

Enterprise M3 Board Meeting

24 September 2020

Enterprise M3 Board Appointments and Governance - Item 6

Enterprise M3 Board is asked to:

NOTE the recent progress being made on Board recruitment, including the recruitment of a new Non-Executive Director for Enterprise M3.

NOTE the current and upcoming sub-group vacancies and progress made in filling the vacancies.

AGREE the appointment of Linda Cheung as Chair of Nominations Committee from November 2020.

AGREE the appointment of Deborah Allen as Chair of the Programme Management Group from November 2020.

AGREE the appointment of Ren Kapur as SME lead and Enterprise Board Lead.

1. Board Recruitment and Membership

- 1.1 The Nominations Committee has continued to update the Board on Board recruitment.
- 1.2 Recruitment of the Non-Executive Director is progressing well. Over 100 people were approached regarding the position and 18 applications were received. Applicants are of a high quality with considerable experience of business.
- 1.3 The Nominations Committee along with the recruitment organisation Green Park, held a longlisting meeting on 1st September 2020 and the interview panel held the shortlist meeting on the 21st September 2020. It is expected that 5 applicants will be interviewed.
- 1.4 Final stage interviews for the Non-Executive Director will take place on the 1st October 2020. The interview panel will be made up of Dave Axam (chair) Linda Cheung, and Kathy Slack.
- 1.5 Board members will be asked to endorse the appointment of the successful NED at the board meeting in November.
- 1.5 Recruitment for the Chair of the Enterprise M3 Board will commence following the successful recruitment of the Non-Executive Director post. We are hoping to recruit before November 2021 to allow a handover period with the existing chair Dave Axam.

2. Sub-Group Vacancies

- 2.1 A number of sub-group vacancies was brought to the attention of the Board at the previous Board Meeting. These being
 - 1 x Resources, Finance and Audit Committee Member
 - 1 x Enterprise and Innovation Action Group Chair
 - 1 x Surrey District Programme Management Group Member
 - 1 x Programme Management Group Chair (From November 2020)

- 1 x Finance South East Steering Group Chair (From November 2020)
- 1 x Nominations Committee Chair (From November 2020)
- 1 x Nominations Committee Member (From November 2020)
- 1 x SME Lead

2.2 The Nominations Committee are continuing to work to identify appropriate Board members to fill these vacancies. Kathy Slack has been in discussion with some members of the Board regarding appointments and capacity to take on additional responsibilities. Three vacancies have been identified as being able to be filled and have been considered by the Nominations committee and their recommendations are below.

2.3 It is recommended that the Board **Agrees the appointment of Linda Cheung to Chair of the Nominations Committee from November 2020**. Linda is an experienced board director and advisor, her knowledge of the Enterprise M3 recruitment processes and Chair experience will serve the Nominations Committee well.

2.4 It is recommended that the Board **Agrees the appointment of Deborah Allen to Chair of the Programme Management Group from November 2020**. Deborah acts as Deputy Chair for the main Board and has been a member of PMG since she joined Enterprise M3. Her experience with BAE Systems specifically her oversight on their Governance Framework and policies will be of great benefit to the PMG.

2.5 It is also recommended that the Board **Agrees the appointment of Ren Kapur as SME Lead and enterprise board lead. The EM3 team are reviewing Enterprise and Innovation Action Group**. Ren was appointed the National Champion for Business Administration and Finance in 2009 and has years of experience supporting others through enterprise and bringing together corporate, government and charity stakeholders at the most senior levels on a national and local level. She represents the FSB at a national level and is well placed to be the lead for SMEs. Ren is already playing a key role in supporting the enterprise activities of the team.

2.6 Should the recommendations within this paper be approved, a further two vacancies will become open which are; 1 x PMG member and 1 x Nominations Committee member.

2.6 Further appointments shall be brought before the Board in due course to ensure that the Enterprise M3 sub-groups can continue to operate robustly.

Jordan Tame,

Governance and Assurance Manager

16th September 2020