

LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD

**ANNUAL MEETING TO BE HELD AT 2.00 PM
ON WEDNESDAY, 13 JUNE 2018
IN COMMITTEE ROOM A - WELLINGTON HOUSE, LEEDS**

A G E N D A

PART 1 – ANNUAL MEETING BUSINESS

**1. MEMBERSHIP OF THE LEEDS CITY REGION ENTERPRISE
PARTNERSHIP BOARD**

To consider the attached report in relation to:

- (i) Noting the local authority representatives and substitutes appointed to the LEP Board.
- (ii) Confirming the private sector representatives on the LEP Board.
- (iii) Confirming the member of the LEP Board to represent and engage with the SME business community.

(Pages 1 - 8)

2. APPOINTMENT OF THE DEPUTY CHAIR OF THE LEP

(Led by: Roger Marsh, Author: Angela Taylor)

(Pages 9 - 10)

**3. NOMINATION TO THE WEST YORKSHIRE COMBINED
AUTHORITY AND APPOINTMENTS TO OUTSIDE BODIES**

(Led by: Roger Marsh, Author: Angela Taylor)

(Pages 11 - 12)

4. APOLOGIES FOR ABSENCE

5. DECLARATIONS OF INTEREST

In accordance with the requirements of the LEP Board Members' Code of Conduct, members have an obligation to review their register of interests

before each meeting and to declare any interests.

If an interest has not been entered onto the LEP's register, then members must disclose the interest at any meeting at which they are present and where they have a disclosable interest in any matter being considered and where the matter is not a sensitive interest.

6. EXCLUSION OF THE PRESS AND PUBLIC

7. MINUTES OF THE MEETING HELD ON 27 MARCH 2018

(Pages 13 - 22)

8. APPOINTMENT OF PANELS AND ADVISORY GROUP TO THE LEP (BUSINESS COMMUNICATIONS GROUP)

(Led by: Roger Marsh, Author: Angela Taylor)

(Pages 23 - 30)

9. GOVERNANCE ARRANGEMENTS

(Led by: Roger Marsh, Author: Angela Taylor)

- Constitution
- Procedure Rules
- Members' Code of Conduct
- Access to Information Annex
- Code of Practice for Recording Meetings

(Pages 31 - 66)

10. ANNUAL REPORT ON COMPLAINTS AND WHISTLEBLOWING

(Led by: Roger Marsh, Author: Caroline Allen)

- Procedure for considering complaints
- Confidential complaints procedure
- LEP Whistleblowing policy

(Pages 67 - 86)

11. REMUNERATION AND EXPENSES SCHEME AND ANNUAL SUMMARY

(Led by: Roger Marsh, Author: Angela Taylor)

(Pages 87 - 100)

12. EQUALITY AND DIVERSITY POLICY AND STATEMENT

(Led by: Roger Marsh, Author: Angela Taylor)

(Pages 101 - 110)

13. CALENDAR OF MEETINGS 2018/19

(Led by: Roger Marsh, Author: Angela Taylor)

(Pages 111 - 114)

PART 2 – OTHER BUSINESS

14. PANEL CHAIR UPDATES

- (a) **BUSINESS COMMUNICATIONS GROUP**
(Led by: Joanna Robinson)
(Pages 115 - 124)
- (b) **BUSINESS INNOVATION AND GROWTH PANEL**
(Led by: Andrew Wright)
(Pages 125 - 132)
- (c) **EMPLOYMENT AND SKILLS PANEL**
(Led by: Rashik Parmar)
(Pages 133 - 138)
- (d) **GREEN ECONOMY PANEL**
(Led by: Simon Pringle)
(Pages 139 - 144)
- (e) **LAND AND ASSETS PANEL**
(Led by: Cllr Tim Swift)
(Pages 145 - 148)

For Decision

15. CAPITAL PROGRAMME UPDATE

(Led by: Melanie Corcoran, Author: Lynn Cooper)
(Pages 149 - 164)

16. INCREASING THE REGION'S GLOBAL PROFILE TO ATTRACT INVESTMENT

(Led by: David Shepherd, Author: David Shepherd)
(Pages 165 - 184)

17. TRANSFORMING CITIES FUND

(Led by: Liz Hunter, Author: Tom Gifford)
(Pages 185 - 190)

18. NORTH EAST, YORKSHIRE AND HUMBER ENERGY HUB

(Led by: Liz Hunter, Author: Jacqui Warren)
(Pages 191 - 196)

For Discussion

19. ECONOMIC REPORTING

(Led by: Patrick Bowes, Author: James Hopton)
(Pages 197 - 210)

20. CALL FOR PROJECTS UPDATE

(Led by: Melanie Corcoran, Author: Dave Haskins)
(Pages 211 - 218)

21. CULTURE, SPORT AND MAJOR EVENTS IN THE LEEDS CITY REGION STRATEGY

(Led by: Liz Hunter, Author: Jon Skinner)
(Pages 219 - 226)

22. POLICY FRAMEWORK AND LOCAL INCLUSIVE INDUSTRIAL STRATEGY UPDATE

(Led by: Liz Hunter, Author: Marc Eatough)
(Pages 227 - 236)

For Information

23. DATE OF NEXT MEETING

The next meeting will be held on 19 July 2018.