

**Notes of a meeting held on Monday 11<sup>th</sup> June 2015**

**At Staffordshire University, Octagon Building, Weston Road, Stafford**

**Present**

**Group Members**

David Frost (Chair)	
Kerry Diamond	Zytek
John Henderson	Staffordshire County Council
Cllr Abi Brown	Deputy Leader, Stoke-on-Trent City Council
Mark Kerrigan	Alton Towers Resort
Richard Cotterell	Perkins Engines
Cllr Mark Winnington	Staffordshire County Council rep. Cllr Atkins
Jonathan Dale	Denoviant
David Sidaway	Rep. CXO, Stoke-on-Trent City Council
Prof. Michael Gunn	Staffordshire University

**Advisory/Secretariat**

Peter Davenport	Stoke-on-Trent & Staffordshire LEP
Kevin Postones	BIS
Julie Obada	Stoke-on-Trent City Council
Antony Baines	Staffordshire County Council
Jonathan Phipps	Make it Team
Chris Kirkland	Make I Team

**Observers**

Cllr Terry Follows	Stoke-on-Trent City Council
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**Apologies**

Cllr Philip Atkins	Leader, Staffordshire County Council
Ken Stepney	JCB
Cllr Patrick Farrington	Leader, Stafford Borough Council
Cllr George Adamson	Leader, Cannock Chase Council
John van de Laarschot	Stoke-on-Trent City Council

**1. Introductions**

The Chair welcomed members to the meeting and reminded those present regarding the role of observers and alternates where provided for in the constitution. Attendance of observers is at the discretion of the Chair.

**2. Apologies**

The apologies noted above were received.

### **3. Declarations of Interest**

A record of declarations of interests was present at the meeting and available for examination. No additional declarations were made.

### **4. Notes of the previous meeting and any matters arising**

Invitations to the dinner with the Chinese delegation had yet to be circulated and would include Cllr's Atkins and Brown

The Board vacancy was to be advertised as soon as the Communications Officer was in post.

### **5. Chairs Delegated Decisions and Actions**

The Chair had entered into a SLA with Staffordshire ICT to cover the new offices.

### **6. Key Performance Indicators**

The KPI report was noted and the good JSA figures welcomed.

### **7. Confidential Item**

### **8. Draft Education Trust Strategy**

The Group discussed the draft document and agreed its vision and purpose. A number of successful models of business engagement were discussed including KMF. There is a desire to understand the baseline situation and ensure that the LEP is making a difference in this area. The ambition of the LEP to secure more jobs and better paid jobs was re-affirmed. Ensuring that the skills needs correlated with the opportunities in the economy was a key but this also needed to cover emerging sectors such as digital and creative media.

With an amendment to refer to education in the purpose the draft strategy was agreed. Any further comments were requested by the 15<sup>th</sup> June.

Action – JO/AB - Further report on progress to be done in the autumn.

### **9. Confidential Item**

### **10. City and Growth Deal Programme Report – Part Confidential**

The Group noted the implementation tracker's for the City and Growth Deals. Projects were currently on track but this would continue to be monitored to ensure that the LGF allocation in 2015/16 was fully utilised.

### **11. Policy and Task Group Updates**

The report was noted and actions required are as follows

It was noted that Keele University were hosting an Innovation Dinner on the 24<sup>th</sup> June on behalf of the LEP and FE partners. A further event was proposed in September hosted by Staffordshire University.

The Growth Hub submission for EU funding had been made but further development work was needed to develop the detail.

Government feedback on the first call for EU funded projects was anticipated before the next meeting.

The joint working arrangements with GBSLEP were agreed as follows;

- GBSLEP has to invest £27.5m of their ESIF allocation in the Stoke on Trent & Staffordshire EU Transition Area. DCLG has stated that this funding can not be ringfenced to the overlapping geography (Cannock, Lichfield, Tamworth and East Staffs districts) but impact of ESIF investment will need to be evidenced
- 50% of this allocation is for ESF funded activity and 50% for ERDF. For ESF GBSLEP are to formally write to SSLEP to transfer £13.75m to add capacity to SSLEP proposed Opt Ins programmes. For ERDF GBSLEP funding will be used to align proposed eligible activity proposed from both LEP areas
- An officer group will be established to meet as and when required to consider proposals, monitor progress and report to the respective ESIF Committees.
- Districts representative to participate in SSLEP ESIF Task & Finish Group (ie ESF Opt In programmes)
- The Joint Working protocol, previously agreed by both LEP Executives will focus on these arrangements and be reviewed regularly by both LEP ESIF Committees

## **12. Any Other Business**

1. The recruitment of the programme director was now proceeding to interview.
2. It was noted that it is necessary to re-appoint board members following the change in constitution.
3. Tom Walker – Director – Cities and Local Growth – would be visiting the area on the 17<sup>th</sup> June.
4. The arrival of the Royal Signals in Stafford presented a major local opportunity of for the area and it was agreed to invite Nick Carter to a future meeting.

19:55

### **Close of Meeting**

Date of next meeting: 15<sup>th</sup> July 2015 at the new LEP Office in Earl Street.