

**STOKE-ON-TRENT AND STAFFORDSHIRE
LOCAL ENTERPRISE PARTNERSHIP**

**Note of a Board Meeting held on
11th July 2013
Staffordshire Place 1, Staffordshire County Council, Stafford**

Present

Board Members

Ron Dougan	(Trent and Dove Housing) –Chair
Ken Stepney	(JCB)
Mark Kerrigan	(Alton Towers)
Kerry Diamond	(Zytek)
Judith Kirkland	(BES)
John Carr	(Barrington Engineering Ltd.)
Adrian MacLaughlin	(Dunston Business Village)
Jenny Tucker	(Keele University)
Cllr Mohammed Pervez	(Leader, Stoke-on-Trent City Council)
John van de Laarschot	(Chief Executive, Stoke-on-Trent City Council)
Helen Riley	(representing Staffordshire County Council)
Cllr Gordon Alcott	(Cabinet Member, Cannock Chase Council)
Cllr Val Richards	(Deputy Leader, Lichfield District Council)
Cllr Mike Smith	(representing Stafford Borough Council)
Cllr Gareth Snell	(representing Newcastle under Lyme Borough Council)
Cllr Paul Shotton	(Deputy Leader, Stoke-on-Trent City Council)

Associate Members

Stuart Adams	(Endeka Ceramics Ltd.)
Jonathan Dale	(Longton Avia (UK) Ltd.)
John Smart	(Kapability Associates)
Ian Jenkinson	(Stilwell LLP)
Richard Ward	(Vistage International (UK) Ltd.)

University/Further Education Observers

Sarah Robinson	(Stoke College)
Paul Richards	(Staffordshire University)

Observers / In attendance

Bob Phillips	(Cannock Chase Council)
Paul Masterman	(Staffordshire County Council)
Kevin Postones	(BIS)
Tony Bray	(BIS)
Ted Manders	(Stafford Borough Council)
John Sellgren	(Newcastle under Lyme Borough Council)
Cllr Brian Edwards	(Leader, South Staffordshire Council)

Advisory/Secretariat

Sara Williams	(NSCCI)
Alison Knight	(Stoke-on-Trent City Council)
Darryl Evers	(Staffordshire County Council)
Peter Davenport	(Staffordshire County Council)
Chloe Taylor	(Staffordshire County Council)

1. **Introductions and Welcome**

The Chair welcomed Tony Bray to the meeting.

2. **Apologies**

Apologies were received from: Kevin Oakes, Richard Cotterell, Sean Parry, Cllr Philip Atkins, Nick Bell, Cllr Mike Heenan, Jeremy Mellor, Geoff Riley, John Betty, Jeff Marlow.

3. **Declaration of Interest**

The following members declared an interest in items on the agenda:
John Carr – Innovative Growth RGF Project.

4. **Notes of the Previous Meeting and Matters Arising**

These were agreed and the feedback on inward investment decision making noted.

5. **Key Performance Indicators**

The presentation was supported. It was noted that whilst call numbers are increasing they are short of the annual target.

Action

1. Future KPI reports to include target on the Business Start-ups graph

6. **Single Local Growth Fund**

Tony Bray (BIS) gave a presentation on the Spending Round 2013 and what it means for Stoke-on-Trent and Staffordshire. The presentation covered the Single Local Growth Fund, Growth Deals and the European Funding allocation.

Board members discussed the presentation and its implications, including the DfT funding. Tony undertook to clarify the timings of the transport projects. The board also highlighted the importance of maximising the potential of the funding streams, especially the management of the EU funding in the overlap area. It was agreed that a strategic discussion was needed with GBSLEP about the transition allocation. Kerry Diamond is already included in other LEP discussions.

Action

1. Copy of the presentation to be circulated to board members.

7. **Revised Governance Arrangements**

The board discussed the proposed governance arrangement that had been developed based on feedback about the effectiveness of current arrangements. Following clarification on the relationship between the Management Board and the Deal Delivery vehicle the Board agreed the core structure of the new Governance Model subject to the sub group composition. The suggestion of combining sectors with inward investment and bringing together the quality of life and infrastructure elements into single groups will be developed with the current leads.

District and Borough council members raised concern about the District council representation in the revised governance arrangements. Especially given the contribution of districts to economic development, including the Economic Development Strategy as part of the Staffordshire Economic Consortium. Clarification was sought on how the district representatives would be decided, and whether they would be a member or an officer.

The Chair emphasised that District Councils are a key part of the proposed governance arrangements with two seats on the LEP Executive Group via the lead role on the sub-groups. Decision over members would be explored further and clarified at the next Board meeting in September.

In parallel it was agreed that a review of the resourcing needs will be undertaken. The results of both of these pieces of work will be circulated during the next two months to allow the detail to be ratified at the September Board meeting. The board acknowledged that final agreement may not meet everyone's needs and if this is the case will be based on the majority view.

It was agreed that the September meeting would be the last of the current arrangements.

Action

1. Report on capacity (with input from all board members) and options to be presented to next board meeting.
2. The detail of the Governance Structure will be signed-off at the next board meeting.

8. Growing Places Fund Update and Policy Change

The board were updated on the Growing Places Fund applications. During the development of the Round 3 schemes, several applicants requested longer repayment over periods longer than the standard 2 years. The board agreed to the policy change to extend repayment to 4 years (but only with the imposition of interest charges for the period beyond 2 years), incentivising early repayment where possible.

9. Communications and Perceptions Work Presentation

Mark Kerrigan presented the findings from the reputation survey that had been undertaken with local businesses and conversations with public, third sector and the media. The board discussed the methodology and agreed that need to differentiate between: the perceptions of existing businesses and potential inward investors (who are not captured in the survey); whether those who have used services are happy with them. In addition, it was agreed that it was more important for business to be aware of the services the LEP delivered than the SSLEP brand. The board thanked Mark for his presentation.

Action

1. Copy of the presentation and questions to be circulated to board members.
2. All board members to forward any comments to Paul Masterman.

10. Update on the City Deal

Providing energy security for business is the central theme of the City Deal. The Board were provided with a detailed briefing on 11th June. The proposals were

subject to a Readiness Check with Lord Shipley on 17th June and presented to Greg Clarke on 25th June.

The presentation to the Local Growth Working Group will take place on 17th July. The Chair thanked the team for their hard work in developing the negotiation document.

11. Local Transport Body Emerging Priorities

Atkins have produced their draft technical advice which has been circulated to all of the members of the "Transport Advisory Group". TAG members are now considering the draft recommendations and have been asked to feed back by the 17th July.

12. Any Other Business

The board thanked Alison Knight for her hard work in its support and expressed its best wishes to her in her new role at Cheshire West and Chester Council.

Reports for Information

(a) Sub-Groups Update

The sub-group reports were received and the success in being selected as one of three national pilots relating to skills and funding was applauded. The group were updated on the appointment of the Azhar Mobin, Chief Operating Officer of the Education Trust.

(b) Strategic Plan Update

A series of Challenge Sessions will be arranged to develop the strategy. Government Guidance is to be published on the EU Investment Strategy and LEP Strategic Plan. The first draft will be presented at the September meeting.

(c) Social Enterprise Update

There will be a Social Enterprise event in October held with the Funding Group. Working with Black Country LEP, and understanding size, wants and needs of SE sector. Judith Kirkland requested some support for this work including an event in October.

The meeting closed at 8:25pm

Date of next meeting

Thursday 12 September 2013 at 6.00 p.m. at Staffordshire University,
Beaconside, Stafford