

BUSINESS INVESTMENT PANEL

**MEETING TO BE HELD AT 10.00 AM ON WEDNESDAY, 5 DECEMBER
2018 IN COMMITTEE ROOM A**

A G E N D A

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**
- 3. EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

1. To highlight Appendices 1 and 2 of agenda item 6 and Appendix 1 of agenda item 7 which officers have identified as containing exempt information within the meaning of Schedule 12A to the Local Government Act 1972, and where officers consider that the public interest in maintaining the exemptions outweighs the public interest in disclosing the information, for the reasons outlined in the report.
2. To consider whether or not to accept the officers' recommendation in respect of the above information as set out at paragraphs 5.1 and 4.1 respectively.
3. If the recommendations are accepted, to formally pass the following resolution:-

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 and 2 of agenda item 6 and Appendix 1 of agenda item 7 on the grounds that they are 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.

**4. MINUTES OF THE MEETING OF THE BUSINESS INVESTMENT
PANEL HELD ON 6 NOVEMBER 2018**

(Pages 1 - 4)

5. STRATEGIC INWARD INVESTMENT FUND

Led by: David Shepherd

(Pages 5 - 6)

6. BUSINESS GRANTS PROGRAMME

Led by: Neill Fishman

(Pages 7 - 30)

7. GROWING PLACES FUND LOANS

Led by: Chris Brunold

(Pages 31 - 36)

8. DATE OF NEXT MEETING

Signed:

A handwritten signature in black ink, appearing to be 'BGM', with a horizontal line underneath.

**Managing Director
West Yorkshire Combined Authority**



**MINUTES OF THE MEETING OF THE
BUSINESS INVESTMENT PANEL
HELD ON TUESDAY, 6 NOVEMBER 2018 AT COMMITTEE ROOM B,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Present:

Councillor Judith Blake CBE (Chair)
Simon Wright (Deputy Chair)
Councillor Darren Byford
Councillor Graham Swift
Councillor Tim Swift MBE
Michael Allen
Colin Glass OBE
Marcus Mills
Gareth Yates

Leeds City Council
Yorkshire Bank
Wakefield Council
Harrogate Borough Council
Calderdale Council
NatWest Bank
WGN
BigWord
Ward Hadaway

In attendance:

Kate Thompson
David Shepherd
Henry Rigg
Chris Brunold
Neill Fishman
Samuel Lewis
Lorna Holroyd
Lauren Thomas
Megan Hemingway

West Yorkshire Combined Authority
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34. Apologies for absence

Apologies for absence were received from Councillor Pandor, Councillor Ross-Shaw and Jonathan King.

35. Declarations of disclosable pecuniary interests

Simon Wright declared a disclosable pecuniary interest in relation to Growing Places Fund Loans exempt Item 8, Appendix 3.

36. Exempt information - Exclusion of 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 and 2 of Agenda Item 6 and Appendices 1, 2 & 3 of Item 8 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.

37. Minutes of the meeting of the Business Investment Panel held on 5 October 2018

Resolved: That the minutes of the Business Investment Panel held on 5 October 2018 be approved and signed by the Chair.

38. Governance Arrangements

The Panel noted that the new Governance arrangements for Business Investment Panel had been approved by Investment Committee.

The Chair drew attention to the new members and the new quorate.

Resolved: That the Governance arrangements for Business Investment Panel be noted.

39. Strategic Inward Investment Fund

The Panel considered a report which outlined the current position regarding progress in committing grants through the Strategic Inward Investment Fund (SIIF).

The Panel Considered the project which was attached at exempt Appendices 1 and 2.

Resolved:

- (i) That a paper will be circulated to members in the next few weeks on the use of SIIF in attracting investment to the region, in comparison with other regions.
- (ii) That member briefings are available on the above paper.
- (iii) That the progress on the Strategic Inward Investment Fund be noted.
- (iv) That the Panel recommended that project SIIF 006, detailed in exempt Appendices 1 and 2, be approved.

40. Business Grants Programme

The Panel considered a report which outlined the current position regarding progress in committing grants through the Leeds City Region Enterprise Partnership (the LEP) Business Grants Programme.

The Members were updated on the application history of the BGP and the efforts to widen its reach and raise its profile. There was discussion around how this could be achieved.

Resolved: That the contents of the Business Grants Programme report be noted.

41. Growing Places Fund loans

The Panel considered a report which provided an update on:

- Progress in committing loans through the Growing Places Fund (GPF).
- The bi-annual review of risks within the GPF Programme (exempt Appendix 1).
- The GPF review (draft report) and future of the GPF (exempt Appendix 2).

The Panel received an update on one project with changed circumstances which was attached at exempt Appendix 3.

Simon Wright left the room during discussion of Appendix 3.

Resolved:

- (i) That the update on progress on the Growing Places Fund be noted.
- (ii) That the Panel agreed that no action should be taken at present in respect of exempt Appendix 3 and awaited a further update on the project next week.

42. Date of next meeting

5 December 2018 at 10am in Committee Room A, Wellington House, Leeds

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Report to: Business Investment Panel

Date: 5 December 2018

Subject: **Strategic Inward Investment Fund**

Director(s): Sue Cooke, Executive Head of Economic Services

Author(s): David Shepherd / Lorna Holroyd

1. Purpose of this report

- 1.1 To outline the current position regarding progress in committing grants through the Leeds City Region Enterprise Partnership (the LEP) Strategic Inward Investment Fund (SIIF).

2. Information

- 2.1 Spend and outputs for SIIF are detailed below.

Performance indicator	Target	Total commitments	Actual outputs (12/11/18)
Direct jobs	1,245	552	331
Number of enterprises	10	3	1
Total investment	£120,450,000	£17,151,961	£4,175,522
Programme Spend	£12,450,000	£1,853,386	£758,457

- 2.2 All jobs associated with project SIIF 001 are now complete.

- 2.3 At the last Panel meeting on 6 November 2018, Members considered an application from SIIF 006, regarding an application of £1m to support an investment in Leeds that will create 400 jobs and safeguard a further 450. It was recommended that the project was approved. Following the Business Investment Panel meeting, the application was considered at Investment Committee on 7 November 2018, where it was also recommended that the project is approved. A final decision will be made by Combined Authority on 13 December 2018.

2.4 At the Panel meeting on 5 October 2018, Members asked for a more detailed report on the Leeds City Region's comparative performance on inward investment to be produced. This has now been circulated to Members and a briefing arranged for interested Members to discuss in more detail.

2.5 There are no new applications for consideration at this meeting.

3. Financial implications

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

4. Legal implications

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

5. Staffing implications

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

6. External consultees

6.1 No external consultations have been undertaken.

7. Recommendations

7.1 That the Panel notes the progress report on the SIIF.

8. Background documents

8.1 None.

9. Appendices

9.1 None.



Report to: Business Investment Panel

Date: 5 December 2018

Subject: Business Grants Programme

Director(s): Sue Cooke, Executive Head of Economic Services

Author(s): Neill Fishman / Lorna Holroyd

1. Purpose of this report

- 1.1 To outline the current position regarding progress in committing grants through the Leeds City Region Enterprise Partnership (the LEP) Business Grants Programme (BGP).

2. Information

- 2.1 Spend and outputs for the grant schemes funded through the Local Growth Fund (LGF) are detailed below. Achievements against these targets can be made through the three capital grants schemes which make up the BGP; the big scheme, the small scheme and the Business Flood Recovery Fund. The big scheme is for grants over £100,000, the small scheme grants of between £10,000 and £100,000 and the Business Flood Recovery Fund grants of £10,000 to £100,000 for businesses affected by the Boxing Day Floods of 2015 (note that this programme is now closed to new applications).

Performance indicator	Target	Big scheme committed	Small scheme committed	Flood grants committed	Total commitments	Actual outputs (12/11/18)
Direct jobs	4,100	2,834	2,254	n/a	5,088	3,382
Safeguarded jobs	n/a	152	0	1,541	1,693	1,682
Number of grant awards	765	37	556	63	656	567
Total investment	£168,500,000	£150,244,164	£160,705,640	£12,793,515	£323,743,319	£249,268,731
Programme Spend	£38,963,000	£8,791,174	£19,081,126	£2,860,375	£30,732,675	£26,186,235
Cost per job	n/a	£3,102	£8,467	n/a	£6,041	£7,743

Performance indicator	Target	Big scheme committed	Small scheme committed	Flood grants committed	Total commitments	Actual outputs (12/11/18)
Cost per job (including safeguarded jobs)	n/a	£2,944	n/a	£1,856	£4,533	£5,171

- 2.2 To date commitments of £27.87 million have been made through a combination of the big and small schemes. 15 applications to the small scheme, with a combined grant value of £597,925, were approved under sub-delegations in October 2018.
- 2.3 As outlined in previous Business Investment Panel papers, grants are now funded through a combination of the Business Growth Programme and Access to Capital Grants, both of which are funded through the LGF.
- 2.4 Commitments through the Business Flood Recovery Fund currently stand at £2.86 million. Of a total of 66 projects approved, three have been withdrawn, 57 are complete and £145,528 is left to pay to six businesses whose projects are still live.
- 2.5 All grant awards are listed in summary form on the LEP website and updated quarterly.¹

3 New large programme application

- 3.1 Members are asked to consider the following application. The grant application and appraisal are attached as detailed.

Project Ref	District	Total Investment £	Grant Requested £	Proposed New Jobs	Appendices
1099606	Wakefield	1,340,000	134,000	45	1 and 2
		1,340,000	134,000	45	

4 Financial implications

- 4.1 There are no financial implications directly arising from this report.

5 Legal implications

- 5.1 The information contained in **Appendices 1 and 2** is exempt under paragraph 3 of Part 1 to Schedule 12A of the Local Government Act 1972 as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of the appendix as exempt outweighs the

¹ <http://www.the-lep.com/about/governance-and-funding/grants-for-business/>

public interest in disclosing the information as publication could prejudice current and future decision making.

6 Staffing implications

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

7 External consultees

7.1 No external consultations have been undertaken.

8 Recommendations

8.1 That the Panel notes the progress report.

8.2 That the Panel considers the grant application detailed at 3.1 and attached at Appendices 1 and 2.

9 Background documents

9.1 None.

10 Appendices

10.1 **Exempt Appendix 1** - application form for project reference 1099606.

10.2 **Exempt Appendix 2** - appraisal for project reference 1099606.

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Report to: Business Investment Panel

Date: 5 December 2018

Subject: **Growing Places Fund Loans**

Director(s): Melanie Corcoran, Director of Delivery

Author(s): Chris Brunold, Project Manager

1. Purpose of this report

- 1.1 To update the Panel on progress in committing loans through the Leeds City Region Enterprise Partnership (the LEP) Growing Places Fund (GPF).
- 1.2 To update the Panel on one project with changed circumstances.

2. Information

Growing Places Fund update

- 2.1 The Growing Places Fund (GPF) has operated since 2012 offering loans to support projects that require additional capital funding to deliver jobs and economic growth and unlock stalled developments post-recession, within a timescale of five years or less. The fund is open to all businesses and organisations of any size based in or looking to invest in the Leeds City Region. Applications from small and medium-sized enterprises, employing up to 250 staff, are particularly welcome.
- 2.2 The total original GPF allocation from Government was £35.5 million of which approximately £4.0 million currently remains unallocated. The Fund typically seeks private sector leverage on the basis of 1:3.
- 2.3 Loan repayments are also held separately and can be reinvested in the future.

GPF Capital Position

- 2.4 The capital repaid by GPF loans offered through the programme to 31 October 2018 is £8.9 million.

- 2.5 The capital anticipated in the remainder of the 2018/19 financial year is £1.296 million. There is, as always, with GPF loans a risk that projects may not pay to the agreed repayment schedule.
- 2.6 The capital anticipated in 2019/20 is a further £3.288 million.
- 2.7 The total capital expected beyond 31 March 2020 is £10.717 million.

GPF Projects with Changed Circumstances

- 2.8 One GPF project has changed circumstances as shown below. Detail is provided for information and as this is confidential it is included in **Exempt Appendix 1**.

Project Ref	Total Loan	Proposed Jobs/Homes	Recommendation
315	£800,000	24	Discuss

3. Financial Implications

- 3.1 The financial implications associated with the project with changed circumstances detailed in para 2.8 is set out in **Appendix 1**.

4. Legal Implications

- 4.1 The information contained in **Appendix 1** is exempt under paragraph 3 of Part 1 to Schedule 12A of the Local Government Act 1972 as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of the appendices as exempt outweighs the public interest in disclosing the information as publication could prejudice current and future decision making.

5. Staffing Implications

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

6. External Consultees

- 6.1 No external consultations have been undertaken.

7. Recommendations

- 7.1 That the update on progress in committing loans through the GPF be noted.
- 7.2 That the information provided in **Appendix 1** be noted and feedback given.

8. Background Documents

None.

9. Appendices

Exempt Appendix 1 – Project 315 - changed circumstances

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