

## LLEP Business Gateway Board

### Meeting notes and actions

**Date and Time:** 3<sup>rd</sup> July 2020, 13.00 - 15.00

### Conference Call



| Member                         | Organisation   | Representing           |
|--------------------------------|--|------------------------|
| <b>Neil McGhee (NM, Chair)</b> | LLEP Board member and Director of Sempervox            | Private Sector         |
| <b>Jenny Cross (JC)</b>        | Federation of Small Business and Cross Productions     | Private Sector         |
| <b>Diane Beresford (DS)</b>    | East Midlands Chamber                                  | Private Sector         |
| <b>Ben Ravillious (BR)</b>     | Start Up Leicester and Ultimate Web                    | Private Sector         |
| <b>Helen Donnellan (HD)</b>    | De Montfort University                                 | HE Sector              |
| <b>Matt Bowers (MB)</b>        | Hinckley and Bosworth District Council                 | District Council       |
| <b>Richard Blackmore</b>       | CBI  | Private Sector         |
| <b>Helen Harris (HH)</b>       | Leicestershire County Council                          | Local Authority Sector |
| <b>Julian Bowrey (JB)</b>      | UKRI   | Private Sector         |
| <b>Colin Fyfe (CF)</b>         | Hinckley and Bosworth Building Society                 | Private Sector finance |
| <b>Rupert Harrison (RH)</b>    | Andrew Granger - Estate Agents and Chartered Surveyors | Private Sector         |
| <b>Peter Chandler (PC)</b>     | Leicester City Council                                 | Local Authority Sector |
| <b>Lewis Stringer (LS)</b>     | British Business Bank                                  | Finance                |
| <b>Jennifer Thomas (JT)</b>    | Federation of Small Business                           | Private Sector         |
| <b>In Attendance</b>           |  |                        |
| <b>Jon Egley (JE)</b>          | LLEP Business Gateway Growth Hub Manager               |                        |
| <b>Helen Miller (HM)</b>       | LLEP Head of Programmes                                |                        |
| <b>Sue Tilley (ST)</b>         | LLEP Economic Strategy Manager - Business              |                        |
| <b>Fiona Baker (FB)</b>        | LLEP Head of Economic Strategy & Engagement            |                        |
| <b>Nermine Habib (NH)</b>      | LLEP- Enterprise Zone Project Officer                  |                        |
| <b>Apologies</b>               |  |                        |
| <b>Deepa Shah (DS)</b>         | LLEP- Economic Intelligence Officer – Business Gateway |                        |
| <b>James Arnold (JA)</b>       | North West Leicestershire District Council             | District Council       |
| <b>Grant Bourhill (GB)</b>     | University of Leicester                                | HE Sector              |
| <b>Jen Fensome (JF)</b>        | Loughborough University                                | HE Sector              |

| 1.  | Welcome and Apologies  | Action |
|-----|--|--------|
| 1.1 | NM welcomed those present, introduction made from all in attendance. |        |
| 1.2 | Apologies for absence were noted as above.                           |        |
| 2.  | Declarations of Interest   |        |
| 2.1 | There were no Declarations of Interest at the start of the meeting.  |        |

|  |  |                  |
|--|--|------------------|
| <p><b>3.</b></p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p> | <p><b>Actions from last meeting</b></p> <p>As for point 5.2 in the previous meeting minutes pertaining to receiving regular advanced notice of webinars conducted, NM inquired if all members are receiving the regular update. No one mentioned that he/she is not receiving the update.</p> <p>As for point 5.3, JE commented that he witnessed increased interaction on LinkedIn.</p> <p>As for point 8.3, HM confirmed that longer notice period of tender opportunities has been noted to the Growth Hub project board and the relevant partners would be aware of future tenders to respond to.</p> <p>Regarding point 9.0 that dates of upcoming GH webinars/sessions to be issued for the year ahead, NM commented that it would be great to be notified at least one month ahead.</p> <p>HM highlighted the need to agree on the tempo of the meetings given the current situation of Leicester Lockdown. NM responded that they need to agree on this point at the end of the meeting.</p> <p>Minutes of previous agreement agreed as accurate.</p>  |                  |
| <p><b>4.</b></p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p>                       | <p><b>Overview Economic Recovery Work</b></p> <p>FB presented her presentation to summarize Economic Recovery Strategy.</p> <p>The meeting questioned if there is any data related to graduates, concern as expressed that graduates would be affected heavily by Covid-19 and in retention rate? FB responded that they have data responding to graduates at the end of the impact assessment which was circulated with the agenda. FD added that we need to increase small businesses' capacity to include graduates in their recruitment process.</p> <p>NM raised the issue that the public authorities are paying suppliers within 30 days in order to protect their businesses. NM requested that some messages to be sent in relation to pay the small businesses and suppliers as fast as possible and provide the opportunity for local businesses to be in the priority to contract them.</p> <p><b>Action, presentation will be circulated afterwards.</b></p> <p>NM discussed with HM and FB regarding producing a regular document to act as a repository for the best information you can get to throw in details that we can use. FB added that they are working with county who have a separate portal</p> | <p><b>NH</b></p> |

|   |   |           |
|---|---|-----------|
|   | <p>called LSR in which they take all this data putting it into tableau in which you can drill down by district etc. Links for this date would be incorporated within the business intelligence update.</p> <p><b>Action, NM recommended sharing the business intelligence update including LSR data in order to share it with people they represent.</b></p>  | <b>HM</b> |
| <p><b>5.</b></p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p> <p>5.7</p> | <p><b>LLEP Business Growth Hub Activity and Planned Support</b></p> <p>JE presented an update on Growth Hub activity and its deliberate partners have undertaken since January before the pandemic and the impact they have now. This update focus on the short- and medium-term support. The focus here is on local delivery agenda.</p> <p>JE highlighted that they have considered providing a number of follow-on clinics after the initial sessions. It is on one-to-one side of sessions for example on risk assessment. LS commented that he sees that all the topics around finance offered are very important, but he doesn't see what's the next step. JE responded that there are not at this moment in time but there will be more specific programme around the whole finance agenda.</p> <p>PC responded that as part of the Growth Hub programme, they are about to commission out some investment readiness support programme for businesses. PC agreed to catch up with LS later on this issue.</p> <p>As part of the future plans, JE noted that they are considering developing peer to peer networks, it is being approved and going to treasury now.</p> <p>HM announced that as part of the national ERDF reserve pot, Growth hubs would receive ERDF grants for the Visitor and wider economy. These would be, small grants that will be available to businesses in the locality for revenue support whether it would be HR, legal or other kind of support predominantly targeted the visitor economy heavily caveated around that but also potentially with the details of small element from capital Covid security measure. They are waiting for treasury sign off. JE continued that two parts £20m and £30m visitor economy as long as it got a little bit more and could be shared among other LEPs that some businesses unable to access anything and it will provide some mechanism for investment in professional services.</p> <p>NM suggested having a video on gateway website for people to access information. JE responded that there is something commissioned in this regard.</p> <p>BR stressed the importance of peer to peer network and mentorship as businesses would like to speak to other businesses. JE confirmed that there would be some funding to help setting up these groups.</p> |           |

|   |  |                  |
|---|--|------------------|
| 5.8   | <p>ST updated the meeting that the network of contacts within the business community that she has already approached BR to be at business champion on behalf of the Growth Hub. They have also got 9 people signed up to become business champions/mentors. The idea is it's not a hard sell. It's a friendly ear and an ability for the SMEs and new business start-ups to have some support and have a friendly ear to be able to signpost on to somebody who can help support the sector. We want to launch the idea soon.</p>  |                  |
| <p><b>6.</b></p> <p>6.1</p> <p>6.2</p> <p>6.3</p> | <p><b>Feedback on impact of Covid locally and partners response</b></p> <p><b>Medium and large businesses</b></p> <p>LS highlighted that they tend to focus on smaller business rather than large business. In terms of the schemes, they have gone from £7 billion to £47 billion business in three months. In terms of what the bank has been doing, we are full on for last 3-4 months. In terms of scale, we have two approvals out of 300.</p> <p>NM stressed on the need to work with locals especially during Leicester lockdown.</p> <p>JT questioned the possibility of having Leicestershire businesses Responses as one voice. HM responded that from the bid that made little bit of galvanization to support these businesses who were adversely affected by the crisis. NM highlighted the importance that if we could pull the public statements, we made from people we represent through this Growth Board to have a louder sound and loudness of the message and to make sure that they shared with our political people.</p> <p><b>Action,</b> A joint letter to be sent ( postscript LLEP board sent a joint letter to the Chancellor)</p> |                  |
| <p><b>7.</b></p> <p>7.1</p>                       | <p><b>AOB</b></p> <p>HM questioned if the meeting feel the need to have more opportunity for collaboration and meeting more regularly. The meeting agreed to have monthly meeting for update and the board meeting would be held quarterly.</p>  | <p><b>NH</b></p> |