
Report to: Business Innovation and Growth Panel

Date: 4 September 2018

Subject: **Governance arrangements**

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1. Purpose of this report

1.1 To note the governance arrangements for the Business Innovation and Growth Panel.

2. Information

2.1 At its annual meeting on 28 June 2018, the Combined Authority resolved to appoint the Business Innovation and Growth Panel as an advisory committee to the Combined Authority which reports to the LEP Board, on the **terms of reference** attached as **Appendix 1** to this report. The terms of reference were revised from the last municipal year to include (as highlighted):

- a reference to supporting the ambition for inclusive growth, and
- clarification that the Panel may advise on bidding for funding.

2.2 For this municipal year, a voting co-opted member from each West Yorkshire council has been appointed onto each advisory panel including the Business Innovation and Growth Panel and two Combined Authority members. The **quorum** for the Business Innovation and Growth Panel remains 4 voting members, to include 1 member of the Combined Authority or other local authority member and 1 private sector representative.

2.3 The Combined Authority at its annual meeting also appointed Andrew Wright as Chair of the Business Innovation and Growth Panel.

2.5 The Combined Authority also agreed dates for meetings of the Business Innovation and Growth Panel, as follows:

- 13 September 2018
- 27 November 2018
- 26 February 2019
- 28 May 2019

3. Financial Implications

3.1 There are no financial implications directly arising from this report.

4. Legal Implications

4.1 There are no legal implications directly arising from this report.

5. Staffing Implications

5.1 There are no staffing implications directly arising from this report.

6. External Consultees

6.1 No external consultations have been undertaken.

7. Recommendations

7.1 The Business Innovation and Growth Panel is recommended to note the governance arrangements for the Panel approved by the Combined Authority at its annual meeting on 28 June 2018.

8. Background Documents

None.

9. Appendices

Appendix 1 – Terms of Reference for the Business Innovation and Growth Panel