

Role and Responsibilities

Title: Chair of Marches LEP Ltd and Director of Marches LEP Ltd.

Accountable to: Marches LEP Board

Role Purpose: To lead and chair the Marches LEP Board to promote economic development, ensure that the inclusive public/private partnership is fit for purpose and meaningfully engaged and that the LEP continues to evolve to meet the changing priorities of government and local stakeholders

The role of the Marches LEP (MLEP) Chair will include:

- Chair and lead the Board to drive economic growth in the Marches in line with the Strategic Economic Plan and other supporting policies.
- Being a director of a limited company and therefore will have a joint responsibility for overseeing the effective running of the company and ensuring it remains a going concern.
- Support the development of an effective and inclusive private and public-sector partnership to ensure that the private sector voice is heard and used to influence government initiatives.
- Help to maximise funding opportunities across the Marches and look to secure funding from new initiatives as they become available.
- Raise the profile of the Marches to help attract inward investment from the public and private sector.
- Ensure that MLEP and the Board comply with the published Assurance Framework.
- Set priorities, develop delivery plans, monitor performance, manage risks and ensure that there are enough resources available to deliver effectively and efficiently.
- Share, and facilitate others to share knowledge and expertise to identify the economic, commercial and demographic issues facing the area, particularly strengths and opportunities that should be taken to drive forward economic growth.
- Chair meetings of the MLEP Board up to 6 times per year plus the Annual General Meeting(s) and prepare for those meetings with the Executive and members.
- Formally represent MLEP in meetings with business and public-sector partners including with Government Ministers.
- Work collaboratively with Chairs of other LEPs, particularly in the Midlands Engine area, and through the LEP Network.
- Work closely with the LEP CEO and the LEP Secretariat to ensure a coherent approach, fully utilise the expertise and resource of the team and be the line manager for the LEP CEO.
- Be available to chair sub-groups or committees or seek nominations from others to do so.
- Declare any interests that may be relevant to any MLEP decisions and comply with the Code of Conduct and relevant policy

All Board Members have a responsibility to uphold the high standards of integrity and probity as set out in the MLEP Code of Conduct. They should support the Board and LEP CEO to create and

maintain an appropriate culture and values and behaviours in the Board room and in representing MLEP. You will need to be understanding of and committed to MLEP's equality and diversity policy.

All Board Members should be mindful of representing MLEP and recognise that other stakeholders may provide different perspectives on MLEP, its role and performance and encourage that communication.

Person Specification

The private sector Chair must:

- Have an office or a base in the Marches LEP (MLEP) region
- Be a senior leader of a business based in the MLEP area (for a minimum of 5 years) with a proven track record of leadership
- Command the respect of public and private sector Board Members and wider stakeholders
- Have outstanding knowledge of the Marches area business environment
- Have substantial experience of building public and private sector partnerships at local and/or regional and national level
- Have a passion and commitment to delivering economic growth in the Marches area
- Have knowledge of one or more of the following:
 - Skills development for young people and the adult workforce
 - Private sector employers
 - One or more of MLEP's growth potential sectors: innovative health & social care, advanced manufacturing and engineering, food and drink, agri-tech, Cyber security and resilience, environmental technologies/new energy
 - Infrastructure development (housing, broadband, transport, energy, mobile communications)
 - Public and private sector engagement
 - Voluntary sector
- Have the proven ability to chair meetings seeking balanced and informed decisions, taking an independent view on key economic issues and have exemplary communications skills
- Have a wide experience of managing corporate governance and codes of conduct and experience of upholding the highest standards of integrity in regard to perceived or actual conflict of interests
- Be able to act as a MLEP ambassador across the Marches area and at a national level with Government including Ministers of State

Personal characteristics

- High emotional intelligence
- Good communication skills
- Good thinking skills
- Deep understanding of the importance of impartiality

You should expect to spend up about 3-5 days a month on Marches LEP activities, but it is expected that each Board Member will do their best to support the LEP Chair when assistance is required. For example, this might mean being available for a Ministerial meeting, which may be arranged at short notice.

The initial term of appointment is for 3 years and this can be extended a further term, so the maximum will be 6 years unless exceptional circumstances permit an additional year to be granted.

We are seeking to become a more diverse Board which is representative of the Marches area and would particularly welcome applications from women, people with disabilities and people from black and minority ethnic backgrounds.

PA support is available. This is a pro bono role, but reasonable expenses will be covered.

Please note the Chair will be selected by an appointments panel, members of which will be agreed by the LEP Board. It is proposed the shortlisting and interviews will take place July 2022 and the LEP Board agree the successful candidate at the September 2022 Board meeting. There will then be a six month handover period to coincide with the existing Chair stepping down in March 2023. It is proposed the new Chair will take up his or her duties in full from April 2023.