



REPORT TO THE NORTH WALES ECONOMIC AMBITION BOARD

12 APRIL, 2019

TITLE: *Business Delivery Board*

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1. PURPOSE OF THE REPORT

- 1.1. The purpose of the report is to set out the role and remit of the Business Delivery Board (currently named the Business Delivery Group). It also outlines the proposed recruitment process to select the Chair and Members of the Business Delivery Board.
- 1.2. The Business Delivery Board is an integral part of the governance arrangements that has been established to develop and deliver the Growth Vision for North Wales, including the Growth Deal.
- 1.3. The Business Delivery Board will directly advise the North Wales Economic Ambition Board, who will be obliged to consider its advice. It must be outward looking and well-connected beyond the region. This will enable it to bring expertise and potential investment into the region, drawing on the experience of its members.
- 1.4. The Board was established in shadow form over 6 months ago and has already made a significant contribution to the development of the Implementation Plan and the individual OBCs. The aim now is to formalise the arrangements and firmly establish the Business Delivery Board as a key part of the governance framework to deliver the Growth Vision for North Wales.

2. DECISION SOUGHT

- 2.1. To approve the proposed role and responsibilities of the Business Delivery Board.
- 2.2. To approve the recruitment process for the Chair of the Business Delivery Board as set out in the report and to delegate authority to the Chief Executive of the Accountable Body to undertake the recruitment exercise.
- 2.3. To approve the recruitment process for Board Members as set out in the report and to delegate authority to the Chief Executive of the Accountable Body to undertake the recruitment exercise once the Chair has been appointed.
- 2.4. To confirm the use of up to £20,000 per annum from the North Wales Economic Ambition Board's 'Project Development and Support' budget to support the establishment of the Business Delivery Board.
- 2.5. To delegate authority to the Chief Executive of the Accountable Body to determine the remuneration arrangements for the Chair, in consultation with the Chair and Vice-Chair of the North Wales Economic Ambition Board.

3. REASONS FOR THE DECISION

3.1. As set out in the report.

4. BACKGROUND AND RELEVANT CONSIDERATIONS

4.1. Role and Remit

4.1.1 The Business Delivery Board will act as the voice of the business and employers in the region, working closely with organisations such as CBI North Wales, West Cheshire & North Wales Chamber of Commerce and the North Wales & Mersey Dee Business Council.

4.1.2 It will have a key role in challenging and advising the North Wales Economic Ambition Board on matters relating to the Growth Vision and Growth Deal.

4.1.3 The Board will articulate the needs of businesses in North Wales, highlighting the barriers to growth, as well as bringing forward ideas and proposals.

4.1.4 The Board is a key part of the Growth Deal governance apparatus and performs an important two-fold role:

- To ensure the voice and wishes of business shape and influence the Growth Vision for North Wales and the Growth Deal package and delivery;
- To ensure that opportunities galvanised and catalysed by the development of the Growth Deal can be accessed and led by businesses.

4.1.5 The Board is committed to optimising the opportunities within the Growth Deal, and promoting investment leverage from companies, enterprises and businesses.

4.1.6 Its membership will include representatives from the growth and foundations economic sectors across the region.

4.1.7 Its programme of work (which will be set out in an annual business plan) will demonstrate clearly the private sector opportunities stemming from the delivery of the Growth Vision and Growth Deal.

4.1.8 It will strengthen the profile of the business voice and input into the Growth Deal, in order that whilst it is politically-led, it is business and industry driven and delivered.

4.1.9 The Board will ensure that investment in growth is informed and shaped by business for business.

4.1.10 The Chair of the Board will be an advisory member of the North Wales Economic Ambition Board and will play a key role in providing leadership and key relations with Welsh Government and the UK Government. The post of Chair will be advertised and publicly appointed.

4.1.11 The constitution and role of the Board within the governance of the Growth Deal and its inter-relationship with the Joint Committee will be encapsulated in Governance Agreement 2.

4.2. Key Responsibilities

4.2.1 The Business Delivery Board will be responsible for:

- Reviewing and shaping the Growth Vision for North Wales;
- Provide review and challenge to the portfolio of projects proposed within the Growth Deal;
- Provide an advocacy role, promoting the region as a prime investor and visitor location and working with partners to increase the value and quality for inward investment;
- Provide advice on proposed intervention from other key stakeholders, including Welsh Government;
- Promoting the uptake of external funding sources to deliver interventions across the region;
- Oversee the production of business cases and put forward recommendations directly the North Wales Economic Ambition Board;
- Working with other key regional private sector organisations, e.g. CBI North Wales.

4.3. The Chair of the Board

4.3.1 An interim Chair has been in place since December 2018.

4.3.2 The new Chair will be appointed on a two-year fixed term basis, with the maximum number of terms limited to two.

4.3.3 The time commitment, whilst flexible, is assumed to be an average of 1 day a week, though the level of commitment will fluctuate across the term.

4.3.4 The role will be remunerated at a level which reflects the significance of the role.

4.3.5 The Chair will be responsible for:

- Leading the Board, ensuring it fulfils its responsibilities;
- Chair meetings of the Board, collecting views expressed by each stakeholder group and where necessary arriving at a consensus;
- Communicating and representing the recommendations of the Board on the North Wales Economic Ambition Board;
- Being a “business” figurehead and champion of the region both nationally and internationally.

4.3.6 The Chair should have the following background and experience:

- Be a member of the private sector business community;
- Have extensive senior leadership experience;
- Have a wide network of public, private and government contacts which extends beyond the region.

4.3.7 Strategic, research, policy and media support will be provided to the Chair and the Business Delivery Board by the Programme Office (once fully established).

- 4.3.8 Both the UK Government and Welsh Government will be consulted on the appointment of the Chair. The process will be overseen by the North Wales Economic Ambition Board.
- 4.3.9 The Chair will be appointed in accordance with the acknowledged standards for public appointments, including an open advert.
- 4.3.10 The Board will consist of a Chair and between 9-12 members.

4.4. Selecting the Business Delivery Board Members

- 4.4.1 The selection process must be open and transparent, accompanied by the selection criteria listed below.
- 4.4.2 The Appointment Panel will consist of the Chair and Vice-Chair of the North Wales Economic Ambition Board and the Chair of the Business Delivery Board. The Panel will put forward recommendations to the Economic Ambition Board for approval of the most suitable candidates to appoint.
- 4.4.3 The Board Membership role will be advertised publicly to encourage a diverse range of applications. The collective set of skills and experience of the Board will be a key consideration.
- 4.4.4 Collectively, the Board should have the following knowledge and skills:
- Understanding of the economy of North Wales and an appreciation of opportunities in the growth and foundation economic sectors across the region;
 - A wide network of contacts across the UK and internationally;
 - Experience of analysing and assessing commercial, technical and financial information in order to provide quality advice to decision makers;
 - Experience of providing impartial advice on projects and initiatives, particularly in relation to their viability and impact on economy and employment issues.
- 4.4.5 In appointing members consideration will be given to establishing a membership which as far as possible is balanced overall so that it reflects and represents the whole of the geographical area of North Wales its business sectors and communities and this will need to be taken into account during the appointment process.

4.5. Conflict of Interest

- 4.5.1 To allow the Business Delivery Board to undertake all its function, a clear distinction will be drawn between those involved in specific project development and those preparing recommendations on those projects to the North Wales Economic Ambition Board. A robust system of declaration of conflict of interest will be put in place. In addition, Advisors to the Economic Ambition Board are governed by a Code in relation to personal interests. Members appointed to the Business Delivery Board will be expected to comply with the same provisions.

4.6. Next Steps

- 4.6.1 The next steps will involve advertising the role for Chair. The process would be as follows:
- The North Wales Economic Ambition Board to approve a proposed recruitment process, based on the process set out above;
 - Advertise the position for 2 weeks;

- The North Wales Economic Ambition Board to undertake shortlisting assessment, and to undertake interviews;
- To consult with the UK and Welsh Governments;
- The North Wales Economic Ambition Board to approve the appointment of the preferred candidate.

4.6.2 The proposed annual cost for supporting the Chair, and other associated Business Delivery Board costs, is £20,000 p.a. This is based on a review of the UK LEPs and other Growth Partnerships. The remuneration of the Chair will be negotiated, but will be limited by the resources allocated to the Business Delivery Board. This will cover the costs such as expenses and attendance allowances.

5. FINANCIAL IMPLICATIONS

5.1. The proposed annual cost for supporting the Chair, and other associated Business Delivery Board costs, is £20,000 per annum.

6. LEGAL IMPLICATIONS

6.1. The Business Delivery Board will act as a consultative and advisory body to the Economic Ambition Board. It will have no delegated decision making power. It is important to note that the decision to create the Business Delivery Board as a consultative and advisory body, will give rise to the legitimate expectation that the North Wales Economic Ambition Board will take into consideration the views of the Business Delivery Board when making decisions. This is also addressed by the proposed appointment of the Chair as Advisor to the Economic Ambition Board.

6.2. The Regional cabinet will need to be satisfied that it can meet all the costs of the Business Delivery Board from its Annual Budget

6.3. Legal advice should be sought on the proposed terms and conditions of those appointed to the Business Delivery Board.

7. STAFFING IMPLICATIONS

7.1. None at this stage.

8. IMPACT ON EQUALITIES

8.1. The recruitment processes will be undertaken in compliance with the Partners duties under the provisions of the Equalities Act 2010.

9. CONSULTATIONS UNDERTAKEN

9.1. A meeting of the Executive Officers' Group on the 29th March, 2019 agreed that this report should be submitted to the North Wales Economic Ambition Board for consideration.

APPENDICES:

None.

STATUTORY OFFICERS RESPONSE:

i. Monitoring Officer – Accountable Body:

“As stated in the report this moves to set the Business Delivery Board on a formal footing as part of the developing structure of the project. It appropriately sets out a process which will be governed by a transparent and fair appointments process and reflects the key role of the body in the governance of the project. As reported these arrangements will form the basis for incorporation into the second Governance Agreement, GA 2.”

ii. Head of Finance – Accountable Body:

“The Board may decide to use part of its ‘Project Development and Support’ budget for the Business Delivery Board Chair’s remuneration package, as noted in part 2.4 of the report.”