

Herefordshire Business Board (HBB)

Notes / Actions from the Meeting – Tuesday 12th September 2017

Chair: Frank Myers (FM). **Present:** David Harlow (DH), Deborah Gittoes (DG), Doug Barrat (DB), Gill Hamer (GH), Ian Peake (IP), John Jones (JJ), Sharon Smith (SS), Stephen Eckley (SE),

In attendance: Matthew Snelson (MS), Rachel Jones (RJ), Nick Webster (NW).

Apologies: Bill Jackson (BJ), Karen Usher (KU), Mary Thompson (MT).

1. Welcome and apologies

FM welcomed everyone to the meeting and apologies were noted. Declarations of Interest forms were completed and will be scanned and kept on file.

2. Minutes of the last meeting and Actions Arising

The minutes of the last meeting were reviewed and approved. Actions were reviewed as follows:

- 17/01 Action 7:** **Ongoing.** HBB nomination required for the steering group of the Marches Business Improvement Grant.
- 14/03 Action 1:** **Ongoing.** Paper drafted identifying Herefordshire sector groups and representatives, including identifying ways of communicating and sharing information. To be brought to future HBB meeting.
- 11/07 Action 1:** **Ongoing.** Obtain copies of Job Description and Person Specification from the LEP and circulate to the Board. **FM**
- 11/07 Action 2:** **Complete.** Provide regular updates to the HBB. **DB**

DB provided an update to the HBB on the new board tasked with delivering the Herefordshire Economic Vision. Good progress is being made and the next steps are to agree the focus and objectives. Key projects are road infrastructure, bypass and Model Farm at Ross-on-Wye.

12/09 Action 1: Add Herefordshire Economic Vision as a standing item. **RJ**

- 11/07 Action 3:** **Ongoing** - Hard copies of the pitch book will be posted to HBB members. Circulate the pitch book to HBB. **NW**
- 11/07 Action 4:** **Completed.** Share delegate list with SS. **NW**
- 11/07 Action 5:** **Completed.** Roger Morgan to be invited to subsequent HBB meetings if bid is successful. **FM**
- 11/07 Action 6:** **Completed** – item 6 on agenda today. Circulate report and information on sectors and innovation. **NW**
- 11/07 Action 7:** **Ongoing.** – item 5 on agenda today. Business representation on the Marches Skills Board - Raise as an issue for discussion at the next LEP Board. **BJ**
- 11/07 Action 8:** **Completed** - Business representation on the Marches Skills Board - Raise with GH and Marches LEP Chair via email. **FM**
- 11/07 Action 9:** **Ongoing** – will be circulated as soon as available. Arrange for a synopsis of the Energy Strategy to be circulated to HBB. **NW**

3. Discussion on Shared Prosperity Fund

NW circulated a paper outlining Government proposals for a UK Shared Prosperity fund. It will be designed to reduce inequalities between communities, delivering sustainable, inclusive growth. The paper outlines the current thoughts on the proposal and some steps to take to consult with local partners and businesses.

HBB was supportive of the aims to have local priorities and administration and supported the idea of an integrated funding stream.

12/09 Action 2: Meet to discuss support on consultation. **NW/SS**
12/09 Action 3: Bring further updates to HBB. **NW**

4. NEW ITEM – Presentation - Marches Centre of Manufacturing and Technology CIC

Matthew Snelson Managing Director of the Marches Centre of Manufacturing and Technology CIC presented an overview of the project. This was part funded by a grant from the Marches LEP. Copy of the presentation attached.

5. LEP Support to the Business Board

The LEP has agreed a pilot to provide dedicated support to the three Business Boards. A tender will be published on the Marches LEP website for self-employed position(s) to work approx. four days a month with each Business Board.

6. Skills Board Round Table

The Marches Skills Board met last week and have agreed, as part of their new process, that each county will hold two skills round tables each year. A pilot round table is being held in Telford w/c 18th September with a Herefordshire event being held in the next couple of months. This will be an opportunity for skills providers, colleges and businesses to discuss local needs.

A Careers and Enterprise Company Co-Ordinator has started working in Herefordshire and will be a link between businesses and schools.

12/09 Action 4: Invite Alexia Heath to the next HBB to give an overview of the role and remit of the CEC Co-ordinator. **RJ**

7. Sector Champions

Priority sectors to recruit sector champions to are food and drink, advanced manufacturing, cyber security and environmental technologies. Supporting research has been completed for the LEP and will be available to download from the website shortly. This will be an action for the new HBB resource to take forward.

8. NMITE

The University is still waiting for confirmation of funds from the Department for Education. Discussions are ongoing in the meantime.

9. Horizon Scan

NW presented some information on the Housing Infrastructure Fund which is an opportunity to bid for funding for infrastructure projects which will help the delivery of new housing. Applications are encouraged for ambitious projects and Herefordshire Council are considering an application for the bypass project. A successful application would bring forward the full implementation of a bypass for Hereford by several years and be completed as a single project. NW asked for the support, the Chair and HBB supported the proposal and would write letters of support.

12/09 Action 5: Write letters of support for the Housing Infrastructure Fund bid. **ALL/NW**

The public health team are hoping to recruit and train Health and Wellbeing champions in businesses to raise awareness of healthy lifestyle options in the workforce. Businesses are being encouraged to be part of the scheme.

12/09 Action 6: Circulate further information. **NW**

10. Marches LEP

Marches LEP Board for next week includes discussions on Skills, Broadband, Industrial Strategy and Governance.

12/09 Action 7: An update will be provided at the next HBB meeting. **FM/GH/IP**

11. Any other business

A project is being planned for the New Year to promote applications for the Queens Award for Enterprise and the Business Board will be kept informed. In the meantime further information can be found online: <https://www.gov.uk/queens-awards-for-enterprise>

12. Dates of Future Meetings:

- Tuesday 14th November
- Tuesday 23rd January 2018
- Tuesday 13th March
- Tuesday 15th May
- Tuesday 17th July
- Tuesday 18th September
- Tuesday 20th November

All meetings will be held in the **Seminar Room** (unless stated otherwise) at the Hereford Business Solutions Centre, Skylon Court, Coldnose Road, Rotherwas, Hereford, HR2 6JS

13. Close

Links to Marches strategic boards (ctrl & click to follow the links):

[Hereford Enterprise Zone / Skylon Park](#)

[Herefordshire Business Board](#)

[Marches LEP](#)

[Shropshire Business Board](#)

Telford Business Board – *to be confirmed*