

**MINUTES OF THE MEETING OF THE  
LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD  
HELD ON THURSDAY, 18 JULY 2019 AT COMMITTEE ROOM A,  
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

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**Present:**

Roger Marsh OBE (Chair)	Leeds City Region Enterprise Partnership
Professor Bob Cryan CBE	University of Huddersfield
Nicola Greenan	East Street Arts
Amir Hussain	Yeme Architects
Mark Roberts	Beer Hawk Ltd
Andrew Wright	A W Hainsworth Ltd (Chair, Business Innovation & Growth Panel)
Councillor Andrew Lee (Substitute)	North Yorkshire County Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council
Councillor Andy D'Agorne (Substitute)	York Council
Councillor Peter McBride (Substitute)	Kirklees Council

**In attendance:**

Professor Simon Pringle	Project Rome
Rebecca Pates	SQW Consultants (minute 29 only)
Richard Hindle	SQW Consultants (minute 29 only)
Tom Riordan	Leeds City Council
Ben Still	LEP/West Yorkshire Combined Authority
Caroline Allen	LEP/West Yorkshire Combined Authority
Melanie Corcoran	LEP/West Yorkshire Combined Authority
Alan Reiss	LEP/West Yorkshire Combined Authority
Racheal Johnson	LEP/West Yorkshire Combined Authority
Ruth Chaplin	LEP/West Yorkshire Combined Authority

**25. Chair's Comments**

The Chair welcomed Mark Roberts and Councillor Andy D'Agorne (substitute for Councillor Keith Aspden) to the meeting.

**26. Apologies for Absence**

Apologies for absence were received from Adam Beaumont, Rashik Parmar, Joanna Robinson and Councillors Keith Aspden, Judith Blake, Peter Box, Richard Cooper, Susan Hinchcliffe, Carl Les and Shabir Pandor.

**27. Declarations of Interest**

In accordance with the requirements of the LEP Board Members' Code of Conduct, Members were reminded of their obligations to review their individual register of interests before each LEP Board meeting and to declare any interests.

**28. Exclusion of the Press and Public**

There were no items on the agenda requiring the exclusion of the press and public.

**29. Minutes of the meeting held on 6 June 2019**

**Resolved:** That the minutes of the meeting held on 6 June 2019 be approved and signed by the Chair.

**30. Panel and Committee Reports**

The Board discussed and noted the Panel and Committee updates which were presented to the Board for information.

It was noted that the Business Communications Groups had met on 5 June 2019. The meeting had been attended by Mark Roberts who was a member of the Employment and Skills Panel and the Future-Ready Skills Commission and the key points discussed were outlined in the report. It was reported that the delay in Brexit had also been discussed and the City Region's readiness for a 'no deal' situation. It was agreed that this should be discussed in more detail at the LEP Board's awayday in September 2019.

In respect of the Business Growth Programme (BGP), the Board discussed the proposed changes to the programme guidance and criteria which were set out in Appendix 1 to the submitted report. In approving the proposed changes, Members asked that consideration be given as to how the impact of climate change/low carbon can be embedded in the grant appraisal process. It was noted that the Business Investment Panel had requested a review of criteria be undertaken to help inform their consideration of applications. The proposed changes were considered by the Business Innovation and Growth Panel in May 2019 as the panel with strategic responsibility for the programme and the Board agreed that the changes be implemented from Quarter 3 of 2019/20 onwards.

The Board discussed the Strategic Inward Investment Fund (SIIF) and supported the broadening of the criteria to enable it to be used more flexibly and proactively in the current and future economic climate. This included supporting major investment projects from UK businesses with a presence in the City Region as well as those with overseas ownership, and also supporting projects that can demonstrate significant numbers of jobs safeguarded, as well as those that will create new net employment in the City Region.

In respect of the Digital Inward Investment Fund (DIIF) branded as "#Grow", the Board supported the importance of extending the DIIF to include a new

fund focussed on growing the City Region's existing creative and digital businesses - #Grow, to complement the existing #Welcome fund that provides funding to inward investors from that sector. The two funds will have a combined budget of £2.5m and will be supported by a dedicated project manager and marketing officer. The Board supported the principles of the proposals and the criteria for both the SIIF and #Grow will be circulated to Members.

It was noted that the Green Economy Panel had met on 9 July 2019 and the Board was provided with an update on the outcomes of the meeting including current activities and the recent workshops which had been held. In noting the declaration of a climate emergency by the Combined Authority, the Board discussed and welcomed the ambition to be net zero-carbon by 2038 and the strategic approach to achieving this.

The update on the Capital Programme (Investment Committee) was noted. The meeting was attended by Rebecca Pates and Richard Hindle of SQW Limited who are leading the National Evaluation Panel responsible for the monitoring and evaluation of investment funds across the UK. Leeds City Region is one of four areas subject to the evaluation in 2019 and SQW have been commissioned to evaluate the West Yorkshire plus Transport Fund. The headline findings were outlined in the submitted report and the Board received a presentation which provided a summary of SQW's work on the independent review of the Growth Deal programme and the initial report findings.

Copies of SQW's Executive Summaries of their Baseline and One Year Out reports for the Leeds City Region were attached at Appendices 1 and 2 to Agenda Item 5d. The Final Report would be delivered in November 2019 and the first gateway review was expected to be completed by Government in early 2020. It was noted that future growth deal funding may be subject to the outcome of the first gateway review. Quarterly national progress meetings were being attended with officers from the Department for Business Innovation & Skills (BEIS) and the Ministry of Housing, Communities & Local Government (MHCLG) and it was expected that greater clarity should emerge on how the final gateway report will form part of the overall assessment of performance, together with other evidence such as the annual conversations.

The Board thanked SQW for their attendance and informative presentation.

**Resolved:**

- (i) That the Panel, Committee and Group updates be noted.
- (ii) That the proposed changes to criteria and guidance for the Business Growth Programme as outlined in Appendix 1 to Agenda Item 5b be approved and that the changes be implemented from Quarter 3 of 2019/20 onwards.

**31. Local Industrial Strategy Development**

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on progress to develop a Local Industrial Strategy (LIS) and the headline findings from the economic assessment.

It was reported that a broad range of stakeholders had responded to the initial call for evidence to inform the development of the LIS evidence base and a second call for evidence was launched in June to ask more specific questions and delve into the foundations of productivity. External consultancy and support has been commissioned to develop more detailed evidence and the initial economic analysis and associated commissions are near completion.

Details of consultation and engagement activities were outlined in the report and it was noted that feedback to date includes the need to ensure that the LIS reflects the diversity of the City Region's economy, people and cultural offer. The Board considered the emerging themes from the evidence and consultation. They discussed the priority areas for action around productivity growth including tackling the climate emergency, inclusive growth, health and the skills agenda. It was noted that the development of the LIS had been considered by the LEP and Combined Authority's Panels and it was agreed that further engagement should be made with universities through their Vice Chancellors.

The independent panel had provided feedback regarding the process to develop the LIS and a further meeting would be held in July to consider the framework to shape the priorities for the LIS and associated outcomes, along with the implications for policy development.

The LIS will be finalised and submitted to Government in December 2019 and published in March 2020.

**Resolved:** That the progress made in developing a Local Industrial Strategy be noted.

### **32. Inclusive Growth - Update on Activities**

The Board considered a report of the Director of Policy, Strategy and Communications which:

- Summarised the Inclusive Growth and Public Policy Panel's emerging work programme.
- Provided an update on the progress being made on establishing a strategic framework, developing the link to wider City Region priorities and identifying funding.
- Sought agreement to the approach and to delegate final programme decisions to the Panel and LEP Chairs.

It was reported that an Inclusive Growth Strategic Framework is being co-designed with partners. A support group has been established with senior district officers, private and third sector partners across the City Region to

ensure a partnership approach to embedding inclusive growth and developing the Framework. The Framework will fully align with all other partner and regional strategies and reflect the LEP and Combined Authority's ambition for an inclusive approach to economic growth across the City Region.

It was noted that through working with the Panel and wider stakeholders, a pipeline of potential projects and interventions is being developed. It was agreed that in order to progress the work programme and take advantage of funding opportunities as they arise, any relevant approvals be delegated to the Combined Authority's Managing Director in consultation with the Chairs of the Inclusive Growth and Public Policy Panel and LEP Board.

**Resolved:**

- (i) That the Inclusive Growth and Public Policy Panel's emerging work programme be noted.
- (ii) That the progress being made on developing the LEP's strategic approach, including establishing a strategic framework and embedding inclusive growth in wider strategies be noted.
- (iii) That the approach of prioritising interventions with the strongest links to wider City Region strategies, in particular inclusive growth corridors be noted.
- (iv) That final programme decisions be delegated to the Combined Authority's Managing Director in consultation with the Chairs of the Inclusive Growth and Public Policy Panel and LEP Board.

**33. Strengthened Local Enterprise Partnerships**

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on progress to ensure the City Region's future local enterprise partnership (LEP) arrangements comply with the Government's requirements for strengthened LEPs.

At its last meeting, the LEP Board approved the procurement of external expertise to help recruit representatives of the private sector that reflect the diversity of the City Region and meet gender balance requirements and also to inform a remuneration policy for the Chair and any other appropriate positions. It was reported that the search and selection work was now underway and both LEP Boards will be updated as this progresses.

A copy of a letter sent on behalf of both LEPs was attached at Appendix 1 and, following formal consideration by the Minister and Permanent Secretary in accordance with the process for exemption requests, a response had been received. The Government have said that a new Board can be established by April 2020 with a maximum of 27 members, with a Board of no more than 20 members to be in place by 2022. With regards to funding it was noted that no assurances have been given for funding beyond 2019/20.

**Resolved:**

- (i) That the LEP Board notes that work is underway to procure external expertise to provide specialist search and selection support to help recruit future private sector LEP Board members that reflect the diversity of the City Region and enable the LEP to meet gender balance requirements and specialist advice to inform a remuneration policy for the Chair and any other appropriate positions.
- (ii) That the Government's response to the proposals raised jointly by the Transition Subgroup about LEP Board membership and future capacity funding be noted.

**34. Culture and Citizen Experience**

The Board considered a report of the Director of Policy, Strategy and Communications on culture and citizen experience.

Members were updated on the ongoing activity of City Region partners who are working together to unlock the full potential of culture, sport and major events to deliver the City Region's vision. A 12 month secondment from the Arts Council for a part time City Region advisor was being supported by 10 partners and the role would provide dedicated capacity to develop the City Region's approach to culture sport and major events.

The report provided an update on the approach of the City Region's advisor on culture and citizen experience and emerging areas of collective focus and the Board considered the proposals for the future direction of activity, including the role of the LEP Board, Place Panel and other Panels. Emerging findings from engagement with local authority and other cultural leaders show the variety of ways culture, heritage, sport and major events can have an impact on inclusive growth. The Board considered that there was potential to establish a new multidimensional cultural framework with a cultural vision complementing the framework that describes the City Region's existing cultural strengths, future opportunities and sets clear priorities and delivery mechanisms.

Members noted the updates which were also provided on a number of recent national programmes and projects of cultural activity which align with, and can help support the LEP's cultural ambitions and which are feeding into the work to develop the cultural vision and framework.

**Resolved:**

- (i) That the LEP Board endorse the report as an overview of City Region activity on culture, heritage, sport and major events and the progress of the culture and citizen engagement advisor since taking up the part time position in April 2019.
- (ii) That the LEP Board endorse the leadership of the City Region's cultural

and citizen experience agenda outlined in paragraph 2.10 of the submitted report, with the Place Panel playing a co-ordinating role over a wider framework as the Business Innovation & Growth Panel does on digital.

- (iii) That the associated regional and national updates, which will be taken into account as partners develop the cultural framework and narrative, be noted.

### **35. Corporate Performance Report**

The Board considered a report of the Director of Corporate Services which provided an update on a range of corporate and governance matters.

A summary of the 2018/19 revenue budget and final outturn figures (subject to audit) was attached at Appendix 1. The external audit of the annual accounts for 2018/19 was near completion and the final accounts were to be presented for approval at the Governance & Audit Committee meeting to be held on 23 July 2019.

Members noted the corporate risk update and that a detailed review of the corporate risk register had been undertaken and a number of changes suggested. A copy of the revised version was attached at Appendix 2.

In respect of corporate performance, it was reported that the quarter 1 data is currently being collated and a full update on performance against 2019/20 objectives would be provided at the next meeting.

It was reported that the Combined Authority had approved changes to the terms of reference of the Overview & Scrutiny Committee to make more explicit its ability to extend its functions to decisions and activities of the LEP. The LEP Board will be advised of any input that may be required to the Committee's workplan for 2019/20.

**Resolved:** That the report be noted.

### **36. Date of Next Meeting**

The next meeting of the LEP Board will be held at 12 pm on Wednesday 25 September 2019.