

LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD

**MEETING TO BE HELD AT 2.00 PM ON WEDNESDAY, 8 MARCH 2023
IN COMMITTEE ROOM 1, WELLINGTON HOUSE, 40-50 WELLINGTON
STREET, LEEDS**

A G E N D A

1. APOLOGIES FOR ABSENCE

2. 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.

3. EXCLUSION OF THE PRESS AND PUBLIC

4. MINUTES OF THE MEETING HELD ON 1 DECEMBER 2022

(Pages 1 - 10)

5. MAYOR'S UPDATE

(Led By: Mayor Tracy Brabin)

6. LEP GOVERNANCE

(Led By: Mark Roberts, Lead Officer: Alan Reiss)

(Pages 11 - 44)

7. ECONOMIC UPDATE

(Led By: Mark Roberts, Lead Officer: Alan Reiss)

(Pages 45 - 70)

8. COMMITTEES UPDATE REPORT

(Led by: Mark Roberts, Lead Officer: Myles Larrington)

(Pages 71 - 80)

9. DIGITAL UPDATE

(Led By: Mandy Ridyard, Lead Officer: Phil Witcherley)
(Pages 81 - 88)

10. LANGTHWAITE ENTERPRISE ZONE

(Led By: Mark Roberts, Lead Officer: Liz Hunter)
(Pages 89 - 94)

For Information

**11. DRAFT MINUTES OF THE COMBINED AUTHORITY HELD ON 2
FEBRUARY 2023**

(Pages 95 - 112)

12. DATE OF NEXT MEETING

The next meeting will be held on 13 June 2023.



MINUTES OF THE MEETING OF THE LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD HELD ON THURSDAY, 1 DECEMBER 2022 AT COMMITTEE ROOM 1, WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS

Present:

Mark Roberts	Private Sector (Interim LEP Board Chair)
Mayor Tracy Brabin	West Yorkshire Combined Authority
Prof Shirley Congdon	Private Sector
Helen Featherstone	Private Sector
Amir Hussain	Private Sector
Kamran Rashid	Private Sector
Andrew Wright	Private Sector
Beckie Hart	Business Representative
Asma Iqbal	Private Sector (LEP Diversity Champion)
Councillor Susan Hinchcliffe	Bradford Council
Councillor Matthew Morley (Substitute)	Wakefield Council
Councillor James Lewis	Leeds City Council
Councillor Shabir Pandor	Kirklees Council
Councillor Jane Scullion (Substitute)	Calderdale Council
Councillor Andrew Waller	City of York Council

In attendance:

Ben Still	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Philip Witcherley	West Yorkshire Combined Authority
Craig Taylor	West Yorkshire Combined Authority
Patrick Bowes	West Yorkshire Combined Authority
Julie Haigh	West Yorkshire Combined Authority
Jennifer Robson	West Yorkshire Combined Authority
Myles Larrington	West Yorkshire Combined Authority

1. Chair's Opening Remarks

The Chair opened the meeting by noting that many developments had taken place since the Board last met, especially in relation to the national political situation, where the government had introduced a growth plan and a new Chancellor had been appointed. Subsequently, a new Prime Minister was also appointed to lead the Country and an Autumn Statement was introduced which reversed much of the growth plan.

In addition, the Chair also observed that there had been considerable activity and progress on a number of items discussed at the last Board meeting including:

- The economic strategy and plans
- Continued activity on the Local Digital Skills Plan, transforming it into a local digital plan. This has included a meeting with officials from the Department for Digital, Culture, Media & Sport and also with local groups.
- Progress on trade and investment including the Mayor's trade mission to India which took place from 21 to 28 September which helped secure a multimillion-pound investment for the region.

The Chair also welcomed Asma Iqbal to the Board as the LEP Diversity Champion and noted that members look forward to her being part of the Board as they move forward.

2. Apologies for Absence

Apologies for absence were received from Councillor Denise Jeffrey, Professor Simon Pringle, Kully Thiarai, Councillor Tim Swift and guest, Peter Mucklow.

3. Declarations of Interest

Helen Featherstone declared an interest in Item 6 (the Report on Governance Arrangements) which made reference to the fact that she is stepping down from the Board and a new co-optee will take her place.

4. Exclusion of the Press and Public

There were no agenda items which required the exclusion of the public and press.

5. Minutes of the meeting held on 21 September 2022

Resolved: That the minutes of the meeting of the Leeds City Region Enterprise Partnership Board held on 21 September 2022 be approved.

6. Mayor's Update

The Mayor presented her latest update to the LEP Board highlighting the following matters:

- The Mayor and the Chair undertook a trade mission to India from 21 to 28 September leading a regional trade mission to strengthen West Yorkshire's economic and cultural links with the country. This consisted of trips to Mumbai and Bangalore. There was a positive reaction from business representatives in India and a wish to do more business with West Yorkshire. The Mayor met a number of financial technology companies and secured an agreement with the Bangalore-based global technology company, Mphasis, will create 1,000 new jobs in West Yorkshire.
- The Mayor observed that the economic outlook was very grim. The UK was going into a recession due to soaring inflation and the cost-of-living crisis. Surveys indicated that 70% of businesses were concerned about their survival as economic data suggested that living standards would fall back by 10 years. This was why the Combined Authority was working to put together a multi-million-pound package to help communities, businesses, and the public through this challenging time.
- Measures included the £3 million pound Energy Funds Grant which was being delivered through local authority partners and debt advice delivered through the third sector.
- The Mayor also recently participated in a delegate of northern mayors who met with the Secretary of State for Transport, The Rt Hon Mark Harper MP, in Manchester. The Mayor put the case that further rail improvements were needed within West Yorkshire. However, she made clear that any additional support for rail must not come at the expense of bus services as 80% of the public use these.

The Chair thanked the Mayor for her update.

7. Governance Arrangements

The Board considered a report of the Head of Legal & Governance Services regarding changes to governance arrangements

The Chair introduced this item and then presented the report to the Board. The Board was asked to:

- Appoint a co-optee member to the LEP Board
- Recommend to the Combined Authority that the co-optee appointed in accordance with recommendation 10.1 be appointed to the role of Deputy Chair of the Culture, Heritage & Sport Committee.

The Chair explained that Helen Featherstone, who is a private sector member of the Board, had advised that she will be moving to a new role with a public

sector organisation in mid-January 2023 and was therefore stepping down as a private sector member from both the LEP Board and Culture, Sport and Heritage Committee. Helen will continue to sit on the Culture, Sport and Heritage Committee in her new, public sector, role.

The Chair noted that Helen was moving into a new role at England North for the Lottery Heritage Fund. He thanked Helen for all her work on the Cultural Framework as a member of the Culture, Heritage & Sport Committee and for her contribution as a member of the LEP Board. On behalf of the Board, he also wished her all the best in her new role.

As well as this resulting in a further private sector vacancy on the LEP Board, Helen's departure will also leave the Deputy Chair role on the Culture, Heritage & Sport Committee vacant which is held by a private sector member.

A private sector member from the Culture, Heritage & Sport Committee had been sought for this role, with the intention that this individual would also become a co-opted member of the LEP Board, serving a term of office until Summer 2023 when LEP governance arrangements become clearer.

One Expression of Interest for the role had been received from **Nicky Chance-Thompson**, CEO of The Piece Hall. Board approval was therefore sought that she be appointed as a co-opted Member to the LEP Board until June 2023.

The Board were asked to approve a recommendation to the Combined Authority to appoint Nicky Chance-Thompson to the Culture, Heritage & Sport Committee and to hold the role of Deputy Chair of that committee.

Resolved:

- i. That Nicky Chance-Thompson be appointed as a co-opted member to the LEP Board for the term of office of the Interim Chair
- ii. That Nicky Chance-Thompson be recommended to the Combined Authority to be appointed to the role of Deputy Chair of the Culture, Heritage & Sport Committee.

Chair's Update on the LEP Integration Plan

The Chair also provided the Board with an update on the LEP Integration Plans.

At the last meeting the Board agreed that work would be undertaken to make the necessary changes to the constitution to bring into force the proposals for the LEP that are set out in the implementation plan that the Board agreed in the summer. Work has been progressing on the details of how to make those changes happen, including formalising the relationship with the Combined Authority and the Committees, but these plans won't be finalised until after the Government has agreed to the implementation plan which had been

completed on 27 July 2022 and submitted to the Government.

It had been hoped that the Government would respond in time to report back to the previous LEP Board meeting which was held on 21 September 2022. However, a response from Government is still awaited and the Plan cannot be finalised until a formal response is received.

As such, the revised Constitution for the LEP Board will be brought forward to the next Board meeting in March next year. This will include a revised recruitment procedure for private sector members, and therefore we need to wait until then before launching a new recruitment round. One of the greatest strengths of the Combined Authority's model, which the Government supports, is the formal role of private sector members voting and taking decisions alongside elected members on all of the decision-making committees.

8. Economic Report - Crisis in the Cost of Living and Doing Business

The Board considered a report of the Director of Strategy, Communications and Policing which provided an update on the latest economic and business intelligence

The Chair introduced the report by noting the continued uncertainties in the economic climate since the last Board meeting following the introduction of the Government's Growth Plan and then the subsequent revisions as part of the Autumn Statement. He then asked the Director of Strategy, Communications and Policing to present the report. He noted that:

- The Combined Authority had commissioned research on the cost of doing business from Yonder, which indicated that 67% of businesses within West Yorkshire were concerned about the survival of their business as a result of the cost-of-living crisis.
- Consequently, the Combined Authority are working on a grants package of financial support to help businesses improve energy efficiency.
- The Combined Authority was also looking to launch Employment West Yorkshire to provide bespoke support to individuals across West Yorkshire to gain employment support advice and support for re-training, upskilling, and secure or progress in employment.
- The Combined Authority was also continuing to lobby central government to provide more assistance to energy-intensive businesses, offer more tax incentive schemes to support businesses, progress plans to invest in energy generation take additional measures to on the rent cap issue to approve affordability at a local level.

Members made several observations as follows:

- The statistics appeared to show that communities within West Yorkshire with people in vulnerable positions are likely to be most impacted by the economic downturn. From a business perspective, third sector

organisations within the non-profit sector might also bare the greatest impact. As such, it was important that the Combined Authority continued to work closely with third sector organisations otherwise this could have a detrimental impact on productivity locally.

- It was agreed that a strategic approach was required to ensure targeted help was offered where possible. It was especially important to partner large corporate businesses to make small adjustments that could have big impacts within local communities in West Yorkshire.
- It was agreed that everything possible must be done to ensure that the 67% of businesses who were concerned about their viability can be helped to survive. Members agreed that the Combined Authority could assist by helping to link businesses together and providing health audits in order to safe-guard jobs by assisting businesses to restructure in response to the changing economic environment.
- A vital part of the picture within West Yorkshire was energy production, especially for energy intensive businesses. The Combined Authority should continue to support this, especially from sustainable sources, as the opportunity to generate further revenue streams was considerable.
- Continuing to help individuals advance their skills through the Yorkshire Skills Plan. It was noted that many training courses offered by large tech companies are largely free and require little or no prior qualifications. The Combined Authority should continue to promote these as a route into employment for people.
- Additional funding may be available through Institutional Corporate Funds that are required to invest money locally and could be positioned to assist in generating further employment opportunities within West Yorkshire.
- It was observed that rising inflation meant that many more small businesses would need to register for VAT and would therefore fall into this tax bracket much earlier than they might have anticipated.
- It was vital to continue to promote the Mayor's Fair Work Charter to encourage best practice. Board members welcomed the fact that work was ongoing to understand what small and medium-sized enterprises (SMEs) required from the Fair Work Charter to make it work.

Resolved: That the latest intelligence and asks of Government were noted along with feedback from The Board.

9. Economic Plan

The Board considered a report of the Director of Inclusive Economy, Skills and Culture which provided an update on the development of an economic plan for the region.

The Chair introduced the report and noted that it had much in common with the previous paper. He then invited the Interim Director of Inclusive Economy, Skills and Culture to present the report. He noted that:

- Two activities were in development, a review of the Combined

- Authority's approach to sectors, and economic scenario forecasting.
- Following private sector workshops held on 7th and 15th November, a sectoral framework was being progressed which placed sectors into three different strands – Enabling Sectors, Strategic Sectors and Vital Sectors. These classifications would help to identify the most strategically important business sectors.
 - As part of this work, the Combined Authority will develop a short Economic Plan which will be presented to the next LEP Board in March 2023 for approval. This will include a synopsis of a plan for the next 2 years detailing the pipeline of proposed work and work underway.
 - The other piece of work relates to economic scenario forecasting. The economic scenarios work will explore opportunities to build a low-carbon economy and create more sustainable and resilient businesses as well as ensuring inclusive growth.

As part of this process, a Task and Finish Group will be established which will include members of the Board. Asma Iqbal indicated a willingness to participate in this. The Chair also invited other members of the Board to provide expressions of interest.

The Board made several observations:

- It was noted that the universities within West Yorkshire were keen to be more involved in this process and that ongoing engagement with them was vital.
- The economic plan should consider the needs of the Asian business sector which has different characteristics to the wider economy. Many Asian businesses have been badly impacted by the current economic crisis and this should be a focus of the Combined Authority's ongoing commitment to inclusive growth.

Resolved:

- i. That the update on the development of an economic plan publication be noted.
- ii. That the Board be involved in shaping the content of the document over the coming months.
- iii. That the Task and Finish Group include members of the Board.

10. Committees Update Report

The Board considered a report providing an update on the work of the six Thematic Committees as follows:

- Councillor Shabir Pandor, Chair of the Business Economy and Innovation Committee, presented an update on the proceedings of the Committee which met on 19 October 2022. He advised that the

Committee considered a range of reports, including the latest economic and business intelligence around the Crisis in the Cost of Living and Doing Business, the Combined Authority's response to the crisis, and asks of the Government.

- The Mayor presented an update on the Culture, Heritage and Sport Committee which had met on 28 October 2022 and had considered = reports which included presentations from Calderdale and Wakefield on respective plans for Year of Culture activities in 2024; Sector Economic Intelligence; progress of the Creative Catalyst and Mayor's Screen Diversity Programme, and a report on the development of the Culture, Heritage and Sport Framework following sector and public engagement.
- The Chair, Mark Roberts, presented an update on the proceedings of the Climate, Energy and Environment Committee which had met on 4 October 2022 and had considered reports relating to the Mayoral pledge to tackle the climate emergency and meeting the 2038 net-zero carbon target.
- Councillor James Lewis, Chair of the Employment & Skills Committee, presented an update on the proceedings of the Committee which had met on 20 October. The Committee had received an update that in West Yorkshire, West and North Yorkshire Chamber of Commerce, and the Mid-Yorkshire Chamber had been chosen to lead the LSIP (Local Skills Improvement Plan being set up by Government) and intended to work closely with WYCA. The Committee were also recommending an increase in the funding rate for the Adult Education Budget, which would be subject to approval by the Combined Authority at its in February 2023.
- Amir Hussain, Deputy Chair of the Place, Regeneration & Housing Committee, presented the update on the proceedings of the Place, Regeneration and Housing Committee which had met on 3 November 2022. The Committee considered a report which provided an update on the relevant economic indicators and reported on their performance to support the work of the Committee, including the State of the Region, the Cost of Living and Doing Business, the Leeds City Region Business Survey and Footfall Data. They also considered the Housing Pledge and Policy which provided an update on progress towards delivery of the Mayoral pledge to deliver 5000 affordable and sustainable homes in West Yorkshire and two Project Approvals.
- Councillor Hinchcliffe, Chair of the Transport Committee, presented an update on the proceedings of the Committee which had met on 14 October 2022 as the 16 September 2022 meeting had been cancelled with papers moved forward to the October meeting. The Committee considered a range of reports including a response to the Government's mini budget and the projects identified for acceleration. It was agreed by the Committee that a letter should be drafted to send to Government highlighting the need to focus on delivery and ways to

accelerate projects such as Mass Transit and Northern Powerhouse Rail.

Resolved: That the updates from the Thematic Committees be noted.

11. Assurance Framework Annual Review

The Board considered a report of the Head of Portfolio Management and Appraisal which provided an update on the annual review of the Leeds City Regional Local Framework.

The Chair introduced the report and then invited the Head of Portfolio Management and Appraisal to present this.

The Head of Portfolio Management and Appraisal explained that the report set out the progress on the annual review of the Leeds City Region Local Framework which must be reviewed annually and published on the Combined Authority and LEP's websites by 28 February 2023. Board members were asked to provide comments on this to feed into the annual review. The Head of Portfolio Management noted that:

- The Local Assurance Framework was developed in 2015 as part of the Growth Deal with Government and in February 2021 was updated to comply with changes arising from the West Yorkshire Devolution Deal for a Mayoral Combined Authority.
- Its purpose is to ensure that the necessary systems and processes are in place to manage funding effectively, and to ensure the successful delivery of the Strategic Economic Framework (SEF) and West Yorkshire Investment Strategy (WYIS) ambitions.
- The Local Assurance Framework must be reviewed annually and published on the Combined Authority and LEP's websites. The deadline for this to be completed is 28 February 2023.
- Following LEP Board and after the publication of the revised Local Growth National Assurance Framework guidance, the Department for Business, Energy & Industrial Strategy (BEIS) will be sent the draft Local Assurance Framework 2023 for their initial feedback. A further review process will then take place before the revised Assurance Framework is reported to the Combined Authority for review and approval.

Member of the Board commented that the framework should be properly reviewed to ensure that it works for all local authority partners within West Yorkshire.

Resolved: That the revised draft Assurance Framework document, the proposed peer review and the next steps were noted following feedback from the Board.

12. Cultural Framework

The Chair noted that the Cultural Framework was included in the pack of papers for information. He also thanked the members of the Culture, Heritage and Sport Committee for their work in putting this together.

13. Draft Minutes of the Combined Authority held on 21 October 2022

The Chair asked members of the Board to note that the draft Minutes of the Combined Authority held on 21 October 2022 were included in the pack of papers for information.

14. Date of Next Meeting

The next meeting of the LEP Board will be held on 8 March 2023.



Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 8 March 2023

Subject: **LEP Governance**

Led By: Mark Roberts, Interim Chair

Lead Officer: Alan Reiss, Director of Strategy, Communications and Intelligence

1. Purpose of this report

- 1.1 To seek the views of LEP Board Members on the proposed changes to the LEP Constitution and governance arrangements following the approval of the LEP Integration Plan.
- 1.2 To seek approval to commence a recruitment exercise for private sector LEP board members.
- 1.3 To seek views on the future role of the LEP and private sector members.

2. Information

- 2.1 The publication of the Levelling Up White Paper in February 2022 provided clarity that for LEPs within Mayoral Combined Authority (MCA) areas, the LEPs would be integrated into the MCA. Further details were provided by government in March when the [Guidance to Integrate LEPs into Local Democratic Institutions](#) was received.
- 2.2 Following this, in July 2022 a LEP Integration Plan (IP) for West Yorkshire was submitted to government. A request for further information was made in September, which was provided and a final version of the LEP Integration Plan submitted.
- 2.3 It was expected based on the original timeline provided by government that final endorsement of IPs would be provided in late September, however this was significantly delayed due to ministerial changes. Confirmation that ministers had endorsed the plan was received on 20 December 2022. A formal letter confirming that government endorsed the IP was received on 17 January 2023.
- 2.4 This paper sets out the steps that are required to fully integrate the LEP into the Combined Authority including the governance changes required and the impact on the recruitment of the new LEP Chair and board members.

Governance Implications

- 2.5 At the annual meetings of the LEP and Combined Authority in June 2022 Members agreed that the current LEP Constitution and governance model should be retained until agreement to the IP had been received.
- 2.6 Integration of the LEP into the Combined Authority means that separate constitutions and governance models are no longer required or appropriate. It is proposed that the LEP Constitution and documents are withdrawn as a suite of documents and replaced with a new Article within the Combined Authority's Constitution setting out the LEP governance arrangements. Thus, ensuring that the best practice elements are retained combined with integrating elements where appropriate into other existing parts of the Combined Authority's Constitution, providing greater consistency and clarity. This includes maintaining the following principles:
- The LEP Board remains private sector led.
 - EDI principles around board members.
 - Having roles such as SME champion and Diversity Champion.
 - Adherence to the Members' Code of Conduct and Conflicts of Interest Policy.
 - Transparency retained with published agendas and minutes and meetings held in public.
- 2.7 At the Combined Authority on 2 February 2023, Members considered and endorsed proposed new governance arrangements for the LEP Board and in particular draft Articles, Terms of Reference and a revised Recruitment and Appointment Procedure for Private Sector Representatives (provided at Appendices 1-3 respectively). In addition, the table below was shared with Members which summarises the proposed changes to the LEP constitutional documents and how they will be integrated into the Combined Authority's Constitution. The Combined Authority resolved that, subject to consideration and further comment by this Board today, that the Head of Legal & Governance Services, in consultation with the Mayor and the Chair of the LEP Board as appropriate, be authorised to:
- finalise the Articles, Terms of Reference and the Recruitment and Appointment Procedure
 - make such consequential amendments to the Authority's Constitution as are necessary and
 - set a date from which the proposed changes are brought into effect.

Current Position	Proposed Change	Comments
LEP Constitution	Key aspects retained within the new LEP	Draft attached to this report as Appendix 1

	Governance Arrangements	
LEP Access to Information Annex	Key aspects retained within the new LEP Governance Arrangements	6.5 and 6.7 – 6.9 of App1 refer. The reference to exempt matters has been removed and the broader definition of confidential info retained.
LEP Board Procedure Rules	Key aspects retained within the new LEP Governance Arrangements	
LEP Code of Practice for recording meetings	Withdraw	Not considered necessary
LEP Protocol for remote meetings	Withdraw	Not considered necessary
Code of Conduct for LEP Board members	Key aspects retained within the new LEP Governance Arrangements	See Section 7 of App1. Further work is proposed to set out more explicitly within the CA's Constitution the expectations of private sector and LEP Board members vis a vis the CA's Code of Conduct rather than having more than one code
Register of Interests of LEP Board Members	Withdraw	All LEP Board members are required to complete the CA's Register of Interests as well as the LEP Board one which is confusing and cumbersome both to members and the public. There will be greater clarity and transparency by simply having one.
Register of Gifts & Hospitality for LEP Board members	Withdraw	Covered by the CA's requirements and register
Register of interests of the LEP Chief Executive	Withdraw	Unnecessary and disproportionate to specify this requirement in relation to the LEP. Scope to move to publishing senior CA officers'

		gifts and hospitality registers at a future date
CA/LEP Conflicts of Interest Protocol	Retained	
LEP AEB Conflicts of Interest Policy		To be included in existing CA procedures
LEP Procedure for considering complaints	Withdraw	To be included in existing CA procedures
LEP Confidential Complaints Procedure	Withdraw	To be included in existing CA procedures
Whistleblowing Policy	Revise	To be reviewed and revised as necessary to reflect the integration
CA/LEP Recruitment & Appointment Procedure for Private Sector members	Retained	To be reviewed and revised as necessary to reflect the integration
LEP Remuneration and Expenses Scheme	Withdraw as a stand alone document	To be reviewed and to form an appendix to the existing CA Members Allowances Scheme
Summary of remuneration and expenses paid to LEP Board members	withdraw	Publish as part of the transparency provisions relating to member allowances/expenses
LEP Equality & Diversity Policy including diversity statement	Withdraw as a stand alone document	As the LEP is integrated into the CA then the LEP needs to come within the remit of the CA's Equality & Diversity Policy

2.8 As part of these changes it should be noted that:

- the LEP Chair becomes a mayoral appointment.
- The LEP Board will continue to nominate the LEP member to the Combined Authority annually, as set out in The West Yorkshire Combined Authority (Election of Mayor and Functions) Order 2021.
- All appointments to outside bodies will be made at the Combined Authority's Annual Meeting. The LEP may however make recommendations with regards to their members as appropriate.

LEP Board Member Recruitment

- 2.9 It was previously agreed that recruitment to LEP Board vacancies would not be undertaken until the governance changes set out above are in place. As part of the governance changes, the Private Sector Recruitment Process has been updated in line with the IP and as referenced above, is provided at appendix 3.
- 2.10 The Board currently has five private sector member vacancies who would ideally, but not exclusively, come from the voluntary and community, fintech, healthtech, engineering and clean growth/environmental technologies sectors in order for the Board to reflect the diverse communities, businesses and geography of West Yorkshire, including that of young people. The draft Private Sector Member Role Profile is attached at appendix 4 for comment.
- 2.11 It is proposed that recruitment for the five vacant LEP Board members commences as soon as possible.

LEP Chair Recruitment

- 2.12 A draft revised role profile for the LEP Chair, in line with the IP and governance changes is provided at appendix 4 for comments and consideration.
- 2.13 At the Combined Authority meeting in February 2023 it was agreed that a remuneration panel would be convened to make recommendations to the Mayor and the Combined Authority as to the allowance that shall be payable to the LEP Chair. The recommendations will be considered by the Combined Authority at its next meeting on 16 March.
- 2.14 Further to the comments made by the Board and the findings of the IRP, the role profile will be further refined to reflect the need to provide business advice to the Mayor. Any further versions will be recirculated to the LEP Board and considered by the Mayor ahead of recruitment commencing. No timescales are currently agreed for the recruitment.

Further Considerations

- 2.15 Further to the governance changes required to integrate the LEP, it is also important to consider the role of the LEP. In particular ensuring that the strong partnership between the public and private sector is further strengthened. The model that we have in West Yorkshire is held up at a national level as good practice and therefore any changes should not de-stabilise this.
- 2.16 Going forward it is therefore important to build on the track record of success and the principles which underpin that success. It is considered that this means that the LEP Board and wider LEP family of private sector members provides insight and input into:
- The Combined Authorities business support offer, its promotion and delivery.

- Promoting and facilitating inward investment, trade missions and export work.
- Ensuring that skills and employment support is focused on local labour market needs.
- Shaping overall economic and inclusive growth strategy, ensuring the policies can translate into meaningful action.
- The need for Equality, Diversity and Inclusion considerations to be at the heart of all of the work of the Combined Authority and LEP.

2.17 It has been previously agreed that this means that the relationship between the LEP and the Combined Authority is maintained via the following:

- a. The LEP remains a non-statutory partnership body to drive inclusive growth and improve productivity, with public and private membership.
- b. It becomes the primary business advisory board to the Mayor and the Combined Authority.
- c. It provides strategy and policy advice to the Combined Authority to meet the current and future needs of the region's economy.
- d. It provides a conduit for business/private sector voice onto Combined Authority decision making committees.
- e. It leads on an agreed set of business priorities, such as digital, diversity in business and a focus on start-ups.
- f. Its members to have clearly defined portfolios for their work with the MCA, and private sector LEP members are involved in economic decision making in the same way as present.

2.18 Building on the current roles and portfolios held by LEP Board members, and considering the option for each member to have a specific role, so that they can be clear on their contribution, the following portfolios/roles are proposed for discussion:

- LEP Chair
- Private sector lead on Culture, Heritage and Sport (Deputy Chair of corresponding Committee)
- Private sector lead on Place, Regeneration and Housing (Deputy Chair of corresponding Committee)
- Private Sector Lead on Climate, Energy and Environment (Deputy Chair of corresponding Committee)
- Private Sector Lead on Employment and Skills (Deputy Chair of corresponding Committee)
- Private Sector Lead on Business, Economy and Innovation (Deputy Chair of corresponding Committee)
- Private sector lead on Transport (member of Transport Committee)
- SME Champion (Chair of Business Communications Group)
- Diversity Champion
- Trade and Investment Champion

2.19 This approach would enable members of the LEP Board to understand their role, reduce the burden on the new chair and spread the work and various roles

throughout the private sector members. The role of the Chair and the overall Board would then be to pull these strands together and consider their impact on both the LEP priorities and the overall work of the Combined Authority, influencing and enabling the private sector input to remain strong. In addition, the Board would be responsible for taking views and maintaining relationships with the wider 'LEP Family' of Private Sector Members across all the committees and the Business Communications Group.

Next Steps

2.20 Subject to the endorsement of this paper, the following next steps are proposed.

2.21 LEP Governance changes come into effect on 13 March 2023.

2.22 Recruitment for private sector LEP Board Members commences as soon as possible.

2.23 LEP Chair Recruitment

- IRP reports to the Combined Authority on 16th March who will take a decision on remuneration.
- LEP Chair recruitment will commence thereafter in consultation with the Mayor.

3. Tackling the Climate Emergency Implications

3.1. There are no climate emergency implications directly arising from this report.

4. Inclusive Growth Implications

4.1. There are no inclusive growth implications directly arising from this report. Though it should be noted that it is proposed that inclusive growth will remain a key priority for the LEP.

5. Equality and Diversity Implications

5.1. It is proposed to maintain the focus on equality and diversity within the LEP constitution and EDI will remain a key priority for the LEP.

6. Financial Implications

6.1. There are no financial implications directly arising from this report, however it should be noted that the position regarding any future LEP funding is still unclear.

7. Legal Implications

7.1. The legal and governance implications regarding changes to the constitution and governance model are set out in body of the paper.

8. Staffing Implications

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

9. External Consultees

9.1. No external consultations have been undertaken.

10. Recommendations

10.1 That the LEP Board considers and provides any comments on the proposed LEP governance arrangements, and in particular the draft Articles at Appendix 1, draft Terms of Reference at Appendix 2 and the revised Recruitment and Appointment Procedure for Private Sector Representatives as set out at Appendix 3, and notes that the Head of Legal & Governance Services will finalise the same and update the Combined Authority's Constitution accordingly thereafter (in consultation with the Mayor and the Chair of the LEP Board as appropriate) to come into effect from 13 March 2023.

10.2 That the LEP Board provides comments on the draft Board Member Role Profile provided at appendix 4 and the draft LEP Chair Role Profile provided at appendix 5.

10.3 That the LEP Board provides comments on the future role of the LEP and proposed portfolios for private sector members

11. Background Documents

There are no background documents referenced in this report.

12. Appendices

Appendix 1 – Draft Articles relating to the LEP

Appendix 2 – Draft LEP Terms of Reference

Appendix 3 – Draft Recruitment and Appointment Procedure for Private Sector Representatives

Appendix 4 – Draft LEP Board Private Sector Member Role Profile

Appendix 5 – Draft LEP Chair Role Profile

Part 2 - Articles

Article 10 – The LEP

Role of the LEP

- 10.1 The LEP is a business-led public private local partnership which brings together the private and public sectors from across the City Region to:
- provide strategic leadership,
 - unlock the region’s vast potential by enabling business to grow and develop,
 - stimulate growth that will create jobs and prosperity for everyone who lives, works and does business in the region, and
 - advise on strategy and policy aimed at meeting both the current and future needs for the region’s economy.

The LEP Member

- 10.2 The LEP nominates a representative to the Combined Authority to be appointed as a Combined Authority Member by the Combined Authority (the LEP Member).¹ A Substitute Member is also appointed to act in the absence of the LEP Member. The terms of office and voting rights of the LEP Member are set out in Article 3 (Membership of the Combined Authority).

LEP Governance

Context

- 10.3. The LEP Board is not a committee of the Combined Authority, nor is it a sub-committee of any other committee. It is a non-statutory **advisory** board to the Mayor and the Combined Authority.
- 10.4 The LEP Board is not intended to replace or conflict with the Combined Authority’s **Overview and Scrutiny Committee**; any matter reviewed by the Local Partnership remains within the remit of the relevant Overview and Scrutiny Committee and the Scrutiny Standing Orders.

Membership

- 10.5. LEP Board membership must include:
- **private sector representatives**² who live or work within West Yorkshire; and

¹ Schedule 1 of the West Yorkshire Combined Authority Order 2014

² A private sector representative must be or have been employed by an organisation not included as central government, local government or a public corporation as defined for the UK National

- West Yorkshire **local authority representatives**.

- 10.6 At least two-thirds of the members of the LEP Board shall be private sector representatives appointed under paragraph 10.9 below³.
- 10.7 The number of LEP Board members shall not exceed 20, excluding any additional member co-opted to the LEP Board in accordance with paragraph 10.19 below.

Appointment

- 10.8 No person may act as a member of the LEP Board⁴ if:
- they are the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order or interim debt relief restrictions order under Schedule 4ZB of the Insolvency Act 1986, or
 - during the 5 years prior to the date of appointment, they have been convicted of any offence and been sentenced to imprisonment (whether suspended or not) for a period of not less than 3 months without the option of a fine, or
 - they have an incapacity imposed under Part III of the Representation of the People Act 1983 having been convicted of a corrupt or illegal practice, or
 - they are an officer or servant of the Combined Authority or a Combined Authority subsidiary (within the meaning of the Transport Act 1962).
- 10.9 The LEP Board shall appoint the **private sector representatives** to the LEP Board. Any private sector representative on the LEP Board is appointed in their individual capacity, and not as a representative of their employer or any other organisation. No substitute members will be appointed for private sector representatives.
- 10.10 The LEP Board will select the private sector representatives in accordance with the Combined Authority's Recruitment and Appointment Procedure for Private Sector Representatives.
- 10.11 The following local authorities shall each appoint a **local authority representative** to the LEP Board⁵:
- City of Bradford Metropolitan District Council
 - Borough Council of Calderdale
 - Kirklees Metropolitan Council
 - Leeds City Council

Accounts. For this purpose, any Higher Education or Further Education Institution is not classified as a public sector organisation.

³ any co-optee appointed to the LEP Board is not included as a member of the LEP Board for the purpose of this requirement.

⁴ For the avoidance of doubt, this provision extends to any co-optee appointed to the LEP Board.

⁵ This is expected, but not required, to be the Leader of the relevant council.

- Council of the City of Wakefield

10.12 Each of these local authorities may also appoint a substitute to act in the absence of their appointed representative. The substitute member must be an elected councillor from the same local authority as the member for whom they are substituting.

10.13 The West Yorkshire Mayor (the Mayor) will ex-officio be a local authority representative on the LEP Board. The Mayor's substitute will be ex-officio the Mayor's Deputy Mayor.

10.14 An officer cannot substitute for any member of the LEP Board.

Appointment of Chair and Deputy Chair of the LEP

10.15 The Mayor will appoint:

- a private sector representative as **Chair of the LEP**, and
- a private sector representative as a **Deputy Chair of the LEP**.

10.16 A person ceases to be Chair of the LEP or Deputy Chair of the LEP if they cease to be a member of the LEP Board.

10.17 The role of the Chair is to convene the local business community and public sector stakeholders and support the Mayor of West Yorkshire and members of the Combined Authority to understand the challenges and opportunities faced by business through the LEP as the primary business advisory board to the Mayor and the Combined Authority.

10.18 The Mayor will select the Chair in accordance with the Combined Authority's Recruitment and Appointment Procedure for Private Sector Representatives. The terms of the appointment will be set out in an appointment letter from the Mayor to the Chair of the LEP.

Appointment of co-optees to the LEP Board

10.19 The LEP Board may at any time co-opt up to 5 additional persons with specialist knowledge to the LEP Board, subject to paragraph 10.22 below.

Terms of office

10.20 The term of office for each **private sector representative** appointed under paragraph 10.9 will normally be a maximum of three years, with an optional extension of three years. In exceptional circumstances, the LEP Board may approve an extension of a further three years.

10.21 The term of office for the **Chair** and **Deputy Chair** will be up to three years, with an optional extension of up to three years possible subject to review. In exceptional circumstances, the Mayor may approve a further extension up to three years.

- 10.22 The term of office for each **co-optee** appointed under paragraph 10.19 will be one year, subject to any exceptional circumstances.
- 10.23 The LEP Board may terminate the membership of any **private sector representative** or **co-optee** at any time.
- 10.24 The term of office for any **local authority representative** appointed by a local authority (or their substitute) is at the discretion of their appointing authority; authorities may terminate their appointment or appoint a representative at any time, by notification in writing to the Combined Authority's Head of Legal and Governance.
- 10.25 Any member of the LEP Board or co-optee may resign at any time by written notification to the LEP Chair.
- 10.26 Any member of the LEP Board who fails to attend any meeting of the LEP Board throughout six consecutive months from the date they last attended such a meeting, shall cease to be a member of the LEP Board, unless the failure was due to a reason approved by the LEP Board before the expiry of the six month period.

LEP Board Groups

- 10.27 The LEP Board may at any time appoint an advisory group (in relation to a particular on-going issue or theme), or a working group (in relation to a time limited task) for the purpose of providing advice to the LEP Board.
- 10.28 The LEP Board may appoint as a member of an advisory group or working group, any private sector representative or other persons who are not members of the LEP Board.
- 10.29 The membership of any group or working group appointed by the LEP Board must include a member of the LEP Board who will report back to the LEP Board on any recommendations made by the group.
- 10.30 The LEP Board shall determine the procedure for any group or working group; in the absence of any such determination the procedure shall be determined by the group or working group itself.

Meeting Arrangements

- 10.31 The **Chair of the LEP if present shall preside** at any meeting of the LEP Board, or in their absence, or where they cannot participate due to a conflict of interest, the Deputy Chair of the LEP shall preside. If neither are present, or both are conflicted, the meeting will elect a chair to preside for that meeting.
- 10.32 The LEP Board will **meet at least once a year** on dates agreed by the LEP Board, and the dates will be published on the Combined Authority's website as soon as reasonably practicable.
- 10.33 On an **annual basis** the LEP Board will:
- In respect of membership:

- Nominate a member of the LEP Board to the Combined Authority⁶
- note the **local authority representatives** and substitutes appointed to the LEP Board appoint (or confirm the continuing LEP Board membership of) **private sector representatives**
- appoint any **co-optees** to the LEP Board

10.34 Every meeting of the LEP Board will:

- receive **declaration of interests** from members of the LEP Board
- approve the **minutes** of the last LEP Board
- consider **any other business** set out in the agenda for the meeting.

Public access to agenda and reports

10.35 Where practicable, at least 3 clear days before a meeting of the LEP Board, a copy of the agenda and reports⁷ will be made available for inspection by the public at the Combined Authority offices and published on the Combined Authority website.

Quorum

10.36 No business may be transacted at a meeting of the LEP Board, unless at least 4 members of the LEP Board (or their substitutes) are present, including one local authority representative and one private sector representative.

Confidential Information and Public access to meetings

10.37 Members of the LEP Board may from time to time receive information which is treated as confidential. **It is imperative that such information is not disclosed** to parties outside the Board and to do so may lead to the removal of the member from the LEP Board.

10.38 Formal meetings of the LEP Board shall be open to the public except to the extent that the public are excluded (during the whole or part of the proceedings) to prevent the likely disclosure of confidential information

10.39 The public **must** be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that the following confidential information would be disclosed:

- information given to the LEP Board or the Combined Authority by a Government department on terms which forbid its public disclosure, or
- information the public disclosure of which is prohibited by or under an Act or Court Order.

⁶ To date, in practice this has been the Chair of the LEP Board, but there is no requirement for this to be the case

⁷ With the exception of such reports and agenda items that contain confidential information.

10.40 The public **may** be excluded from a meeting during an item whenever it is likely in view of the nature of the business or the nature of the proceedings that the following confidential information would be disclosed:

- information the public disclosure of which would, or would be likely to, inhibit the free and frank provision of advice, the free and frank exchange of views for the purposes of deliberation, and/or would be likely to otherwise prejudice the effective conduct of public affairs

Voting

10.41 The LEP Board shall operate on a consensus model, wherever possible. Where a consensus is not achieved, a matter shall be carried by a majority of votes of the members of the LEP Board present and voting.

Minutes

10.42 Minutes of a meeting of the LEP Board will record:

- the names of all members of the LEP Board (or their substitute) present at the meeting,
- any declarations of interests made at the meeting, and
- any decision or recommendation made by the LEP Board

10.43 Minutes of a meeting of the LEP Board will be published on the Combined Authority's website following the meeting.

Code of Conduct and Conflicts of Interest

10.44 Any member of the LEP Board to whom the Combined Authority's **Members' Code of Conduct** applies (by virtue of their membership on the Combined Authority, their role as a voting member on a committee or otherwise) will be subject to the Code of Conduct when they are attending the LEP Board and/or undertaking activities as a LEP Board member.

10.45 Any member of the LEP Board who is **not subject to the Members' Code of Conduct is still required to act in line with the Nolan Principles** of public life which are selflessness, integrity, objectivity, accountability, openness, honesty and leadership and **is expected** to meet the standards of the Members Code of Conduct as a matter of good governance.

10.46 All LEP Board members should treat meetings of the Board as if they are a formal committee meeting **for the purposes of disclosing interests and not participating where a member has an interest in any matter**. This approach helps members avoid breaching the principles of conduct set out in the Code relating to selflessness, and honesty and integrity.

10.47 Any declaration or non-participation by any member of the LEP Board should be recorded in the minutes for the meeting of the Board.

10.48 All members of the LEP Board are also subject to the Combined Authority's Conflicts of Interest Policy and Protocol: Loans or grants to businesses.

The Assurance Framework

- 10.49 The Combined Authority and the LEP have agreed a joint Assurance Framework, which sets out the arrangements that the Combined Authority and the LEP have in place to ensure that public money is managed effectively. It explains how the Combined Authority and the LEP identify, appraise and evaluate schemes to achieve value for money.
- 10.50 The focus of the Assurance Framework is to ensure that necessary practices and standards are implemented to provide the Government, Combined Authority, the LEP and local partners with assurance that decisions over funding (and the means by which these decisions are implemented) are proper, transparent and deliver value for money.
- 10.11 The Assurance Framework also sets out the respective roles and responsibilities of the Combined Authority and the LEP, including how the formal accountability relationship between the Combined Authority and the LEP works.

Document version control	
Municipal Year:	<i>2022-23</i>
Version:	<i>2 - 22/23</i>
Document approved by:	
Date:	
To be of effect from:	

This page is intentionally left blank

Part 3

Section 2.3 - Terms of Reference

The LEP Board

1. The LEP Board is a business-led public private local partnership which brings together the private and public sectors from across the City Region to:
 - provide strategic leadership,
 - unlock the region's vast potential by enabling business to grow and develop,
 - stimulate growth that will create jobs and prosperity for everyone who lives, works and does business in the region, and
 - advise on strategy and policy aimed at meeting both the current and future needs for the region's economy.

The LEP Board is authorised:

2. To advise the Combined Authority in respect of any Non-Mayoral Function¹ which relates to, or impacts on those matters set out at paragraph 1.
3. To advise the Mayor in respect of any Mayoral General Function² which relates to, or impacts on those matters set out at paragraph 1.
4. To promote, in collaboration the Combined Authority and its other committees,
 - equality and diversity,
 - inclusive growth,
 - tackling the climate emergency, and
 - the strategic alignment of the Combined Authority's policies, investment priorities, strategies, and plans.

¹ Functions in this context are to be construed in a broad and inclusive fashion, and as including the exercise of the ancillary powers under Section 113A of the Local Democracy, Economic Development and Construction Act 2009.

² Mayoral General Functions are the functions of the Combined Authority which are exercisable only by the Mayor, other than PCC Functions. These are conferred by the 2021 Order (see further Table D in Section 3.1.1 of Part 3 of the Constitution), or other legislation.

Document version control**Municipal Year:** 2022-23**Version:****Document approved by:** The Combined Authority**Date:****To be of effect from:**

Leeds City Region Enterprise Partnership (LEP) & West Yorkshire Combined Authority (Combined Authority)

Recruitment and Appointment Procedure for Private Sector Representatives

1. Introduction

- 1.1 The LEP's Governance Arrangements¹ provide for the LEP to appoint private sector representatives to the LEP. The Combined Authority also co-opts private sector representatives to its committees. The Combined Authority may also appoint such representatives to any working group.
- 1.2 This procedure sets out the process to be followed in relation to the recruitment of any private sector representative² to:
- the LEP (including the LEP Chair) or
 - any committee or working group of the West Yorkshire Combined Authority.
- 1.3 The purpose of this procedure is to ensure that the recruitment for private sector representatives is carried out in a way which secures:
- selection on the basis of merit based on aptitude and ability,
 - consistency, fairness and openness in line with the Nolan principles,
 - appropriate succession planning, and
 - effective recruitment of people who can bring new ideas and approaches.
- 1.4 The terms of office for any private sector representative on the LEP including the Chair, a committee or working group, will be in accordance with the Combined Authority's governance arrangements.

2. Diversity

- 2.1 It is recognised that the composition of representatives on the LEP and the Combined Authority is important as a breadth of interests must be taken into consideration. The aim of each recruitment exercise is to promote and achieve private sector representation that reflects the diversity, industry and geography of the region.

¹ Article 10, Part 2 of the Combined Authority's Constitution

² This is subject to exceptional circumstances where the LEP or the LEP Chair (subject to the confirmation of the Monitoring Officer) confirms that there are compelling reasons for not doing so.

2.2 The Combined Authority and LEP are committed to promoting diversity and equality of opportunity including in relation to the representatives on boards and committees.

3. Eligibility

3.1 A private sector representative should:

- live or work within the West Yorkshire, and
- be (or have been) employed by an organisation **not** included as central government, local government or a public corporate as defined for the UK National Accounts.³

3.2 No person may act as a private sector representative if:

- they are the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order or interim debt relief restrictions order under Schedule 4ZB of the Insolvency Act 1986, or
- during the five years prior to the date of appointment, they have been convicted of any offence and been sentenced to imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine, or
- they have an incapacity imposed under Part III of the Representation of the People Act 1983 having been convicted of a corrupt or illegal practice, or
- they are an officer or servant of the Combined Authority or a Combined Authority subsidiary (within the meaning of the Transport Act 1962),
- they are currently employed in the public sector (that is, by an organisation included as central government, local government or a public corporate as defined for the UK National Accounts).

4. Recruitment Exercises - private sector representatives other than the LEP Chair

4.1 A full media backed recruitment campaign may take place as appropriate in respect of private sector representation on the LEP and on any committee (or working group) of the Combined Authority, as part of the LEP's succession planning arrangements.

³ Public Sector Classifications can be viewed on the Office for National Statistics web-site [here](#)

- 4.2 A role profile for private sector representatives may be approved by the Combined Authority Chief Executive in consultation with the LEP Chair before the start of each recruitment campaign.
- 4.3 This opportunity will be advertised openly on a variety of platforms, to ensure that people across the business community have an opportunity to apply. This may include local and regional press as well as via the Combined Authority/LEP digital channels and both existing and potential new networks, including consideration of appropriate channels for specific equality and diversity objectives. Senior business leaders, stakeholders and Chief Executives across the Leeds City Region may also be encouraged to share this opportunity with their extensive networks to ensure every effort is made to capture networks, contacts and organisations as broad reaching as possible to actively encourage individuals from under-represented groups to apply.
- 4.4 The Combined Authority's officers will compose an appropriate advertisement and agree a suitable deadline for applications.
- 4.5 Applications may be received online via the "Board Recruitment" email inbox which will be monitored and maintained by the Private Sector Relationship Manager.
- 4.6 Following the advertised deadline, applications will be reviewed to ensure that candidates are eligible for the position and assess suitability against the role profile.
- 4.7 The LEP Chair and Combined Authority Chief Executive will agree a short-list of candidates, who may then be invited to meet with an interview panel. The interview panel for private sector representatives may consist of:
- the LEP Chair,
 - a private sector representative, and
 - a local authority representative.
- 4.8 Appropriate Combined Authority officers may attend the interview, to advise only.
- 4.9 Before the interview, each shortlisted candidate may be asked to provide contact details for two referees.
- 4.10 Each candidate will be assessed by the interview panel on merit, based on aptitude and ability assessed against the role profile for the position, taking into account their application, interview and references.

- 4.11 In respect of private sector representatives on the LEP, the Combined Authority Chief Executive will report the recommendations of any interview panel to the LEP, which will make any appointment. Successful candidates to the LEP may be notified by the LEP Chair.
- 4.12 With the LEP Chair's consent, any other appropriate member of the LEP may interview potential candidates. The appropriate committee lead officer may attend in support.
- 4.13 In respect of private sector representatives on any committee, the Combined Authority Chief Executive will report the recommendations of any interview panel to the LEP for consideration and recommendation to the Combined Authority, which will make any appointment.

5. Private Sector Reserve

- 5.1 Where the number of suitable candidates exceeds the number of vacancies, any suitable candidate who is not appointed to a vacancy may be given the opportunity to join a Private Sector Reserve which may remain in place until the next recruitment campaign⁴, as part of the LEP's succession planning arrangements.
- 5.2 Should a vacancy arise for a private sector representative at any time between each full campaign⁵, then the Private Sector Relationship Manager may invite an EOI from the individuals in the Private Sector Reserve to fill this vacancy.
- 5.3 The Private Sector Relationship Manager may also invite an EOI from all existing private sector representatives in relation to any vacancy, in case they wish to be considered for that vacancy.
- 5.4 Where any EOI is received:
- In respect of vacancies for private sector representatives on the LEP, the LEP Chair will consider any EOIs and may meet with any candidates to assess their suitability for the particular position.
 - In respect of vacancies for private sector representatives on a committee, the LEP Chair or any other appropriate member of the LEP with the

⁴ Their original application and any other details held for them will be held until the next recruitment campaign.

⁵ Including any vacancy which arises due to any changes in committee or working group arrangements

consent of the LEP Chair will consider any Eols and may meet with any candidates to assess their suitability for the particular position.

- 5.5 If no Eols are submitted, new applicants may be sought via a recruitment campaign with the vacancy being advertised on the LEP and Combined Authority web-sites, and any another appropriate website and social media. The vacancy may be advertised for a minimum of 14 days, and the process set out in paragraphs 4.4 – 4.9 above followed.
- 5.6 In respect of private sector representatives on the LEP, the Combined Authority Chief Executive will report recommendations to the LEP, which will make any appointment.
- 5.7 In respect of private sector representatives on any committee, the Combined Authority Chief Executive will report any recommendations to the LEP for consideration and recommendation to the Combined Authority, which will make any appointment.

6. LEP & Committee Composition & Conditions

- 6.1 Each private sector representative is appointed with the expectation that they remain in the same or similar role and industry for the duration of their term of office. They must advise the Private Sector Relationship Manager of any changes in their employment, within seven days.
- 6.2 The LEP Chair and other member of the LEP Board at the LEP Chair's invitation may periodically meet with private sector representatives, and any proposed changes in employment/sector focus should be discussed at that time.
- 6.3 Subject to approval by the Combined Authority and the LEP Board, a private sector representative may be appointed to more than one committee, or appointed to a different committee, should their sector focus change or their knowledge or experience be better utilised elsewhere.
- 6.4 A private sector representative must also advise the Private Sector Relationship Manager as soon as reasonably practicable if they are no longer eligible to act as a private sector representative, for example, if they become employed in the public sector. See section 3, Eligibility.

7. Recruitment and appointment of the LEP Chair

- 7.1 The LEP's Governance Arrangements provides for the LEP Chair to be a private sector representative appointed by the Mayor.

- 7.2 Where a vacancy arises (or is due to arise) in the position of LEP Chair, the role profile for the position may be reviewed and approved by the Combined Authority Chief Executive in conjunction with the Mayor before the start of each recruitment campaign.
- 7.3 Officers will compose an appropriate advertisement and agree a suitable deadline for applications, further to engagement with the business community, through the LEP's Business Communications Group.
- 7.4 This opportunity will be advertised openly on a variety of platforms, to ensure that people across the business community have an opportunity to apply. This may include local and regional press as well as via the Combined Authority/LEP digital channels and both existing and potential new networks, including consideration of appropriate channels for specific equality and diversity objectives. Senior business leaders, stakeholders and Chief Executives across West Yorkshire may be encouraged to also share this opportunity with their extensive networks to ensure every effort is made to capture networks, contacts and organisations as broad reaching as possible to actively encourage individuals from under-represented groups to apply.
- 7.5 In addition to the media backed recruitment campaign, extensive, wide reaching and transparent engagement with the business community via press, social media and the Business Communications Group may take place.
- 7.6 Applications may be received online via the "Board Recruitment" email inbox which will be monitored and maintained by the Private Sector Relationship Manager.
- 7.7 Following the advertised deadline, applications will be reviewed to ensure that candidates are eligible for the position and assess suitability against the role profile.
- 7.9 The Combined Authority Chief Executive will agree a short-list of candidates, who will then be invited to meet with an interview panel. The interview panel will as a minimum include:
- a private sector representative who is not a member of the LEP, and
 - the Mayor or other local authority representative.
- 7.10 Appropriate Combined Authority officers will attend the interview, to advise only.
- 7.11 Before the interview, each shortlisted candidate may be asked to provide contact details for two referees.

- 7.12 Each candidate will be assessed by the interview panel on merit, based on aptitude and ability assessed against the role profile for the position, taking into account their application, interview and references.
- 7.13 The interview panel will make recommendations to the Mayor with regard to the appointment of a LEP Chair.
- 7.14 The LEP Chair's term will be in accordance with the LEP Governance Arrangements.
- 7.15 The terms of their appointment will be set out in an appointment letter from the Mayor to the LEP Chair.

8. Appointment of the LEP Deputy Chair

- 8.1 The LEP Governance Arrangements provide for the Mayor to appoint a private sector LEP Deputy Chair.
- 8.2 The Private Sector Relationship Manager may invite an EoI from all Private Sector representatives on the LEP Board in relation to any vacancy arising.
- 8.3 The Deputy Chair may be appointed by the Mayor from among the private sector representatives on the LEP Board.

9. Committee Chairs

- 9.1 The Combined Authority Chief Executive may seek recommendations from the LEP relating to the appointment of any private sector representative as a committee Deputy Chair at any time. Any recommendations will be considered by the Combined Authority, which will make any such appointment.

10. Induction and Training

- 10.1 Appropriate training and induction is provided to all representatives, including private sector representatives. Further training may also be provided throughout their term, including diversity training and briefings on new developments, as and when required and this will be kept under review in accordance with the West Yorkshire Combined Authority Assurance Framework.

This page is intentionally left blank

Role Profile: Local Enterprise Partnership Chair

We are seeking a new LEP chair to work alongside the Mayor of West Yorkshire and the members of the Combined Authority to define and re-shape the role of the LEP in light of the national changes brought about by the Levelling Up White Paper (February 2022). Ensuring that the private and public sector partnership is further strengthened within West Yorkshire.

Role of the Chair:

- Provide leadership of the LEP as a non-statutory partnership body to drive inclusive economic growth. Reshaping the LEP in light of national and local changes to ensure that the role of the board, board members and the wider private sector is clear and communicated effectively.
- Support the Mayor of West Yorkshire and members of the Combined Authority to understand the challenges and opportunities faced by the business through the LEP as the primary business advisory board to the Mayor and the MCA.
- Support the development of key regional strategies such as the Economic Strategy and work programmes which address the key priorities for inclusive economic growth and take account of the different economic needs and opportunities across the region.
- Chair and develop an effective LEP Board by managing the contributions of both private and public sector leaders, to ensure that the LEP's work is clear, and strategic in achieving a common goal and purpose.
- Work with the Mayor and Combined Authority to promote the interests of the region in high level negotiations with key influencers in government and business circles, with the broad aim of securing investment in the region.
- Champion and role model equality, diversity and inclusion, adhere at all times to high standards of ethics and governance in public life.

Key Responsibilities of the Chair:

- To chair the public meetings of the LEP Board.
- Ensuring the LEP builds strong local partnerships across West Yorkshire.
- Providing strategic policy advice in respect of the current and future needs of the region's economy to the mayor and mayoral combined authority.
- Ensuring that the LEP is diverse and representative of the places, businesses and communities with the region.
- Proactive communication, consultation and negotiation with key stakeholders regionally and nationally, including politicians, government, businesses and business representative organisations.
- Providing a conduit for business/private sector voice onto MCA decision making panels.
- Leading on an agreed set of business priorities, such as diversity in business, digital transformation, a strong Trade and Investment brand and a focus on start-ups.

- Maintain and further strengthen relationships with business representative groups within the region alongside the mayor.

Additional roles will be required in the capacity as LEP Chair. Many roles may be delegated, however as a minimum we would expect the LEP Chair or Deputy Chair to undertake these roles.

Member, West Yorkshire Combined Authority (Combined Authority): Bringing together the Mayor, local councils and businesses to make decisions regarding West Yorkshire policies, strategies and funding decisions. (one meeting every two months).

Member, Northern Powerhouse (NP) 11: The eleven northern LEPs (one meeting per month).

Overseas and investor delegations: to be part of delegations of political and senior business leaders to/from other regions of the world in order to meet and attract key businesses and investors to the region (overseas visits two to three times per year).

LEP Network Chair Meetings: The National LEP Network. A bi-annual LEP Chairs meeting provides an opportunity to meet focused around key issues, other responsibilities may be taken on as and when required for the work of the LEP.

Experience and Attributes

The Chair must be able to demonstrate the following:

- A **private sector business career** with significant **experience of leading** a successful business based within West Yorkshire; to demonstrate credibility and achievement as a major driver of private sector growth in the region.
- Experience of chairing and leading groups of senior leaders with the ability to **build consensus amongst a board** and to inspire people from different backgrounds with a clear sense of purpose.
- Experience of championing Equality, Diversity and Inclusion.
- Experience operating in complex environments, including working with elected members.
- A clear strategic **vision, strong leadership skills and** a demonstrable understanding of the drivers of economic prosperity,
- **Excellent communication skills** including **public speaking**, able to speak with credibility on behalf of business and the private sector.
- **Well connected** with demonstrable links with other businesses and organisations; able to convey the wider messages, unite divergent interests and build wider support for our common goals.
- **Commitment to serve** for up to three years: Chair regular LEP Board meetings, attend other regional/national events, champion the work of the Local Enterprise Partnership and influence Government.
- A strong sense of **passion and pride** in the region to work alongside the Mayor to champion the whole of West Yorkshire at a local, regional, national and International level.

Time Commitment & Remuneration [tbc]

For the position of Chair, it is anticipated that the individual will contribute between four and eight days [tbc] per month in the fulfilment of this demanding leadership role, including occasional evening and overseas ambassadorial/speaking commitments.

An honorarium of xx plus expenses [tbc subject to remuneration advice] will be available, where needed, to secure the time commitment necessary.

DRAFT

This page is intentionally left blank

Role Profile: Board Members, Local Enterprise Partnership

Benefits of Board Membership

The LEP is the primary business advisory board to the Mayor of West Yorkshire and the Mayoral Combined Authority (MCA). It supports the development of regional strategies and work programmes which address the key priorities for inclusive economic growth and take account of the different economic needs and opportunities across the region. As a Board Member you will support the Mayor and the MCA to understand the challenges and opportunities faced by business, providing strategic policy advice in respect of the current and future needs of the region's economy.

This high profile role provides the opportunity to:

- ensure decisions affecting the local area consider broader, more diverse perspectives
- build your senior networks and contacts
- raise your personal profile
- champion key causes and opportunities,
- build your Board experience
- develop new skills and capabilities
- influence business leaders locally and nationally
- drive forward new ideas.

Diversity of Board Members

We are looking for business people who can help us make the best decisions for the region, by representing the diversity of communities and economies in our area. This diversity is one of our key strengths and something we need to capitalise upon. Through the recruitment process we are seeking to broaden the gender and ethnic diversity on the Board and contribute experience and attributes which helps us understand and represent specific places, sectors and approaches including:

- Manufacturing and engineering
- Digital and technology-led innovation
- Construction and infrastructure
- Health and medtech
- Fintech
- Culture and creative
- Clean growth/environmental technologies
- Finance and professional services
- Hospitality/tourism
- Voluntary & Communities / Social Enterprise
- Small / micro business

Role of LEP Board Members:

- Provide strategic input to the LEP Board on driving the growth of the region's economy from a private sector perspective;
- Actively seek to promote the interests of the LEP at key opportunities to influence government and business;
- Contribute to a clear and informed view of the strengths, weaknesses, opportunities and threats facing the regional economy;
- Contribute to the development of the West Yorkshire Combined Authority's strategy and work programmes which address the key priorities for inclusive economic growth and take account of the different economic needs and opportunities across the region;
- Champion and promote the work of the Board to relevant partners, organisations, networks and business organisations, engaging in regular consultation opportunities;
- Adhere at all times to high standards of ethics and governance in public life, uphold the Board Code of Conduct and exemplify the Combined Authority's Diversity & Equality Policy;
- You may become involved in supporting specific initiatives or agendas. Involvement, including time commitment will be agreed in advance;
- The LEP Chair will meet you, at your convenience, on a regular basis to gain your input and support any development needs;
- The Mayor and/or LEP Chair will undertake a review with you annually, to assess the year and how we can improve going forward.

Experience and Attributes

Board Members must be able to demonstrate the following:

- A clear strategic **vision, strong leadership skills and** a demonstrable understanding of the drivers of inclusive economic prosperity.
- **Well-connected** with demonstrable links with other businesses and organisations relevant to the Board agenda.
- **Preparedness to assume leadership roles** on specific issues by agreement with the Chair to help drive work forward across the LEP between Board meetings.
- **Excellent communication skills** including **public speaking**.
- Experience of driving **change and innovation** in the private sector
- Significant **experience of leading** a successful business* based within West Yorkshire; to demonstrate credibility and achievement as a driver of private sector growth in the region.
- **Commitment to serve** for up to three years: attend regular LEP Board meetings, other regional/national events and to champion the work of the LEP.

* Board members are welcomed from all different sectors and sizes of business within the region, from all the geographic areas covered by the LEP. We actively encourage more applications from women and BAME communities to ensure a diverse and balanced Board membership.

Nolan Principles

We operate under a Code of Conduct and expect Board members to adhere to the Nolan Principles which provide the 7 principles of Public Life. These are

1. Selflessness

Holders of public office should act solely in terms of the public interest.

2. Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3. Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4. Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5. Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6. Honesty

Holders of public office should be truthful.

7. Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Time Commitment & Expenses

For the position of Board Member, it is anticipated that the individual will contribute circa one to two days per month in the fulfilment of this role, including attending 3-4 Board meetings per year, some of which are held in public.

Board positions are honorary and therefore not remunerated, however travel and subsistence expenses may be reimbursed, in accordance with the Combined Authority's Members Allowances Scheme.

This page is intentionally left blank



Report to: Leeds City Region Enterprise Partnership (LEP) Board

Date: 8 March 2023

Subject: **Economic Update**

Led By: Mark Roberts, Interim Chair

Lead Officer: Alan Reiss, Director of Strategy, Communications and Policing

1. Purpose of this Report

- 1.1. To provide an update on the latest economic and business intelligence for the Board.
- 1.2. To request input on the creation of a business health dashboard.

2. Information

Cost of Doing Business

- 2.1. On 9 January 2023, the Government announced the Energy Bill Discount Scheme, which will support eligible non-domestic properties with the rising cost of energy. This will replace the Energy Bill Relief Scheme that has been in place since September 2022, and will end on 31 March 2023.
- 2.2. The Energy Bill Discount Scheme will work by offering businesses and public sector organisations discounted prices for wholesale gas and electricity. This support will run from 1 April 2023 to 31 March 2024, with the level of support capped at £5.5 billion in order to protect the taxpayer from volatile energy markets. Whilst all businesses will receive some form of discount, there are additional discounts for those operating in Energy and Trade Intensive Industries. A list of these industries can be found in Appendix 1.
- 2.3. This scheme represents a reduction in overall support by about 66%. Smaller businesses that do not operate in Energy and Trade Intensive Industries will receive the least support, which is likely to mean that the culture and night time economies are likely to be particularly exposed to high energy costs. This leaves these industries in a precarious position given that many households are currently reducing discretionary spending where possible. Furthermore, public sector bodies and those in the third sector will be eligible for the more general level of support, putting pressure on the support they can offer.

- 2.4. Data from Fame shows that there are 2,973 businesses in West Yorkshire that fall into the Energy and Trade Intensive Industries, 2.0% of all businesses within the region. This is greater than the 1.4% of businesses across England as a whole, reflecting West Yorkshire's relative strength in manufacturing. However, this support still falls short of what would be required based on previous analysis by the Combined Authority, which shows that up to 8,000 West Yorkshire businesses are at an enhanced risk of high energy bills.
- 2.5. The gap between those identified in previous analysis and those who will receive the enhanced support is driven by the difference in definitions used. Our previous analysis identified firms who were either trade intensive or energy intensive, whereas the enhanced support offered will be only available to those who meet the criteria of being both energy intensive and trade intensive.
- 2.6. The Economic Analysis team are currently in the process of developing a Business Health Dashboard, which is intended to provide a snapshot of how businesses are dealing with historically high costs of doing business and the ongoing labour market challenges. Screenshots of the Dashboard can be seen in Appendix 2, and the team would welcome feedback on data visualisation and the metrics captured within the dashboard. Currently, the following indicators are being monitored:
- Out of work claimant counts by district
 - In work claimant counts by district
 - Vacancies by both district and sector
 - New business registrations by district and sector
 - Business liquidations by business and sector
 - SME debt levels by district
 - Business sentiment from the West and North Yorkshire Chamber of Commerce's Quarterly Economic Survey
- 2.7. The key insights from the dashboard thus far are as follows:
- On business liquidations, the manufacturing and construction sectors, as well as the arts and entertainment sectors are over-represented in the liquidation figures relative to the proportion of businesses within the region. This matches intelligence around high inflation on input prices and the impacts of inflation in reducing discretionary spending by households, leading to businesses in these sectors having less money to spend on non-essential items.
 - Vacancy rates within West Yorkshire remain high. Since November 2021, the total number of job vacancies in West Yorkshire has remained around double the pre-pandemic levels, with 33,600 vacancies in the region in December 2022. This is close to the peak number of vacancies observed in October 2022, when there were 36,700 job postings in the region. Two in every three vacancies in West Yorkshire fall within two sectors: Administration and Support Services and Financial and Insurance Activities.

UK Macroeconomy

- 2.8. CPI inflation rose by 10.1% in the year to January 2023. Whilst this change represents a fall in the rate of inflation compared with the 12 months to December 2022, it is important to note that prices are still increasing, and at historically high rates, but slightly more slowly than they were previously. The most notable movement in price has come in the transport sector, where the annual inflation rate has fallen for a seventh consecutive month to 3.4%, down from its peak of 15.2% in June. Restaurants and hotels are also increasing their costs at a slower rate than they were previously, with this effect being visible mostly on drinks prices in cafes and restaurants.
- 2.9. In order to bring CPI inflation back to its 2% target, the Bank of England's Monetary Policy Committee (MPC) voted 7-2 in favour of raising the Bank Rate from 3.5% to 4%. The Bank of England's model assumes a peak in the Bank Rate of 4.5% in Summer 2023 and a rate of 3.25% over the next three years. This move is in line with the Federal Reserve in the USA and the European Central Bank, who have also increased interest rates this week to bring the rate of inflation down to their long-term targets.
- 2.10. It is anticipated that inflation will fall sharply this year, falling to around 5% by the end of 2023, though it should be noted that inflation would naturally be lower this year due to timing effects. For example, the energy price cap had a relatively large increase in 2022, and the increases going forward are expected to be lower. Even though inflation is looking likely to decline, it does not mean that prices are overall getting cheaper for people, it simply means prices are increasing at a slower rate.
- 2.11. In January 2023, the International Monetary Fund (IMF) announced that its forecasts showed the UK to be the only advanced economy in the world to experience a recession in 2023. The IMF predict that the UK economy will contract by 0.6% during the year, whilst even sanction-hit Russia will see output grow in 2023.
- 2.12. Gas futures prices have fallen by 80% from their peak in August 2022, providing a clear route down for energy prices in the coming months. An unseasonably warm January has enabled the country to build up a reserve of energy, reducing demand for – and thus, the price of – wholesale gas. However, it is likely that these reductions will take time to reach consumers primarily because the energy store that has built up was bought at a higher price than the current market rate, meaning that these higher costs must be passed on to consumers in the coming months to work through the stock.
- 2.13. One positive consequence of the falling gas futures prices is that the falling prices have significantly reduced the cost to the Government of current energy support to both businesses and households, by around 90% throughout 2023. Whilst this will be partially offset by a reduction in windfall tax receipts, this could save the Treasury between £4 billion and £10 billion nationally, which had

already been earmarked for spending on keeping energy bills below market rates. Paragraphs 2.15 onwards consider the implications of this for West Yorkshire, and how this earmarked money could be repurposed to deliver additional economic benefits for the region.

West Yorkshire economy

- 2.14. The latest ad-hoc economic forecasts for the West Yorkshire economy predicts that output within the region will contract by 1.8% in 2023, wiping over £1 billion from West Yorkshire's GVA figure. This is forecast to scar the economy, with output not recovering to 2022 levels until 2026, by which time the region is estimated to be £2.2 billion below the levels forecast in Summer 2022. A similar story is observed in the jobs trend, and the trend in GVA per job, with the short-term effects of the current economic situation compounding over time to create the scarring effect. The data shows that on a GVA per job basis, a worker in London produces as much value in three days as a West Yorkshire worker does in a five-day working week.

Spring Budget

- 2.14. There have been widespread calls for the Government to use the Spring Budget on 15 March to maintain the £2,500 Energy Price Guarantee, rather than the previously announced £3,000 cap on average household energy use from 1 April. Whilst this has been supported by 70 charities and the energy industry trade body Energy UK, at the time of writing on 22 February, details on the Spring Budget announcements are yet to be forthcoming.
- 2.15. The Spring Budget will take place on the 15 March. Detail on the Combined Authority's budget submission can be found in Appendix 3, but an overview of the strategic asks is as follows:
- West Yorkshire being included in the next wave of devolution trailblazer deals to negotiate further devolution of funding and powers, to enable strategic long-term plans to be realised
 - Full devolution of all adult employment, skills, and careers funding so people can gain the right skills needed for good quality work
 - Certainty, stability, and fairness in Local Government Funding to enable our local authorities to plan and allocate and manage resources efficiently
 - Provide assurance of the Government's continued commitment to mass transit in West Yorkshire
 - Delivering strategic rail infrastructure to connect West Yorkshire, through delivery of schemes such as Northern Powerhouse Rail including a City Centre through Station in Bradford and full delivery of HS2
 - Secure money, powers, and market reform for buses

- Increase commitment to existing mechanisms at regional and national level aligned with the net zero target
- Investing in culture in West Yorkshire
- Revisions to the funding formula for policing to properly reflect the challenges of policing an area with significant urban areas like West Yorkshire
- Increased Innovation, R&D & business support investment for West Yorkshire

3. Tackling the Climate Emergency Implications

3.1. There are no climate emergency implications directly arising from this report.

4. Inclusive Growth Implications

4.1. The current inflationary pressures in the UK economy are being disproportionately felt by the poorest in society, with inflation being driven primarily by energy and food costs. On food costs in particular, the price of the thirty cheapest grocery items are currently rising by twice that of other foods – by around 30%.

5. Equality and Diversity Implications

5.1. From April, the Energy Bill Discount Scheme will end, meaning that the £400 support to all households for energy bills will cease. They will, however, be replaced by alternative support scheme to help households through the cost-of-living crisis. It should be noted that this support will be in the form of a direct cash transfer to recipients, so they are free to spend the money on non-energy costs. These payments will be one-off payments of £900 or those on means-tested benefits, £300 to pensioner households and £150 to individuals on disability benefits. Assuming that the households spend all of this money on energy bills, support for those on means-tested benefits will remain the same as it is now, whilst pensioners and the disabled will be made relatively worse off due to the rising Energy Price Guarantee and withdrawal of the Energy Bill Discount Scheme.

6. Financial Implications

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

7. Legal Implications

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

8. Staffing Implications

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

9. External Consultees

9.1. No external consultations have been undertaken.

10. Recommendations

10.1. That the LEP Board notes the latest evidence on the region's economic performance and wider national context that West Yorkshire is currently operating in and considers it as part of the decision making process.

11. Background Documents

There are no background documents referenced in this report.

12. Appendices

Appendix 1 – List of sectors eligible for the Energy and Trade Intensive Industries scheme

Appendix 2 – Business Health Dashboard

Appendix 3 – West Yorkshire Spring Budget 2023

List of sectors eligible for the Energy and Trade Intensive Industries (“ETII”) scheme

Firms with primary operations in the sectors listed below will be eligible for support under the ETII scheme. Further detail on eligibility and the application process will be published in due course.

The ETII sectors were identified via the EBRS review as those meeting certain thresholds for energy and trade intensity, in addition to sectors currently included in existing Energy Compensation and Exemption schemes. Energy intensity was based on electricity and gas consumption as a % of a sector’s GVA using ONS data. Trade intensity was based on goods trade using ONS data. To qualify as an ETII sector, the sector had to be above the 80th percentile for energy intensity (i.e., fall in the top 20% of sectors by energy intensity across the UK), and the 60th percentile for trade intensity (i.e., fall in the top 40% of sectors by trade intensity across the UK). The ETII scheme is subject to consideration of state aid rules.

We will publish further information on the ETII scheme by the end of March 2023, including guidance for firms that believe their operations are not correctly classified by Standard Industry Classification (SIC) code.

Sectors were defined under the SIC hierarchy. A more detailed description of each SIC code, including inclusions and exclusions, is available here [Link to definitions of SICs e.g. https://onsdigital.github.io/dp-classification-tools/standard-industrial-classification/ONS_SIC_hierarchy_view.html]

SIC Code	Description
05.10	Mining of hard coal
06.10	Extraction of crude petroleum
08.11	Quarrying of ornamental and building stone, limestone, gypsum, chalk and slate
08.12	Operation of gravel and sand pits; mining of clays and kaolin
08.99	Other mining and quarrying n.e.c.
10.11	Processing and preserving of meat
10.12	Processing and preserving of poultry meat
10.20	Processing and preserving of fish, crustaceans and molluscs
10.41	Manufacture of oils and fats
10.42	Manufacture of margarine and similar edible fats
10.51	Operation of dairies and cheese making
10.61	Manufacture of grain mill products
10.62	Manufacture of starches and starch products
10.71	Manufacture of bread; manufacture of fresh pastry goods and cakes
10.81	Manufacture of sugar
10.82	Manufacture of cocoa, chocolate and sugar confectionery
10.85	Manufacture of prepared meals and dishes
10.86	Manufacture of homogenised food preparations and dietetic food
10.89	Manufacture of other food products n.e.c.
10.91	Manufacture of prepared feeds for farm animals
11.02	Manufacture of wine from grape
11.03	Manufacture of cider and other fruit wines
11.05	Manufacture of beer
11.06	Manufacture of malt
13.10	Preparation and spinning of textile fibres

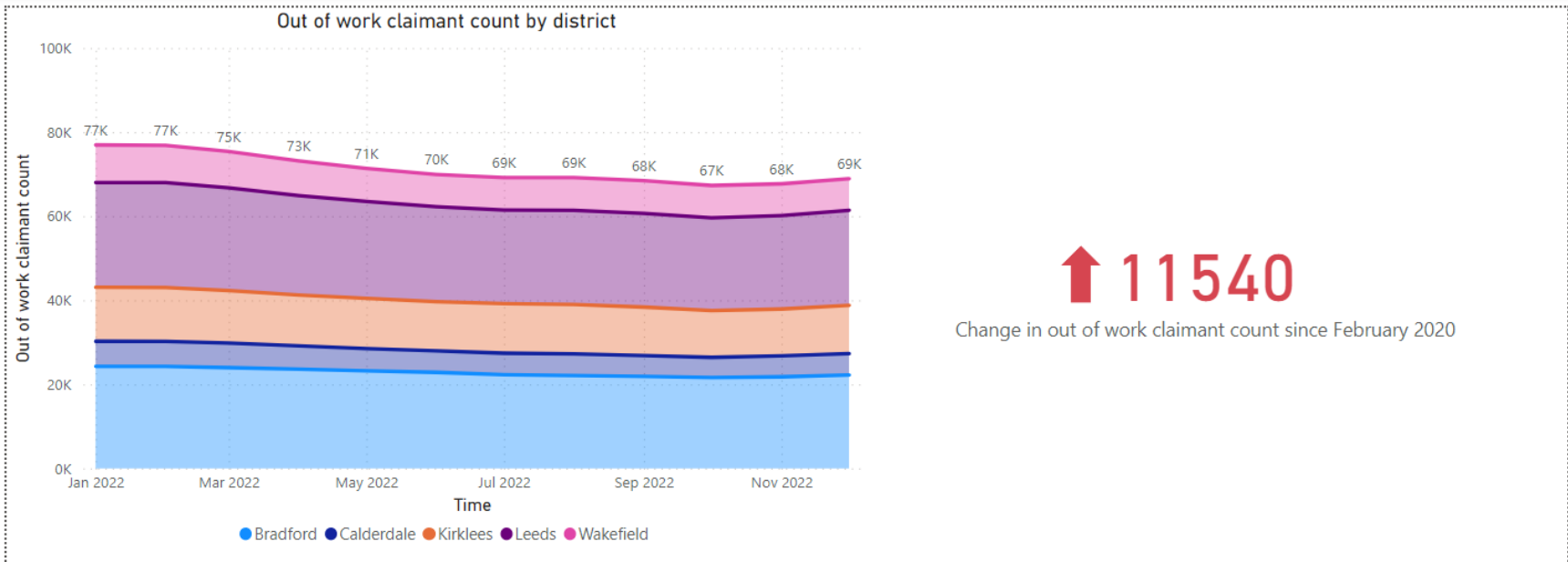
SIC Code	Description
13.20	Weaving of textiles
13.30	Finishing of textiles
13.91	Manufacture of knitted and crocheted fabrics
13.92	Manufacture of made-up textile articles, except apparel
13.93	Manufacture of carpets and rugs
13.94	Manufacture of cordage, rope, twine and netting
13.95	Manufacture of non-wovens and articles made from non-wovens, except apparel
13.96	Manufacture of other technical and industrial textiles
13.99	Manufacture of other textiles n.e.c.
14.11	Manufacture of leather clothes
14.12	Manufacture of workwear
14.19	Manufacture of other wearing apparel and accessories
14.31	Manufacture of knitted and crocheted hosiery
14.39	Manufacture of other knitted and crocheted apparel
15.11	Tanning and dressing of leather; dressing and dyeing of fur
15.12	Manufacture of luggage, handbags and the like, saddlery and harness
16.10	Sawmilling and planing of wood
16.21	Manufacture of veneer sheets and wood-based panels
16.22	Manufacture of assembled parquet floors
16.29	Manufacture of other products of wood; manufacture of articles of cork, straw and plaiting materials
17.11	Manufacture of pulp
17.12	Manufacture of paper and paperboard
17.21	Manufacture of corrugated paper and paperboard and of containers of paper and paperboard
17.22	Manufacture of household and sanitary goods and of toilet requisites
17.23	Manufacture of paper stationery
17.24	Manufacture of wallpaper
17.29	Manufacture of other articles of paper and paperboard
19.10	Manufacture of coke oven products
19.20	Manufacture of refined petroleum products
20.11	Manufacture of industrial gases
20.12	Manufacture of dyes and pigments
20.13	Manufacture of other inorganic basic chemicals
20.14	Manufacture of other organic basic chemicals
20.15	Manufacture of fertilisers and nitrogen compounds
20.16	Manufacture of plastics in primary forms
20.17	Manufacture of synthetic rubber in primary forms
20.20	Manufacture of pesticides and other agrochemical products
20.41	Manufacture of soap and detergents, cleaning and polishing preparations
20.60	Manufacture of man-made fibres

SIC Code	Description
22.11	Manufacture of rubber tyres and tubes; retreading and rebuilding of rubber tyres
22.19	Manufacture of other rubber products
22.21	Manufacture of plastic plates, sheets, tubes and profiles
22.22	Manufacture of plastic packing goods
22.23	Manufacture of builders' ware of plastic
22.29	Manufacture of other plastic products
23.11	Manufacture of flat glass
23.12	Shaping and processing of flat glass
23.13	Manufacture of hollow glass
23.14	Manufacture of glass fibres
23.19	Manufacture and processing of other glass, including technical glassware
23.20	Manufacture of refractory products
23.31	Manufacture of ceramic tiles and flags
23.32	Manufacture of bricks, tiles and construction products, in baked clay
23.41	Manufacture of ceramic household and ornamental articles
23.42	Manufacture of ceramic sanitary fixtures
23.43	Manufacture of ceramic insulators and insulating fittings
23.44	Manufacture of other technical ceramic products
23.49	Manufacture of other ceramic products
23.51	Manufacture of cement
23.52	Manufacture of lime and plaster
23.61	Manufacture of concrete products for construction purposes
23.62	Manufacture of plaster products for construction purposes
23.63	Manufacture of ready-mixed concrete
23.64	Manufacture of mortars
23.65	Manufacture of fibre cement
23.69	Manufacture of other articles of concrete, plaster and cement
23.70	Cutting, shaping and finishing of stone
23.91	Production of abrasive products
23.99	Manufacture of other non-metallic mineral products n.e.c.
24.10	Manufacture of basic iron and steel and of ferro-alloys
24.20	Manufacture of tubes, pipes, hollow profiles and related fittings, of steel
24.31	Cold drawing of bars
24.32	Cold rolling of narrow strip
24.33	Cold forming or folding
24.34	Cold drawing of wire
24.41	Precious metals production
24.42	Aluminium production
24.43	Lead, zinc and tin production
24.44	Copper production

SIC Code	Description
24.45	Other non-ferrous metal production
24.46	Processing of nuclear fuel
24.51	Casting of iron
24.52	Casting of steel
24.53	Casting of light metals
24.54	Casting of other non-ferrous metals
25.92	Manufacture of light metal packaging
26.11	Manufacture of electronic components
26.52	Manufacture of watches and clocks
27.20	Manufacture of batteries and accumulators
27.32	Manufacture of other electronic and electric wires and cables
27.51	Manufacture of electric domestic appliances
28.91	Manufacture of machinery for metallurgy
91.01	Library and archive activities
91.02	Museum activities
91.03	Operation of historical sites and buildings and similar visitor attractions
91.04	Botanical and zoological gardens and nature reserve activities

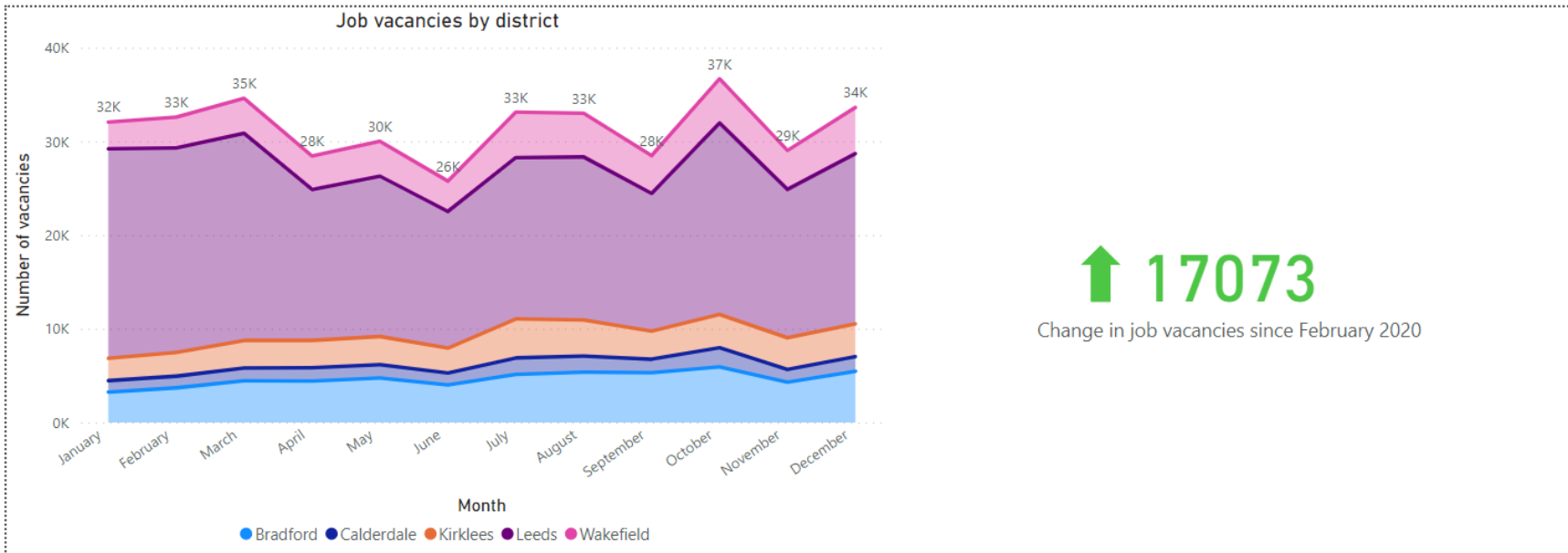
Item 7 Appendix 2 – Business Health Dashboard

Out of work claimant count by district



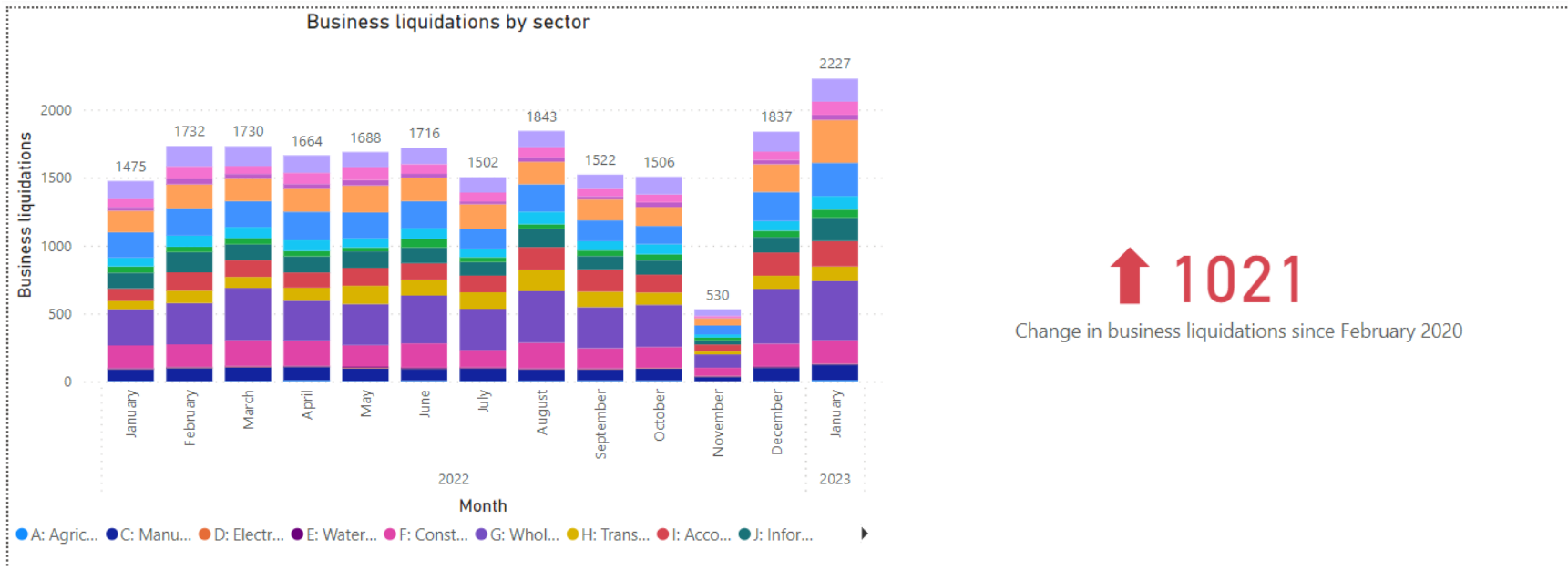
55

Job vacancies by district



↑ 17073
Change in job vacancies since February 2020

Business liquidations by sector



This page is intentionally left blank



Rt Hon Jeremy Hunt MP
Chancellor of the Exchequer
HM Treasury

31 January 2023

Dear Chancellor,

SPRING BUDGET 2023

I am writing to present West Yorkshire Combined Authority's submission for the upcoming Spring Budget. You asked that our returns provide policy suggestions for the upcoming fiscal event and explain the deliverability of proposals. Our submission shows how West Yorkshire can work with government to deliver.

We have a bold and ambitious plan for West Yorkshire to boost productivity, be a net-zero economy, and ensure everyone can enjoy a good standard of living. We want to build on our already strong partnership with Government to help us realise the scale of the opportunities for our region, and to overcome the challenges we face. We ask therefore that you use the upcoming budget to announce that West Yorkshire will be part of the next wave of trailblazer devolution deals.

As one of the largest Mayoral Combined Authorities in the country, we have a strong track record of partnership working to deliver a shared programme of objectives. Over eight years, we have evolved from a Combined Authority working with the Local Enterprise Partnership (LEP), delivering the largest City Growth Deal in the country, to agreeing a historic devolution deal with a directly elected mayor delivering for the people of West Yorkshire. Our Growth deal is a good practice example of a long-term commitment creating the certainty and confidence needed to develop and deliver a pipeline of transformational schemes.

We have a long track record of delivering in partnership, which shows that a place-based approach to funding can have a real and long-lasting impact on local economic growth. We know that there is more that we can do with long-term commitment on powers and funding for our region. We have some fantastic opportunities, which we can build on, for example supporting 'year of culture' programmes in each of our 5 local authorities, culminating in Bradford UK City of Culture 2025.

We have been clear on the frustrations of competitive bidding which creates unnecessary distraction from the vital work that needs to be done to level up. Restrictive criteria, alongside short timescales stifles innovation and leads to siloed approaches with curtailed ambition. With greater control and powers, we can deliver so much more and meet our ambitious vision for the region.

Rather than coming from individual government departments, we believe that a direct funding allocation from the Treasury to Combined Authorities would be the most

efficient model of allocating funding enabling both national and local outcomes to be met avoiding unnecessary thematic and departmental silos.

We have the knowledge, the expertise, and the will to build on these achievements. Our commitment to evidence-based policy development means that we have in place the right strategies for the future.

To enable West Yorkshire to successfully level-up, our strategic asks for this budget, are:

- West Yorkshire to be included in the next wave of devolution trailblazer deals to negotiate further **devolution** of funding and powers, to include:
 - Flexibility and **long-term certainty** of funding allocations to enable strategic long-term plans to be realised.
 - **Full devolution of all adult employment, skills and careers funding** so people can gain the right skills needed for good quality work.
- Certainty, stability and **fairness in Local Government Funding** to enable our local authorities to plan, allocate and manage resources effectively.
- Provide assurance of the Government's continued commitment to **mass transit in West Yorkshire**.
- **Delivering strategic rail infrastructure** to connect West Yorkshire, through delivery of schemes such as Northern Powerhouse Rail including a City Centre through Station in Bradford and full delivery of HS2.
- Secure money, powers, and market **reform for buses**.
- Increase commitment to existing mechanisms at regional and national level aligned with the **net zero target**.
- Investing in **culture in West Yorkshire** to enable our significant cultural assets and sectoral strengths to continue to grow and prosper.
- Revisions to the **funding formula for policing** to properly reflect the challenges of policing an area with significant urban areas like West Yorkshire.
- Increased **innovation, R&D, and business support investment** to support business growth and productivity.

Further detail is provided below.

We hope that our budget submission gives you great confidence that we will utilise our strengths to support delivery of priorities, making a real difference, be innovative and level up.

Yours sincerely,



Tracy Brabin
Mayor of West Yorkshire

West Yorkshire Submission to the Spring Budget 2023

Introduction

West Yorkshire is key to growing and re-balancing the national economy and enabling the north of England to contribute fully to, and benefit from, national economic growth and prosperity.

In West Yorkshire, we are pioneers, we're determined, full of ideas and not afraid to take on challenges. Traits that put us at the forefront of the Industrial Revolution making us the manufacturing powerhouse of the world.

We embrace our industrial heritage to innovate and collaborate, paving the way for the emergence of new industries at the cutting edge of health and technology, ideas and innovations that will tackle the climate emergency and help people live fulfilled lives.

In West Yorkshire we recognise the value of working together and the benefits this brings. We work together to ensure that all people make the most of the opportunities our region has to offer and reflect the rich diversity of our region.

The latest annual State of the Region report, which monitors how West Yorkshire is performing against a basket of indicators, shows that West Yorkshire is recovering from the effects of the pandemic with a rise in employment, productivity, and skills.

It also shows that more people from diverse backgrounds are now in work, there has been a shift towards more cycling and walking, and high-speed internet coverage is better than the UK average.

However, the report also highlights the risks to people and businesses posed by the cost-of-living crisis and areas around transport, skills, housing and the environment where progress could be faster or more effective with greater devolved powers.

Our strategic asks therefore for the Spring Budget are:

West Yorkshire being included in the next wave of devolution trailblazer deals to negotiate further devolution of funding and powers, to enable strategic long-term plans to be realised.

Further to recent discussions with Rt Hon Michael Gove MP, West Yorkshire would welcome an opportunity to continue our discussions about West Yorkshire being included in the next wave of devolution trailblazer deals.

Further devolution will enable delivery of sustainable and inclusive growth and empower innovative approaches to boost productivity and tackle inequalities.

Key areas for discussion include skills, innovation, transport, climate, and culture.

Rather than coming from individual government departments, the most efficient model of allocating funding enabling both national and local outcomes to be met would be a **direct funding allocation from the Treasury to Combined Authorities**.

Combined Authorities have the knowledge, expertise, and the will to build on local achievements and evidence-based policy development. Further devolution would enable investment in the areas that will level up West Yorkshire on transport, skills, and culture. The region has a significant track record of delivery, and a robust programme for the future and is in a prime position to agree a trailblazer deal with government. There is more that can be done with long-term commitment on powers and funding for our region.

Competitive bidding creates unnecessary distraction from the vital work that needs to be done to level up, it is time-consuming with over-engineered processes diverting too much time and money into project management and administration with little added value for communities. Restrictive criteria, alongside short timescales stifles innovation and leads to siloed approaches with curtailed ambition. With greater control and powers so much more can be delivered.

Examples of the problems with the current system include:

- Short term, small pots, that need to be bid for, which drain resource both locally and for department officials – (e.g., Levelling Up Fund, Ministry of Justice funds, and the recent bid, with three days notice, for capital funding that needs to be spent by March). For example, Bradford Council spent £610k preparing the recent LUF bidding process.
- The UK Shared Prosperity Fund having the same rules for MCAs as it does for district councils, meaning that it is difficult to align it with other funding as part of operating a Single Investment Fund – i.e., different rules and reporting requirements. Government took longer to make a decision about approving the UKSPF plans, than local areas had to write them. The national assessments of the LIPS caused delays to delivery start dates with no clear demonstrable added value of the review undertaken.
- The Brownfield Housing Fund requires more flexibility at a local level and at a programme level, which will enable West Yorkshire to level up faster and focus investment in areas where new markets need to be created, bringing forward sites which have remained dormant for many years - technically and financially the most challenging to deliver. With increased flexibility we can increase supply and bring forward more sites in areas where levelling up is needed.

In addition to the details provided below, it would be important for a trailblazer deal to include full devolution of all adult skills and careers funding including employment support in order that people can gain the right skills needed for good quality work in their area. The current system is fragmented and disparate, with responsibility led by different government departments and shared between various bodies. A devolved system could support local labour markets and accelerate inclusive growth with local leadership accountable for ensuring that investment provides for local communities.

Full devolution of all adult employment, skills, and careers funding so people can gain the right skills needed for good quality work.

There has never been a more important time to invest in skills and training with major structural transformations taking place in our economy that our skills and training programmes must respond to. In many ways it has turbocharged this process, with whole industries and sectors being changed beyond recognition in a frighteningly short amount of time, to match this pace of change it is critical that employment and skills programmes are able to quickly pivot to local labour markets.

That flexibility in the design of employment and skills programmes is also key to support the most disadvantaged in the labour market, without the right targeted help with upskilling and retraining in sectors where there is current and future demand, we risk damaging the life chances of a whole generation and missing opportunities to build on our potential in key growing areas of our economy particularly in green and digital skills.

Investing in skills is also essential for the future prosperity of our region's businesses and our economy. Yet too many employers do not see how investing in training and development may be of benefit. What training does take place is often about meeting statutory requirements rather than developing the potential and productivity of their workforce. We also need to start building the skills for the industries of tomorrow. Over the coming years and decades, West Yorkshire has the potential to create thousands of good jobs in the zero carbon economy, in the health sector and in high growth digital industries. These are areas where our region can make a real contribution to the UK recovery as well as addressing global challenges, but only if we support them with the right skills.

The Combined Authority has a proven track record in delivering devolved skills programmes including Adult Education Budget, Free Courses for Jobs and Skills Bootcamps. To build on this and to contribute the UK economy and a highly skilled productive workforce, increased investment in West Yorkshire is needed in the following areas:

Careers inspiration and enterprise education: young people are amongst the worst affected during the pandemic with disruption to their education and social opportunities. Increased investment in the future of the workforce and to support young people fulfil their ambitions is central to future innovation and productivity in the UK. The next step to achieving this is devolution of all careers budgets.

Post 16 skills: Alongside opportunities to co-design programmes at the national level and existing devolved skills programmes devolution of skills bootcamps would simplify the system for individuals and employers who access it and for the educators delivering it through devolved and strategic commissioning of all adult skills programmes.

Higher Level skills: SMEs comprise 99.5% of our business population within West Yorkshire, retention of those high-level skills is essential to the region's productivity.

Piloting approaches to give SMEs, universities and graduates the support they need with onboarding and training that would address challenges around skills gaps, recruitment, and retention in key sector areas.

Employment support: We have a long track record of delivering targeted and intensive employment support, through Local Authorities, with over 10,000 people supported since 2019. Greater devolution of employment service and support would allow us to better align this with devolved skills funding, particularly for basic maths, English and digital skills, to get more people into work in West Yorkshire. Flexibility to deliver pilots to support employers to support the most vulnerable in the labour market is also key to support more people into work.

Certainty, stability, and fairness in Local Government Funding to enable our local authorities to plan and allocate and manage resources effectively.

Levelling up can only happen, and businesses can only thrive, if there is a strong foundation of public services. Local Authorities play a significant role in driving economic growth, yet core services continue to be under significant and increasing pressure, having lost nearly £15 billion of core government funding over the last decade. Government must recognise the crucial role that councils play in growth and provide sufficient funding and certainty for councils in the long term. This should include a long-term solution for funding adult social care and support for SEND.

The position of the five West Yorkshire local authorities is dire, having lost 100s of millions of pounds collectively. Kirklees has seen about a 60% reduction in their budget. Leeds City Council has seen core government funding reduced by approximately £263 million for each year between 2011 and 2023 – but no equivalent reduction in demand for services.

To ensure the whole system can work effectively to deliver local and national visions, greater certainty of secure, stable, and fair local government funding and public sector resourcing is required, that enables confidence, long term planning, flexibility, and innovation.

Provide assurance of the Government’s continued commitment to mass transit in West Yorkshire.

Continued support for a new mass transit system with £200m funding in the next five years, the current Ministers have been supportive of plans. A high-tech, seamless, sustainable Mass Transit system will connect West Yorkshire’s cities, towns, and district centres, serve areas of new housing development and employment growth, and provide links to inter-city rail services, efficiently connecting bus, cycle and walking routes. Ongoing financial and political support from Government beyond the first five years will enable development of the scheme with confidence, to bring forward consultation, secure land and to take the scheme through the appropriate planning processes.



Commitment to these plans and working with government to see them delivered is essential. Securing the full support of DfT and wider Government to the detailed timetable and co-produced delivery will be essential to achieving this. West Yorkshire mass transit has attracted extensive interest from global companies willing to partner locally, something which aligns with plans from government.

It is our view that the commitment should recognise the economic imperative to better connect Leeds and Bradford, the largest two of West Yorkshire's cities with significant commuter flows.

Delivering strategic rail infrastructure to connect West Yorkshire, through delivery of schemes such as Northern Powerhouse Rail including a City Centre through Station in Bradford and full delivery of HS2.

Enable delivery of the full Northern Powerhouse Rail (NPR) network, with a new station in central Bradford linked to the wider 120ha Bradford Gateway regeneration plans, delivery of fast trains from Sheffield to Leeds and the delivery of Transpennine Route Upgrade. These are core to the future plans for cities and the wider region. They would be transformational for the local economy, for decarbonisation, and the additional rail capacity we need. Electrification of the Calder Valley line would be transformational, adding capacity to communities isolated without transport options after decades of underfunding. Also, the need to radically improve capacity at Leeds has not gone away as the underlying drivers of growth re-emerge. The 'T-shaped station' proposed as part of HS2 should be committed as soon as possible alongside the improvements to the surrounding network needed to ensure it can cope with growth.

A clear long-term investment plan is also required for the East Coast Mainline, and timely commitments to funding and delivery. We look forward to continuing to work with you to see approval of the works necessary to enable two-hourly services between Bradford and London in time for UK City of Culture in 2025.

Secure money, powers, and market reform for buses.

Including assessment of bus franchising to make this process as simple and expedient as possible so we can establish the best mechanism to deliver better buses, in line with the National Bus Strategy, for the people of West Yorkshire now and into the future.

Support for the continuation of services is crucial to maximise the benefits of the transformational Bus Service Improvement Plan funding to deliver the National Bus Strategy. We urge a modernisation of bus funding recognising the key role of the Local Transport Authority.

The planned national £2 fare scheme is welcomed, similar to the West Yorkshire "Mayor's Fares" capped single and day fare scheme rolled out this September, with

the scheme currently indicating an increase of 5% of passengers. We would welcome discussions around how we can work together to fund further innovation in fares to grow bus use and further ease the cost-of-living crisis. We would urge the Government to work with us to expedite the process required to assess franchising and other delivery models in order to ensure the bus system is being rebuilt on strong foundations, with the interests of the region's bus passengers put first.

Increase commitment to existing mechanisms at regional and national level aligned with the net zero target.

This would include:

- Support the development and deployment of highly innovative technologies which contribute to the reaching of the nation's carbon Net Zero Targets by 2050.
- Increase energy efficiency measures.
- Facilitate the switch of energy source by companies and households.

We are making major investments that will accelerate the UK's progress towards zero carbon, from smart manufacturing and the export of electric vehicles to community-led retrofit and measures to decarbonise public transport and industrial emissions. These are all industries that will create jobs, grow the skills base, and improve community wellbeing. At COP27, the Prime Minister urged the world to go further and faster on the transition to renewable energy and to limit the devastating impact of the climate crisis.

To accelerate this work, we need new powers and multi-year sustainable funding and incentives for achieving net zero and nature recovery at regional and local levels. Giving local leaders the powers and funding, we need to invest in technology, including co-investment with the private sector, will help us achieve net zero, and position the UK as a global leader with huge economic and environmental benefits.

Investing in culture in West Yorkshire.

Investment in culture would enable our significant cultural assets and significant sectoral strengths to continue to grow and prosper, maximising the economic benefit of the major events taking place across the region including Bradford 2025

We ask that DCMS provide feedback and positive immediate determination relating to the proposal for £15m towards Bradford City of Culture, so that planning can continue with confidence.

Organisations across the north fought hard to survive the global pandemic and make sure they were ready and waiting to support our communities as the world reopened and rebuilt.

Yet almost immediately they find themselves facing another extreme challenge with the cost-of-living crisis. On top of rapidly increasing outgoings with escalating prices

in almost every area, utility bills doubling or even tripling and increased staffing costs, revenues are being hit hard too, as customers face stark choices over how to spend their now increasingly limited cash. This is further exacerbated by a squeeze on income though CSR and philanthropic donations.

Many cultural organisations received essential financial support during the pandemic to make sure they were still able to stay afloat and be here for our communities in the future. This crucial funding, made available quickly with sensitivity and foresight, quite simply prevented many organisations from going under.

If they were worth saving during Covid-19, they are worth saving now.

We note the recommendations made by the DCMS Committee in its recent report [‘Reimagining where we live: cultural placemaking and the levelling up agenda’](#), especially that *‘The Government needs to engage with these sectors as a matter of urgency and bring forward targeted support in response to the current crisis, such as through VAT or business rate relief, to prevent exacerbating long-term scarring on organisations already hit hard by Covid-19’* (paragraph 68).

But further to this, we request that consideration is given to the re-opening of the Culture Recovery Fund to provide targeted support for the culture, heritage, and sports sectors. If our vital community assets are to survive, Government must help them to weather the storm, so they will still be there to aid recovery and regeneration when the situation stabilises. We also urge the Government to learn from the Covid-19 pandemic and recognise that targeted interventions in culture and sport must be extended to the ecosystem of SMEs, sole traders, and freelancers, which are the lifeblood of the culture, heritage, and sports sectors.

We understand tough decisions need to be made and books need to be balanced, but the case for preserving and saving our precious culture, heritage, and sport assets - which outperform other sectors in terms of relative growth, productivity, R&D investment and GVA, and which enrich the lives of individuals, communities and indeed the entire county so much - cannot be understated.

Revisions to the funding formula for policing to properly reflect the challenges of policing an area with significant urban areas like West Yorkshire.

Whilst we’re pleased that West Yorkshire Police has a grading of Outstanding for strategic planning, organisational management, and value for money under the HMICFRS PEEL assessment framework, we are facing unavoidable cost pressures in 2023/24. Whilst the current situation is driven by the immediate pressures of inflation on energy costs and salaries, this is against a backdrop of the Home Office grant being reduced in real terms by 17% since 2010/11 and despite levying council tax precepts in excess of inflation over the past six years we have seen an 8% reduction in funding in real terms. If the Government is reviewing the funding formula this year, we ask that the formula takes into consideration the challenges of a metropolitan urban area with

many areas of multiple deprivation and a large population of people with complex needs.

Increased Innovation, R&D & business support investment for West Yorkshire.

West Yorkshire. The beating heart of the North, the place for opportunity and the place for innovation. For over three centuries, our region has been a leading pioneer of the innovation agenda - developing some of the biggest gamechangers to transform not just our local economy, but the global economy. From the first commercial steam-train the Salamanca, to cats-eyes guiding our cars along dark roads. As a Mayoral Combined Authority, we recognise the significance of innovation and the impact it has on our businesses, universities, and people. Our innovation-intensive businesses are the catalysts for our regional economic growth, developing and commercialising new products made in West Yorkshire and sold to the world. Our research universities and institutions are spearheading cutting-edge research into new materials and technologies. All of this is down to our people. Creative and dynamic individuals and teams challenging the status quo, finding efficiencies, and supported by an open and inclusive innovation ecosystem.

As one of the youngest and most diverse regions in the UK, West Yorkshire stands ready to play a key role in the next chapters of the UK's innovation story.

Increased public investment in innovation, R&D, and business support to stimulate private activity however is critical to achieving both local and national innovation ambitions and maximising our potential as a region. It is critical to addressing both our long-term productivity challenges and building resilience and diversification through challenging times.

- Building on the new IUK Action Plan for West Yorkshire (currently being developed), we would like to see a renewed commitment to exploring further partnership opportunities, specifically Innovation Accelerators and Launchpads to build on our unique and unrivalled strengths. The West Yorkshire Launchpad application (currently being assessed) builds on our complementary cluster strengths around Healthtech, advanced manufacturing and digital and supports not only economic growth but wider societal and patient health improvements.
- Investment Zones: with seven HEIs, each with distinct specialisms and contributions to the local and national economy, West Yorkshire is a prime location for a newly remodelled Investment Zone. Clusters of academic, industry and public sector infrastructure align to create several areas of opportunity and untapped potential. Learning from experiences of University Enterprise Zones, we would welcome a conversation about how we can exploit the West Yorkshire opportunity and build on the assets we have in some of our left behind areas.
- Support for ongoing collaboration with (and investment from) DCMS on the Local Digital Partnership Trailblazer, building on the success of the West Yorkshire Digital Skills Partnership and seed corn funding as part of the original devolution deal.

- Growth Hubs: commitment to longer term funding settlement for this critical infrastructure and engagement from places in the design and development of new programmes. The importance of Growth Hubs was brought to the fore during the pandemic, ensuring thousands of SMEs were able to access the support they needed at a time they needed it most. Similar rapid response was deployed via the Growth Hub in response to BREXIT related changes. It was therefore incredibly disappointing to receive a 50% cut for funding with a two-day notice. Growth Hub involvement the development in new national products and services would increase the chances of alignment with the local offer and integration in the regional ecosystem – and overall success.
- Continue to provide energy bill support for business at the current rate. West Yorkshire employers and employees at increased risk, more so than at a national level if the planned cuts are implemented. In October 2022, we calculated that there were 8,000 businesses across West Yorkshire that were particularly exposed to the increase in the cost of doing business. These are energy or trade-intensive businesses. The announced Energy Bills Discount Scheme, whilst offering some level of support to all businesses, will only provide enhanced support to around 3,000 of the 8,000 at enhanced risk in our region. Manufacturers of fabricated metals, furniture and machinery will be the sectors most affected across our region.

This page is intentionally left blank



Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 8 March 2023

Subject: **Committees Update Report**

Led by: Mark Roberts, Interim Chair

Lead Officer: Myles Larrington, Governance Services Officer

1 Purpose of this report

- 1.1 To provide the LEP Board with a brief update from the six Thematic Committees at the West Yorkshire Combined Authority. Any substantial items from the committees will be brought to the LEP Board as separate agenda items for comment and feedback.

2 Information

Thematic Committee Updates

2.1 Business, Economy and Innovation Committee

- 2.1.1 The Committee met on 24th January and considered a range of reports to support businesses in the region and grow the economy, including the emerging West Yorkshire Plan and aligned Economic Strategy. Discussion centered on the importance of innovation across both strategic plans.
- 2.1.2 The Committee also discussed progress to develop the regional Healthtech agenda and supported plans to further strengthen this through partnership.
- 2.1.3 The Committee reviewed the pipeline of emerging interventions and supported work to strengthen the partnership with Innovate UK, building on the existing relationship and MoU.
- 2.1.4 The Committee discussed work to date to progress the regional digital agenda, including work to establish a new Local Digital Partnership and Digital Blueprint to guide activity and investment in the region.

2.2 Climate, Energy and Environment Committee

- 2.2.1 The Committee met on 10 January and considered a range of reports relating to the Mayoral pledge to tackle the climate emergency and meeting the 2038 net zero carbon target.

- 2.2.2 The Committee were presented with a draft of the West Yorkshire Plan for discussion and comment. Discussion focussed on the need to strengthen the draft Plan to be bolder in how the region will get to net zero, better articulation of the relationship between the Combined Authority and Government and reflecting the role of the private sector in delivering the Plan.
- 2.2.3 A paper was presented on activity taking place under the umbrella of the Better Homes Hub. A summary of the outcomes and outputs of retrofit activity taking place under the Community Renewal Fund (CRF) and Social Housing Decarbonisation Fund (SHDF) was provided and well received by the Committee. In addition, the Committee were provided with details of the future programme of activity that will be developed, including the development of a one stop shop and retrofit demonstrators. The Committee welcomed the reports and requested that more detail was provided at future meetings.
- 2.2.4 An update on the work and findings of the Mayor's Green Jobs Taskforce to date, including emerging recommendations to develop a pipeline of skills required for the workforce to support the delivery of climate ambitions and the Mayoral pledge of 1,000 jobs for young people was presented to the Committee. The Committee welcomed the opportunity to hear about and feed into the recommendations.
- 2.2.5 Additional papers were presented to the Committee for information on monitoring indicators and response to the cost-of-living crisis, zero emission transport and updates on projects contributing to the delivery of the mayoral climate emergency pledge.

2.3 Culture, Heritage and Sport Committee

- 2.3.1 The Committee met on 26 January 2023 meeting with an agenda covering a range of reports, and one Project Approval.
- 2.3.2 The committee heard a presentation from Officers on the latest State of the Region evidence and plans for a region-wide culture survey.
- 2.3.3 Representatives from East Bierley Community Sports Association gave a progress report on the development of their site, including plans to increase provision for women and girls.
- 2.3.4 Representatives from Bradford UK City of Culture 2025 gave a presentation on their plans to make the event a landmark moment for the city and wider region.
- 2.3.5 The committee heard an update on the development of the West Yorkshire Plan, including the vision for the contribution of culture, heritage and sport to the region.
- 2.3.6 Project Approvals:

The committee discussed the LEEDS 2023: Women of the World, Women of West Yorkshire scheme, and gave approval for the scheme to proceed to decision point 5 (delivery), to the total scheme value of £1,500,000.

<p>LEEDS 2023 – Women of the World, Women of West Yorkshire</p> <p>Leeds</p>	<p>Approval to proceed through decision point 2 to 4 (business justification case) and work commences on activity 5 (delivery).</p> <p>Total value of the scheme - £1,500,000</p> <p>Total value of Combined Authority funding - £1,500,000</p> <p>Funding recommendation sought - £948,328</p> <p>Approval was given by the Culture, Heritage and Sport Committee using the delegated authority from the Combined Authority</p>
---	--

2.4 Employment and Skills Committee

- 2.4.1 The Committee met on 23 January 2023 to consider a range of papers. The meeting started with an update on the employment and skills indicators from State of the Region, supplemented with more timely labour market intelligence and analysis.
- 2.4.2 A paper on the achievements on one year of devolved **Adult Education Budget** was shared with the Committee, alongside immediate priorities for service design including the impact of the recently announced de ring-fencing traineeships. The Committee also considered the proposal for a funding rate increase and supported the recommendation that will be taken to Combined Authority on 3 February for decision.
- 2.4.3 A presentation on the **West Yorkshire Plan** and **Economic Strategy** were given, with Committee members commenting on the design and development of the key overarching economic policies to thematic plans such as the Employment and Skills Framework.
- 2.4.4 Papers on the current performance of **employment and skills programmes**, and future investment of programmes were heard by the Committee.
- 2.4.5 The Committee was asked to provide a steer and input to the draft recommendations of the **Mayor’s Green Jobs Taskforce** which is due to produce its final report, including recommendations and action plan for West Yorkshire in March. The action plan will outline proposals for the Combined Authority to achieve the Mayoral pledge of 1,000 well-paid, green jobs for young people (aged 18-30) and its employment and skills ambition in the climate and environment plan.

2.5 Place, Regeneration and Housing Committee

- 2.5.1 The Committee met on 5th January 2023 and considered a range of reports, including:
- 2.5.2 Economic Update - which provided an update on relevant economic indicators to support the work of the Committee, these include delivery of additional

homes, rental prices, energy efficiency of homes and fuel poverty levels. These were considered in the context of macroeconomics including inflation, interest rates and the impact on the cost of living including mortgages.

- 2.5.3 West Yorkshire Plan – which provided an update on progress towards this plan which will provide an overarching strategic framework for the region.
- 2.5.4 Programme Development - which provided an update on work to prioritise and develop a portfolio of workstreams and programmes under Investment Priority 3 (IP3)
- 2.5.5 Creating Great Places and Accelerated Infrastructure. Programmes in development include Housing Accelerator Fund, Employment Accelerator Fund, Spatial Priority Areas, Flood Infrastructure Capital Programme, Digital Infrastructure (Connected Places and Broadband Coverage), Natural Environment (Green Streets and Safer Parks).
- 2.5.6 Spatial Priority Areas - the Committee supported the inclusion of two additional Spatial Priority Areas (SPAs) in the current set of priority locations agreed across West Yorkshire, these were the Huddersfield Station to Stadium Enterprise Corridor and the North Halifax Growth Area. The Committee also supported an amendment to the boundary of one existing SPA, South Kirkby Urban Extension. As the meeting was inquorate these decisions will be ratified at the next meeting of the Place, Regeneration and Housing Committee.
- 2.5.7 Community Retrofit Hub Scheme - which provided an update on the Community Renewal Fund Retrofit Hub Pilot, which is one of the projects within our West Yorkshire Better Homes Hub Programme. The key output of the Retrofit Hub scheme was to deliver at least 100 whole house retrofit assessments to householders living in hard to treat, pre-1919s stone built terraced properties in the Manningham and Toller Ward areas in Bradford.
- 2.5.8 Project Approvals - The committee supported the progression of a number of housing schemes through the Combined Authority’s Assurance Framework as part of the Brownfield Housing Fund. As the meeting was inquorate these decisions were taken by the Combined Authority on the 2nd February 2023.

<p>BHF Armley Tower Works</p> <p>Leeds</p>	<p>Approval to proceed through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).</p> <p>Total estimated value of the scheme - £9,909,032</p> <p>Total value of Combined Authority funding - £932,775</p> <p>Funding recommendation sought - £932,775</p>
---	--

Galem House Bradford	<p>Approval to proceed through decision point 4 (full business case) and work commences on activity 5 (delivery).</p> <p>Total estimated value of the scheme - £9,752,717</p> <p>Total value of Combined Authority funding - £1,200,000</p> <p>Funding recommendation sought - £1,200,000</p>
--------------------------------	---

- 2.5.9 Safer Parks - which provided a summary of the findings of the Safer Parks research and the next steps. Next steps include a two-day international symposium in May 2023, bringing together academic and non-academic stakeholders working on the prevention and reduction of violence against women and girls in public spaces and the writing of guidance on the design and management of parks.
- 2.5.10 The Committee then met again on 2 March 2023 and considered a range of reports, including:
- 2.5.11 Monitoring Indicators: A report which provided the Committee with an update on the relevant monitoring indicating and report on their performance. Highlights included the fact that the take-up of superfast broadband or faster (greater than 30 mpbs) at UK level is 97%. In all but Calderdale (94.7%), take-up in West Yorkshire is above the UK average. As for the macroeconomy, inflation remains high (10.5%) but it is anticipated that inflation will fall sharply this year, falling to around 5% by the end of 2023.
- 2.5.12 Strategic Place Partnership: A report which sought the endorsement of the Committee of the Strategic Place Partnership (SPP) – Partnership Business Plan. This partnership will be between the Combined Authority and Homes England to build and strengthen collaborative working across the region and help contribute to the delivery of new homes. This will help to meet the needs of the region’s residents and communities.
- 2.5.13 Programme Development: Creating Great Places and Accelerated Infrastructure: A report to update the Committee on the programme development for Investment Priority 3 (IP3) Creating Great Places and Accelerated Infrastructure. The paper also consulted the Committee on the proposed Employment Accelerator Programme Methodology.
- 2.5.14 Dementia-ready Housing Task Force Update: The West Yorkshire mayor’s housing pledge in May 2021 included the commitment to establish a Dementia Ready Housing Task Force with the ambition of ensuring all older people’s housing and related services are dementia friendly. The Dementia-ready Housing Task Force was established in March 2022 to deliver this commitment. The taskforce has met 7 times since its inception and has drafted objectives, compiled data, begun working with CEOs of the WY Housing Providers Group to establish numbers of dementia friendly new homes proposed over the next 5 years and undertaken a variety of additional engagement work. The task force is now seeking funding from external sources to accelerate its progress to achieve these aims.

- 2.5.15 West Yorkshire Digital Blueprint & Local Digital Partnership: The report outlined proposals to refresh the 2019 Digital Framework and the creation of a Local Digital Partnership.
- 2.5.16 Project Approvals: The committee supported the progression of a number of housing schemes through the Combined Authority's Assurance Framework as part of the Brownfield Housing Fund as well as some additional schemes:

Scheme name, location and brief description	Indicative CA BHF funding	Number of homes
St Cecilia Street, Leeds Registered Provider seeking to delivery 100% affordable scheme.		Approx. 78 homes
Canal 30, Bradford Private sector scheme aimed at transforming derelict mill.		Approx 70 homes

Scheme summaries

<p>BHF Railway Street Leeds</p>	<p>Scheme description</p> <p>The scheme will develop 58 affordable homes in the Burmantofts and Richmond Hill areas in Leeds. The development includes 28 x 1 bed, 25 x 2 bed, and 5 x 3 bed apartments and includes 1 x 2 bed flat to full wheelchair accessibility standards.</p> <p>The scheme is to be delivered through the Brownfield Housing fund.</p> <p>Impact</p> <p>The scheme will implement a low carbon heating solution for heating and hot water as well as providing cycle storage and agile working space for each home. 80% of sub-contractor packages will be let to local companies, and four apprenticeships are being safeguarded through the preferred contractor, with the aim to also create two further apprenticeships throughout the construction period.</p> <p>This scheme includes installation of photovoltaic (PV) panels to the roof of the building and car parking spaces will have electric vehicle charging points.</p> <p>The value for money assessment reflects an adjusted Benefit Cost Ratio of 1.16:1. This is categorised as acceptable value for money.</p> <p>Decision sought</p> <p>Approval to proceed through Decision Point 4 (full business case) and work commences on Activity 5 (delivery).</p> <p>Total value of the scheme - £11,840,257</p> <p>Total value of Combined Authority funding - £1,500,000</p> <p>Funding recommendation sought - £1,500,000.</p> <p>A decision by the Place, Regeneration and Housing Committee using the delegated authority from the Combined Authority is sought as part of this report</p>
--	--

Decisions made by the Combined Authority on 2 February 2023

<p>Capital Flood Risk Management Programme West Yorkshire</p>	<p>Approval to proceed through decision point 1 (strategic assessment) and for work to commence on the development of individual business cases.</p> <p>Funding approved - £113,735</p> <p>Total indicative value of the scheme - £249,000,000</p> <p>Total indicative value of Combined Authority funding - £58,412,582 with a proposal that £10,000,000 of Combined Authority funding is utilised in order to leverage other sources</p>
--	--

Flood Alleviation Scheme 2	Approval to proceed through decision point 1 to 4 (business justification) and work continues on activity 5 (delivery).
Leeds	Funding approved - £12,565,000
	Total value of the scheme - £125,826,000
	Total value of Combined Authority funding - £12,565,000

2.6 Transport Committee

- 2.6.1 The Committee met on the 10th February, and considered reports covering a range of different topics.
- 2.6.2 There was a report regarding bus service funding and development of the Bus Network Plan, which detailed the ongoing challenges facing the commercial bus network, including rising costs, ongoing reduced patronage (and therefore revenue) as a result on the pandemic and the possible end of Government funding support. Furthermore, it proposed a way for how Bus Service Improvement Plan (BSIP) funding could be used to help stabilise as well as enhance and expand the bus network.
- 2.6.3 There was also a report with an update on the £69.9m BSIP programme more widely, including impact of the ‘Mayor’s Fares’ and feedback from the Mayor’s Big Bus Chat. Initial analysis shows the Mayor’s Fares has supported growth in bus patronage since its introduction, with 7.2million journeys having taken place between October and the end of December 2022, and saved passengers regionwide approx. £3.6m compared to what they would have been paying for bus travel before the scheme was introduced last autumn.
- 2.6.4 The Mayor’s Big Bus Chat was conducted over summer 2022 (between 11th July – 18th September) to engage the public on the content of the Bus Service Improvement Plan (BSIP). This sought feedback on key topics including the BSIP’s main delivery areas, including the bus network, fares and ticketing, customer services and information, green and better vehicles, bus priority, current attitudes towards bus travel and personal characteristics.
- 2.6.5 The engagement consisted of a survey – including closed and open questions, 14 in-person ‘drop in’ sessions at locations region-wide, six ‘Tell Tracy’ Community engagement events, two online ‘drop in’ webinars, seven social media polls and online engagement via YourVoice – including Q&As, video stories and letters. Approximately, over 5,000 people were engaged with across all the activities.
- 2.6.6 There was an item presented regarding development of a new Mayor’s West Yorkshire Transport Plan, which sought approval for the development of the plan based on the emerging overarching narrative, vision and ambitions presented, and in line with the West Yorkshire Climate and Environment Plan target of net zero by 2038.

- 2.6.7 A paper on the West Yorkshire plan was presented, providing the Committee with an update of the development of the plan, and its fit with the wider policy framework of the Combined Authority.
- 2.6.8 A report was presented covering an overview the Active Travel Fund 4 that has recently been launched, including the proposed approach to submitting a West Yorkshire bid. Delegated approval was also given to the Chief Executive, to approve the final bid in consultation with the Chair and Vice Chair, on behalf of the Committee.
- 2.6.9 And finally, a short update report was given to the Committee by Transport Policy, covering rail matters, and the recent Levelling up Fund 2 (LUF2) outcome announcement by Government, which the Combined Authority was successful in securing over £41m to deliver a package of schemes to deliver improvements to bus journey's and new active travel measures.

3 Tackling the Climate Emergency Implications

- 3.1 There are no climate emergency implications directly arising from this report. Any implications from reports will have been addressed at the respective meeting of that Thematic Committee.

4 Inclusive Growth Implications

- 4.1 There are no inclusive growth implications directly arising from this report. Any implications from reports will have been addressed at the respective meeting of that Thematic Committee.

5 Equality and Diversity Implications

- 5.1 There are no equality and diversity implications directly arising from this report. Any implications from reports will have been addressed at the respective meeting of that Thematic Committee.

6 Financial Implications

- 6.1 There are no financial implications directly arising from this report. Any implications from reports will have been addressed at the respective meeting of that Thematic Committee.

7 Legal Implications

- 7.1 There are no legal implications directly arising from this report. Any implications from reports will have been addressed at the respective meeting of that Thematic Committee.

8 Staffing Implications

- 8.1 There are no staffing implications directly arising from this report. Any implications from reports will have been addressed at the respective meeting of that Thematic Committee.

9 External Consultees

9.1 No external consultations have been undertaken.

10 Recommendations

10.1 That the LEP Board notes the updates from the Thematic Committees

11 Background Documents

11.1 There are no background documents referenced in this report.

12 Appendices

12.1 There are no appendices to this report.



Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 8 March 2023

Subject: **Digital Update**

Led by: Mandy Ridyard

Lead Officer: Phil Witcherley, Interim Head of Inclusive Economy, Skills and Culture

1. Purpose of this Report

1.1 To provide the Board with an update on recent activity relating to digital across the region and seek the Board's views next steps.

1. Information

2.1 At the October LEP Board, members discussed the importance of a renewed focus on digital tech to support the region's ambitions.

2.2 Digital is a cross-cutting issue and has the potential to enable every person and every business in the region. People need digital skills and good quality and affordable internet access to help them get the most out of their lives. All businesses need to consider, invest in and develop their approach in a way that utilises the latest advancements and innovations. This way all of our business community can be enabled to be more productive and more likely to survive and thrive. Our region also wants to be the key location for high growth digital businesses to grow and invest in.

2.3 These issues span social inclusion, place making, business support, skills, and inward investment. This, therefore, does not fall under the remit of just one committee. We need to consider how we develop all our digital work using the expertise, knowledge and connections of all committee members.

2.4 The Combined Authority have written to Michelle Donelan in her new capacity as Secretary of State for the Department of Science, Innovation and Technology. The purpose is to update on our strengths and activity in Science, Innovation and Technology and to seek further support from national government to in these areas.

Recent and ongoing work with digital

Local Digital Partnership

- 2.16 The Local Digital Skills Partnership is in its third and final year of DCMS funding. In creating the Digital Skills Plan, the LDSP has accomplished their core targets.
- 2.17 There is an opportunity, therefore, to explore how to build on the success of the LDSP including broadening the LDSP into a 'Local Digital Partnership (LDP)'. This Partnership would act as an engagement and consultancy panel to support any activity of a refreshed Digital Framework. DCMS is supportive of this.

Launch of the Digital Skills Plan

- 2.18 The Local Digital Skills Partnership (LDSP), with funding from DCMS, has created the region's first Digital Skills Plan after wide consultation. The Plan was launched on the 28th November, online, with a press release and link to the publication. The Plan has been received with enthusiasm across private, public, and third sector partners across the region.
- 2.19 The Digital Skills Plan informs the development of a comprehensive pipeline of digital skills projects:

Social Digital Inclusion

- Build the capacity of community organisations to deliver digital skills and access to those who are digitally excluded
- Develop programmes for those who can't access support elsewhere

Workforce for the Future

- Attract/scale up specialist educational digital provision
- Roll out a programme to help raise school-aged children's digital literacy

SME and Third Sector Digital Growth

- Offer digital support through Business Growth Service and its successor programme and Digital Enterprise programmes
- Ensure leadership and management training, including digital skills

Simplifying the Digital Offer

- Launch a region-wide Digital Skills Campaign to inspire excitement in digital careers and increase uptake of digital skills provision
- Seek further devolution of digital skills provision

- 2.20 To support the launch (led by the Employment and Skills Committee), 7 officials from DCMS visited West Yorkshire. Cllr Lewis, Chair of the Employment and Skills Committee, and Mark Roberts, LEP Chair, chaired a

series of meetings with DCMS, WYCA officers, and diverse stakeholders across the region.

- 2.21 The sessions included a roundtable on the Tech Ecosystem and strengths and challenges of the West Yorkshire ecosystem. This included representatives from AI Tech North, British Business Bank, Mercia, Diverse & Equal, Women in Leeds Digital, Space Hub Yorkshire, Future Transformation, digital SMEs, and the Combined Authority's Growth Service.
- 2.22 The sessions included a roundtable on the Tech Ecosystem and strengths and challenges of the West Yorkshire ecosystem. This included representatives from AI Tech North, British Business Bank, Mercia, Diverse & Equal, Women in Leeds Digital, Space Hub Yorkshire, Future Transformation, digital SMEs, and the Combined Authority's Growth Service.
- 2.23 A further session took place with high-profile tech businesses in the region, hosted at Cognizant's new offices. Attendees included Mphasis, Production Park, EXA, Panintelligence, Sky, SkyBet, Kirklees Local TV, Amazon Web Services, IBM, Leeds Digital Festival. This meeting considered the strengths of the tech sector in the region, and how a Local Digital Partnership might add value to existing activity. The conclusion was that a Local Digital Partnership should try not to duplicate, but instead to simplify, connect and amplify.
- 2.24 Throughout the day, DCMS officials commented that they were inspired by what our region has to offer, particularly noting our extraordinary stakeholders. It was clear throughout the day that we are a proactive and collaborative region, keen to build on the successful relationship to date with DCMS, and a fantastic place for digital.

Next steps: Refresh of the Digital Framework (West Yorkshire's Digital Blueprint)

- 2.5 The region's Digital Framework was published in 2019. Since then, the LEP's geographic remit has altered (in April 2021), moving to the five West Yorkshire districts.
- 2.6 With the change in geography coinciding with increased digital adoption by residents and businesses during COVID, it is timely to refresh the Digital Framework and create an updated Digital Blueprint.
- 2.7 By refreshing the Digital Framework, there is an opportunity to draw together all elements of digital and ensure that West Yorkshire is a 'Smart Region'.
- 2.8 A refreshed Digital Framework will update on how lives are transformed by digital technologies and will include a coherent strategy for delivery and partnership working, which may be framed into three strands:
 - **Place** – infrastructure, data and connectivity

- **People** – inclusion, skills and confidence, entrepreneurs, and advanced skills (much of which can be transferred from the Digital Skills Plan)
- **Businesses** – clusters, transformation, inward investment, education providers (in partnership with businesses), capital.

Building our evidence base on digital.

2.9 It is crucial that all our work on digital is our evidence base. To support our refresh, (i) a mapping of the digital tech sector in WY has been commissioned and (ii) we have conducted a deep dive discussion with LEP members on this issue.

Digital mapping

2.10 The digital mapping will:

- Map the entire West Yorkshire regional economy and provide a complete database of all businesses for future use by the Combined Authority.
- Produce granular analysis of digital sector employment.
- Provide additional data on digital sector businesses including private investment and engagement in collaborative R&D.
- Produce further sector insights into digital sector Foreign Direct Investment.

2.11 The Clusters research will be used so that we can better understand and therefore support our digital tech ecosystem. This, in tandem with the outcomes of the LEP Deep Dive will inform the refreshed Digital Framework.

2.12 The report will be available in March 2023 and will be shared with LEP members.

LEP Deep Dive

2.13 To further support the refresh of the Digital Framework, on 12th December, The LEP Chair hosted a LEP Deep Dive session on digital for private sector members of the LEP Board and wider committees, as well as other business representatives from across the region.

2.14 The Deep Dive included:

- An assessment of the current state of digital in West Yorkshire. This included looking at our strengths and weaknesses, what is working and what is not, and issues that we are not capitalising on and missing out from.
- A look ahead into the future which tried to envisage what we want digital to look like in the region.

- A gap analysis session which was aimed at bridging the current state with the desired state.

2.15 Some of the key discussions from this meeting included:

- A focus on harnessing the power of technology for social good. This included discussions on the smart cities' agenda.
- Having an increased focus on getting more SMEs adopting digital solutions for their businesses – supporting improvements to regional productivity.
- Playing to the region's existing strengths and capitalising on emerging opportunities to grow the digital/tech sector.
- Making a case for further resources and capacity to deliver transformational digital programmes across the region via further rounds of devolution.
- Having a targeted and all-encompassing vision for the region that makes us the most attractive destination for tech businesses and investment.

What are we going to do next

- 2.16 One of the results of the DCMS visit/Digital Skills Plan launch was an agreement between DCMS, Cognizant, WYCA and Lloyds Bank, to host a digital leadership private dinner on International Women's Day. The Mayor will host this dinner on the evening of 8th March. The aim is to convene role models, to open discussions on barriers and opportunities for digital business in West Yorkshire, and to promote the session to align with the aims of the Local Digital Partnership. Invitees include influential female digital leaders in businesses across the region.
- 2.17 The Local Digital Partnership meetings are to begin, chaired by the LEP Chair and informed by the Digital Clusters research and LEP Deep Dive analysis. In April this year, a visit is planned with Minister Scully (Under-Secretary of State for Tech and the Digital Economy) to meet the LDP.
- 2.18 Officers are working on the package of skills interventions and on the Digital Blueprint, to be delivered this year.
- 2.19 LEP Board members views on sought on the work outlined in this paper, the proposed next steps, and the Combined Authority's relationship re digital with the reshuffled government departments.

3. Tackling the Climate Emergency Implications

- 3.1 The crosscutting work on digital, covering people, places and business, will support work tackling the climate emergency. The Digital Skills Plan will support growth of digital skills and therefore movement into "better jobs" and more productive jobs within the region. This will include growth of skills across

the region to enhance innovation across green sector to support climate challenges.

- 3.2 Greater adoption of digital technologies by businesses will facilitate efficiency and waste by reduction. For example: customers will be enabled to make first contact online, reducing the need to travel; paperless offices and cloud storage use less resource and energy; delivery mapping technology optimises route plans to reduce carbon emissions.
- 3.3 Digitally enabled infrastructure will accelerate progress towards clean, low-carbon, and resilient energy systems, as innovative urban planning, public services, and access are optimised. Examples may include smart streetlamps to self-cooling buildings to smart electric car chargers. The data captured by digitally enabled devices will provide diverse datasets on a wide range of topics, such as energy consumption, air quality, and traffic patterns.¹

4. Inclusive Growth Implications

- 4.1. Supporting West Yorkshire's digital/tech ecosystem will positively contribute to recovery from the impact of the pandemic and to mitigate the effects of the crisis in cost of living and doing business. It is proposed that the original strapline of 'lives transformed by digital tech' is adopted in the revised version to ensure the focus remain on the positive benefits to the region's citizens.
- 4.2. Delivery of the regional Digital Skills Plan will support inclusive growth across West Yorkshire. We expect to demonstrate progress, and measure take-up by underrepresented groups, through each Digital Skills intervention.
- 4.3 Digitally enabled places will accelerate progress towards accessible and inclusive spaces and transport in our region. An exemplar focus may include residents in rural areas without access to fast broadband; as of 2021, 4% of people in Yorkshire and Humber remain offline, despite the fact that West Yorkshire's full fibre and gigabit coverage are both above the national average.

5. Equality and Diversity Implications

- 5.1 The Digital Skills Plan seeks to directly address socio-economic inequalities facing our population. Digital Inclusion is a central tenet of the plan, to be achieved through the growth/provision of digital skills and supporting the resolution of data poverty and the ongoing challenge of accessibility and connectivity.
- 5.2 Digital exclusion is a key barrier to participation in social and economic activity. A refreshed Digital Framework will help us to maximise the

¹ <https://www.iea.org/news/empowering-smart-cities-toward-net-zero-emissions>

opportunity that integrated digital policy, people and technology can offer to improve inclusivity.

6. Financial Implications

- 6.1. To deliver the actions in the digital skills plan will require funding. The digital skills interventions outlined in this paper have been added to the Employment and Skills pipeline for development and as outlined in the Investment Pipeline paper.

7. Legal Implications

- 7.1. There are no legal implications directly arising from this report.

8. Staffing Implications

- 8.1. There are no staffing implications directly arising from this report.

9. External Consultees

- 9.1. Members from the following committees attended the Deep Dive on 12th December: Business, Economy and Innovation; Climate, Energy and Environment; Employment and Skills; Place, Regeneration and Housing; and the LEP Board. A range of stakeholders including Local Authority Skills Officers, universities, college, training providers, employers and third sector have been consulted on the Digital Skills Plan's development.

10. Recommendations

- 10.1. The Committee is asked to provide views on the next steps proposed in this report.

11. Background Documents

- 11.1 None.

12. Appendices

- 12.1 No appendices related to this report.

This page is intentionally left blank

Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 8 March 2023

Subject: **Langthwaite Enterprise Zone**

Led By: Mark Roberts, Interim Chair

Lead Officer: Liz Hunter, Director of Policing, Environment & Place

1. Purpose of this Report

1.1 To update the LEP Board on:

1.1.1. Proposed enabling works to be undertaken at Langthwaite Enterprise Zone (EZ), South Kirkby, which is owned by the Combined Authority. Progression of these works will be subject to progression and approval through the Assurance Framework.

1.1.2. The indicative funding package for the Langthwaite EZ enabling works.

1.1.3. A recent bid submission to UK Research and Innovation (UKRI) to create a national innovation centre in the creative industries located on the Langthwaite EZ site.

2. Information

Langthwaite Enterprise Zone

1.1. The Combined Authority has a two-phase Enterprise Zone programme covering ten designated employment sites across West Yorkshire. Phase 1 is in Leeds, together with nine sites in Phase 2 across Bradford, Calderdale, Kirklees and Wakefield, which includes the Langthwaite Enterprise Zone at South Kirkby. The Enterprise Zone programme seeks to maximise development of new commercial space within the region to support attraction of new business, expansion of existing businesses and the creation of new jobs.

1.2. The Combined Authority acquired the majority freehold (approximately 23 acres) of the Langthwaite Enterprise Zone site in August 2020 utilising Local Growth Fund monies. To date only minimal infrastructure works have been undertaken on the site, including diversion of overhead powerlines funded through the Getting Building Fund. A hybrid planning permission has been

progressed and awaits consent¹ and designs for highways access and remediation works based on a 2020 masterplan have been completed.

- 1.3. Since April 2021, the Inclusive Economy directorate has been leading on discussions with local, regional and sub-regional stakeholders regarding the future development potential of the site. Based on those discussions, it is currently anticipated that Langthwaite EZ may have potential to facilitate a creative industries cluster (see paras 2.4 – 2.7 below) as well as broader employment development opportunities.

CoSTAR

- 1.4. The interim Director Inclusive Economy, Skills and Culture is leading a partnership bid on behalf of the Combined Authority to UK Research and Innovation to fund:

- (a) a national centre for the Convergent Screen Technologies and performance in Realtime (CoSTAR); and
- (b) production technologies.

This opportunity has a funding package of £51m for a national centre and £12.5m for up to three regional centres.

- 1.5. In February 2023 the Combined Authority approved participation as a party in the CoSTAR bid and submission of a non-binding letter of support outlining the potential financial support the Combined Authority is providing to the bid (subject to full Combined Authority agreement and Assurance). The Combined Authority also approved the signing of Memorandum of Understanding with the bid partners.
- 1.6. The outcome of the bidding round is expected to be finalised in August 2023 following a period of due diligence by Government. If successful, the bid will bring a national centre of innovation excellence in the creative sector to our region. This would lead to increased opportunity for people across West Yorkshire to pursue careers and skills development in the culture sector and creative businesses. It is expected that the innovation hub would further the attraction of other creative industry participants to occupy its site and ultimately lead to increased inclusive economic growth in West Yorkshire.
- 1.7. The scheme will support our regional growth ambitions for the creative industries in line with our recently agreed Culture, Heritage and Sport Framework. The creative industries are a growing sector in the region with almost 9,000 businesses, employing over 48,000 people and adding almost £2 billion to our regional economy. West Yorkshire's creative sector is one of the fastest growing in the UK.

¹ 20/02244/HYB - Outline planning application for development of up to 27,000sqm of business and industrial units (Use Classes E(g) (excluding offices), B2 and B8) with associated parking and serving space with all matters reserved except for access. Full planning application for one 'primary access point' into the site from Onward Way, provided through a new road into the site and culvert over Langthwaite Beck.

Proposed Next Steps

- 1.8. Enabling works (access road and remediation) are required to bring forward the Langthwaite EZ site for commercial development regardless of whether or not the CoSTAR bid is successful. It is therefore deemed prudent to move forward with these works at pace – subject to all land, statutory consents and internal approvals being in place - including progression of the project through the Assurance Framework. These works will be classed as Phase 1 activity in respect of future development of the Langthwaite site and are anticipated to cost in the region of £7 million. Subject to a successful bid outcome, CoSTAR will form Phase 2.
- 1.9. At the February 2023 meeting, the Combined Authority noted an indicative funding package for the Langthwaite project which includes (but is not limited to) potential use of residual capital funding from the Growing Places Fund and income related to other Enterprise Zone sites. An approval was also granted for £250k in initial resourcing capacity to enter into the CoSTAR bidding process and to enable development of the Langthwaite site, funded through residual Growing Places Fund monies. Please refer to additional information contained in section 6 – Financial Implications.
- 1.10. The Combined Authority receives 100% of the Business Rates generated within the Enterprise Zone sites for a period of 25 years from the date of designation (i.e. until March 2042). Fully developed and let, the Langthwaite Enterprise Zone site has potential to bring forward over £10 million of business rates to the Combined Authority. The Combined Authority has already invested in the site, and it is important to ensure that the desired outcomes from this initial investment are achieved.

3. Tackling the Climate Emergency Implications

- 3.1 Whilst there are no immediate climate emergency implications arising from this report, Climate Emergency benefits will be embedded within the design of the Langthwaite EZ project to ensure local benefits can be delivered. This will be drawn out in project development activity, for example opportunities for ecological enhancement and bio-diversity net gain.

4. Inclusive Growth Implications

- 4.1 Whilst there are no immediate inclusive growth implications arising from this report, inclusive growth will be embedded within the design of the project to ensure local benefits can be delivered. This will be drawn out in project development activity, for example the potential to deliver social value through procurement activity.

5. Equality and Diversity Implications

- 5.1 An early Equality Impact Assessment for the Langthwaite Enterprise Zone pre-development work has been previously developed and will be updated as

the project progresses through business case development and assurance and into construction.

- 5.2 The bid to UKRI for CoSTAR will be judged by its equality and diversity credentials. There is a focus in both our innovation and creative sector work in broadening the workforce in the sector and to provide opportunities for a diverse workforce. Any skills and employment approach aligned to a successful CoSTAR bid would need to ensure that there was support for a diverse range of talent to access the opportunities provided.

6. Financial Implications

- 6.1 The Growing Places Fund (GPF) began in 2012 offering loans to support projects that required additional capital funding to deliver jobs and economic growth and to unlock stalled developments post-recession, within a timescale of five years or less. The fund was open to all businesses and organisations of any size based in or looking to invest in the Leeds City Region. New activity with the Fund has been paused since 2020, whilst internal discussions took place on the potential development of a new loan fund.
- 6.2 There is £1.988 million remaining capital funding within GPF and available for investment. The £250k in initial resourcing capacity approved by the Combined Authority in February 2023 will be funded through this budget. In addition, there is potential to utilise future capital receipts from GPF loans once these are repaid as these are unencumbered.²
- 6.3 The LEP oversees the strategy for the Leeds City Region Enterprise Zones and was also the original recipient of the GPF funding. Informal discussions took place with the LEP Chair in respect of the reallocation of GPF funding for the Langthwaite Enterprise Zone site, in advance of the Combined Authority meeting in February 2023.
- 6.4 BEIS have previously advised that the decision to re-allocate the remaining GPF can be determined at local level by the Accountable Body (i.e. the Combined Authority), providing the aims are broadly similar to those of the original GPF. In addition, as GPF came through a Section 31 grant determination, the Accountable Body will need to ensure that the funding is utilised in the manner stipulated in the grant determination and any specific conditions are adhered to e.g. Under the S31 capital grant determination, the funding allocations must be used for infrastructure to unlock further development. The use of the GPF for the Langthwaite site would therefore be in keeping with the S31 funding.
- 6.5 In terms of previous activity across the whole EZ programme, there is also an opportunity to utilise income which is anticipated from commercial agreements, including overage agreements, on sites which have been

² GPF loan repayments are held separately and previous approvals have allocated £21.65 million of returned capital to be reinvested into the West Yorkshire SME Investment Fund, leaving approx, £4.3 million left to be repaid.

recipients of previous LEP / Combined Authority funding and to direct them towards further EZ development at Langthwaite for Phase 1 activity.

- 6.6 The full funding package will be finalised once the Phase 1 project has progressed further through the Assurance Framework. A delegation to the Chief Executive for approval at the Full Business Case stage of Assurance is currently in place, as the Phase 1 project has previously secured Outline Business Case approval aligned to the Getting Building Fund, funding for which has since expired.
- 6.7 Further financial implications in relation to a successful CoSTAR bid will be subject to a future report to the Combined Authority.

7. Legal Implications

- 7.1 Legal implications in relation to a successful CoSTAR bid will be subject to a future report to the Combined Authority.

8. Staffing Implications

- 8.1 A combination of Combined Authority and potential partner project, programme and portfolio management resources are, or are in the process of, being identified and costed to support the Langthwaite phase 1 project and CoSTAR.
- 8.2 To support the Langthwaite phase 1 project and CoSTAR there will be a significant utilisation of existing internal resources within the Combined Authority and a requirement for either repurposing existing work or additional capacity to undertake the required work. It is also expected that external resources will need to be acquired including, but not limited to, additional legal support.

9. External Consultees

- 9.1 No external consultations have been undertaken.

10. Recommendations

- 10.1 That the LEP Board notes the contents of the report including next steps for the Langthwaite Enterprise Zone, Phase 1 project and provides any comments.
- 10.2 That the LEP Board notes the indicative funding package for the Langthwaite Enterprise Zone, Phase 1 project as detailed in Section 6 of this report.
- 10.3 That the LEP Board notes the recent bid submission to UK Research and Innovation to create a national innovation centre in the creative industries located on the Langthwaite EZ site (Phase 2) and provides any comments.

10. Background Documents

10.1 There are no background documents referenced in this report.

11. Appendices

11.1 None.



**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 2 FEBRUARY 2023 AT COMMITTEE ROOM 1,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Present:

Mayor Tracy Brabin (Chair)	West Yorkshire Combined Authority
Councillor Susan Hinchcliffe	Bradford Council
Councillor Stewart Golton (Substitute)	Leeds City Council
Councillor James Lewis	Leeds City Council
Councillor Shabir Pandor	Kirklees Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Jane Scullion (Substitute)	Calderdale Council
Councillor Andrew Waller	City of York Council
Mark Roberts	Leeds City Region Local Enterprise Partnership

In attendance:

Ben Still	West Yorkshire Combined Authority
Melanie Corcoran	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Dave Haskins	West Yorkshire Combined Authority
Liz Hunter	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Philip Witcherley	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Ian Parr	West Yorkshire Combined Authority

63. Apologies for Absence

Apologies for absence were received from Cllr Carter, Cllr Holdsworth, Cllr Jeffery, Cllr Morley, Cllr Robinson, and Cllr Swift.

64. Declarations of Disclosable Pecuniary Interests

Mark Roberts declared an interest in item 9 – LEP Governance, owing to his current position as Interim Chair of the LEP. It was clarified that no decisions on the current meeting agenda are affected, however Interim LEP Chair will not be involved in any future discussions regarding the Independent Remuneration Panel or any decisions it makes.

65. Exempt Information - Possible Exclusion of the Press and Public

The Mayor noted that appendices 1, 2, and 3 of item 13 were identified as exempt from the press and public.

Resolved: That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of appendices 1, 2, and 3 to Agenda item 13 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information

66. Minutes of the Meeting of the Combined Authority held on 8 December 2022

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 8 December 2023 be approved and signed by the Chair.

67. Business Planning and Budgets

The Combined Authority considered a report from the Director of Finance and Commercial Services to approve the 2023/24 outcome-led business plan, and to consider and approve the proposed revenue budget and transport levy for 2023/24, the revised position for 2022/23, the indicative capital budget and programme and treasury management statement.

Officers noted that much has been achieved, despite the significant budget pressures caused by the ongoing cost of living crisis and other economic challenges. Decisions have already been taken to tackle the budget pressures, including freezing the local authority transport levy, and identifying more efficiency and cost-saving measures. The Combined Authority remains committed to delivering an inclusive economy, embedding equality, diversity, and inclusion, and tackling the climate emergency.

Officers noted the plans on page set out the key aims for each directorate, all of which have a spending plan against which progress will be reported. The presented budget is not without risks, so proposals are being made to ring fence some savings on concessionary reimbursement, to add to savings which have already been identified.

Officers explained that the Bus Service Improvement Plan (BSIP) funding can support the ambitions of the Combined Authority, especially since the existing Bus Recovery Grant funding is expected to end in March 2023. Decisions on this matter will be made by the Transport Committee and update reports will be made to the Finance, Resources and Corporate Committee and Combined Authority.

Officers clarified that this budget is the first to be set around the Combined Authority's new directorate structure. All officers are aware of the budget

pressures, though once a more established pipeline of projects is developed the Combined Authority will be ready to take advantage of future opportunities. Members asked if comparisons are made against the plans of other Mayoral Combined Authorities, officers responded that this is the case and further information can be included in future reports. Members requested further details on what is being spent towards longer-term outcomes, officers responded that further discussions are forthcoming, but that sustainability and income generation are both important to meet long-term aims.

Members raised concerns that the Economy Scrutiny Committee meeting was held in private. Officers clarified that there was an open session of the committee, as well as a private session. The public session was inquorate due to illness and so had to be held as an informal meeting, however the conversations still took place as planned. The Mayor noted the Combined Authority has three separate scrutiny committees which is high among other Mayoral Combined Authorities, and encouraged as many people as possible to view the proceedings of the other committees for a broader understanding of the work of the Combined Authority.

Resolved:

That the outcome led business plans for 2023/24 be approved.

That the revised outturn budget for 2023/24 be approved.

That the indicative capital programme and budget for 2021/22 – 2024/25 be approved.

That in accordance with the powers contained in the Local Government Finance Act 1988 (as amended) and by virtue of article 9(6) of the West Yorkshire Combined Authority Order and the Transport Levying Bodies Regulations 2015 (as amended) a levy of £103 million be determined for the year ended 31 March 2024.

That the Director, Finance and Commercial Services be authorised to issue the levy letter in respect of the financial year ending 31 March 2023 to the five District Councils in West Yorkshire.

That a payment of £5.09 million be made to the five District Councils in accordance with Table 1 of the report.

That authorisation be given to the Director, Finance and Commercial Services to arrange appropriate funding for all expenditure in 2022/23 and 2023/24 subject to statutory limitation, including the most appropriate application of capital funding as set out in the report.

That approval be given to the continuing of the policy, effective from 2017/18, for recovering the Combined Authority costs of managing the capital programme against the capital programme spend being mainly West Yorkshire plus Transport Fund, Transforming Cities, Getting Building Fund, Brownfield Housing, Local Transport Plan Integrated Transport and any schemes developed in year.

That the adoption of the CIPFA Code of Practice for Treasury Management in Public Services be reaffirmed.

That the treasury management policy as set out in Appendix 5 be approved.

That the prudential limits for the next three years as set out in Appendix 5 be adopted.

68. Pipeline Development Priorities

The Combined Authority considered a report from the Director of Strategy, Communications and Intelligence to endorse proposals for the next phase of development of programmes to support the delivery of the West Yorkshire Investment Priorities and associated outcomes, and to approve in principle £5 million additional capacity funding to support pipeline development within the local authorities.

Officers noted that since 2020, a key focus has been supporting communities and businesses through the pandemic, and similar programmes have also been agreed to tackle the crisis in the cost of living and doing business. Longer-term issues should also be addressed in a sustainable way, so future programmes should wherever possible contribute to more than one investment priority, and also towards one of the aims of growing an inclusive economy, tackling the climate emergency and promoting equality, diversity and inclusion. By identifying which projects meet the criteria the Combined Authority will be able to take advantage of any available and future funding as quickly as possible. Projects that do not meet the criteria can be scaled back or put on hold until they become viable, and all projects will proceed through the assurance framework at the appropriate time.

The Mayor thanked officers for their work in developing the pipeline of project delivery, and noted that there are numerous upcoming cultural projects already under way that will bring employment and training opportunities to many people, and additionally will make a strong case for further investment in the region.

Members asked if the development on investment zones a direct response to the government's proposals, officers responded that it is not directly related as the original proposals have since been withdrawn. The work is undertaken proactively and includes more areas than those suggested by the government which can work cohesively instead of as one predetermined zone.

Resolved:

That the proposed direction of the programmes for development set out above be endorsed. Funding allocations and approvals to spend will be considered as programmes become ready. Any proposals to be brought forward will be progressed in line with the Combined Authority's Assurance Process.

That £5m funding per year from the Single Investment Fund to Local Authorities to support capacity issues and enable pipeline development work to be undertaken against the Investment Priorities be indicatively approved in principle. Full approval will be granted once the project has progressed through the assurance process in line with the Combined Authority's Assurance Process.

That the approval for programme to pass through Decision Point 2, totalling no more than £10m of funding from the Single Investment Fund be delegated to the Finance, Resources and Corporate Committee.

69. Bus Service Funding Update

The Combined Authority considered a report from the Director of Transport Operations and Passenger Experience to provide an update on current issues affecting bus services in West Yorkshire and the actions to be taken to mitigate these risks and issues in 2023/24.

The Mayor noted that she continues to urge the government for longer-term funding for bus operators outside of London. Without continued funding some operators may need to reduce services, potentially leaving some communities cut off. The Mayor raised that there is not enough funding to cover every at-risk route, and so there is a need to consider how BSIP funding can be used to help stabilise network. Members highlighted the key role that buses play in supporting the local economy, and the Mayor confirmed that a meeting with the Minister for Transport is being arranged, where the issue will be addressed in greater detail.

The Mayor's Fares scheme has been operating for three months, and initial assessments have shown 7.2 million journeys have benefitted, saving passengers roughly £3.6 million. Passenger levels have risen from 81% of pre-pandemic levels to 87%, and more detailed figures will be presented to the Transport Committee. The Mayor expressed thanks to the people of West Yorkshire who have contributed to supporting bus services.

Members questioned the availability of data from the Mayor's fares scheme, officers responded that there had been delays retrieving the data from operators, however a full report will be provided to the members of the Transport Committee. The Chair and deputy Chairs of the Transport Committee are holding ongoing meetings with operators and reporting back to the Transport Committee.

Officers explained there is further information due to be circulated regarding the successful Levelling Up Fund bid of £41 million. The funding will be used to support a wide array of improvements across West Yorkshire including to bus stations and stops, funding to improve access to buses, and funding towards specific schemes which will improve bus priority and encourage active travel.

Members questioned if the bus patronage will increase to pre-pandemic levels, officers responded that bus use by under 19s is growing and is potentially higher than 2019. There are other demographics that have fallen

in use, especially for those commuting to work. Use of the free bus pass has also fallen which may be linked to the relative health concerns experienced by bus pass holders.

Resolved: That the actions being taken to manage bus service costs in 2023/24 be noted.

70. Adult Education Budget Rates

The Combined Authority considered a report from the Interim Director of Inclusive Economy, Skills and Culture to provide an update on progress with devolved Adult Education Budget (AEB), to seek approval for an increase to the AEB Funding Rate as recommended by the Employment and Skills Committee, and to seek approval for the proposal regarding Residential Uplift funding.

The Mayor noted that the recommendation made by the Employment and skills committee addresses the government's pre-devolution decision to freeze the funding rate for the last decade. Similar decisions are being taken across the Mayoral Combined Authorities where the AEB is also devolved, and without further funding providers have reported they may scale back or cut their courses entirely.

Members added that the recommendations have arisen as a result of multiple discussions at the Employment and Skills Committee and other conversations with education providers and employers. The Combined Authority has already saved over £1 million in administration fees due which has been put back in to benefitting learners.

Resolved:

That the proposal for an AEB rate increase, as outlined in 2.26 be approved

The decommitment to residential uplift funding, as outlined in 2.36 be approved

71. LEP Governance

The Combined Authority considered a report from the Head of Legal and Governance Services to seek approval to proposed changes to the LEP Constitution and governance arrangements following the approval of the LEP Integration Plan. The report also seeks approval to convene an Independent Remuneration Panel to advise the Mayor and the Combined Authority on the level of allowance for the LEP Chair.

The Mayor noted that the Levelling Up White Paper provided clarity for the role of LEP boards and their integration with Mayoral Combined Authorities. The Combined Authority has now received the approval with no changes, and so the proposed governance arrangements will allow the integration to progress. The Mayor expressed thanks to the private sector members for their input and their support of the LEP, and also to Mark Roberts for his interim leadership so far.

Resolved:

That the proposed LEP governance arrangements as set out in the draft Articles at Appendix 1 and draft Terms of Reference at Appendix 2 and the revised Recruitment and Appointment Procedure for Private Sector Representatives as set out at Appendix 3 for consideration by the LEP Board at its meeting on 8 March 2023 be endorsed.

Subject to 10.1, the Head of Legal & Governance Services, in consultation with the Mayor and the Chair of the LEP Board as appropriate, be authorised to:

- finalise the Articles, Terms of Reference and the Recruitment and Appointment Procedure
- make such consequential amendments to the Authority's Constitution as are necessary
- set a date from which the proposed changes are brought into effect.

That the Head of Legal & Governance Services be authorised to convene an Independent Remuneration Panel to make recommendations to the Mayor and the Combined Authority as to the allowance that shall be payable to the LEP Chair.

72. Assurance Framework Annual Review

The Combined Authority considered a report from the Interim Chief Operating Officer to report on progress on the annual review of the Leeds City Region Local Framework, and to request the Combined Authority to review and approve the proposed revisions to the Leeds City Region Assurance Framework.

Officers explained that the assurance framework was initially developed in 2015, and is required to be updated annually, incorporating any new government guidance. The amendments include clarifications about the AEB and Multiply funding, and further reviews will be undertaken with a network group for peer review and presented at a future Combined Authority meeting. Members noted the need for partnership in put into the framework, as well as the need for all projects to be delivered at speed and to represent value for money.

Resolved:

The proposed revisions to the Leeds City Region Assurance Framework be reviewed and approved.

That delegated authority be given to the Combined Authority's Chief Executive in consultation with the LEP Chair and the Combined Authority Chair to approve the final Local Assurance Framework, in case any further changes are needed to be made to the Local Assurance Framework prior to its publication.

73. **Project Approvals** **Investment Priority 1: Good Jobs and Resilient Businesses**

Members received a report from the Interim Director of Inclusive Economy & Skills on the progression of, and approval of funding for schemes.

High Growth Enterprise Programme

Members noted the scheme will last for three years, providing support for up to 2,400 new businesses across west Yorkshire with targeted support and advice. Officers added that the scheme builds upon previous successful support packages, and incorporates funding from external sources such as the Prince's Trust to increase the array of eligible businesses.

Digital Enterprise

Officers noted that the Digital Enterprise scheme will support businesses with their growth at a time when the central government has dropped its own 'Help to Grow Digital' programme. Support will be available for up to 450 businesses, with around 30 high-impact grants available for specialist support. The progress of the scheme will be monitored and evaluated alongside providers. Members noted that investment in digital enterprise is crucial to support the development of new jobs, and ensuring West Yorkshire is on the front foot as the sector continues to develop.

Resolved:

With respect to the High Growth Enterprise Programme the Combined Authority, subject to the conditions set by the Programme Appraisal Team, approved that:

(i) The High Growth Enterprise scheme proceeds through decision point 2 to 4 (Business Justification) and work commences on activity 5 (Delivery).

(ii) The Combined Authority's contribution of £5,000,000 be given. The total scheme value is £10,352,563.

(iii) The Combined Authority enters into a Funding Agreement with Leeds City Council for expenditure of up to £5,000,000.

(iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report, any change requests are delegated to the Business, Economy and Innovation Committee. This will be subject to the scheme remaining within the tolerances outlined in this report.

With respect to Digital Enterprise the Combined Authority approved that:

(i) The Digital Enterprise scheme proceeds through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).

(ii) The Combined Authority's contribution of £4,676,147 be given. The total scheme cost is £8,686,772. 214

(iii) The Combined Authority enters into a Funding Agreement with Leeds City Council for expenditure of up to £4,676,147.

(iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report, any change requests are delegated to the Finance, Corporate and Resources Committee. This will be subject to the scheme remaining within the tolerances outlined in this report

Investment Priority 3: Creating Great Places and Accelerated Infrastructure

Members received a report from the Director of Policing, Environment & Place on the progression of, and approval of funding for schemes.

Capital Flood Risk Management Programme

Officers noted that the Combined Authority has previously invested in flooding management. The approval relates to next phase of the programme, developing the business case and identifying further opportunities.

Flood Alleviation Scheme 2

Officers explained this scheme is on-site, however the impact of cost inflations has resulted in delays to delivery.

Members questioned if the schemes provide opportunities for local apprentices, officers responded that they do, and in this case the apprentices are managed by Leeds City Council. The number of apprentices can be disclosed outside of the meeting.

BHF Armley Tower Works

Officers noted that the BHF Armley Tower Works Scheme and Galem House were indicatively approved by the Place, Regeneration and Housing committee at its inquorate meeting on 5 January 2022, and are being presented to the Combined Authority for full approval.

Officers explained the scheme will support 50 affordable homes, including six apprenticeships.

Galem House

Officers explained the scheme will develop 77 new apartments in Bradford city centre. The apartments will all be available for rent and maintained by the developer, creating jobs and apprenticeships. Members asked if the apartments will be affordable rent, officers offered to find out and respond outside of the meeting.

Resolved:

With respect to the Capital Flood Risk Management Programme the Combined Authority approved that:

- (i) The Capital Flood Risk Management Programme proceeds through decision point 1 (strategic assessment) and work commences on the development of individual business cases.
- (ii) Development costs of £113,735 be approved taking the total scheme approval to £113,735.
- (iii) The principal that £10,000,000 of Combined Authority funding is utilised in order to engage and leverage funding from other funding sources and that work commences on the development of individual business cases, which will seek approval through the Assurance Framework.
- (iv) Approval of individual business cases through the Assurance Framework be delegated to the Place, Regeneration Housing Committee.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report and where required, any change requests for the Capital Flood Risk Management Programme are delegated to the Place, Regeneration and Housing Committee. This will be subject to the scheme remaining within the tolerances outlined in this report.

With respect to the Leeds Flood Alleviation Scheme 2, the Combined Authority approved that:

- (i) The Leeds Flood Alleviation Scheme (Step 2) scheme proceeds through Decision Point 1 to 4 (business justification) and work continues on activity 5 (delivery), subject to assurances on a two outstanding questions from Government's Department for Business, Energy, and Industrial Strategy (BEIS).
- (ii) The Combined Authority's contribution of £12,565,000 be given. The total scheme cost is £125,826,000.

- (iii) The Combined Authority enters into a funding agreement with Leeds City Council for expenditure of up to £12,565,000. 246
- (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within tolerances outlined in this report.

With respect to the Brownfield Housing Programme delegation for pipeline of schemes, the Combined Authority approved that:

- (i) The existing delegation, as approved by the Combined Authority in July 2021, to the then Director of Delivery to make changes to the pipeline of schemes in the Brownfield Housing Programme, be transferred to the Director of Policing, Environment and Place.

With respect to BHF Armley Tower Works the Combined Authority approved that, subject to the conditions set by the Programme Appraisal Team:

- (i) The BHF Armley Tower Works scheme proceeds through decision point 2-4 (business justification) and work commences on activity 5 (delivery).
- (ii) The Combined Authority's contribution of £932,775 be given. The estimated total scheme cost is £9,909,032.
- (iii) The Combined Authority enters into a funding agreement with Yorkshire Housing Ltd for expenditure of up to £932,775.
- (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in the original report. This will be subject to the scheme remaining within the tolerances outlined in the original report.

With respect to BHF Galem House the Combined Authority approved that, subject to the conditions set by the Programme Appraisal Team:

- (i) The BHF Galem House scheme proceeds through decision point 4 (full business case) and work commences on activity 5 (delivery)
- (ii) The Combined Authority's contribution of £1,200,000 be given. The total scheme cost is £9,752,717.
- (iii) The Combined Authority enters into a funding agreement with Trident House Development Limited for expenditure of up to £1,200,000.

- (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in the original report. This will be subject to the scheme remaining within the tolerances outlined in this report.

Investment Priority 5: Future Transport

Members received a report from the Interim Director of Transport Policy and Delivery on the progression of, and approval of funding for schemes.

Transformational – North East Calderdale

Officers explained the scheme was originally a part of the West Yorkshire Plus Transport Fund. If approved, the project will proceed to the outline business case and also allow for the development of bus priority measures to prepare the area for larger-scale development.

CRSTS Asset Management and Enhancement Programme and Off Highway Walking and Cycling Network

Officers explained the three City Region Sustainable Transport Settlement (CRSTS) schemes were made possible due to the devolution deal. The Combined Authority has worked closely with the Department for Transport to ensure the funding is used appropriately. The scheme will promote active travel across West Yorkshire through maintenance and development of existing infrastructure.

CRSTS Network Management Renewals and Enhancements

Officers explained the bid will fund the replacement of outdated traffic control systems. Members highlighted the need to consider the types of replacements used, as other authorities are experiencing difficulties with the supply of necessary components.

CRSTS Safer Roads

Officers explained the aim of the scheme to deliver a variety of traffic-calming measures and active travel enhancements across West Yorkshire. The local authorities will decide upon their own lists of priorities for action, which will be reviewed periodically.

Leeds City Centre – City Square Plus – Thirsk Row

Officers explained the scheme is a part of the Leeds City Square plus scheme, and concerns converting Thirsk Row from a one-way street to two-way operation, which is key to improving the bus routing and improving access for pedestrians and cyclists.

Resolved:

With respect to Transformational – North East Calderdale the Combined Authority approved that:

- (i) The Transformational North East Calderdale scheme proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the Combined Authority's contribution of £4,300,000. The total scheme value is £78.400,000 - £88,100,000
- (iii) Development costs of £1,560,000 are approved in order to progress the scheme to decision point 3 (outline business case) taking the total scheme approval to £1,960,000.
- (iv) The Combined Authority enters into an addendum to the existing Funding Agreement with Calderdale Council for expenditure of up to £1,960,000.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report and where required, any change requests are delegated to the Transport Committee. This will be subject to the scheme remaining within the tolerances outlined in this report.

With respect to CRSTS Asset Management and Enhancement the Combined Authority approved that:

- (i) The CRSTS Asset Management and Enhancement Programme proceeds through decision point 2 and 4 and delivery continues until the end of quarter 1 of year 2023/24, and work commences on the development of the SOC for year 2.
- (ii) An indicative approval to the total CRSTS Asset Management and Enhancement Programme value of £248,000,000 and to the total CRSTS Off Highway Walking and Cycling value of £3,440,000 for Off Highway Walking and Cycling is given.
- (iii) An additional £24,800,000 of development and delivery costs for quarter 3 and quarter 4 of the CRSTS Asset Management and Enhancement programme (year 1) be given to provide a total allocation of £49,600,000 for the 2022/23 financial year. For Off Highway Walking and Cycling approval to an additional £344,000 to is given to provide a total allocation for the 2022/23 financial year of £688,800.
- (iv) £12,400,000 of development and delivery costs for quarter 1 for the 2023/24 financial year for the CRSTS Asset Management and Enhancement programme be given and approval to £172,000 of development and delivery costs for quarter 1 for the 2023/24 financial year for the CRSTS Off Highway Walking and Cycling.
- (v) The Combined Authority enters into addendums to the existing funding agreements with the partner councils of the apportioned £37,200,000 for Q3 and 4 2022/23 and Q1 of 2023/24 financial year for

CRSTS Asset Management and Enhancement programme and £516,000 for 2022/23 and Q1 of 2023/24 financial year for CRSTS Off Highway Walking and Cycling, up to the amounts shown below:

Bradford - £7,906,412
Calderdale - £4,979,964
Kirklees - £7,767,932
Leeds - £11,375,332
Wakefield - £5,686,360

(vi) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report and where required, any change requests are delegated to the Transport Committee. This will be subject to the scheme remaining within the tolerances outlined in this report.

With respect to CRSTS Network Management and Enhancement the Combined Authority approved that:

(i) The CRSTS Network Management and Enhancement programme proceeds through Decision Point 2 and 4 and delivery continues until the end of quarter 1 of year 2023/24, and work commences on the development of the SOC for year 2.

(ii) An indicative approval to the total CRSTS Network Management and Enhancement programme value of £25,000,000 be given.

(iii) An additional £1,862,500 of development and delivery costs for quarter 3 and quarter 4 for the CRSTS Network Management and Enhancement programme (year 1) be given to provide a total allocation of £4,362,500 for the 2022/23 financial year. 300

(iv) Approval to £931,250 of development and delivery costs for quarter 1 for the 2023/24 financial year for the CRSTS Network Management and Enhancement programme (Year 2) be given taking total approval up to £5,293,750.

(v) The Combined Authority enters into addendums to the existing funding agreements with the five partner councils of the apportioned £2,793,750 for Q3 and 4 of 2022/23 and Q1 of 2023/24 financial year taking, up to the amounts shown below:

Bradford - £1,475,000
Calderdale - £280,000
Kirklees - £1,006,250
Leeds - £1,657,500
Wakefield - £ 875,000

(vi) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances set out in this report.

With respect to CRSTS Safer Roads the Combined Authority approved that:

(i) The CRSTS Safer Roads Programme proceeds through Decision Point 2 and 4, and delivery continues until the end of quarter 1 of year 2023/24, and work commences on the development of the strategic outline case for Year 2.

(ii) An indicative approval to the total CRSTS Safer Roads programme value of £25,000,000 be given.

(iii) An additional £2,500,000 of development and delivery costs for quarter 3 and quarter 4 for the CRSTS Safer Roads programme (Year 1) be given to provide a total allocation of £5,000,000 for the 2022/23 financial year.

(iv) £1,250,000 of development and delivery costs for quarter 1 for the 2023/24 financial (year 2) for the CRSTS Safer Roads programme (Year 2) be given taking total approval up to £6,250,000.

(v) The Combined Authority enters into addendums to the existing funding agreements with the five partner councils for expenditure of the apportioned £3,750,000 for Q3 and 4 of the 2022/23 financial year and Q1 of the 2023/24 financial year, up to the amounts shown below:

Bradford: £866,250

Calderdale: £330,000

Kirklees: £693,750

Leeds: £1,297,500 301

Wakefield: £562,500

(vi) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances set out in this report.

City Square Plus – Thirsk Row

The Combined Authority approved that:

(i) The change request to approve £939,000 from the CRSTS Fund to progress the Thirsk Row works as part of the City Square Plus scheme to Activity 5 (Delivery), and to extend the delivery timescale to July 2023, is approved.

(ii) The Combined Authority enters into an addendum to the existing Funding Agreement for the City Square Plus scheme with Leeds City Council for expenditure of up to £11,641,000.

(iii) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances set out in this report.

74. Governance Arrangements

The Combined Authority considered a report from the Interim Chief Operating Officer to appoint a non-voting advisory representative of the West Yorkshire Housing Partnership to the Climate, Energy and Environment Committee, and to appoint a non-voting advisory representative of the West Yorkshire Business Groups to the Business, Economy and Innovation Committee. Further recommendations seek the appointment an Interim Director of Transport Policy and Delivery, and to consider a recommendation for the use of the Chief Executive's powers of delegation in cases of urgency.

Officers clarified the nomination of the Climate, Energy and Environment Committee will add to the existing expertise of the membership, and the case is similar for the Business, Economy and Innovation Committee and the role will be filled on a rotating basis. The proposed changes to the Chief Executive delegation would allow for decisions to be taken swiftly in the case of inquorate committees and other exceptional reasons.

Resolved:

That a nonvoting advisory representative from West Yorkshire Housing Partnership to the Climate, Energy and Environment Committee be appointed.

That a nonvoting advisory representative of the West Yorkshire Business Groups to the Business, Economy and Innovation Committee be appointed.

That the appointment of Dave Haskins into the post of Interim Director, Transport Policy & Delivery until such time as a substantive Chief Operating Officer appointment is made be approved.

That the Chief Executive be authorised to take decisions which would have been taken by a committee and where, for exceptional circumstances, that committee has been unable to meet, and the decisions are of an urgent nature and cannot wait until the next scheduled meeting.

That the Head of Legal & Governance Services be authorised to make such consequential amendments to the Authority's Constitution as are necessary.

75. CoSTAR Innovation Hub

The Combined Authority considered a report from the Interim Director of Inclusive Economy, Skills and Culture providing an overview of an opportunity to bid for up to £51 million UK Research and Innovation (UKRI) funding to create a national innovation centre in the creative industries and to seek approval to be a participant in the bid. The report also seeks an initial release of funding to progress design and enabling works for the Langthwaite Enterprise Zone site.

Officers clarified that the appendices are exempt due to the commercial sensitivities and competitive nature of the bid. The bid is undertaken in partnership with the University of York, one of the leaders in this field, as well as other partners who cannot be named at present. If successful, the

innovation hub will be a centre of innovation excellence in the creative sector and will complement the existing businesses in the area.

Resolved:

That the participation as a party in the CoSTAR bid and submission of the non-binding letter of support outlining the potential financial support the Combined Authority is providing to the bid (subject to full Combined Authority Agreement and Assurance) provided at Appendix 2 be approved.

That the principles of the draft Memorandum of Understanding (to which the Combined Authority will be a signatory) outlined at Appendix 3 be approved. Both the letter of support and the Memorandum of Understanding would be in substantially the form attached and subject to further legal input.

The release of £250k in initial resourcing capacity to enter into this bidding process and to enable development of the Langthwaite site, funded through residual Growing Places Fund monies be agreed.

That the indicative funding package for Langthwaite enabling works as detailed in Appendix 1, para 5.1 be noted.

76. Minutes for information

Resolved: That the minutes and notes of the Combined Authority's committees and panels be noted.

This page is intentionally left blank