

**Notes of the LEP Executive Group Meeting
Boardroom, Staffordshire University
Wednesday 14th June**

Present

Group Members

David Frost (Chairman)	
John Henderson	Chief Executive, Staffordshire County Council
Jonathan Dale	Denoviant
Sarah Montgomery	National Memorial Arboretum
David Sidaway	City Director, Stoke-on-Trent City Council
Cllr Abi Brown	Deputy Leader, Stoke-on-Trent City Council
Cllr Mark Winnington (representing Cllr Atkins)	Staffordshire County Council

Advisory/Secretariat

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

In Attendance

Prof Martin Jones (representing Prof Barnes)	Staffordshire University
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Apologies

Richard Cotterell	Perkins Engines
Cllr Philip Atkins	Leader, Staffordshire County Council
Prof Liz Barnes	Staffordshire University
Cllr Patrick Farrington	Stafford Borough Council
Ken Stepney	JCB
Cllr Brian Edwards	South Staffordshire Council
Kevin Oakes	Crown Derby
Andrea Whitworth	Cities and Local Growth Unit

1. Introductions

The Chairman welcomed everyone to the meeting and introduced Prof Martin Jones.

2. Apologies

These were noted.

3. Declarations of Interest

It was noted that Cllr Winnington and the Chairman had attended MIPIM.

4. Notes of the previous meeting and any matters arising

The minutes were agreed to be a true record of the meeting.

It was noted that the Enterprise Zone Implementation Plan had been signed and submitted to DCLG.

Actions:

- **Peter Davenport to send Sarah Montgomery a copy of the revised SEP**
- **Peter Davenport to circulate a list of the top 100 companies**

5. Chairman's Delegated Decisions and Actions

The Chairman gave an update on the recruitment and appointment of business Board members. A substantial response had been received and interviews had been scheduled. An update would be provided at the next Executive Group meeting.

6. KPIs

The report was circulated for information.

In discussion, a request was made to note gaps in vacancies to identify skills shortages. The Chairman stated that evidence suggested the economy was softening and it would be important to continue to closely monitor the situation.

Action: Peter Davenport to bring Trend Data on vacancies to be tabled at the next Executive Group meeting

7. Confidential item

8. Ceramics Sector Deal

A verbal update was provided and the offers and asks also would need to be agreed by those involved. It would be important to ensure that the proposals stood up to scrutiny and included 'place based' evidence. Regeneris had been contracted to complete the document and a version would be circulated once it was finalised. It was noted that the BCC were hosting a parliamentary reception on the 11th July.

9 -11. Confidential items

12. Revenue Budget 17-18

The report was noted and:

- i) The updated revenue budget plan as set out in section 2 and subsequent budget table was agreed
- ii) The funding proposals set out in section 3; Bank Search Research Studio and MIPIM France were agreed
- iii) The appointment of a new Programme Management Consultant was noted

13. Midlands Engine Update

It was reported that Keele University had been announced today as members of 'Midlands Innovation'. The Executive Group saw this as a positive move. It was felt that LEP involvement in the government structure should be stronger with more involvement from both the City and the County. The government would be investing £4 million into the project but match funding would be expected.

Both the LEP Chairman and Partnership Manager would be attending the Midlands Engine Supervisory Board Meeting on the 30th June and would provide feedback to the Executive at next month's meeting.

14. Policy & Task Group Updates

Skills Update:

The revised proposals for the Skills structure were agreed. This would involve the Employment, Skills and Education Board being supported by a Forum and Data sub group.

ESIF

The update was noted. Concern was expressed about delays in payment from the programme which was causing severe problems and closures.

Action: Chairman and Jonathan Dale to liaise on progress of discussions with DCLG outside of this meeting (met 29th June)

15. Any other Business

The County and City representatives agreed to meet to discuss the Constellation Partnership.

It was noted that the allocation of the Apprenticeship Levy was causing serious concerns to businesses. Clarity was required on the situation but its effects were known to be having a detrimental impact. It was agreed that Skills Staffordshire and Staffordshire University would produce and action a survey to establish a clearer picture from employers on the effect the levy was having.

Action: Jonathan Dale and Prof Martin Jones to liaise re production of survey

Date of Next Meeting:

Thursday 20th July, Judges Drawing Room, Stafford. Refreshments will be available from 5.30pm