1. Welcome, introductions and apologies

The Chairman welcomed to the meeting Barry Shaw and his team from the Essex Design Initiative. In addition to the Board members noted above, Richard Waterhouse, Essex County Council, gave his apologies.

2. Declarations of conflicts of interest

No conflicts of interest were declared.

3. Minutes of the last meeting

All agreed that the minutes of the last meeting were a true record.

4. Matters arising not covered elsewhere

Following a discussion at the last Board meeting a letter was sent to Network Rail and National Express regarding improvements to Harlow Town Station. There has been no response as yet.

Action: John Spence to write a follow-up letter to Sir Ian McAllister.

5. Election of Vice Chair

Stephen Castle nominated Andrew Johnson, seconded by Steve Cox. All agreed and the motion was passed.

6. Anglia Ruskin Presentation

Martin Reynolds presented an update on the development of Anglia Ruskin University's (ARU) presence in Harlow, looking at current developments and aspirations for the medium-term (up to

2020). He stated that the University was scheduled to open on the Harlow College site in September 2010 targeting 500 students by 2012, rising to a total of 1700 – 2000 students by 2015. The University is keen to engage in a dialogue with local businesses and schools from early 2009 to help shape the direction of the University. Martin stated that there was a real opportunity to create a strong town-University alliance to help deliver the long term aspirations of Harlow and he welcomed contributions on how this could be developed.

Key points from the Board discussion:

- Harlow College already has a Business Engagement Unit that is working with local businesses identifying training needs. ARU will work with the Business Engagement Unit on this issue.
- There were questions as to whether the existing College site is the right location as there would be no opportunity for further expansion. However, it is recognised that to ensure success strong links with the College are vital.
- There is potential for higher education provision in Harlow to expand in the future. However, if the provision increases beyond the capacity of the currently proposed building the development will be more in line with a University campus rather than a University college.
- Beyond 2020 the ambitions of the University and Harlow need to be considered. The current plan provides higher education facilities for the young people of Harlow but is not geared towards bringing students into the town from the wider region.
- It is important to start raising aspirations now to build a large campus in the future. Are the current enrolment figures ambitious enough? How can we create something that is different, and better than anywhere else?

Summary: The Board welcome the work underway to create a Higher Education facility in Harlow by 2010. A commitment has been made to help with business engagement and curriculum development. Programmes to grow aspirations need to be developed.

Action: *Steve Hammond, Martin Reynolds, Andrew Bramidge and Sue Young from Harlow College to meet to discuss the Terms of Reference for the Business Engagement Unit.*

7. Harlow Town Station development framework

Barry Shaw, Director of the Essex Design Initiative, gave a presentation about the initial work his team have undertaken. Their brief was to produce a proposal for Supplementary Planning Guidance for the area immediately surrounding Harlow Town Station and also a vision for its future development in the longer term.

Land owners around the station have expressed interest in further developing the area. In addition, Network Rail is seeking to expand their car parking facilities at the station which could lead to problems for future developments. Planning Officers at Harlow Council have confirmed that Network Rail probably does not need to gain planning permission to build a multi-decked car park at the station as they can demonstrate an operational need and are within their permitted development rights. The publication of a supplementary planning guide should therefore help to ensure the quality of any future developments that take place.

Endorsement from the Board was sought to complete a more detailed process. A stakeholder workshop will be taking place on 3 December to further inform this process, with the intention of the Supplementary Planning Guide being ready in the New Year.

Thanks were extended to Barry and his team for their work.

Key points from the Board discussion:

- The Board were pleased with the content of the report as it looked to make the most of a neglected and key asset towards growth on the river, links with Stansted Airport and how any

future development at the station could be a springboard for growth in Harlow. However, more emphasis could be placed on links to Stansted Airport.

- The process for taking the findings of this document further needs to be carefully managed so residents do not feel that it is blocking the provision of increased parking at the station. It is also essential to get Network Rail as an organisation to buy into this process. It was noted that at a local level support has already been pledged from Network Rail.
- Caution was urged as the ideas discussed for development around the station are similar to ideas expressed by the potential town centre developers. Ideas for the future of the town need to be shared with all stakeholders to ensure a consistent approach throughout Harlow. Any scheme that is proposed for the station and its surrounds must link with other developments taking place in the town and not compete with them.
- Developments at the station provide the opportunity to create a new gateway into Harlow.
- Has the commercial market been tested? For developments in Cambridge and Bedford the private sector were keen to invest. Public sector money must also be secured to ensure success in the current economic climate.
- What might happen to Harlow Mill station should also be considered.

Summary: The Board is grateful to the Essex Design Initiative for the development of this piece of work on behalf of the company. This re-affirms the potential for a signature development in Harlow. However, the need to consider the work of other developers within the town is apparent. The Board would like EDI to continue with the development of their ideas to produce the final document following the stakeholder workshop in December.

Action: It was agreed that an update be brought back to the Board in January.

8. Transport – winning the case for the Regional Funding Allocation

Following a discussion at the last Board meeting, the views of Harlow's business community have been sought and the paper that accompanies this item represents the basis of a submission to support the case for Harlow. Comments are now sought from Board members to help develop this further.

Bid Submission: Submissions need to be made to EERA to allow them to make recommendations to Ministers in February 2009. Before submission to EERA the final paper will be shared with the Transport Board.

Two bids have been provisionally submitted by Essex County Council (ECC) which affect Harlow:

1. Long-term: A414 Bypass and Junction 7a on the M11
2. Short-term: Improvements to public transport within Harlow

Key points from the Board discussion:

- ECC was required to submit projects through the existing Regional Funding process. Some confusion remains as to how bids affecting Harlow were submitted without consultation with the Transport Board and colleagues from Harlow Council. However, there is still enough time within the process to ensure input.
- Reference to the Transport Board is now being made at a regional and national level. Therefore, it would be very useful if the Transport Board could put forward an endorsement to the bids.

Action: John Spence will seek clarification on the process for submitting bids.

Content:

Key points from the Board discussion:

- A coherent set of arguments have been put forward in the paper, but the aspirations should go further to achieve maximum impact. Assertions should be made which give value to the proposals and demonstrate the impact in terms of jobs if the investment came to Harlow.
- Comparative arguments are needed to highlight the case for Harlow and to demonstrate that this is a regional priority.
- In the context of the London Arc, the east-west link is very important. This is the sub-region that has the greatest amount of congestion and only significant road schemes will help to alleviate the problem. As the London-Cambridge corridor is a growth area it is also important that congestion is addressed in this area since few other schemes will be able to address this issue.
- To achieve success with the long-term bid it is vital that Harlow is able to get as many 'friends' behind the scheme as possible, including neighbouring local authorities. This is achievable as they have representation on the Transport Board.

Action: Any points of detail within the paper which need amending/clarification to be sent to Andrew.

Action: Andrew to then develop the paper to the next phase, including the development of a regional focus, before re-circulation to the Board.

Action: Andrew/John to establish process, timescales and milestones.

9. Cycling Project update

Essex County Council now has a Cycling Champion – Cllr Phil Baker, who will be rolling out a range of cycling proposals throughout Essex as well as holding a Cycling Summit.

In addition a new venue has been found to host the Olympic Mountain Biking event.

10. Quarterly Business Plan update

A paper was circulated to the Board prior to the meeting. No further discussion took place.

11. Chief Executive's Report

Town Centre – The interim collaboration agreement with Stockland has been extended to the end of December. Lots of progress has been made to date and an ambitious working programme has been set out. The outcome of this work will be presented to the Board in January when proposals for the future will be put forward. The Board will be asked to provide a recommendation to Harlow Council on the selection of a developer to move into a formal Collaboration Agreement.

12. Rolling Agenda

A paper was circulated to the Board prior to the meeting. No further discussion took place.

13. Any other businesses

Incubation Centre Launch – The event will take place on 4 December. Lord Mandelson has confirmed that he will be the keynote speaker. Invitations will be sent out next week.

Action: Board members are asked to submit any relevant regional contacts to Andrew for inclusion on the invitation list.

Action: Board members are also asked to contribute ideas for the name of the centre. Please send responses to Andrew.

14. Date and time of next meeting

Wednesday 7 January 2009, Committee Rooms 2a&b, Civic Centre, Harlow; 6.30pm

Approved by the Board of Directors

Chairman:

Date: