

**Executive**

**Board**

**4pm-6pm, Thursday 18th June 2020**

**MS Teams Meeting with Dial-in Option**

**AGENDA**

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| **Open Meeting** | | | |
| **Item** | **Subject** | **Lead** | **Report Status/Timing** |
| **1** | **Introductions** | Alun Rogers | 5 mins |
| **2** | **Apologies** |
| **3** | **Declarations of Interest** |
| **4** | **Notes of the previous meeting and any matters arising** |
| **5** | **Chairs Update and Delegated Decisions** | Alun Rogers | 5 mins |
| 10 mins | | | |
| **Strategy** | | | |
| **6** | **Covid Task Force & LIS Sub Group Updates:**   1. Covid-19 Task Force Activity 2. Future Workforce; Growing Businesses; Innovation 3. Approach to Place | Alun Rogers/Sub Group Leads | **Discussion**  30 mins |
| **7** | **SSLEP Marketing Strategy** | Hannah Ault | **Decision**  15 mins |
| 45 mins | | | |
| **Delivery** | | | |
| **8** | **Report of Strategic Programme Management Board** | Sinead Butters | **Decision**  10 mins |
| **9** | **SSLEP Project & Programme Pipeline Development**  (Confidential – not for publication) | Alun Rogers/ Jacqui Casey | **Discussion**  15 mins |
| **10** | **SSLEP Annual Report 2019/20** | Alun Rogers /Emma Wilson | **Decision**  5 mins |
| **11** | **Stoke Projects Presentation** | Abi Brown/Phil Cresswell | **Information**  15 mins |
| **12** | **LEP Risk Register** (*verbal update on 15 June meeting*) | Mohammed Ahmed | **Discussion**  5 mins |
| 50 mins | | | |
| **Governance** | | | |
| **13** | **LEP Board & Sub-Group Structures** | Alun Rogers | **Decision**  10 mins |
| **14** | **Forward Plan** | All | 5 mins |
| 15 mins | | | |
| **15** | **Any Other Business** | All | 5 mins |
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**Forward Plan**

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| **Executive Board Meeting Date 16 July 2020** | | | |
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| **Lead Board Member/ Officer:** | **Item Name:** | **Time:** | **Recommendation:** |
| A Rogers & Sub-Group Leads | Draft LIS Delivery Plan incorporating Covid Recovery & Strategy Implementation: Future Workforce; Growing Businesses; Innovation; Place |  | Decision |
| A Rogers/J Casey | Autumn CSR Discussion |  | Discussion |
| A Rogers | AGM Arrangements |  | Information |
| Simon Ablewhite | Audited Accounts |  | Decision |
| A Rogers/J Casey | New SSLEP Improvement Plan |  | Discussion |
| A Rogers/J Kemp | Update Conflicts of Interest Section of Assurance Framework |  | Decision |
| M Ahmed/S Palphreyman | Risk Register |  | Decision |