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

Date: 6 June 2019

Subject: **Calendar of meetings 2019/20**

Director: Angela Taylor, Director of Corporate Services

Author(s): Caroline Allen

1. Purpose of this report

- 1.1 To approve the calendar of meetings proposed for the LEP Board for 2019-2020, and note the provisional meeting dates for panels appointed by the West Yorkshire Combined Authority (Combined Authority) which report to the LEP Board, and other committees.

2. Information

- 2.1 The proposed calendar of meetings for the LEP Board in 2019/20 is attached as **Appendix 1** to this report.
- 2.2 In setting the proposed dates for the LEP Board, it was necessary to give consideration to the wider schedule of meetings of the West Yorkshire Combined Authority, to ensure that each committee and advisory panel feeds through the appropriate committee channels and into the LEP Board/Combined Authority as required.
- 2.3 Bank holidays, public holidays, party conferences, Marché International des Professionnels de l'Immobilier (MIPIM), elections, full council meetings and district cabinet/executive meetings have all been taken into account and avoided. It has not been possible to avoid all school holidays due to divergent holidays across Leeds City Region's geography and between primary, secondary, sixth form together with private/state/academy differences.
- 2.4 **Appendix 1** also shows provisional meeting dates for panels to be appointed by the Combined Authority, which also report to the LEP Board. The appendix also includes, for information purposes, provisional dates for meetings of the Transport Committee and the West Yorkshire & York Investment Committee which report directly to the Combined Authority and the Business Investment Panel which reports to the Investment Committee. All the Combined Authority meeting dates are subject to the resolution of the Combined Authority at its annual meeting on 27 June 2019.

2.5 In view of the impending refurbishment of Wellington House, additional venues for meetings are currently being sought.

3. Financial Implications

3.1 None.

4. Legal Implications

4.1 None.

5. Staffing Implications

5.1 None.

6. External Consultees

6.1 None.

7. Recommendations

7.1 That the LEP Board:

- i. Approves the calendar of meetings proposed for the LEP Board for 2019-20 as detailed in Appendix 1.
- ii. Notes the provisional meeting dates for panels to be appointed by the Combined Authority which report to the LEP Board, as detailed in Appendix 1.
- iii. Notes the provisional meeting dates of the Transport Committee, West Yorkshire & York Investment Committee and the Business Investment Panel as detailed in Appendix 1.

8. Background Documents

8.1 None.

9. Appendices

Appendix 1 – Calendar of Meetings 2019-2020