

**Note of a Full Partnership Board Meeting held at LEP offices, Stafford,
Thursday 12th November 2015**

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
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

Colonel Stuart Whittley	Royal Signals
Alison Thomas	LEP Communications Officer
Ruth Cragg	Staffordshire County Council

Advisory/Secretariat

Peter Davenport	Stoke-on-Trent & Staffordshire LEP
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Apologies

Michael Gunn, Richard Cotterell, Kevin Postones, Judith Kirkland, Mike Wilcox, George Adamson

1. Introductions

The Chair thanked everyone for attending and welcomed Colonel Whittley.

2. Declarations of Interest

None were declared.

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 reported he'd been told informally that the Post-16 Area Reviews would commence in January 2016 and be completed by May. The Chair reiterated the importance of being clear what outcomes the LEP would want to see. The Chair had attended LA International's formal presentation of the Queen's Award for Enterprise this week and had also been on a tour of the successful Limestone Brewery in Stone. He was continuing to actively engage local businesses.

6. **Key Performance Indicators**

The KPI recorded a 5.4% fall in unemployment. The Business Helpline had received 621 calls to date and was progressing well. The job figures were good but it was noted that tough times are ahead. The Board were advised that more redundancies were expected to be made at JCB. Jobcentre Plus Burton-on-Trent were involved but assistance would also be required from Jobcentre Plus Stoke-on-Trent. A helpline had been set up by Staffordshire County Council for staff affected by the redundancies.

7. **Signal's Regiment Presentation**

Colonel Stuart Whittleby gave an overview presentation to introduce the work of the Royal Signals from MoD Stafford to the local community. It was suggested that an Action Plan would be useful in engaging local employers and schools. It was felt there would be lots of opportunities for the Royal Signals to participate in the European City of Sport in Stoke in 2016. 50 guests, consisting of LEP members and associates, would be invited to attend a curry night in January.

8. **Agri-Tech**

Ruth Shufflebotham gave a presentation and sought the Partnership Board's support in developing Agri-tech in Staffordshire. The Board gave the move support and requested updates twice yearly.

9. **Policy and Task and Finish Group Updates**

9a Governance

A move to reappoint the Board members was approved, as was a proposal to extend business members terms of office to the 31st March 2016, with a further report to the next meeting.

9b City Deal/Growth Deal

The LEP Annual Report sets out the progress the LEP had made. There was a predicted underspend on the Local Growth Fund of £1.9M out of the £14.4M total. All agreed on the importance of transparency in a constructive and supportive manner. Key risks had been identified and addressed on Stafford Western Access Route and Etruria Valley.

9c EU Programme and Business Cases

Jonathan Dale gave an update presentation. Jonathan reported a meeting was due to take place with DCLG week commencing 16th November but expressed frustration that the LEP has no control on when the ESIF Committee Meetings take place.

Regulation for Growth's 'Better Regulation = Business Growth' event, due to take place at Keele University on 9th November, had been cancelled due to a lack of interest from the business community. The Growth Hub had recently won an FSB Business Award and was highly commended. The helpline was currently out for tender.

An Innovation Council meeting was to be hosted by Staffordshire University on the 14th December.

9d Skills

Ken Stepney gave an update on the Education Trust. The Skills Strategy had been circulated and feedback was requested.

Action: Skills Strategy to be brought to the next Executive Group meeting for final approval

9e Finance

Kerry Diamond presented the finance.

Summary:

- The LEP Delivery Team was now fully established.
- A 'deep dive' review of current LGD 1 schemes and LGF had seen 2015/16 Budget Profiles being subsequently revised and slippage arising against this year's LGF grant.
- A small number of 2016/17 planned LGD1 schemes had now been brought forward in to 2015/16 to minimise LGF slippage.
- Local Growth Deal & City Deal Schemes/projects was expected to spend to their respective revised 'Year 1' budget profile.
- Looking forward, the SSLEP was currently preparing for the next Local Growth Fund bidding round - Local Growth Deal 3.
- The Annual Report 2015, which provided greater detail on both budget performance and progress made was now available on the SSLEP website.

9f Inward Investment

Peter Davenport gave a short presentation prepared by Jonathan Phipps. The CRM system logs every enquiry made as a result of involvement with the MIPIM UK exhibition and more detail can be provided.

Action: Report on MIPIM 2016 to be compiled

10. Northern Gateway Development Zone

It was reported a lot of interest had been attracted at MIPIM UK and HS2 would be a significant driver. The Meaford Chord issue was raised and discussed and a range of views expressed. An announcement on HS2 was expected within the next 10 days.

11. Briefing on Midlands Engine

A briefing document was circulated. The Board will be briefed as the project developments.

12. Briefing on Midlands Connect

Briefing document was circulated. The Board will be briefed on developments.

13. Any other Business

John Carr advised the Board that a visit by representatives of the Chinese government would be taking place in 2 weeks.

Action: John Carr to circulate notes

Dates of next meetings:

Executive Group	9 th December 2015
Full Partnership Board	10th March 2016