

Process for appointing the Deputy Chair of the Local Enterprise Partnership

National guidance requests that Local Enterprise Partnership boards appoint a Deputy Chair from amongst the Board membership.

In order to ensure a transparent, fair and consistent approach to appointing the Deputy Chair of the Tees Valley Local Enterprise Partnership Board, the following principles and processes will be followed:

General Principles

1	The Deputy Chair shall be selected from the private sector members of the current board.
2	When the appointment of a Deputy Chair is required a standard process will be adhered to.
3	The role of Deputy Chair will be held for a standard duration of two years with the option to extend the tenure for a further two years only. This will be dependent on the period of membership that the individual has remaining, as an individual can only act as Deputy Chair if they are a serving member of the LEP Board.

Appointment Process

1	All members of the Board will be advised of the position vacancy.
2	The LEP Board Chair will request expressions of interest from all eligible members who wish to be considered for the position.
3	Expressions of interest will be submitted to the Policy Officer by an agreed date via email.
4	The Chair will assess the applications and meet with candidates.
5	The Chair will then make a formal recommendation to the Board for ratification.

Accountabilities of Local Enterprise Partnership Chairs:

- To chair meetings of the Local Enterprise Partnership Board as required.
- To be the principal representative of the Local Enterprise Partnership, and of the TVCA as a whole, at meetings with various external stakeholders as required.
- To undertake a range of activities including hosting events and delegations, making visits and presentations, ensuring that the role is visible and recognised across government, with partners and in the media.
- To attend and contribute at meetings of the TVCA Cabinet as required.
- To provide leadership to the Board and be responsible for progressing the LEP agenda and activities.
- To be a visible, active participant in the business community

Role of Deputy Chair

- To work with, and if appropriate deputise for, the Chair of the Local Enterprise Partnership to deliver the role detailed above.

Skill and Experience requirements:

- A strong private sector background and experience of building effective organisations.
- The ability 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.
- Be able to act as an advocate for the Tees Valley and be able to represent the concerns of its people, institutions and businesses, both locally and at the highest levels of government.
- To be a strategic operator – able to interpret the external environment, articulate the LEP's position within it and amplify the board's stated ambitions.