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**Report to:** Business Innovation and Growth Panel

**Date:** 10 September

**Subject:** **Governance Arrangements**

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## 1. Purpose of this report

1.1 To note the governance arrangements for the Business Innovation and Growth Panel.

## 2. Information

2.1 At the Annual Meeting on 27 June 2019, the Combined Authority resolved to appoint the Business Innovation and Growth Panel as an advisory committee of the Combined Authority which reports to the LEP Board, on the **terms of reference** attached as **Appendix 1** to this report.

2.2 The terms of reference were revised from the last municipal year to include a reference to clean growth, to reflect the revised corporate priority.

2.3 No changes have been made to the **quorum** of the Panel, which remains four voting members (to include one member of the Combined Authority or other local authority member and one private sector representative), and **voting** arrangements are also unchanged.

2.4 The Combined Authority at its annual meeting also appointed Andrew Wright as Chair of the Panel.

2.5 The Combined Authority also agreed dates for meetings of the Panel, as follows:

- 10 September 2019
- 26 November 2019
- 27 February 2020
- 21 May 2020

### **3. Financial Implications**

3.1 There are no financial implications directly arising from this report.

### **4. Legal Implications**

4.1 There are no legal implications directly arising from this report.

### **5. Staffing Implications**

5.1 There are no staffing implications directly arising from this report.

### **6. External Consultees**

6.1 No external consultations have been undertaken.

### **7. Recommendations**

7.1 That the Business Innovation and Growth Panel notes the governance arrangements for the Panel approved by the Combined Authority at the Annual Meeting on 27 June 2019.

### **8. Background Documents**

None.

### **9. Appendices**

Appendix 1 – Terms of Reference for the Business Innovation and Growth Panel