

**MINUTES OF THE MEETING OF THE  
BUSINESS INNOVATION AND GROWTH PANEL  
HELD ON TUESDAY, 10 SEPTEMBER 2019 AT BIC 1/23 EXHIBITION  
SPACE, 3M BUCKLEY INNOVATION CENTRE, FIRTH STREET,  
HUDDERSFIELD, HD1 3BD**

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**Present:**

Andrew Wright (Chair)	
Mike Danby	Advanced Supply Chain Lead
Amir Hussain	Yeme Architects
Will Roebuck	E-Radar
Simon Wright	Yorkshire Bank
Councillor Darren Byford	Wakefield Council
Kersten England	Bradford Council
Councillor Jane Scullion	Calderdale Council
Councillor Naheed Mather	Kirklees Council
Councillor Tim Cheetham	Barnsley MBC
Andrew Latchmore	Shulmans
Professor Liz Towns-Andrews (Advisory Representative)	University of Huddersfield
Marie Gilluley (Advisory Representative)	West Yorkshire Consortium of Colleges

**In attendance:**

Zoe Davidson	Deloitte
Henry Rigg	West Yorkshire Combined Authority
Ian Smyth	West Yorkshire Combined Authority
Sarah Bowes	West Yorkshire Combined Authority
Alexander Clarke	West Yorkshire Combined Authority
James Hopton	West Yorkshire Combined Authority
Hamzah Shami	West Yorkshire Combined Authority
David Shepherd	West Yorkshire Combined Authority
Charlotte Michael	West Yorkshire Combined Authority
Janette Woodcock	West Yorkshire Combined Authority

**1. Apologies for Absence**

Apologies for absence were received from Councillor Tim Swift, Councillor Shabir Pandor, Councillor Andrew Lee, Councillor Alex Ross-Shaw, Martin Booth, Nicola Greenan, Philip Wilson, Mark Roberts, Sandy Needham, Dr Peter O'Brien and Prof Lisa Roberts.

## **2. Exempt Information - Possible Exclusion of the Press and Public**

That in accordance with paragraph 3 of Part 1 Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendix 1 to Agenda Item 0 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 that in all the circumstances of the case, the public interest in maintain the exemption outweighs the public interest in disclosing the information.

## **3. Declarations of Disclosable Pecuniary Interests**

## **4. Minutes of the Meeting of the Business Innovation and Growth Panel held on 28 May**

**Resolved:** That the minutes of the Business Innovation and Growth Panel held on the 28 May 2019 be approved.

## **5. Chair's Update**

The Chair welcomed new members to the Panel.

The Panel was updated on the progress of the LEP merger between the Leeds City Region LEP and the York and North Yorkshire LEP. Firm proposals have not yet been brought forward, discussed or agreed by both LEPs but joint discussions are scheduled to continue in early October.

The Convention of the North in partnership with NP11 will host a major summit on 13 September at Magna, Rotherham as a working event and will debate six policy priorities for the North and these will be brought together ahead of next year's spending review. Innovation and Trade and Investment are two of the themes being debated.

## **6. Governance Arrangements**

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 the report.

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

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 unchanged.

The Combined Authority at its annual meeting appointed Andrew Wright as chair of the Panel and agreed dates for meetings of the panel as follows:

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

**Resolved:** That the Governance arrangements for the Panel approved by the Combined Authority at the Annual Meeting on 27 June 2019 be noted.

## 7. Economic Reporting

The Panel considered a report which provided an update on the latest economic and business intelligence.

The report presented recent global, national and economic developments and in Appendix 1 the quarterly Leeds City Region Economic and Brexit Monitor for August 2019, which provided a summary of the latest national and international economic data for Leeds City Region with sections focused on business performance and trade, the labour market and housing, property and investment. Appendix 2 summarised the Monitor into a single page dashboard.

The report also included:

- Main national and international headlines.
- Leeds City Region economic headlines.
- Leeds City Region Business Survey 2019.
- Brexit commentary and assessment.

The Panel was asked to reflect on the findings in the report and if they felt that the findings reflected business experience.

The Panel discussed the potential impact of Brexit and felt that business confidence was at an all-time low with Brexit uncertainty as the main contributory factor. The number of businesses with a business plan was queried and it was felt there was a need to bridge gaps and to increase advanced IT skills.

The cost of land was another contributory factor for those businesses looking to grow and expand and more work is required concerning the availability of business premises along with diversity and resilience. It was felt it would be good to bring this to the next meeting

**Resolved:**

- (i) That the analysis presented in the economic update be noted.
- (ii) That the comments from the Panel that the finding reflected business experience be noted.

## 8. Local Industrial Strategy Development

The Panel considered a report to update a Local Industrial Strategy (LIS) providing an update on the development process and a presentation at the meeting provided an overview of the emerging draft priorities.

As previously reported, a LIS is being developed for the LEP area which will focus on bold steps aimed at boosting productivity and driving inclusive and clean growth for a post-2030 economy. This will be completed by December 2019, to be signed off by Government in March 2020.

Work has commenced to identify key priorities against the five foundations of productivity – People, Place, Infrastructure, Ideas and Business Environment, which are being further developed and tested over the autumn to ensure that the LIS is reflective of all parts of the region, maximising the potential key strategic assets and reflecting the diversity of place.

In addition, Government has set out four Grand Challenges – Clean Growth, Artificial Intelligence and Data, Future Mobility and Aging Society. Work is also being undertaken to identify local strengths, assets and opportunities, in order to demonstrate how and where Leeds City Region can contribute to one or more of these global challenges.

The Panel was asked to discuss the emerging priorities.

Panel members discussed the report and the following points were made:

- That the diversity of the business activity across the region was a key strength
- Inclusive opportunities in sectors and how these touch the lives of people.
- The need to link the Local Industrial Strategy into the Government's 'Grand Challenges' and tell a coherent story about the region.
- Need to get the business environment right.
- Good Growth
- High levels of Productivity
- Rebalancing of the skills network
- Good to focus on local schools
- Challenge to build opportunities into the regional economy, people, place, partners.
- Bold ambitions to drive economic growth in the region.
- Concern over innovation and ideas
- The information provided could be shorter and punchier but felt great for promoting discussion.

**Resolved:**

- (i) That the contents of the report and presentation be noted.
- (ii) That the Panel's discussion and feedback on the emerging priorities be noted.

**9. Business Finance**

The Panel considered an report to update on the work in relation to business finance, in particular future plans for grants and loans included in Exempt Appendix 1.

The Combined Authority and Leeds City Region Enterprise Partnership (the LEP) are currently engaged in work on developing options for a new loan fund that responds to current market needs. This builds on the previous conversations at the Business Innovation and Growth Panel meeting in February 2019 on the business finance landscape and a number of ideas for future business finance products for the LEP, which received approval from the LEP Board in March.

The Chair welcomed Zoe Davidson from Deloitte's to the meeting to update the Panel on the first phase of the work as accessing public money can be confusing so wanted to make this much more straight forward by creating a single access point for people to engage.

The Panel provided the following feedback:

- Provision of a single point of contact key.
- Want to be able to offer support early.
- How to articulate the "ask"
- Ensure appropriate help with business planning.
- Ensure the correct information and guidance is available.
- Training for Business Advisors so specific to individual business needs.
- Investment Readiness Programme to help businesses understand, investment market is not well developed in the north.
- Where to get advice and expertise.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That feedback from the Panel be noted

**10. Channel 4 and Digital Sector Support**

The Panel considered a progress report to update on Channel 4's investment in the City Region and subsequent delivery, and to outline the Combined Authority and LEP's increased support for the creative and digital sector through both the Creative industries Opportunity Programme and the Digital Inward Investment Fund and was asked to note the progress.

**Resolved:**

- (i) That the content of the Progress report be noted.
- (ii) That the Panel's views and feedback on the ongoing development of the support offer for the creative and digital sector in the City Region be noted.

**11. Business Support**

The Panel considered an update report on business support activity being undertaken, including the LEP Growth Service, the Business Growth Programme, the Resource Efficiency Fund, Access Innovation, Strategic Business Growth, Travel Plan Network, the Northern Powerhouse Investment Fund, Investment Readiness and Business Resilience and was asked to note the progress made to date.

**Resolved:** That the progress to date on delivery of the business support projects, programmes and services be noted by the Panel.

**12. Trade and Investment**

The Panel considered a report to provide an update on Trade and Inward Investment activity since the last Panel Meeting in May 2019 which included:

- Event attendance
- London Tech Week
- Upcoming planned activities
- Trade
- Investor Development
- Inward Investment Activities and Performance

The Panel thanked the Trade and Investment Team for the update.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the feedback on the progress made to date on the delivery of Trade and Investment Activity be noted.

**13. Business Productivity Pilot**

The Panel considered a report and was asked to endorse the recommendation to deliver a second round of the Productivity Pilot, focussed on improving the productivity of businesses in receipt of capital investment grants from the LEP's Business Growth Programme (BGP).

The Panel discussed and felt there was confidence there would be a take up as results provided show the first round has been on track so would be happy

to endorse a second pilot.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the Panel discussed and endorsed the recommendation to deliver a second round of the Productivity Pilot.
- (iii) That Officers in the Business Support Team of the Combined Authority / LEP will progress delivery of the second pilot.

**14. Panel Work Programme 2019/ 20**

The Panel considered a report to set out the proposed forward agenda plan for the Business Innovation and Growth Panel.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the Panel considered the recommendations and agreed the forward agenda plan.

**15. Date of Next Meeting**

The next meeting of the Business Innovation and Growth Panel will be held on 26 November 2019.