

**Business Leadership Group**

**Monday 2<sup>nd</sup> September. 1.30pm – 3.30pm.**

**NFU Offices, Rosemoor Court, Pynes Hill, Exeter EX2 5TU**

**Present**

Richard Stevens (RS) - Chairman / LEP Board member / Business Representative (Citybus)

Amanda Ratsey (AR) – LEP Theme Lead / Local Authority (Plymouth City Council)

Julia Blaschke (JB) – Local Authority (Plymouth City Council)

Jason Buck (JBu) – Local Authority (Torbay Development Agency)

Karl Tucker (KT) – Business Representative / LEP Board member (Yeo Valley)

Steve Warren Brown (SWB) – Business Representative (YSL Landscapes)

Linda Middleton-Jones (LMJ) – Business Representative (International Trade Matters)

Sue Wilkinson (SW) – Business Body Representative (Federation of Small Businesses)

Paul Thomas (PT) – Local Authority (Devon County Council)

Heather Hillman (HH) – Local Authority (Devon County Council)

**Officers attending**

Heidi Coombe (HC) – LEP Partnerships Manager

Colin Bettison (CB) – Local Authority (Plymouth City Council)

**Apologies**

Robin Daniels (RD) – Business Body Representative (South West Business Council)

Alistair Handyside (AH) - Tourism Alliance

Richard Adams (RA) - University of Plymouth

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Robert Kathro (RK) – R&D and Innovation (University of Exeter)

Noel Stevens (NS) – ESIF Committee Representative / Business Representative  
(Alder King)

Stewart Horne (SH) – Business Support Representative (Business Information Point)

Martha Wilkinson (MW) – Social Economy / LEP Board Member (Devon Community Foundation)

James Gilgrist (JG) – Local Authority (Somerset County Council)

No.	Agenda Item
<b>1</b>	<b>Introductions, Apologies and Conflicts of Interest</b>
	<p>The introductions were made and apologies were noted (see above).</p> <p>Conflicts of interest were declared for everyone in relation to the Growth Hub.</p>
<b>2</b>	<b>Minutes of Last Meeting and Matters Arising</b>
	<p>Minutes of last meeting to be amended to include list of attendees and provide summary of Brexit discussion.</p>
<b>3</b>	<b>Growth Hub Update</b>
	<p>Performance Update – Sep 2019 Actual v target</p> <ol style="list-style-type: none"> <li>1. B1: 1397 v 1075 [Number of businesses engaged]</li> <li>2. B2: 209 v 180 [Number of businesses referred to local or national services]</li> <li>3. B3: 104 v 100 [Number of businesses receiving more intensive support]</li> <li>4. B4: 7 v 7 [Delivering one partner event a month]</li> <li>5. B5: 28 v 10 [Operational Level Agreements actively managed]</li> <li>6. B6: 1 v 1 [Annual update to the Mapping Report]</li> </ol> <p>Number of Events Schedule for Sept &amp; Oct</p> <p>11/09/19 Start-up Event Bridgewater</p>

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12/09/19 FSB Finance Event at YIC  
18/09/19 FSB Finance Event at Grand Hotel Torquay  
25/09/19 Grow Your Business with Tech - Plymouth  
26/09/19 Grow Your Business with Tech - Bridgewater  
01/10/19 - Inspire Launch – Deer Park Hotel Honiton  
02/10/19 DIT (details tbc)  
03/10/19 Smart Start Event at Barnstaple Library  
09/10/19 Torbay Business Growth Festival  
17/10/19 DIT

#### BEIS review

BEIS have confirmed that they have completed their review of our annual Growth Hub Report for its programme, and that it is in alignment with the Principles of Funding laid out in the Grant Offer Letter for FY 18/19. BEIS have also confirmed receipt of our half-yearly report and will come back if they have any questions.

#### Brexit readiness update

As part of the funding made available by Government to support EU Exit, we have received 3 tranches of funding:

Increased face-to-face support – will be spent on extra support (B3) and exporting workshops.

EU Exit Readiness – money will be spent to work with partners across the region and develop support for sectors most likely to be impacted by Brexit (transport, farming, fishing and food businesses).

Brexit intelligence – money will be spent on commissioning impact studies for the area. Group discussed intelligence requirements and agreed to explore whether funding could be used to do mapping and an impact report for tourism. JBu explained that TDA were leading on developing a tourism study for HotSW at the moment.

**Action** – Explore how we can link into ongoing work led by TDA and capitalize on this. Arrange for conversation with TDA – Amanda Ratsey/Julia Blaschke

#### Business Support Consultation

We met end of September in Cullompton. Notes issued, and our next meeting has been set for January. Invitations will be sent around later.

#### Scale-up Pilot

The Somerset launch event was very successful 150+ attendees, businesses + private sector + public sector. Devon launch on 1st October at Deer Park near Honiton again 150+ people. Inspire have partnered with Devon Chamber & Somerset Chamber.

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#### Current Performance

- 16 clients in Somerset with whom they have completed a fact find and are now completing second quarterly meeting.
- 4 Clients in Devon with fact find, and diagnostic booked,
- 9 further clients in Devon that have committed and need to be seen again and fact find completed.
- Pipeline of a further 21 new client meetings booked in Devon and 4 in Somerset

Business Growth Strategy Workshop has been very popular and 9 Somerset and 11 Devon clients have attended with additional attendees becoming part of our pipeline or qualified out and referred to Growth Hub.

Finance for non-financial managers workshops delivered and well received in Somerset and booked for December in Devon. This will be held regularly, probably quarterly.

Another “launch” in Plymouth planned at the end of January/ beginning of February in conjunction with Devon and Plymouth Chamber and hosted at the Science Park. Not the same scale as Deer Park but a showcase of all the keys topics we covered there. S W-J suggested to ensure that a representative from Goldman Sachs should be present and offered to facilitate.

DCC explained they were about to release a tender for a business support framework.

**Action** – Share tender once it has been published.

RS suggested whether BLG could become the programme board for Growth Support Programme and Growth Hub going forward.

**Action** – to explore further

Update on Growth Hub transition – Commercially sensitive

<b>4</b>	<b>Growth Deal update</b>
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All projects, except for iAero and SEIC Phase 3, have now funding agreements. The latter are expected to be signed by February 2020.

Projects are progressing. Some change requests anticipated for UGF projects, due to changes in design and costs but changes won't have any effect on GD funding.

<b>5</b>	<b>LEP AGM feedback</b>
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HC thanks everybody for their support with the LEP conference/AGM. The Growth Hub/David Hynd and team helped with stand bookings for conference and HC wanted to state her thanks. Feedback from the event has been positive.

The question was raised whether there could be more women and BAME representation on the panel. Also, would it be possible to have some catering and lunch, even if the AGM was only half day? HC agreed to take this into consideration

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<b>6</b>	<b>HOTSW Defence Mapping</b>
<p>AR gives overview over the planned work that has been commissioned by the LEP. Following the LIS evidence base work, which highlighted the complexity and importance of the defense sector in HotSW, the LEP decided it needed to understand the defence sector better. Consultants have been commissioned with a brief to map the defense sector across HotSW and determine its value across the area. The work should also highlight potential opportunities for businesses to enter the sector. SW offered her help to put consultants in touch with relevant businesses. Can this work support Appledore?</p> <p><b>Action</b> - put SW in contact with consultants.</p>	
<b>7</b>	<b>Brexit</b>
<p>As discussed before, the group confirmed its interest to look into joining up with TDA's work on tourism to understand the consequences of Brexit and use the Brexit Intelligence funding to do an assessment for tourism. The questions the group would like to ask, were: What are the outcomes, challenges and asks? The aim should be to understand the sector better and to understand how tourism could support Clean Growth.</p> <p><b>Action</b> – Discuss with TDA how this work can be linked up</p> <p>KT updated from a recent meeting with government. A discussion round tariffs ensued. LMJ mentioned that a lack of tariffs could mean an influx of lower quality/lower price items which could distort the market. Agreement that current standards should be kept. This would also benefit UK businesses who already comply with them.</p> <p>JB asked question to the group whether businesses were still in Brexit readiness mode. Response around the room was that since the announcement of the extension and the general election, businesses were less interested in Brexit readiness and no further questions from businesses were currently coming in. The general sentiment among businesses was “We will deal with it when we need to”. Suggestion to postpone any business facing events until January.</p> <p><b>Action</b> – If possible, hold back any Brexit related events until after Christmas.</p>	
<b>8.</b>	<b>Future position of the Business Leadership Group</b>
<p>RS gave an overview over the aims of the paper and the background to which the paper was developed. AR added that the aim was to have a 12-month working plan for the BLG. The group had already agreed to become the programme board for the Inward Investment project – could this be extended to the Growth Hub and Growth Support Programme?</p> <p>Action – JB to send around the position paper for comments</p>	

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9.	AOBs
	<p>PT gave an overview over the BBfA paper and the background to the request for a BBfA coordinator for HotSW.</p> <p>JB asked for some clarity how this will cover Plymouth area. PT assured that BBfA covers the whole HotSW region, therefore the coordinator would also cover the whole area. Group agreed to support paper and its recommendation.</p> <p>LEP Employment land study – JBu gave overview over study that has been commissioned on behalf of the LEP. A first draft has been shared with LEP Management Team meeting and comments will be incorporated in the final draft. The group agreed to put the Employment Lands Study on next meeting's agenda to discuss in more detail.</p> <p><b>Action</b> - invite consultants or TDA to present findings at the next meeting</p>

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