

**MINUTES OF THE MEETING OF THE
LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD
HELD ON THURSDAY, 22 NOVEMBER 2018 AT COMMITTEE ROOM A,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Members of Board present:

Roger Marsh OBE (Chair)	Leeds City Region Enterprise Partnership
Professor Adam Beaumont	Aql
Professor Bob Cryan CBE	University of Huddersfield
Amir Hussain	Yeme Architects
Rashik Parmar MBE	IBM Academy of Technology
Joanna Robinson	Mansfield Pollard
Andrew Wright	Reliance Precision
Councillor Judith Blake CBE	Leeds City Council
Councillor Susan Hinchcliffe	Bradford Council
Councillor Shabir Pandor	Kirklees Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council
Councillor Andrew Waller	City of York Council

In attendance:

Professor Simon Pringle	Project Rome
Tom Riordan	Leeds City Council
Ben Still	LEP/West Yorkshire Combined Authority
Caroline Allen	LEP/West Yorkshire Combined Authority
Ruth Chaplin	LEP/West Yorkshire Combined Authority

Attending for specific items:

Mary Weastell	City of York Council
Angela Taylor	LEP/West Yorkshire Combined Authority
Sue Cooke	LEP/West Yorkshire Combined Authority
Alan Reiss	LEP/West Yorkshire Combined Authority
Dave Haskins	LEP/West Yorkshire Combined Authority
David Shepherd	LEP/West Yorkshire Combined Authority
Noel Collings	LEP/West Yorkshire Combined Authority
Sarah Bowes	LEP/West Yorkshire Combined Authority
Patrick Bowes	LEP/West Yorkshire Combined Authority

39. Apologies for Absence

Apologies for absence were received from Ian Cherry, Nic Greenan and Councillors Peter Box, Richard Cooper (and his substitute Graham Swift), Carl Les (and his substitute Andrew Lee).

40. Chair's Comments

The Chair thanked all partners across the City Region for their involvement and support in the development of the successful Channel 4 bid.

41. Declarations of Interest

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

42. Exclusion of the Press and Public

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

43. Minutes of the meeting held on 20 September 2018

Resolved: That Simon Pringle be added to the attendance and the minutes of the meeting held on 20 September 2018 be approved and signed by the Chair.

44. Panel and Committee Updates

The Panel, Committee and Group Chairs were thanked for their updates which were presented to the Board for information and, in discussing and noting the reports, the following comments were made:

It was noted that the Business Communications Group had not met since the last meeting but the Board noted the updates provided in the Communications and Marketing dashboards attached as appendices to the report. It was reported that a new campaign promoting Leeds City Region had been launched in London to build on recent investments and successes including Channel 4.

In noting the Green Economy Panel's update, Roger Marsh confirmed that the work of the new Northern Powerhouse 11 (NP11) would build on the clean energy activities.

The Place Panel had held its first meeting as a new advisory committee and details of its functions were provided in the report. It was noted that a report outlining the proposed changes to the structure of governance arrangements for the Leeds City Region Enterprise Zone (EZ) programme was provided as a separate item on the agenda.

In respect of the Growth Deal update, the Board endorsed the data capture spreadsheets for quarters 1 and 2, 2018/19 which were circulated at the meeting and the return would now be submitted to the Cities and Local Growth Unit (CLoG).

It was reported that the Business Innovation and Growth Panel and Employment and Skills Panel were due to meet the following week and the Board was provided with a brief outline of the items to be discussed.

Resolved: That the updates be noted.

45. Local Inclusive Industrial Strategy

The Chair welcomed Alan Reiss, Director of Policy, Strategy and Communications to his first meeting.

The Board considered a report which provided an update on the development of a Local, Inclusive Industrial Strategy (LIIS) for Leeds City Region, informed by the outcome of the LEP Board away day and ongoing discussions with Government. A summary of key messages discussed at the away day was attached at Appendix 2. Details of the key announcements made during the 2018 Autumn Budget in respect of the LIIS were outlined in the report and it was noted planning was underway to shape the Leeds City Region's response to the 2019 Comprehensive Spending Review (CSR) which will build upon the approach to the development of a LIIS and the budget submission.

Members discussed the ongoing work to develop and build an evidence base and the proposal to engage an independent expert panel to support the commissioning of research studies and the implementation and promotion of the findings. It was noted that members of the panel would be drawn from a range of areas including academia, business and the public and private sector. Members highlighted the need to take into account the changing geography, areas of deprivation and the breadth of universities across the region when establishing the panel. Activities to engage with community and citizen groups and young people to input into shaping the proposals would also be undertaken.

Members noted and endorsed the proposed way forward and discussed the opportunities to deliver inclusive growth outcomes as part of the strategy which would be overseen and monitored by the Inclusive Growth and Policy Panel. The importance of the employment and skills agenda linking to the development of the LIIS was raised and the need to explore different ways of engaging with smaller businesses. It was reported that the Business Communications Group would be considering ways in which to involve established networks and businesses which have previously been helped by the LEP.

Resolved:

- (i) That the progress made be noted.
- (ii) That the proposed way forward on development of the evidence base be endorsed.

46. Energy Strategy & Delivery Plan

The Board considered a report of the Director of Policy, Strategy and Communications which sought approval for the adoption of the Leeds City Region Energy Strategy and Delivery Plan (ESDP).

The ESDP will contribute to achieving the key challenges of the Local Inclusive Industrial Strategy and help to address national energy issues which, in addition to the decarbonisation of the energy system, aims to address energy security and affordability. The ESDP was made up of four work packages:

- Energy state of the Leeds City Region
- Technology Options Appraisal
- Energy Opportunity Areas
- Delivery Plan

A summary of each package was set out in the submitted report.

The Board discussed targeting investment and capturing new markets and how the work on clean growth could be made more visible for the public. It was highlighted that local authorities had done a lot of work towards changing behaviours on issues such as air quality, flood alleviation, electric vehicles etc. Members commented that it will be important to prioritise the actions that have been identified in the ESDP to deliver maximum benefit and to focus on the assets and projects that the region already has eg. Drax, hydrogen economy. Comment was also made that current transport policies and their impacts to reduce carbon should also be taken into consideration to decarbonise transport and improve health and air quality.

In respect of carbon reduction targets, the Board discussed exploring and adopting such a target in line with the Paris Climate Change Agreement of limiting global temperature rise to below 2 degrees Celsius and achieving net zero carbon emissions. Members supported the need to work towards setting a target in line with the Paris Climate Change Agreement. Further work will be undertaken to see how that trajectory changes in relation to the most recent Intergovernmental Panel on Climate Change (IPCC) report on limiting global warming to no more than 1.5 degrees Celsius.

It was reported that in order to help the LEP and Combined Authority consider adopting such a regional target, additional work including stakeholder engagement and a Leeds City Region summit/event is proposed for Spring 2019 to explore setting a regional emission reduction and how this can be met. A progress report will be provided to a future meeting.

The LEP Board endorsed the draft summary of the ESDP which was attached at Appendix 5 and noted the next steps which were outlined in the submitted report.

It was noted that further work will be undertaken to understand the financial implications for the Combined Authority and resourcing for the implementation of the ESDP is currently being investigated as part of the budget planning process.

Resolved: That the Energy Strategy and Delivery Plan be adopted.

47. Green and Blue Infrastructure & Delivery Plan

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on the development, and sought approval for, the adoption of the Leeds City Region Green and Blue Infrastructure Strategy and Delivery Plan (GBISDP).

A draft summary of the GBISDP was attached at Appendix 3. Members welcomed the strategy and discussed the project development, coordination and delivery of the GBISDP. Comment was made that measures of impact in respect of flood management should also relate to urban as well as 'up stream' areas. Members were advised that Calderdale Council had undertaken a pilot programme of 'slow the flow' activities including tree planting and an evaluation of the impacts and information on the activities will be shared.

The need to secure resource was acknowledged and further work will be undertaken in respect of the financial and staffing implications. The Green Economy Panel will monitor the progress and a more detailed review will be undertaken after two years.

Resolved: That the Green and Blue Infrastructure and Delivery Plan be adopted.

48. Digital Framework

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on the development of the Leeds City Region Digital Framework and sought endorsement for the adoption of the framework.

The report provided details of the consultation exercise which had been carried out to gauge the level of support for the proposed ambitions and interventions in respect of digital technology for the City Region. Feedback received through the process had been incorporated into the revised framework and further engagement would take place as action plans are developed. The high level ambitions statements were attached at Appendix 1.

It was agreed that a Digital Working Group be convened to provide a holistic overview of activity with a membership of Rashik Parmar, Adam Beaumont, Andrew Wright, Nic Greenan and Kersten England as lead Chief Executive.

Resolved:

- (i) That the LEP Board endorse the overarching outcomes and principles of the Digital Framework.
- (ii) That the LEP Board agree to set up a Digital Working Group with a membership of Rashik Parmar, Adam Beaumont, Andrew Wright, Nic Greenan and Kersten England as lead Chief Executive.

49. Culture, Sport & Major Events

The Board considered a report of the Chief Executive, City of York Council and the Director of Policy, Strategy and Communications on culture, sports and major events.

Mary Weastell, Chief Executive, City of York Council, provided an overview and outlined the activity where City Region partners are working together to unlock the full potential of culture, sport and major events to deliver the City Region's vision, vibrant places and a high quality citizen experience that is open to all. The report also provided an update on:

- The position of culture, sport and major events in City Region strategy and proposed future oversight by the Place Panel.
- Progress in securing funding, developing City Region services and influencing work with strategic funders.
- Connecting ambitious locally-led programmes that deliver the economic and social priorities of each place.
- Activity in creative industries linked to culture, sport and major events.

It was noted that the LEP and partner local authorities have secured and allocated investment of £12.2 million into cultural and major event activity. The Board welcomed the involvement of the City Region in helping to shape the strategic activity of other major public funders of arts and heritage activity. The City Region has also been selected to pilot an approach to promote creative skills and careers across Yorkshire and the Humber and the recent announcement by Channel 4 will unlock a programme of activity to maximise the growth of creative industries, across all parts of the City Region.

It was considered that the diversity and strong story of culture in the region could be more widely presented, highlighting the jobs being created connected to culture and sport and the assets of the City Region. The Board discussed the importance of this work and options as to where future activity should be considered and monitored to give it prominence and speed of delivery would be brought to a future meeting.

Resolved:

- (i) That the LEP Board endorses the report as an overview of City

Region activity on culture, sports and major events.

- (ii) That the LEP Board notes that partners have come together to support a secondment that will further drive this work.
- (iii) That a report be brought to a future meeting on the options for where future activity on culture, sport and major events be considered.

50. Trade & Investment

The Board considered a report of the Head of Economic Services which provided an update on the work of the Trade and Investment team in partnership with local authorities and sought input on forward priorities.

Details of sector and international business development activity including future planned events were outlined in the report. Members noted the importance of attending high profile events and exhibitions, including overseas visits, in order to attract new inward investment and to build on the City Region's growing reputation as a place to do business. The visit to China and Hong Kong in September 2018 had showcased the strengths of the Leeds City Region in partnership with key representatives from universities and businesses. The delegation had met with over 100 key businesses and government contacts and it was expected that the benefits of the visit will include an increase in bilateral trade and inward investment opportunities. In view of the success of the visit, it was considered that a greater focus should be given to developing emerging markets in China and India.

It was reported that there had been seven new inward investment successes since the last meeting including the decision by Channel 4 for Leeds to be the location of its National HQ operation. The Board gave their thanks and appreciation to David Shepherd and asked that this be passed on to all who had worked on the development of the bid. It was noted that its success had generated high levels of media attention and will be a catalyst for attracting more companies to the region.

Resolved:

- (i) That the LEP Board notes the report and welcomes the collective achievement in securing the Channel 4 National HQ.
- (ii) That the trade and investment priorities flagged for 2019/20 including a greater focus on developing emerging markets in China and India be noted.

51. Strengthened Local Enterprise Partnerships

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on the latest position and next steps to implement Government's recommendations for 'Strengthened Local Enterprise Partnerships' as a means of positioning the City Region to deliver extraordinary economic growth and sustained social transformation.

It was reported that following discussions across the LEP Chairs where geographies had remained unresolved, the Leeds City Region Enterprise Partnership, York and North Yorkshire had now agreed to form a single LEP. The Chair advised that he would write to Leaders and Chief Executives about the decision.

In recognising the challenges ahead, the Board confirmed their support for the larger geography which would put the region in a stronger position to bid for a share of future central government funds.

A working group will be established with members from each LEP to consider key issues to be addressed and to make recommendations. Members of the Board will be contacted with details of the proposed workstreams for the group.

It was reported that the implementation plan had been signed off by the LEP Chair and submitted to Government. A copy of the plan was attached at Appendix 1 and details of the key steps and future actions were outlined in the submitted report.

Resolved:

- (i) That the latest position on future LEP geography, and Government's response to the LEP Board's proposal be noted.
- (ii) That the activity covered in the implementation plan and future actions required by the LEP Board be noted.

52. Preparing for Brexit

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 key messages as the UK prepares to leave the European Union.

The report and appendices covered the main local, national and international economic developments and included the implications for the economy as the UK's exit from the European Union approaches.

It was reported that in responding to the Ministry of Housing, Communities and Local Government (MHCLG) on local preparations for Brexit, the

Combined Authority had made clear that more flexibility on Growth Deal funding will be sought in order to deploy it at short notice.

The impact of Brexit on the City Region economy and businesses will continue to be monitored. The Quarterly Economic Survey with the Chambers of Commerce has now been re-established and will report results for Q4 2018 in early 2019 and the annual Leeds City Region Business Survey will build on this in early 2019.

Resolved:

- (i) That the analysis presented in the economic update and dashboard be noted.
- (ii) That the planned approach to surveys to ensure timely and relevant intelligence be noted.
- (iii) That the progress made in developing support to businesses as the UK prepares to leave the European Union be noted.

53. Governance Arrangements for the Leeds City Region Enterprise Zone Programme

The Board considered a report of the Enterprise Zone Senior Responsible Officer on the proposed changes to the structure of governance arrangements for the Leeds City Region Enterprise Zone programme.

The report provided an overview of the Leeds City Region Enterprise Zone programme which includes two Enterprise Zone (EZ) designations, comprising of ten sites.

It was noted that in 2016 the Combined Authority had set up a Strategic Oversight Board which was responsible for establishing a shared vision for the Enterprise Zones but this did not have decision making capacity. The Combined Authority has identified the need to prioritise the accelerated delivery of the EZ programme and a review of governance arrangements had been undertaken to ensure there was a structure able to make strategic and operational decisions.

The proposed governance structure was outlined in the submitted report and it was noted that the Place Panel had endorsed the recommendations and asked that they and the LEP Board be provided with progress reports. It was reported that the arrangements would be formalised by the Combined Authority at their next meeting.

Resolved:

- (i) That the Strategic Oversight Board will no longer convene.

- (ii) That the changes to the EZ governance arrangements as outlined in the submitted report be introduced informally with immediate effect and updates provided to the relevant Combined Authority Panels/Committees as follows with the intention of formalising the arrangements at the Combined Authority meeting to be held on 13 December 2018.
- (iii) That notification of the changes agreed and implemented are reported to the Government's Cities and Local Growth Unit in line with the obligations stated within the Memorandum of Understanding.

54. LEP and Combined Authority Business Planning & Budget 2019/20

The Board considered a report of the Director of Resources on the work underway to produce the 2019/20 business plan and budget for the LEP and Combined Authority.

The Combined Authority will consider a draft budget at its meeting on 13 December 2018, ahead of setting the transport levy and agreeing the detailed budget on 14 February 2019.

An update on progress with the business plan and budget will be provided at the next meeting.

Resolved: That the work underway on progressing the business plan and budget for 2019/20 be noted.

55. Date of Next Meeting

The next meeting of the LEP Board will be held at 2 pm on Wednesday 23 January 2019.