

**MINUTES: Steering Group**

**Tuesday 10<sup>th</sup> May 2011**

**34/38 Beverley Road, Hull**



**PRESENT**

Tony Cosgrove (CHAIR)  
Barry Schofield  
Francesca Devine  
Hannah Thoresby  
John Britton  
John Sharp  
Peter Duffield  
Simon Delaney  
Tracy Dervey  
Vicky O'Grady  
Gordon Shields  
Nick Sangwin

Nortech Services Ltd  
Tuttys Office Interiors  
Devine Law  
H&H  
BCG Bridgepoint  
IRC  
Smailes Goldie  
Delaney Marling Partnership  
Construction Works  
Cobus  
Applied Management Group  
Sangwin Group of Companies

Paul Jackson  
Carole Goodair  
Ian Kelly  
Steve Bell  
Paul Burnley  
Chris Howell

Kier Building Maintenance  
Federation of Small Businesses  
Hull & Humber Chamber of Commerce  
KC  
Hull CC  
ONE HULL

Hannah Crookes  
Antony Towle

ONE HULL Business Forum  
ONE HULL Business Forum

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

1070. Apologies for absence were noted from Linda Ellis, Rob Bath, Andy Rogerson, Chris Noble, and Jason Papprell

**Agenda Item 2: Minutes**

1071. The minutes of the meeting held on Tuesday 5<sup>th</sup> April 2011 were agreed as a true and correct record.

### **Agenda Item 3: Matters Arising**

1072. i) Steering Group Terms of Reference (TOR): The new TOR were agreed and accepted by the Steering Group
1073. ii) 30<sup>th</sup> Quarterly Forum review: Feedback was provided on the 30<sup>th</sup> Quarterly Forum. It was noted that the content was interesting and engaging, although attendance was lower in comparison to previous Forums.
1074. iii) Barriers to Business Survey: It was noted that work was still ongoing with addressing areas of concern within the survey. A Business Advisory Group was scheduled for the 11<sup>th</sup> May with the Humberside Police Authority to discuss the findings from the Police Authority consultation in 2010, and also to address business crime.

### **Agenda Item 4: Future Events**

#### i) Quarterly Forums 2011

1075. The forward work plan in relation to this was noted. Hannah Crookes stated that planning was in progress for the 31<sup>st</sup> Quarterly Forum on the 19<sup>th</sup> July, and it would be held at the Portland Hotel in Hull. Centre for Cities and Hull City Centre Bid Ltd had been confirmed as speaking at the Forum. An update on the work carried out on the Barriers to Business survey would also be presented.

#### ii) Learning Lunches

1076. It was confirmed that there was a full programme of Learning Lunches scheduled for the year. Two further dates had also been added in August and July.
1077. The next Learning Lunch was scheduled for 26<sup>th</sup> May on the subject of Business Support. Paul Burnley of Hull City Council and Stephen Gregory of Manufacturing Advisory Service (MAS) were confirmed to speak on the levels of support available to local businesses.

#### iii) Hull & Humber Enterprise Network

1078. The second Hull & Humber Enterprise network of 2011 was due to take place on the 12<sup>th</sup> May. The main guest speaker was Graham Boanas of the bizniz.com
1079. As with the previous event on the 24<sup>th</sup> of February the event would still incorporate a business support panel as this had proved to be successful. Mail News and Media were also due to attend to exhibit their new marketing package.

#### iv) Joint Event with VCS Forum

1080. Planning for the next joint event had commenced and was due to be held at the Village Hotel on 25<sup>th</sup> May. Following feedback from the previous event the Forum had decided to create a better understanding of Corporate Social Responsibility (CSR). Therefore the event would look at exploring this area in more depth.

1081. A number of speakers had been approached for the event, although the agenda had yet to be finalised. The Business Forum would be taking this forward with the VCS Forum.

v) Workshop with Business Link Yorkshire

1082. The Forum had agreed to hold a joint event with Business Link entitled 'Build a Better Business'. It was due to be held at 9.30 am on the 29<sup>th</sup> of June and would last for the morning. The workshop was primarily aimed at SME's and would be facilitated by a Business Link Advisor.

1083. Work was ongoing to move the Forum forward to assist in providing information to businesses as the services offered by Business Link continue to recede.

**Agenda Item 5: Business Forum issues**

i) Business Advisory Group

1084. The next meeting for BAG was scheduled for the 11<sup>th</sup> May and was due to be held at the Humberside Police Authority.

1085. The agenda for the meeting was for the Police Authority to discuss the findings of the previous year's consultation and to gauge what business concerns are.

1086. It was also noted that the Hull Daily Mail had been invited to attend future BAG meetings to ensure the Forum's activities were reported. The Forum was still waiting for a response as to who would attend.

ii) Business Engagement Surveys

1087. It was reported that this was an ongoing process of the Forum's activities throughout the year.

**Agenda Item 6: ONE HULL Update**

1088. The Chair welcomed Chris Howell, Partnership Lead (SDPs), ONE HULL, and invited him to provide an update on the changes occurring within the Local Strategic Partnership (LSP)

1089. Chris Howell provided a brief overview of the changing structure of the partnerships in the city. Although some structures had recently been drawn up, the change in leadership had delayed the process.

1090. It was noted that there were new Portfolio holders who would be included in the new partnership arrangements. The drive for streamlining partnerships would also continue.

1091. It was also announced that the new Head of ONE HULL was Alistair Doxat-Purser, Head of External Partnerships.

1092. It was reported that ONE HULL was funded through the main stream in Hull City Council. Within the Working Neighbourhoods Fund (WNF) it was recorded that existing under spend was being taken back into Council funds in order to be redistributed to designated projects.

#### **Agenda Item 7: Managers Update**

1093. The Forum's database was in the process of being cleansed of archaic and erroneous data. This was currently 50% completed by a work experience student, although details still needed to be checked by Hannah Crookes.
1094. It was noted that around 10% of Forum members actively participated in Forum activities. This was generally agreed as being positive.

#### **Agenda Item 8: Any Other Business**

1095. It was raised to the group to seek ratification on affiliating the Forum with thebizniz.com. This was briefly discussed with members who subsequently voted against affiliating.
1096. The Chair provided feedback on the new local cabinet and highlighted that Cllr Stephen Brady (Labour) was the new leader in waiting.
1097. The position of the LEP was also discussed. With the change to Labour Council, the Pan - Humber LEP was expected to move ahead, the exact shape of which would be determined by the 27<sup>th</sup> of May.
1098. The Chair requested that Alistair Doxat-Purser be invited to attend a future Steering Group meeting to provide feedback on the changes within ONE HULL. The Chair also suggested that Cllr Stephen Bayes and Cllr Stephen Brady should be invited to attend the next Quarterly Forum to outline the future plans of the Council.
1099. It was noted that there had been no update on the future of the Earning Partnership.
1100. It was also noted that the second round of bidding to the Regional Growth Fund (RGF) would be open in July. Page consulting have been contracted to gather information on what businesses require to help support a bid by the Council. They plan to approach the Steering Group in the near future.

#### **Agenda Item 9: Date of Next Meeting**

1101. Steering Group: Tuesday 21<sup>st</sup> June 2011 – 12.00noon