

**Moray Economic Strategy
Inward Investment and Business Growth Group Meeting
Wednesday 30th January 2013, HIE Moray (Forres)**

MEETING NOTE

Attendees	Cllr Douglas Ross (DR) – Moray Council; Steven Hutcheon (SH), David Oxley (DO) & Nicole Green (NG) – Highlands and Islands Enterprise.
Apologies	None.

1) Review of previous meeting note.

- Accepted as written.
- Discussion on communications with Business Forum, need to be kept up to date.
- Prioritisations – to be sent to Shelley Flett by end of day – 13th February. Need Business Advocates input and paragraph on rating of each project before sending. Point raised that targets or a timetable for projects is necessary to keep each group moving forward.

2) Feedback on actions from previous meeting.

Draft a brief for baseline study - DO.

- DO meeting with Gordon Sutherland and Anthony Standing (Skills and Training group) to pull baseline together.

Case studies – HIE Graduate.

- Leigh Shanks now in post and looking to expand on current case studies.

3) Feedback from Programme Managers meeting.

- Meeting was very useful. Each group at different stages of progress. These meetings will continue quarterly with the next being the 28th of February.
- Councillors from the groups are also meeting regularly.

4) Update on Business Advocate status.

- SH to make contact with appointed Business Advocates and look over prioritisations.

5) Communications between groups.

- Update on current thinking behind communications. Use of LinkedIn groups, Sharepoint and Dropbox. Need for this stressed.
- DO to meet with Gordon re communications and meetings of different levels.

6) AOB.

- Brief discussion of Barmuckity project.
- Brief discussion on Broadband project.

7) Date of next meeting.

- TBC – late February.

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ACTIONS FROM MEETING

Who	Action
SH	Make contact with Business Advocates and look over prioritisations with them.
NG	Invite Gordon Sutherland to next Programme Managers meeting.
DO	Meet with Gordon Sutherland re communications and meetings of different levels.