AGENDA

Business Environment Subgroup

Date: **Tuesday, 9 November 2021**

Time: **3pm – 5pm**

Venue: **Microsoft Teams**

Name	Organisation	Attendance
Alison North (AN)	Board	✓
Prof Ian White (IW)		✓
Claire Alexander (CA)	SWLEP	✓
Paddy Bradley (PB)		✓
Phil Clement (PC)		✓
Dragana Houston (DH)		
Chris Stevens (CS)		✓
Tom Marshall (TM)		✓
Guests:	Debby Skellern (DS)	Apologies
	Hugh Williams (HW)	✓
Chair:	Alison North	
Minutes:	Deborah House	

Item	Timing	Topic	Paper No.	Lead
1.0	3pm	Welcome		AN
2.1	3.05pm	Minutes from the meeting 16 September 2021	Paper 2.1	AN
2.2		Matter Arising: • AN and DS to have offline conversation to reword the ToR. (as part of the Governance Review 2021). **The Chair suggested a further meeting with the SWLEP Governance lead, DS, to look at wording and accountability of the Subgroup.**	Verbal	
3.0	3.10pm	Business Cyber Centre update • Update on business model, progress on refurbishment and use of funding	Presentation	CA / TM

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Item	Timing	Topic	Paper No.	Lead
4.0	3.30pm	Growth Hub • Update on finance, staffing, range and scope of programmes • Current programme performance	Paper 4.0 Discussion	CS ALL
5.0	4pm	Business Action Plan reporting	Paper 5.0	PB
6.0	4.05pm	Developing our strategy to support the Green Economy and SWLEP's approach to net-zero	Presentation	HW
7.0	4.25pm	Plan for Growth update	Verbal	PB
8.0	4.30pm	Items for the next meeting	Verbal	AN
9.0	4.45pm	AOB		AN
		Next meeting: Monday, 17 January 2022 – proposed Further meetings: Wednesday, 9 March 2022 – 2pm to 4pm		
	4.50pm	**Close**		