



THE BUSINESS BOARD

BUSINESS BOARD	AGENDA ITEM NO: 1.3
27 JANUARY 2020	PUBLIC REPORT

BUSINESS BOARD MEMBERSHIP UPDATE

1.0 PURPOSE

- 1.1. The purpose of this paper to provide an update on Business Board membership including the recruitment process for the permanent Chair of the Business Board.

<u>DECISION REQUIRED</u>	
Lead Member/s:	Austen Adams, Interim Chair of the Business Board
Lead Officer:	John T Hill, Director of Business and Skills
Forward Plan Ref: N/A	Key Decision: No
The Business Board is recommended to: <ul style="list-style-type: none">(a) Note the appointment of 6 new Business Board members.(b) Note the update on full Business Board membership composition.(c) Approve any subsequent recommendation of the Appointment Panel following the interview of permanent Chair of the Business Board.	

2.0 BACKGROUND

- 2.1. The Business Board member recruitment process started in August 2019. Interviews were conducted in October 2019, following which 6 suitable candidates were identified. At that time, the constitution only permitted a maximum of ten private sector members, meaning only 4 of the 6 candidates could be appointed to the Business Board.

- 2.2. At its meeting on 25th November 2019, Members of the Business Board unanimously resolved to recommend to the Combined Authority that the limit on the number of business representatives on the Business Board of 10, be raised to 12.
- 2.3. At its meeting on 27th November 2019, the Combined Authority resolved to agree the adoption of the single Assurance Framework with an additional amendment of to paragraph 3.3.33 of the Assurance Framework. This amendment had the effect of increasing the number of private sector Business Board members as specified in 2.2 above. This amendment allows for the appointment of the 6 candidates detailed in 2.1 above.

New Appointments to the Business Board

- 2.4. At the Business Board meeting on 25th November 2019, it was confirmed that none of 6 suitable candidates were formally appointed to the Business Board but that the appointments would take place after the membership number of private sector Board members had increased and after completion of due diligence checks. Due diligence checks of the 6 candidates were successfully completed on 6th January 2020. Letters confirming appointment to the Business Board was sent to the 6 candidates on 14th January 2020.
- 2.5. The candidates formally appointed by the Business Board are:

Appointees

- Nitin Patel – Impact Management Consultancy Ltd
 - Nicki Mawby – HR-Your Business Matters
 - Al Kingsley – Net Support
 - Rebecca Stephens – Syntax Communications Ltd
 - Jason Mellad – Start Codon
 - Faye Holland – Cofinitive Ltd
- 2.6. The Business Membership of the Board has an improved diversity with 4 Female members (33%) and with 3 Black, Asian and Minority Ethnic (BAME) members (25%).
- 2.7. Appendix 1 sets out the full biographies for each of the newly appointed private sector members of the Business Board.
- 2.8. Appendix 2 sets out the full Business membership composition of the full Business Board, including Diversity, Sector Specialisms, Company Representation, Company Size (micro, small, medium or large) and Area.
- 2.9. Appendix 3 further maps out Company are representation in terms of place to show the geographical spread of business addresses for all members.
- 2.10. A mandatory LEP Board induction training event was held on 16th January 2020 ahead of the Business Board meeting on 27th January 2020.

2.11. The term of office for private sector Board members will be a maximum of three years, and subject to a maximum of one consecutive term, unless:

(a) they cease to qualify to be a member of the Business Board;

(b) they resign from their membership and communicate this in writing to the Monitoring Officer; or

(c) the Business Board terminates the membership of any private sector representative which it may do at any time,

(d) upon receipt of a vote of no confidence by the Combined Authority Board, the Board must consider whether to terminate the terms of office of the Chair at the next meeting of the Board.

Appointment of Permanent Chair of Business Board

2.12. At its meeting on 22nd July 2019, Austen Adams was appointed as Interim Chair of the Business Board, following an interview process and subsequent recommendations from the Appointment Panel. At that meeting, the Business Board also agreed the process and timetable for the recruitment of permanent Chair of the Business Board.

2.13. The Business Board member recruitment, along with the role of the Chair was advised on 27th August 2019 and published on the Cambridgeshire and Peterborough Combined Authority's (CPCA) website. The advert was also shared via Opportunity Peterborough, Cambridge Wireless, TWI, LEP Network, Growth Hubs Network, One Nucleus, Chamber of Commerce, FSB, IOD (Institute of Directors) and IED (Institute of Economic Development).

2.14. The intent to appoint for the role of Chair of the Business Board was included within the recruitment advert, and clearly set out that the Combined Authority were recruiting for the private sector members and a permanent Chair. Furthermore, the job description included specific sections for the role of private sector members and the role of Chair.

2.15. As part of the recruitment process, no new candidates for membership of the Business Board requested to be considered for the role as Chair. However, one existing private sector Board member requested to be considered for the role.

2.16. That applicant will be interviewed on 22nd January 2020. Given that this date falls after the publication date for Business Board papers, the Business Board is asked to approve any subsequent recommendation of the Appointment Panel at the 27th January 2020 Board meeting.

2.17. The terms of the appointment will be set out in an appointment letter from the Combined Authority to the appointed Chair. The term of office of the Chair will be for two (2) years with one consecutive term permitted upon unanimous vote of the Board members present and voting.

3.0 FINANCIAL IMPLICATIONS

3.1. There are no direct financial implications.

4.0 LEGAL IMPLICATIONS

4.1. The Constitution and Assurance Framework set out the Membership requirements for both private sector Business Board Members and the role of Chair. This includes the recruitment process to be undertaken and appointment arrangements applicable.

5.0 APPENDICES

5.1. Appendix 1 – New Business Board Member Biographies

5.2. Appendix 2 – Full Business Board Member Composition & Representation

5.3. Appendix 3 – Full Business Board Member Company Representation (Map)

<u>Source Documents</u>	<u>Location</u>
Cambridgeshire & Peterborough Combined Authority Constitution	https://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/Constitution-2019-10-24.pdf