



CONFIDENTIAL

BUCKINGHAMSHIRE LEP (BLEP) REMUNERATION AND NOMINATIONS SUB GROUP MEETING

Held Monday 29 June 2020 from 2pm via Zoom

- Present:** Andrew Smith (Chair) (AS)
 Cllr Steve Bowles (SB)
 Michael Garvey (MG)
 Richard Harrington (RH)
- In attendance:** Sarah Fraser (SF)

MINUTES

ACTION

1 OBJECTIVE SETTING/APPRaisal SYSTEM

1.1 Objectives

RH provided an update to the Sub Group on the suggested 2020/21 objectives previously circulated and structured round the 4 areas assessed within the LEP Annual Performance Review. It was noted no weightings have been applied to the 4 individual areas.

The Sub Group agreed the objectives as presented and asked that RH use these to develop and cascade objectives for each of the BLEP team members.

RH

1.2 Appraisal Process

Further to the Buckinghamshire LEP’s incorporation, it was confirmed the company now needs to ensure appropriate HR systems are in place to manage the LEP’s staff, including an appraisal process.

It was agreed that in its first year of operation the Buckinghamshire LEP will mirror Buckinghamshire Council’s appraisal system (the majority of the BLEP team having previously been employed through Buckinghamshire County Council and, therefore, familiar with this system) and will seek to develop its own system over the coming year.

RH

2 VICE CHAIR APPOINTMENT

Further to his application, the Remuneration and Nomination Sub Group interviewed Adrian Brown for the position of Vice Chair of the Buckinghamshire LEP Board.

The panel considered Adrian had significant good and relevant skills applicable to the role, particularly in terms of delivery, that he had a good knowledge of the various agenda being addressed by the Buckinghamshire LEP Board, would be a good advocate for business (important for the BLEP Board) and that he had both the desire and capacity to undertake the role.

It was suggested consideration be given to sharing the supplementary roles currently undertaken by MG in his capacity as BLEP Vice Chair across the breadth of private sector BLEP Board members to ensure capacity and resilience.

The panel noted the potential conflict of interest for Adrian with his current role in Berkeley Homes, particularly with regards to speculative land acquisition, but felt this could be managed effectively through the current BLEP Declaration of Interests policy.

The panel also noted that appointment of Adrian to the role of Vice Chair may impact on recruitment to the role of Chair in terms of ensuring complementary skill sets.

It was agreed:

- **To recommend to the BLEP Board on 30 July 2020, the appointment of Adrian Brown as Buckinghamshire LEP Vice Chair, Adrian taking up this role on 1 September 2020 to undertake a 3-month handover with Michael Garvey until 4 December 2020.**
- **RH will confirm the panel's decision (and the recommendation to be made to the BLEP Board) to Adrian and agree the realistic amount of time that Adrian will be able to dedicate to the role.**

AS

RH

3 ANY OTHER BUSINESS

Nothing of note.

4 DATE OF NEXT MEETING

- **Wednesday 26 August 2020, 1.30-3pm, via Teams**