

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

**Note of a Board Meeting held on
14 February 2013
Keele Hall, Keele University, Keele**

Present

Board Members

Ron Dougan	(Trent and Dove Housing) –Chair
Mark Kerrigan	(Alton Towers)
Kevin Oakes	(Steelite)
Sean Parry	(Michelin)
John Carr	(Barrington Engineering Ltd.)
Judith Kirkland	(Business Enterprise Support)
Jenny Tucker	(Keele University)
Alison Knight	(representing Chief Executive, Stoke-on-Trent City Council)
Cllr Ben Adams	(Deputy Leader, Staffordshire County Council)
Catherine Raines	(Deputy Chief Executive & Director for Place, Staffordshire County Council)
Cllr Gordon Alcott	(Cabinet Member, Cannock Chase Council)
Cllr Eddie Boden	(Deputy Leader, Newcastle under Lyme Borough Council)
Cllr Sybil Ralphs	(Leader, Staffordshire Moorlands District Council)
Cllr Mark Meredith	(Portfolio Holder, Stoke-on-Trent City Council)

Associate Members

Jonathan Dale	(Longton Avia (UK) Ltd.)
Jeremy Mellor	(Wood Goldstraw Yorath LLP)
Stuart Adams	(Endeka Ceramics Ltd.)
John Smart	(Kapability Associates)
Geoff Riley	(Staffordshire & Black Country BIC)

University/Further Education Observers

Nil

Observers / In attendance

John Sellgren	(Newcastle-under-Lyme Borough Council)
Dai Lerner	(Staffordshire Moorlands District Council)
Bob Philips	(Cannock Chase Council)
Gareth Snell	(Newcastle-under-Lyme Borough Council)
Kevin Postones	(BIS)
Adam Duell	(Keele University)
John Mason	Student

Advisory/Secretariat

Darryl Eyers	(Staffordshire County Council)
Peter Davenport	(Staffordshire County Council)
Sara Williams	(North Staffordshire Chamber of Commerce & Industry)
Jeff Marlow	(Southern Staffordshire Partnership)

1. Introduction

The Chair welcomed members to the meeting and thanked Keele University for their hospitality.

2. Apologies

Ken Stepney, Kerry Diamond, Richard Cotterell, Sean Parry, Paul Richards, Adrian MacLaughlin, Mohammed Pervez, John van de Laarschot, Cllr Mohammed Pervez, Cllr Philip Atkins, Nick Bell, Cllr George Adamson, Cllr Mike Wilcox, Cllr Mike Heenan, Cllr Mark Meredith, Ian Jenkinson, Richard Ward, Sarah Robinson

3. Declarations of Interest

There were no additional declarations of interest.

4. Minutes and Matters Arising

Add Tony Bray.
Amend page 2.

Matters Arising

Inward Investment – report back on UKTI discussions to April meeting. Good feedback and would like to see it as a regular event.
Dinner could be repeated.

Employer ownership pilot advice surgery to be held on the 1st March.

Travel to Work Area Data to be circulated.

5. Key Performance Indicators

The revised presentation was welcomed. The Board felt that the ultimate test will be the measurable progress that has been achieved. A number of queries were raised regarding the basis of the figures particularly GDP, jobs created, and the impact of work programme changes.

The approach will continue to be developed and the link to targets strengthened.

6. Deal Update

Catherine Raines reported that the Expression of Interest had been submitted on the 15th January. The Minister had been receptive and made positive suggestions to improve the EoI. A decision was anticipated this week. The decision will be based on need as well as quality of the bid.

It was intended to continue to work on the initiatives that had been developed as part of the bidding process.

Action:

Advice on outcome to be fed back to Board Members.

7. Looking to the Future and Accountability

The board agreed the proposal to hold an Away Day. This should be from 2pm to 8pm on the date of the next Board meeting and should involve all Board and Associate Members. Members and observers were invited to contribute thoughts in advance of the meeting.

It was agreed that an annual conference should be held which would include the presentation of a short annual report. The conference should be held in June. Following a discussion about potential venues it was agreed that St Georges Park be approached to gauge its interest in hosting the event. The details would be discussed after the Away Day.

Action:

- 1. Away Day on the 14th March to be scheduled from 2pm**
- 2. All Board Members and Associates to be invited and observers were offered the opportunity to feed their thoughts in by email**
- 3. Short Annual Report to be prepared coordinated by the Secretariat but including contributions from all Sub Groups**
- 4. Annual Conference to be arranged in June. Secretariat to investigate the potential venue. Task and Finish Group to be established including MK, DE, AK, PM and PD.**
- 5. Chairs of Sub Groups to be ready to report to the Away Day.**

8. Funding Plan - Confidential

The Board agreed the Application for Core Funding as circulated.

9. Transport

(a) Local Transport Body

The development of the Assurance Framework was progressing in the light of previous discussions at the board, particularly the consultation response. The proposal remained that the LEP would be a member of the LTB and that LA Membership would include the Local Transport Authorities and representation of the Local Planning Authorities (LPA).

The DfT had published funding allocations which subdivided the funding based on the travel to work patterns in Lichfield and Tamworth with 50% of the allocation being allocated to the Greater Birmingham and Solihull LTB.

A brief was being developed to progress the prioritisation process and the Assurance Framework would be finalised at the end of February. The LTB would be supported by a Transport Advisory Group that brought together stakeholders in the area and neighbours including all LPA.

It was agreed that the revenue £130,000 of funding allocated to the LEP by the DfT should be used to progress the prioritisation work.

Action:

- 1. The Chair to agree the Final Submission with the two Local Transport Authorities and the membership of the LTB would be finalised thereafter**

- 2. LTAs to agree the Accountable Body**
- 3. Brief for the prioritisation work to be agreed with the Chair, Chair of the Funding Group, and Lead Associate Member for Transport.**

(b) Local Pinch Point Programme - Confidential

(c) High Speed 2

Pete Price (Stoke-on-Trent City Council) outlined the HS2 announcement and the tenor of subsequent discussions. The lack of a station in the area was particularly disappointing and there was a case for local partners to lobby for one. NSCCI in particular had been campaigning for a station.

The board discussed the benefits and impacts of the published line in general in anticipation of the need for it to have a fuller discussion and respond to the forthcoming consultation.

Action:

- 1. Board to consider its response to the consultation in more detail at a future meeting**
- 2. CSoT and NSCCI to progress the case for a local station**

10. Sub Group Updates

The sub group updates were circulated for information. Additional points raised in the meeting were;

(a) Business Development Group

Michelin were willing to sponsor the Business Awards.

(b) Inward Investment

The job target should be met at year end.

(c) Successfully Marketing Stoke-on-Trent and Staffordshire as a place to do business

There was an accepted need to improve and enhance the induction and training of new board members. This could usefully include short position papers. In addition the Away Day would provide a good opportunity to explore the culture needed to deliver the "Red Carpet". The 2013/14 budget needed to be identified.

Action

- 1. Copy of the Wall of Influence to be Circulated**
- 2. John Smart to send out an invitation to the Linked In Group**
- 3. Position papers to be developed for Board members information by the Secretariat and the induction approach to be improved.**

(d) Improving Access to Finance and Funding

No additional comments.

(e) Providing the Right Sites and Infrastructure

Growing Places Fund to be reported on in more detail to the next meeting. Consideration to be given to the de-allocation of projects where they were holding back others.

(f) Training and Skills

Report welcomed

11. Any Other Business

- (i) A letter had been received from Ministers regarding future European Union Funding – distribute. It was agreed that this should be distributed.
- (ii) The Chair reported that the local engagement events were being arranged and the first one in Stafford had been very well received. District Councils, and Chambers of Commerce were helping with arrangements.
- (iii) The Chair invited Stoke City Council to present their proposals to the Board to April or May Board for the City Centre.
- (iv) The Chair and Board thanked to Catherine Raines for her drive and contribution to the deal work and LEP.