

Item 4
Final Executive Board Meeting - Minutes & Actions Log
21 July 2022

via Microsoft Teams

Board attendees:		
AR	Alun Rogers (Chair)	Risual
EC	Emma Catterall	Camping & Caravanning Club
MJ	Prof. Martin Jones	Vice-Chancellor, University of Staffordshire
ABr	Cllr Abi Brown	Leader, Stoke-on-Trent City Council
PW	Cllr Philip White	Deputy Leader, Staffordshire County Council
CB	Caroline Brown	Caja Group
JL	James Leavesley (Vice Chair)	Leavesley Group
HA	Hannah Ault	Valentine Clays
CH	Clare Hannah	Area Lead, Cities and Local Growth Representative
SW	Sara Williams	Staffordshire Chambers of Commerce
Operational:		
AB	Anne Boyd	SSLEP Chief Executive
SA	Simon Ablewhite	SSLEP Accountable Body & Company Secretary
In attendance/support		
JR	Jon Rouse	Exec Director, Stoke-on-Trent City Council
KT	Kirsten Trenell	Minutes
PEJ	Paul Edmondson-Jones	Chief Medical Officer, SS Integrated Care Board
Apologies:		
ST	Cllr Simon Tagg	Leader, Newcastle-under-Lyme Borough Council
GA	Cllr George Allen	Leader, East Staffs Borough Council
TM	Prof. Trevor McMillan	Vice-Chancellor, University of Keele
SM	Simon McEneny	Exec Director, Newcastle-under-Lyme Borough Council
PF	Cllr Patrick Farrington	Leader, Stafford Borough Council
JO	Cllr Jeremy Oates	Portfolio Holder Heritage & Growth, Tamworth Borough Council
DP	Cllr Doug Pullen	Leader, Lichfield District Council
AW	Cllr Alan White	Leader, Stafford County Council

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Item	Discussion	Action
1	<p>Introduction</p> <p>AR welcomed everyone to the meeting. SA advised the meeting was quorate.</p>	
2	<p>Apologies</p> <p>Apologies were received from GA, and TM.</p>	
3	<p>Declarations of Interest</p> <p>None received</p>	
4	<p>Minutes from previous meeting/matters arising</p> <p>The minutes were confirmed as accurate.</p>	
5	<p>Integrated Care System for Staffordshire</p> <p>PEJ introduced himself to Board, advising he had formerly worked for adult SC and SotCC. He provided an overview of challenges/opportunities for the LEP, highlighting system changes, noting there is now one integrated care board responsible for the NHS spend in the locality.</p> <p>He explained that the Integrated Care partnership hosts around 60 partners to set the new strategy and provided an overview on the NHS and recent culture changes, adding there is now a focus on multi-provider collaboration. He addressed the resulting change for patients - mainly in removing barriers, reducing inequalities, less competition and greater efficiency for all, working with partners to enable the best possible start in life, and to stay well longer.</p> <p>AR asked as a LEP how we can help. PEJ asked that the LEP assist with the interface between health and wealth</p>	

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	<p>and that it looks to how we can work to increase the productivity across NHS – it was noted that CB has been doing transformative work in this area and so an introduction would be useful. CB is working with ICBs, social care teams on data sets and exercises to share lessons learnt.</p> <p>JL asked if the NHS would be seeking to remove barriers with the charity sector given sector knowledge/cooperation within enterprise, with charities and commissions. PEJ advised they are working with voluntary as well as statutory partners, and that there needs to be coordination as equal partners – covenant partnerships are the driving evolution of health & social care with armed forces.</p> <p>MJ endorsed the prevention and noted in-work poverty figures are concerning and uneven, which has affected productivity. PEJ advised there has been a review approach to management, poverty, level of wealth to tackle inequality with the intention to share data at a meaningful level.</p> <p>AB asked if progress had been made in sharing personal data. PEJ advised they are more advanced in relation to developing the single record for patients, and this is working well, however primary care data is still an issue given governance around sharing data and direct/indirect healthcare.</p>	
<p>6</p>	<p>Chair’s update & Delegated Decisions</p> <p>AR advised that a lot of positive conversations had been held post Board meeting.</p> <p>AR updated on the recent LEP Summit, noting it was a really good event with ministers, and a good opportunity to talk about tech superpower, innovation superpower and sharing the great work around digital – he noted Staffs sent strong messages in relation to driving the economy.</p> <p>He advised AB led the conversation about leading LEP reform – with partners, which positioned SSLEP as a leader in the environment.</p> <p>AR also noted some good recent local events – Shire Hall opening, meaning there are two flagship co-working spaces (Smithfield at Stoke and Shire Hall for Staffs) now in operation.</p>	

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	<p>AR also noted the Spode works event and the impact of the Fostering Friendly event, noting the project has a huge impact and is a good initiative to get behind.</p> <p>Another highlighted initiative is 'Be the Future', providing opportunities for young people – AR noted that from a recent Microsoft event, 8/10 'in demand' roles will be digital in future.</p> <p>JL requested further information for both is shared with Board – this was shared in the meeting group chat.</p> <p>It was noted the LEP team are preparing working groups and the plan is to share the proposed future plans at the next Board.</p> <p>MJ added that in relation to digital skills, the metro dynamics survey is underway, and will highlight fundamental basics to be addressed across county, which will be shared via SAP.</p>	
<p>7.</p>	<p>CEO Update & Delivery Plan</p> <p>AB expressed that it was good to see AR presenting SSLEP to ministers at the recent event.</p> <p>AB noted we are in times of change and that it is good to see that our review will add value and highlight collaboration compared to others.</p> <p>The delivery plan was submitted on 30th June, with the direction of travel set by Board at the last meeting – AB again expressed thanks to the Board for their support, input and contribution.</p> <p>AB explained there is still sufficient time to create framework, and noted possible potential changes, given changes nationally.</p> <p>She advised that Q2 will determine the plans, and Q3/4 will be a period to test and implement the new framework. The four working groups are Transition, Insight, Business Engagement and Growth Hub, with requests to Board for their input at sessions scheduled in September. AB advised that reflective officer groups for each part of the plan have been developed and they are to meet in August to continue discussion and development of each area.</p>	

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	<p>September’s Board will be an opportunity to present this detail and agree sign off of each plan at September’s Board.</p> <p>AB noted that while the agenda would still be sent the week before, receipt of the plans may be delayed but will still be received prior to Board given the limited time.</p> <p>SW raised concern that given the Board role and commitments, that Board input and engagement should be more prevalent in these discussions. It was felt that there is not enough time for adequate Board feedback and engagement to be had and noted that costings also needed to be taken into consideration during this process. HA agreed with SW.</p> <p>AB advised that given Board’s existing commitments, the team had planned to gather much of the detail in the timescale required to enable delivery in Q3, and ensure that via comms from team member, and a well-researched approach via prep and meetings with officers, the continued development and formulation of the plan could continue with Board ownership and involvement along the way.</p> <p>AR agreed that whilst the plan should not compromise because of short timescales, he felt that more progress would be made by taking this approach than there would be if the date were to be deferred.</p> <p>A discussion was held in relation to dates and feasibility of planning around these dates.</p>	
<p>8</p>	<p>SPMG/Delegated Authority Subgroup update</p> <p>JL advised the report is brief as no meeting was held; he noted an overspend in the north of the County.</p> <p>A discussion was held in relation to funds around i54 - SW asked for clarification on funds and advised the LEP should determine how returned funds are to be split.</p> <p>JL expressed disappointment in relation to the Meaford project that was forecasted but is not taking place as it was decided not to build the power station.</p>	

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	<p>JL advised BD has undertaken a deep dive to establish positioning on all programmes and confirmed all targets are on track to be met.</p> <p>SW advised Board on the funding underspend on the DIT internationalisation fund and advised that this was due to no travel given covid, that there is mitigation around this, and that the money would be absorbed.</p>	
9	<p>A&F Committee: update</p> <p>EC advised there is a new approach to the risk register, highlighting consolidated risks along with the direction of travel, and form/function.</p> <p>EC advised the meeting did not go ahead as it was not quorate, but BD has devised and implemented the new Register which simplifies and makes clearer risks to be considered.</p> <p>It was noted no risks had been lost but there were risks to close – both registers are to be submitted to audit and managed the same, it is just clearer for Board to view and prioritise all risks – feedback was welcomed.</p> <p>AR advised he was happy with new format, but also requested feedback and for that to be reflected.</p>	
10	<p>Forward Plan</p> <p>AR highlighted they are aware of the wider agenda but asked that Board utilise the forward plan as a mechanism and add specifics and ideas over what should be on the forward plan.</p> <p>AB suggested guidance re LSIPs and the role of LEP in tourism.</p> <p>SW requested an update to SPMG re pots/ bids/funding – clarity over funding streams/what is being applied for and another piece in relation to changes to finance. MJ advised that there is 34k in the budget for LSIP. AB clarified that this is part of the transition plan session and tracking of resources needed to change. AB assured Board it will be a key consideration at the meeting.</p>	<p>Board to feedback items for forward plan</p>

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11	<p>Any Other Business</p> <p>AR has sold his business – he will still work in the business but no longer owns all of it.</p> <p>AB is leaving for another role in Government – her last Board is in September and AR is working with the LEP network to find a replacement.</p> <p>ABr advised she has written to the Secretary of State to highlight the issues around inflationary pressures in the area. It was felt important for leaders to raise such issues given its effect on all sectors.</p> <p>MJ offered congratulations to both AR and AB.</p> <p>SW advised the recent awards event highlighted more amazing businesses in Staffs – Cozy Direct in Bold are the newly named ‘Best Business’ in the area.</p>	
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ACTIONS LOG

Item	Action	Lead
9.	Board to feedback items for forward plan	ALL

Next Meeting: Thursday 15th September 2022, 4-6pm

Location TBC