

Thursday 17th September 2020

4pm-6pm

MS Teams Meeting with Dial In Option

AGENDA

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	Emerging Implementation Plan incorporating Local Industrial Strategy, Covid-19 Recovery and International Trade <i>Implementation Plan verbal</i>	All/Sub Group Leads	Information 15 mins
7	Midlands Energy Hub	Alun Rogers <i>inc verbal</i> by Michael Gallagher, Regional Energy Projects Manager	Decision 15 mins
30 mins			
Delivery			
8	Inward Investment, Make it Stoke-on-Trent & Staffordshire Steering Group <i>Update: verbal</i>	Sara Williams	Information 15 mins
9	Marketing & Communications Update <i>Update: verbal</i>	Hannah Ault	Information 5 mins
10	General Update: Growth Hub Peer Network, Getting Building Fund, Communications Agency Services procurement	Secretariat	Information 5 mins
11	Strategic Programme Management Group update: Q1 Outputs	James Leavesley	Information 5 mins
30 mins			
Governance			
12	Audit & Finance Committee: Full LEP Risk Register	Mohammed Ahmed	Discussion 10 mins
13	Mid-Year Performance Review <i>Update: verbal</i>	Secretariat	Information 5 mins
14	LEP Annual Delivery Plan: Update	Secretariat	Information

			5 mins
15	CEO Recruitment Committee: Update <i>Update: verbal</i>	Alun Rogers	Information 5 mins
16	LEP Membership: Companies House Update <i>Update: verbal</i>	Alun Rogers	Information 5 mins
17	Scrutiny Arrangements for 2020/21: Update <i>Update: verbal</i>	Secretariat	Information 5 mins
18	Forward Plan	All	5 mins
			40 mins
18	Any Other Business	All	5 mins

Forward Plan

Executive Board		Meeting Date	15 October 2020	
Lead Board Member/ Officer:	Item Name:	Time:	Recommendation:	
A Rogers & Sub-Group Leads	Emerging Implementation Plan incorporating Covid-19 Recovery, International Trade, Future Workforce; Growing Businesses; Innovation; Place		Discussion/Decision	
L Barnes / S Hicks	SAP Update: Institute of Technology and Careers Enterprise Company		Information	
J Leavesley / S Palphreym.	SPMG: Getting Building Fund update		Information	
A Rogers / M Parkinson	Conference Arrangements for Autumn 2020		Decision	
A Rogers / M Parkinson	Mid-Year Performance Review		Information	
M Ahmed / S Ablewhite	Audit & Finance Committee: Q2 Financial Dashboard		Decision	
A Rogers / M Parkinson	Assurance Framework: Update v0.8		Decision	
A Rogers & Sub-Group Leads	Emerging Implementation Plan incorporating Covid Recovery, International Trade, Future Workforce; Growing Businesses; Innovation; Place		Discussion	