

AGENDA

Business Intelligence & Network Group Meeting (BING)

Date: Wednesday, 18 November 2020

Time: 12 noon – 1.30pm

Venue: Video / Teleconference via link

Membership

Note 1: SWLEP attendance will be dependent on topics discussed

Note 2: Wiltshire Council attendance will be dependent on topics discussed

Note 3: Swindon Borough Council attendance will be dependent on topics discussed

Name of Member	Organisation	Attendance
Claire Alexander (CA)	SWLEP	✓
David Andrews (DA) OR Peter Wragg (PW)	VisitWiltshire	
Chris Baish (CB)	New College	✓
Anita Bellinger (AB)	InSwindon	
Rory Bowen (RB)	Wiltshire Council	Note 2
Paddy Bradley (PB)	SWLEP	Note 1 ✓
Layla Burrows (LB)	Innovate UK	✓
Becky Butland (BB)	NFU	✓
Phil Clement (PC)	SWLEP	Note 1 Apologies
Rob Creer (RC)	SWLEP	Note 1 ✓
Kathryn Crosweller (KC)	Chippenham Chamber	✓
Rachel Finlay (RFi)	Wiltshire Council	Note 2 ✓
Russell Frith (RF)	Wiltshire Council	Note 2 ✓
Sam Fox (SF)	Wiltshire Council	Note 2 Apologies
Kez Garner	Trowbridge Chamber	

Name of Member	Organisation	Attendance
Ruth Lambert (RL)	Federation of Small Business, FSB	✓
Karen Leigh (KL)	BEIS Representative	
Lee McQuade (LMcQ)	DIT	Tentative
Robin McGowan (RMcG)	Salisbury BID	✓
Tim Major (TM)	Thames Valley Chamber	✓
Sue Marchant (SM)	Cool Ventures	Apologies, sending representative
Thomas Mason (TMa)	CLA	
Phil Mills (PM)	SWMAS	✓
Victoria Moloney (VM)	Wiltshire Council	Note 2
Alison North (AN)	SWLEP Director	✓
Paul O'Collins (PO)	EEN	
Chris Parsons (CP)	Swindon Borough Council	Note 3 ✓
Mandy Paterson (MP) OR Rob Perks	Inspire by Wessex Chamber	✓
Amanda Peach (AP)	SWLEP	Note 1 Apologies
Andy Rhind-Tutt (AR-T)	Salisbury & District Chamber	
Debby Skellern (DS)	SWLEP	Note 1
Chris Stevens (CS)	SWLEP	Note 1 ✓
Julia Stuckey (JS)	Swindon Borough Council	Note 3
Karen Taylor (KT)	DWP	
Dee Temple-Multon (DT-M) OR Ian Larrard	BusinessWest	✓
Mandy Timbrell (MT)	Wiltshire Council	Note 2 Tentative
Alan Truscott (AT)	Community First	Apologies
Stephen Tulip (ST)	MakeUK	✓
Philippa Venables (PV)	Swindon Borough Council	Note 3 Apologies
Beverley Waters (BW)	ICAEW	✓

Name of Member	Organisation	Attendance
Andrew Wells (AW)	Swindon Borough Council	Note 3
Adene West-Webbe (AW-W)	Wiltshire Council	Note 2 ✓
Peter Wragg (PW)	SWLEP Deputy Chair / VisitWiltshire	Apologies

Guest(s)	Dragana Houston (DH), SWLEP Rachel Sweet, representing sue Marchant of Cool Ventures
Chair	Alison North (AN)
Minutes	Deborah House (DKH)
Venue	Via video / teleconference call

Item	Timing	Topic	Paper No.	Lead
1.0	12 noon	Welcome and Introductions		AN
2.0	12.05pm	Minutes of meeting held on 1 October 2020 and matters arising	Paper 2	AN
2.1		Approval of minutes	Verbal	AN
2.2		Matters Arising: <ul style="list-style-type: none"> AN to lead discussion on how to increase the profile of the support groups. ONGOING Risk Register - Action: respond to CP and RFi on what group members knew was going on in their business environment being cognisant of GDPR regulations. ONGOING Redundancy Support - Action: those organisations that would like to get involved should contact JS or CP. Tech Swindon - Action: interested parties to get in touch with CP – COMPLETED Kickstart Programme – Had SWLEP engaged yet with providers for apprenticeships and training progression of these young people with contacts within the colleges. Action: CB and AP to discuss off-line. 		

Item	Timing	Topic	Paper No.	Lead
		<ul style="list-style-type: none"> Future Meetings Actions: DKH to rearrange meeting set for 4 November to later date. COMPLETED DKH to arrange meeting in 2021 at 6-8-week intervals. COMPLETED 		
3.0	12.15pm	Labour Market Information update	Presentation	DH
4.0	12.30pm	Good News Stories	Verbal	ALL
5.0	12.45pm	Risk register and business communications	Verbal	CP / RFi
6.0	1pm	Small Business Commissioner	Presentation	LH
7.0	1.15pm	TechSwindon Summit update (2-6 November)	Presentation	CP
8.0	1.25pm	Suggested items for the next meeting	Verbal	AN
		<ul style="list-style-type: none"> Presentation by Ruth Lambert of FSB Presentation by Stephen Tulip of MakeUK Presentation by YTKO regarding Growth Hub's SME Competitiveness Programme 		
9.0		AOB		ALL
		Suggested dates for 2021: Wednesday, 13 January 2021 Wed, 10 March Wed, 5 May Wed, 30 June No meeting scheduled in August Wed, 8 September Wed, 3 November		
	1.30pm	Close		