

Greater Cambridge – Greater Peterborough Local Enterprise Partnership Terms of Reference: Board

Aspirational Target:

The Greater Cambridge, Greater Peterborough Local Enterprise Partnership aims to create an economy with 100,000 major businesses creating 160,000 new jobs by 2025, in an internationally significant low carbon, knowledge-based economy and wherever possible balancing those sectors with advanced manufacturing and services.

Purpose:

- To understand the local economy and the barriers to economic growth
- To provide a means by which business can reach a common view with other sectors such as public, education and community on how to best tackle those barriers
- To identify bold and innovative solutions to help the local economy achieve its economic potential
- To identify ways of funding those solutions
- To seek to influence government policy at all levels to address the actions needed to achieve our economic potential

Way of working:

We will be business-led and operate in a business-like, non-bureaucratic fashion.

We will devolve decisions to the most appropriate level.

Board meetings:

The Board will:

- Meet monthly, to be reviewed after one year
- For two hours duration

Minutes will be distributed within 1 week of the Board meeting and any changes made prior to the following board meeting.

Board papers plus agenda and minutes to be submitted to Board members 1 week prior to the forthcoming meeting.

Approved and non confidential papers and minutes to be available on the web site 1 week prior to the forthcoming meeting.

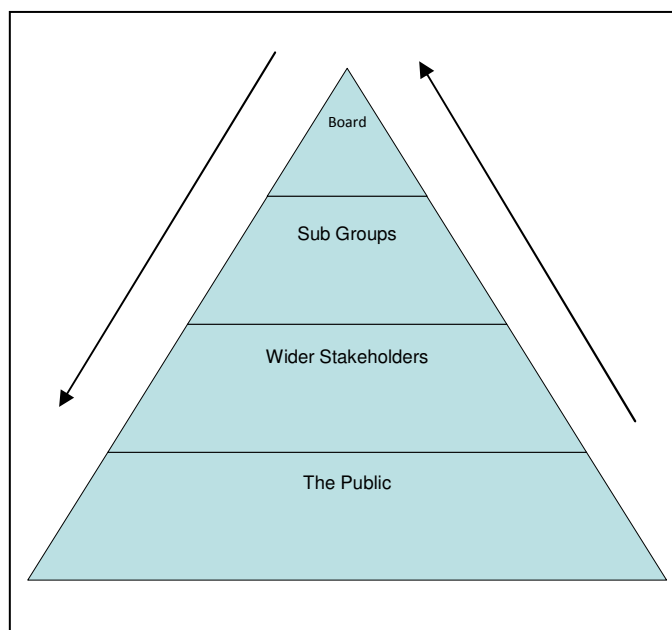
Board meetings are confined to Board members apart from external presenters and observers which have been agreed with the Chairman prior to the meetings.

Board strategic away day:

Normally 1 per year with an external facilitator.

Wider Engagement:

By necessity, the Board has few members, and can only be the starting point for how the LEP engages with the wider community. The diagram and paragraphs below explain how the LEP will broaden its engagement, whilst respecting the key role of the Board itself.



The aim is for the LEP to be a listening organisation – taking in views from the widest possible group of stakeholders.

Sub-Group involvement/ activity:

A number of sub-groups are to be established which will be a means of securing greater involvement of Local Authorities, Further and Higher Education, businesses and third sector organisations. These sub-groups will help to formulate the LEP strategy going forward.

Public and businesses awareness and transparency:

Apart from minutes and papers being available on the web site, two public meetings are to be held in the same week in September / October, one covering the Greater Cambridge area and one covering the Greater Peterborough area.

The Chairman and /or officers will respond positively to any invitations to local authority meetings, or to board meetings of other organisations, to update them on the LEP's work.

Board appointments:

A Vice Chair will be appointed to act in Chair's absence.

The Business, Voluntary and Education sector members to be agreed by a Board nominations committee.

Local authority members to the Board to be agreed by vote of local authority leaders.

National LEP network:

The Chairman, on behalf of the Board will represent the Greater Cambridge and Greater Peterborough LEP at national network meetings/events.

Issues that will need to be agreed though not necessarily in this document:

- Where a vote is required - simple majority with casting vote for Chair
- Quorum for meetings shall be eight Board members
- Terms of board appointments
- Appointment (other than LA members) to be made by a nominated committee (subset of the Board plus an independent member)

Terms of Appointment:

Chair: 2 years

Other Board members: 1 year + either 1 or 2 further years

Normal practice: 2 terms of office as a maximum