

**PRESENT**

Tony Cosgrove (Chair)  
David Burnby  
Malcolm Relph  
Tony Anson  
John Sharp  
Neil Cavill  
Jonathan Leafe  
Sue Dobbs  
Richard Tuplin

Nick Pontone  
Ben Delaney

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

598. Apologies were received from Barry Schofield, Richard Brough, Paul Cowell, Ian Kelly, Noel Waters and Francesca Devine.

**Agenda Item 2: Minutes**

599. Jonathan Leafe said that he was at the last meeting of the Steering Group but was not on the attendance list.

600. The minutes of the meeting held on Tuesday 29<sup>th</sup> January 2008 were agreed as a true and correct record.

**Agenda Item 3: Matters Arising**

601. Future Forum Meetings. Nick Pontone asked for views on the potential for a future Forum meeting discussing European issues and the European Elections in a Question Time format with contributions from local MEPs, which had been discussed at the last meeting. It was proposed and agreed that organising the event closer to the European Elections in 2009 might be more appropriate.

**Agenda Item 4: 18<sup>th</sup> Quarterly Forum – Tuesday 29<sup>th</sup> April 2008**

602. i) Review of 17<sup>th</sup> Quarterly Forum – Tuesday 29<sup>th</sup> January 2008. Nick Pontone said that the previous Quarterly Forum at which Councillor Carl Minns spoke on the 'State of the City' had been well attended. There had been fewer Young Enterprise companies exhibiting than last year.

603. David Burnby commented he had to work hard as Chair of that Forum meeting to encourage questions from the audience. He suggested that members of the Steering Group or others be primed to ask questions should there be non forthcoming from the audience.

604. Jonathan Leafe said that whilst the last Quarterly Forum was successful overall he felt that the problems with microphones not working properly was disappointing and the venue was not ideal for the Young Enterprise companies who were more spread out than in previous years. It was agreed to ensure professional audio facilities were available for future Forums where appropriate.
605. ii) Agenda for the 18<sup>th</sup> Quarterly Forum – Tuesday 29<sup>th</sup> April 2008.  
Nick Pontone confirmed that Paul Sewell would give a presentation on Business Week 2008 and John Meehan, editor of the Hull Daily Mail had agreed to be the main guest speaker.
606. Tony Cosgrove enquired about the level of involvement by the Forum in Business Week 2008. Nick Pontone replied that the Forum had offered its support in principle and would do what it could to promote events and support the week and YIBC. Neil Cavill indicated that npower were sponsoring YIBC and could look to offer assistance on the day.

#### **Agenda Item 5: HBF Representatives for ONE HULL Executive Board**

607. David Burnby highlighted his concerns that the advertisement for the two positions on the ONE HULL Executive Group had been published in the Hull Daily Mail. He felt this could mean that the two vacancies could be filled by people who were not accountable to the Forum or who would not always speak as representative of the business community.
608. David Burnby suggested that the Hull Business Forum endorse two candidates who would go forward to the Executive Group thereby ensuring the two representatives would be accountable to the Forum.
609. Nick Pontone said that his understanding of the selection process was that the Forum would be involved but a formal role couldn't be part of the process yet as there was no certainty whether the Forum would exist to provide such involvement. He said he would speak with ONE HULL Manager, Maria Padmore, to confirm the procedure and highlight the importance of involving the Forum.

#### **Agenda Item 6: Hull Business Forum Funding and Review**

610. Nick Pontone said that the review of the Forum was ongoing and the initial discussions with Ian Malcolmson were positive but as yet no definite decision had been made on future funding until the ONE HULL Executive Group met at the start of April.
611. Malcolm Relph said that the provisional findings of the Review should be presented to the Forum so that it could provide comment and ensure its accuracy before it finally goes to the ONE HULL Executive Group for consideration. The paper should underline the strategic importance of business engagement in the LSP rather than specific projects or operational processes.
612. Nick Pontone said that Community Network would not receive further funding after March. He added that ONE HULL were looking for two six

month secondments as Community Engagement and Involvement Officers who would continue the work of engaging and consulting with the community and voluntary sectors.

### **Agenda Item 7: Hull Business Forum Branding and Communications**

613. Nick Pontone said that should the Forum secure funding, a review of communications and branding would take place which could include the 'Cog' logo. Jonathan Leafe said that the Forum should look at providing simple, clear messages to both its members and the wider business community so that its aims and objectives were clear to all. It was felt that greater emphasis should be placed on the partnership nature of the Forums work especially with the IOD, FSB and Chamber of Commerce. It was agreed to draft some refreshed key objectives and messages to form part of wider communications plan if funding was secured. The Steering Group were open minded about the Forum logo in view of these broader changes for both the Forum's future and the city branding.

### **Agenda Item 8: Reports**

614. i) ONE HULL - All relevant information and updates had been discussed in the previous agenda items.
- ii) Jobs and Prosperity - The Jobs and Prosperity SDP had not met since the last Steering Group meeting.
- iii) Business Advisory Group - It was agreed that membership of the Group needed to be refreshed and a review of membership would take place. The next meeting would focus on the Council's Employment Land Review.

### **Agenda Item 9: Managers Report**

615. i) Key Performance Indicators and press log - The report was circulated and noted.
- ii) Request for topics for HBF Factsheets – It was suggested that factsheets on the Local Area Agreement, Hull Forward and Diplomas would be useful for members.

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

616. Jonathan Leafe asked for an update on plans for a casino in Hull. Malcolm Relph replied that current discussions were focused on securing the license for the city and an actual location had not yet been confirmed.

### **Agenda Item 11: Dates of Future Meetings**

617. Steering Group: Tuesday 29<sup>th</sup> April at 3.00pm  
Tuesday 20<sup>th</sup> May 2008 at 12 noon  
Hull Business Forum Tuesday 29<sup>th</sup> April at 4.30pm  
Tuesday 15<sup>th</sup> July 2008 at 4.30pm