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| <b>Minutes of Marches Growth Hub Steering Group 12.12.2019</b> |
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| <b>Present</b>  |   |  |
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| Colin Thaw  | CT  | Marches Skills Provider Network Chair, Director SBC Training                           |
| Jon Simcock   | JS  | Be Bold Media Ltd PR & Marketing Account Manager                                       |
| Gary Dimmick  | PB  | University of Wolverhampton, Director, Business Solutions Centres                      |
| Maisy Owen  | MO  | Chamber Member - Chair of Members Committee, Director of MO Management Consultancy Ltd |
| Emma Chapman  | MP  | Shropshire Council – MGH Shropshire Manager  |
| Steve Havins  | SH  | Department for International Trade, Head of Business Development & Partnerships        |
| Yasmin Sulaman  | YS  | Marches LEP Business Support Officer   |
| Kathryn Jones   | LP  | Marches LEP Partnership Manager  |
| <b>Apologies:</b>   |   |  |
| Paul Hinkins - LEP Board Member and Chair of Telford Business Board   |   |  |
| Gareth Wilson - Cities and Local Growth Unit Area Lead  |   |  |
| Frank Myers MBE - LEP Board Member and Chair of Herefordshire Business Board  |   |  |
| Matt Potts - Shropshire Council Business Growth and Inward Investment Manager   |   |  |
| Nick Webster - Herefordshire Council – Economic Development Manager   |   |  |
| <b>Not Present:</b>   |   |  |
| Kathy Mulholland - Telford & Wrekin Council - Inward Investment & Business Support Service Delivery Manager   |   |  |
| Johnny Themans Telford Business Board Representative – Director, Good 2 Great Ltd   |   |  |
| Lindsay Barton FSB Branch leader (Herefordshire & Shropshire) and Shropshire Business Board Representative - Managing Director of Golden Kite Solutions Ltd |   |  |
| ITEM  |   | ACTION   |
| <b>1.</b>   | <b>Welcome and Introductions</b><br>MO volunteered to Chair the meeting in PH absence. MO welcomed Steering Group (SG) Members to the meeting. Roundtable introductions were followed by YS confirming apologies.   |  |
| <b>2.</b>   | <b>Declarations of Member Interest</b><br>No declarations of interest were noted in relation to any agenda item.  |  |
| <b>3.</b>   | <b>Guest Speaker – Richard Sheehan, CEO Shropshire Chamber of Commerce</b><br>The guest speaker provided an informative presentation on Q4 Economic Survey findings, Brexit activity and new initiatives to support businesses.<br><br>Following several questions from Members, a discussion took place around the Apprenticeship Levy and support available to young people.<br><br>Presentation to be circulated to the group. | <b>YS</b>  |

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| 4. | <p><b>Attendance update</b><br/>Members noted and agreed the attendance report.</p>  |                                |
| 5. | <p><b>Minutes of the last meeting and actions</b><br/>Members approved the draft minutes. PR/Marketing benchmarking information request from BEIS to remain on agenda until the action is complete.</p>  | YS                             |
| 6. | <p><b>LEP Update</b><br/>KJ provided an update on the Marches LEP in the following areas: -</p> <p>Board recruitment<br/>Two new board members were announced at the July 2019 LEP Board Meeting. Ruth Shepherd <a href="https://www.marcheslep.org.uk/board-member/ruth-shepherd/">https://www.marcheslep.org.uk/board-member/ruth-shepherd/</a> and Sara Williams <a href="https://www.marcheslep.org.uk/board-member/sara-williams/">https://www.marcheslep.org.uk/board-member/sara-williams/</a></p> <p>Currently advertising two LEP Board member vacancies until 12.00 noon 3<sup>rd</sup> January 2020. <a href="https://www.marcheslep.org.uk/boardroles/">https://www.marcheslep.org.uk/boardroles/</a> Member to share the opportunity with their networks.</p> <p>LEP Chair Recruitment<br/>Mandy Thorn MBE has been appointed as Chair following the open recruitment exercise and has since chaired two LEP Board meetings including an emergency meeting.</p> <p>LIS development<br/>Draft LIS will be submitted to government before Christmas. This document will be used to direct funding into the LEP area. Thanks to all who have been involved in the process.</p> <p>Funding<br/>No news on new funding coming on-line.</p> <p>Skills Advisory Panel (SAP)<br/>Evidence base will be shared once this has been signed off.</p> <p>Marches LEP Access to Finance Strategy<br/>YS confirmed that the Marches LEP Access to Finance Strategy was signed off at the September LEP Board meeting. YS talked the group through delivery plan progress to date and next steps for the A2F Group. Progress updates will be provided at future meetings.</p> | <p>ALL</p> <p>KJ</p> <p>YS</p> |



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| <p><b>11</b></p> | <p><b>AOB</b><br/>         Guest speaker ideas explored with the group for the next meeting. Feedback included an update on the Cyber Sector or an update on Training &amp; Skills.</p> <p>CT requested a meeting with LEP colleagues to understand TOR of the group and contribution moving forward.</p> | <p>YS</p> <p>KJ</p> |
|                  | <p><b>Future Meeting Dates (quarterly 4.30 – 6.30) at The Clive</b><br/>         Thursday 19 March<br/>         Thursday 4 June<br/>         Thursday 3 September<br/>         Thursday 10 December</p>   |                     |

