

Enterprise M3 Board Meeting

2 February 2023

Board Appointments and Governance – Item 10

The Board are asked to:

APPROVE the renewal of the terms of appointment for Julie Baker until January 2026 and Virginia Barrett until March 2026

AGREE the proposed process for succession planning for those Board Members due to retire in the next 12-months

NOTE the review of the Assurance Framework scheduled during the next 12-months

1. Nominations Committee

1.1. The Nominations Committee met on 10 January to discuss the forthcoming renewals and retirements due to take place over the next 12 months and consider a succession plan for those Board Directors due to retire.

2. Current Board Membership and Vacancies

2.1. There are currently 18 Board Directors as set out below.

Board member	Company	Qualifications	Female	Private sector
Michael Queen	University of Surrey	Private Sector		Y
Debbie Allen	BAE Systems	Private Sector	Y	Y
Julie Baker	NatWest	Private Sector	Y	Y
Stacey King	City Fibre	Private Sector	Y	Y
Linda Cheung	Intrapreneur Nation	Private Sector	Y	Y
Barney Ely	Hays Recruitment	Private Sector		Y
Daniel Ruiz	ANGOKA Ltd	Private Sector		Y
Ross McNally	Hampshire Chamber of Commerce	Business Support		Y
Cllr Natalie Bramhall	Surrey County Council	Public Sector	Y	
Cllr Phil North	Test Valley Borough Council	Public Sector		
Virginia Barrett	Fboro College of Technology	Further Education	Y	Y
Sarah Jane Chimbwandira	Surrey Wildlife Trust	Third Sector	Y	Y
Cllr Roz Chadd	Hampshire County Council	Public Sector	Y	
Cllr Julia McShane	Guildford Borough Council	Public Sector	Y	
Cllr Paul Follows	Waverley Borough Council	Public Sector		
Ren Kapur	X-Forces/FSB	Business Support	Y	Y
Mark Smith	University of Southampton	Higher Education		Y
Cllr Martin Tod	Winchester City Council	Public Sector		

	18	10	12
Vacancy - private sector		EM3 position: 55.5%	66.6%
		Target: 50.0%	66.6%

- 2.2. The current membership meets the target for two thirds private sector Board members and exceeds the requirement of equal representation of female representation on the Board by the beginning of 2023.

3. Board Director Terms of Office

- 3.1. There are a number of Board Directors due to renew their term for a further 3-years and two due to retire in the next 12 months:

Board Director	Renewal/ Retirement Date	Action taken or to be taken	Lead
Julie Baker	Renewal – January 2023	Julie confirmed she would like to renew for a further 3-year term	Sue Littlemore
Virginia Barrett	Renewal – March 2023	Virginia confirmed she would like to renew for a further 3-year term	Stephen Martin
Sarah Jane Chimbwandira	Renewal – March 2023	Meeting to discuss renewal for a further 3-years on 31 January	Michael Queen
Ren Kapur	Renewal – July 2023	Meeting to be arranged to discuss renewal for a further 3-years	Sue Littlemore
Linda Cheung	Retirement – July 2023	Discussion on succession planning for new private sector Board member	Nominations Committee
Daniel Ruiz	Renewal – November 2023	Meeting to be arranged to discuss renewal for a further 3-years	Sue Littlemore
Ross McNally	Retirement – January 2024	Discussion on succession planning for new business support Board member	Nominations Committee

- 3.2. The Board are asked to approve the renewal of appointments for Julie Baker until January 2026 and Virginia Barrett until March 2026. Michael Queen will provide a verbal update at the Board meeting following his discussion with Sarah Jane Chimbwandira being held on 31 January.
- 3.3. Sue Littlemore will meet with Ren Kapur and Daniel Ruiz ahead of the end of their initial 3-year term to confirm if they wish to renew for a further 3 years.
- 3.4. The Nominations Committee discussed the filling of vacancies following the retirement of Linda Cheung in July 2023. The [Enterprise M3 assurance framework](#) (para 4.2) states:
- “Business Board member vacancies are advertised widely using such measures as the Enterprise M3 website and recruitment agencies. Business Board members are selected following applications and interview by the Chair and at least one other Board Member. The Enterprise M3 Board appoint business board representatives to be members of the board.”
- 3.5. It was proposed that work should start now to look at options for advertising, checking costings and ensuring the necessary procurement requirements are in place. As there is currently a private sector vacancy on the Board (following the resignation of Jim McAllister) it was suggested that if there are a number of suitable candidates identified as part of the interview process then either 1 or 2 private sector Board Directors could be appointed. If 2 were appointed, this would bring the total number of Board Directors up to 19.
- 3.6. Ross McNally is due to retire in January 2024 and previous practice for replacement of business support Board Directors has been that vacancies are advertised publicly on the Enterprise M3 website and letters and role profiles are sent to business representative organisations. It was proposed that this practice continue and work on succession planning for this vacancy would begin later in the Autumn.
- 3.7. The Board is asked to agreed these proposals for succession planning for the vacancies created by Linda Cheung in July 2023 and Ross McNally in January 2024.

3.8. The dates of appointments, renewals and retirements of all Board Directors is attached at Appendix A.

4. **Enterprise M3 Assurance Framework**

4.1. The Board are asked to note that the Enterprise M3 Assurance Framework will be reviewed and updated over the next 12 months.

Justine Davie
Office Manager
19 January 2023

Enterprise M3 Board Members Appointment/Renewal/Retirement Dates

Name	Company	Qualifications	Date Appointed	Appointment Renewed	Date for Renewal/ Retirement
Julie Baker	NatWest	Private Sector	30 Jan 2020		Jan 2023
Virginia Barrett	Farnborough College of Technology	Further Education	26 Mar 2020		Mar 2023
Sarah Jane Chimbwandira	Surrey Wildlife Trust	Third Sector	26 Mar 2020		Mar 2023
Ren Kapur	X-Forces/FSB	Business Support	30 Jul 2020		Jul 2023
Linda Cheung	Intrapreneur Nation	Private Sector	25 May 2017	July 2020	Jul 2023
Daniel Ruiz	ANGOKA Ltd	Private Sector	26 Nov 2020		Nov 2023
Ross McNally	Hampshire Chamber of Commerce	Business Support	25 Jan 2018	Jan 2021	Jan 2024
Mark Smith	University of Southampton	Higher Education	2 Apr 2021		Apr 2024
Deborah Allen	BAE Systems	Private Sector	24 May 2018	May 2021	May 2024
Barney Ely	Hays Recruitment	Private Sector	24 May 2018	May 2021	May 2024
Stacey King	City Fibre	Private Sector	24 May 2018	May 2021	May 2024
Michael Queen	University of Surrey	Private Sector	1 Aug 2021		Aug 2024
Cllr Phil North	Test Valley Borough Council	Public Sector	1 Oct 2021		Oct 2024
Cllr Roz Chadd	Hampshire County Council	Public Sector	4 Aug 2022		Aug 2025
Cllr Natalie Bramhall	Surrey County Council	Public Sector	6 Oct 2022		Oct 2025
Cllr Paul Follows	Waverley Borough Council	Public Sector	6 Oct 2022		Oct 2025
Cllr Julia McShane	Guildford Borough Council	Public Sector	6 Oct 2022		Oct 2025
Cllr Martin Tod	Winchester City Council	Public Sector	1 Dec 2022		Dec 2025