

## Criteria for New Anglia Board Membership

### Selection criteria for private sector business representatives and a guide to the skills and competencies needed

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#### **New Anglia LEP ambition**

New Anglia LEP drives growth and enterprise across Norfolk & Suffolk.

It is a unique business-led collaboration between the private, public sector and education sectors.

Our ambition is to transform the local economy into a global centre for talent and innovation.

#### **Guidance to private sector business representatives**

- Your expertise, skills and contribution will be vital to the success of the LEP
- Your primary role will be to represent the views and interests of private sector businesses and in particular those of your sector, business size banding and geographic area, whilst always ensuring that decisions are taken in the best interests of New Anglia's business community as a whole
- Appointments will be on merit
- Your role is not to represent your own business or personal interests
- Creating an environment where businesses flourish and sharing the ambitions of New Anglia LEP should be the primary reason for your interest in the role
- Representatives are welcome from for profit, not for profit and social enterprises
- The Board has 10 meetings a year. With additional sub-groups and other commitments on behalf of the LEP – we would want you to commit to two days per month
- We would expect board members to make themselves available to represent the LEP in speaking and other external engagements for which support will be provided by the executive team

## **Skills and competencies**

- Experienced person with at least three years in a senior appointment
- A successful individual
- Good standing in the business community
- Good team player
- Strong communicator
- Reliable, effective and efficient
- Good influencing skills
- Intelligent, clear thinking, active listener
- A logical approach to problem solving and able to demonstrate sound judgement
- Has the interests of the New Anglia business community and Norfolk and Suffolk's economy at heart
- Has the time and the commitment to give to the LEP board
- Can bring demonstrable relevant skills and experience
- Can demonstrate a focus on growth and jobs
- Is making a difference to the New Anglia business economy now

## **Sector Coverage**

Norfolk and Suffolk are home to world-leading centres for excellence and key sectors that drive our economy. It is important to have business representatives with experience of these sectors and who can represent the interests of and engage with businesses within them. Good connections into relevant networks will be an advantage. Key sectors we will seek to cover are:

- All energy sector and green economy
- ICT/Digital creative
- Advanced manufacturing
- Life sciences
- Tourism and cultural heritage
- Food and drink and agriculture
- Ports and logistics
- Construction
- Financial and business services

## **Geographic Coverage**

It is important that the make-up of the Board reflects the different business communities and geographic areas in New Anglia and we will seek to appoint business representatives from all areas.

This will enable each business representative to benefit the LEP by representing their connections into relevant networks.

## **Business Size**

The size of their business or the experience representatives have had in a number of businesses will be an important asset for the LEP. The issues facing the different sizes of organisation need to be understood by the LEP Board. We will seek to cover the following size groups:

- Micro            0-10 employees
- Small            11-50 employees
- Medium        51-250 employees
- Large            251 + employees

Therefore in seeking replacement board members for those retiring the existing balance of size of business, geography of business and sector of business applicants represent should be taken into consideration.

## **Tenure**

Appointments will be for an initial period of one year, with the option of remaining on the board for a further two-year term and then an additional three-year term.

## **Remuneration**

The Board positions are not remunerated. Reasonable travel expenses will be reimbursed and all expense claims will be published in line with the Board's full transparency requirements.

## **Code of conduct**

Board members are expected to adhere to the highest standards of governance and propriety.

The New Anglia LEP has adopted the Nolan principles as the core of the code of conduct, and board members are therefore expected to adhere these principles, in addition to their responsibilities as company directors.

The seven principles were established by the Committee on Standards in Public Life, which provides independent advice to the prime minister on standards of conduct of holders of all public office.

The seven principles are:

### **1 Selflessness**

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or material benefits for themselves, their family, or their friends.

### **2 Integrity**

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

### **3 Objectivity**

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

### **4 Accountability**

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

### **5 Openness**

Holders of public office should be as open as possible about all the decisions and actions they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

### **6 Honesty**

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

### **7 Leadership**

Holders of public office should promote and support these principles by leadership and example.