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Report to: Green Economy Panel

Date: 21 November 2017

Subject: Resource Efficiency Fund Steering Group Representative

1 Purpose

- 1.1 To request consideration of the nomination of a new Green Economy Panel representative to sit on the Resource Efficiency Fund (REF) Steering Group.

2 Background

- 2.1 The REF Steering Group provides expert advisory support to the REF programme team to advise decisions on the delivery operations of the REF scheme.

- 2.4 Current membership is as follows:

- Henry Rigg, West Yorkshire Combined Authority (Chair)
- Phil Cole, Leeds City Council (Delivery Partner representative)
- Jannik Gieseckam/Jonathan Busch, University of Leeds Sustainability Research Institute (role-share providing specialist sustainability advice)

- 2.5 Up until 28 September 2017, John Bradley of Crompton Mouldings was a member of the Steering Group, representing both the SME client sector and the Green Economy Panel. However, John has tendered his resignation from the Green Economy Panel and the Steering Group. While John has been approached to consider continuing to represent the SME sector on the Steering Group, the Green Economy Panel will no longer have a representative.

- 2.6 According to the agreed Terms of Reference for the Steering Group, the role of the Group is:

- To act as the Steering Group for the REF project by planning and monitoring the delivery of the REF in the City Region to ensure its effective deployment in line with the specific target outputs of the REF Programme.
- To ensure that the Management Procedure is adhered to and continually review its efficacy.
- To review marketing and communications activity for the REF.
- To review monitoring and audit reports.
- To review mitigation proposals for any major programme level risks.

- To review resolution proposals for any major programme level issues
- 2.8 The Steering Group does not have any financial responsibility beyond reviewing spend progress as part of the monitoring reports.
- 2.9 Escalation of any issues identified is through the Economic Services management structure via Henry Rigg and Sue Cooke (the Senior Responsible Officer).
- 2.10 The Steering Group meets on a quarterly basis.

3 Recommendations

- 3.1 The Panel are asked to consider whether it wishes to nominate a new GEP representative to serve on the Steering Group, and the nominate such if required.
- 3.2 It is desirable to further bolster private sector input into the Steering Group, and as such it is suggested that any nomination would ideally be from the private sector and preferably an SME if possible.