

AGENDA

Business Intelligence & Network Group Meeting (BING)

Date: Wednesday, 13 January 2021

Time: 1.30pm – 3pm

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	✓ - Note 1
David Andrews (DA) OR Peter Wragg (PW)	VisitWiltshire	tentative
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	Apologies
Phil Clement (PC)	SWLEP	✓ - Note 1
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
Kez Garner	Trowbridge Chamber	

Name of Member	Organisation	Attendance
Ruth Lambert (RL)	Federation of Small Business, FSB	✓
Karen Leigh (KL) OR Emily Manser	BEIS Representative	✓
Lee McQuade (LMcQ)	DIT	tentative
Robin McGowan (RMcG)	Salisbury BID	
Tim Major (TM)	Thames Valley Chamber	✓
Sue Marchant (SM)	Cool Ventures	Apologies
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	tentative
Amanda Peach (AP)	SWLEP	✓ - Note 1
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
Stephen Tulip (ST)	MakeUK	✓
Philippa Venables (PV)	Swindon Borough Council	Apologies - Note 3
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
Andrea Witcombe	NFU	✓
Peter Wragg (PW)	SWLEP Deputy Chair / VisitWiltshire	

Guest(s)	Paul Moorby (PJM), SWLEP Chair Rachel Sweet, representing sue Marchant of Cool Ventures Toby Howkins (TH) of YTKO Barbara Singleton (BS) from Department of International Trade (DIT)
Chair	Alison North (AN)
Minutes	Deborah House (DKH)
Venue	Via video / teleconference call

Item	Timing	Topic	Paper No.	Lead
1.0	1.30pm	Welcome and Introductions		AN
2.0	1.05pm	Minutes of meeting held on 18 November 2020 and matters arising	Paper 2	AN
2.1		Approval of minutes	Verbal	AN
2.2		Matters Arising: <ul style="list-style-type: none"> ST to provide MakeUK Regional Advisory Boards' report when available for circulation to the group. COMPLETED Growth Hub to liaise with Lanya Harris of Small Business Commissioner's office for future collaboration. COMPLETED 		
3.0	1.10pm	Growth Hub's SME Competitiveness Programme - YTKO	Presentation	TH
4.0	1.25pm	Make UK	Presentation	ST

Item	Timing	Topic	Paper No.	Lead
5.0	1.40pm	Department of International Trade (DIT)	Presentation	BS
6.0	2pm	Specific concerns (advance indication requested)	Verbal	ALL
7.0	2.15pm	Business Grants	Verbal	ALL
8.0	2.25pm	Risk register and business communications	Verbal	CP / RFi
9.0	2.35pm	Federation of Small Businesses (FSB)	Presentation	RL
10.0	2.50pm	Suggested items for next meeting	Verbal	AN
11.0	2.55pm	AOB		ALL
		Next meeting Wednesday, 10 March 2021 - 12.30pm – 2pm Future dates: Wednesday, 5 May - 12.30pm – 2pm Wednesday, 30 June - 12.30pm – 2pm No meeting scheduled in August Wednesday, 8 September - 12.30pm – 2pm Wednesday, 3 November - 12.30pm – 2pm		
	3pm	Close		