

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

**Note of a Board Meeting held on
9 May 2013 at 6.00 p.m.
The Octagon Boardroom, Staffordshire University,
Weston Road, Stafford**

Present

Board Members

Ron Dougan	(Trent and Dove Housing) –Chair
Ken Stepney	(JCB)
Mark Kerrigan	(Alton Towers)
Kerry Diamond	(Zytek)
Sean Parry	(Michelin)
John Carr	(Barrington Engineering Ltd.)
Cllr Mohammed Pervez	(Leader, Stoke-on-Trent City Council)
John van de Laarscot	(Chief Executive, Stoke-on-Trent City Council)
Cllr Philip Atkins	(Leader, Staffordshire County Council)
Nick Bell	(Chief Executive, Staffordshire County Council)
Cllr Gordon Alcott	(representing - Leader, Cannock Chase Council)
Cllr Val Richards	(representing Leader, Stafford Borough Council)
Cllr Frances Beatty	(Cabinet Member, Stafford Borough Council)

Associate Members

Jonathan Dale	(Longton Avia (UK) Ltd.)
Geoff Riley	(Staffordshire and Black Country BIC)
John Smart	(Kapability Associates)
Ian Jenkinson	(Stilwell LLP)

University/Further Education Observers

Sarah Robinson	(Stoke-on-Trent College)
Paul Richards	(Staffordshire University)

Observers / In attendance

Cllr Sybil Ralphs	(Leader, Staffordshire Moorlands District Council)
Cllr Brian Edwards	(Leader, South Staffordshire Council)
John Sellgren	(Chief Executive, Newcastle-under-Lyme Borough Council)
John Betty	(Stoke-on-Trent City Council)
Joanne Tyzzer	(Stoke-on-Trent City Council)
Paul Masterman	(Staffordshire County Council - Communications)
Bob Phillips	(Cannock Chase Council)
Kevin Postones	(BIS)

Advisory/Secretariat

Sara Williams	(NSCCI)
Peter Davenport	(Staffordshire County Council)
Alison Knight	(Stoke-on-Trent City Council)
Jeff Marlow	(Southern Staffordshire Partnership)

1. **Introductions and Welcome**

The Chair welcomed members to the meeting

2. **Apologies**

Apologies were received from: Kevin Oakes, Richard Cotterell, Judith Kirkland, Adrian MacLaughlin, Jenny Tucker, Cllr Mike Heenan, Cllr Eddie Boden, Cllr George Adamson, Jeremy Mellor, Stuart Adams, Richard Ward, Cllr Ben Adams, Helen Riley, Darryl Evers, Steve Burrows, Dai Lerner, Ted Manders, Neale Clifton

3. **Declaration of Interest**

None.

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

These were agreed and all relevant matters arising were on the agenda.

5. **Stoke-on-Trent City Centre Presentation**

John Betty and Jo Tyzzer from Stoke-on-Trent City Council gave a presentation on the work in progress to deliver a range of initiatives that were being progressed to deliver a strong and vibrant City including retail, leisure and business developments.

The presentation has been circulated to board members.

Board members discussed the presentation and its implications. They highlighted the importance of maximising the potential of the funding streams, the opportunities to link in with the Universities and Colleges, and the importance of electronic connectivity.

It was agreed that it would be useful to have a complementary presentation on activity across the wider area at the next board meeting.

6. **First Draft 2013/14 Business Plan Update**

The template had been circulated around sub groups and responses had now been received. The financial allocations were to be based on the core funding submission. This document would provide a detailed background to the updated strategic business plan.

A draft of an updated Strategic Business Plan will be compiled for circulation to the next meeting supported by the Sub Group Delivery plans which have now all been provided.

Board members were asked to identify any areas that they felt needed to be included with the relevant facilitator directly.

Future reporting to be more closely aligned with the business plan and supporting delivery plan.

Action

Board members to feed any comments to the relevant facilitator

7. **Development of the Strategic Plan**

The Board agreed that a Draft Economic Growth Strategy was needed to provide a key piece of background for the meeting with the Ad Hoc Ministerial Group on the City Deal. It was noted that a substantial amount of evidence has already been collated and that any use of further external support needed to build on this and ensure that the LEP submits the best plan and funding submission that it can. Government Guidance will be published after the 26 June spending review.

Action

- (i) John Sellgren to be Chief Executive Lead.
- (ii) Ron Dougan to act as the LEP representative on the Project Board
- (iii) Draft Economic Growth Strategy to be reported to the next Board meeting.
- (iv) Timeline for work to be reviewed to comply with our needs particularly in relation to the Deal presentation to the Ad Hoc Ministerial Group.

8. **Cross LEP Working – Presentation**

Jeff Marlow - SSP - gave a presentation on the challenges and opportunity of cross LEP working. He outlined the links with GBSLEP / DZMZ / BCLEP as examples

It was agreed that the LEP needed to continue to work with all neighbours in the most effective way. For instance the EU Transition status will require collaboration with Shropshire and there are links with Greater Birmingham and Solihull, D2N2 - Derbyshire, Cheshire, Marches, and the Black Country as well as sectoral links elsewhere.

Members were keen to avoid confusion and encourage simplicity wherever possible. The example of the handling of the Peak District in relation to Destination Management was quoted as an example of how this had been achieved. They were equally keen to ensure that business viewed the LEP positively and saw it as the correct choice for them.

The Chair reported that he will be meeting his West Midlands colleagues in early June.

9. **Any Other Business**

Nil.

For Information

- (a) KPI Report

The revised document was tabled and subsequently circulated electronically. A comparison with national and peer data to be included. More use should be made of the data in communications.

Action

Additional feedback requested.

(b) Growing Places Fund Update

The emerging bids will potentially result in an over-commitment of funding. Government would be approached to seek an additional allocation. A full programme report will be given in July which may result in the re-allocation of funds.

(c) Local Transport Body Update

A request for schemes has been circulated and these are currently being reviewed and the Transport Advisory Group had met.

It was agreed that Jonathan Dale be nominated as the LEP representative on the Local Transport Body.

(d) The Deal

An Ad Hoc Ministerial Group would review the area's proposals in Mid July. Work was in progress to prepare the documentation and test this out in advance with Cabinet Office and the Cities Minister.

A briefing meeting for Board members was to be arranged in the week commencing 10th June.

Action

Board Member briefing to be arranged

(e) Sub Groups Update

The Sub group update was noted with the following actions agreed

- A marketing presentation on research work to be given to the July meeting.
- Outcome of the LEP Supported RGF 4 - Innovative Growth in Stoke on Trent and Staffordshire bid awaited. It was noted that funding would need to be allocated for its management if it is successful.
- Education Trust Officer to be recruited.

Date of Next Meeting

Thursday 13 June 2013 at 6.00 p.m. at Keele Hall, Keele University