

## **Job specs for board member recruitment**

Following major recent and ongoing investment in Crewe's infrastructure, including the advancement of plans for the town centre, the regeneration of Crewe has started and £22.9m of Levelling Up funding from central government has been allocated through the 'Towns Fund'.

The board is therefore in a strong position and is delivering on projects that will improve accessibility, increase footfall, and enhance perceptions of the town.

With so much activity taking place, Crewe Town Board was established to provide oversight of the Towns Fund programme. This board has been active and responsible for the shortlisting, selecting and oversight of nine projects. Three new board members are being sought.

The Town Board for Crewe:

- Provides strategic input and oversight of strategies and action plans which promote the long term economic, physical, environmental, cultural and social development of Crewe.
- Informs key investment and funding decisions taken by any individual stakeholder

The board comprises up to 17 members, reflecting the different types of stakeholders required to support effective working while representing the different interests of the town. These include the MP for Crewe and Nantwich and representatives from Cheshire East Council, Crewe Town Council, representatives of the business sector and anchor institutions.

The board meets on the first Friday of the month and is supported by officers from the economic development service at Cheshire East Council. It is the intention that the board will also host a public forum on an annual basis.

These appointments will be for an initial period of 12 months, to be reviewed by the board.

### **OFFICIAL ROLE DESCRIPTION FOR BOARD MEMBER, CREWE TOWN BOARD**

#### **Role Purpose**

- To provide a strategic overview of the work of the board, and oversight and delivery of Towns Fund projects and to support and deliver on the board's objectives.
- To be an effective external advocate of the board in public and with local, sub-regional and national stakeholders.

#### **Role Inputs and duration**

- An average of 1 day per month but flexibility is needed around availability, often at short notice. This is a 3 year appointment but will be reviewed by the Board on an annual basis

#### **Remuneration**

- This post will not receive remuneration, but the board will consider the scope for payment of out-of-pocket expenses, as appropriate.

#### **Main Accountabilities**

- To help set the strategic direction and priorities of the board
- To set the tone of openness and debate of the board
- To preside over board meetings and ensure that time in meetings is used productively, managing conflicts of interest as needed
- To ensure and require complete, timely, accurate and relevant information is placed before the board and its committees to allow the board to reach informed conclusions
- To build and ensure that effective relationships are maintained with key stakeholders
- To ensure the performance of the board is effectively scrutinised
- To maintain an overview of economic and strategic issues that might impact on Crewe

### **Key Skills and Attributes**

- To be a passionate champion of Crewe
- Ability to work effectively within a board structure
- Strategic mindset
- Appreciation of the issues in the area, including economic development, business, infrastructure, and the local political landscape
- Ability to access, build and maintain strong and effective networks and working relationships across sectors and at all levels
- High level influencing, relationship and stakeholder engagement skills
- Open to difference, with strong listening and questioning skills
- Ability to generate confidence and trust, by embodying those characteristics

### **Required Experience/Background**

- Experience of being a board member, (however the board is open to people who have not previously sat on a board to be considered as a board member if they can demonstrate they are willing to be mentored)
- A demonstrable knowledge of Crewe
- An understanding of public/private sector partnerships and how they operate
- Understanding of the need to be held to public scrutiny
- Able to demonstrate they are well networked at senior levels locally, or regionally