

**Executive**

**Board**

**Confidential AGENDA**

**Thursday 20th June 2019**

**6pm-8pm**

**Drawing Room, Judges House, Stafford ST16 2LE**

**AGENDA**

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| **Item** | **Subject** | **Lead** | **Timing** |
| **1** | **Introductions** | Alun Rogers  | 5 mins |
| **2** | **Apologies** |
| **3** | **Declarations of Interest** |
| **4** | **Local Industrial Strategy: Consideration of Evidence Base & Stakeholder Plan** | Patrick White, Kevin FenningMetroDynamics | 40 mins |
| **5** | **Etruria Valley Update: Consideration of Deliverability within Funding Programme Timescales** (partners to be taken through papers at meeting) | Phil Challinor/Steve Vitta | 15 mins |
| **6** | **Notes of the previous meeting & matters arising** | Alun Rogers | 5 mins |
| **7** | **Chairs Update and Delegated Decisions** | Alun Rogers | 5 mins |
| **8** | **City Deal and Growth Deal Programme:**Including Growth Deal Open Call Strategic Programme Management Group Recommendations:* Stoke Flood Alleviation Scheme
* Cannock & Tamworth Enterprise Centres
 | Jacqui Casey | 10 mins |
| **9** | **Finance Update**1. Finance & Outputs Dashboard Refresh (Verbal Update)
2. LEP Risk Register
3. Annual Accounts 2018/19
4. Proposed Scheme of Delegation
 | Mohammed AhmedS Ablewhite | 15 mins |
| **10** | **Growing Places Fund:**1. Keel University IC7
2. Blythe Park
3. Canalside Farm
 | M Ahmed | 10 mins |
| **11** | **Skills Advisory Panel: Terms of Reference & Programme of work** | Wendy Dean | 10 mins |
| **12**  | **Any Other Business** | All | 5 mins |

**SSLEP Forward Plan:**

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| **Executive Board Meeting Date 18th July 2019** |
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| **Lead Board Member/ Officer:** | **Agenda Item Name:** | **Time:** | **Recommendation:** |
| A Brown/P Cresswell | EZ Quarterly report |   | For Information |
| D Frost/J Casey | LEP Board Vacancies |   | For Decision |
| D Frost/J Casey | LEP Board Member Induction Programme |   | For Discussion |
| D Frost/J Casey | Future Staffing & Resources |  | For Decision |
| D Frost/J Casey | Review of Operational Sub Groups |   | For Decision |
| M Ahmed/ S Palphreyman | Full Risk Register |   | For Discussion |
| A Rogers/S Hicks | Local Industrial Strategy |   | For Discussion |
| M Ahmed/ S Ablewhite | LEP Qtr 1 Finance position 2019/20 |   | For Information |
| D Frost/J Casey | LEP Improvement Plan & Deep Dive |  | For Decision |
| **Executive Board Meeting Date 19th Sept 2019** |
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| **Lead Board Member/ Officer:** | **Agenda Item Name:** | **Time:** | **Recommendation:** |
| J Casey | Advertisement for LEP Chairman |   | For Decision |
| D Frost/ J Casey | Endorsement of New Board Members |   | For Decision |
| A Rogers/S Hicks | Local Industrial Strategy: Emerging Priorities Paper |   | For Decision |
| D Frost/ J Casey | Annual Performance Review Implementation Plan: Progress Report |   | For Discussion |
| D Frost/J Casey | LEP Communications Plan |   | For Decision |
| M Ahmed/ S Palphreyman | Risk Register |   | For Information |
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