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

**Date:** 15 June 2022

**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, including considering the proposal to extend the membership of two of the private sector LEP Board members whose first terms are shortly due to expire,
- authorise the LEP Deputy Chair to **commence a recruitment process** for the three private sector LEP Board vacancies in consultation with the LEP Chief Executive
- note the vacancy for the **LEP Chair** and confirm arrangements for the **LEP Deputy Chair**,
- appoint a **co-optee and a named substitute co-optee** to the LEP Board,
- 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 West Yorkshire Mayor ex-officio to be a local authority representative on the LEP Board and for the Mayor's

substitute to be ex-officio the Mayor's Deputy Mayor. The Constitution also 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 The Board will note that the term of office for three of the private sector representatives is due to come to an end shortly, namely that of Mark Roberts, Mandy Ridyard and Kate Hainsworth. Kate Hainsworth has tendered her resignation with effect from this meeting due to other commitments. However, it is proposed that the term of office of the other two Board members is extended for **a further three years** as a reflection of the valuable contribution they make to the work of the committees and the LEP as a whole. This would comprise a second three-year term for each representative, which is consistent with the LEP Constitution which provides that the term of office for each private sector representative will normally be a maximum of three years, with an optional extension of three years.

2.6 To this end, the Board is asked to approve extensions to the terms of office for:

Mark Roberts: to 30 June 2025

Mandy Ridyard: to 30 November 2025

2.7 The Board will note that should the approval at paragraph 2.6 above be given, there are still three private sector representative Board vacancies remaining. Authority is sought for the Deputy Chair to explore options and to progress a recruitment process to fill these vacancies in consultation with the LEP Chief Executive if that is considered on balance to be the most appropriate course of action. Given the current transitional arrangements, a revised recruitment process may be adopted in this case.

2.8 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.

### LEP Chair and Deputy Chair

- 2.9 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.
- 2.10 The LEP Board at its meeting on 30 March 2022 considered a report on 'LEP Next Steps' and a separate report on the agenda today, moves those proposals on, whilst recognising that there is further work to be done to transition to a new arrangement which will take a little while. In accordance with the proposal in the 30 March report, it is proposed that, pending a recruitment process leading to the appointment of a new Chair, the Deputy Chair acts as interim Chair to ensure the strong public /private collaboration which has been established is retained and supported during this transitional period.
- 2.11 In recognition of the importance of the role and acknowledging that during the transitional period there will be a need for a level of time commitment the extent to which is currently uncertain, it is proposed that the role is remunerated. Such remuneration to be calculated on a pro-rata basis of the remuneration previously set for the role of Chair of the LEP up to a maximum of three days per week as agreed with the Managing Director and Chief Executive to the LEP. Agenda item 10 proposes an amendment to the LEP Board Remuneration and Expenses Scheme to reflect this if agreed.
- 2.11 The LEP Board at its meeting in February 2020 appointed Mark Roberts as a Private Sector Deputy Chair with effect from 31 March 2020. In accordance with the LEP Constitution, the term of office for the Deputy Chair is three years with an optional extension of three years, and therefore no changes are proposed to these **deputy chairing arrangements**.

### Co-optee on the LEP Board

- 2.12 The LEP has since 2021 appointed a co-optee and a named substitute 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. Following discussions with the Mid Yorkshire Chamber of Commerce, West & North Yorkshire Chamber of Commerce, the CBI, the FSB and IoD it is proposed that the co-optee Board Member for June 2022-23 should be Beckie Hart of the CBI.
- 2.13 Further to this appointment, it is proposed that Barney Mynott of the Federation of Small Businesses (FSB) be the named substitute member for Beckie Hart in order to ensure business representation at each meeting of the LEP Board.

### SME LEP Board member

- 2.14 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. The current **SME Champion** is Mandy Ridyard, and it is proposed that Mandy continues to hold this role for a further 12 months.

#### Business engagement

- 2.15 The future role of the **Business Communications Group** (BCG) will be discussed with its members at a future meeting. Whilst it continues, it is proposed that the LEP Board assigns the role of chair of the BCG to Mark Roberts.

#### Diversity Champion

- 2.16 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. As Kate Hainsworth the current Diversity Champion has stepped down from the Board a new nomination is required. The LEP Board is asked to appoint to this role.

#### Partner Council Observers

- 2.17 It is proposed that the current arrangements for representatives of the four 'hinge' authorities (Craven, Harrogate, Selby and York) to be invited to attend LEP Board meetings as observers continues. This allows discussion, debate and decisions to be taken with the benefit of a regional understanding of impact, benefits and opportunities

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

- 3.1 All members of the LEP Board will be expected to promote the cause of tackling climate emergency.

### **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 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 and agrees to extend the terms of office for Mark Roberts and Mandy Ridyard, each for a further three years to 30 June 2025 and 30 September 2025 respectively.

10.3 Authorises the LEP Deputy Chair to commence a recruitment process for the three private sector LEP Board vacancies in consultation with the LEP Chief Executive, noting that a bespoke procedure may be put in place given the transitional arrangements.

10.4 Notes the current vacancy for the LEP Chair and confirms the continuing term of office for Mark Roberts as private sector Deputy Chair to act as interim Chair pending recruitment to that role.

10.5 Confirms its agreement to remunerate the role of interim Chair pending recruitment to the role of Chair, such remuneration to be calculated on a pro-rata basis of the remuneration previously set for the role of Chair of the LEP Board up to a maximum of three days per week as agreed with the Managing Director and Chief Executive to the LEP.

10.6 Appoints Beckie Hart of the CBI as the Business Representative Organisation representative and co-optee on the LEP Board, with a term of office to the next LEP Board Annual Meeting and appoints Barney Mynott of the FSB as the named substitute member.

10.7 Confirms Mandy Ridyard as the member of the LEP Board to represent and engage with the SME business community as SME Champion.

10.8 Confirms Mark Roberts as the Chair of the Business Communications Group.

10.9 Appoints the LEP's Diversity Champion.

10.10 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