



Report to Economic Development and Skills Policy Committee

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Report of: Kate Martin, Executive Director City Futures

Report to: Economic Development and Skills Policy Committee

Date of Decision: 15th June 2023

Subject: Diverse Business Board - Terms

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? 1323				
Has appropriate consultation taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>				

Purpose of Report:

The proposal seeks approval of the Terms of Reference for the Sheffield Diverse Advisory Business Board from the Economic Development and Skills Policy Committee.

The Economic Development and Skills Policy Committee endorsed and agreed the proposal for a new Business Board at the Committee meeting on 30th November 2022 and requested the draft terms of reference for the Board be brought back to a future Committee for consideration and further recommendations as appropriate.

Recommendations:

That the Economic Development and Skills Policy Committee approves the Terms of Reference for the Diverse Business Advisory Board.

The Economic Development and Skills Policy Committee formally thanks the Business Response Group for their dedication and work during the COVID Pandemic and in co-authoring the Business Recovery Plan.

Background papers

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: James Lyon
	Legal Tarmina Saville
	Equalities & Consultation: Bashir Khan
	Climate: Jessica Rick
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>
2	EMT member who approved submission:
	Kate Martin, Executive Director, City Futures
3	Committee Chair consulted:
	Martin Smith
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.
	Lead Officer Name: Diana Buckley Yvonne Asquith
	Job Title: Director Economy, Skills and Culture Head of Business Sheffield
	Date: 6th June 2023

1.	PROPOSAL
1.1	The proposal seeks approval of the Terms of Reference for the Diverse Sheffield Advisory Business Board from the Economic Development and Skills Policy Committee.
1.2	<u>Background</u>
1.2.1	The Race Equality Commission and Business Growth teams response was tabled at the Economic Development and Skills Policy Committee meeting on 30 th November 2022. It provided an update on the progress Business Sheffield had made towards supporting the delivery of the Race Equality Commission (REC) recommendations. The Committee approved a specific action to develop a diverse and inclusive Business Board for the city.
1.2.2	The Committee instructed that once developed, he proposed terms of refence for the new Board would be brought back to the Committee for consideration.
1.2.3	The report noted that during the pandemic the Business Response Group (BRG), which is made up of Sheffield’s leading business networks and support organisations convened fortnightly to work collectively to develop solutions to key economic issues facing businesses during Covid. They co-authored the Business Recovery Plan with Sheffield City Council. Its membership included Sheffield Chamber, Sheffield Property Association, Sheffield Digital, The Company of Cutlers, The Culture Consortium, Unight Sheffield, the University of Sheffield and Sheffield Hallam University.
1.2.4	Priority 6 of the Business Recovery Plan highlighted the need to work with business leaders on a longer-term Economic and Business Strategy for Sheffield. The BRG worked well during the pandemic, and it is demonstrating the ability and appetite for the public and private sectors to work effectively together, however going forwards the BRG recognise that a different mechanism is needed, that brings together a more diverse set of businesses and economic actors together.
1.2.5	As such we propose that we close the BRG and in collaboration with the Sheffield Chamber of Commerce that we develop a new Sheffield Business Board which is more representative of the city’s diverse business base to act in an advisory capacity. The fundamental recommendation of the REC to be an antiracist city, is to design out racism from our organisation and practises and involve those from underrepresented groups in the strategic development of the City. This is at the core of the proposal to develop a new representative Business Board which will act in an advisory capacity.
1.2.6	The paper outlined that the Board will do the following new things: <ul style="list-style-type: none"> • Be more representative of the city’s business base • Influence future business and economic strategic plans

	<ul style="list-style-type: none"> • Inform how businesses access and engage with other business focussed services within the Council and city • Shape future business support delivery
1.3.	Sheffield Diverse Business Advisory Board
1.3.1	Since the November Committee meeting, the development of the Advisory Board has been prioritised and involved identifying potential board members from a more diverse business base, alongside working on the terms of reference for the Board, and establishing how the Board will connect into and inform Sheffield's anchor institutions.
1.3.2	<u>Identifying potential board members</u>
1.3.3	The November 2022 REC Commission and the Business Growth Response report detailed how Business Sheffield has been building better relationships with BAME led businesses to be more representative of the city. Business Sheffield has utilised these extended relationships with businesses to identify private sector members for the Board and in conjunction with the support and challenge from Ruth McDonald, REC Commissioner who has been working closely with Business Sheffield during this period.
1.3.4	Further open recruitment may also take place to the board in time, however in order to deliver on the aims of the board it was deemed important to work with BAME led businesses and their networks to identify a number of members to give confidence that this board would be more representative and marked a change in our ways of working.
1.3.5	Board Members have been identified through using SME and BAME networks and asking businesses for recommendations.
1.4.1	<u>Terms of Reference</u>
1.4.2	Appendix 1 provides the full proposed terms of reference for the Advisory Board grounded in the key requirements for the Board highlighted in 1.2.3 above. The Terms of Reference sets out the ambition, focus, role, membership and format of the Board.
1.4.3	It is anticipated that by talking to a more representative group of private sector businesses the Council will be better informed about issues that are relevant to all areas of business start-up, resilience, and growth. By discussing ways in which businesses engage with the Council and its city stakeholders the Advisory Board will act as a sounding board and critical friend and influence the Council and its city stakeholders to be more business friendly in both its customer service and communication and inform and influence how businesses access and engage with other business focussed services within the Council.
1.4.4	Key learnings from the advisory board will be fed into the Economic Development and Skills Policy Committee via Officers. The Terms of

	Reference outlines that a Senior Council Officer will Co-Chair the Advisory Board, supported by a Co-Chair from the private sector.
1.4.5	The Terms of Reference proposes that the Board meets four times a year, and that the location of meetings will be outside of the city centre in different locations and easily accessible by public transport.
1.4.6	Finally support for the Board will be provided by Business Sheffield, Sheffield City Council.
2.	HOW DOES THIS DECISION CONTRIBUTE?
2.1	The decision specifically contributes to Action 4 of the REC report which states that Governing Bodies and City Partnerships should seek to increase diversity of their boards to reflect the diversity of their client group and the city. The decision contributes to the Council's corporate response to the Race Equality Commission and in particular how Business Sheffield is contributing to the recommendations in the seventh recommendation of the Final Report related to providing Equal and Enterprising support to Black, Asian and Minoritised Ethnic Business and Enterprise and finally it contributes to the overarching and fundamental recommendation, Sheffield an Antiracist city in the REC Final Report.
3.	HAS THERE BEEN ANY CONSULTATION?
3.1	Ongoing consultation with individual business leaders who represent diverse backgrounds to fully understand their needs continues to take place.
3.2	Consultation with other city stakeholders specifically Sheffield Chamber alongside the development of strategic relationships with Lloyds Bank, Natwest Bank, Federation of Small Businesses, British Business Bank and the Yorkshire Asian Business Association are all part of ongoing strategic conversations that Business Sheffield about our response to the REC alongside how we work together to provide a better more inclusive business support offer.
3.3	Consultation with black minority ethnic business owners, their views of our services and needs from a business support programme continues to take place.
3.4	All of the above has been undertaken whilst working with the REC Commissioner Ruth McDonald, who through her own networks and lived experience is supporting and challenging Business Sheffield in this consultation and development work.
4.	RISK ANALYSIS AND IMPLICATIONS OF THE DECISION
4.1.1	<u>Equality of Opportunity Implications</u>

	<p>Purpose of the work is to make the business support programmes future more equal and representative of need alongside ensuring that more representative business leaders are involved in the future economic strategy development. As individual projects of activity are developed the equality impacts will be at the core of project development.</p>
4.1.2	<p>The EIA undertaken for the Race Equality Commission, EIA 1323, Appendix 2, and the Business Growth Response highlights in detail the development of Business Sheffield and all its business support projects. This EIA in particular will form the basis of developing our approach across these core projects with a view to better reporting of equalities data alongside developing business support to reach wider business bases and individuals looking to start a business.</p>
4.2	<p><u>Financial and Commercial Implications</u></p> <p>There are no financial implications for the Advisory Business Board which will be undertaken with existing resource. As with the REC Committee Report in November 2023 Finance have signed the report off with no amendments.</p>
4.3	<p><u>Legal Implications</u></p> <p>There are no legal implications in the advisory committee board terms of reference.</p> <p>The advisory committee will not have formal decision making powers, it will however be able to feed back and advise EDS Committee on issues pertaining to the Terms of Reference and outlined at 1.2.3.</p> <p>The Council has power to set up an advisory board of this kind using the general power of competence in s1 of the Localism Act 2011.</p>
4.4	<p><u>Climate Implications</u></p> <p>The Board will play a key role as a stakeholder in the Business and Industry decarbonisation route map development.</p>
5.	ALTERNATIVE OPTIONS CONSIDERED
5.1	<p>Alternative Options considered:</p> <ul style="list-style-type: none"> • Continuation of the BRG – This group was highly effective during COVID, meeting weekly to ensure business organisations develop and promote the range of support available. However this board was not representative and attendance has waned in the post COVID period. The BRG have discussed this proposal and agree that a new board is needed. • A new group made up of business organisations only – This would recreate the BRG, with a broader membership, however this would not meet the recommendations in the REC as would not lead to a diverse set of businesses and business leaders around the table.

	<ul style="list-style-type: none"> • Not having a business board at all – It is important that EDS Committee and the Council have an effective way to liaise with and hear from businesses. The Council’s one year plan and delivery plan, seek to be a good partner to Business in the City, and this is an effective way to do this.
<p>6.</p> <p>6.1</p> <p>6.2</p>	<p>REASONS FOR RECOMMENDATION</p> <p>To ask Members to approve the Terms of Reference for the Diverse Business Advisory Board.</p> <p>A do-nothing option is discounted, developing a more diverse Business Board is essential in meeting the recommendations for an equal and enterprising city. To not follow through would pose a risk for Business Sheffield and for the Council more generally in meeting the specific business support recommendations in the REC and its contribution to the wider overarching theme of becoming an antiracist city.</p>

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