

Dorset Local Enterprise Partnership

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Board Member

Applicant Information Pack

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October 2020

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## Foreword

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This is an opportunity for business leaders to become a member of the Dorset Local Enterprise Partnership (LEP) Board and support its activities in growing the local economy and making Dorset even better!

Dorset LEP is seeking credible people who can see the bigger strategic picture, offer challenge and insight and genuinely input into the process of advancing the Dorset LEP's agenda of fostering real and positive change in the Dorset region for the ultimate benefit of all. Strong partnership and leadership skills are essential and members will need to be collaborative in their style and approach.

As part of our Board, you will have the unique opportunity to help drive forward the economic agenda for Dorset.

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.

## About Dorset LEP

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Dorset LEP is one of 38 local enterprise partnerships across the UK, tasked by the Government to drive forward sustainable private sector growth and job creation.

As a high-performing LEP we bring together local businesses, education providers, voluntary organisations as well as the public sector to tackle key barriers to growth.

Thanks to its targeted approach and development of a Local Industrial Strategy for Dorset, Dorset LEP has, to date, secured circa £250m from the Government and other sources to support economic growth in the county.

## Purpose of the Board

As an organisation, the Dorset LEP prides itself on demonstrating innovation, passion and commitment for the region by working in a collaborative and inclusive manner with its complex and varied stakeholder networks. The Board plays an integral role in providing the leadership and setting the strategy for the area to support the ambition to create a dynamic, vibrant, inclusive and internationally competitive region. The Board provide overall guidance and direction for economic development interventions in Dorset and is the decision-making function of the Dorset LEP.

The Dorset LEP Board which brings together a wealth of experience from the private, public and education sectors; information about current Board Members can be found on the Dorset LEP [website](#).

All Dorset LEP Board Members must have a strong appreciation of, and interest in, the drivers of and strategic issues relating to the Dorset economy as well as the opportunities and challenges involved in securing sustainable economic growth.

## The Opportunity

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This is an opportunity for a business leader to become a member of the Dorset LEP Board or be placed on a reserve list for when a vacancy arises.

We welcome applications from individuals who can see the bigger strategic picture, offer challenge and insight and genuinely input into the process of advancing the Dorset LEP's agenda of fostering real and positive change in the Dorset region for the ultimate benefit of all. We seek applications from individuals who have the proven ability to meet and deliver our aspirations and who possess the energy, commitment and wisdom to lead the development of our strategic priorities and oversee all our decisions and activities.

The Dorset LEPs is committed to having a Board which embraces diversity and equality. In line with this commitment the opportunity to apply for the role of Dorset LEP Chair is open to business leaders from all backgrounds and businesses of all sizes and sectors. Over a third of our members are female and we seek to increase this to 50% by 2023.

## Roles and Responsibilities

Board members have a responsibility to uphold high standards of integrity and probity. They should support the Chair and Deputy Chair in instilling the appropriate culture, values and behaviours in the committee room and beyond.

The duties and responsibilities of a Board Member are to:

- Attend all meetings of the relevant Dorset LEP Board;
- Contribute to the setting of the overall strategy, priorities, business planning, and the monitoring of Board performance;
- Contribute knowledge and expertise to identify the economic and demographic issues facing the area, the strengths and opportunities, and the initiatives which should be taken to drive economic growth,
- Feedback to their stakeholders on Board decisions and activities.

Download the full Board Member [job description](#) or visit the Work with Us page of our website: [www.dorsetlep.co.uk/work-with-us](http://www.dorsetlep.co.uk/work-with-us).

## Governance

We are mindful of our public responsibility when deciding how to spend government funds and operate strictly within the [Government's National Assurance Framework](#).

We work to the highest possible standards of transparency and accountability and ensure our decision-making offers value for money and tangible economic benefits. The overarching priority of our board is to make decisions with Dorset's best interest in mind. Dorset LEP's [Articles of Association](#) explain our purpose as well as our duties and responsibilities.

## Code of Conduct

All Dorset LEP [Board Members](#) adhere to a Code of Conduct, which adopts the Nolan Principles of Public Life as its basis. Access the Dorset LEP Board Code of Conduct on our website:

[www.dorsetlep.co.uk/userfiles/files/Governance/DorsetLEP\\_CodeofConduct\\_Jan18.pdf](http://www.dorsetlep.co.uk/userfiles/files/Governance/DorsetLEP_CodeofConduct_Jan18.pdf)

## Conflict of Interest

All Dorset LEP Board members and staff adhere to our Conflict of Interest policy. Access the policy on our website:

[www.dorsetlep.co.uk/userfiles/files/DorsetLEP\\_COIPolicy2\\_0\\_March19.pdf](http://www.dorsetlep.co.uk/userfiles/files/DorsetLEP_COIPolicy2_0_March19.pdf)

## Person Specification

Board members must:

- Represent business
- Have first-hand knowledge and current experience of the Dorset LEP business environment, through a strong and proven track record of local business leadership
- Have experience and understanding of structuring effective working relationships with both the public and private sector
- Have knowledge, understanding and a demonstrable commitment to leading and delivering economic change in the Dorset LEP area
- Have the ability to make informed, balanced and independent judgements on key economic issues in Dorset
- Have the ability to consider the long-term implications and broad view of issues, identifying opportunities and key risks.

## Time Commitment

Whilst it is inevitable that the time commitment of individual members will vary, the following is considered a typical commitment required over a year:

- Attendance at each Board meeting, typically six per year
- Attendance at any committee meetings
- Time before and between meetings to read papers and stay abreast of relevant developments.

The anticipated time commitment is two days per month.

Board members are de-facto ambassadors of Dorset LEP, and as such there will be a number of events and activities throughout the year where some Board member attendance may be required, which will be agreed in advance. It is expected that each Board Member will do their best to support Dorset LEP when their assistance is required.

## Period of appointment

This is typically a three year term.

## Board Induction

All new Board members undergo a formal mandatory induction process. Dorset LEP's induction pack is sent to new Board members prior to a formal induction meeting with Dorset LEP's Director and Chair.

## Remuneration

The Board positions are not remunerated.

## Equal Opportunities

Dorset LEP is committed to having a Board which embraces diversity and equality. In line with this commitment, the opportunity is open to business leaders from all backgrounds and sectors and we actively encourage applications from under-represented groups in Dorset.

# How to Apply

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If you feel you have the skills and experience to meet these challenges and wish to apply for this opportunity, please supply a current CV along with a supporting statement (two sides A4 maximum) to Kathryn Hill: [khill@bournemouth.ac.uk](mailto:khill@bournemouth.ac.uk).

The covering statement should include:

- Why you are interested in joining the Dorset LEP Board
- The skills and experience you possess which you feel would be most relevant to the role.

**Application deadline:** 9am, Monday 23 November 2020.

## Recruitment Process

