

**MINUTES OF THE MEETING OF THE
LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD
HELD ON WEDNESDAY, 23 JANUARY 2019 AT COMMITTEE ROOM A,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Members of the Board present:

Roger Marsh OBE (Chair)	Leeds City Region Enterprise Partnership
Professor Adam Beaumont	Aql
Ian Cherry	Nexus Vehicle Management (from minute 63)
Professor Bob Cryan CBE	University of Huddersfield
Nicola Greenan	East Street Arts
Amir Hussain	Yeme Architects
Rashik Parmar MBE	IBM Academy of Technology (Chair, Employment & Skills Panel)
Andrew Wright	Reliance Precision (Chair, Business Innovation & Growth Panel)
Councillor Judith Blake CBE	Leeds City Council (Chair, Business Investment Panel) (from minute 60)
Councillor Susan Hinchcliffe	Bradford Council (Chair, West Yorkshire Combined Authority)
Councillor Shabir Pandor	Kirklees Council (Chair, Inclusive Growth & Public Policy Panel)
Councillor Andrew Waller	City of York Council

In attendance:

Professor Simon Pringle	Project Rome (Chair, Green Economy Panel)
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

In attendance for specific items:

Melanie Corcoran	LEP/West Yorkshire Combined Authority
Alan Reiss	LEP/West Yorkshire Combined Authority
Tom Gifford	LEP/West Yorkshire Combined Authority
Patrick Bowes	LEP/West Yorkshire Combined Authority

56. Apologies for Absence

Apologies for absence were received from Joanna Robinson (Chair, Business Communications Group) and Councillors Peter Box (Chair, Investment Committee), Richard Cooper, Carl Les and Tim Swift (Chair, Place Panel).

57. 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.

Roger Marsh declared a disclosable pecuniary interest in relation to Agenda Item 6, Strengthened Local Enterprise Partnerships and specifically recommendation 7.2. He advised that he would vacate the chair and leave the room whilst it was considered.

Amir Hussain advised the LEP Board that Yeme Architects had received a commission funded by the Architectural Heritage Fund for the Sunwin House building in Bradford and also that Yeme would be submitting a tender for a bus zone in Bradford. He therefore wished to declare a personal interest should there be any discussion on those items.

58. Exclusion of the Press and Public

Resolved: That in accordance with paragraph 3 of Part 1 Section B of the Access to Information Annex to the LEP Board Procedure Rules, the public be excluded from the meeting during consideration of Appendices 1 and 2 to Agenda 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.

59. Minutes of the meeting held on 22 November 2018

Resolved: That the minutes of the meeting held on 22 November 2018 be approved and signed by the Chair.

60. Panel and Committee Updates

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

In respect of the Business Communications Group update, it was noted that there had been significant national media coverage following the Channel 4 announcement. A campaign had been launched in London to capitalise on this and to attract further firms and skilled workers to the region. The Board thanked the team for the successful campaigns and activities to date but reiterated the need to continue to promote the work of the LEP and the benefits it provides.

Members noted the update of the Employment and Skills Panel and considered and endorsed proposed revisions to the eligibility criteria for the Apprenticeship Grants for Employers. The proposed changes, which were intended to ensure that more businesses are able to benefit from the grant, were detailed in the submitted report.

Members noted the summary of the Inclusive Growth and Public Policy Panel's workshop and meeting. It was reported that the Panel had received a presentation outlining the TUC's 'Great Jobs Agenda' and it was suggested that it would be useful for this to be considered at future meetings of the Employment and Skills and Business Innovation and Growth Panels. It was also suggested that information on the work of the Anchor Institutions in Leeds may be of interest to Members. It was acknowledged that there were many examples of good practice in the region and it was suggested that business awards should include a category for inclusive growth.

It was noted that a budget of £70,000 had been approved by the Business Rate Pool Committee to drive inclusive growth across the Leeds City Region and this could be used to scope the delivery of the Inclusive Growth and Public Policy Panel's work programme. Further details of how the funding would be used would be provided to a future meeting.

In respect of the Capital Programme update, it was reported that the Growth Deal Annual Conversation had taken place in December 2018. This had involved a full review of the progress of the programme including its delivery, strategy and governance. A formal response is expected in February 2019.

Resolved:

- (i) That the updates be noted.
- (ii) That the recommended changes to the eligibility criteria for the Apprenticeship Grant for Employers be endorsed.

61. 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 in implementing Government's recommendations for 'Strengthened Local Enterprise Partnerships' in advance of, and in preparation for, the creation of a new LEP.

Ben Still took the chair and Roger Marsh, Bob Cryan, Rashik Parmar and Andrew Wright left the room during discussion of paragraphs 2.8 and 2.9 and consideration of recommendations 7.1 and 7.2 of the submitted report.

In respect of the current private sector membership of the LEP Board, it was reported that there are five representatives whose terms of office are due to

expire in June 2019. The LEP Chair's appointment was for a term of 3 years from 1 July 2016 with the option of a further year. It was considered prudent to have continuity and experience during a period of transition and it was therefore agreed to offer an extension to each of those members, including the Chair, so that their terms of office will expire when the new LEP is established by April 2020. It was reported that since the publication of the agenda, Ian Cherry had tendered his resignation with effect from June 2019 and therefore recommendation 7.1 would be amended.

Resolved:

- (i) That the extension to the terms of office for each of the following private sector representatives, to expire when the new LEP is established by April 2020 be approved:
 - Prof Bob Cryan CBE
 - Rashik Parmar
 - Joanna Robinson
 - Andrew Wright

- (ii) That an extension to the terms of office for the LEP Chair, to expire when the new LEP is established by April 2020 be approved.

Bob Cryan, Rashik Parmar and Andrew Wright re-entered the room and Roger Marsh returned to the chair.

It was noted that following the last meeting, the Chair had written to James Brokenshire MP, the Secretary of State for Housing, Communities and Local Government confirming the Leeds City Region Enterprise Partnership's preference to create a new LEP covering the whole of West Yorkshire, York and North Yorkshire. A copy of the letter together with a response from James Brokenshire, was attached at Appendices 1 and 2. Members were advised that since the response was received confirmation of £200,000 additional funding to support implementation of the review had been confirmed. Councillor Waller confirmed that York supported the principle of an enlarged geography and the Board recognised that it would put the region in a stronger position to bid for future funding and create an exciting opportunity to achieve the vision for good growth and better jobs.

The implementation and changes required to current arrangements in creating a new LEP to be operational from April 2020 were noted. A Transition Subgroup had been established and details of the key workstreams they were focussing on were outlined in the submitted report. Membership of the Subgroup was detailed in the report and the suggestion for a representative from the City of York to be included was supported. The Subgroup would make recommendations in March to the respective LEPs about the working arrangements for a proposed new LEP.

In order to be compliant with Government recommendations in relation to the current LEP, there is an immediate requirement to adopt a recruitment

procedure by 28 February 2019 for future recruitment exercises for the Chair. A proposed recruitment procedure for the LEP Chair and other private sector representatives on the LEP was attached at Appendix 3 and it was noted that the diversity statement will be reviewed at the next meeting in March 2019. It was anticipated that the proposed procedure will be for the interim period for the Leeds City Region LEP, pending a further collaborative review as part of the transition to a new LEP.

Resolved:

- (iii) That the Private Sector Members' Recruitment Procedure set out in Appendix 3 to the submitted report be approved.
- (iv) That the operational remit of the Transition Subgroup and the plan to bring recommendations to the next LEP Board in March 2019 be endorsed.
- (v) That the suggestion that a representative of City of York Council is an additional member of the Transition Subgroup be supported.

62. Planning for Growth: The Leeds City Region Connectivity Strategy

The Board considered a report which provided an update on the development of the Leeds City Region Connectivity Strategy.

It was noted that at its meeting held on 9 November 2018, the Transport Committee had considered the ongoing development of the Inclusive Growth Corridor Programme and the key points were summarised in the submitted report.

The Transport Committee had also endorsed the commencement of a conversation with the public and stakeholders around the new 21st century connectivity and services technologies required to address the economic and transport challenges facing West Yorkshire, including mass transit. It was noted that subject to feedback received through the conversation, the proposed City Region Transit Network has the potential to form a key priority for delivery in the timeframe up to HS2 opening in 2033. Members discussed the emerging transit network and the likelihood that mass transit will be required to meet the capacity need. The importance of ensuring that connectivity addresses the needs of local communities and businesses in the whole city region was stressed. It was noted that detailed alignments, confirmation around mode choice and business case value for money assessments would be developed as part of the next stage of work. Board Members raised linkages and opportunities to other research areas especially digital. A report would be brought to a future meeting.

Members discussed the proposal for a 'Business Champion' who could develop a good understanding of the connectivity strategy. The principle of engaging with business and businesses championing the cause of improved connectivity was supported. Members agreed that this was not the

responsibility of one sole individual and therefore would like to see enhanced proposals for engaging with businesses, including greater clarity about the potential role of business champions.

Resolved:

- (i) That the update on the development of the Leeds City Region Connectivity Strategy as considered by the West Yorkshire Combined Authority and Transport Committee be noted.
- (ii) That the commencement of a conversation with the public and stakeholders around the new 21st century connectivity and services technologies required to address the economic and transport challenges facing West Yorkshire, to complement future strategic infrastructure including HS2 and Northern Powerhouse Rail (NPR) be noted.
- (iii) That the wider benefits and opportunities which arise as a result of introducing mass transit technologies as part of an integrated connectivity strategy be noted.
- (iv) That the proposal for engaging with business for the Connectivity Strategy & Mass Transit be agreed in principle, with further details be provided.

63. Leeds City Region Local Assurance Framework Review

The Board considered a report of the Director of Delivery which provided an update on progress relating to changes proposed to the Leeds City Region Local Assurance Framework arising from its annual review and with the recently issued review of the National Assurance Framework (January 2019) and the Strengthened Local Enterprise Partnership report (July 2018).

It was noted that the Local Assurance Framework had to be reviewed annually and the guidance published in January 2019 by the Ministry of Housing, Communities and Local Government had included a set of new requirements which will be incorporated into the review. The changes for 2019 were outlined in the report and it was noted that a major re-write will be required for 2020, to take account of the new LEP geography.

The Section 151/Section 73 Officers are required to write to HM Government by 31 March 2019 to certify that the Local Assurance Framework is compliant. A draft of the Local Assurance Framework will therefore be considered by the Combined Authority, as accountable body, on 14 February 2019 and a final draft version brought to the LEP Board meeting to be held on 26 March 2019. It was agreed that authority be delegated to the Chair of the LEP Board and the LEP Chief Executive/Combined Authority Managing Director to approve submission of the Assurance Framework.

Resolved:

- (i) That the revisions to the Leeds City Region Local Assurance Framework for the reasons set out in the submitted report be noted.
- (ii) That authority to approve submission of the Leeds City Region Local Assurance Framework be delegated to the Chair of the LEP Board and the LEP Chief Executive/Combined Authority Managing Director.

64. 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 covered the main local, national and international economic developments since the last meeting and set out the progress achieved to date in preparing businesses and communities for the UK's future trading relationship with the EU. The need for more flexibility on Growth Deal funding was recognised and this had been the focus of the Combined Authority's response to the Ministry of Housing, Communities and Local Government's enquiry in respect of local preparations for Brexit. A copy of the letter was attached at Appendix 1.

Members also noted the update on the key insights from the Q4 Economic Survey which had been designed to ascertain how businesses are preparing for a range of Brexit transition outcomes and these were outlined in the report. Measures had been put in place by the LEP and its partners to help companies and a cross organisational group had been established to develop a forward work plan and review all intelligence on key Brexit issues. The group would make recommendations as required to develop the organisation's marketing and support packages to businesses and communities.

The Board was advised of work being undertaken by Government with local authority Chief Executives and LEPs plus local resilience forums to prepare for the outcome of Brexit and further information would be provided at the next meeting.

Resolved:

- (i) That the headline economic update be noted.
- (ii) That the progress made in developing support to businesses and ongoing engagement with government be noted.

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

The Board considered a report of the Director of Resources on the work underway to progress business and budget planning for 2019/20.

It was reported that the Combined Authority had received an update on the draft budget proposals at their meeting on 13 December 2018. A copy of the report and appendices was attached for information and included the latest version of the business plan for the organisation and a summary of the 2019/20 budget. The Combined Authority will consider the detailed budget (capital and revenue) and business plan 2019/20 which will also set out a detailed reserves policy and treasury management statement at their meeting to be held on 14 February 2019.

Resolved: That the work underway to finalise the business planning and budget for 2019/20 be noted.

66. Date of Next Meeting

The next meeting of the LEP Board will be held at 2pm on Tuesday 26 March 2019.

67. Enterprise Zones

The Board considered a report of the Enterprise Zone Senior Responsible Officer on a new delivery option to facilitate acceleration of the Enterprise Zone (EZ) programme.

Resolved:

- (i) That the recommendation relating to a new delivery option to facilitate acceleration of the Enterprise Zone programme as set out in paragraphs 3.1 of Exempt Appendix 1 be supported in principle.
- (ii) That the recommendation set out in paragraph 3.2 of Exempt Appendix 1 be deferred pending additional information being provided and further discussions being held with the LEP Board.
- (iii) That authority to approve the recommendations set out in paragraphs 3.1 and 3.2 of Exempt Appendix 1, subject to the outcome of the further discussions with the LEP Board, be delegated to the Chair of the LEP.