

**Report to:** Business Investment Panel

**Date:** 9 August 2018

**Subject:** **Governance arrangements**

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

1.1 To note the governance arrangements for the Business Investment Panel.

## **2. Information**

2.1 At its meeting on 4 July 2018, the West Yorkshire and York Investment Committee resolved to appoint the Business Investment Panel as an advisory sub-committee, on the **terms of reference** set out in **Appendix 1**. The terms of reference are unchanged from last municipal year.

2.2 The West Yorkshire and York Investment Committee also resolved to appoint a voting co-optee from each West Yorkshire council onto the Panel. There are now 4 members of the Combined Authority on the Panel. The **quorum** of the Panel remains **4 voting members**, to include:

- 1 member of the Combined Authority or local authority co-optee, and
- 1 private sector representative.

2.3 The West Yorkshire and York Investment Committee also resolved to appoint Councillor Blake as Chair of the Business Investment Panel.

2.4 The dates of Business Investment Panel meetings were approved by the Combined Authority at the annual meeting, as follows:

- 16 July 2018
- 9 August 2018
- 31 August 2018
- 5 October 2018
- 6 November 2018
- 5 December 2018
- 10 January 2019
- 5 February 2019

- 7 March 2019
- 4 April 2019
- 30 April 2019
- 4 June 2019

### **3. Financial Implications**

3.1 There are no financial implications directly arising from this report.

### **4. Legal Implications**

4.1 There are no legal implications directly arising from this report.

### **5. Staffing Implications**

5.1 There are no staffing implications directly arising from this report.

### **6. External Consultees**

6.1 No external consultations have been undertaken.

### **7. Recommendations**

7.1 The Business Investment Panel is recommended to note the governance arrangements for the Panel as set out in this report.

### **8. Background Documents**

None.

### **9. Appendices**

Appendix 1 – Terms of reference for Business Investment Panel