

**Notes of a meeting held on Monday 15<sup>th</sup> April 2015**

**At Staffordshire University, Octagon Building, Weston Road, Stafford**

**Present**

**Group Members**

David Frost (Chair)	
John van de Laarschot	Stoke-on-Trent City Council
Ken Stepney	JCB
John Tradewell	Staffordshire County Council
Cllr Philip Atkins	Leader, Staffordshire County Council
Prof. Michael Gunn	Staffordshire University
Cllr Mohammed Pervez	Leader, Stoke-on-Trent City Council
Cllr Patrick Farrington	Leader, Stafford Borough Council

**Advisory/Secretariat**

Darryl Evers	Staffordshire County Council
David Sidaway	Stoke-on-Trent City Council
Peter Davenport	Stoke-on-Trent & Staffordshire LEP
Kevin Postones	BIS

**Apologies**

Kerry Diamond	Zytek
Mark Kerrigan	Alton Towers Resort
Richard Cotterell	Perkins Engines
Cllr George Adamson	Leader, Cannock Chase Council
Jonathan Dale	Denoviant

**1. Introductions**

The Chair welcomed members to the meeting.

**2. Apologies**

The apologies noted above were received.

**3. Declarations of Interest**

A record of declarations of interests was present at the meeting and available for examination. No new declarations of interests were declared.

**4. Notes of the previous meeting and any matters arising**

The minutes of the previous meeting were approved.

The advertisement of the Partnership Board vacancy would be done shortly.

**5. Chairs Delegated Decisions and Actions**

None to report

## **6. Key Performance Indicators**

KPIs had been circulated. Targets needed to be set for 15/16. It was agreed that the indicators should be reviewed to ensure consistency with those required in the SEP and EU Investment Strategy.

**Action** – Secretariat to review indicators and advise.

## **7. City and Growth Deal Programme Report**

The status report for the City and Growth Deal programmes together with the City Deal Outcomes report Q4 14/15 was circulated before the meeting. These were agreed by the group

The work on the Growth Deal schemes was focusing on reviewing costs. The group were pleased to learn that the RGF for the Etruria Valley scheme had been secured.

The Growth Deal Round 2 letter prompted queries about the process Government would require for business cases and the certainty of funding beyond the current financial year.

**Action** – Secretariat and BIS to compare SSLEP offer with the Marches

The submission of the business case had led to funding being secured for the District Heating Network. The group expressed its thanks to the team for securing this.

The ambition to see more local influence on skills needed to continue to be pressed with BIS and SFA.

An energy event was to be held on the 10<sup>th</sup> June to showcase the work on this area at Core. The group noted that there were issues with the Keele Smart Energy Network including VAT which needed to be addressed.

It was agreed that the DHN, and Keele teams be invited to make presentations to the group.

**Action** – Secretariat to arrange presentations

## **8. Confidential Item**

## **9. EU Programme and Future Actions**

The group noted that the working arrangements were in place and a senior leadership group was being established. It supported the intention to submit a bid for Technical Assistance and agreed that the details should be agreed electronically.

The group wished to see a similar level of programme reporting to that prepared for the two deals.

The links with GBSLEP needed to be initiated. The group was pleased to learn that a meeting of ESIF Committee Chairs was being arranged.

### **Actions:**

- Technical Assistance bid to be circulated for LEP endorsement.
- Meeting of ESIF Chairs to be arranged.
- GBSLEP arrangements to be activated.

## **10. Concordat with Cheshire and Warrington LEP**

The draft concordat had been circulated to members. The draft had been agreed by the CWLEP Board but they were willing to receive amendments. Members agreed that it was important for the LEP to look outwards. Concerns were expressed about the wording in a number of areas and the potential for it to cause confusion with statutory processes. It was agreed that a suitably amended draft be shared electronically before being passed back to CWLEP.

The group also noted that discussions between Cheshire East and SoTCC were to be expanded to include other partners.

**Action:** Secretariat to circulate revised draft before responding to CWLEP

## **11. Policy and Task & Finish Group Updates**

The Inward Investment report was noted.

It was asked that the Housing Investment Strategy remain a draft until it had been reviewed in advance of circulation.

**Action:** Housing Investment Strategy to remain a working draft until considered at the next meeting

## **12. Any Other Business**

UK Corporate Games – The major opportunity that this presented had been discussed at the Partnership Board. Whilst arrangements were progressing it was felt that more awareness needed to be raised locally and more local teams encouraged. At the time of the meeting 3200 competitors had registered.

The need for papers to be circulated a week in advance was raised and the Secretariat would use its best endeavours to achieve this.

The Armed Forces Corporate Covenant was noted and the proposed promotional event in June would be supported.

The group was advised that the recruitment of the Programme Director, Office Manager, and Communications Officer posts was in progress.

**Actions:**

- Corporate Games to be promoted to local key companies – SCC/SoTCC

19:35

### **Close of Meeting**

Date of next meeting: 11<sup>th</sup> June 2015