

<b>Meeting title</b>		<b>GFirst LEP Board</b>	
<b>Date/time/venue</b>		25/08/2021 – 8:30am to 10.30am Via Zoom	
<b>Attendees</b>		<p><u>Members:</u> Diane Savory (DS) <i>Chair</i>, Richard Cook (RC), Cllr Doina Cornell (DC) Ruth Dooley (RD), Jim Grant (JG), Rob Loveday (RL), Ian Mean (IM), Jenny Raymond (JR), Neill Ricketts (NR), Lyndon Stowe (for Mark Hawthorne) (LS) &amp; Mike Warner (MW)</p> <p><u>In attendance:</u> David Owen (DO), Dev Chakraborty (DCh), Sarah Danson (SD), Patrick Forde (PF), Neil Hopwood (NH), Anwen Jones (AJ) &amp; Emily Manser (EM)</p>	
<b>Apologies</b>		Karen Campbell (KC), Pete Carr (PC), Carl Creswell (CC), Steve Mawson (SM), Emma Hanby (EH), Mark Hawthorne (MH), Russell Marchant (RM) Deborah Potts (DP), Adam Starkey (AS) & Lorrin White (LW),	
<b>No.</b>	<b>Item</b>	<b>By</b>	<b>Who</b>
1)	<b>Welcome &amp; introduction</b> – In her last Board meeting as LEP Chair, DS thanked the Board for their continued passion, enthusiasm and support and congratulated her successor, Ruth Dooley.		
2)	<b>Minutes of:</b> Minutes of the last LEP Board meeting on 29 <sup>th</sup> June 2021 - were approved as a true and accurate record.		
3)	<p><b>Declarations of interest available on the GFirst LEP website –</b></p> <p><a href="https://www.gfirstlep.com/about-us/the-board/register-of-members-interests/">https://www.gfirstlep.com/about-us/the-board/register-of-members-interests/</a></p> <p>Please declare any pecuniary or personal interests relating to specific matters on the agenda.</p> <p>GFirst LEP website Board pages – <a href="https://www.gfirstlep.com/about-us/the-board/">https://www.gfirstlep.com/about-us/the-board/</a></p> <p>DCh asked all Board members to check their profiles on the LEP website to make sure they were up to date. Any amendments should be sent to Dev.</p>	<b>ALL</b>	27 <sup>th</sup> Sept 2021
4)	<p><b>Board Recruitment and Membership (DO)</b></p> <p>Background: The membership of the GFirst LEP board is as set out below. All LEP Board members are also directors of GFirst LEP CiC Ltd.</p> <p>A. 1 x Chair (private sector) B. 1 x Leader of Gloucestershire County Council</p>		

- C. 1 x District Leader representing Gloucestershire’s six District Councils
- D. 1 Appointee from Higher Education
- E. 1 Appointee from Further Education
- F. 1 Appointee from the Voluntary & Community Sector
- G. 8 Private sector representatives

Due to the exceptional circumstances of the pandemic, and with the agreement of Government, all board members had terms of office extended to 31st August 2021.

**i) Appointment of Chair**

The process for appointment of Chair is for a selection panel (consisting of an independent business person, a senior executive of local authorities, one LEP private sector board member - advised by the LEP Chief Executive) to make the appointment on behalf of the LEP Board. Interviews were held in July of 2021 by a panel consisting of Professor Chris Gaskell (Warden of the Honourable Company of Gloucestershire and former Vice Chancellor of the Royal Agricultural University), Pete Bungard (Chief Executive of Gloucestershire County Council), and Jenny Raymond (HCR and LEP private sector board member).

In addition, the selection panel took advice from a separate presentation panel.

The unanimous decision of the selection panel was to appoint Ruth Dooley as Chair of GFirst LEP. This was unanimously supported by the presentation panel. Ruth’s first term of office as Chair will run from 1st September 2021 until 31st August 2024.

The Board noted the appointment of Ruth Dooley as Chair of the LEP.

**ii) Changes in Local Authority Membership**

Steve Jordan of Cheltenham Borough Council stepped down from the board following the local elections in May 2021. District authorities have approved the appointment of Doina Cornell, Leader of Stroud District Council as their representative and the appointment of Richard Cook, Leader of Gloucester City Council as observer to the board.

There is no time restriction on the term of office for local authority members.

The Board noted the changes to local authority membership.

**iii) Appointment of new board members**

On the 31st August 2021 four current private sector board members come to the end of their permitted terms on the board: Diane Savory, Adam Starkey, Rob Loveday and Mike Warner. Lorrin White, due to changes in personal circumstances, has also decided to step down from the board at the same time.

The recruitment process for new private sector board members took place between April and July of 2021. After an extensive selection process, and following discussion with the new Chair designate of GFirst LEP, the recommendation of the selection panel is to appoint the following four private

sector board members to serve a first term from 1st September 2021 to 31st August 2024:

- **Tyler Attwood**, Founder/Director of Your Next Move Ltd
- **Nicola Bird**, Founder and MD of Accxel Ltd; Safety and Business Development Director of Bell Contracting
- **Matt Charman**, Head of Public Sector Marketing of Google
- **Joe Roberts**, Director of Roberts Limbrick Ltd

**Decision:** The Board unanimously approved the appointment to the Board of Tyler Attwood, Nicola Bird, Matt Charman and Joe Roberts.

**iv) Re-selection of Private sector board members**

Ian Mean and Jenny Raymond left the meeting

Two private sector board members first terms of office should have ended prior to the 31st August 2021 extension: Ian Mean and Jenny Raymond. The board are asked to approve the re-selection of Jenny and Ian for a second term of office. The second term for Jenny will end on 9th November 2023 and the second term for Ian will end on 7th August 2024.

**Decision:** The Board unanimously approved the re-selection of Jenny Raymond and Ian Mean.

Ian Mean and Jenny Raymond re-entered the meeting

**v) Re-selection of VCS board member**

The VCS board member's first term of office should also have ended prior to the 31st August 2021 extension: Deborah Potts. The board are asked to approve the re-selection of Deborah for a second term of office. The second term for Deborah will end on 9th November 2023.

**Decision:** The Board unanimously approved the re-selection of Deborah Potts.

**vi) Re-appointment of Education board members**

The Higher Education (HE) board member's first term of office should also have ended prior to the 31st August 2021 extension: Russell Marchant. The appointment of the HE board member is subject to recommendation by the three higher education institutions based in Gloucestershire (Hartpury, RAU, UoG). The board are asked to approve, subject to the recommendation of the three higher education institutions, the re-selection of Russell for a second term of office. The second term for Russell will end on 11th September 2023.

**Decision:** The Board unanimously approved the re-selection of Russell Marchant, subject to the recommendation of the higher education institutions.

Jim Grant left the meeting

The Further Education (FE) board member's first term of office will end on 1st September 2021: Jim Grant. The appointment of the FE board member is subject

	<p>to recommendation by the further education colleges based in Gloucestershire. The board are asked to approve, subject to the recommendation of the further education colleges, the re-selection of Jim for a second term of office. The second term for Jim will end on 31st August 2024.</p> <p><b>Decision:</b> The Board unanimously approved the re-selection of Jim Grant, subject to the recommendation of the further education colleges.</p> <p>Jim Grant re-entered the meeting</p>		
5)	<p><b><u>AOB</u></b></p> <p>i) Employment Charter – IM praised the recent work of the Skills Advisory Panel and in particular the work being done on creating an Employment Charter for Gloucestershire.</p> <p>ii) The Cyber Conference – JR highlighted a forthcoming event organised by HCR and invited Board members to attend;  <a href="https://www.hcrlaw.com/event/the-cyber-conference/">https://www.hcrlaw.com/event/the-cyber-conference/</a></p>		

**Future Board meeting dates for 2021:**

- Tuesday 28<sup>th</sup> September 2021, 8.30am to 10.30am
- Tuesday 7<sup>th</sup> December 2021, 8.30am to 10.30am