



## **Applicant Information Pack**

GFirst Local Enterprise Partnership  
**Chair**

## Foreword

GFirst LEP is approaching its first ever change in leadership. Dr Diane Savory OBE is stepping down from her position as Chair after 9 years at the helm. The governance for all Local Enterprise Partnerships states that 9 years is the maximum period of time that a Chair can stay in the role. This will be the first time it has happened in Gloucestershire.

Diane has been a powerful, inspiring and ambitious leader for the county. She will leave incredibly deep footprints in the foundations, and it will take some doing to match her contributions to Gloucestershire from 2020.

This creates an opportunity for an experienced business leader to become Chair of GFirst LEP and play a pivotal role to make Gloucestershire great by driving sustainable economic growth throughout the county, creating jobs and business opportunities for thousands of people. We're led by the business community, in partnership with voluntary, education and public sectors, to help Gloucestershire realise its economic potential.

As Chair you will have a unique opportunity to drive a dynamic and vibrant economic agenda which puts the needs of business, our residents and communities front and centre.

We are looking for a persuasive and influential business leader who will bring direction, energy and passion to the role and build on the LEP's reputation as the strategic leader in economic development in Gloucestershire. You will continue to foster positive relationships with key stakeholders and act at a high-level advocate regionally, nationally and internationally.

If you are excited by this opportunity and have the proven ability to meet and deliver our aspirations, we would be pleased to receive your application.



David Owen  
CEO, GFirst LEP

## About GFirst LEP

Our vision is simple – we want Gloucestershire to be the best place in England for business. GFirst LEP was established in 2011 as one of 38 Local Enterprise Partnerships in England. In partnership with the county's business community and the public and voluntary sectors, we've developed several plans to ensure government funding and keep Gloucestershire's economy growing.

We bring together local businesses, education providers, voluntary organisations and social enterprises as well as the public sector to tackle key barriers to growth.

While we are not involved in direct delivery, our role is to be a:

- **Strategic leader:** to develop a long-term vision for Gloucestershire economy through our Local Industrial Strategy.
- **Facilitator:** to create the relationships and networks that are needed for partnership working to flourish.
- **Investor:** we have a proven track record in securing significant investment for the county.
- **Advocate:** we are a strong voice on behalf of businesses and communities in Gloucestershire within the Government.

The business-led GFirst LEP Board is responsible for setting the vision and strategic priorities for publicly funded economic development in the county. It is supported by a small Executive Team which is responsible for the day to day running of the LEP.

In partnership with the private, public and voluntary sectors, GFirst LEP have secured over £100m in Local Growth Funding to invest in Gloucestershire. To read about our projects, please visit <http://www.gfirstlep.com/projects>

## The GFirst LEP Board

In 2019, Government rated GFirst LEP's project delivery work as 'outstanding' and we want GFirst LEP to continue to be successful and we're looking for a Chair that has the drive, passion and commitment to help our partners and our great executive team make that happen.

Government are committed to enhancing the roles of LEPs and you'd be leading the board at an extremely exciting time as we work with our partners to implement our current plans and develop proposals with our Local Industrial Strategy for a great future for the county.

The membership of the GFirst LEP board is as follows:

- 1 x Chair (private sector)
- 1 x Leader of Gloucestershire County Council
- 1 x District Leader representing Gloucestershire's six Borough/District Councils
- 1 Appointee from Higher Education
- 1 Appointee from Further Education
- 1 Voluntary & Community Sector representative
- 8 Private sector representatives

Appointments are initially for a three year term and all LEP Board members are also directors of GFirst LEP CiC Ltd.

For further information on the GFirst LEP Board please visit <https://www.gfirstlep.com/about-us/the-board/>

### **The Role of Chair**

We are seeking a candidate with outstanding leadership and communication skills and to fill this challenging role. The successful candidate will be collaborative, persuasive and have the ability to engage effectively with a very broad range of key stakeholders as we work with our partners across the public sector and business to drive prosperity in the area.

Key responsibilities include:

- Represent and promote Gloucestershire on a local, national and international basis to deliver on our core priority to grow the economy of Gloucestershire and ensure GFirst LEP has the capability to deliver on the fundamental task of generating inclusive economic growth.
- Actively engage with stakeholders to capture and engage their interest and facilitate their involvement in the county and analysing evidence of economic strengths and weaknesses of Gloucestershire; identifying the priority areas for investment; and to develop an investment plan to secure necessary funding to take this work forward.
- Contribute to the diversity of view on the board through their expertise, sector knowledge or background.
- To ensure effective and efficient focus on the priorities for local economic growth and to deliver impact, there should be robust monitoring and evaluation programmes used to inform decisions around awarding, continuing or withdrawing funding.
- Contribute to and have influence over a challenging vision and objectives, overseeing delivery through appropriate mechanisms.
- Contribute to the development of the board, providing expert advice and guidance.
- Help ensure effective governance, planning, management and financial control procedures are in place to ensure that all relevant legal and statutory requirements are met.
- Provide visible leadership and strategic direction to the GFirst LEP Board, translating an ambitious strategic vision into a deliverable Local Industrial Strategy.
- Chair and develop an effective Board of Directors.
- Support, motivate and hold to account the Executive Team in its delivery of strategies, plans, targets and budgets.
- Lead the Board in its scrutiny of the Executive Team in delivering strategies, plans, targets and budgets effectively.
- Work with the Accountable Body and Executive Team to ensure the highest standards of public and company governance, financial control and conduct of financial affairs.
- Allocate specific roles and responsibilities to Board Directors; supporting and holding them to account for their delivery, with particular regard to the importance of skills and employment, business support, innovation and programme delivery.

## PERSON SPECIFICATION

<p><b>Experience</b></p>	<ul style="list-style-type: none"> <li>• Highly successful and widely respected individual, with a significant track record of organisational leadership, entrepreneurship, and management at the highest level.</li> <li>• Proven record of success in leading in delivering the objectives of complex organisations and major projects.</li> <li>• Extensive current knowledge and experience in one of Gloucestershire’s key sectors, businesses or the voluntary/community sector.</li> <li>• Success in influencing decision-making and developing high quality thinking in a business context.</li> <li>• Strong financial management, with excellent commercial acumen.</li> <li>• Background in leadership roles at board level with successful enterprises.</li> <li>• Highly strategic, with experience of bringing the long-term to life, inspiring, engaging and building ownership necessary to achieve generational change</li> </ul>
<p><b>Abilities, skills and knowledge</b></p>	<ul style="list-style-type: none"> <li>• Ability to provide leadership, create and inspire others with a long-term vision for Gloucestershire and promote cross-LEP working to maximise economic benefit for all.</li> <li>• Outstanding communication and interpersonal skills that command credibility and respect amongst a wide variety of audiences.</li> <li>• Authority and credibility to represent GFirst LEP both in and outside Gloucestershire.</li> <li>• Ability to network and harness the commitment of a wide range of partners and stakeholders and to the vision and objectives.</li> <li>• Delivering in the public spotlight and instilling public confidence.</li> <li>• Strong commitment to equality and diversity on the LEP Board and in all LEP activity.</li> <li>• Ability to establish and maintain robust governance and assurance frameworks and systems to ensure effective financial performance and the delivery of agreed outcomes.</li> </ul>
<p><b>Personal Style and Behaviour</b></p>	<ul style="list-style-type: none"> <li>• Strong leader with flair, energy and entrepreneurial vigour.</li> <li>• Personal and professional demeanor with a sense of integrity that maintains the confidence and trust of partners and stakeholders.</li> </ul>

	<ul style="list-style-type: none"> <li>• Team based working style which engages people at all levels and engenders a positive culture throughout the organisation.</li> <li>• Personal and professional credibility that will command wide confidence of stakeholders.</li> <li>• Clear strategic and creative thinker, able to influence the delivery of complex strategic projects.</li> </ul>
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### **Remuneration**

- The role of Chair is not remunerated.

### **Conduct**

- The Chair must follow the Nolan Principles and act in what they believe to be the best interests of GFirst LEP and declare any potential or actual conflicts of interest.

### **Time Commitment**

The Chair will be required to:

- Chair and attend GFirst LEP Board meetings (circa 5 per year)
- Attend Leadership Gloucestershire meetings (circa 6 per year)
- Chair and attend other meetings as required to fulfil the role, including meetings of the LEP Network, Western Gateway and those involving regional LEP collaboration.
- Actively represent the GFirst LEP and Gloucestershire locally, nationally and internationally.
- Chair and attend meetings with MPs, Government Ministers and senior officials.
- Approximate time investment of a minimum of 2 days per month.

### **Equal Opportunities**

The GFirst LEP Executive encourages applications regardless of gender, ethnicity, religion, disability, sexual orientation or age.

### **GDPR**

GFirst LEP takes the security of your data seriously. We have internal policies and controls in place to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by its employees in the performance of their duties.

### **How to Apply and Timetable for Recruitment**

If you feel you have the skills and experience to meet these challenges and wish to apply for this opportunity, please send your cv with a covering letter by email to [lynn.stacey@gfirstlep.com](mailto:lynn.stacey@gfirstlep.com)

If you would like an informal discussion, please email [lynn.stacey@gfirstlep.com](mailto:lynn.stacey@gfirstlep.com) and we will arrange an appointment with David Owen, Chief Executive.

Closing Date: Thursday 30<sup>th</sup> April, 2020

Interviews date: **Wednesday 13<sup>th</sup> May, 2020**

Commence role upon approval of the appointment by the GFirst LEP Board.