

**Notes of the LEP Executive Group Meeting
Broad Eye Building, Earl Street, Stafford, ST16 2QR
9th June 2016**

Minutes

Present

Group Members

David Frost (Chair)	
John Henderson	Chief Executive, Staffordshire County Council
Kerry Diamond	Continental Engineering
Cllr Patrick Farrington	Stafford Borough Council
Jonathan Dale	Denoviant
David Sidaway	City Director, Stoke-on-Trent City Council
Richard Cotterell	Perkins Engines
Prof Trevor McMillan	Keele University
Ken Stepney	JCB

Advisory/Secretariat

Peter Davenport	Stoke-on-Trent & Staffordshire LEP
Julie Frost	Office Manager, Stoke-on-Trent & Staffordshire LEP
Andrea Whitworth	BIS West Midlands
Chris Gill	(Consultant) Programme Director

In Attendance

Cllr Ben Adams	Staffordshire County Council
David Perret	Stoke-on-Trent City Council
Simon Hooton	Regeneris
Katie Dean	Regeneris

Apologies

Cllr Philip Atkins	Leader, Staffordshire County Council
Cllr Abi Brown	Deputy Leader, Stoke-on-Trent City Council
Kevin Oakes	Steelite
Cllr Danny Cook	Tamworth Council

1. Introductions

The Chairman welcomed attendees to the meeting.

2. Apologies

Noted.

It was noted that Cllr Adamson had requested at the Stafford Leaders Meeting they elect a representative to replace him on the LEP Executive and Board. It had been proposed that Cllr Danny Cook from Tamworth Borough Council would be the replacement.

3. Declarations of Interest

None.

4. Notes of the previous meeting and any matters arising

The minutes were accepted as a true and fair record with one amendment, that Cllr Farrington expressed an interest in the Stafford Western Access Route.

5. Chairs Delegated Decisions and Actions

The Chairman had attended the British Ceramic Confederation's AGM and fed back their keen interest in having more engagement with Enterprise Zone.

The Chairman had attended a breakfast meeting with the SoS for Transport which had discussed HS2. In addition John Henderson had met representatives of HS2 which had highlighted the need for it to look more widely at the benefits of the scheme.

The Chairman had met with the Chief Executive of Four Ashes Ltd regarding the West Midlands Interchange. They had discussed presenting to the Executive Group.

6. Post-16 Further Education Area Review

The Executive Group received an update on the post 16 review of education and training. It was understood that the outcomes from the review would be known by the end of July.

7. City & Growth Deal Programme Board Report

The Executive Group noted the report and in particular that there was a high risk of the Growth Deal Programme underspending in 2016/17 by £12.2m and noted that a recovery plan was being developed to mitigate this.

An independent annual audit of the Assurance Framework was being undertaken and a draft report had been circulated. The final document would be circulated.

Action: CG to circulate electronically within the next 2 weeks

8. Growth Deal 3 – presentation by Regeneris

Trevor McMillan declared an interest.

Regeneris had been retained to independently review the projects submitted in response to the call for expressions of interest and to prepare the bid documents. The final Growth Deal submission would be submitted by 12 noon on the 28th July.

Regeneris gave a presentation and sought the views of the Executive Group on:

- the emerging shape of the funding bid after the initial sift
- any shortcomings within the emerging project pipeline
- the next steps in developing the project pipeline and the bid

The group considered the presentation agreed that a bid of circa £40m was appropriate given the level of funding available and the extrapolation of past levels of allocation. It was agreed that the final bid would be considered by the meeting on the 21st July. It was noted that the LEP would have to complete a spreadsheet identifying priorities and that the bid would need to meet the relevant guidance. A "Snapshot" would need to be submitted on the 24th June.

Action: Regeneris to bring more detail to the LEP Executive Group meeting in July

9. Financial Update

The Financial Dashboard was circulated and a verbal update was given. Growing Places Fund was a concern, with a total £3M worth of loans still available. James Leavesley had agreed to be the Vice Chairman of the Strategic Funding Group. The Executive Group approved the appointment of Paul Hodgkinson as Kerry Diamond's deputy on the Strategic Operations Board.

Action: KD to circulate the list of available grants

10. Policy and Task Group Updates

A report given an update on the Growth Hub, Inward Investment and the Strategic Finance Group was circulated for information

11. Any other Business

Workshops were due to take place at Keele University as part of the Science and Innovation audit. Concerns were raised that the process wasn't as open as it had been understood to be. The Chairman was asked to monitor the situation and Andrea Whitworth offered assistance.

Action: AW to take as an action point

The Chairman would be attending the Midlands Engine Summit, along with Cllr Atkins and Peter Davenport, at Nottingham Trent University on 4th July.

Date of Next Meeting:

Thursday 21st July, Broad Eye Building, Earl Street, Stafford, ST16 2QR