**External Investment Panel Member – Job Description and Person Specification**

**Position:** Strategic Investment Fund (SIF) External Investment Panel Member

**Salary:** non-remunerated

**Location:** No 1 Mann Island, Liverpool

**Term Length:** 3 Years

**Expected commitment:** 1-2 days per month

**Closing Date:** 5pm Friday 8th March 2024

The Combined Authority is seeking new members for its External Investment Panel. We welcome applicants with some of the relevant professional experience outlined in the job description. We are committed to representing the diversity of the communities we serve and particularly welcome applications from Black, Asian and Minority Ethnic communities, LGBTQ+ people, people with a disability, people who have experienced socio-economic disadvantage, and women and minoritised genders.

**Context**

The Liverpool City Region (“LCR”) Combined Authority (“CA”) is committed to the development of a fairer, stronger, cleaner, connected, vibrant City Region where no-one is left behind.

The Plan for Prosperity, developed by the Combined Authority, sets out a vision of a City Region of transformation, where the ingenuity and creativity of our people is helping to pioneer the ideas, industries, and infrastructure of the future, and that once again is emerging as an international centre for culture and commerce. It is also a place where a spirit of innovation is providing the solutions to society’s deepest challenges, and in developing our distinctive contribution in the drive to net zero.

Devolution gives us the opportunity to do things differently – and one of the ways will we do that is through our Strategic Investment Fund (“SIF”).

**Strategic Investment Fund - About**

To manage our devolved funding, the Combined Authority established the Strategic Investment Fund. The SIF’s primary purpose is to invest in economic growth which supports our ambitions, as set out in the 2023 Investment Strategy and 2022 Plan for Prosperity. Since government funding tends to be allocated to distinct programmes with different themes and at different times, SIF acts as a platform to assemble, invest and manage these distinct programmes.

The Combined Authority may fund projects proposed by third parties (e.g., by lending to a real estate developer), or created internally by the CA’s policy team to address a known priority (e.g., to offer digital skills and maths training to a certain group of people). Either way, projects will move through a staged investment process from strategic outline review to outline review to final business case, and finally to CA approval.

**External Investment Panel – About**

The External Investment Panel (“the Panel”) exists to support the CA in ensuring the right type of funding is invested to deliver high impact projects, aligned to our objectives.

The Panel plays an important role in the CA’s Assurance Process, designed to provide a robust and efficient journey to investment. The External Investment Panel primarily assesses projects at Strategic Outline Case or Outline Business Case stage.

Panel members will have no executive responsibility, but will provide advice on strategy, planning, proposed investments and overall SIF performance. The Panel’s recommendations will critically inform LCRCA leaders’ decision making.

The Panel ordinarily meets on a monthly basis, up to twelve times a year.

**Membership**

The External Investment Panel will comprise of 10-15 members broadly representing the LCRCA’s investment priorities as set out in the 2023 Investment Strategy. This includes representation from LCRCA’s priority clusters, expertise from the key pillars of LCR’s economy, and in-depth knowledge of social value, net zero, and equality, diversity & inclusion.

The Combined Authority will endeavour to ensure that the External Investment Panel reflects the diversity of communities across the City Region, to help make better informed decisions about investments that affect all LCR residents. This includes a commitment to achieve gender balance (50% of seats on Panel members will be women).

Person Specification – Panel Member, Strategic Investment Fund External Panel

Essential Requirements for the role:

* Experience of driving activities relevant to economic development at a strategic level.
* Strong analytical skills, with a comprehensive understanding of Treasury Green Book methodology and business case best practice.
* A commitment to working within a team, with the ability to listen and engage effectively.
* A commitment to Liverpool City Region (LCR) and the success of the regional economy.
* An understanding of and commitment to the priorities set out in the Combined Authority’s 2023 Investment Strategy.
* A commitment to promote equality, diversity and inclusion.
* A commitment to the LCRCA’s target of reaching Net Zero by 2040.

Wider characteristics:

* Members must be willing, committed and prepared to positively collaborate, and bring their own experience, expertise and insight to bear (as opposed to pursuing individual and/or organisational interests) to ensure actions are delivered for the City Region. Panel appointments are for individuals and no alternates will be allowed.
* Panel members must adhere to high level standards of behaviour and not bring the LCRCA into disrepute – adhering to the Nolan Standards in Public Life and wider LCRCA policies.
* Panel members should be responsible and professional in their communications regarding their work on the Panel (including social media and/or speaking opportunities).
* Panel members must maintain strict confidentiality and privacy regarding any commercially sensitive content viewed by the Panel.
* Panel members should at all times be respectful of each other.

Specific professional experience:

We are particularly looking for people with significant professional experience in:

* LCRCA’s designated growth clusters
	+ Advanced Manufacturing
	+ Digital & Creative
	+ Health & Life Sciences
* Equality, diversity and inclusion
* Net zero and sustainability in an economic development context
* Private sector capital project development and management
* Place-making, including commercial real estate
* Employment and skills

The Liverpool City Region Combined Authority is committed to the External Investment Panel being representative of the communities we serve.  To this end, we particularly welcome applicants from:

* Black, Asian and Minority Ethnic backgrounds;
* LGBTQ+ people;
* People with a disability;
* People who have experienced socio-economic disadvantage; and
* Women and minoritised genders.

The Liverpool City Region Combined Authority is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment.

**Completed application forms can be sent to:**

**kitty.ward@liverpoolcityregion-ca.gov.uk**

**This information can be provided in alternative formats on request**

