

MINUTES: Business Advisory Group

Tuesday 27th September 2011

34/38 Beverley Road, Hull



PRESENT

Barry Schofield	Tutty's Office Interiors (Chair)
Keith Warner	Warner Health
Phil Ward	Page Consulting
Ian Laing	Total Training Solutions GB North
Jeff Scott	Home Inspector Services
Peter Latham Warde	PLW Consultancy
Jeff Clarkson	Clarkson Business Strategy
Susan Dobbs	Premier Class Education
Claire Crowther	Your New Horizon
Tony Anson	Gelder and Kitchen
John Illingworth	Goodwin Development Trust
Jenny Smithey	Kingston Recruitment
Janice Collins	Intraining
John Roberts	Destinova Consulting
David Street	Rapidserv
Alistair Doxat-Purser	Hull City Council
Andy Lawrence	Stainton Ward
Antony Towle	ONE HULL Business Forum
Hannah Crookes	ONE HULL Business Forum

Agenda Item 1: Welcome and Apologies for Absence

482. Apologies were received from Peter Latham Warde

Agenda Item 2: Minutes

483. The minutes of the meeting held on Friday 15th July 2011 were agreed as a true and correct record.

Agenda Item 3: Matters Arising

484. There were no matters arising

Agenda Item 4: Updates

488. *Partnership update* - The Chair welcomed Alistair Doxat-Purser, Head of Partnership Working, Hull City Council, and invited him to discuss the changes that had occurred in the LSP.

1111. Mr Doxat-Purser provided his employment background prior to becoming Head of Partnership Working.
1111. It was noted that there had been major changes within Hull City Council since March 2011 with the Council having budget cuts of £50m and circa 900 jobs being made redundant.
1111. Mr Doxat-Purser stated that the City Leadership Board had been streamlined and had a new delivery focus. Representatives would be asked how they could deliver the key areas of the strategy to ensure effectiveness is increased.

Mr Doxat-Purser highlighted the Partnerships three main points of focus as being:

- Community Budgets
- Total Capital & Assets
- Big Society

444. It was noted that more work would be done to create fewer but larger budgets that partners could share from and to help align their current services to promote a more succinct and effective offering.
444. It was highlighted that there would be more preventative work to take place across the partnerships. It was noted that 60% of inmates released from prison reoffended in 12 months, the Minerva Project was stated as key work to help address this cycle.
500. The Big Society was an integral part of the Council's focus. It had established a Peoples Panel of over 2000 residents of the city. It had the aim of engaging with residents to detect areas that the council under performed on thus allowing it to improve its services.

Humber LEP - Mr Doxat-Purser provided background information and an update on the Humber Local Enterprise Partnership (LEP). The Humber LEP would drive forward with a sector focus, taking in to consideration the economic growth and localism agendas, fundamental to Government policy. The three key Sectors were noted as follows:

- Ports and Logistics
- Chemicals
- Renewables

As part of the Humber LEP, and linking in with Hull City Council's Leadership structure, was the North Bank Partnership. This would be regarded as a Sub-Board of the LEP. It was noted that an interim Sub-Board had been put in place. It was noted that Hull City Council would be providing the secretariat for the North Bank Partnership.

1111. It was noted that the duties of the City Economy Board were expected to be handed over to the North Bank Partnership and the Business Forum. It was confirmed that previous work of the City Economy Board, previously Earning SDP, would not be lost and would be carried forward.

Business Forum Funding - The future funding of the Business Forum was discussed. Mr Doxat-Purser highlighted that post 31st March 2012 the current funding stream would cease to exist. Other potential funding streams had yet to become apparent and thus discussions around the future funding situation of the Forum, as well as its sustainability, were ongoing.

Generally, it was noted that the Council were still aware that they needed to work hard to support existing businesses and were committed to do so.

Concerns were raised around the Council's application of its future strategy as it was asked how the Council planned to commit to its various scheduled projects when it had no funding to do so. This was a matter that would be looked in to.

500. Siemens - Mr Doxat-Purser was asked if there were any concerns regarding Siemens selecting Hull for its wind turbine manufacturing facility.

It was noted that the project was running as expected with Hull City Council working hard to remove any barriers to ensure its smooth running. One area of delays was reported to have come from central Government as they had yet to confirm the Price Support Mechanisms for the feed in tariff. This was expected by mid autumn 2011.

It was anticipated that the final investment decision would be made by January 2012. The current primary focus was in relation to removing any barriers that could delay the planning application process.

It was also highlighted that Hull City Council was due to financially commit to the deal, although the amount had yet to be ascertained. It was noted that the Council's bid to the Regional Growth Fund (RGF) was aligned with the Siemens Project.

It was noted that Hull City Council was in continuous talks with Siemens, discussions were taking place around the manufacturing site, and the supply chain and how Hull's businesses could benefit. It was also noted that relationships between the Council and Siemens were strong and moving forward.

Concerns were raised that Siemens already have the provision for employees with the necessary skills arranged. This was discussed but no firm outcome could be made.

Concern was also raised on the provision within the Council to maintain its focus on the existing economy drivers in the City along with seeing the Siemens project through to fruition.

Mr Doxat-Purser confirmed that the council was now running much leaner, with the community budgets in place it would be able to send funding to where it was needed. There would be a structure in place that would allow failing projects to be halted and the funding diverted to projects that were running successfully.

It was also raised if Hull City Council was working with the University of Hull to utilise their skills and knowledge to help improve partnership working. Mr Doxat-Purser confirmed that talks were ongoing with the University and that the Pro Vice Chancellor will sit on the City Leadership Board.

Agenda Item 5: Consultation on Hull City Councils Commissioning Framework

497. Alistair Doxat-Purser introduced Hull City Council's Commissioning Framework. It was noted that the Council was reviewing the way that it buys goods and services in order to develop a set of key principles around how it commissions and procures in the future. It

was clarified that the consultation was about how Hull City Council commissions and procures rather than the types of goods and services it buys.

498. Mr Doxat-Purser tabled a document listing the proposed 12 key commissioning and procurement. These were outlined for the group and feedback was requested from the group. In terms of feedback, Mr Doxat-Purser was seeking views as to whether any principles were missing or requiring notification of difficulties that businesses had suffered in the past in relation to the Council's commissioning framework.

An in-depth discussion took place around on-line systems, with the previous e-auction facility being highlighted. There was positive feedback received regarding this previously used service. Mr Doxat-Purser agreed to look into this service.

It was also recommended that the Council invested in a dedicated procurement department. It was recognised that businesses often did not know which department to approach when they sought procurement opportunities.

It was noted that the provision to have a schedule of tender renewals would be examined and potentially carried forward and utilised.

Along with the list of tenders it was also recommended that the Council should create a list of local companies who would like to be approached in the procurement process. If organised by sectors, the list could provide relevant companies to invite to tender effectively whilst also supporting local organisations.

The point of using local companies was stressed by members as being of great importance. Due to capability issues, it was noted that this was sometimes not possible, therefore the potential use of consortia was discussed.

It was highlighted that some organisations often struggled when dealing with the Council as they often found there were many barriers to overcome in the procurement process.

It was suggested that Hull City Council should provide any help and assistance to organisations wishing to embark in the procurement process. This could be carried out through awareness sessions.

Following on from this consultation process, it was agreed that either Alistair Doxat-Purser or a member of his team should be invited to a future meeting to provide an update.

Key points raised could be summarised as follows:

- Investigation in to the use of an on-line tool to facilitate the procurement process
- The potential of having a tender renewal list available to the business community
- Continuous communication with the business community relating to future developments on this subject matter
- Assistance to be made available during the tendering process.
- Members to be made aware of the on-line Commissioning & Procurement Consultation survey

Agenda Item 6: Total Capital & Assets Pathfinder

503. Alistair Doxat-Purser introduced Hull City Council's Total Place Capital and Assets Pathfinder (TPCAP). A brief overview was provided as to what the Pathfinder was. My Doxat-Purser then talked through a PowerPoint presentation, which highlighted what the Pathfinder sought to do.

It was reported that the Total Capital and Assets programme was designed for the Council to recognise and utilise its substantial portfolio of assets to better effect in the community. Hull City Council was currently seeking feedback from the business community on best practice. The aim of which was to align the demographics of residents to the capital held to ensure the requirements of residents within the city were utilised effectively.

It was highlighted that services that were underutilised would be assessed and discarded and the services that were successful would be strengthened. The TPCAP would allow these to be identified.

506. It was noted that the programme was underway with results expected in the first quarter of 2012.

Concern was expressed in relation to the time taken in becoming occupants, as businesses, of Council premises. It was noted that final occupancy decisions may require input from elsewhere and thus this can create a delay.

Agenda Item 7: Any Other Business

507. Hannah Crookes informed the group that following on from the discussions in the previous BAG meeting in July, the Forum now sought feedback from the Business Community regarding employability skills on behalf of Hull City Council and the Humber Education Business Partnership (EBP). Members were urged to provide feedback as it would not be possible for the Forum to provide an accurate response if they did not do so.

The Chair highlighted that members of the Business Advisory Group gave their time for free to the Business Forum. The Group wished to continue with the Forum in the future as it was necessary to keep the vital resource.

Agenda Item 7: Dates of next meeting

508. Wednesday 9th November 2011 at 2.30 pm