



AGENDA

Invitees: Amy Bernardo, Billy Masters, Ellie Clow, Eloisa Whiteman, Emma McCulloch, Emma Lindsell, Ian Smallwood, Ioni Sullivan, Jo Simmons, Joanne Cable, Jon Birkett, James Wilkinson, Julian Gibbs, Kate Thompson, Lorna Norris, Louise Aitken, Laura Moore, Mark Jones, Paul Chapman, Rachel Evans, Ryan Jagpal, Susan Berdo, Suzanne Bennet, Tudor Price, Zoe Gordon

	Agenda item	Lead	Discussion/Info	Time
1.	Welcome and apologies To receive apologies for the meeting.	Iwona	Standing item	10 min
2.	Approval of the minutes and matters arising To approve the minutes of 10 September 2020 and clear any outstanding action points.	Iwona	Standing item	10 min
3.	Communications Strategy To follow up on action points arising from the Communications Strategy workshop on 9 November 2020.	Zoe	Discussion item	35 min
4.	CRM development and intelligence gathering To receive an update from the CRM Task & Finish group.	Mark/Iwona	Discussion item	10 min
5.	Funding update To provide to the steering group with an update of the following funding streams: a) Supplementary Growth Hub Funding b) Peer Networks Programme c) EU Transition Funding d) SELEP Business Support Fund	Iwona/Jo	Information item	20 min
6.	Cluster Update To provide the steering group with an update from the Cluster.	Iwona/Jo	Information item	10 min
7.	Skills Update To receive an update on developments in skills sector including the SELEP Digital Skills Partnership.	Louise/Jim	Information item	15 min
8.	Any Other Business	All	Standing item	10 min

Issued by Iwona Bainbridge-Dyer, Growth Hub Lead