

**Minutes of the meeting of the
Leeds City Region Enterprise Partnership (LEP) Board
held on 17 May 2017
Committee Room A, WYCA, Wellington House, Leeds**

Present:

Board Members:

Roger Marsh OBE	LCR LEP (Chair)
Stephanie Burras CBE	Ahead Partnership
Ian Cherry	Nexus Vehicle Management
Dave Harris	RBS Corporate Banking Yorkshire
Joanna Robinson	Mansfield Pollard
Andrew Wright	Reliance Precision
Cllr Keith Aspden	City of York Council
Cllr Judith Blake	Leeds City Council
Cllr Susan Hinchcliffe	Bradford Council
Cllr David Sheard	Kirklees Council

In Attendance:

Caroline Allen	WYCA
Roger Baker	WYCA
Farzana Chowdhury	WYCA
Sue Cooke	WYCA
Melanie Corcoran	WYCA
James Farrar	North Yorkshire County Council (for Cllr C Les)
Racheal Johnson	WYCA
Rob Norreys	WYCA
Ben Still	WYCA
Andy Wallhead	Wakefield Council (for Cllr P Box)
David Walmsley	WYCA
Michelle Burton	WYCA

1. Apologies for Absence

Apologies for absence were received from the following members of the Board:

Professor Bob Cryan CBE	University of Huddersfield
Paul Hamer	WYG

Cllr Peter Box CBE
Cllr Carl Les
Rashik Parmar
Cllr Tim Swift

Wakefield Council
North Yorkshire County Council
IBM's Academy of Technology
Calderdale Council

2. Declarations of Interest

Stephanie Burras declared an interest, as Chief Executive of the Ahead Partnership, in a stream of work within the remit of the Employment & Skills Panel (ESIF CEIAG Enterprise and Innovation in Young People) for which the Ahead Partnership were acting as a sub-contractor delivering part of the project but are not the contract holder.

3. Minutes of the last meeting and matters arising

Resolved: That the minutes of the meeting held on 21 March 2017 be approved as an accurate record of that meeting and signed by the Chair.

4. Panel Chairs Reports

The following reports were presented to the Board for information and update:

- Communications, Marketing and Business Engagement
- Business, Innovation and Growth Panel (update presented by Andrew Wright)
- Employment and Skills Panel (update presented by Stephanie Burras)
- Green Economy Panel (update presented by Noel Collings)

Combined Authority Brand and Identity Project

The Board received a presentation and update on work to develop a new Brand and Identity for WYCA.

The project had a brief to facilitate the delivery of a clear, coherent and compelling identity for WYCA providing clarity about its role and relationship with other bodies including the LEP.

With the aim to be at the forefront of the regional economic agenda nationally and internationally, WYCA wanted a brand identity which was flexible and capable of meeting the changing needs of the organisation whilst also achieving cost savings and providing better value for money.

Members considered the implications for the LEP Brand which would retain its own identity but with a clearer positioning as a business-facing brand and a concise narrative about the relationship between WYCA and the LEP.

Subject to a decision by the Combined Authority, it has been proposed that there would be stronger focus on Leeds City Region as the core geography with some minor modifications to visual brand identity and to reflect a “brand family” approach.

During the course of the presentation there were many positive highlights to note including MIPIM going from strength to strength, the visit to China which included talks on markets outside the European Union and engagement with SMEs on the Industrial Strategy.

Resolved:

- (i) The Board received and noted the Panel Chairs’ reports.
- (ii) The Board noted and welcomed the presentation on the WYCA Brand Identity Project.

5. LEP Nominations to the West Yorkshire Combined Authority

The Board considered a report of WYCA’s Director of Resources regarding LEP Board nominations to the West Yorkshire Combined Authority (WYCA).

The LEP Board were asked to consider the nomination of a member of the LEP Board member to be a member of WYCA and a substitute LEP member to act in the LEP member’s absence.

Resolved:

That the LEP Board:

- (i) Approve the nomination of the LEP Chair, Roger Marsh, as the WYCA LEP Member and;
- (ii) Approve the nomination of the the LEP Vice Chair, Professor Bob Cryan, as substitute for the WYCA LEP member.

6. Governance Arrangements

The Board considered a report of WYCA’s Managing Director regarding the adoption of new governance arrangements to provide a consistent, accountable and transparent framework across both the LEP and WYCA.

The Board discussed in detail the proposed changes to governance arrangements which WYCA’s Managing Director had been asked to progress, in consultation with the LEP Board. It was recognised that the changes would provide an opportunity for greater integration between WYCA’s committees and the LEP Panels and would be

an important step in promoting transparency and accountability and also in ensuring compliance with current and emerging legislation.

The benefits of the revised governance model include:

- The decision making process would be streamlined to increase pace and remove duplication, ensuring decisions are taken at the appropriate level across the organisation.
- Increasing transparency – committees would meet in public with agendas published in advance thereby enhancing public engagement and understanding.
- The private sector would be consistently included across all aspects of city region policy making and implementation.

The first step in the process would involve converting the LEP Panels (Business Innovation and Growth, Employment & Skills and Green Economy) and the Strategic Land and Assets Board to become advisory committees of WYCA, and the Investment Panel to become a sub-committee of the Investment Committee, placing the panels within the WYCA decision making structure. Reconstituting the LEP Panels as advisory committees to WYCA would mean that they would be subject to the statutory governance arrangements which local authorities and their committees operate within. The key differences were highlighted in paragraph 2.13 of the submitted report.

The Board stressed the importance of ensuring that all Panel members were fully informed about the governance changes and what they would mean both operationally for the Panels and in terms of their individual membership. In view of the fact that formal appointments to the Panels would have to be made at WYCA's Annual Meeting on 29 June, a mechanism for confirming Panel membership was discussed. It was proposed that the first cycle of new advisory committees would commence in September and that the meetings scheduled for June and July would provide an ideal opportunity to discuss the transitional changes with Panel members and to provide them with guidance and support. It was proposed that to allow a period of transition, there would be no substantive changes to the scope of each Panel's work or membership structure at the present time but the cycle of meetings would be re-visited to ensure they fed into the meeting cycle of the LEP Board and WYCA.

Further to earlier consideration at the March meeting of the Board it was further agreed that with effect from the July LEP Board meeting it would meet in public in order to provide a consistent, accountable and transparent framework across both the LEP and WYCA.

The Board also gave consideration to the nomination of two non-voting LEP Board private sector representatives to WYCA's Transport Committee to ensure greater integration between the LEP and WYCA.

Resolved:

- (i) That the proposal to integrate LEP Panels into WYCA's decision making structure, as detailed in the submitted report, be unanimously agreed.
- (ii) That early communication take place with the Panel Chairs and Panel Members on the proposed changes and the next steps in the process.
- (iii) That Ian Cherry be nominated as a private sector non-voting member for appointment to the Transport Committee. In the absence of a second nomination, the Chair volunteered to assist however it was subsequently clarified that the Chair could not sit as a private sector representative given his position as a member of WYCA. Therefore it was subsequently agreed that a second private sector member would be nominated in due course following a recruitment exercise later in the year.
- (iv) That, with effect from the next scheduled meeting of the LEP Board (on 17 July 2017), meetings of the LEP Board be held in public.

7. Growth Deal Update

The Board considered an update report of WYCA's Director of Delivery on the 2017/18 Growth Deal allocation and Key Performance Indicators, together with an update on the final estimated outturn of the Programme for 2016/17.

It was reported that the Cities and Local Growth Unit had confirmed the payment arrangements for the Growth Deal for 2017/18, including the Round 3 award of £67.45m, which were set out in paragraph 2.1 of the submitted report. The first payment of £30m for 2017/18 had been received, however the second payment was dependent on achievement of certain conditions in the form of Key Performance Indicators (KPI's) which had been jointly developed with the Cities and Local Growth Unit. The Board considered the KPI's, set out in Appendix A to the report which had been approved by the West Yorkshire and York Chief Executives subject to formal notification of expected profile spend being provided to each project sponsor, which had been done.

The Board noted the update on the final estimated outturn of the Growth Deal Programme for 2016/17 which was set out in paragraph 2.5 of the submitted report. It was reported that considerable work had been undertaken by both WYCA and the project sponsors to achieve the estimated outturn of £85.71m (representing 99% of profiled spend).

There was discussion around the need for resources to accelerate projects. It was confirmed that WYCA are appointing a recruitment agency to attract additional resources from outside the region to support the WY+TF

Resolved:

- (i) That the report be noted.
- (ii) That the Key Performance Indicators as set out in Appendix A of the submitted report be approved.

8. Economic Reporting

The Board considered an update report of WYCA's Director of Policy, Strategy and Communications on the latest economic and business intelligence.

The Board were provided with an update on the main national and international economic developments as set out in paragraph 2.2 of the submitted report and the headlines for both the Leeds City Region and Yorkshire & the Humber.

Resolved: That the report be noted.

9. Industrial Strategy Response SEP Refresh Presentation

The Board considered a report of WYCA's Director of Policy, Strategy and Communications providing an update on the Leeds City Region's response to the Government's Industrial Strategy green paper and the opportunity to refresh the SEP in light of significant economic and social policy changes.

It was reported that the joint West Yorkshire Combined Authority/LCR LEP response to the Industrial Strategy green paper had been submitted to Government. However, this was followed immediately by the announcement of the General Election which meant that next steps would need to take account of a new Parliament.

During the course of the consultation on the green paper, it had become clear that there were several drivers for refreshing the purpose of LCR's Strategic Economic Plan (SEP) and the timing of such a refresh.

The Board were given a presentation on the rationale for refreshing the SEP and discussed whether the existing SEP and its supporting plans were fit for purpose. It was considered that there was value in reviewing/revising the SEP in light of significant changes as a result of Brexit, the outcome of the General Election, the Industrial Strategy and Inclusive Growth.

It was proposed that work would commence in September to comprehensively refresh the evidence base, with particular focus on productivity and taking account of work underway in Leeds, Bradford and Kirklees to refresh local strategies. There would also be a Gap analysis of the SEP and supporting delivery plan coverage to identify any new themes/issues (eg culture and sport).

The LEP Board meeting and away day on 19th September would also provide an opportunity to review findings from the evidence base work and the review of SEP plans and to consider next steps prior to recommendations to WYCA.

Resolved:

- (i) That the joint WYCA/LCR LEP response to Government's consultation on the industrial strategy green paper be noted.
- (ii) That the proposals to review and refresh the SEP be noted and that, following work to refresh the evidence base, further consideration be given to the matter at the September meeting of the LEP Board.

10. SUD and ESIF Funding

The Board considered a report of WYCA's Director of Policy, Strategy and Communications providing an update on the current position in relation to the implementation of the Leeds City Regional European Structural and Investment Funds (ESIF) Strategy following the outcome of the EU Referendum in June 2016 including an update on progressing Intermediate Body Status for the Sustainable and Urban Development (SUD) strand of the programme.

The Board were provided with an update on the latest position with the ESIF Programme. It was reported that work had continued at pace to ensure Calls continue to be developed and published and that projects received were appraised as quickly as possible and Funding Agreements issued by the Managing Authorities for approved projects. Increased emphasis by the Chancellor on value for money in autumn 2016 had however slowed the pace of some appraisals and funding agreements being issued, including Calls for European Social Fund being delayed further. A list of projects which were either approved or in appraisal stage was appended to the submitted report, together with a planned timetable of Calls over the next 12 months.

Members were provided with an update on progression of Intermediate Body Status for the Sustainable and Urban Development (SUD) strand of the programme and the development and delivery of the Call, the details of which were set out in paragraph 4.1 of the report.

Resolved:

- (i) That the contents of the report be noted.
- (ii) That thanks be placed on record to Heather Waddington for all her hard work in what has been a complex and challenging time for European funding.

11. Enterprise in Education

The Board considered a report of WYCA's Executive Head of Economic Services providing an update on the work of the LEP and WYCA on the Enterprise in Education agenda, under the oversight of the Employment and Skills Panel (ESP).

It was reported that the ESP had made good progress in a short space of time with a modest budget; there were presently seven co-ordinators working at a local authority level connecting schools with businesses. During the summer term, the team would be completing a review with schools and businesses to support and challenge the development of a planned and progressive approach to careers, employability and enterprise education in secondary schools.

The Board were updated on other activities and work-streams ongoing under the Enterprise in Education agenda including:

- developing an enhanced model of the Enterprise Adviser Network delivery in schools targeted towards schools with higher numbers of pupils from deprived Wards on roll;
- a national pilot of activity to promote apprenticeships in schools working closely with apprenticeship learning providers and schools to change perceptions and make it easier to understand and navigate the different options available to young people choosing the apprenticeship route;
- a 12 month careers campaign, currently in planning phase, aimed at enriching impartial careers advice, raising awareness of career opportunities in the LCR including in growth and skills shortage sectors;
- a #techgoals campaign aimed at promoting digital careers.

Resolved: That progress with activity on the Enterprise in Education agenda be noted.

12. Leeds City Region Planning Portfolios Board

The Board were provided with an update report on the activity of the LCR Planning Portfolios Board.

Resolved: That the update report be noted.

13. Leeds City Region Strategic Land and Assets Board Update

The Board were provided with an update on report on the activity of the LCR Strategic Land and Assets Board.

Resolved: That the update report be noted.

14. Enterprise Zones – Update on Implementation Plan and Governance

The Board were provided with an update report on the Enterprise Zones Strategy and Implementation Plan and enhanced governance arrangements.

Resolved:

- (i) That the enhanced Enterprise Zone governance arrangements be noted; and
- (ii) That the preparation of the LCR EZs Strategy and Implementation Plan and timescales for submission/publication be noted.

15. Response to Housing White Paper: ‘Fixing our Broken Housing Market’

The Board were provided with an information report on the LCR response to the Housing White Paper ‘Fixing our broken housing market’ which had been submitted to the Department for Communities and Local Government on 28 April 2017

Resolved: That the report and response to the Housing White Paper be noted.

16. Date and time of next meeting

The next meeting of the LEP Board will be held on 19 July 2017 at 2.30pm in Wellington House, Leeds.