

**Notes of the LEP Executive Group Meeting  
Room R2002, Stafford College, Earl Street, ST16 2QR  
17<sup>th</sup> February 2017**

**Present**

**Group Members**

David Frost (Chairman)	
Cllr Philip Atkins	Leader, Staffordshire County Council
John Henderson	Chief Executive, Staffordshire County Council
Prof Liz Barnes	Staffordshire University
Cllr Patrick Farrington	Stafford Borough Council
Sarah Montgomery	National Memorial Arboretum
Ken Stepney	JCB
Jonathan Dale	Denoviant
Cllr Abi Brown	Deputy Leader, Stoke-on-Trent City Council
Jo Tyzzer	Stoke-on-Trent City Council (attending on behalf of the City Director)

**Advisory/Secretariat**

Peter Davenport	Stoke-on-Trent & Staffordshire LEP
Julie Frost	Office Manager, Stoke-on-Trent & Staffordshire LEP

**In Attendance**

Andrea Whitworth	BEIS West Midlands
Paul Williams	Stoke-on-Trent City of Culture Bid

**Apologies**

Cllr Danny Cook	Tamworth Council
Kevin Oakes	Steelite
David Sidaway	City Director, Stoke-on-Trent City Council
Kerry Diamond	Continental Engineering
Richard Cotterell	Perkins Engines

**1. Introductions**

The Chairman opened the meeting. Cllr Danny Cook had unfortunately resigned from the Board as a consequence of other commitments. The LEP was awaiting confirmation from the Leaders of the local District/Borough Councils as to who would be nominated to replace him.

John Carr had also tendered his resignation with immediate effect, due to taking up a post with Keele University which resulted in a conflict of interest.

The Group expressed their thanks to both Cllr Cook and John for their contribution to the SSLEP.

The business vacancy would be advertised once the Assurance Framework was finalised.

**2. Apologies**

These were noted.

**3. Declarations of Interest**

There were no declarations in addition to those noted in the register.

#### **4. Stoke-on-Trent City of Culture Bid**

Paul Williams gave a presentation on the City of Culture bid. The development of the bid had received positive media interest but the Executive felt that other outcomes needed to be addressed, in particular educational attainment and the retention of graduates.

Timescales for the bid were 28<sup>th</sup> February to register bid intent, first stage submission on the 28<sup>th</sup> April, shortlisting and guidance in July, submission of the final bid in September with the winner being announced in December.

The Executive Group agreed to give their support to the bid. Paul Williams left the meeting.

#### **5. Notes of the previous meeting and any matters arising**

The minutes were accepted as a record of the meeting. It was noted that Paul Hodgkinson and Mark Connell (as the alternate) had been nominated as SSLEP representatives on the Midlands Engine Investment Fund Regional Advisory Board.

#### **5. Chairman's Delegated Decisions and Actions**

The Chairman thanked the Executive for reappointing him for a further 3 year term but emphasised the importance of looking at progression in the long term.

The Chairman welcomed Sarah Montgomery to the Executive Group as Destination Management Partnership representative

#### **6. KPIs**

The report was circulated for information. It was noted that the figures didn't include university apprenticeships and it was agreed to revisit how data is collected.

**Action: Peter Davenport to liaise with Scott Grindey**

#### **8. Revisions to Assurance Framework**

The working draft was considered by the group. Key points were outlined, including Declarations of Interest, Transparency and Decision Making. The Executive Group were asked to approve the proposed changes. Members agreed to set up a small working group to look at the function of the Partnership Board following the approval of the framework by the Partnership Board.

The group agreed to recommend the revised framework to the Partnership Board.

#### **9. City Deal & Growth Deal Programme Board Report**

The Executive Group was advised of the progress on the schemes in the investment programme. The Executive Group noted the content of the Programme Highlights report and Outcomes dashboard.

#### **10. Finance Report – part confidential**

The Group noted the report. *Cllr Brown requested an amendment to the description of the hotel project.*

**Action: Peter Davenport to amend the report as requested by the City Council**

## **11. Northern Gateway Development Zone Update**

A verbal update was given. The Chairman reported he had attended a roundtable meeting in Chester with the Cheshire and Warrington LEP where the impact of the sale of General Motors Europe to Peugeot/Citroen had been identified as a risk.

It was reported that Northern Gateway and Midlands Engine MIPIM planning had been proceeding well with improved private sector engagement. The new Northern Gateway branding would be launched at MIPIM.

**Action: Peter Davenport to seek interest in a briefing meeting for those currently unfamiliar with the NGDZ work.**

## **12. Midlands Connect Strategy and Next Steps**

A verbal update was given. It was reported that the Rt Hon Chris Grayling MP, Secretary of State for Transport, had recently visited the region and viewed the A50 scheme at Uttoxeter.

A sub-national transport body was being considered by the Midlands Connect Partnership.

## **13. Developing a response to the Industrial Strategy Consultation Paper & progressing the refresh of the Strategic Economic Plan**

The group agreed the plan set out in the paper.

The group was pleased that John Sellgren, Chief Executive of Newcastle Borough Council, had offered to chair a working group and this offer was accepted. Nominations of business and Higher Education members were invited.

The Executive noted it would be important to consider the possible implications of Article 50 being invoked in March.

**Action: response to Industrial Strategy to be prepared and the programme of events arranged**

## **14. Policy & Task Group Update**

Ken Stepney reported that the Chief Executive of the Careers and Enterprise Company would be visiting the area in March. He had also held discussions with the FE Commissioner and new Principal of Stoke College. A number of apprenticeship events had also been held.

**Action: Ken Stepney to provide an update report at the next meeting**

## **15. Any other Business**

None

### **Date of Next Meeting:**

Thursday 13<sup>th</sup> April at the White Room, County Buildings, Martin Street, Stafford, ST16 2LH. Refreshments would be available from 5.15pm