

RECRUITMENT PACK: CHIEF EXECUTIVE THAMES VALLEY BERKSHIRE LEP LTD



From the Chair of the Recruitment Panel



Thank you for considering the position of LEP Chief Executive . This is a significant role in terms of public profile, responsibility and accountability to the community. The LEP is a small but dynamic organisation tasked with responsibility for implementing an economic growth strategy, through an investment programme of over £200m. We're also leading (but in partnership with central government) the development of a Local Industrial Strategy through to 2030 and operating transparently in the allocation of public funds.

We are looking for candidates who:

- will carry credibility with government and business;
- will be capable of exerting influence through collaboration;
- have exceptional leadership, communications and relationship skills
- have a strong proven track record in an economic development field such as infrastructure, skills and/or business support
- have a good understanding of what management, governance and transparency frameworks are needed to maximise impact and assurance.

We are an equal opportunities employer and welcome applications reflecting the diversity of our area, we anticipate that you will be someone genuinely motivated and driven to make our area an even better place to live and work. If this is you, please keep reading and get in touch.

Dr Philippa Roles, Chair, Nominations & Governance Committee

From the Chair of Thames Valley Berkshire LEP



Having lived in Berkshire for my entire working career, I have witnessed its transformation into the vibrant and successful economic environment it is today. Since taking up the position of LEP Chair in 2015 I have learnt a huge amount about the local economy and its relationship with business, education and skills development, and links to local and national government. The successful integration of these constituents is the primary driver of the LEP and continues to make Berkshire the most productive area outside London.

It has been particularly rewarding to see investments through to fulfilment. We have made fundamental improvements to infrastructure, provided broad support to small and emerging businesses, stimulated skills development, facilitated housing growth, and championed the economic interests of Berkshire in an international context. We have been acknowledged by central government as an efficient, effective, and professional group of individuals as we move towards the vision of a national industrial strategy. I am confident that Berkshire will continue at the economic forefront, and that the LEP will provide the focus for the next stage of commercial, societal, and educational development.

Peter Read, Chair, Thames Valley Berkshire LEP Ltd

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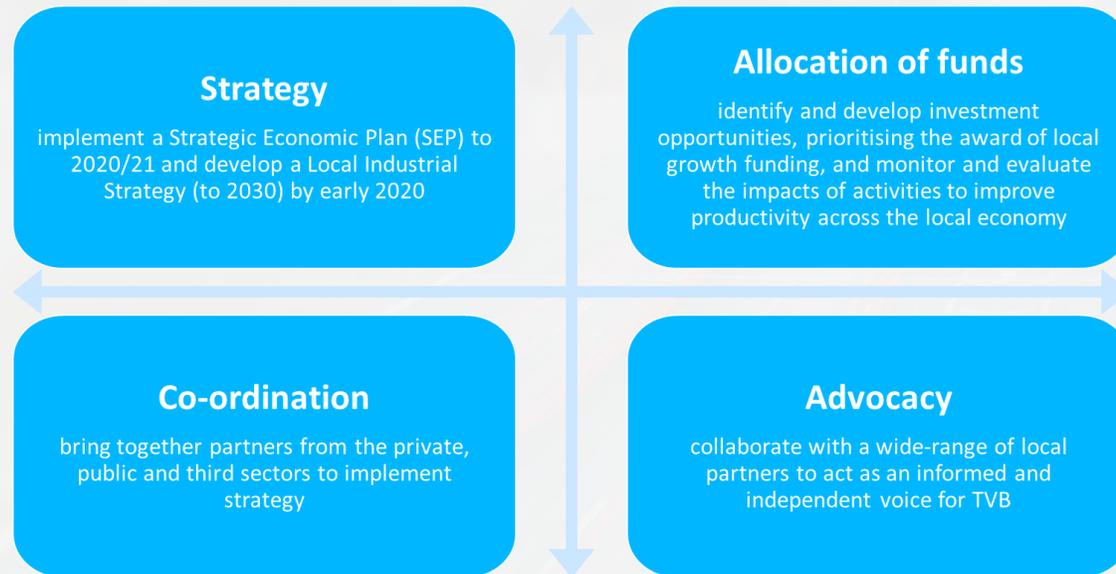


Our Vision

“The vibrancy of our business community will be internationally envied. The ambition and creativity of our established businesses will be energised through strong, knowledge-rich, networks. Our workforce will be the lifeblood of our economy: young people will be inspired, and older workers valued. Our infrastructure will match the scale of our ambition and potential. And people will choose Thames Valley Berkshire as the place to live and work”

About us

Thames Valley Berkshire LEP is a business-led, public-private partnership entrusted with public funds to drive economic growth in Thames Valley Berkshire. It has been tasked by government to focus on four key activities:



As a company limited by guarantee (No. 07885051) the LEP has a separate legal personality and can employ staff and enter into contracts. It operates according to Articles of Association, which comply with the Companies Act.

As a company that is publicly funded it behaves in accordance with an Assurance Framework, which details the arrangements that ensure public money is being managed effectively. The Seven Principles of Public Life underpin the Framework.

The Articles and the Assurance Framework are both available on our [website](#). They jointly determine the behaviour of the LEP, its people and its partners.



HM Government

About us

Our Articles provide that the LEP operates through a Forum and a Board. The Forum consists of 11 sector representatives, including those from the six unitary authorities in Berkshire. The Board consists of 10 Non-Executive Directors (NED) and a full-time Chief Executive. This two-tier structure provides:

- a supervisory body that oversees the management of the company (the Forum)
- a management body that manages the company (the Board)

Once a year, the Board and Forum come together at the AGM, as the *Full Forum*.

As part of the wider Thames Valley economic area, we serve Berkshire – a sub region second only to Greater London in output, with a GVA of £37.8bn per annum.

We've agreed a Strategic Economic Plan with government, which sets out the vision and business priorities for economic growth in our area. We are leading an investment programme of over £200m and developing a Local Industrial Strategy to 2030.

Board of Directors

 <p>Charles Eales Strategic Transport Lead Head of Strategic Partnerships, Microsoft UK</p> <p>Private Sector</p>	 <p>Sam Foley Higher Education Lead Chief Financial Officer, University of Reading</p> <p>Education Sector</p>
 <p>Jacinta George Life Sciences & Healthcare Lead Managing Director, Reading Scientific Services Limited (RSSL)</p> <p>Private Sector</p>	 <p>Charlotte Haitham-Taylor Berkshire Leaders' Group Representative Wokingham Borough Council</p> <p>Local Authority</p>
 <p>Katharine Horler OBE Community Sector Lead Chief Executive, Adviza</p> <p>Community Sector</p>	 <p>David Parry-Jones Technology Lead Vice President EMEA, Twilio</p> <p>Private Sector</p>
 <p>Dr Philippa Roles SME Lead Partner, Field Seymour Parkes LLP</p> <p>Private Sector</p>	 <p>Peter Read Chairman</p> <p>Private Sector</p>
 <p>Tim Smith MBE Chief Executive</p>	 <p>Kate Webb Further Education Director Group Principal & CEO, Windsor Forest Colleges Group</p> <p>Education Sector</p>
 <p>Tim Wheadon Berkshire Chief Executives' Group Representative Chief Executive, Bracknell Forest Council</p> <p>Local Authority</p>	



#heathrowbyrail

I support

Improving rail links to
Heathrow from the west

The role

Thames Valley Berkshire Local Enterprise Partnership is a business-led, multi-sector partnership mandated by government to lead activities that drive local economic growth. To date we have secured and allocated over £200m of UK and European public funds to deliver a wide range of initiatives in the Thames Valley Berkshire area. Alongside London, the area is the UK's economic powerhouse contributing over £37bn in GVA to the national economy.

We are looking for a persuasive and influential senior leader who can bring energy and passion to the LEP:

The Chief Executive must:

- provide visible leadership, strategic direction and a purpose to the LEP, acting as an ambassador for its area of responsibility, Thames Valley Berkshire
- lead the performance of the LEP, which is measured by government according to three criteria: delivery, governance and strategy

- work with business leaders, government and politicians across the public, private and voluntary sectors, to lead the implementation of an economic growth strategy for Thames Valley Berkshire
- sustain a strong and effective Board and Forum, working with the LEP Chair to ensure that a broad range of challenging perspectives are united towards a common goal and purpose
- promote the interests of the LEP area in high level negotiations with key influencers in government and business, with the broad aim of securing investment in Thames Valley Berkshire
- maintain a clear and informed view of the strengths and challenges facing the local economy, ensuring that 'horizon-scanning' mechanisms are in place and effective
- oversee and guide the development of future LEP strategy including the preparation and implementation of an annual Delivery Plan and (from 2020) Local Industrial Strategy for Berkshire





Experience and attributes

The Chief Executive must demonstrate the following:

- clear strategic vision, with a demonstrable understanding of the drivers of economic growth and productivity; the challenges and opportunities facing the sub region
- an ability to work with local authorities, MPs and national government
- strong interpersonal and communication skills; be articulate and able to influence and network; deal with media attention and represent the Thames Valley Berkshire LEP area
- proven track record in an economic development field such as infrastructure, business support or skills
- networking skills; able to convey wider messages; unite divergent interests and build support for common goals



Guidance to candidates

If you're interested in understanding more about the LEP, please:

- have a look at our latest [Impact Report](#)
- listen to an audio version of the LEP induction briefing, [here](#)
- talk to the LEP Chair, Peter Read, by emailing ceo@thamesvalleyberkshire.co.uk
- talk to the incumbent LEP CEO, Tim Smith, by emailing ceo@thamesvalleyberkshire.co.uk.

If you wish to **apply**, send your CV and a two-page summary of your suitability for the role and reasons for wanting to join us, to ceo@thamesvalleyberkshire.co.uk

Applications should be returned by 12 pm 28 October 2019.

Recruitment and induction timetable

The dates shown below are indicative and subject to change:

Date	Stage
12pm, 28 October 2019	Closing date for applications
7 November 2019	First interview
w/c 18 November 2019	Second interview

