

## NED Job description for BEC Board

We are delighted that you have expressed an interest in becoming a Non-Executive Director with our Board

BEC is based in West Cumbria with its Head Quarters in the wonderful Westlakes Science Park, Whitehaven, a location owned and operated by BEC itself. We're a profit for purpose property development company with a strong social conscience. We are owned by the Nuclear Decommissioning Authority, Copeland Borough Council and Allerdale Borough Council but we operate independently. Our aim is simple: to regenerate areas of our community through creative, exciting and environmentally sensitive property development. The work we do aims to generate surpluses which are then re-invested back into the communities to support socio economic activity.

We have just launched our Strategic Plan for the next 5 years. Over the last few years we've become well known for our distinctive and innovative approach, and as an organisation which is going places - and this isn't stopping any time soon! We've got a great team here at BEC with over 22 colleagues providing services to customers across West Cumbria. Our Values root us and act as our compass for all interaction – Self-worth, Respect, Support, Integrity and Kindness.

Whilst this is a challenging time for the development sector, BEC is very well placed to face the challenges. In our Board we are looking for individuals who have credible executive level experience in complex organisations, and who understand the distinction between management and governance. You will also need the passion to be part of our team, with a keen interest in social value and a real commitment to nurture, develop and grow our business and communities.

Our success as a business is built on the foundations of our people. In the last few years our team has taken the business forward in a way that we could not have imagined a few short years ago – and I am so proud of what we have achieved. Over that time we have seen our team change and there will be more to come – change is the only constant in this world. But as long as we stay true to our values and behaviours, the spirit we have within the team and our purpose as a business will give us the momentum to progress in the right direction. And we have a lot do!

We have some ambitious aims for the next five years – from the reimagining of Westlakes, our core asset, the completion of our Whitehaven scheme around the harbour, Whittles, delivering a range of new developments in Allerdale and the creation of a smart micro-grid at Westlakes. All with a net zero carbon target!

And of course, we will continue to support the development and welfare of our amazing team! I can't wait to get started! I know this next year will be hugely rewarding and I am really looking forward to working alongside people like you on our next chapter of the BEC story!

The success of our Business will be measured by our ability to be tenacious in the face of challenge and set-backs. The team must be robust and resolute in the demands it places on each and every one of us if we are to deliver the net zero future our communities deserve.

### **Our Vision:**

To **Build Extraordinary Communities** by reinvesting profit from our property portfolio to deliver value added regeneration, net zero carbon and social outcomes that positively impact our communities.

## **Our Mission:**

We create developments for people to enjoy and work in. We uphold sustainable **building** practices and environmental responsibility. We support **extraordinary** businesses and we provide space for them to thrive. We care about the local economies in which we operate in and we help to regenerate **communities**.

Our 'Golden Thread' is our driving force whether we're considering net zero carbon property developments like North Shore, looking for further efficiencies at Westlakes, or searching for opportunities in our local communities, we aim to develop projects that are both economically viable and of real benefit to those living and working in the area.

As part of our long-term plan to transform Westlakes into a valued community asset, we will create a smart micro-grid allowing for renewable energy to fulfil as much of the site's electricity needs as possible in the near future. At a community level, we'd like to support local renewable energy generation for a sustainable, lower cost future.

## **What's The Role**

As a member of the Board, make a significant contribution to it fulfilling its responsibilities for the governance and strategic direction of BEC. Ensure that every action helps to achieve BECs vision and promotes our values.

Work with fellow Board Directors to make a positive and profound contribution to the communities we work in, inspiring and empowering people to succeed in life.

Board Directors are non-executive or executive directors and sit on the main board, as an independent member of BEC. In addition, they may be a member of the BECs Property Board and/or the Group's Committees. This role profile applies to each Board or Committee that the member has been appointed to.

All Board Directors share the same general legal responsibilities for directing BECs affairs. This includes owing separate duties and those duties include a duty to act in the best interests of BEC at all times.

## **What Will I have To Do**

### **Contribute to setting BECs vision, values and strategic direction**

- Contribute to setting and articulating BECs strategic direction, supported by ambitious financial and operational objectives, targets and plans.
- Contribute to establishing robust frameworks and systems for delegation and accountability.

### **Help to achieve the highest standards of governance**

- Uphold and promote BECs values (Self-Worth, Respect, Support, Integrity, and Kindness).
- Establish excellent relationships with other Board Directors, Executive team members, employees and customers.
- Ensure that the Board fulfils its role as set out in BECs Articles of Association, the company's constitution and other relevant documents.
- Accept individual and collective responsibility for decisions, ensuring that BEC achieves the highest standards of governance, control and efficiency; manages

risks effectively; and is able to take opportunities which result in BECs objectives being achieved.

- Ensure that any concerns about Board Directors, Executive team members or other employees are raised with the Chair or Senior Independent Director (as appropriate).
- Play an important role in ensuring the continued effectiveness of the Board, including undertaking performance appraisals, participating in learning and development opportunities, and accepting that the needs and composition of the Board or Committee will change over time.

### **Ensure strong operational and financial performance; and legal, contractual and regulatory compliance**

- Taking individual and collective responsibility, robustly monitor BECs business to ensure it is conducted lawfully, meets regulatory requirements, BECs expectations and achieves organisational objectives and targets.
- Ensure that appropriate action is taken, including holding the Executive Team to account, if the expected standards of performance or results are not, or unlikely to be achieved.
- Ensure that the approach shifts between the Board or Committee's fiduciary ('oversight'), strategic ('foresight') and generative ('insight') roles, in doing so focusing on strategic matters, issues of greatest importance and be receptive for change.
- Request further information or professional advice when it is needed.

### **Maintain excellent relationships with customers, stakeholders and shareholders**

- Act as an ambassador for BEC at all time, maintaining excellent relationships with any customers, stakeholders and communities that I come into contact with.

### **Act as a sounding board for the Executive and senior leadership team**

- Using foresight and insight, act as a sounding board for the Executive and senior leadership teams in dealing with business issues including problem solving and developing strategy or policy.
- Be a portfolio holder and/or take part in projects or similar which will be established from time to time to consider an issue of importance to BEC. In doing so provide Board Director engagement and supporting as befits the role. Portfolio roles will be established from time to time and reviewed

### **How will I evidence my success?**

- Provide evidence that my contribution to the Board has helped BEC to achieve the highest standards of governance, control and efficiency; manage risks effectively; and to take opportunities which result in BECs objectives being achieved.
- Have maintained the confidence of the Board and be supported for re-election.
- Receive positive feedback in my appraisal.

This profile is an accurate reflection of the role of a Non-Executive Board Director and more detailed responsibilities will be agreed with the Chief Executive Officer and Chair of the Board. The role profile will be reviewed from time to time to meet the changing requirements of the organisation.

# **Person Specification**

## **Experience:**

- Track record of strategic leadership and achievement in large or complex operating environments.
- A track record of motivating and leading teams to deliver strategic objectives.
- Experience of management and understanding of budgets and strategic financial information.
- Experience of working effectively with a wide range of stakeholders – for example Board members, executive teams, commercial partners, investors and funders, local communities and customers.
- Experience in one of the following areas is essential:
  - Property Development
  - Market rental
  - Strategic asset management
  - Property Finance

## **Abilities, skills and knowledge:**

- Strong strategic finance skills
- Ability to contribute to discussion and debate at meetings with a willingness to challenge constructively and express opinions while accepting accountability and the collective decision making of the Board.
- Ability to absorb and evaluate a wide range of complex written material.
- Ability to consider the wider strategic context of the organisation in discussion and decision-making.
- Ability to represent and promote the organisation and to communicate effectively.
- An awareness of the needs and aspirations of current and potential customers

## **Personal attributes:**

- Affinity with our organisational values and ethos
- Enthusiastic approach – with a desire to make a positive contribution.
- Open and supportive of others.
- Open to change and encourages innovation and creativity.
- An engaging and enthusing style, with the gravitas for an ambassadorial role.
- Personal and professional credibility that will command confidence across a wide range of stakeholder interests.