

Business Leadership Group - Minutes

Tuesday 22 July 2014

Present

Nick Ames (NA) (Chair)	-	Supacat
Alan Denby (ADe)	-	Torbay Development Agency
Amanda Ratsey (AR)	-	Plymouth City Council
Ben Rhodes (BR)	-	Business Forum
Adrian Dawson (ADa)	-	Plymouth University
Chris Garcia (CG)	-	HotSW LEP
Steve Turner (ST)	-	Devon County Council
Chris Prentis (CP) for Pete Ashton	-	Federation of Small Businesses
Peter Hartland (PH)	-	Chamber of Commerce

Supporting Officers

Julia Stuckey (JS)	-	HotSW LEP
Adam Hickman (AH)	-	Plymouth City Council

Apologies

Emma Hewitt	-	University of St Mark and St John
Vaughan Lindsey	-	Dartington Hall Trust
Sean Fielding	-	Exeter University
Paul Hickson	-	Somerset County Council
Pete Ashton	-	Federation of Small Businesses

	Agenda item	Lead
1	Introductions and Apologies - Chair NA introduced the meeting and gave apologies as listed above.	
2	Conflicts of Interest - All No conflicts of interest were declared.	
3	Minutes of Last Meeting and Matters Arising - All <i>Minutes</i> – approved. <i>Matters Arising</i> Both Yeo Valley Organics and Ministry of Cake would like to be part of the Business Group. The group thought one food business representative was sufficient. Yeo Valley responded first. Action: Invite Yeo Valley to be part of the Business Group. Action: Thank Ministry of Cake, but do not invite onto Business Group at present. Action: Investigate other businesses (from different sectors) to invite onto Business Group.	 ADe ADe ADe
4	Terms of Reference - All The ToR needs further detail on the specific role of the group. A number of suggestions were made, including detailing specific activities from the SEP and ESIF. The LEP's governance and organisation chart was discussed; this to be added to ToR. Action: Update the ToR with further detail.	 AH

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	<p>Action: Design a forward plan / implementation plan for the Business Group.</p> <p>Action: Conflicts of interest register required.</p> <p>Action: Organise a business conference next Spring; led by new LEP Partnerships Manager.</p>	<p>AH</p> <p>AH</p> <p>P'ships M'ger</p>
5	<p>Growth Deal - CG</p> <p>A summary of the HotSW Growth Deal was circulated prior to the meeting. In summary, HotSW LEP secured £130.3m (£49.2m for 2015/16 and £42.8m for 2016/17). The following projects are particularly relevant to the Business Group:</p> <ul style="list-style-type: none"> • Capital Innovation projects – Plymouth Science Park (£3m); Environmental Futures Campus at Exeter Science Park (£2.5m); South West Low Carbon Energy Innovation and Collaboration project (£3.9m). • £400,000 to support delivery of the Growth Hub. • Discussion and decisions will soon be required for the 2016/17 Growth Deal 'ask'. <p>Action: Agenda item for next meeting – 2016/17 Growth Deal.</p>	<p>AH</p>
6	<p>FDI Priorities – JS</p> <p>A number of key inward investment sectors being prioritised, including:</p> <ul style="list-style-type: none"> • <i>Hinkley C</i> development. • <i>Aerospace</i> – strong existing cluster and looking to shape marketing 'package' to encourage new businesses to this cluster. Identifying supply chain gaps. • <i>Marine and marine renewables</i> – looking at marine production in the short-term. Aiming for a South UK marine production proposition / brand, with specific HotSW marketing. • <i>Agri-tech</i> which is un-coordinated at the moment. A virtual group has been established. <p>Key area of work is building a strong relationship with UKTI. Also, developing a business engagement plan with the new HotSW Partnerships Officer.</p> <p>A £200k soft landing package is available to support businesses to locate in the HotSW.</p> <p>Attending various events, including recently at Farnborough International Airshow, which resulted in over 60 business leads.</p> <p>Action: Business Group to liaise with JS to attending relevant events.</p> <p>Action: Share UKTI annual report with the Business Group.</p> <p>Action: JS to attend every Business Group meeting, if possible. AH to send meeting invites.</p>	<p>All</p> <p>JS</p> <p>AH</p>
7	<p>Outline of Business Support Available – AR</p> <p>A vast number of business support services available in the South West, including:</p> <p><u>National</u></p> <ul style="list-style-type: none"> • National contact centre – based in North East England. • 'Britain is Great' web-site – national support. • UKTI / MAS / Growth Accelerator – one-to-one delivery support. • Grants – RGF, Technology Strategy Board. <p><u>Local</u> (huge variation including):</p> <ul style="list-style-type: none"> • Awareness raising, led by Chamber of Commerce and Plymouth University. • Growth Hub / GAIN – local level. 	

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	<p>The Business Group agreed the current support is confusing. A simple message is required on support that's available and how to access it, and how to increase the number of businesses accessing support.</p> <p>The GAIN website can summarise the businesses that have accessed support, the number of businesses, the type of support requested etc. This can be presented at each Business Group meeting.</p> <p>Action: One-page summary of available business support (simple, clear message) and how the Business Group can increase the businesses that access this support.</p> <p>Action: Presentation on Growth Hub / GAIN at next meeting.</p> <p>Action: Growth Hub / GAIN summary data to be a standard agenda item.</p>	<p>AR</p> <p>ADa</p> <p>ADa</p>
8	<p>Smart Specialisation – CGa</p> <p>A paper was circulated prior to the meeting outlining the options for prioritising the smart specialisation funding, specifically the £11m for transition areas. There are four options:</p> <ul style="list-style-type: none"> • Do not profile • Even distribution of resources • Prioritisation based on transformational opportunities • Needs based profiling <p>The group discussed the need to have as much flexibility as possible to respond to situations when they arise in the future, especially as decisions now are likely to last for up to seven years. The amounts allocated to each smart specialisation area in the report have been derived from projects which are deliverable within a relatively short timeframe.</p> <p>Action/Note: The Business Group agreed that 'prioritisation based on transformational opportunities' was the preferred approach. However, this needs to have a percentage 'band' showing flexibility of funding available for each smart specialisation area (e.g. 5%-10%), and not a set amount of funding. Emma Buckman to action.</p>	EB
9	<p>Future Agenda Items</p> <ul style="list-style-type: none"> • Growth Deal – Innovation centres; Growth Hub; plans for 16/17 Growth Deal. • Business support / Growth Hub / GAIN – presentation • FDI – Julia Stuckey • Investor readiness – what is currently available; gaps; solutions • RGF6 • Work strands of Plymouth and Torbay as business theme leads (paper to circulate) 	
10	<p>Any Other Business</p> <p>None.</p>	
	<p>Date of Next Meeting:</p> <p>Thursday 11 September 2014; 10.00–12.00noon; Supacat Offices, Honiton</p>	

Future Meeting Dates:

- Tuesday 11 November 2014; 14.00-16.00; Supacat Offices, Honiton.
- Wednesday 14 January 2015, 14.00-16.00; Supacat Offices, Honiton.
- Tuesday 17 March 2015; 14.00-16.00; Supacat Offices, Honiton.
- Wednesday 20 May 2015; 10.00-12noon; Supacat Offices, Honiton.