

# TODMORDEN TOWN DEAL

## Todmorden Town Deal Board Role Profile

### Our Vision

Our vision is a thriving market town which capitalises on its unique landscape, its environment, and its renowned community activism and enterprising spirit. Todmorden will have a strong visitor economy and be a beacon for social and environmental enterprise, creative industries, and healthy living.

We aspire to be a place where talent and enterprise can thrive. A place defined by our innate kindness and resilience, by how our people care for each other, can recover from setbacks and are full of hope. Todmorden will be a wonderful place to visit, work, but most importantly, a place to live a larger life.

### Role Details:

Role Title: Board Member: Todmorden Town Deal Board  
Remuneration: Voluntary position

### Role Purpose:

The Todmorden Town Deal Board oversees delivery of the £17.5 million Todmorden Town Deal Programme. The programme is ambitious and challenging, bringing together partners from the public, private, and voluntary sectors to deliver projects in the town.

The Board will work with Calderdale Council, the Accountable Body for the Todmorden Town Deal, to give strategic support to project partners, check progress, and make recommendations to ensure the programme delivers outputs and outcomes.

Board Members will add value to the programme by bringing their ability and knowledge of the area, its communities and business, to ensure the successful delivery of the Town Deal programme for Todmorden.

### Responsible for:

Board members will champion and oversee the delivery of the Todmorden Town Investment Plan, and to actively take part in Board meetings.

Board members will lend expert advice, insight, guidance, and challenge to Board discussions.

### **Responsible to:**

Board members will be responsible to the Chair of the Todmorden Town Deal Board, each other, and to all project partners.

### **Circumstances**

Board members will attend Town Deal Board meetings. These will normally be held every 2 months in Todmorden. The meetings take place in the evening, starting 6.00 pm, usually lasting up to 2 hours. Interim meetings may be needed with specific project sub-groups.

In addition to the Board, the Todmorden Town Deal benefits from Panels which focus on key areas of delivery. Supporting our young people, the environment, and tackling the climate crisis are fundamental to our programme. Our Youth Panel, and Sustainability Panel, bring together interested parties to support the Todmorden Town Deal Board realise our ambitions. Board members will be expected to contribute to their work.

### **Safeguarding**

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect Board members to share this commitment. This role is not subject to a DBS Check.

### **Main duties and responsibilities**

1. Attend meetings of the Board wherever possible. If board members miss three consecutive meetings without adequate reason, they will be asked to resign by the Chair, and if necessary, may be removed from the Board following a vote by the members of the Board.
2. Contribute knowledge and ability to the work of the Board.
3. Receive and review Board reports on project activity and progress, acting as critical friend and making objective comments and recommendations for future delivery plans.
4. Make decisions by consensus or voting if necessary.
5. Represent the interests and agreed position of the Board in all discussions with partners, stakeholders, Government, and its agencies.
6. Support the Chair by leading on activities relevant to their knowledge and experience.
7. Championing the programme and its projects.
8. Actively foster a culture of collaboration and partnership working.
9. Be fully transparent in your actions, declaring any potential conflict of interest to the Board and acting with integrity and honesty whilst serving the Board and your local community

This is not a complete statement of all duties and responsibilities of this role. Board members may be asked to perform any other duties as directed by the Board.

7.

### Person Specification

Candidates: Evidence how you meet the below requirements in your personal statement.

	Requirement	Essential	Desirable	How Identified
Knowledge /Skills	Demonstrable understanding of the economic and social opportunities and challenges for Todmorden.	X		Application / Assessment / Interview
	Confident to communicate with people with different perspectives on important local issues	X		
	A passion for delivering improvements.	X		
	Skills in a specialist area that will support the work of the Board – for example: <ul style="list-style-type: none"> <li>• Business support.</li> <li>• Community development.</li> <li>• Budgets and finance.</li> <li>• Project and programme management.</li> <li>• Public sector finance.</li> <li>• Stakeholder engagement.</li> </ul>		X	
Experience	Business or voluntary sector background		X	
	Participation in and/or oversight of local projects		X	
	Being active in the local community	X		

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Date: 26/05/23

Job title: Programme Manager Town Centres

Board Members will uphold the Council's Equality and Diversity Statement.

Calderdale Council is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects Board Members to share this commitment.

The Health and Safety at Work Act 1974 and associated legislation places responsibilities for health and safety on Calderdale Council. In addition to the Council's overall duties, Board Members have personal responsibility for their own health & safety and that of other Board Members.

Calderdale Council is a NO SMOKING Employer - Smoking will not be allowed on Council premises and grounds.

Board Members will work within the GDPR data protection guidelines.