

# MAYOR OF LONDON

## **The Old Oak and Park Royal Development Corporation (OPDC)**

OPDC Board - Mayor of London appointments

### **Applicant Briefing Pack**

Closing date for applications: Sunday 23 July 2017 at 23:59 GMT

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Dear Applicant

## **Old Oak and Park Royal Development Corporation Board Members**

The Old Oak and Park Royal Development Corporation (OPDC) has been established to secure the maximum benefits from the planned transport interchanges of High Speed 2, Crossrail and London Overground stations, to deliver the much-needed homes and jobs in what will be one of the largest regeneration projects London has seen for decades.

Appointments to the OPDC Board provide real opportunities for individuals wishing to make a contribution to improving the lives of Londoners and supporting the diverse communities at Old Oak and Park Royal. The OPDC Board is responsible for promoting and delivering physical, social, economic and environmental regeneration at Old Oak and Park Royal, through high-quality sustainable development and investment for the benefit of the area and the communities that surround it. It will plan for significant future growth at Old Oak and for the protection and regeneration of the industrial areas of Park Royal.

The Mayor is seeking to appoint three highly skilled, diverse and experienced Board Members who will be able to operate in a high profile, publicly accountable environment and will have already proven themselves in senior positions within the industry. Board Members will be leaders in their field and will be able to command the respect of their peers, and as members you will be expected to demonstrate a strong commitment to West London and its development. Board Members should have direct experience of regeneration, property development, investment, and commercial finance. It is also envisaged that individuals will be requested to sit on one of the following Committees; the Investment Committee, the Audit Committee, the Appointments and Remuneration Committee.

Applicants can express an interest in the Investment Committee, the Audit Committee the Appointments and Remuneration Committee or all three Committees.

This briefing pack contains details about the application process, background information on the organisation and the roles and responsibilities of the OPDC Board.

If you have any questions in the meantime please do not hesitate to contact Karen Passley, HR Manager, [Karen.passley@london.gov.uk](mailto:Karen.passley@london.gov.uk)

We look forward to receiving your application.

Yours faithfully

Victoria Hills  
Chief Executive Officer

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## **Old Oak and Park Royal Development Corporation – Background**

On Tuesday 30th December 2014, the Mayor of London announced the designation of a Mayoral development area at Old Oak and Park Royal, and requested that the Secretary of State establish a development corporation for that area to be called the Old Oak and Park Royal Development Corporation (OPDC). The OPDC is the local planning authority for the whole of its area, and therefore has all the powers and functions of a local planning authority.

The purpose of the OPDC is to promote and deliver physical, social, economic and environmental regeneration at Old Oak and Park Royal, including securing maximum benefits from the newly planned transport interchanges of High Speed 2, Crossrail and London Overground stations. The Corporation will plan for significant future growth at Old Oak and for the protection and regeneration of the industrial areas of Park Royal. A central objective of the Corporation will be to secure high-quality sustainable development and investment for the benefit of the area and the communities that surround it.

The OPDC will seek to achieve its goals by:

- Working in partnership with the Mayor of London, Central Government, the local boroughs, residents in neighbouring local communities, local organisations, businesses and regeneration agencies and other partners in both the public and private sector, including transport infrastructure companies;
- Leveraging public assets to attract and secure private investment for the development of the area, and
- Setting and maintaining standards for quality of design, construction and urban planning, to ensure a sustainable and enduring legacy for the area.

## **Governance – the OPDC Board**

The Board members are appointed by the Mayor of London. These include the Chair of the Board (the Mayor or chair designate), 3 representatives from the local Councils of Brent, Ealing and Hammersmith and Fulham, members from partner organisations and the wider community. Board members will between them have experience of regeneration, transport, finance and commerce, education, investment, property development, commercial acumen, national and local government, and the local residential and business communities. The Board will also be representative of local BAME groups and SME organisations. Appointees are expected to spend approximately two to three days per month on these roles.

The OPDC Board sets the strategic direction for the Corporation. It approves the budget and business plan, and other major and strategic issues, such as the borrowing and Investment Programmes and Planning Policy. In addition, Board

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Members, depending on their knowledge, skills and experience, may sit on specific Committees, undertake public engagements and give advice to the Mayor.

The decision-making framework for the OPDC will be agreed by the OPDC Board and will be documented in OPDC Standing Orders.

## **Role of the Board Members**

Board members will be collectively responsible for achieving the purpose of the Corporation, as described by the Mayor:

*“To promote and deliver physical, social, economic and environmental regeneration at Old Oak and Park Royal, including securing maximum benefits from the newly planned transport interchanges of High Speed 2, Crossrail and London Overground stations. The Corporation will plan for significant future growth at Old Oak; and for the protection and regeneration of the industrial areas of Park Royal. A central objective of the Corporation will be to secure high-quality sustainable development and investment for the benefit of the area and the communities that surround it.”*

Board members will be able to operate in a high profile, publicly accountable environment and will have already proven themselves at the highest level. With a strong commitment to this part of London and its communities, Board and Committee members will be leaders in their field, able to command the respect of their peers, across all tiers of government and across all sectors.

The Mayor is seeking to appoint Board members that will demonstrate a proven track record and knowledge in one or more of the following areas:

- Regeneration
- Property Development
- Investment
- Commercial acumen

In making appointments to the Board, the Mayor is required to have regard to the desirability of ensuring members have experience, and have shown some capacity in a matter relevant to the carrying out of the Corporation's functions, and must also be satisfied that the person will have no financial or other interest likely to affect prejudicially the exercise of that person's functions as a member.

## **Principal accountabilities of the Board**

- Provide entrepreneurial leadership of the Corporation operating within its overall statutory framework;

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- Provide the necessary leadership and decision making to achieve the comprehensive regeneration of Old Oak and Park Royal Mayoral Development Area;
- Provide prudent and effective controls appropriate to a body responsible for the use of public funds, which ensure that high standards of corporate governance and financial management are observed and which enable risk to be assessed and managed;
- Ensure the necessary financial and human resources are in place for the Corporation to achieve its objectives;
- Set the Corporation's values and standards and ensure that the Objectives and obligations to others are understood and met;
- Prepare an annual budget and capital spending plan for each financial year for consideration by the Mayor in accordance with the Mayor's annual budget timetable and procedure;
- As soon as practicable after the end of each financial year ensure that an annual report is prepared by the Corporation including the audited accounts for submission to the Mayor and the London Assembly;
- Ensure that proper regard is had to any guidance given by the Mayor as to the exercise of the Corporation's functions.

## PERSON SPECIFICATION

All Board members are required to understand and embrace the seven principles of public life as defined by the Nolan Committee. These are selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

### **Personal qualities**

- The ability to contribute to corporate decision making and to think strategically, independently and imaginatively;
- The personal stature and credibility to interact with and contribute to a high calibre Board and Executive Team and also operate as a high profile ambassador for the Development Corporation;
- A demonstrable affinity with the local area, and the physical, economic and social aims and objectives of the OPDC;

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- An ability to understand and take account of the views of a mix of stakeholders, including community stakeholders;
- Commitment to making a contribution, learning, adding value, and maintaining confidentiality;
- Able to develop and maintain relationships (e.g. Executive Team, other Board members, key stakeholders);
- A commitment to equal opportunities and diversity and an understanding of and commitment to issues facing disabled people;
- A commitment to delivering social, physical and economic benefits to local communities; and
- Financially astute, strong commercial acumen coupled with analytical capability;
- A commitment to diversity and equality.

## **Skills and Experience**

In addition to the personal qualities set out above, candidates would ideally be able to demonstrate experience in some or all of the following areas:

- Knowledge and understanding of London and the ability to command respect amongst key stakeholders at the most senior level, including the regeneration sector, the business sector, national and local government, and the media;
- An excellent record of achievement at Board/Senior Executive level in a significant organisation in the public or private sector, and a clear understanding of the principles of corporate governance in the public sector;
- Experience of providing strategic direction to an organisation and an understanding of governance and how boards can best add value;
- Advising or sitting on the Board or investment committee of an organisation involved in development, regeneration, commercial or infrastructure;
- Strong commercial acumen coupled with analytical capability;
- Ability to assimilate and interpret varied information from different sources, an analytical approach and reasons logically and objectively;
- Experience in operating successfully within a complex stakeholder mix;

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- Experience in and understanding of the local community, the socio-economics of the area or similar urban communities;
- Experience of similar regeneration projects;
- Excellent communication and advocacy skills with the ability to act as an ambassador for the OPDC.

## **Appointment details**

The Mayor of London will make appointments to the Board. Shortlisted applicants will be interviewed by a selection panel which will include GLA officers and an independent member; the panel will make recommendations for appointment to the Mayor of London.

The OPDC promotes an equal opportunities policy. Appointments are made on merit, following a fair and transparent process, and these appointments are governed by Nolan principles and the Mayor of London's protocol on appointments. Please view <http://www.london.gov.uk/who-runs-london/greater-london-authority/corporate-governance/how-gla-organised>

## **Managing Conflicts of interest**

Candidates should state any potential for conflicts of interest in their application, and this will be explored with short-listed candidates at interview. This includes details of business, financial or other interests or any personal connections, memberships or associations which, if you are appointed to the OPDC, could be misconstrued or cause embarrassment to the Mayor of London or the OPDC.

## **Eligibility**

Applications are welcomed regardless of gender, age, marital status, disability, religion, ethnic origin, political opinion, sexual orientation or whether or not you have dependents.

## **Time Commitment**

Board Members are not required to devote the whole of their time to OPDC's affairs. The time commitment for this appointment is expected to be approximately 2 or 3 days per month, plus additional time as required. This will include attendance at up to 10 board meetings per year and representing the board as required at meetings, functions and events as necessary.

## **Location of Meetings**

The Board meets up to ten times a year in London.

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## **Term of Appointment**

Board members are appointed for a term of up to four years, at the Mayor's discretion. Members can serve a maximum of two terms.

## **Remuneration**

Remuneration of Board members will be £14,000 pa in line with existing OPDC Board Members.

For Board members that sit on Committees, remuneration of £2,000 pa in line with existing OPDC Committee Members.

## **Start Date**

The Appointees are expected to be available to take up their role in September 2017.

## **How to Apply**

Candidates are invited to apply by submitting a CV and cover letter via our online recruitment system. You will also be asked to provide recruitment monitoring information as part of your application.

A copy of your most recent CV which includes:

- Employment, public appointments and qualifications history
- Names and details of two referees who are willing to provide a reference
- Information regarding any Directorships you hold.
- Contact details

A cover letter (maximum two sides of A4):

- Outlining your unique contribution to the Board and how this contribution would be seen in action
- The relevant skills and experience you hold that make you suitable for the position (see criteria listed in the Person Specification)

The aim is that the Old Oak and Park Royal Development Corporation (OPDC) reflects London's diversity so we welcome applications from all sections of the community.

**The closing date is Sunday 23 July 2017 at 23:59 GMT**  
**Interviews will be held in August 2017**



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Thank you for taking the time and effort to apply for this role. All data is processed in accordance with the provisions of the Data Protection Act.

If you have a disability which may cause difficulty in completing an online application form or have any queries regarding the application process, please contact Karen Passley at [Karen.passley@london.gov.uk](mailto:Karen.passley@london.gov.uk)