

MEETING OF THE FORUM – AGENDA AND GUIDANCE NOTES

TIME & DATE: 0830-1030, FRIDAY 18 MARCH 2016

LOCATION: [GREEN PARK CONFERENCE CENTRE, 100 LONGWATER AVENUE, GREEN PARK, READING RG2 6GP](#)

PARKING: There is plenty of parking available, however please park on the top floor of the car park in a non-reserved space.

Agenda Item No.	Time	Item and action	Owner
1.	08.30 - 08.35	<p><u>Standing Items of Business</u></p> <p><u>Record</u> any:</p> <ol style="list-style-type: none"> Apologies. Changes to the minutes of the <i>January</i> meeting. Interests or changes to the company's statutory books. 	Peter Read Abby Lacey
2.	08.35 – 09.10	<p><u>Implementing the Strategic Economic Plan - Programme and Activity Outputs</u></p> <p><u>Note</u> the activity report provided and raise any questions with Programme or Project Leads.</p>	Tim Smith
3.	09.10 – 09.45	<p><u>Business Growth Hub</u></p> <ol style="list-style-type: none"> <u>Receive</u> a short presentation on selected Case Studies from the Business Growth Hub. <u>Consider</u> a draft ERDF Call for Business Growth Hub proposals from April 2017, for recommendation to the LEP Area ESIF Sub Committee. 	VitalSix Ltd Tim Smith & Frances Campbell
4.	09.45 – 10.10	<p><u>Implementing the Strategic Economic Plan - Growth Deal 3</u></p>	Tim Smith

		<u>Look ahead</u> to a 'Growth Deal 3', and review the latest project pipeline list	
5.	10.10 – 10.30	<u>EU Referendum</u> <u>Consider</u> the recommendation of the Executive Board regarding a Holding Statement on the EU Referendum.	Peter Read