

LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD

ANNUAL MEETING TO BE HELD ON THURSDAY, 6 JUNE 2019 AT
2 PM IN COMMITTEE ROOM A, WELLINGTON HOUSE, 40-50
WELLINGTON STREET, LEEDS

A G E N D A

PART 1 - ANNUAL MEETING BUSINESS

1. MEMBERSHIP OF THE LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD

To consider the attached report in relation to:

- (i) Noting the local authority representatives and substitutes appointed to the LEP Board.
- (ii) Confirming the private sector representatives on the LEP Board.
- (iii) Confirming the member of the LEP Board to represent and engage with the SME business community.
- (iv) Confirming the Member of the LEP Board to act as Diversity champion.
(Pages 1 - 8)

2. APPOINTMENT OF THE DEPUTY CHAIR OF THE LEP

(Led by: Roger Marsh, Author: Angela Taylor)
(Pages 9 - 10)

3. APOLOGIES FOR ABSENCE

4. 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.

- 5. EXCLUSION OF THE PRESS AND PUBLIC**
- 6. MINUTES OF THE MEETING HELD ON 26 MARCH 2019**
(Pages 11 - 22)
- 7. NOMINATION TO THE WEST YORKSHIRE COMBINED AUTHORITY AND APPOINTMENTS TO OUTSIDE BODIES**
(Led by: Roger Marsh, Author: Angela Taylor)
(Pages 23 - 26)
- 8. APPOINTMENT OF PANELS AND ADVISORY GROUP TO THE LEP (BUSINESS COMMUNICATIONS GROUP)**
(Led by: Roger Marsh, Author: Angela Taylor)
(Pages 27 - 38)
- 9. GOVERNANCE ARRANGEMENTS**
(Led by: Roger Marsh, Author: Angela Taylor)
 - Constitution
 - Procedure Rules
 - Access to Information Annex
 - Code of Practice for Recording Meetings
 - LEP Whistleblowing Policy
 - Confidential complaints procedure
 - Recruitment Procedure for Private Sector representatives
 - Best Practice Recommendations
 - Members' Code of Conduct
 - Procedure for considering complaints
 - Conflicts of Interest Policy
 - Conflicts of Interest Protocol
(Pages 39 - 118)
- 10. ANNUAL ACCOUNTABILITY REPORTS**
(Led by: Roger Marsh, Author: Caroline Allen)
(Pages 119 - 124)
- 11. REMUNERATION AND EXPENSES SCHEME AND ANNUAL SUMMARY**
(Led by: Roger Marsh, Author: Angela Taylor)
(Pages 125 - 138)
- 12. EQUALITY AND DIVERSITY POLICY AND STATEMENT**
(Led by: Roger Marsh, Author: Alan Reiss)
(Pages 139 - 148)

13. SCRUTINY ANNUAL REPORT 2018/19 AND STATUTORY GUIDANCE

(Led by: Ben Still, Author: Khaled Berroum)
(Pages 149 - 166)

14. CALENDAR OF MEETINGS 2019/20

(Led by: Roger Marsh, Author: Angela Taylor)
(Pages 167 - 170)

15. PUBLIC QUESTION TIME

(Led by: Roger Marsh, Author: Racheal Johnson)
(Pages 171 - 172)

PART 2 - OTHER BUSINESS

For Decision

16. PANEL AND COMMITTEE REPORTS

(a) BUSINESS COMMUNICATIONS GROUP

(Led by: Joanna Robinson)
(Pages 173 - 176)

(b) BUSINESS INNOVATION AND GROWTH PANEL

(Led by: Andrew Wright)
(Pages 177 - 188)

(c) EMPLOYMENT AND SKILLS PANEL

(Led by: Rashik Parmar)
(Pages 189 - 194)

(d) GREEN ECONOMY PANEL

(Led by: Simon Pringle)
(Pages 195 - 200)

(e) CAPITAL PROGRAMME (INVESTMENT COMMITTEE)

(Led by: Cllr P Box)
(Pages 201 - 218)

17. STRENGTHENED LOCAL ENTERPRISE PARTNERSHIPS

(Led by: Roger Marsh, Author: Jon Skinner)
(Pages 219 - 224)

18. LOCAL INDUSTRIAL STRATEGY DEVELOPMENT

(Led by: Alan Reiss, Author: Emma Longbottom)
(Pages 225 - 232)

For Discussion

19. ECONOMIC AND BREXIT MONITORING

(Led by: Alan Reiss, Author: James Hopton)

(Pages 233 - 246)

20. CORPORATE PERFORMANCE REPORT

(Led by: Roger Marsh, Author: Angela Taylor)

(Pages 247 - 276)

For Information

**21. PROPOSAL TO RECRUIT TO THE ROLE OF DIRECTOR,
ECONOMIC SERVICES**

(Pages 277 - 288)

**22. DRAFT MINUTES OF THE WEST YORKSHIRE COMBINED
AUTHORITY HELD ON 25 APRIL 2019**

(Pages 289 - 304)

23. DATE OF NEXT MEETING

The next meeting will be held on 18 July 2019.