

**MINUTES OF THE MEETING OF THE  
LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD  
HELD ON WEDNESDAY, 25 SEPTEMBER 2019 AT NEXUS,  
UNIVERSITY OF LEEDS, DISCOVERY WAY, LEEDS LS2 3AA**

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**Present:**

Roger Marsh OBE (Chair)	Leeds City Region Enterprise Partnership
Professor Bob Cryan CBE	University of Huddersfield
Nicola Greenan	East Street Arts (from minute 46)
Rashik Parmar MBE	IBM Academy of Technology (Chair, Employment & Skills Panel)
Mark Roberts	Beer Hawk Ltd
Joanna Robinson	Mansfield Pollard (Chair, Business Communications Group)
Councillor Judith Blake CBE	Leeds City Council (from minute 41)
Councillor Peter Box CBE	Wakefield Council (from minute 41)
Councillor Susan Hinchcliffe	Bradford Council (from minute 41)
Councillor Shabir Pandor	Kirklees Council (from minute 41)
Councillor Andrew Lee (Substitute)	North Yorkshire County Council
Councillor Graham Swift (Substitute)	Harrogate Borough Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council (from minute 41)

**In attendance:**

Professor Simon Pringle	Project Rome
Tom Riordan	Leeds City Council
Caroline Allen	LEP/West Yorkshire Combined Authority
Ruth Chaplin	LEP/West Yorkshire Combined Authority
Alan Reiss	LEP/West Yorkshire Combined Authority
Kate Thompson	LEP/West Yorkshire Combined Authority
Jonathan Sheard	LEP/West Yorkshire Combined Authority
Alexander Clarke	LEP/West Yorkshire Combined Authority
Tom Gifford	LEP/West Yorkshire Combined Authority
James Hopton	LEP/West Yorkshire Combined Authority

**37. Apologies for Absence**

Apologies for absence were received from Adam Beaumont, Amir Hussain, Andrew Wright and Councillors Keith Aspden, Richard Cooper and Carl Les.

**38. Declarations of Interest**

In accordance with the requirements of the LEP Board Members' Code of Conduct, Members were reminded of their obligations to review their

individual register of interests before each LEP Board meeting and to declare any interests.

Joanna Robinson advised the LEP Board that Mansfield Pollard had had a grant application for some capital expenditure approved and she wished to declare a personal interest should there be any discussion on this.

**39. 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 Appendix 1 to Agenda Item 10 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.

**40. Minutes of the meeting held on 18 July 2019**

**Resolved:** That the minutes of the meeting held on 18 July 2019 be approved and signed by the Chair.

**41. Panel and Committee Reports**

The Board discussed and noted the Panel and Committee updates which were presented to the Board for information.

The Business Innovation and Growth Panel report provided an update on progress on significant areas of activity particularly in respect of Brexit preparation and the support being provided to businesses. Members discussed and agreed the criteria for a new £2m Leeds City Region Brexit Business Support Scheme which was detailed in the report. The scheme has been designed to provide SMEs with advice and guidance and is part of the package of Brexit-related interventions which had previously been endorsed by the LEP Board.

In respect of the Employment and Skills Panel, the report updated the Board on all areas of work including Delivery Agreements, School Partnerships, careers, the FutureGoals campaign and apprenticeships and employment. Members welcomed the evaluation of the Work Wellness Project which was attached at Appendix 1 and asked that this be shared with health service colleagues.

The Board noted the update on the Green Economy Panel's major projects and programmes and the key findings from the low carbon workshops which had been held with stakeholders. The current projects being delivered through the Energy Strategy and Delivery Plan and the emerging high level projects identified from the workshops were summarised in Appendix 1.

Members highlighted the success of the Drax initiative and discussed the work being undertaken by the Combined Authority. This included the establishment of a Zero Emissions Transport Group and it was noted that all new projects considered for funding by the Combined Authority are now assessed for any potential environmental impact.

It was reported that the Place Panel had met on 30 July 2019 and the report provided an update of the items discussed at the meeting.

In respect of the Capital Programme (Investment Committee) update, the Board noted the Growth Deal spend in quarter 1 and the expenditure and forecasts of the programme were detailed in the Growth Deal Dashboard attached at Appendix 1. Members were advised that as the LEP Board had not met before the submission deadline of 23 August 2019, the Growth Deal CLoG (Cities and Local Growth Unit) monitoring dashboard for quarter 1 2019/20 had been signed off by the Combined Authority's Section 73 Officer. A copy of the dashboard was attached at Appendix 2 and this was endorsed by the Board.

The Panel, Committee and Group Chairs were thanked for their updates.

**Resolved:**

- (i) That the Panel and Committee updates be noted.
- (ii) That the criteria for the Brexit Business Support Scheme be approved.
- (iii) That the CLoG monitoring dashboard for quarter 1, 2019/20 be endorsed.

**42. Advanced Urban Transit Technologies - Market Testing**

The Board considered a report of the Director of Policy, Strategy and Communications which:

- Provided an update on the development of the Leeds City Region connectivity strategy/plan, which is central to contributing to the Combined Authority's core aims of enabling inclusive growth, boosting productivity, delivering 21<sup>st</sup> century transport and enabling clean growth.
- Provided a summary of the Advanced Urban Transit Technologies, Market Testing/Call for Evidence, which is an important next step in the development of the wider Connectivity Strategy.

Members discussed and noted the market testing which had commenced in August 2019, the purpose of which is to establish the views of the industry about how transit technologies are anticipated to change by the late 2020s/early 2030s. All the Market Testing materials including the Prospectus are available online and Members were encouraged to discuss this with their industry partners to ensure it has the widest reach possible.

Stakeholders/industry need to notify the Combined Authority of their intent to take part by 31 October 2019. Feedback from the Market Testing will be brought to a future meeting.

**Resolved:**

- (i) That the progress with development of the Leeds City Region connectivity plan and pipeline of interventions be noted.
- (ii) That the Advanced Urban Transit Technologies, Market Testing, which is an important next step in the development of the wider Connectivity Strategy be noted.

**43. Brexit**

The Board considered a report of the Director of Policy, Strategy and Communications on the organisational preparation being undertaken by the West Yorkshire Combined Authority and the Leeds City Region Local Enterprise Partnership as the UK prepares to leave the European Union, in particular the increased activity ahead of 31 October 2019.

It was reported that as part of the preparations for Brexit, assessment work of the impact of Brexit in the region was being undertaken. The conclusions of the work to date, together with recommendations to guide further work were outlined in the submitted report.

Members discussed the next steps in accelerating the work of the Combined Authority's Brexit action plan which were detailed in the submitted report. The importance that the action of the Combined Authority and LEP aligns and complements both local authority and Government activity was stressed together with the need to link into, and share, all information and also for a communications plan to be prepared in readiness.

**Resolved:** That the update on the organisational preparation being undertaken by the West Yorkshire Combined Authority and the Leeds City Region Local Enterprise Partnership as the UK prepares to leave the European Union be noted.

**44. Economic Reporting and Brexit Assessment**

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on the latest economic and business intelligence in the context of the UK's upcoming exit from the European Union.

Members highlighted the need for businesses to understand and be aware of how and where their data is stored and it was suggested that the Business Innovation and Growth Panel consider this in more detail.

The report and appendices covered the main local, national and international economic developments and included a commentary and assessment in respect of Brexit.

**Resolved:** That the report and appendices be noted.

#### **45. Corporate Performance Report**

The Board considered a report of the Director of Corporate Services which provided an update on a range of corporate and governance matters.

A summary of the 2019/20 current spend to budget as at June 2019 and the headline strategic risks contained in the corporate risk register was attached at Appendix 1. A Members risk workshop to consider the key strategic risks affecting the organisation and to ensure that these are adequately captured so that mitigation plans can be developed, had been held on 23 July 2019.

It was noted that Combined Authority's 2018/19 final (audited) accounts were published by 31 July 2019. The LEP Financial Statement 2018/19 was published alongside the accounts and summarises the key areas of LEP expenditure and income and a copy would be circulated to Members for information. For future years the 'draft' statement will be reported to the LEP Board for review and comment before publication by the due date of 31 July 2019.

In respect of corporate performance, an assessment of progress against the four corporate priorities for the financial year to date was summarised in Appendix 2.

**Resolved:** That the corporate performance information be noted.

#### **46. Future Approach to Business Finance**

The Board considered a report of the Director of Policy, Strategy and Communications on the future approach to business finance.

It was noted that the Combined Authority and Leeds City Region Enterprise Partnership were developing options for a new invest to grow business finance proposition that responds to current market needs.

Further information was provided in Exempt Appendix 1 and the Board was given a presentation and discussed the outputs of the first phase of the work which had been undertaken with an externally commissioned partner.

Members discussed the second phase of the work which was due to be completed in the Autumn and a report on the outcome would be brought to the next meeting. Commencement of phase 3 would depend on agreement to the recommendations arising from phases 1 and 2

**Resolved:** That the report and information provided in Exempt Appendix 1 be noted.

**47. Local Industrial Strategy Development**

The Board noted a report of the Director of Policy, Strategy and Communications which provided an update on progress to develop a Local Industrial Strategy (LIS).

**Resolved:** That the reported be noted.

**48. Minutes of the West Yorkshire Combined Authority held on 27 June 2019**

**Resolved:** That the minutes of the West Yorkshire Combined Authority held on 27 June 2019 be noted.

**49. Draft Minutes of the West Yorkshire Combined Authority held on 1 August 2019**

**Resolved:** That the draft minutes of the West Yorkshire Combined Authority held on 1 August 2019 be noted.

**50. Date of Next Meeting**

The next meeting of the LEP Board will be held at 2 pm on Wednesday 21 November 2019.