

Stoke-on-Trent & Staffordshire Local Enterprise Partnership Constitution

Revision 9

Key Changes:

- Reformatted to minimise duplication of text in each section.
- Common clauses grouped into Appendices.
- Partnership Board renamed to The Partnership.
- Executive Group renamed to Executive Board.
- SPMB renamed to SPMG.
- Programme Assurance Board renamed to Programme Assurance Group
- EU7 Programme Management Group renamed to ESIF Programme Management Group.
- Education Skills and Employment Board renamed to Education Skills and Employment Group.
- Common protocol for Whistleblowing adopted.
- BEIS national protocol for Register of Interests adopted.
- Marking Scheme protocol for documents adopted.
- Protocols for Decision Making grouped in appendices.
- Timings for the issue of agendas, papers and minutes standardised for all meetings.
- Common rules for non-decision making groups scheduled in Appendices.
- The named individual responsible for “Risk” on behalf of the LEP will be the current Chair of the Audit & Finance Committee.
- Chair of Audit & Finance Committee may agree revenue budget expenditure in accordance with the Finance Dashboard.
- Executive Board annually reviews the performance of the Partnership Chair.
- Members of Partnership can nominate an alternate, when they are unable to attend. That alternate to comply with the protocols of SSLEP.
- Executive Board can have 2 Sector Champions in its membership.
- Reduced the role of the Partnership to one of discussion and receiving reports in a role akin to scrutiny. Partnership approves the Chair of the EG as this provides a check and balance with the Executive Board.

- The membership of the Partnership has also increased so suggested reducing the City representation to two rather than three.
- The agreement of strategy is moved to the Executive Board
- The Executive board is modified and the wording amended so that it isn't specifically necessary to have a separate vice chairman.
- The role of SPMB requires further refinement. As described the wording clearly has the SPMB sitting between the AB and the Executive. This is at variance from current practice.
- Some of the groups need the help of the leads e.g. EU, Skills
- ESIF Committee renamed to ESIF Group.
- Appointment process for Partnership members to be clarified.
- Executive Board responsible for developing operating structure of SSLEP.
- AFC delegations clarified.
- Section on Delivery Partners deleted.

End