

## Minutes of Marches Growth Hub Steering Group 12.12.2019

Present			
Colin Thaw	Thaw CT Marches Skills Provider Network Chair, Director SBC Training		
Jon Simcock	JS Be Bold Media Ltd PR & Marketing Account Manager		
Gary Dimmick	РВ	University of Wolverhampton, Director, Business Solutions Centres	
'		Chamber Member - Chair of Members Committee, Director of MO Management Consultancy Ltd	
Emma Chapman MP Shropshire Council		Shropshire Council – MGH Shropshire Manager	
Steve Havins	SH	Department for International Trade, Head of Business Development & Partnerships	
Yasmin Sulaman	smin Sulaman YS Marches LEP Business Support Officer		
Kathryn Jones	LP	Marches LEP Partnership Manager	

## **Apologies:**

Paul Hinkins - LEP Board Member and Chair of Telford Business Board

Gareth Wilson - Cities and Local Growth Unit Area Lead

Frank Myers MBE - LEP Board Member and Chair of Herefordshire Business Board

Matt Potts - Shropshire Council Business Growth and Inward Investment Manager

Nick Webster - Herefordshire Council – Economic Development Manager

## Not Present:

Kathy Mulholland - Telford & Wrekin Council - Inward Investment & Business Support Service Delivery Manager

Johnny Themans Telford Business Board Representative - Director, Good 2 Great Ltd

Lindsay Barton FSB Branch leader (Herefordshire & Shropshire) and Shropshire Business Board Representative - Managing Director of Golden Kite Solutions Ltd

ITEM		ACTION
1.	Welcome and Introductions	
	MO volunteered to Chair the meeting in PH absence. MO welcomed Steering Group	
	(SG) Members to the meeting. Roundtable introductions were followed by YS	
	confirming apologies.	
2.	Declarations of Member Interest	
	No declarations of interest were noted in relation to any agenda item.	
3.	Guest Speaker – Richard Sheehan, CEO Shropshire Chamber of Commerce	
	The guest speaker provided an informative presentation on Q4 Economic Survey findings,	
	Brexit activity and new initiatives to support businesses.	
	Following several questions from Members, a discussion took place around the Apprenticeship	
	Levy and support available to young people.	
	Presentation to be circulated to the group.	YS

4.	Attendance update	
	Members noted and agreed the attendance report.	
5.	Minutes of the last meeting and actions  Nombers approved the draft minutes DR/Marketing benchmarking information request	
	Members approved the draft minutes. PR/Marketing benchmarking information request	YS
	from BEIS to remain on agenda until the action is complete.	
	LED Hadata	
6.	LEP Update	
	KJ provided an update on the Marches LEP in the following areas: -	
	Board recruitment	
	Two new board members were announced at the July 2019 LEP Board Meeting. Ruth	
	Shepherd <a href="https://www.marcheslep.org.uk/board-member/ruth-shepherd/">https://www.marcheslep.org.uk/board-member/ruth-shepherd/</a>	
	and Sara Williams <a href="https://www.marcheslep.org.uk/board-member/sara-williams/">https://www.marcheslep.org.uk/board-member/sara-williams/</a>	
	Currently advertising two LEP Board member vacancies until12.00 noon 3 <sup>rd</sup> January 2020.	
	https://www.marcheslep.org.uk/boardroles/ Member to share the opportunity with their	ALL
	networks.	
	LEP Chair Recruitment	
	Mandy Thorn MBE has been appointed as Chair following the open recruitment exercise and	
	has since chaired two LEP Board meeting including an emergency meeting.	
	LIC development	
	LIS development	
	Draft LIS will be submitted to government before Christmas. This document will be used to	
	direct funding into the LEP area. Thanks to all who have been involved in the process.	
	Funding	
	No news on new funding coming on-line.	
	The fields of field fathaning continuing of finite.	
	Skills Advisory Panel (SAP)	
	Evidence base will be shared once this has been signed off.	KJ
	Marches LEP Access to Finance Strategy	
	YS confirmed that the Marches LEP Access to Finance Strategy was signed off at the	
	September LEP Board meeting. YS talked the group through delivery plan progress to date and	
	next steps for the A2F Group. Progress updates will be provided at future meetings.	YS
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7.	MGH Update		
	YS updated the group on the following areas: - 2018/19 Contract		
	<ul> <li>Growth Hub year-end report and audit report has been signed off by BEIS without any queries.</li> </ul>		
	<ul> <li>BEIS have confirmed that the MGH remains one of the best performing hubs within our funding band.</li> </ul>		
	2019/20 Contract		
	<ul> <li>Growth Hub Bi-Annual Report 2019/20 was submitted to BEIS on 14 October with no queries or feedback received to date.</li> <li>Spend – payroll costs and expenses to date yet to appear on spend. No concerns</li> </ul>	YS	
	reported.  • Additional funding to support Brexit confirmed as £33k Cluster funding to support EU  Exit Business Readiness Campaign and £31,578.94 to help increase the number of		
	advisors that we have on the ground to help provide additional face to face EU Exit advisory support. Coventry & Warwickshire LEP have been awarded £140k to support the West Midlands Cluster with EU Exit Business Intelligence gathering. The West Midlands Cluster Report will be shared in due course,	YS	
	<ul> <li>Brexit Readiness Funding was secured by both Shropshire and Herefordshire &amp; Worcestershire Chamber of Commerce. YS talked through the activity delivered by H &amp; W Chamber. Shropshire Chamber activity was covered by the guest speaker.</li> <li>A very successful DIT BREXIT event was delivered in partnership with MGH Shropshire</li> </ul>		
	<ul> <li>and MGH Telford &amp; Wrekin on 18<sup>th</sup> October at Shrewsbury Town Football Club. Over 70 delegates attended with positive feedback. DIT team reported that our event was one of the best events delivered across the West Midlands area. EC from MGH Shropshire was thanked for all her efforts in supporting DIT with event coordination.</li> <li>KPI data was reported to be in line with Growth Challenge launch, expected summer</li> </ul>		
	<ul> <li>dip and BREXIT PR/Marketing/social media activity in October.</li> <li>YS to follow-up PR/Marketing benchmarking information with BEIS.</li> </ul>	YS	
	2020/21 Contract		
	<ul> <li>Advance funding notification has been received from BEIS. No detail on amount or period known at this stage.</li> </ul>		
8.	Steering Group Review Update		
	<ul> <li>YS confirmed the following: -</li> <li>Marches LEP are seeking legal advice on general agreements therefore no progress to report on the draft Data Sharing Agreement (DSA) and Memorandum of Understanding (MOU) between BEIS, NBSH and the Marches LEP.</li> </ul>		
	<ul> <li>Local Partner Service Level Agreement/DSA is parked until the above is finalised.</li> <li>A request to be made to the Three Business Board Chairs to review Business Board representation on the MGH Steering Group. Nominated individuals will be asked to attend the next meeting (March 2020). Thanks to current Business Board members for their support.</li> </ul>	YS	
9.	Marketing and Social Media / Google Analytics  JS provided an update on June – October activity including progress with the MGH £10m  Growth Challenge campaign and activity around Brexit. JS also took the group through planned activity for the next 3 months.		
10	Reflections & Improvements		
	No requests received.		

11	AOB		
	Guest speaker ideas explored with the group for the next meeting. Feedback included an update on the Cyber Sector or an update on Training & Skills.		
	CT requested a meeting with LEP colleagues to understand TOR of the group and contribution moving forward.	КЈ	
	Future Meeting Dates (quarterly 4.30 – 6.30) at The Clive Thursday 19 March		
	Thursday 4 June		
	Thursday 3 September Thursday 10 December		