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**Report to:** Leeds City Region Enterprise Partnership Board (LEP Board)

**Date:** 6 June 2019

**Subject:** **Remuneration and expenses scheme and annual summary**

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## **1. Purpose of this report**

- 1.1 To receive the annual summary of remuneration and expenses paid to members of the LEP Board, and adopt the LEP Board Members' Remuneration and Expenses Scheme for 2019-20.

## **2. Information**

- 2.1 The Scheme, which is attached at Appendix 1, sets out the Chair of the LEP's entitlement to remuneration and the expenses which any other member of the LEP Board is entitled to claim for travel, subsistence and dependent carers' expenses. There is no separate allowance under the Combined Authority's allowances for the position of LEP Member on the Combined Authority, which is carried out by the Chair of the LEP Board.
- 2.2 In the interests of transparency and accountability, the Scheme requires a summary of remuneration and expenses paid to members of the LEP Board to be reported each year to the LEP Board and to be published on the Combined Authority's website. Attached at Appendix 2 is the annual summary of remuneration and expenses paid during the financial year 2018-19.
- 2.3 No substantial amendments are proposed to the Scheme. A minor amendment is proposed to Schedule 2, (reflected in paragraph 10) to specify that taxi use is subject to agreement in advance by the Head of Legal and Governance Services, where reasonably practicable.

## **3. Financial Implications**

- 3.1 No financial implications arise from the proposed amendment to the Scheme.
- 3.2 The total of expenses payable in any financial year in respect of expenses varies according to the claims made.

#### **4. Legal Implications**

- 4.1 Although statutory requirements in relation to independent remuneration panels do not apply to the LEP, the LEP Board's Remuneration and Expenses Scheme provides for an independent remuneration panel to consider any changes to the LEP Chair's remuneration. No such changes are currently proposed, but an independent remuneration panel may be convened in due course, further to the on-going review of LEP arrangements.

#### **5. Staffing Implications**

- 5.1 None.

#### **6. External Consultees**

- 6.1 None.

#### **7. Recommendations**

- 7.1 That the LEP Board:
- i. Adopts the LEP Board Members' Remuneration and Expenses Scheme for 2019-2020, attached as Appendix 1 to this report.
  - ii. Notes the annual summary of remuneration and expenses, attached as Appendix 2 to this report.

#### **8. Background Documents**

- 8.1 None.

#### **9. Appendices**

Appendix 1 – LEP Board Members' Remuneration and Expenses Scheme  
Appendix 2 – Annual summary of remuneration and expenses