



# **CHAIR FOR THE CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BUSINESS BOARD**

## **INDUSTRY LEADERS WANTED TO SHAPE OUR LOCAL ECONOMY**

The Cambridgeshire and Peterborough Combined Authority (CPCA) is looking for a Chair to lead the Business Board. The Business Board enables significant economic growth in the region by providing visionary leadership and challenge to the CPCA, Government and partners. We are looking for an exceptional individual with the sector expertise, strategic leadership, and commitment to drive economic growth, secure inward investment and protect and create jobs in our region.

### **CPCA Business Board**

The Business Board is the Local Enterprise Partnership for the Cambridgeshire and Peterborough area. It is independent of the Cambridgeshire & Peterborough Combined Authority (CPCA) operating as a private-public sector partnership, focusing on the key business sectors to provide strategic leadership and drive growth in Cambridgeshire and Peterborough.

The Board is comprised of business leaders and industry experts. Your primary role will be to chair the Business Board representing the views and interests of private sector businesses. The Board ensures there is a clear business perspective as the Combined Authority seeks to be at the frontier of accelerating delivery and securing new investment across our three sub-economies of Greater Cambridge, Greater Peterborough, and the Fens.

### **Role of the Chair of the CPCA Business Board**

#### **Responsibilities will include:**

- Setting the board agenda primarily focused on strategy, performance, value creation, culture, stakeholders, and accountability, and ensuring that issues relevant to these areas are reserved for board decision.

- Safeguard that the correct processes are in place to control significant public money and provide assurance on both how funding is allocated and how it is managed.
- Shaping the culture in the boardroom.
- Encouraging all board members to engage in board and committee meetings by drawing on their skills, experience, and knowledge.
- Fostering relationships based on trust, mutual respect, and open communication, both in and outside the boardroom
- Developing a productive working relationship with the Chief Executive, providing support and advice, while respecting executive responsibility.
- Providing guidance and mentoring to new Board members as appropriate.
- Leading the annual board evaluation and acting on the results.

### **Person Specification**

The Chair must have a strong private sector background relevant to the Cambridgeshire area and experience of building effective organisations to ensure he/she is equipped with the skills needed to steer the work of a Local Enterprise Partnership.

They will be expected to be visible, active participants in the business community and with the highest levels of Local Government. As a result, the Chair must be able to work collaboratively with a range of stakeholders, including local people, businesses and their representatives, elected officials, education institutions and voluntary and community sector bodies, holding stakeholders to account for delivery and ensuring tough decisions are taken.

He/she must be able to inspire confidence and be able to represent the concerns of its people, institutions, and businesses,

We are interested in applications from Entrepreneurs and Small or Medium Sized Enterprises, and particularly keen to recruit industry leaders within the following key sectors:

- Agri – Tech
- Advanced Manufacturing & Materials
- Life Sciences
- Digital

We welcome applications from Business Representative Organisations and Trade Unions.

### **Key Skills**

- Strategic thinking
- Leadership

- Enthusiasm
- Collaborative approach
- Performance focus
- Eye for detail
- Strong desire to make a positive contribution

### **Time Commitment and Remuneration**

The terms of office of the Chair will be for two years with one consecutive term permitted upon unanimous vote of the Board members present and voting.

The Chair is required to provide direct and pro-active leadership both nationally and locally, and as such a substantially greater time commitment is required than that required from any other Board member

You will be expected to attend:

- Business Board Meetings - 6 times per year (x3 hours)
- Business Board Pre-Board Briefings - 6 times per year (x1 hour)
- Combined Authority Meetings – 6 times per year (x3 hours)
- CPCA Leaders Strategy – up to 12 times per year (x1.5 hours)
- Induction (x1 hour)
- Business Board Activity Update Meetings (Optional) - 6 times per year (x1.5 hours)

**Salary:** The remuneration for this role is an allowance of £24k per annum

**We are keen to build a diverse Board that is representative of our community, and we are dedicated to supporting a fully inclusive culture and welcome applications from all sections of the community, regardless of age, gender, ethnicity, sexual orientation, faith, or disability.**

**The Combined Authority will appoint the Chair on merit, and in accordance with Government requirements.**

For further information or for an informal discussion about the role please contact email [hr@cambridgeshirepeterborough-ca.gov.uk](mailto:hr@cambridgeshirepeterborough-ca.gov.uk)

Please submit CVs with a covering letter to [hr@cambridgeshirepeterborough-ca.gov.uk](mailto:hr@cambridgeshirepeterborough-ca.gov.uk)

**By 9am Monday 27 June 2022**