**Business Growth Committee**

**Tuesday 5th November 2019, 10am**

**Action points**

**Riverside Innovation Centre, Chester**

**Attendees:**

Jane Gaston

Debbie Baker

Becky Stuttard

Anne Boyd

Stephen Kinsey

Iain Paton

Andy Devaney

**Apologies:**

Stephen Fitzsimons

John Downes

Denise Proctor

1. Introduction from Chair – Stephen Kinsey introduced the meeting and all members introduced themselves, detailing their aims and experience for the committee moving forward.
2. Growth and Skills Hub Overview and discussion – Andy Devaney presented a background to the Growth Hub being brought in house to the LEP and explained the aims and objectives moving forward. This prompted a very detailed discussion on what the key objectives should be and how these should be delivered. A key question that was raised was ‘What does success look like for the Growth Hub?’ This will be a fundamental area for committee to address.

In order to better understand the focus of the committee it was requested that a piece of work be carried out to better understand the barriers businesses are facing to growth, while also gaining a better understanding of the gaps in provision to address these needs in order to offer a more proactive and targeted service to growing businesses.

**Action**: *Andy to present a brief at next meeting which sets out an approach to gather data and intelligence to inform the direction the Growth Hub should take.*

A large part of the discussion was around how the Business Growth Team and agenda fits into the wider work of the LEP, the development of Policy and Strategy for Cheshire and

Warrington as well as the skills agenda including The Pledge and Accelerate Programme. Suggested that elements of the Growth and Skills Hub present content and progress on a regular basis as well as introductions to the committee from the Business Growth Team.

**Action:** *Andy to provide sector propositions for information and offer a perspective on LEP priority sectors*

**Action**: *Trevor Langston from The Pledge team to be invited to present at the next meeting*

Request was also made to better understand the geography of business interactions and the make up and origin of referrals into the Growth Hub.

**Action:** *Andy to provide detailed breakdown of methods of referrals and geography of businesses engaged.*

1. Discussion on Terms of Reference - Productive discussion was held on focus of group and how it can influence and direct business growth activities across Cheshire and Warrington. Draft Terms of Reference to be circulated in advance of next meeting with the aim of agreeing them in December 2019.

**Action**: *Andy to draft and circulate Terms of Reference in advance of December meeting*

1. Future Meetings – Committee agreed that monthly meetings are required until further notice in order to be able to manage potential work around BREXIT and election. Dates have been set for December 2019 and January 2020 with the first Tuesday of the month as the preferred date. The next two meetings dates are:
* Tuesday 3rd December 10am - Active Cheshire, Wyvern House, Winsford
* Tuesday 7th January 2020 10am – Location TBC

Dates for the rest of 2020 to be agreed.

**Action**: *Suggested that future meetings be held at premises of businesses who have had Growth Hub support, Andy to approach businesses to arrange*