

**MINUTES OF THE MEETING OF THE
LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD
HELD ON THURSDAY, 16 JANUARY 2020 AT COMMITTEE ROOM A,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Present:

Roger Marsh OBE DL (Chair)	Leeds City Region Enterprise Partnership
Professor Bob Cryan CBE	University of Huddersfield
Nicola Greenan	East Street Arts
Kate Hainsworth	Leeds Community Foundation
Amir Hussain	Yeme Architects
Joanna Robinson	Mansfield Pollard (Chair, Business Communications Group)
Andrew Wright	A W Hainsworth Ltd (Chair, Business Innovation & Growth Panel)
Councillor Andy D'Agorne (Substitute)	York Council
Councillor Judith Blake CBE	Leeds City Council
Councillor Graham Swift (Substitute)	Harrogate Borough Council
Councillor Susan Hinchcliffe	Bradford Council
Councillor Shabir Pandor	Kirklees Council

In attendance:

Professor Simon Pringle	Project Rome
Angela Taylor	LEP/West Yorkshire Combined Authority
Caroline Allen	LEP/West Yorkshire Combined Authority
Ruth Chaplin	LEP/West Yorkshire Combined Authority
Melanie Corcoran	LEP/West Yorkshire Combined Authority
Alan Reiss	LEP/West Yorkshire Combined Authority
Brian Archer	LEP/West Yorkshire Combined Authority
Emma Longbottom	LEP/West Yorkshire Combined Authority
Henry Rigg	LEP/West Yorkshire Combined Authority
James Hopton	LEP/West Yorkshire Combined Authority
Catherine Lunn	LEP/West Yorkshire Combined Authority

66. Chair's Comments

The Chair reported that this would be Nicola Greenan's last meeting and he thanked her on behalf of the Board for her contributions and involvement both as a member of the Board and the Inclusive Growth and Public Policy Panel.

Members welcomed Brian Archer who had recently joined the Combined Authority as Director of Economic Services.

67. Apologies for Absence

Apologies for absence were received from Adam Beaumont, Rashik Parmar, Mandy Ridyard, Mark Roberts and Councillors Keith Aspden, Richard Cooper, Denise Jeffery, Carl Les and Tim Swift.

68. 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.

69. Exclusion of the Press and Public

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

70. Minutes of the meeting held on 21 November 2019

Resolved: That the minutes of the meeting held on 21 November 2019 be approved and signed by the Chair.

71. Panel and Committee Reports

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

The Business Innovation and Growth Panel had met in November 2019 and the report provided an update on the items considered at the meeting. Members welcomed the Productivity Pilot which had been launched in November 2019 and suggested that this could be more widely promoted. It was noted that an update on the MIT REAP Leeds project would be brought to a future meeting.

In respect of the Employment and Skills Panel, it was noted that a decision was expected in the near future in respect of the bid for funding submitted through a recent ESF Skills for Growth call. The proposed programme will support businesses to engage with the full breadth of the education landscape and is currently progressing through the Combined Authority's internal approval process.

It was reported that the Apprenticeship Levy Transfer Service had been launched and Members were asked for their help in raising awareness of the service among their networks.

Members noted the Transport Fund update which summarised the review that had been undertaken of the West Yorkshire plus Transport Fund. The Board noted the outcome of the review and the commitment to borrow £217 million to meet the programme costs. The proposals for the revised funding programme

for all projects were outlined in the submitted report. Approval would be sought from the Combined Authority for the revised baseline allocation and the revised programme dates for each project which were attached at Appendices 1 and 2 of the submitted report.

The Panel and Committee Chairs were thanked for their updates.

Resolved: That the Panel and Committee reports be noted.

72. Leeds City Region Local Assurance Framework

The Board considered a report of the Directors of Delivery and Corporate Services which provided an update on progress relating to changes proposed to the Leeds City Region Local Assurance Framework arising from its annual review.

It was noted that the review is undertaken to strengthen the compliance of the Local Assurance Framework to the National Local Growth Assurance Framework (January 2019) and the Strengthened Local Enterprise Partnership report (July 2018) and in accordance with guidance issued by the Chartered Institute of Public Finance and Accountancy (CIPFA).

Members noted the minor changes which had been made to the draft Assurance Framework and noted that the document had been reviewed by the Combined Authority Senior Leadership Team and Cities and Local Growth Unit had provided their informal input. It would also be considered by the Governance & Audit Committee, Investment Committee and Combined Authority. The Overview & Scrutiny Committee would also have an opportunity to discuss the review and provide input at their forthcoming meeting.

The document is to be submitted to Government by 28 February 2020. The Board thanked officers for the work undertaken to update the document and it was agreed that approval of the Assurance Framework be delegated to the LEP's Chief Executive (the Combined Authority's Managing Director) in consultation with the LEP Chair and the Combined Authority Chair following consideration by the Combined Authority on 6 February 2020.

Resolved:

- (i) That the changes made to the Local Assurance Framework, as set out in the submitted report be noted.
- (ii) That the substantive form of the draft updated assurance framework document be approved.
- (iii) That the LEP Board delegates authority to the LEP's Chief Executive (the Combined Authority's Managing Director) in consultation with the LEP Chair and the Combined Authority Chair to approve the Local Assurance Framework on behalf of the LEP, further to its consideration by the Combined Authority on 6 February 2020.

73. Strengthened Local Enterprise Partnerships

The Board considered a report of the Director of Policy, Strategy and Communications on *Strengthened Local Enterprise Partnerships*.

Members discussed the report which sought decisions on remaining issues, including geography, so the Leeds City Region's future Local Enterprise Partnership (LEP) arrangements comply with the Government's requirements set out in the *Strengthened Local Enterprise Partnerships* review.

It was noted that the deadline for the LEP to be compliant with the Government requirements is 31 March 2020.

In respect of geography, it was acknowledged that the LEP's first preference is to maintain the status quo covering the whole Leeds City Region. However because of the Government's requirement to remove overlapping geographies, the Leeds City Region LEP Board had previously agreed to seek to create a new LEP covering the whole of West Yorkshire, North Yorkshire and York. Unfortunately, following lengthy discussions there is insufficient support in the membership of the York and North Yorkshire LEP for a merger to go ahead at the present time. In the absence of a representative from North Yorkshire being able to attend, Councillor Carl Les had sent the Chair of the LEP Board an email outlining North Yorkshire County Council's views in respect of the report which were shared with the meeting. It was noted that North Yorkshire County Council did not support the proposal for districts to have non-constituent status.

The Board therefore reluctantly agreed to change its geography to comply with Government guidelines for local enterprise partnerships from 31 March 2020. The new LEP would continue to be known as the Leeds City Region Enterprise Partnership (LEP) and will cover the districts of Bradford, Calderdale, Kirklees, Leeds and Wakefield. It was stressed that strong partnership arrangements would continue to be maintained with regional partners to ensure that the region's economic priorities continue to be delivered and future investment continues to have maximum benefit for the wider region's economy. In noting the financial implications through meeting Government's requirements, the Board welcomed the ongoing discussions to keep the situation under review, working collaboratively with partners and Government to ensure maximum benefit is delivered for the region and its constituent authorities. A report on proposals for maintaining existing strong partnership arrangements within a new formal governance structure would be brought to the next meeting.

The process of change was noted and it was agreed that a letter be sent to Ministers from the LEP Chair prior to the end of March 2020 confirming compliance with the terms of strengthening LEPs.

Resolved:

- (i) That the Board recognises that while maintaining the current

arrangements are its first choice, this is outside of the Government's requirements as set out in *Strengthened LEPs*. The Board therefore reaffirms its second preference for a single LEP covering the whole of West Yorkshire, North Yorkshire and York as required by the Government's *Strengthened LEPs* review, but notes that achieving this arrangement requires the agreement of key stakeholders across that region including the York, North Yorkshire and East Riding LEP, which is currently not forthcoming.

- (ii) That subject to the merger not proceeding, the Board agrees to revise the geography of the Leeds City Region LEP to the local authority areas of Bradford, Calderdale, Kirklees, Leeds and Wakefield from 31 March 2020, while retaining the name of Leeds City Region and proactively strengthening collaboration with neighbouring LEPs.
- (iii) That the Board endorses the ambition of district authorities in the Leeds City Region to secure non-constituent status of the West Yorkshire Combined Authority or future Mayoral Combined Authority, and notes that consideration is being given to the establishment of a Joint Committee for the Leeds City Region, York and North Yorkshire.
- (iv) That the Board notes progress on the work underway to recruit future private sector LEP Board members that reflect the diversity of the City Region and enable the LEP to meet gender balance requirement and otherwise ensure the LEP complies with Government's requirements.
- (v) That the Board affirms its commitment to ongoing discussions and keep the situation under review, working collaboratively with partners and Government to ensure maximum benefit is delivered for the region and its constituent authorities.

74. Local Industrial Strategy

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on the development of a Local Industrial Strategy (LIS).

Members were advised that because of the recent General Election and the uncertainty around Brexit, it was proposed that the LIS will be submitted in March 2020 although this was subject to any changes in Government policy.

It was noted that throughout the development process, health has been identified as key to the productivity challenge. The West Yorkshire and Harrogate (WYH) Health Partnership and the LEP had hosted a roundtable event in October and areas of shared interest were identified and these were outlined in the submitted report. Members discussed and welcomed the proposal to work collaboratively with the West Yorkshire and Harrogate Health Partnership on the developing health and growth agenda.

It was reported that wide ranging consultation had been undertaken as part of

the development of the LIS. A full summary of the consultation, which had had a significant influence on identified priorities, was attached at Appendix 1 to the submitted report.

Resolved:

- (i) That the progress made be noted.
- (ii) That the LEP Board agrees to the proposal to work collaboratively with the West Yorkshire and Harrogate Health Partnership on the developing health and growth agenda across the areas outlined in paragraphs 2.8 to 2.11 of the submitted report.

75. Review of Inclusive Growth for Business Grants

The Board considered a report of the Head of Business Support which provided an update on the effectiveness of securing inclusive growth commitments from recipients of LEP business grants.

It was noted that as part of the Combined Authority and LEP's commitment to creating an economy that works for all, inclusive growth criteria have been developed for recipients of business grants from the LEP's various business support programmes. The criteria was outlined in Appendix 1 and in welcoming the progress to date, the Board endorsed the continued implementation of the inclusive growth criteria and associated commitments, for all business support programmes with a grant element. It was noted that the LEP currently delivers nine business support programmes with grant elements for businesses and these were listed in Appendix 2.

Resolved:

- (i) That the Board welcomes the good progress to date on the implementation of the inclusive growth criteria for recipients of business grants.
- (ii) That the criteria and associated commitments continue to be implemented across all business support programmes with grant elements.

76. Economic Reporting and Brexit Assessment

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on the latest economic and business intelligence and activity around Brexit.

The report and appendices covered the main local, national and international economic developments and included an update in respect of Brexit.

Resolved: That the report and appendices be noted.

77. LEP and Combined Authority Business Planning & Budget 2020/21

The Board considered a report of the Director of Corporate Services on the LEP and Combined Authority business planning and budget 2020/21.

Members noted the work underway to progress business and budget planning for 2020/21. The draft business plans for each directorate, which set out the priorities and focus for the coming year, aligned with the four corporate objectives, were attached at Appendix 1. It was reported that in respect of the 'supporting clean growth' objective, the Combined Authority had agreed the proposal for this to be renamed 'tackling the climate emergency'.

The proposed draft revenue budget for 2020/21 was attached at Appendix 2 which had been produced following scrutiny and input from the Authority, with the detail being overseen by the Budget Working Group which included the LEP Chair.

The draft capital budget was attached at Appendix 3 and set out the latest draft forecast budget for capital expenditure and funding by programme up to 2022/23.

It was reported that the Combined Authority had received an update on the draft budget proposals at their meeting on 9 January 2020. The final business plan and budget for 2020/21 including the reserves policy and treasury management statement will be considered by the Combined Authority on 6 February 2020.

Resolved: That the work undertaken to finalise the business planning, revenue budget for 2020/21 and draft capital budget be noted.

78. Corporate Performance

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 2019/20 current revenue spend to budget as at November 2019 was attached at Appendix 1.

Members noted the summary of progress against the key performance indicators and the corporate risk update which was attached at Appendix 2. It was reported that a refresh of the Corporate Risk Strategy had been undertaken and was to be considered by the Governance & Audit Committee on 23 January 2020.

Resolved: That the report be noted.

79. Date of Next Meeting

The next meeting of the LEP Board will be held at 2pm on Tuesday 25 February 2020.

