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

**Date:** 9 June 2021

**Subject:** **Membership of the Leeds City Region Enterprise Partnership Board**

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## **1. Purpose of this report**

- 1.1 To ask Leeds City Region Enterprise Partnership Board (the LEP Board) to:
- note the **local authority representatives** and substitutes appointed to the LEP Board,
  - confirm the **private sector representatives** on the LEP Board,
  - agree the appointment of the **West Yorkshire Mayor** as a LEP Board member,
  - appoint a **co-optee** to the LEP Board,
  - confirm arrangements for the **LEP Chair and LEP Deputy Chair**,
  - confirm the member of the LEP Board to represent and engage with the **SME business community**,
  - to confirm **business engagement arrangements**
  - confirm a **LEP Diversity Champion**, and
  - confirm continuing arrangements in relation to **Partner Council Observers**.

## **2. Information**

- 2.1 The LEP Board is the decision-making forum of the Leeds City Region Enterprise Partnership (the LEP).

### Local authority representatives

- 2.2 The LEP Constitution provides for the following local authorities to appoint a **local authority representative** and **substitute** to the LEP Board:
- City of **Bradford** Metropolitan District Council
  - Borough Council of **Calderdale**
  - **Kirklees** Metropolitan Council
  - **Leeds** City Council
  - Council of the City of **Wakefield**

- 2.3 Attached as **Appendix 1** to this report is a schedule of the local authority representatives and substitutes appointed to the LEP Board.

#### Private sector representatives

- 2.4 Attached as **Appendix 1** to this report is a schedule of the private sector representatives currently serving on the LEP Board, and their terms of office. The LEP Constitution does not provide for substitutes for private sector representatives.
- 2.5 Proposed nominations by the LEP of Private Sector Representatives to committees of the Combined Authority are set out in a separate item on this agenda.

#### West Yorkshire Mayor

- 2.6 Mayor Brabin is now in office as the West Yorkshire Mayor, further to the election on 6 May 2021. It is proposed that the West Yorkshire Mayor becomes an ex-officio member of the LEP Board, with their Deputy Mayor as Substitute LEP Board Member. A separate item on this agenda proposes amendments to the LEP Constitution to implement the expanded membership arrangement.

#### LEP Chair and Deputy Chair

- 2.7 The LEP Constitution provides for the LEP Board to appoint
- a private sector representative as Chair of the LEP, and
  - a private sector representative as a Deputy Chair of the LEP.
- 2.8 The LEP Board at its meeting on 28 April 2021 agreed that the LEP Chair remains in post for the remainder of the agreed term of office, that is, up to the LEP Board's Annual Meeting in 2022. The recruitment exercise for the LEP Chair position will be carried out in due course, in accordance with the LEP's Recruitment and Appointment Procedure for Private Sector Representatives.
- 2.9 The LEP Board at its meeting in February 2020 agreed to appoint Mark Roberts as a Private Sector Deputy Chair with effect from 31 March 2020. No changes are proposed to these **deputy chairing arrangements** for the LEP further to this arrangement approved in February 2020.

#### Co-optee on the LEP Board

- 2.10 The LEP has previously agreed in principle to appoint a co-optee to the LEP from business representative organisations to support the LEP's agenda and core priorities. The LEP Constitution provides that the term of office for each co-optee will be one year, subject to any exceptional circumstances. It is proposed that LEP Board members approve the proposal for a nominated business representative organisation and named member to fulfil this role at the Annual Meeting.

#### SME LEP Board member

- 2.11 In accordance with the Leeds City Region Assurance Framework requirement, the LEP needs to appoint a member of the LEP Board to represent and engage with the SME business community. It is proposed that the LEP Board assigns this role of **SME Champion** to Mandy Ridyard.

#### Business engagement

- 2.12 To ensure the LEP receives input from a broad range of business stakeholders across key sectors, the Business Communications Group (BCG) will continue to meet to input on LEP priorities, with a focus on ensuring early engagement on key issues and development. Once the new Combined Authority committee arrangements are confirmed, the role and membership of the BCG will be reviewed to ensure it fully covers all the key priorities contained in the Strategic Economic Framework. It is proposed that Roger Marsh will chair the BCG initially.

#### Diversity Champion

- 2.13 In accordance with the best practice set out in the Leeds City Region Assurance Framework, the LEP Procedure Rules require the LEP Board to appoint a member to act as the LEP's **Diversity Champion**, to encourage diversity and ensure that the LEP is acting in line with its diversity statement. It is proposed that the LEP Board assigns this role to Kate Hainsworth.

#### Partner Council Observers

- 2.14 At the LEP Board meeting in February 2020, further to the LEP Review subsequent changes in the area and membership of the LEP, the LEP Board resolved that representatives of the four 'hinge' authorities (Craven, Harrogate, Selby and York) could be invited to attend LEP Board meetings as observers. This allows discussion, debate and decisions to be taken with the benefit of a regional understanding of impact, benefits and opportunities, and it is proposed that this arrangement continues.

### **3. Tackling the Climate Emergency Implications**

- 3.1 There are no climate emergency implications arising from this report.

### **4. Inclusive Growth Implications**

- 4.1 All members of the LEP Board will be expected to promote the cause of inclusive growth.

### **5. Equality and Diversity Implications**

- 5.1 The role of Diversity Champion is key to ensuring that the LEP acts in line with its diversity statement – see further the separate item on this agenda.

## **6. Financial Implications**

- 6.1 There are no financial implications arising from this report.

## **7. Legal Implications**

- 7.1 All proposed appointments in this report are in accordance with the LEP Constitution (subject to amendment in relation to the appointment of the Mayor to the LEP Board – see further separate item on governance arrangements) and relevant Government requirements and best practice relating to LEP Board membership.

## **8. Staffing Implications**

- 8.1 There are no staffing implications arising from this report.

## **9. External Consultees**

- 9.1 None.

## **10. Recommendations**

That the LEP Board:

- 10.1 Notes the local authority representatives and substitutes appointed to the LEP Board set out in **Appendix 1** of this report.
- 10.2 Confirms the current private sector representatives on the LEP Board as set out in **Appendix 1** of this report.
- 10.3 Confirms the West Yorkshire Mayor ex-officio as a member of the LEP Board.
- 10.4 Notes the agreed terms of office for the LEP Chair and for Mark Roberts to continue in the role of private sector Deputy Chair.
- 10.5 Appoints a Business Representative Organisation representative as a co-optee on the LEP Board, with a term of office to the next LEP Board Annual Meeting.
- 10.6 Confirms Mandy Ridyard as the member of the LEP Board to represent and engage with the SME business community as SME Champion.
- 10.7 Confirms Roger Marsh as the Chair of the Business Communications Group.
- 10.8 Confirms Kate Hainsworth as the LEP's Diversity Champion.
- 10.9 Agrees that Partner Council Observer representatives should continue to be invited to attend LEP Board meetings.

## **11. Background Documents**

11.1 None.

## **12. Appendices**

Appendix 1 - Schedule of LEP Members