

# Ebbsfleet Development Corporation

<b>Board Meeting Part One</b>			
<b>Date of meeting :</b>	<b>21/04/2015</b>	<b>Agenda item :</b>	<b>EDC /15/ 003/A</b>
<b>Title of paper</b>	<b>Appointment of Chief Executive</b>		
<b>Presented by</b>	<b>Michael Cassidy, Chairman</b>		
<b>Sub-committee</b>	<b>Not applicable</b>		

## Introduction

1. This paper invites the Board to ratify the selection of Robin Cooper as the Ebbsfleet Development Corporation's Chief Executive.

## Background

2. The Local Government Planning and Land Act 1980 gives the Corporation authority to appoint its own staff.<sup>1</sup> The Secretary of State will be responsible for setting an overall headcount limit (see paper EDC 15 / 009) and will wish to approve certain key appointments (particularly those of the Chief Executive and Directors).
3. In order to expedite the appointment of a Chief Executive, DCLG conducted a recruitment process before the Corporation was established. This began in mid-January and concluded in mid-March. Recruitment consultants (Green Park) were appointed to assist with the search.
4. A panel was convened under my chairmanship to select the successful candidate. After carrying out shortlisting and interviews, our unanimous decision was that Robin Cooper, currently Deputy Chief Executive of Medway Council, should be appointed.
5. Our decision was then approved by the Secretary of State, the Chancellor of the Exchequer and the Prime Minister, and was announced in a Written Ministerial Statement to Parliament on 26 March.<sup>2</sup>
6. Robin has confirmed that he is willing to accept the role on the terms proposed. He is able to take up post on 22 June.
7. In addition, the Secretary of State decided to appoint Robin as a member of the Corporation's Board on an ex officio basis. This was also announced on 26 March. The appointment will take effect once Robin takes up post as Chief Executive.

## Recommendation

8. That the Board agrees to appoint Robin Cooper as Chief Executive with effect from Monday 22 June 2015.

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<sup>1</sup> See paragraph 11 of Schedule 26 to the 1980 Act.

<sup>2</sup> <http://tinyurl.com/pyrbb7s>

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<b>Date of meeting :</b>	<b>21/04/2015</b>	<b>Agenda item :</b>	<b>EDC/15/003/B</b>
<b>Title of paper</b>	<b>Appointments to Board committees</b>		
<b>Presented by</b>	<b>Michael Cassidy, Chairman</b>		
<b>Sub-committee</b>	<b>Not applicable</b>		

## **Introduction**

1. Paper 015/004/K invites the Board to approve the terms of reference for the Audit and Risk Assurance Committee. This paper invites the Board to make appointments to that Committee.
2. This paper also invites the Board to agree in principle to make appointments to other committees once they are formed.

## **Background**

### Audit and Risk Committee (ARAC)

3. All Arms Length Bodies are required to have an ARAC. It must have at least three members, at least two of whom must be non-executive Board members. Good practice is that the chair and at least one other member of the ARAC should have relevant experience.

### Remuneration Committee

4. Many Arms Length Bodies have established a Remuneration Committee to advise the Board on pay and reward matters. It would be helpful to have a Remuneration Committee in place in reasonably short order to oversee the development of the Corporation's pay structure and reward policies. My intention is to invite the Board at its next meeting to consider draft terms of reference for a Remuneration Committee.

### Investment Committee

5. There is no requirement to set up an Investment Committee, but it might prove helpful for the Board to be able delegate detailed investment decisions and project monitoring to committee level. Again, I intend to return to this at the Board's next meeting.

### Planning Committee

6. A Planning Committee will need to be formed when the Corporation's development management functions are activated in July. Under the proposals that have been drawn up so far, the Planning Committee will consist of three Board members,

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three members nominated separately by the local authorities, and two members recruited externally.

## Recommendations

7. That the Board appoints the following members to the Audit and Risk Assurance Committee:

- David Holt (chair)
- Bob Lane
- Louise Hardy
- LA nominee to be confirmed
- LA nominee 2 to be confirmed

8. That the Board agrees in principle to appoint the following members to the Remuneration Committee once it is formed:

- Michael Cassidy (chair)
- David Holt
- David Lock
- Katie Perrior
- 1 LA nominee to be confirmed

9. That the Board agrees in principle to appoint the following members to the Investment Committee once it is formed:

- Michael Cassidy (chair)
- David Holt
- Louise Hardy
- Bob Lane
- Cllr Paul Carter
- Cllr Jeremy Kite
- Cllr John Burden

10. That the Board agrees in principle to appoint the following members to the Planning Committee once it is formed (to serve alongside members to be nominated by the local authority and externally recruited members):

- David Lock (chair)
- Louise Hardy
- Katie Perrior