

ACTIVE BLACK COUNTRY

# Board Chair Recruitment Pack



AUGUST 2019



# Welcome Note

Thank you for your interest in becoming the Chair of the Active Black Country Partnership\*.

We are delighted you are interested in this exciting post to drive the partnership forward and fulfil our vision and mission. This pack aims to provide you with valuable insight into our business, ways of working and most importantly, what we want from our future Chair.

Our organisation has a passionate belief that physical activity and sport can change people's lives and that it is every resident's right to be active and play sport.

The partnership's ambition is to 'create an active healthy region' and enable our 318,000 inactive residents to be active. The Active Black Country Chair will lead the Board and will have the passion and enthusiasm to play a major role in helping to get Black Country residents active and create a healthier, happier Black Country.

Active Black Country understands that the scale and complexity of the challenge across the Black Country is significant and recognise we have to tackle the challenge through building a movement of people who share our ambition, agendas and passion to drive change.

To do this we need to build a greater breadth of relationships with 'non-traditional' partners, backed by strong intelligence and insight; which can influence, inspire and enable others to achieve our vision 'that it is easier for individuals and communities to be physically active and to be safe, secure, healthy and passionate about Sport'.

Early implementation of the 'Towards An Active Black Country' Framework has seen additional funding levered into the region, the development of a place based pilot in partnership with our Local Government partners, integration of strategies and influence of policy across transport, housing and education alongside improved capture and evidence of the work being undertaken locally.

We are looking for a strong leader who believes in the benefits of physical activity to contribute to health, social and economic outcomes and has an understanding of the key role the Active Partnership can play in the local system.

The partnership's new Chair will be integral to advancing the change realised to date and be influential in ensuring sport and physical activity is placed on key agendas and is more visible in transformational discussions across health, economic regeneration and education.

The partnership is well placed to access strategic networks via our host Black Country Consortium Ltd, whose unique positioning

*Ian Carey*

Ian Carey  
Active Black Country Director

\* Active Black Country is one of 43 Active Partnerships in England and is principally funded by Sport England, working to provide opportunities for people to be physically active and play sport.

as the key enabler to drive the vision-led transformation of the Black Country is invaluable. We have gained their support in placing our agenda of sport, physical activity and wellbeing at the heart of some of the regional collaborative work.

We are looking for someone who has suitable senior business leadership experience to be a credible influencer at CEO level – a strategic leader who works collaboratively, is enabling and facilitative. They will be instrumental in opening doors, creating networks and instigating new contacts.

They will also hold the partnership to account for performance against strategic objectives and help us to work and perform well as a team.

Our Board Chair will be a passionate advocate for the Black Country, ensuring the regional composition, strategic need and strong partnership working is reflected across key partners. They will also utilise the extensive intelligence available to drive strategic discussion and a revision to the existing strategic framework over the next 18 months.

There are clear governance arrangements in place which demonstrate a robust and clear definition of the decision making and accountability levels between our host organisation (Black Country Consortium Ltd), Board and Partnership.

To help us on this next phase of our journey, we are looking for our Board Chair to lead the partnership alongside the ABC Director and core team. It is an incredibly exciting time to be working within the Black Country and wider West Midlands region, with the 2022 Commonwealth Games presenting a once in a lifetime opportunity to advance change across the region.

If you believe you have the skills and commitment to help us fully realise our vision, then we would love to hear from you. We will be happy to answer any additional questions you may have and I will be delighted to have an informal discussion with any potential applicants.



# Who we are, where we are and what we do...

The Active Black Country Partnership (ABC) is the Active Partnership for the Black Country region.

The geographical region called the 'Black Country' is made up of 30 towns and four strategic centres with a growing population of 1.17m. The population is broken down by a gender split that is slightly more women than men, an age split that has 82.6% of its population under the age of 65 and a diverse ethnic population which is slightly larger than national average.

Sitting at the heart of England, it forms the west part of the West Midlands Metropolitan Area and is the largest conurbation outside of London. Comprising the four separate Borough councils of Walsall, Dudley, Wolverhampton and Sandwell, it has a proud and diverse history with a belief that it is a place not defined by its borders, but by its people. The region is undergoing a transformational period with regeneration seeking to change the face of its urban environment and improve the lives for those who live, work, learn and play within it.

Our priority audience is large scale with 500,000 people residing in the most deprived areas and communities across the Black Country who are most likely to be physically inactive. The high deprivation promotes inequalities to a greater extent than in the majority of other County regions.

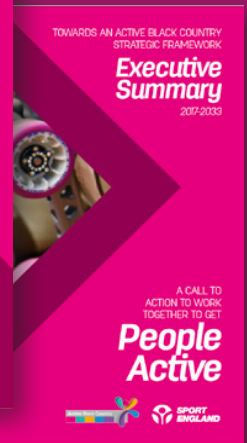
Our organisation has a passionate belief that physical activity and sport can improve people's lives and that it is every resident right to be physically active and play sport.

The 'Towards an Active Black Country' Strategic Framework recognises the far-reaching approach needed to get people active, understanding people's motivations and challenges and improving the place to get people moving.

We are clear about our role as an 'enabling' organisation, performing in a strategic role, facilitating effective and deep collaboration between the four local authorities, communities and other identified stakeholders. We co-ordinate joint working, where it adds most value, to tackle physical inactivity and get more people playing sport - contributing to better outcomes for Black Country people who face severe and multiple disadvantage.

Our priorities reflect the need to understand the regions communities and residents, connect and collaborate to align strategic priorities and influence policy and investment.

Our golden thread, providing our shared sense of purpose, lies with our acknowledgement and genuine recognition that the inequalities across the Black Country must be addressed through understanding who the 'go to' people are, where we connect with key influencers and decision makers and how we connect with those who align with our agenda and can upscale our ability to impact on the large scale issues the region presents.



# Our Vision

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That it is easier for Black Country communities to be physically active and to be safe, secure and passionate about sport.

# Our Mission

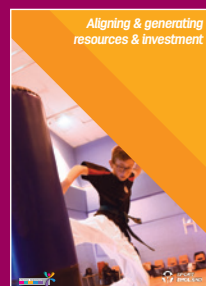
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To change people's lives through the power of sport and physical activity across the most deprived areas of the Black Country through collaboration, influence and creation of opportunities that enable the region to have healthier & happier lives.

# Our Priorities

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1. Getting more people moving and physically active.
2. To build a deep understanding of the Black Country and its people.
3. Focus on communities: develop our understanding of needs and identify community-based solutions
4. Align strategic priorities and generate resources and investment to ensure a well-connected local system.
5. Develop and upskill the Black Country workforce.
6. Champion physical activity and sports social, health and economic impact.



# Chair of the Board Terms of Appointment

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**Title:** Independent Chair of Active Black Country Board.

**Eligibility:** The Chair of the Board should, preferably, either live or work within the Black Country region.

As per all Board members, an Independent Chair must meet the eligibility criteria to be 'independent'. This is defined as being free from any close connection to the organisation and therefore, from the perspective of an objective outsider, they would be viewed as independent. Examples of this close connection would include:-

- They are or have, within the last four years, been actively involved in the organisation's affairs;
- They are or have within the last four years been an employee of the organisation
- They have close family ties with any of the organisation's employees.

**Remuneration:** This is a voluntary non-salaried position. Travel and other reasonable expenses will be reimbursed.

**Location:** Board meetings and events will be held throughout the Black Country region. In addition there will be a requirement to attend up to 2 regional meetings and 2 national meetings.

**Time Commitment:** As a minimum, attendance and preparation should be made for:-

- An induction training event
- A minimum of 4 board meetings annually
- Two regional and two national meetings
- An appraisal meeting
- Completion of appraisal meetings for individual Board members
- Meetings, as required, with the Director, BCC Ltd CEO, management team
- 5 Active Black Country events

**Term of Appointment:** All appointments and re-appointments will be made in compliance with agreed stipulations regarding terms of office.

The Chair of the Board will normally be appointed for a 3 year period.

At the expiry of the period of office the Chair shall be eligible for re-appointment, subject to approval, for two further terms of up to 3 years each.

**End of Term of Appointment/Re-appointment:** An individual shall cease to be the Chair if they:-

- Resign in writing to the Director/BCC Ltd CEO or Chair.
- Are expelled from membership by a resolution carried out by a majority of no less than two thirds of those Board members voting of which due notice has been given. Grounds for expulsion must be specified in the notices calling the meeting and the individual must be given the opportunity to state their case at the meeting. Should they fail to attend with due notice given, the meeting may proceed in their absence.
- Have exceeded their term of appointment and/or re-appointment.

# Chair of the Board

## Job Description & Person Specification

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In addition to their role as a Board member, the role of the Chair is to also provide leadership and direction to the Active Black Country Board. The Chair's aim is to enable the Board to fulfil their responsibilities for the overall governance and strategic direction of Active Black Country whilst maintaining its vision, mission and values.

<b>Accountable to:-</b>	Chair of BCC Ltd in collaboration with Sport England
<b>Responsible for:</b>	<ul style="list-style-type: none"><li>• Defining the overall direction of Active Black Country, in collaboration with the Board, Director, stakeholders, BCC Ltd CEO and operational team.</li><li>• Providing strategic leadership to the Board, chairing its regular meetings and bringing together a diverse range of interests and partners to work together on a common agenda.</li><li>• Ensuring that Board decisions are acted upon, that Active Black Country is fit for purpose and that it achieves high performance.</li><li>• Being the lead advocate for the Active Black Country and representing its Board as its spokesperson being its public face at appropriate events.</li><li>• Ensuring that a robust and appropriate governance framework is in place and is regularly reviewed.</li></ul>
<b>Key Duties:</b>	<p>Setting the agenda ensuring it focuses on the key issues, is proactive and strategically focused.</p> <ul style="list-style-type: none"><li>• Planning and preparing Board meetings to ensure members receive accurate, timely and clear information enabling sufficient time for consideration of critical issues.</li><li>• Chairing Board meetings to ensure effective discussion, deliberation and decision making takes place with all adequately minuted.</li><li>• Leading the timely review of the skills composition of the Board to ensure its overall effectiveness.</li><li>• Leading the induction, review and development of individual Board members to ensure their continuing contributions.</li><li>• Ensuring that successors are in place within the terms of appointment periods ensuring the effective re-appointment criteria is applied and/or recruitment and selection processes are adhered to.</li><li>• Encouraging and making sure all Board members actively engage and participate in Board meetings taking action, where necessary to ensure individuals are appropriately contributing.</li><li>• Liaising with the Director, management team and BCC Ltd CEO to ensure appropriate effective support is provided at all times.</li><li>• Engaging with relevant stakeholders to ensure the best interests of Active Black Country are represented and upheld at all times.</li></ul>

**Person Specification:**

- A proven track record of leading and managing a multi-agency partnership or business
- A proven track record in a high profile leadership and/or management role in the commercial, public or voluntary sectors.
- Involvement and passion in the development of sport and physical activity.
- Networking skills and experiences with senior influencers and capability and willingness to use this for the benefit of ABC.
- Experience of operating within Boards and committee structures and a working knowledge of the governance framework and role of non-executive Directors.
- Experience of strategic working, business planning and change management review mechanisms.
- Experience of public relations and working with the media.
- A willingness, together with the appropriate skills and knowledge, to effectively lead the Board.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of the stewardship of the Board and abiding by its Code of Conduct.
- Good, independent judgement, political impartiality and the ability to think creatively in the context of the Board's activities and external environment.
- Excellent communication and interpersonal skills and the ability to respect the confidences of colleagues.
- Balancing tact and diplomacy with willingness to challenge and constructively criticise.
- A willingness to devote time to carry out their responsibilities.

# Our Equality Statement

Active Black Country is committed to achieving the highest standards of employment practice. Equality of opportunity for all sections of the workforce is an integral part of this commitment.

We will not tolerate less favourable treatment on the grounds of: gender, race, colour, nationality, ethnic or national origin, disability, marital status, sexual orientation, gender reassignment, responsibility for dependents, age, trade union or political activities, religion or beliefs, spent offenses or any other reason which cannot be shown to be justified.

We monitor our recruitment and selection practices to fulfil our statutory duty relevant to equality in employment and to ensure our practices are fair, equitable and consistent with the aim of appointing the best person, based on merit, for any role.

Our aim is to promote and achieve a Board which reflects the Black Country. We encourage applications from under-represented groups and we will pursue a policy of 'Positive Action' in an attempt to achieve this.

'Positive Action' refers to measures and initiatives that can be taken to actively encourage individuals from under-represented groups to apply. The selection process is no different and is based solely on merit. 'Positive Action' does not seek to remove competition and the Board will recruit and select the best applicants for the role.

For more details on the work of Active Black Country, or to receive news and information visit:

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