



**The best place  
in the UK to live,  
grow and succeed?  
Together we can  
make it happen.**

# Welcome



This is an important year for Coast to Capital Local Enterprise Partnership (LEP). In 2019, the LEP will drive forward work to deliver our new Strategic Economic Plan, Gatwick 360, and will produce the area's first Local Industrial Strategy. We also have an ambitious vision for the towns and cities in the Coast to Capital area to be known around the world as fantastic places to live, to grow and succeed and for the area to become the most dynamic non-city region in England, centred around a highly successful Gatwick Airport

Our outgoing Vice Chair, Steve Allen, leaves our partnership in a very strong place. We need an outstanding Vice Chair to build on his work, and to help lead us through the exciting times ahead.

Our Local Industrial strategy will be firmly based in the strengths that already exist in the region and will focus on our priorities including skills, transport, digital networks and innovation. We represent a diverse area and we will be working to deliver prosperous urban centres whilst prioritising investing in sustainable growth. We are ambitious to become a strong competitor in a global economy and raising the profile of our area and showcasing it to the world is also a key priority.

The LEP is working to develop and grow the area's economy. We are developing business infrastructure and support to help the businesses that are based here to create good jobs that will retain and develop the skills of our people. We also want to attract new businesses to locate here to generate further income for the economy, and add value to our business supply chains.

The roles of the Vice Chair will require strong leadership, a strategic and collaborative approach and hard work to make sure we get this right. LEP Board members come from different backgrounds across the area and offer a breadth of industry knowledge and expertise. I am keen to hear from people that can build on this diversity. I invite you to bring your ideas, your skills and your ambition.

If you would like to get involved, I would love to hear from you.

**Tim Wates**  
**Coast to Capital Chairman**

**“Our outgoing Vice Chair, Steve Allen, leaves our partnership in a very strong place. We need an outstanding Vice Chair to build on his work, and to help lead us through the exciting times ahead.”**

# Our organisation

Coast to Capital is one of 38 Local Enterprise Partnerships (LEPs) across England – but the only one lucky enough to be responsible for driving the economic growth and sustainable success of this beautiful, vibrant and exceptionally well connected region.

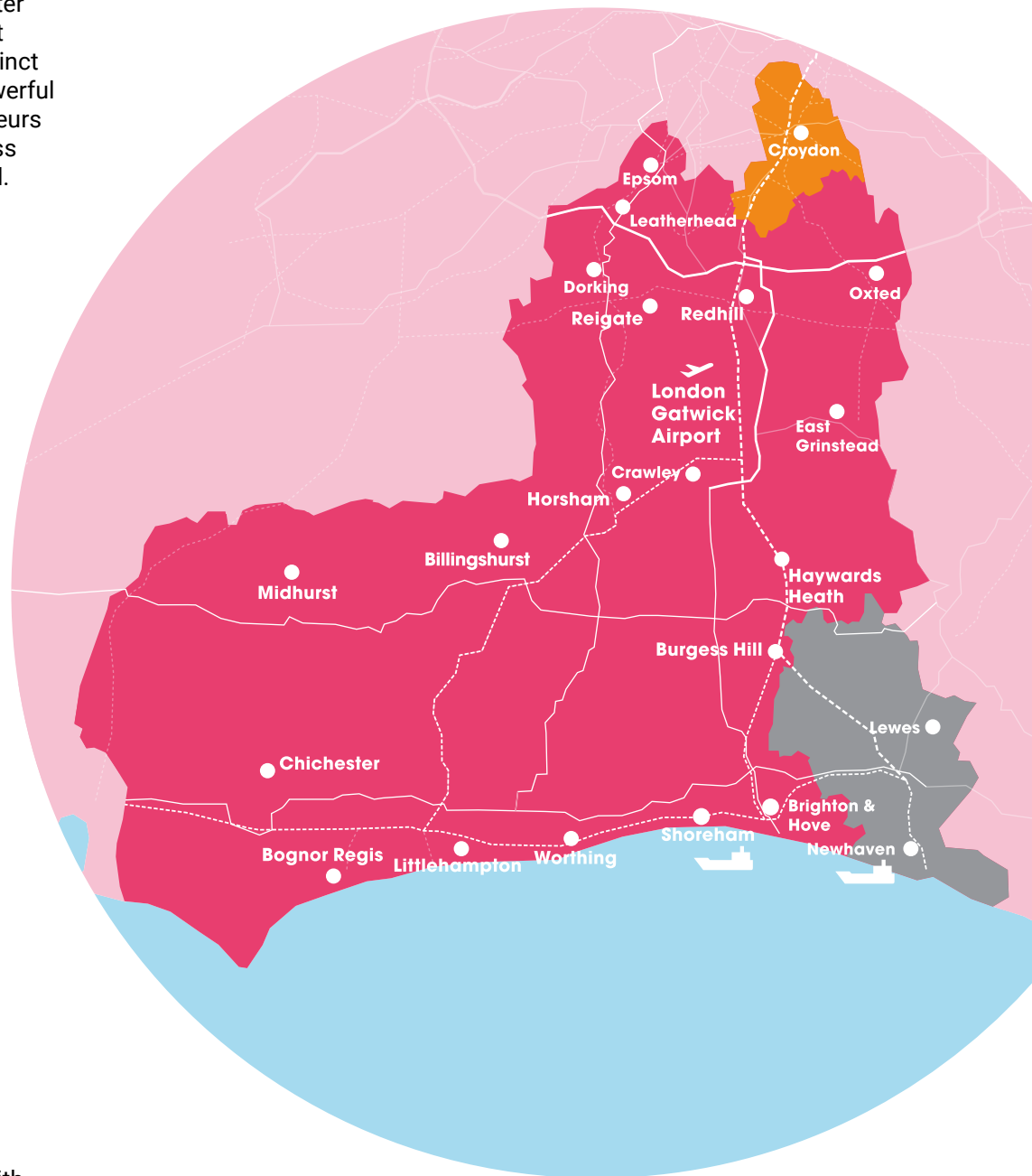
As a LEP, we are here to provide strategic leadership, connect business with support and act as a catalyst for transformational change. As an ambitious and professional business-led collaboration between the private, public and education sectors we work in partnership to deliver a successful strategy for economic growth.



# Our area

The Coast to Capital area does not fit the template. Rather than a single identifiable city region, it is a network of functional economic hubs around Gatwick airport which is the most important asset in our area.

The economic hubs of Greater Brighton, West Sussex and East Surrey each have their own distinct sense of identity, offering a powerful draw for businesses, entrepreneurs and visitors from London, across the UK and the rest of the world.



Coast to Capital LEP



Strategic relationship with  
London LEP



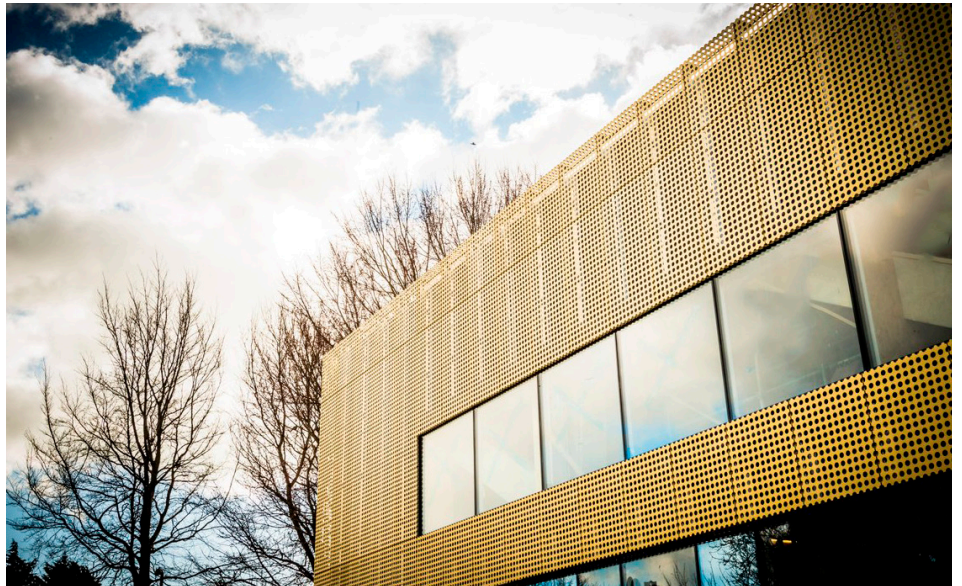
Strategic relationship  
with South East LEP



# Our impact

Since we were created, Coast to Capital has made significant progress in attracting investment and support to help our economy grow; including:

- Attracting more than £300m of public investment to upgrade our regional infrastructure, and to invest in the growth of business in the region.
- Developing and delivering services to businesses in the region, focusing on SME and scale-up growth, exports and helping the education sector align with business needs.
- Demonstrating leadership on strategic issues facing our regional economy, including around transport infrastructure, the development of skills to serve our future economy, and the economic importance of housing in the region.



Success in bidding for Local Growth Fund has resulted in a large portfolio of major infrastructure improvements for us to manage, as well as projects supported by our Growing Places revolving loan fund. Last year saw the opening of the Advanced Engineering Centre in Brighton, the first 5G test bed in a business setting go live and the royal opening of the University of Chichester Engineering and Digital Technology Park. We also approved new projects including the £14.64 million Crawley Growth Programme, the £5 million Southern Gateway Development and £3.25 million for Croydon Fiveways. Effective delivery of all of our projects, through the public funds for which we are responsible, continues to be of crucial importance.

Our in-house Growth Hub continues to provide free support mainly focussed on established growth businesses. 84% of our clients would not have found the relevant business support they needed to unlock their growth without our Growth Hub's intervention. We have introduced innovations such as the Escalator programme that provides peer to peer cohort support for Scale Up businesses. This is currently being delivered as a 6 month pilot. Our Enterprise Coordinators team continue to deliver the Enterprise Adviser Network programme across the area bringing business leaders and schools together to support the development of Careers Strategies to address the Gatsby benchmarks related to business encounters and experience of the workplace.

# Our strategy

In July 2018 we published Gatwick 360, our new Strategic Economic Plan, which sets out our vision for the area by 2030. In it we describe our eight priorities to achieve our vision, providing strong leadership and succeeding together with our partners.

Our vision by 2030 is for the towns and cities in the Coast to Capital area to be known around the world as fantastic places to live, to grow and succeed and for the area to become the most dynamic non-city region in England, centred around a highly successful Gatwick Airport.



## Our eight economic priorities are to:



Deliver prosperous urban centres



Develop business infrastructure and support



Invest in sustainable growth



Create skills for the future



Pioneer innovation in core strengths



Promote better transport and mobility



Improve digital network capability



Build a strong national and international identity

Delivering on the pledges we make in Gatwick 360° now forms a distinct programme for the organisation. Through Gatwick 360° we will negotiate a strong future relationship with Government for our area, through a Local Industrial Strategy.

# Our values

Coast to Capital is committed to good governance, transparency and accountability. We go over and above what is required of us by Government and believe we are a leading LEP in this area.

## Ambitious

We are a high performing, goal orientated team. We are committed to delivering value for our region, and being a benchmark of quality for LEPs nationally.

## Focused

We are driven by the desire to make a positive impact. Focused on strong leadership, collaboration and strategic investment to improve the quality and economic performance of the region.

## Trusted

We believe our reputation is forged by what we do, not what we say. Each strategic decision, each investment and every conversation provides an opportunity to build and strengthen trust.

## Champion

We are a champion for all businesses and communities in the region. Through working closely with the regions economic hubs and local authorities we are able to gain a deep understanding. Then we join the dots to secure investment for our region.

## Diverse

Our region is a diverse one, in every sense - geographically, economically, socially, demographically. We regard this is a major asset. When we bring people together, and work inclusively to make the most of their potential, we achieve our best.

## Our board

Chaired by Tim Wates, the Coast to Capital Board brings together regional business leaders alongside senior politicians and leaders from Universities and Further Education. We form a unique partnership which makes us a powerful voice of challenge and advocacy for our area.



Tim Wates



Jonathan Sharrock  
(CEO)



Karen Dukes



Philip Jones



Daryl Gayler



Martin Harris



David Joy



Mike La Rooy



Julie Kapsalis



Rosaleen Liard



Cllr Garry Wall



Cllr Louise  
Goldsmith



Cllr Tony Newman



Cllr Dan Yates



Cllr Colin Kemp



Adam Tickell  
(HE)



Nick Juba  
(FE)

# About the role

We are seeking an outstanding Vice Chair in order to help lead the region and meet our ambitious vision set out in Gatwick 360. The role of the Vice Chair is key in supporting the LEP Chair and the delivery of our objectives. We are keen to hear from outstanding individuals who are capable of representing businesses across our entire area passionate about driving forward our economic growth.

## Remuneration

The post is not remunerated, although reasonable travel and expenses will be paid.

## Term length

Three years with the potential to renew for one further term.

## Anticipated time commitment:

1 to 2 days per month.

The Vice Chair's responsibilities are to:

- Support the Chairman to deliver his duties and deputise for the Chairman at Board and other meetings as required as a proxy, also in instances when the Chairman is conflicted.
- Attend Coast to Capital Board and Chairman's Committee meetings and provide support to Board members and Sub-Committees as required.
- Foster positive working relationships amongst Board members and exemplify Board member behaviour and input.
- Act as an ambassador and champion for Coast to Capital, engaging in projects which require Board member leadership.
- Advise the Coast to Capital Chief Executive and support strategy development.
- Ensure that the LEP acts in a transparent, efficient and effective way.

Further responsibilities as a Board Director include:

- Contributing to the development of an effective private, public and third sector partnership.
- Contributing to the implementation of the overall strategy and priorities and to help the Board maintain focus.
- Contributing knowledge and expertise to illuminate the business issues facing the area, the strengths and opportunities and the initiatives which could be taken to drive business growth.
- Attending and chairing working groups and other meetings on specific issues.
- Represent Coast to Capital at high profile events including speaking opportunities.

## Diversity

We are committed to creating an inclusive organisation that promotes and values diversity. As such, we welcome applications from senior business figures from under-represented groups and encourage female business leaders to apply.



# Person specification

## Experience

- Established in your field with extensive senior leadership experience within the private or commercial sector.
- Proven experience of performing a non-executive role and experience of working well with non-executive Directors.
- Experience of working with senior local politicians, MPs, regional and national agencies, and government departments.
- Proven track record in demonstrating leadership to develop and drive strategic change.
- Track record of success in actively promoting collaboration, joint initiatives, and partnerships.
- Strong reputation and professional network with established working relationships within the Coast to Capital area.

## Skills

- Ability to grasp strategic issues facing local and central government in relation to economic growth.
- Well-developed strategic, influencing, and negotiation skills, and ability to work across organisations in an open and effective way.
- Strong leadership and team working skills, with strong self-confidence and motivational skills.
- Ability to understand, monitor and manage the detail of complex programme management information.
- Ability to engage with a wide range of stakeholders from local government, education and business sectors.
- Ability to exercise effective judgement and decision-making in a political and multi-disciplinary environment.
- Excellent communication and presentation skills.
- Excellent networking skills.
- Ability to Chair meetings effectively.
- Ability to work closely with the Chief Executive and his senior team to support the work of Coast to Capital.
- Ability to act in accordance with the seven Nolan Principles of public life.

## Knowledge

- Understanding of the challenges and opportunities facing the economy in our region, and a commitment to creating an environment where business can flourish.
- Familiarity with the wider issues affecting our region and a desire to make a difference to the area. Candidates must live and/or work in the area; or have or have had experience of participating in a business or businesses based in the area. Candidates must also be able to offer the time and commitment necessary to make a success of these roles.

# Terms and conditions

The term of appointment will be for three years, with an option to renew for a further three-year term. You will be required to attend up to five Board meetings a year, with wider engagement in line with your Board responsibilities.

As an organisation which allocates public money on behalf of Government, Coast to Capital holds itself to the highest standards of public accountability and

transparency. We set out how we do this in our Assurance Framework, which sets out the high quality governance arrangements that we have in place in order to ensure that our partners have confidence in the decisions that we make. All Directors are subject to the provisions of this assurance framework, and are given support and training as required by the Executive team to support them in doing this.

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## How to apply

Please send your application to [Hazel.Nicholmann@coast2capital.org.uk](mailto:Hazel.Nicholmann@coast2capital.org.uk) by **Wednesday 29 May**. Please supply the following for your application:

- An up-to-date CV setting out your career history, with an overview of your responsibilities and achievements and preferred contact details.
- A supporting statement (or covering letter) of no more than two pages which fully addresses the criteria in the job description and person specification.

- Details of two referees who can speak authoritatively about you, along with a brief statement of the capacity and period of time in which they have known you. Referees will not be contacted without your prior consent.

It is essential that your CV and supporting statement (or covering letter) reference all the relevant experience that the selection panel will be looking for in the sift process.

We will acknowledge your application within 24 hours. If you have not received confirmation please call 01403 333840.

# Recruitment timetable

These dates are indicative and may be subject to change (except closing date). Please note that candidates will need to be available for final panel interviews, if selected. We will advise all candidates of outcomes at each stage of the process as soon as possible.

- Closing date – Wednesday 29 May
- Shortlist agreed – Wednesday 5 June
- Panel Interview – Wednesday 12 June

If for any reason you will be unavailable to attend a panel interview on the above date, please include this as part of your application and we will endeavour to make alternative arrangements.

For an informal discussion about this role please contact Jonathan Sharrock (Chief Executive) either by telephone on 01403 333840 or by email at: [jonathan.sharrock@coast2capital.org.uk](mailto:jonathan.sharrock@coast2capital.org.uk)

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## Further information

Further information about Coast to Capital may be found at our website: [coast2capital.org.uk](http://coast2capital.org.uk)

