



## **Role Description for the position of Non-Executive Director of Maritime UK (Solent) Limited**

**Accountable to:** Maritime UK Solent Limited

**Remuneration:** This is a voluntary role and is not remunerated; Directors can claim reasonable expenses in line with the Maritime UK Solent expenses policy for Directors.

**Location:** It will involve travel throughout the Solent area and, occasionally, travel outside of the Solent to attend external events and meetings.

**Time commitment:** The role will involve at least one day per month.

### **Background**

The Solent's maritime sector is incredibly diverse, with world-leading capability across Ports and Shipping, Maritime Defence, Training, Academia and Research, Shipbuilding, Leisure Marine, Heritage and Tourism, Professional Services and Regulation. The maritime sector contributes around 25% (£7.7bn) of the total economic output of the local economy and is, without question, the area's core sector.

Maritime UK Solent Limited has been established as an industry-led body to promote this thriving local maritime sector. Launched in 2019 to provide the voice of the maritime sector in the Solent, it operates within the family of Maritime UK and enables the local maritime sector to directly influence national maritime sector decision-making and leadership while providing a direct route to Government.

Further information on Maritime UK Solent Limited can be found at: <https://muksolent.com/>

### **Maritime UK Solent Limited**

In order to deliver on our missions to Champion, Lead and Grow the maritime economy, Maritime UK Solent has been incorporated as a private company, limited by guarantee. Details

on the governance arrangements for the Company are set out in the Company's Articles of Association, which is available here: <https://find-and-update.company-information.service.gov.uk/company/13532228/filing-history>

In addition to operating within its Articles of Association and Company law, Maritime UK Solent plays a key role in supporting the area to secure significant public funding and, as a result, also operates within the context of public funding frameworks, including the National Local Growth Assurance Framework:

[https://assets.publishing.service.gov.uk/media/612f4bd1d3bf7f037f16306b/National\\_Local\\_Growth\\_Assurance\\_Framework\\_2021\\_Update.pdf](https://assets.publishing.service.gov.uk/media/612f4bd1d3bf7f037f16306b/National_Local_Growth_Assurance_Framework_2021_Update.pdf)

Portsmouth City Council is the accountable body for Maritime UK Solent and in this role is accountable for the proper use and administration of funding, all of which fall under the annual audit of the local authorities accounts, and for ensuring that decisions are made in accordance with the assurance framework.

### **Values and Expected Behaviours**

Maritime UK Solent has embraced the values as set out in the Nolan Principles where we act demonstrating:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

These values are extremely important to us and we expect everyone who work in and with Maritime UK Solent in any capacity, including the Board of Directors, to display these behaviours at all times. You can find a full copy of the Nolan Principles at <https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>.

Maritime UK Solent also expects that everyone who works in and with us to act in such a manner as to justify public trust and confidence and to uphold and enhance the good standing and reputation of Maritime UK Solent. We are committed to equality and valuing diversity within our workforce, and we operate in-line with the Equality and Diversity Strategy of Portsmouth City Council, our accountable body. Individuals must therefore at all times carry out their duties with due regard to our Equality at Work policy. Our goal is to ensure that these commitments, reinforced by our values, are embedded in our day-to-day working practices with all our stakeholders, colleagues, and partners.

## **Board Leadership, Company and Purpose**

Maritime UK Solent fully embraces the UK Corporate Governance Code as the system by which the company is directed and controlled. The board of directors of Maritime UK Solent Limited are responsible for the governance of the company. The following key principles set the framework for the Board Leadership and Company purpose:

- A successful company is led by an effective and entrepreneurial board, whose role is to promote the long-term sustainable success of the company, generating value for members and contributing to wider society.
- The board should establish the company's purpose, values and strategy, and satisfy itself that these and its culture are aligned. All directors must act with integrity, lead by example and promote the desired culture.
- The board should ensure that the necessary resources are in place for Maritime UK Solent to meet its objectives and measure performance against them. The board should also establish a framework of prudent and effective controls, which enable risk to be assessed and managed.
- In order for the company to meet its responsibilities to members and stakeholders, the board should ensure effective engagement with, and encourage participation from, these parties.
- The board should ensure that workforce policies and practices are consistent with the company's values and support its long-term sustainable success. The workforce should be able to raise any matters of concern.

Maritime UK Solent have established governance arrangements that are most appropriate to the Company and that reflect HM Government requirements. The arrangements apply the principles of the UK Corporate Governance Code ("the Code") and the Guidance on Board effectiveness.

## **The Role**

Maritime UK Solent Board Members require a strong and detailed appreciation of, and interest in, the strategic issues relating to, and drivers of, the local economy and the various opportunities and challenges involved in establishing and maintaining the area as a world leading maritime cluster, with a highly productive business base, powered by a vibrant innovation ecosystem, the skills the sector needs, and that is at the forefront of a low carbon economy.

In terms of time commitments, it is expected that Maritime UK Solent Directors will offer a minimum of one day per month on average. All directors should have sufficient time to meet their board responsibilities. The time commitment to engage with network members and other key stakeholders and get to know the business will be considerable.

All Directors will also receive high-quality information sufficiently in advance of meetings so that there can be thorough consideration of the issues prior to, and informed debate and challenge at, board meetings. Executive contact names and numbers will be published on all papers so that Directors can seek clarification or amplification from management where they consider the

information provided is not sufficient. They should provide constructive challenge and strategic guidance over specialist advice and hold management to account.

On appointment to the board non-executive directors will be provided with a comprehensive, formal, and tailored induction that will extend beyond the boardroom and all non-executive directors will be expected to undertake some external formal training to ensure they are fully briefed on the role of the director and the requirements under the FRS UK Corporate Governance Code. In their first year and on an ongoing basis they should expect to visit operations and talk with managers and non-managerial members of the workforce. A non-executive director should use these conversations to better understand the culture of the organisation and the way things are done in practice, and to gain insight into the experience of the executive of Maritime UK Solent.

Directors' duties are set out in sections 171-177 of the Companies Act 2006 and the Articles of Association of Maritime UK Solent Limited.

### Key working relationships

<b>INTERNAL</b>	<b>EXTERNAL</b>
Executive Directors	Maritime UK
Non-Executive Directors	Commissioners and Regulators in HM Government (civil servants and Ministers)
Accountable Body s151 officer and Monitoring officer	Key Government departments including the Department for Transport and Department for Business and Trade
Maritime UK Solent staff and Accountable Body staff supporting Maritime UK Solent activity	Local MPs
Company Secretary	Local Government Leaders, elected members and senior officials
	Private sector including senior business leaders and business representative groups
	Academia including senior academic and education leaders
	Social Enterprise and Civil Society representatives
	Board members on other clusters or other regional/national representative organisations

### Role requirements

The leadership that the Maritime UK Solent Board provides is central to the success of the business. We are seeking to recruit at least one independent industry expert drawn from the

local maritime sector. Our Directors bring energy and passion to act as champions for the area's economic success. We are particularly keen to encourage applications from those with expertise in marine, green shipping and maritime innovation in this recruitment round. We are also keen to strengthen the Board with a director that has senior finance leadership within a maritime organisation.

Bringing independent sound judgement, candidates must:

- You must come from the private sector, have experience of working within the maritime sector, and you will be expected to display the highest levels of integrity and honesty.
- It is expected that you will offer at least one day a month on average and should have sufficient time to meet your Board responsibilities.
- Board Members require a strong and detailed appreciation of, and interest in, the strategic issues relating to, and drivers of, the local Maritime economy and the various opportunities and challenges involved in securing sustainable, private sector led economic growth. The Maritime UK Solent Board have a key role in developing local solutions to enhance the economic prospects within the area and to help plan, support and direct the economic growth of the area.
- Support the continued monitoring, review and development of Maritime UK Solent governance structures, policies and procedures.
- Support Maritime UK Solent's engagement with key stakeholders, including network members from across the Maritime Sector.
- Engage with local stakeholders, including major employers in the area, representative organisations, and Members of Parliament.
- Represent Maritime UK Solent locally, encouraging new members of the Maritime UK Solent network, networking and joint working with other businesses within the area and, where appropriate, outside the Solent area.
- Represent and promote Maritime UK Solent on a local basis to deliver on our priorities to Champion, Lead and Grow the Solent's maritime economy.
- Represent Maritime UK Solent on a broader basis, including nationally and internationally, encouraging networking and joint working with other clusters, businesses, the government and public sector organisations based outside the area.
- Act in accordance with the Maritime UK Solent Articles of Association and National Local Growth Assurance Framework.

- Contribute to the board to ensure a balance between high level coordination and driving the commissioning of the agreed programme of strategic projects and programmes to deliver on our priorities to Champion, Lead and Grow the Solent's maritime economy.
- There may be a requirement for Directors to take on a lead role for key priority areas or Chair sub committees of the main board.
- Contribute to and have influence over challenging goals and objectives and ensure that the strategic aims are delivered through appropriate mechanisms.
- Contribute to the development of the board, providing expert advice and guidance and business expertise.
- Help ensure effective planning, management and financial control procedures are in place to ensure that all relevant legal and statutory requirements are met.

### **Person specification**

Candidates are asked to demonstrate that they:

- Have previous experience operating at senior board or committee level in a complex, challenging and high-profile environment.
- Come from the private sector, with experience of working within the maritime sector.
- Are experts in co-operation, collaboration, co-ordination, convening and communication to make things happen.
- Have an understanding of what 'good governance' looks like in a regulated public sector environment gained through working with HM Government or the wider public sector.
- Are not disqualified under the Articles of Association of Maritime UK Solent.
- Have substantial knowledge and/or experience of the local economy, through a strong and proven track record of business, local government or education/research leadership at a senior level.
- Have substantial experience and understanding of structuring effective working relationships with the private/public/education/research sector in local, regional, national and international fora.
- Have knowledge, understanding and a demonstrable commitment to championing, leading and growing the local maritime economy.
- Have the ability to make informed, balanced and independent judgements on key economic issues for the maritime sector in the Solent.

- Have the ability to consider the long-term implications and broad view of issues, identifying opportunities and key risks.
- Have the ability to act as an ambassador for Maritime UK Solent, with extensive experience engaging the confidence of local and central government (including Ministers of State), other public agencies as appropriate and key businesses and business organisations.