

LLEP Business Gateway Board

Meeting notes and actions

Date and Time: 22nd October 2020, 14.00 - 16.00

Conference Call

Member	Organisation	Representing
Neil McGhee (NM, Chair)	LLEP Board member and Director of Sempervox	Private Sector
Diane Beresford (DS)	East Midlands Chamber	Private Sector
Helen Harris (HH)	Leicestershire County Council	Local Authority Sector
Rob Ricketts	De Montfort University	HE Sector (On behalf of Helen Donnellan)
Jen Fensome (JF)	Loughborough University	HE Sector
Jenny Cross (JC)	Federation of Small Business and Cross Productions	Private Sector
Julian Bowrey (JB)	UKRI	Private Sector
Lewis Stringer (LS)	British Business Bank	Finance
Rupert Harrison (RH)	Andrew Granger - Estate Agents and Chartered Surveyors	Private Sector
Anju Trevedi (AT)	University of Leicester	University of Leicester
Matt Bowers (MB)	Hinckley and Bosworth District Council	District Council
James Arnold (JA)	North West Leicestershire District Council	District Council
In Attendance		
Helen Miller (HM)	LLEP Head of Programmes	
Sue Tilley (ST)	LLEP Economic Strategy Manager - Business	
Fiona Baker (FB)	LLEP Head of Economic Strategy & Engagement	
Jon Egley (JE)	LLEP Business Gateway Growth Hub Manager	
Nermine Habib (NH)	LLEP- Enterprise Zone Project Officer	
Apologies		
Deepa Shah (DS)	LLEP- Economic Intelligence Officer – Business Gateway	
Peter Chandler (PC)	Leicester City Council	Local Authority Sector
Ben Ravillious (BR)	Start Up Leicester and Ultimate Web	Private Sector
Grant Bourhill (GB)	University of Leicester	HE Sector
William Wells (WW)	University of Leicester	HE Sector
Helen Donnellan (HD)	De Montfort University	HE Sector
Colin Fyfe (CF)	Hinckley and Bosworth Building Society	Private Sector finance
Richard Blackmore	CBI	Private Sector
Jennifer Thomas (JT)	Federation of Small Business	Private Sector
Josh Dale (JD)	De Montfort University	HE Sector

1.	Welcome and Apologies	Action
1.1	The attendees were welcomed to the meeting and apologies accepted.	
2.	Declarations of Interest	
2.1	There were no Declarations of Interest at the start of the meeting.	
3.	Actions from last meeting	
3.1	It was agreed that the minutes were a true and accurate record.	
4.	Feedback discussion on Recovery Action Plan and Business Foundation priorities	
4.1	<p>FB presented the presentation about Economic Recovery Plan: Progress and Business Priorities. FB welcomed feedback and comments on the Business Recovery Actions. In addition, she highlighted that they are commissioning a research on the impact of COVID-19 and EU Transition across a range of sectors to enable the development of sector recovery plan. She emphasized that as part of the recovery plan action is to utilise discretionary funding to extend availability of business grants to a greater number of SMEs. HM updated the meeting around the ERDF Kickstart Scheme that would provide funding of around £3K, 285 applications were submitted and being assessed. JE commented that out of those 285 full applications received, 50 applications have been approved and 18 are being rejected. They are split across the wider business community and tourism specific, £125,000 has been allocated to date.</p> <p><i>Action, to report and share on the next meeting around businesses starting up in business, and the coordinated efforts across the business support landscape.</i></p>	JE
4.2	HM updated the meeting that the LLEP Board has agreed on the repurposing of £1.6m of Growing place investment into a number of key areas such as employment and skills, place marketing, and low carbon stimulation. Some of these proposals will be taken to the Investment Panel on November 3 rd .	
5.	Update on Growth Hub delivery	
5.1	JE presented the presentation about Growth Hub activities in terms of developing the portfolio of support. JE briefed the meeting around the Peer Network and that the recruitment will start in November and asked the meeting if they have businesses that would wish to take part in one of these networks to direct them towards the website. JE illustrated around the webinars that will be conducted in November and asked the meeting to suggest future webinars.	

5.2	JE also stated that the biannual report to BEIS would be provided at a future meeting.	
6.	AOB	
6.1	<p>NM suggested a virtual round table in the next meeting in December to listen and learn from each of the members around what the people they represent are doing. He proposed Recovery as the first topic and the second around Space Park. AT asked for an update around what is happening at the Enterprise Zones There was a discussion around the need for the Business Support provider Forum and also the need for more up to date live case studies showing blended business support. .</p> <p><i>Action, to refresh the case studies around different support and blended support as well where it has been from a variety of different providers, not just one, because through the different funding mechanisms, the project is done but should demonstrate some of the linkages in Leicestershire that make it a good place to do business.</i></p>	AII
6.2	JE updated the meeting around the information that Growth Hub is submitting to BEIS on a weekly basis every Monday and that is supplemented by a report every week to reflect businesses' sentiment about what the fears are, how businesses are feeling about COVID-19 and about EU Brexit and the massive role that business advisors play in that. JE requested contributions to this and welcomed any comment and feedback that the members of this group would contribute.	AII
6.3	<p>NM asked JB to share some information around innovation in the next meeting.</p> <p>Next meeting will be held on Monday, December 14th. Partners will be asked to discuss recovery plans within their own organisations</p>	JB