

Open session

Board meeting: 7 December 2022

Agenda item: 7

Subject: Re-designation of Senior Independent Board Member

Action: For Decision

Purpose

To consider the appointment of a Senior Independent Board Member.

Recommendations

It is recommended that the Board agrees that Mark Bottomley should continue to be designated as the Senior Independent Board Member until the next full review of the Board's committee membership takes place, which is likely to be in 2024.

Annexes

N/A

Author/Key Contact

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1. Open Session

2. Background and Key points


- 2.1. At its meeting of 17 December 2020, the Board agreed the parameters of the role for a Senior Independent Board Member (SIBM) and that Mark Bottomley should be designated to undertake that role. In line with the Board's decision the role description and the designation were reviewed after a year of operation.
 - 2.2. At its meeting of 1 December 2021, the Board agreed minor adjustments to the role description and agreed that Mark Bottomley should continue to be designated as the SIBM until the next full review of the Board's committee membership took place. The Committee membership review was due and is in the process of being undertaken this Autumn. We are awaiting confirmation by the Department for Levelling Up Housing and Communities and the Privy Council that the appointment of a new lay Board member has been made before proposals on membership of those committees are put to the Board by the Chair for consideration.
 - 2.3. The Chair of the Remuneration and Appointments Committee, the Chair of the Audit and Risk Assurance Committee and the Chief Executive and Registrar have been consulted in line with the designation process, and all agree that Mr Bottomley should continue as the SIBM. Mr Bottomley has also confirmed that he is happy to continue in the role. The Chair of the Board undertook Mr Bottomley's most recent annual review in early November 2022. Mr Bottomley has fulfilled the terms of the role description over the course of the last year, which has included meeting with the Staff Team and Board members.
 - 2.4. In line with the Board's original decisions regarding the role in 2020, we have also now included a proposed provision for the SIBM role within the Board's General Rules. This is covered elsewhere on the Board's agenda for 7 December 2022.
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3. Resource Implications

- 3.1. The SIBM role does require some additional time commitment and is recognised in the enhanced remuneration agreed by the Board. This small additional cost has been included within the 2023 Budget.
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4. Risk implications

- 4.1. It is imperative that a Board has robust governance arrangements in place. Failure to put appropriate governance processes in place could lead to the Board being



unable to discharge its statutory functions appropriately. Continuing to designate one of the Board members as a SIBM will strengthen the Board's current governance arrangements. It will also align the Board's governance structure with good practice.

5. Communication

- 5.1. The Board has continued to review and update its governance arrangements over the last two years. The Board agreed that the appointment of a SIBM was a way of strengthening the governance arrangements. Regular reviews of the appointment and the role description have been undertaken to ensure the role is working effectively.

6. Equality and Diversity implications

- 6.1. Consideration is being given to diversity when appointing Board Members to roles such as the SIBM as well as Committee membership and the Chairs of those Committees. The Board will want to consider this when reviewing recommendations to membership in due course.

7. Recommendations

- 7.1. It is recommended that the Board agrees that Mark Bottomley should continue to be designated as the Senior Independent Board Member until the next full review of the Board's committee membership takes place, which is likely to be in 2024.
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