

Appendix 1 – Overview of LEP position on Government requirements in Strengthened Local Enterprise Partnerships

Theme	Requirement	LEP position
Leadership	1. LEPs should produce an annual delivery plan and end of year report	Completed – see item 21 on LEP Board agenda.
	2. LEPs should consult widely and transparently with the business community before appointing a new Chair, and appoint a Deputy Chair.	Completed - the Deputy Chair is in place.
	3. LEPs should introduce defined term limits for Chairs and Deputy Chairs where these are not currently in place.	Completed – the LEP's Constitution (para 4.9) already sets out maximum terms of office for each private sector representative - including the Chair - and maximum number of terms, in line with the local Assurance Framework.
	4. LEPs should increase representatives from the private sector so that they form at least two thirds of the board, and establish a maximum permanent board of 20 people, with the option to co-opt an additional five board members with specialist knowledge on a one year basis.	By taking action set out in this report, the LEP is able to meet this requirement by the end of the 19/20 financial year, regardless of whether a new LEP is created covering all of West Yorkshire, North Yorkshire and York.
	5. LEPs should improve their gender balance and representation of those with protected characteristics. The aim is for LEP Boards to have equal representation of men and women by 2023. As a step towards achieving this, LEPs should aim for a minimum of a third women's representation on their boards by 2020.	
	6. LEPs should have a secretariat independent of local government to support the Chair and board in decision making.	Completed. Officials have confirmed that the current secretariat model is independent of any single local authority.
Accountability	7. LEPs to have a legal personality.	Completed. Officials have confirmed that LEPs that have a Combined Authority as its accountable body do not have to have a separate legal personality – although they could choose to.
	8. LEPs should have a single Accountable Body that is responsible for all LEP funding.	Completed, with the West Yorkshire Combined Authority continuing to serve as the LEP's accountable body.
	9. LEPs should hold an annual general meeting, open to the public and businesses to attend and properly promoted.	Completed – see item 15 on LEP Board's agenda.
	10. LEPs should set out exactly who is	Completed. The LEP Board adopted an updated assurance framework in March 2019.

	accountable for spending decisions, appointments, and overall governance locally.	
	11. LEPs should set out how they will ensure external scrutiny and expert oversight, including participating in relevant local authority scrutiny panel enquiries to ensure effective and appropriate democratic scrutiny of their investment decisions.	Completed. The LEP, in conjunction with the Combined Authority, participates in external scrutiny through both joint committees (see item 13) and, as appropriate, within local authorities.
Geography	12. LEPs should collaborate across boundaries where interests are aligned when developing strategies and interventions to maximise their impact across their different objectives.	There is no formal deadline for this, but the LEP will develop arrangements with neighbouring areas as appropriate.