**EXPRESSIONS OF INTEREST RACE EQUALITY HUB ADVISORY BOARD**

**Expression of Interest (EOI)**

The Liverpool City Region Combined Authority (LCRCA) has established a Race Equality Hub to secure the economic advancement of Black, Asian and Minority Ethnic communities and to tackle racial inequality in employment and skills and business support within the Liverpool City Region (LCR).

The Hub wants to ensure that its work is embedded in what we learn from the experiences of Black, Asian and Minority Ethnic community members across the City Region, both in relation to understanding challenges that the communities face and also working to design together programmes and projects that respond to these challenges.

The Hub is seeking Expressions of Interest (EOI) from individuals interested in becoming a member of the Liverpool City Region Race Equality Hub Advisory Board.

The Board, as a collective will be one of the key drivers in enabling us to really put Black, Asian and Minority Ethnic communities at the centre of our decision making and will contribute to the achievement of greater racial equality in business and employment across LCR.

The Hub is therefore seeking applications from across the City Region from people who are interested in supporting the Hub by providing advice and guidance and acting as a critical friend to help drive the long-term strategy of the Hub in order to diversify workplaces and the business environment across the Liverpool City Region (LCR).

This document contains information on the Advisory Board roles and requirements and the application process for appointment to the board.

**Liverpool City Region Race Equality Hub**

LCRCA has committed significant resources in establishing the Race Equality Hub and we hope with your help we will be able to see real and lasting change, based on expressed and evidence-based conversations with Black, Asian and Minority Ethnic communities across the City Region that will inform the programmes and projects that will make up the Hub’s work.

The Hub will act as the key vehicle to drive race equality in employment, skills and business creation and growth across LCR. Its developing programme includes employment and business support; advising public and private sector organisations on how to diversify their workforce; delivering high-quality anti-racism training and developing positive action programmes to support progression opportunities for Black, Asian and Minority Ethnic communities; providing support to Black, Asian and Minority Ethnic individuals to develop their employability skills and undertake leadership roles.

The Advisory Board will have a key role to play in helping the Hub to understand the impact of these current programmes, as well as supporting the co-design of new and innovate solutions, with Black, Asian and Minority Ethnic communities across the City Region.

**Operation of the Advisory Board**

The Board will act as a critical friend and provide advice, support, guidance and challenge for the Race Equality Hub. It is essential therefore that we are able to hear the voices of the diversity of Black, Asian and Minority Ethnic communities across the City Region and, we are able to reflect the geographical spread of the City Region and have knowledge and expertise across the business and skills agenda.

The work of the Advisory Board may include but will not be limited to;

* Ensure the Hub fully involves the widest range of Black, Asian and Minority Ethnic communities, stakeholders and partners in its work
* Enhance the Hub’s understanding of the challenges that Black, Asian and Minority Ethnic communities face.
* Provide perspectives on Hub activity and future programmes
* Assist in identifying new opportunities that will further the aims and objectives of the Hub
* Advise on the quality of services being delivered and identify gaps in provision
* Monitor the performance of the Hub and provide direction and support
* Advise on the future setup and operation of the Hub

**Participation in Board Meetings**

It is anticipated that Board Meetings will be held bi-monthly (for the first 6 months) and then on a quarterly basis (every 3 months) at LCRCA’s office at *1 Mann Island, Liverpool L3 1BP, or on Microsoft Teams*.

**Term of Appointment**

It is anticipated that Members will serve for a minimum of 2 years.

**Advisory Board Arrangement**

The Advisory Board will be established to provide guidance and make recommendations. The board’s role is ultimately an advisory one and decisions will be taken by the LCRCA Executive Director under delegated authority from the Combined Authority. This advisory role reflects the legal framework that is required as a Combined Authority and in relation to the funding for the Hub. We seek to empower the Hub and its associated governance arrangements to enable it to have the maximum influence.

The Advisory Board, once recruited, will be able to further define its vision, operating framework and values, within the context of the LCRCA ‘s legal framework.

**Expectations of Board Members**

We recognise that the role of an Advisory Board member represents a significant commitment. In addition to quarterly meetings, time will be required to read and digest papers. They may also be required to attend sub or working group meetings, contact the Chair or LCRCA officers to seek clarification on Advisory Board matters, attend training courses and Hub seminars and other events.

**Renumeration**

Board members will not receive any renumeration or payment for their role. Any reasonable standard rate travel expenses properly and necessarily incurred by board members as part of their role, may be payable in accordance with the principles of LCRCA’s Guidance on Travel. However, we will provide training and support in order for board members to carry out their role effectively and provide wider support for career and personal development opportunities which might include access to a programme of training and development that will be made available to Board members.

**Legal**

Members of the Race Equality Hub Advisory Board will be required to sign a letter of appointment. Board members will be subject to confidentiality obligations and required to declare interests to ensure that conflicts of interest can be managed. Members must not be allowed to benefit from any tender or procurement opportunities that may be developed by the Hub.

**Selection Criteria**

We are seeking a broad range of expertise and perspectives and a mix of individuals with long experience of board participation and those with little or no experience. Due consideration will be given to the balance of these factors when selecting our board members.

Please consider the nature of the different types of Advisory Board roles and think carefully about how your skills, knowledge and expertise can add significant value to the work of the board. Candidates will be selected based on their responses to the questions in the attached skills requirements and successful applicants will be invited for interview. Offers to become a member of the Advisory Board will be made to successful candidates after interview and after consideration of any potential conflict of interest and reference checks.

**Timelines**

* EOI application process goes live – **1st November 2023**
* Applications Closing Date – **27th November 2023**
* Interviews – w/c **6th December 2023**
* Appointment Confirmation – w/c **13th December 2023**

**Queries**

If you are interested in any of these roles and want more information on the Advisory Board or any queries about the EOI process, please feel free to contact Emy Onuora at [Emeka.Onuora@liverpoolcityregion-ca.gov.uk](mailto:Emeka.Onuora@liverpoolcityregion-ca.gov.uk)

Support is also available should you require assistance to complete this form or require information in a different format.

**LIVERPOOL CITY REGION RACE EQUALITY HUB ADVISORY BOARD MEMBERSHIP**

**Expression of Interest (EOI)**

Applications are invited for board members to provide advice, support and guidance to the Race Equality Hub Programme Director and LCRCA Executive Director to support the development of the Race Equality Hub in enabling it to meet its aims and objectives.

**Tasks for Advisory Board Members**

Board members will be expected to oversee and/or undertake the following tasks;

* Attend board and sub or working group meetings and actively provide their ideas and perspectives on key Hub activities and developments.
* Provide high quality advice, support and challenge to the Hub team where appropriate.
* Encourage and support good group decision making and healthy working relationships.
* Commit to co-designing programmes and projects.
* Impart knowledge and experience of systems change.
* Ensure that a specific community, business or youth perspective as appropriate, is provided, while recognising that it is not possible for members to represent all the views of those particular interest groups.
* Other appropriate tasks as necessary

**Advisory Board Activity**

We are seeking a range of perspectives and a broad geographical spread across LCR for our Advisory Board. We are seeking individuals who feel their skills, knowledge and lived experience and/or knowledge of racism and equality can be effectively utilised to advise the Hub and its team and act as a critical friend.

We are not necessarily seeking individuals with long experience of board membership as we will provide training for all members. However, to gain a variety of perspectives and representation, we are seeking individuals for the following roles;

* Business Perspectives x 3
* Community Perspectives x 6 (*this relates to one per borough within the Liverpool City Region)*
* Young Persons Perspectives x 3

Eligibility Criteria

* Have lived experience and/or knowledge of racial discrimination.
* Live or work within the Liverpool City Region.
* Willing to participate in a board training programme and participate in quarterly and other meetings.

*Business Perspectives*

* Experience as a business owner/co-owner, corporate leader or similar.
* Have knowledge and understanding of the barriers to equality for minority ethnic businesses and understand the barriers to their wider business development.
* Willing to advocate for the perspectives of minority ethnic business communities.

*Community Perspectives*

* Have experience or knowledge of barriers to equality in employment and skills and its impact on minority ethnic communities.
* Willing to advocate for the wide range of Black, Asian and Minority Ethnic communities and/or their organisations across LCR.

*Young Persons Perspectives*

* Experience and/or knowledge of barriers experienced by minority ethnic young people in the areas of business and/or employment and skills.
* Aged 18-25
* Willing to advocate for the wider range of Black, Asian and Minority Ethnic young people across LCR.

The above list is intended to provide some broad guidelines and is not intended to be an exhaustive list. If you are able to demonstrate additional skills and expertise that you feel will add value to the work of the Advisory Board, this will be enthusiastically welcomed and actively considered.

Getting the widest range of perspectives will form an important part of the criteria to select members of the Advisory Board. This may mean that in some cases, otherwise strong candidates may not be appointed to the board in favour of others from under-represented Black, Asian and Minority Ethnic groups or from areas of LCR where there is a lack of representation or to obtain an appropriate gender balance.

**EXPRESSION OF INTEREST FORM: FOR THE APPOINTMENT TO THE LCRCA RACE EQUALITY HUB ADVISORY BOARD**

**Personal Information**

|  |  |
| --- | --- |
| First Name |  |
| Last Name |  |
| Home Address |  |
| Town/City |  |
| Postcode |  |
| Local Authority where you live or work |  |
| Phone Number |  |
| Email address |  |

**Representation**

Please tick the relevant box for the group you wish to represent on the Advisory Board. You can tick more than one if this applies to you.

|  |  |
| --- | --- |
| **Group** | **Please place x** |
| **Business Representative** |  |
| **Borough Representative** |  |
| **Young Person Representative** |  |

Please indicate which local authority area you live in

|  |  |
| --- | --- |
| **Local Authority** | **Please place x** |
| Halton |  |
| Knowsley |  |
| Liverpool |  |
| St Helens |  |
| Sefton |  |
| Wirral |  |

**Additional Information**

|  |  |
| --- | --- |
| Why would you like to be a member of the Advisory Board of the LCRCA Race Equality Hub? (approx. 300 words) |  |

**Skills Requirements**

|  |  |
| --- | --- |
| **Skills Description** | **Please provide evidence/examples of experience and expertise. Where relevant please provide information with reference to the Advisory Board roles.** |
| Knowledge, skills and expertise you would bring to the Hub Advisory Board? (approx. 150 words) |  |
| Experience in leading or supporting initiatives that support race equality and/or wider issues of equality (approx. 150 words) |  |
| Experience of working with others in order to support issues of equality or similar (approx. 150 words) |  |
| How has your knowledge and/or lived experience informed your approach to race equality? (approx. 150 words) |  |
| Additional Skills (if applicable, 200 words max) |  |

**Declaration:**

I declare that:

1. I have never been, nor am I currently insolvent
2. I have not been disqualified from membership of or the management of a company or board

Signature**:**

Date:

**PLEASE SUBMIT YOUR EXPRESSION OF INTEREST BY 27th NOVEMBER 2023 TO:** [**RECRUITMENT@LIVERPOOLCITYREGION-CA.GOV.UK**](mailto:RECRUITMENT@LIVERPOOLCITYREGION-CA.GOV.UK)