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

Date: 10 June 2020

Subject: **Governance Report**

Director: Angela Taylor, Director of Corporate Services

Author(s): Julie Haigh

1. Purpose of this report

- 1.1 To provide the LEP Board with a final update on the process to seek new private sector members for the Combined Authority advisory panels.
- 1.2 To receive the recommendations in Appendix 1 in relation to private sector membership of the advisory panels and to recommend these to the Combined Authority.
- 1.3 To receive the recommendation to extend both the Board and advisory Panel terms of office of Board Member, Amir Hussain.

2. Information

- 2.1 As advised at the February meeting of the LEP Board, in order to comply with the requirements of the *National Assurance Framework* and *Strengthened Local Enterprise Partnerships*, a recruitment exercise has been carried out to seek new private sector LEP Board members. Following on from that an exercise has been conducted to appoint new private sector Panel members.
- 2.2 The Combined Authority currently appoint a number of Panels which advise both the Combined Authority and the LEP, with Panel Chairs reporting directly to the LEP Board. The panels are as follows:
 - Business Innovation and Growth Panel
 - Employment and Skills Panel
 - Green Economy Panel
 - Inclusive Growth and Public Policy Panel
 - Place Panel
- 2.3 As set out in the **Recruitment and Appointment Procedure for Private Sector Representatives**, with the LEP Chair's consent, Panel Chairs may

interview potential candidates for their respective Panel with the appropriate Panel lead officer to attend in support by way of an Appointments Panel.

- 2.4 Appointments Panels for the Business Innovation & Growth, Employment & Skills, Green Economy and Inclusive Growth and Public Policy Panels were convened throughout February and March.
- 2.5 However a number of candidates were unable to meet with the Appointment Panels during this time due to presenting with COVID-19 symptoms. Their discussions with the Appointment Panels therefore did not take place until after the LEP Board's consultative meeting in April, which **prevented their proposed appointments being considered at that time.**
- 2.6 Therefore these **further proposed private sector member appointments** are highlighted in Appendix 1 to this report.
- 2.7 In accordance with the **LEP Board's Procedure Rules**, LEP Board meetings are normally held in public with the physical attendance of its members. In these unprecedented times, due to COVID-19 restrictions, it is important to balance the need for normal democratic accountability and the need to protect the health of members, officers and the public. For this reason, the Chair of the LEP Board agreed that the **meeting scheduled for 1 April be cancelled** and alternative arrangements were put in place, namely a **consultative session held by conference call** with LEP Board members, which took place on 1 April.
- 2.8 As the conference call was consultative and not a meeting of the LEP Board, decisions required in relation to the private sector member appointments could not be taken by members on the call but required a decision subsequently by the Chair. The decision taken by the Chair was informed by the views of the members of the Board provided during the consultative call.
- 2.9 To ensure full transparency, and in accordance with section 10.3 of the LEP Constitution, the report relating to these appointments together with the views of LEP Board members (captured by Governance Services on the consultative call) and a written record of the Chair's formal decision have been published.
- 2.10 The Chair's written record of decision recorded that the recommendations of the LEP Board members, in relation to nomination of private sector members to advisory panels and extensions to terms of office of existing members, as set out in Appendix 1, were recommended to the next meeting of the Combined Authority for formal approval. It also recorded that until such time as the nominations to panels are formally approved by the Combined Authority and to ensure that new panel members are able to familiarise themselves with the work of the respective panels, they are invited to participate in any conference calls and workshops which take place in the foreseeable future.
- 2.11 All discussions with Appointment Panels have now taken place therefore Appendix 1 is also a **full and final** reflection of the private sector membership of each advisory Panel.

- 2.12 In addition, Amir Hussain’s LEP Board and Panel term of office is shortly coming to an end, and it is proposed that his term is extended as follows as a reflection of the valuable contribution he is making to the work of the Board, Panels and the LEP as a whole:
- **Amir Hussain** has served as a LEP Board and Panel member since November 2017. He sits on both the Business Innovation & Growth and Place Panel and his involvement on both the Board and these Panels is invaluable in providing consistency and continuity. He is also a fundamental link with the Asian business community within the city region. It is therefore proposed that his Board, BIG and Place Panel terms of office be extended for a further **three years, to June 2023**.
- 2.13 This recommendation is in accordance and consistent with paragraph 4.15 of the LEP Constitution, whereby the term of office for each private sector member appointed will normally be for three years, with an **optional extension of three years**.
- 2.14 The LEP Board is now asked to receive the recommendations as set out as **Appendix 1** to this report and recommend these to the Combined Authority at its 25 June meeting.
- 2.15 The LEP Board is however asked to note that appointments longer than the next municipal year **may** need to be subject to a caveat relating to any potential changes to governance arrangements further to the West Yorkshire devolution deal.
- 2.16 It is proposed that public sector membership of Panels remains unchanged, reflecting all ten former Leeds City Region authorities (Barnsley, Bradford, Calderdale, Craven, Harrogate, Kirklees, Leeds, North Yorkshire, Selby, Wakefield), where those authorities wish to remain involved and there is continuing mutual strategic benefit.

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- 2.17 As set out at the April Board meeting, the Government announced a “minded-to” devolution deal with West Yorkshire authorities on 11 March 2020. This will lead to changes in the decision-making structures and procedures of the CA and the LEP. Further advice will be provided to the LEP about what this might mean for the Panels in due course.

3. Clean Growth Implications

- 3.1 None arising directly from this report.

4. Financial Implications

- 4.1 None arising directly from this report.

5. Legal Implications

5.1 None arising directly from this report.

6. Staffing Implications

6.1 None arising directly from this report.

7. External Consultees

7.1 None arising directly from this report.

8. Recommendations

8.1 The LEP Board is asked to:

- note the contents of this report
- consider the recommendations in relation to private sector members of the advisory panels as at Appendix 1
- propose these to the Combined Authority at their 25 June meeting.
- approve Amir Hussain's LEP Board term of office be extended for a further three years to 30 June 2023.

9. Background Documents

9.1 None.

10. Appendices

Appendix 1 – Private Sector representatives on advisory panels