

**Note of a Full Partnership Board Meeting held at LEP offices, Stafford,
Thursday 10th March 2016**

Present
Board Members

David Frost	Stoke-on-Trent & Staffordshire LEP - Chair
Kerry Diamond	Zytek – Vice Chair
Adrian Maclaughlin	Dunston Business Village
John Carr	Barrington Engineering
David Sidaway	Stoke-on-Trent City Council
Patrick Farrington	Leader, Stafford Borough Council
Judith Kirkland	Business Enterprise Support
Cllr Phillip Atkins	Leader, Staffordshire County Council
Graham Morley	Association of Colleges
Sarah Tudor	Representing Michael Gunn, Staffordshire University
Sara Williams	Staffordshire Chambers of Commerce
Cllr Abi Brown	Stoke-on-Trent City Council
John Henderson	Staffordshire County Council
Ian Thompson	Staffordshire Borough Council
Trevor McMillan	Keele University
Kevin Oakes	Steelite
Cllr Terence Follows	Stoke-on-Trent City Council
Graham Morley	South Staffs College

Observers / In Attendance

Alison Thomas	LEP Communications Officer
Kevin Postones	BIS

Advisory/Secretariat

Peter Davenport	Stoke-on-Trent & Staffordshire LEP
Julie Frost	Stoke-on-Trent & Staffordshire LEP

Apologies

John Henderson, David Sidaway, Prof Trevor McMillan, Ken Stepney, Judith Kirkland, Cllr George Adamson

1. Introductions

The Chair welcomed everyone to the meeting. He thanked Kevin Postones for his support during his time with BIS and wished him well for his retirement. It was noted that Andrea Whitworth, who was known to many, would be replacing Kevin.

2. Declarations of Interest

Adrian McLaughlin declared an interest in Dunston Business Village and did not participate in the discussion on the Finance report.

3. Apologies

The apologies were noted.

4. **Notes of Previous Meeting and matters arising**

These were agreed with but it was noted that the last paragraph in section 9 regarding EU Programmes had been overtaken by events.

5. **Chairs Update & Delegates Decisions**

The Chair had received positive feedback from the Curry Supper recently held at the Beacon Barracks with the Signals Regiments. Discussions were ongoing between the Signals regiment and members of the LEP Board. It was reported that the scheduled Innovation Council Meeting had been postponed.

6. **Key Performance Indicators**

Two reports were circulated for information.

The tender process for the Business Helpline had been successfully completed and the outcome was awaited.

7. **City & Growth Deal Programme Report for the last 6 months**

The Partnership Board was requested to approve capital expenditure of £7.71m for the delivery of the City Centre Access Programme as outlined in the attached business case which will be published.

a) The Partnership Board approved the City Centre Access Programme grouped in a different manner from the original format. Specifically it was to be changed from the original groupings:

- Etruria Road Corridor
- Leek Road Corridor
- City Centre Ring Road

to the new groupings:

- North West Approach to the City Centre
- South East Approach to City Centre
- South West Approach to City Centre

It was reported that the number of delivery partners had requested revenue support. The Board agreed Growth Deal Programme Board may need to allocate funds at the quarterly meeting to project development.

A spreadsheet was issued outlining the progress of projects with the top risks being identified as Stafford Western Access Route and Etruria Valley. It was that the process was in place for monitoring and delivery.

8. **Ceramic Valley Enterprise Zone**

Cllr Brown presented an update on the project. A successful visit by representatives from DCLG had been hosted on Friday 4th March. In discussion, DCLG representatives had expressed a positive interest in AMRICC as a strong USP for the City.

9. **Governance – appointments and amendments to constitution**

The Partnership Board considered a report on Board membership in accordance with the constitution. It also considered recommendations for a revision to the remit and pf the City & Growth Deal Programme Board.

The Board:

1. Approved the reappointment of business board members as set out in appendix 1 for a further period of three years
2. Agreed the amendments to the remit of the City & Growth Deal Programme Board and include reference to the Enterprise Zone

It was also agreed to appoint Kevin Oakes to the Executive Group to oversee Inward Investment with immediate effect.

Action: Secretariat to invite KO for Executive Group meetings

10. **Finance**

The Board considered the finance dashboard and were asked to advise the secretariat of any requests for revenue funding.

Action: The plan for next year would be brought to April's Executive Group Meeting

Growing Places Fund Update

The Executive Group was asked to consider an application from TMT First Ltd. and whether it wished to approve the investment of the requisite sum of GPF funds into the scheme. This approval being subject to satisfactory completion of the final elements of the due diligence appraisal and the separate legal agreements supported by the loan security arrangements.

The Board agreed to this request.

11. **Sub-Group Updates**

11a)EU Programme

The report was circulated for information. The Board was pleased to learn that significant progress was being made.

11b)Business Growth

The Board was presented with a report which set out the progress made. Discussions were underway with a Nordic consortium who were looking for a presence within Staffordshire and possible links with BIS were being followed up. The Board discussed ways to publicise potential funding streams with local companies. John Carr would be visiting China week commencing 14th March as part of the development of economic links.

11c)Skills

The Board was advised that the Post-16 Area Review was progressing, with a reporting emerging in May. Members were keen to ensure that local needs were met.

11d)Northern Gateway Development Zone

The initiative was to be launched at MIPIM later in the month. A joint submission had been made to Government proposing the development of a Growth Strategy. It had been agreed that Cheshire East would be the accountable body for the work.

11e)Midlands Engine

The Midlands Engine prospectus would be launched at MIPIM. The Make It team had successfully worked to ensure there would be a Midlands Pavilion at MIPIM in 2017.

12. Any Other Business

Staffordshire Chambers of Commerce would be holding a Festival of Business between 7-18 November, starting with an Inspirational Leadership Conference. The Chambers would be looking to align with other similar meetings which may be taking place and would also be looking for funding support from the LEP in addition to seeking external sponsorship.

The Executive Group meeting scheduled for 14th April had been postponed to 21st April.

Dates of next meetings:

Executive Group	21 st April 2016
Full Partnership Board	10th November 2016