

**MINUTES: Steering Group**  
**Thursday 24<sup>th</sup> February 2011**  
**34/38 Beverley Road, Hull**



**PRESENT**

Tony Cosgrove (Chair)  
John Sharp  
Francesca Devine  
Paul Burnley  
Carole Goodair  
Ian Kelly  
Hannah Crookes

**Agenda Item 1: Welcome and Apologies for Absence**

1011. Apologies for absence were noted from Linda Ellis, Gordon Shields, Peter Duffield, and Barry Schofield.

**Agenda Item 2: Minutes**

1012. The minutes of the meeting held on Monday 11<sup>th</sup> January 2011 were agreed as a true and correct record.

**Agenda Item 3: Matters Arising**

1013. There were no matters arising.

**Agenda Item 4: Barriers to Business Survey**

1014. The results of the Forum's Barriers to Business Survey were noted. Hannah Crookes reported that the Business Advisory Group would be discussing business support and access to finance issues with Paul Burnley and Phil King of Yorkshire Bank at their next meeting in March. Business Link Yorkshire would also be invited.

1015. It was agreed that there were a lot of issues raised within the survey results and other issues that would need to be looked at in detail included improving education; local transport links; and image/inward investment.

1016. It was noted that the Earning SDP would be looking in more detail at the results from the survey at their next meeting. The BAG could be used to assist with this.

## **Agenda Item 5: Forum events**

### i) Quarterly Forums 2011

1017. The forward work plan in relation to this was noted. Hannah Crookes reported that if an update on the Council's budget cuts was required at the April meeting, Cllr Carl Minns would need to be asked. As there was a lot on the agenda for April it was agreed this item could be removed.
1018. Further to the forward plan being circulated, it was noted that the Village Hotel had been booked for the October Quarterly Forum.

### ii) Learning Lunches

1019. The first Learning Lunch of 2011 took place on Wednesday 21<sup>st</sup> February. A presentation was given by Patsy Kays of Hull City Council on Local Economic Assessment. There were 14 delegates present. Unfortunately there was not the opportunity to allow anymore delegates to be present due to limited places being available.
1020. The current programme for 2011 was noted.

### iii) Hull & Humber Enterprise Network

1021. The first Hull & Humber Enterprise network of 2011, organised in conjunction with University of Hull, would be taking place on 24<sup>th</sup> February. The main guest speaker was Jonathan Leafe of Strawberry.
1022. Following feedback at the last network meeting, it had been decided to incorporate more networking into the event as well as a business expert panel. Hannah Crookes reported that there would now be an earlier start time of 4.30pm to allow for networking and a business panel had been organised featuring experts in law, HR, marketing, insurance, banking and accountancy.

### iv) Joint Event with ONE HULL & ONE HULL VCS Forum

1023. Hannah Crookes provided an update on the joint event that would be taking place on Tuesday 22<sup>nd</sup> March 2011. The purpose of the event is to promote partnership working and getting all sectors to look at ways of achieving the ambitions set out in the new ONE HULL Partnership Strategy.
1024. It was noted that as the event would take place over half a day there may be difficulty in encouraging businesses to attend. Hannah Crookes highlighted that promotion to the business community would take place later in the week.

## **Agenda Item 6: Business Forum issues**

### i) Steering Group Elections

1025. The Steering Group agreed to elect the top 7 candidates on to the Steering Group. Therefore the new elected members would be as follows:

- Tracey Dervey      Construction Works
- Nick Sangwin      Sangwin Group of Companies
- Hannah Thoresby   Rococo Design & Marketing Ltd
- Simon Delaney      Delaney Marling Partnership Ltd
- Vicky O'Grady      Cobus Ltd
- Chris Noble        NT3 Chartered Surveyors
- Andy Rogerson      Totally Let

1026. The potential of co-opting additional members to the Steering Group was discussed. This would be discussed further by the Chair and Hannah Crookes outside of the meeting. Hannah Crookes also added that a representative from ONE HULL would like to be co-opted on to the Steering Group, which would help ensure that all aspects of the work of the LSP would be fed back to the Steering Group.

#### ii) Business Advisory Group

1027. Tony Cosgrove reported, following a meeting with Richard Tuplin, Mark Jones and Laura Waites, that there would be a significant role for the Business Advisory Group in the future. It was noted that the Business Advisory Group would in future receive action points potentially from all areas of the LSP, in particular Earning SDP.

1028. Hannah Crookes highlighted that the next meeting would focus on business support and access to finance issues, as raised within the Barriers to Business Survey. Paul Burnley, Phil King of Yorkshire Bank and Business Link had been invited to attend.

1029. In terms of membership, it was noted 14 existing members wished to stay on the group. It was agreed for Hannah Crookes to liaise with Tony Cosgrove and Barry Schofield in relation to inviting new members from those who expressed an interest in becoming a part of the Steering Group.

### **Agenda Item 7: ONE HULL Issues**

#### i) LSP re-structure

1030. Tony Cosgrove provided an update on the changes that were currently taking place within the LSP. It was noted that it was expected to include 5 new strategic delivery partnerships (SDPs), and it was expected that the Chairs of all would be invited on to the Executive Group. It was anticipated that the new SDPs would be more delivery focused. There was also the expectation that the Business Forum would also have more active roles within all parts of the LSP.

1031. It was noted that private sector input needed to increase across all aspects of the LSP, in particular in relation to Earning.

### **Agenda Item 8: Communications**

1032. Surveys – The prospect of doing surveys with our members was discussed. It was noted that many businesses do not have the time to complete surveys regularly. Therefore it

was suggested that a question should be circulated on a monthly basis, which would be relevant at the time to gain more feedback from members.

1033. Database – Hannah Crookes reported, following a meeting with Chris Howell and Laura Waites about the potential of categorising the Forum’s membership database. This way it would be easier to target particular members who have a particular interest in certain topics. It was agreed to look at methods of doing this which would be most time efficient due to the scale of the task.
1034. Website – It was noted that from 15<sup>th</sup> January until 15<sup>th</sup> February 2011 there had been 950 visits from 642 unique visitors to the Forum’s website.
1035. Hannah Crookes reported that one of the Forum’s representatives within the ONE HULL partnerships had suggested making more use of the website’s blog facility. They could use this to communicate with fellow members to ensure that their thoughts and views are getting heard throughout the LSP. It would also be a method for the Forum to gain more feedback on a more regular basis from its representatives.

#### **Agenda Item 9: Managers Update**

1036. This was covered in the points raised during the meeting.

#### **Agenda Item 10: Any Other Business**

1037. Working Neighbourhoods Fund – It was noted that Hull City Council were looking at claiming back the WNF underspend.
1038. Siemens – A discussion took place following the Siemens announcement in terms of skills gaps; equipment requirements; and tendering processes
1039. Marketing – Following the Barriers to Business Survey results, it was suggested when looking into improving image and inward investment to invite a representative from the Bondholders to attend.

#### **Agenda Item 11: Date of Next Meeting**

1040. Steering Group: Tuesday 29<sup>th</sup> March 2011 – 12.00noon  
30<sup>th</sup> Quarterly Forum: Tuesday 12<sup>th</sup> April, 4.30pm at The Freedom Centre, Preston Road, Hull.