

Name of meeting: Full Cabinet

Date: 30 June 2015

Title of report: Establishing the Kirklees Economy and Skills Board

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	N/A
Is it in the <a href="#">Council's Forward Plan</a> ?	Yes
Is it eligible for "call in" by <a href="#">Scrutiny</a> ?	Yes
Date signed off by <u>Director</u> & name	Alison O'Sullivan – 15 <sup>th</sup> June 2015
Is it signed off by the Director of Resources?	David Smith – 17 <sup>th</sup> June 2015
Is it signed off by the Assistant Director – Legal, Governance & Monitoring?	Julie Muscroft – 19 <sup>th</sup> June 2015
Cabinet member <a href="#">portfolio</a>	<b>Cllr David Sheard, Leader Cllr Peter McBride, Transportation, Skills, Job and Regional Affairs Cllr Shabir Pandor, Schools and Learning</b>

Electoral [wards](#) affected: N/A

Ward councillors consulted:

Public or private: Public

## 1. Purpose of report

- 1.1 To propose the establishment of the Kirklees Economy and Skills Board (KESB) with associated terms of reference and proposed membership (see Appendix 1).

## 2. Key points

- 2.1 The Kirklees Economic Strategy (KES) provides the Council, its partners and local businesses with the framework for driving economic growth and resilience in the district.
- 2.2 The KES is closely aligned to the Joint Health and Wellbeing Strategy and the strategies share joint outcomes. The intention, through the

KESB, is to establish effective planning, governance and accountability arrangements to drive the delivery of the economic strategy. These arrangements will be similar to the Joint Health and Wellbeing Board. However, the KESB will not have any statutory duties relating to its economic and skills focus, it will not be a Council Committee and its decisions will be advisory and not binding.

- 2.3 The Board will also have a primary responsibility to maximise the influence of the district within the West Yorkshire Combined Authority (WYCA) and Leeds City Region Local Enterprise Partnership (LEP) structures. The Board will act as the local vehicle for strategic engagement with WYCA / LEP providing a local focus for the City Region's aspiration to reverse the current position and become a net contributor to the nation's wealth. The Board will enable Kirklees to position itself as a vital component in the successful implementation of the Leeds City Region Strategic Economic Plan. The Board will enhance Kirklees' reputation for successful programme delivery and will help to maximise investment into the district from existing growth programmes and any future devolution deals / freedoms and flexibilities. The intention is for the Board to present local, consistent, and combined private and public sector leadership to deliver the economic vision for Kirklees as outlined in the KES:

***“to be recognised as the best place to do business in the north of England and one where people prosper and flourish in all of our communities”.***

- 2.4 The KESB, whilst retaining a small nucleus of senior representatives, will involve partners from the education and private sectors alongside senior elected members and officers of the Council. The Board will have a minimum of five and maximum of 9 members. It is proposed that:
- The Portfolio Holder for Transportation, Skills, Jobs and Regional Affairs oversee recruitment to the Board;
  - A significant private sector leader is tasked with Chairing the Board with the Council Leader as vice-Chair with appropriate deputising arrangements;
  - Other private and public sector representatives act as “champions” for elements of the strategy and galvanise their networks to bring wider leadership and influence; and
  - A formal recruitment exercise is undertaken to attract Board members with a clear description of the role, clear expectations around attendance and a two year limit placed upon membership.
- 2.5 An important consideration in formalising the structure and membership of the Board is the ability of members to collectively maximise influence with WYCA / LEP building upon existing local representation.
- 2.6 The Board will meet quarterly and will be administered by an officer secretariat. The Board will be supported by a wider reference group drawn from appropriate partner agencies and Council services.

Focussed task and finish groups will be established, where appropriate, to drive delivery of the KES.

### **3. Implications for the Council**

3.1 The establishment of the Kirklees Economy and Skills Board will:

- Enable the Council to establish the governance, direction and capacity to realise the ambitions set out in the economic strategy;
- Provide the platform for the Council and partners to work locally, nationally and internationally to deliver economic growth resilience;
- Allow the Council and partners to maximise influence with and investment from WYCA / LEP and provide a vehicle for strategic engagement on city-region economic growth and devolution agendas; and
- Allow the Council and partners to align this governance with the established arrangements to deliver the Health and Wellbeing responsibilities and to integrate this with the work being undertaken to establish New Council (see Appendix 2 – Structure Diagram).

3.2 There are no associated legal or financial implications arising from the establishment of the Board.

### **4. Consultees and their opinions**

4.1 The Leader of the Council and the Portfolio Holders for Transportation, Skills, Jobs and Regional Affairs and Schools and Learning have been consulted and are supportive of the proposals..

4.2 The Chief Executive, Place Directorate Management Team and Learning and Skills Leadership Team support the proposal to establish the KESB.

### **5. Next steps**

5.1 Following Cabinet approval, the next step will be to develop a recruitment exercise to attract sufficient and appropriate private sector representatives. A communications plan will be developed and agreed to formally announce the establishment of the Board and to coincide this with the launch of the adopted Kirklees Economic Strategy.

### **6. Officer recommendations and reasons**

6.1 Cabinet is recommended to approve the establishment of the KESB and the proposals for recruitment to the Board. The Board will enable the Council to put in place the necessary governance and oversight for the delivery of the KES, aligned to the Joint Health and Wellbeing Board and the work underway to support the economic resilience and

early intervention and prevention themes. The KESB will strengthen the district's influence and representation in the City Region LEP / WYCA structures and support increased levels of investment in the district.

## **7. Cabinet portfolio holder recommendation**

- 7.1** The Leader of the Council and the Portfolio Holders for Transportation, Skills, Jobs and Regional Affairs and Schools and Learning have been consulted and are supportive of the proposals

## **8. Contact officer and relevant papers**

Martin Green, Deputy Assistant Director – Skills, Progression and Enterprise, Learning and Skills

[martin.green@kirklees.gov.uk](mailto:martin.green@kirklees.gov.uk)

01484 221000

## **9. Assistant director responsible**

Gill Ellis, Assistant Director – Learning and Skills / Place

## Kirklees Economy and Skills Board

### Terms of Reference – June 2015

#### Purpose and Functions of the Board

- To provide the local leadership and ambition to achieve the vision for Kirklees to be recognised as a great place to do business in the North of England and one where people prosper and flourish in all of our communities.
- To work closely with and maximise influence upon the Leeds City Region Enterprise Partnership (LEP) and West Yorkshire Combined Authority (WYCA). This will enable Kirklees to position itself as an economic success in a strong city-region and resurgent northern economy and a vital delivery agent for the LEP's Strategic Economic Plan.
- To advise on the strategic direction and commissioning framework for the delivery of the priorities in the Kirklees Economic Strategy (KES).
- To ensure alignment with the Kirklees Health and Wellbeing Board and that the delivery of the KES reinforces the associated Joint Health and Wellbeing Strategy and supports resilience in our businesses, communities and individuals.
- To determine local freedoms and flexibilities and secure investment from government, business and key national and local agencies.
- To provide commissioning direction and champion activities to support the 5 priorities of the KES, namely:
  1. **Precision engineering and innovative manufacturing** - strength in depth and excellence;
  2. **Innovation and enterprising businesses** - championing creativity, entrepreneurship and resilience;
  3. **Workforce, skills and employment** - extending opportunities and powering business success;
  4. **Infrastructure** - making it easier for businesses to succeed and for people to access work; and
  5. **Quality places** - locations of choice for people, business and investment.
- To provide lead accountability arrangements for the delivery of 6 headline initiatives set out in the KES:
  1. Consolidate Kirklees at the heart of a growing **innovative manufacturing and engineering cluster** in Leeds City Region with stronger supply chains and radically improved innovation and exports activity;
  2. Maximise the impact of a **suite of high quality innovation and enterprise assets**, including a University-led Enterprise Zone and the National Process Engineering Facility at Kirklees College
  3. Implement an action programme to enhance **enterprise, skills and opportunities for young people**, in order to maximise their economic contribution, ensure routes for progression and tackle youth unemployment;
  4. Develop **strategic employment sites to stimulate jobs and growth**, with focus on manufacturing and engineering supported by associated major infrastructure improvements;
  5. **Revitalise Huddersfield** town centre including through an enhanced independent retail, cultural and leisure offer; mixed use development of the Waterfront Quarter and other key sites; and next generation digital connectivity; and
  6. Kick start the **transformation of Dewsbury** building on its strategic location and driven by integrated housing and economic development in the town centre.

#### Membership

The Board will be small and focussed with a minimum of 5 and maximum of 9 attendees drawing upon membership from key stakeholders in the future economic success of the district. It will seek to maximise Kirklees influence upon the City-Region agenda and will seek to maximise the value of existing representation on WYCA / LEP structures. It will include: the Leader of the Council (or a nominated Cabinet Member as deputy);

the Chief Executive of the Council (or a nominated Director as Deputy); key leaders in statutory, further and higher education; and private sector business leaders. Senior Council Officers will provide a Secretariat function for the Board.

### **Format of Meetings**

Meetings will be held quarterly and will be chaired by a private sector representative. The Leader of the Council (or Cabinet Member) will be the deputy chair. The meetings will be scheduled for two hours and the agenda constructed to enable the Board to fulfil its purpose and function. Members will need to declare any interests in agenda items.

### **Reference Group**

A Reference Group, drawn from Council staff and partner agencies, will be established to support the Board and drive delivery of its priorities. Membership will be extended to: employer networks and representative bodies active in the district; statutory, further and higher education; private sector training bodies; the community and voluntary sector; business support agencies; Jobcentre Plus; Skills Funding Agency; and appropriate housing / infrastructure bodies operating in the city-region with a focus upon the priorities in the economic strategy.

### **Overview and Scrutiny**

A more formal relationship between the KESB and scrutiny will be determined once the Board is established and reporting channels into Overview and Management Scrutiny Committee (OSMC). In developing a relationship and enabling OSMC to maintain an overview of the work of the board, as a minimum, the deputy Chair (or nominated portfolio holder) will attend OSMC to present and discuss the Economy and Skills Board's Annual report.

### **Relationships to Other Boards, Structures and Stakeholders**

The Board will keep in view the most appropriate relationships and links that need to be established. In particular, relationships with the following boards, structures and stakeholders will continue or be developed:

- West Yorkshire Combined Authority and Committees
- Leeds City Region Local Enterprise Partnership Board and Panels
- Leeds City Region European Structural Investment Funds (ESIF) Local Sub Committee
- Kirklees Joint Health and Wellbeing Board