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

Date: 3 September 2020

Subject: **LEP governance arrangements**

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1. Purpose of this report

- 1.1 To confirm the LEP's governance arrangements, further to the postponement of the scheduled annual meeting in June, due to the COVID-19 pandemic.
- 1.2 To receive the annual summary of remuneration and expenses paid to members of the LEP.
- 1.3 To make recommendations in respect of private sector representation on the West Yorkshire Combined Authority's (the Combined Authority) advisory panels which report to the LEP.

2. Information

- 2.1 This report is the first of several items on this agenda required to be considered at the LEP's annual meeting. This report seeks confirmation of the LEP's governance arrangements, as set out below. Governance arrangements were comprehensively reviewed by the LEP at its meeting in February further to the Strengthened LEPs Review, and no significant changes are proposed.
- 2.2 The Annual Conversation performance review of the LEP carried out by the Cities and Local Growth Unit for 2019/20 rated the LEP's overall governance arrangements as excellent.
- 2.3 To promote transparency and accountability, the LEP's Remuneration and Expenses Scheme provides for a summary of remuneration and expenses paid to be reported each year to the LEP Board, and to be published on the Combined Authority's website.

Membership

- 2.4 No changes are proposed to the **membership of the LEP** (nor to the observer members representing councils which are outside of West Yorkshire). Appendix 1 sets out the current membership, and terms of office.
- 2.5 No changes are proposed to the **chairing and deputy chairing arrangements** for the LEP further to the arrangements approved in February. It is proposed that Kate Hainsworth continues as **Diversity Champion**, and Joanna Robinson as **SME representative**.
- 2.6 At its meeting in February, the LEP agreed to appoint a **co-optee** to the LEP from business representative organisations to support the LEP's agenda and core priorities, with any appointment to be made at the LEP's annual meeting. However, the Business Communications Group is being convened in order to ensure input from the full range of business representative organisations and other private sector leaders on a consistent basis. The BCG will meet prior to each LEP Board, after the papers have been published, to consider the papers and enable any views to be fed in via the Chair of BCG at the LEP Board. Members should also note that several Business Representative Organisations are members of the West Yorkshire Economic Recovery Board.

Nominations

- 2.7 No changes are proposed in respect of the LEP's current nominations to:
- the Combined Authority
 - the Transport Committee
 - to the Transport for the North Partnership Board
 - the Strategic Oversight Board for the Northern Powerhouse Investment Fund Ltd

Advisory Group to the LEP Board

- 2.8 No changes are proposed to the membership of or governance arrangements (including chairing arrangements) for the Business Communications Group, an advisory group of the LEP Board. Current membership is set out in the attached appendix 2.

Governance documents

- 2.9 No amendments are proposed to the LEP's governance documents, further to the review earlier this year.

Remuneration

- 2.10 Attached as appendix 3 to this report is the annual summary of remuneration and expenses paid during the financial year 2019-20. There is no separate allowance under the Combined Authority's Allowances Scheme for the position

of LEP Member on the Combined Authority which is carried out by the Chair of the LEP. No amendments are proposed to the Scheme.

Advisory Panel Membership

- 2.11 The Combined Authority currently appoints a number of advisory committees (panels) which advise both the Combined Authority and the LEP.
- 2.12 The LEP Constitution provides that the Combined Authority may appoint any member of the LEP Board to be a member of a Combined Authority panel or committee.
- 2.13 Membership of the panels includes members of the LEP Board and other private sector representatives (as well as local authority representatives from partner councils).
- 2.14 No changes are proposed to the current private sector representation on these panels, other than in respect of expressions of interest to join a panel which have been received from a number of the new private sector LEP Board members, following the LEP Board review of membership. The LEP Board is therefore asked to nominate the following representatives to the following panels:

Board Member:	Proposed panel appointment:
Helen Featherstone	Place Panel
Kamran Rashid	Inclusive Growth & Public Policy Panel
Kully Thiarai	Inclusive Growth & Public Policy Panel

3. Clean Growth Implications

- 3.1 None.

4. Financial Implications

- 4.1 Provision for the payment of expenses is included in the annual budget.

5. Legal Implications

- 5.1 Seeking confirmation of the LEP's governance arrangements at its annual meeting is required to secure compliance with the LEP's Procedure Rules, the National Assurance Framework guidance and promotes transparency and accountability.
- 5.2 Appointments are subject to any potential changes to governance arrangements further to the West Yorkshire devolution deal.

6. Staffing Implications

6.1 None.

7. External Consultees

7.1 None.

8. Recommendations

8.1 That the LEP Board:

- (i) Notes and confirms the governance arrangements for the LEP as set out in this report, and appendices 1 and 2 attached.
- (ii) Notes the annual summary of remuneration and expenses, attached as appendix 3 to this report.
- (iii) Nominates private sector LEP Board members Kamran Rashid and Kully Thiarai to the Inclusive Growth & Public Policy Panel and Helen Featherstone to the Place Panel and propose these to the Combined Authority at their next meeting on 4 September 2020.

9. Background Documents

9.1 None.

10. Appendices

Appendix 1 – LEP Membership arrangements

Appendix 2 – Business Communications Group membership arrangements

Appendix 3 – Annual summary of remuneration and expenses