**STOKE ON TRENT & STAFFORDSHIRE**

**LOCAL ENTERPRISE PARTNERSHIP**

**EXECUTIVE BOARD MEETING**

**19 March 2020 (Item 13)**

**LEP Review: SSLEP Improvement Plan Update & Annual Performance Review**

**1. SSLEP Improvement Plan**

1.1 Of the 25 areas for actions in the current SSLEP Improvement Plan, SSLEP has fully completed 22, with only minor actions still to be completed within the remaining 3. None of the outstanding actions relate to compliance issues. Outstanding actions are as follows (see Appx 1 for full document):

Action 3: SSLEP Communications Plan in place (work is nearing completion on this item and will be brought to May Board for consideration)

Action 12: LEP Secretariat email addresses in place

Action 13: Recruitment of CEO post completed (Job Evaluation has completed first stage and it is anticipated that this will be concluded by 22 April 2020)

These actions will be picked up in the new SSLEP Improvement Plan for 2021/22.

**2. Annual Performance Review**

2.1 SSLEP Annual Performance Review for 2019/20 was undertaken on 3 February 2020. The outcome of the Review was notified to SSLEP on 3 April and is attached here as Appendix 2. This positive outcome will put the partnership in a far stronger position moving forward. The full note of the APR meeting is attached as Appendix 3.

**R*ecommendation: That Board Members note the detail provided in the report and take opportunity to raise any queries.***

**Lead Board Director:** Alun Rogers, Chair of Stoke-on-Trent & Staffordshire LEP

**Lead Officer & Report Author:** Jacqui Casey, Interim Partnership Manager