AGENDA

Date: Monday 27th April 2009
Time: 6.00pm
Venue: Committee Room 1, Causeway House, Braintree CM7 9HB

1. **Appointment of Chairman.** To appoint a Chairman of the Economic Development & Transportation Partnership Board for the 2009/10 Civic Year. (The Terms of Reference of the Board state that the Chairman will normally be the Chairman of the Business Council)

2. **Appointment of Vice-Chairman.** To appoint a Vice-Chairman of the Economic Development & Transportation Partnership Board for the 2009/10 Civic Year. (The Terms of Reference of the Board state that the Vice-Chairman will normally be the District Council’s Cabinet Member with specific responsibility for Enterprise)

3. **Apologies for Absence.**

4. **Minutes.** To approve as a correct record the Minutes of the meeting of the Economic Development and Transportation Partnership Board held on 9th February 2009 (Copy to follow)

5. **Matters Arising**

6. **Declarations of Interest.** To declare any interests relating to items on the Agenda having taken appropriate advice where necessary before the meeting.

7. **Chairman’s Report.** To receive a verbal report by the Chairman.

8. **Terms of Reference.** To receive the amended Terms of Reference. (Attached – Page 1)

9. **Retail Subsidy Proposal.** To discuss a proposal for town centre retail support. Chris Trim, District Promotion Manager. (Copy of proposal attached – Page 4)

10. **Growth Area Funding.** To receive a verbal update on projects being funded through Growth Funding. Paul Munson, Head of District Development.


12. **Understanding the package of support available to employers and learners in the FE sector.** A presentation by Jim Addison, Director of Development & Operations, Colchester Institute.
13. **Witham Industrial Watch BIDs proposal.** To receive an update on the proposed Business Improvement District project in Witham. Sally Carpenter, representing Witham Industrial Watch Ltd.

14. **Braintree District Skills Partnership Task Group.** To receive and consider recommendations from the final report of the Skills Partnership Task Group. Richard Cook, Chairman of the Skills Partnership Task Group. (Report to follow)


16. **Proposed merger of Braintree College & Colchester Institute.** To agree a response to the proposed merger between Colchester Institute and Braintree College as detailed in the Consultation Document dated 1st April 2009. (Consultation Document enclosed)

17. **Local Strategic Partnership.** To note any issues from the recent LSP Executive meeting.

18. **Date and Time of Next Meeting.** To note the next meeting date of the Partnership Board is 13th July 2009. Further meetings have been arranged for 19th October 2009 and 25th January 2010, all at 6.00pm at Causeway House.

19. **To consider any other items which the Chairman has decided are urgent.**

   If you require any further information relating to this Agenda, or wish to forward your apologies for absence, please contact Eileen Self on 01376 551414 or e-mail eileen.self@braintree.gov.uk

   **E S SELF**
   Law & Governance

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