

**LEP Business Nominations Committee meeting
Appointment of Chair and Vice Chair of West of England LEP
Minute of Meeting: Monday 27 September 2021**

ANNEXE 1

Business Nominations Committee Members present:

Richard Bonner (Chair)
Neil Douglas (Business Board Member)
Zoe Metcalfe (Business Board Member)
Joanne Rumley (Business Board Member)

In attendance:

Patricia Greer (Chief Executive)
Lynda Bird (Lead Officer)

Background

1. The Business Nominations Committee (BNC) is a sub-board of the Local Enterprise Partnership (LEP). Membership is formed of the current Chair and at least two business board members (who have not expressed an interest in the role of Vice Chair).
2. The West of England Local Growth Assurance Framework states the following:
The LEP Chair in consultation with the Business Nominations Committee (which is the only sub-Board of the LEP Board) is responsible for nominating business members including the vice chair, and the Higher Education representative, for approval by the LEP Board.
3. LEP Board Business members were contacted on 27th August 2021 and invited to submit expressions of interest for the role of Vice Chair, no later than Friday 3rd September 2021.
4. Expressions of interest were received from Professor Sue Rigby, Vice Chancellor, Bath Spa University and Katharine Finn, Assurance Partner, PWC. These were discussed informally with LEP Business Board Members on Monday 6th September. Board Members were supportive of both applications and discussed the opportunity to appoint two Vice Chairs.

Discussion

5. The Business Nominations Committee welcomed both applications. They noted the following:
 - a. Katharine Finn had proposed a renewal of her Vice Chair position for a period of 12 months, to offer a point of continuity to support the new Chair
 - b. Sue Rigby is the current Higher Education representative for the LEP Board and the Committee were keen to retain the strong links with this sector

Recommendation

The recommendation of the Business Nominations Committee is as follows:

- To nominate Sue Rigby and Katharine Finn as the Vice Chairs of the West of England Local Enterprise Partnership, commencing from 6th October 2021, for the following terms:
 - Katharine Finn to be appointed for a term of 12 months
 - Sue Rigby to be appointed for a term of three years