

## Recruitment Pack for new Private Sector Board Members

Dear Applicant,

The Marches Local Enterprise Partnership (LEP) is seeking expressions of interest for private sector non-executive Board Members to fill two vacancies on the LEP Board.

Please find attached the following documents:

- Advert for new Board members
- Duties and responsibilities
- Person specification
- Marches LEP background information

**Expressions of interest should be emailed along with a short biography or CV to Gill Hamer, the LEP Director at [gill.hamer@marcheslep.org.uk](mailto:gill.hamer@marcheslep.org.uk) by 12.00pm on Thursday 28 March 2019.**

If you are shortlisted for this position you will be invited to attend a panel interview. If successful, the terms of service will formally commence May 2019 for a period of two years.

Our Strategic Economic Plan, current LEP Board Terms of Reference and other key documents can be found at: [www.marcheslep.org.uk](http://www.marcheslep.org.uk)

If you would like to have an informal conversation about the opportunity, please call me on 07990 086392.

Yours sincerely



Gill Hamer  
Marches LEP Director

## ADVERT

The Marches Local Enterprise Partnership (LEP) is diversifying its board to shape the economic future of the Marches area. It is looking to recruit two new Board Members who will play a key role in helping us to drive economic growth in the area and contribute actively to the Board's effective governance.

The LEP is seeking expressions of interest from business leaders and board level directors who will be inspirational and have the credibility to champion the Marches at a regional and national level.

Due to under-representation on the current board, we would particularly welcome expressions of interest from women business leaders/board level directors.

Interested business leaders should have knowledge or expertise in the region's industry, ideally this will include key areas such as:

- Advanced manufacturing & engineering, including food and drink manufacturing & processing
- Renewable energy/Environmental technology
- Cyber security & resilience
- Health and social care
- Construction/Housing
- Retail/Logistics
- Tourism

The LEP Board meets six times a year and the membership will be for a minimum of 2 years. All business roles are voluntary.

The Marches LEP encourages diversity to maximise achievements, good practice, innovation and impact and we welcome applications from everyone. We therefore reflect a positive action approach, under the Equality Act 2010. Appointment will be on merit alone.

## DUTIES AND RESPONSIBILITIES

**Title:** Board Member

**Accountable to:** LEP Chairman

**Role Purpose:** To contribute to the further development of the Strategic Economic Plan for the Marches; including delivery of the Partnership's Work Programme and Forward Planning and to support the strategic development of the Partnership, ensuring it is fit for purpose.

**Main Duties & Responsibilities:**

As a Board Member, you will:

1. Support the delivery of the vision, strategic objectives, targets, outputs and performance of the Marches Strategic Economic Plan.
2. Contribute knowledge, skills and experience to the Board's agenda, ensuring that key issues of strategy, economic and business planning, investment, delivery, compliance, and risk are addressed effectively and in a timely manner.
3. Attend Board meetings once every two months and general meetings, maintaining orderly conduct and making appropriate contribution. Strive to reach a consensus and complete any allocated actions.
4. Play a part in determining any appropriate sub-committees, to achieve full representation and effectiveness and contribute to such sub-committees as appropriate.
5. Take an ambassadorial role as required, publicly championing the aims of the Marches LEP, representing and promoting its aims at all appropriate levels including with key partners/stakeholders.
6. Work with senior business and political figures to achieve practical outcomes for the Partnership.
7. Ensure decisions are taken objectively and in the interests of the Partnership, accept joint responsibility for Board decisions.
8. Execute the responsibilities of the role according to lawful and ethical standards. Declare any personal, pecuniary or non-pecuniary interests.

## PERSON SPECIFICATION

<b>Experience/Background</b>
Minimum of 5 years' experience of managing a successful private sector business or being a Board level director for a private sector business
Understanding of the public sector and previous experience of partnership working
Known within the local business community and/or local voluntary & community sector
Experience of working in the Marches and wider region
<b>Knowledge/skills/abilities</b>
Commercial acumen
Ability to analyse and interpret information, reach conclusions and take appropriate action
Awareness of Corporate Governance
Resilience, diplomacy and influencing skills
Gravitas and confidence in public coupled with interpersonal skills and well-developed communication skills
Ability to reconcile different priorities and expectations from a range of organisations
Able to ensure the delivery of the Vision and Mission of the Partnership, upholding its values and standards of probity
<b>Other</b>
Understanding of and commitment to equality of opportunity
Ability to devote enough time to the Partnership's business
Ability to be flexible to meet deadlines of the position
Affiliation with the Marches area

## THE MARCHES LOCAL ENTERPRISE PARTNERSHIP

### The Marches Area

With a business base as rich and diverse as its landscape, the Marches is a region where enterprise and innovation have long provided economic vitality and growth. At its heart is the global birthplace of industry, part of a heritage which has sparked a dynamic business region where innovative enterprises operate alongside land-based industries and entrepreneurs flourish alongside the global players which have chosen to base their operations here.

The Marches includes the unitary council areas of **Herefordshire, Shropshire and Telford & Wrekin**, home to more than 684,300 people, some 30,775 businesses and contributing £14.3 bn to the national economy. Located in central England, it is bordered by the industrial heartland of the West Midlands to the east and Wales to the west and provides a strategic logistical gateway for European and UK businesses through to Welsh and Irish business markets. The historic city of Hereford, the Shropshire county town of Shrewsbury and the new town of Telford are the key centres of population and employment. With more than 25 market towns and many villages across its landscape, the Marches offers a unified trading area, based on common interests and a shared pride in business success.

### The Marches Local Enterprise Partnership (LEP)

Launched in 2010 with a remit of creating the conditions for economic growth, our LEP aims to deliver the vision for the Marches

Our recently updated Strategic Economic Plan and Growth Deals have been focused upon achieving greater numbers of new, good quality jobs and houses and accelerating the pace of development through making substantial improvements to:

- Transport and broadband infrastructure
- New development sites for employment and housing
- Provision of training & workforce development and
- Access to Higher Education and opportunities for young people

The Partnership is working with Government and wider local and national partners to deliver on these priorities and to provide our businesses with opportunities to access finance and locally tailored business support, to encourage all our aspiring growth businesses to increase their productivity and promote innovation, and to encourage graduate retention and jobs for young people, while maximising the value of our natural and economic assets in an environmentally sustainable way.

### The Marches LEP Board

The Partnership is currently led by a 15 strong LEP Board, chaired by Graham Wynn OBE, a leading business figure. The Board works closely with the three Area Business Boards for Herefordshire, Shropshire and Telford, the Chairs of which sit on the LEP Board. It seeks to maximise the range of local networks and support organisations that exist to ensure fully representative engagement with local business, whilst keeping the executive function small to aid timely and effective decision making.

Current Board membership is as follows:

Sector	Name	Job Title and Organisation
<b>Private Sector Chair</b>	Graham Wynn OBE	Owner of a portfolio of businesses
<b>3 Area Business Board Chairs</b>	Frank Myers MBE	Business Owner
	Paul Bennett	Business Owner
	Paul Hinkins	Vice Chair of LEP & Business Owner
<b>Hereford Enterprise Zone</b>	Andrew Manning Cox	Chair of Hereford Enterprise Zone
<b>Food and Drink /Agri Tech</b>	Dr David Llewellyn	Vice Chancellor Harper Adams University
<b>Community &amp; Voluntary Sector</b>	Sonia Roberts	Charity Manager, Landau
<b>Higher Education</b>	Prof. Ian Oakes	Deputy Vice Chancellor, University of Wolverhampton
<b>16-18 Skills &amp; Workforce Development</b>	James Staniforth	Principal, Shrewsbury Colleges Group
<b>Access to Finance Champion</b>	Paul Kalinauckas	CEO of BCRS
<b>3 Local Authority Leaders</b>	Cllr Jonathan Lester	Leader of Herefordshire Council
	Cllr Peter Nutting	Leader of Shropshire Council
	Cllr Shaun Davies	Leader of Telford and Wrekin Council