

# **MAYOR OF LONDON**

## **Smart London Board**

### **MEMBERSHIP APPLICATION PACK**

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## **1. The Smart London Board**

The Smart London Board is responsible for shaping the vision and strategy for London's smart cities agenda and investment in data infrastructure. It will advise the Mayor on implementation of new digital technologies aimed at the highest level of performance across London's infrastructure, utilities and public services. The board will also advise on how technology should influence and feature in the wider set of mayoral strategies and policies. It will help open up opportunities for delivery of new digital public services and to improve efficiency of existing public services.

Set against the backdrop of maintaining London's international position and increasing our competitiveness, the Mayor wishes to see innovative tech solutions which enable Londoners to access and use public services more easily and effectively. The Mayor also wishes to bring data from across London's boroughs and public agencies together, and opening it up to enable quicker decision making, better public services, more efficient and transparent government, and economic growth.

Members of the Smart London Board will be proven leaders and influencers. They will:

- Inform and support the Mayor's efforts to deliver data and digital-driven improvements to London.
- Develop partnerships which bring resources to bear on (new) smart technology projects and programmes.
- Guide the Mayor by showing best practice and benchmarking London with other world cities.
- Be ambassadors for the Mayor and the smart cities sector in London and overseas.

The Smart London Board has accomplished much since it was created in 2013. The [Smart London Plan](#) was one of the first of its kind in the world when it was published at the end of that year. In 2016, the Board considered the results of the Smart London Plan and looked to the future in [The Future of Smart](#). In 2014, the Board advised on the launch of the second version of the [London Datastore](#). They have been ambassadors for London as a smart city around the world, including at the [Mayor's stand at the Smart City Expo](#).

## **2. Membership and Governance**

Members will be expected to represent their peers in industry, public and third sector organisations, research and development activity and/or Londoners to the Mayor through the Board.

Members will need deep knowledge of strategic investment in and delivery of smart cities technologies and/or approaches to how cities prepare for, govern and regulate their use. They will need to be able to represent roles of different users and understand the benefits that can be delivered now, and possible advantages in future.

The Mayor of London appoints the Chair of the Smart London Board. The current chair is Professor David Gann CBE. The Board will consist of up to 15 members.

## **3. Candidate Requirements**

### **Responsibilities**

- Think and behave strategically and as a representative of their peers.
- Attend and contribute to Board meetings, having prepared appropriately. Meetings are quarterly or as business dictates.
- Attend any sub-groups established by the Board as assigned.
- Advise on both strategy and implementation of the GLA's Smart London Programme.
- Act as a conduit between the Board and others working across the smart cities sector in London.
- Ensure that the diversity of the talent in the smart cities sector and of London's communities are reflected in the work of the Smart London Board.
- Represent the Board as an ambassador for London and the Mayor.

### **Person Specification**

To fulfil the role of member of the Board, applicants will demonstrate several of the characteristics below:

- Leadership and influence in the smart cities sector (public, private or third sector), reflecting one or more of the areas set out below under 'Makeup of the Board/Profile of successful candidates'.
- Ability to contribute effectively to programme delivery and strategy development for smart technologies in London.
- High level experience of representing and/or influencing bodies.
- Ability to represent the Mayor and the Board effectively to external stakeholders.
- Ability to act as a conduit between the Board and the smart cities sector in London.
- A commitment to diversity and equality.

- A commitment to public service values and the principles of public life through experience working in the public sector or on public services whilst working in the private or third sectors.

## **Makeup of the Board**

We are looking for board members who understand technologies and how they can be applied in urban and public service settings, their standards, supporting business models and the regulatory environment. The board will play a key role in inputting into and supporting initiatives to bring data from across London's boroughs and public agencies together, and to support tech solutions that use this data to increase access to public services. We are to start work with London Councils to ensure better pan-London public service collaboration in data, tech, and digital.

## **Profile of successful candidates**

These skills include:

- **City Data**  
Including open data experts, data holders, developers, SMEs
- **Ecosystem management**  
Including third sector, incubators and accelerators, SMEs
- **Public Service Modernisation**  
Including public and private sector procurement of digital products
- **Research and Development**  
Including academia, research institutes, government scientists
- **Cybersecurity**  
Including privacy and security experts, consultants, and police

We are also looking for Members with smart cities-related expertise and experience in the following areas of implementation:

- **Architecture and Planning**
- **Construction**
- **Digital Skills**
- **Infrastructure**
- **Internet of Things**
- **Artificial intelligence and cognitive computing**
- **Robotics**
- **Environment**
- **Transport**
- **Health and Assisted Living**

We would welcome applications from across all sizes and types of organisations and businesses. Successful candidates will meet the criteria laid out in the person specification. Candidates may have expertise and experience in one or more areas set out in the profile of successful candidates.

London's diversity is its biggest asset and we strive to reflect London's diversity in all Board appointments. We welcome applications from all sections of the community, regardless of age, gender, marital status, ethnic origin, sexual orientation, religion, disability or whether or not you have dependents.

#### **4. Appointment Details**

##### **Meetings**

The GLA's Intelligence Unit will provide the secretariat for the Smart London Board. The minutes of its quarterly Smart London Board meetings will be circulated in a timely fashion and will be made public on the Mayor of London website.

##### **Key relationships**

The Board will maintain close links with related Mayoral Boards and the London Economic Action Partnership, notably the Transport for London Board, the Collaborative Procurement Board, the London Infrastructure Delivery Board, the Homes for Londoners Board, the Skills for Londoners Taskforce, and the Business Advisory Board. Other key relationships include the GLA Smart London team, other GLA departments; Government departments; London Councils and individual Local Authorities; and public, private and third sector organisations carrying out smart cities-related work.

##### **Time Commitment**

- Quarterly 2 hour plenary meetings – or as business dictates
- 1-2 hours pre-meeting reading and preparation
- Up to 2 half day working groups on mayoral strategy and implementation in 2017
- Attendance at launches and special events hosted by the Mayor
- Promote the work of the Mayor at conferences and lectures in London and overseas

##### **Remuneration/ Expenses**

The position of member of the Smart London Board is honorary and unremunerated although members will be entitled to be reimbursed, in accordance with the GLA's Expenses and Benefits Framework, for travel expenses reasonably incurred in performing their role in connection with the Board.

## **Term of the Appointment**

The term of this appointment will be until May 2020 in line with the current Mayoral term.

## **Start Date**

Appointees are expected to be available to take up their role in April 2017 with the first meeting scheduled for **4 May 2017 from 3pm to 5pm at or adjacent to City Hall**. Applicants should hold this date in their diaries.

## **5. Appointment Process**

Following assessment of applications against the criteria for appointment set out above, shortlisted applicants will be interviewed by a selection panel which will include the Chair of the Smart London Board, representatives of the Mayor and GLA Officers. The panel will make recommendations for appointment to the Mayor of London.

Interviews will take place on the following dates:

- Monday 3 April 2017
- Thursday 6 April 2017

Please ensure your availability during this period. Please stipulate in your application which dates and times you are not available for interview. We are flexible on the method of the interview, whether face-to-face at City Hall or via teleconference.

## **How to Apply**

Candidates are invited to apply by submitting a CV and covering letter (no more than 4 sides). The CV should include details of employment, public appointments, qualifications history and the name and contact details of two referees willing to provide a reference. It should also include any relevant information regarding your eligibility for appointment and any directorships you hold.

The covering letter should provide details of the relevant experience that equips you to serve as a board member of the Smart London Board, in particular addressing person specification criteria as outlined under candidate requirements. Candidates should also indicate if they have expertise and experience in one or more areas set out in the profile of successful candidates. (Application Pack).

For an informal discussion, please contact Dr Stephen Lorimer, Smart London Policy and Delivery Officer, at [stephen.lorimer@london.gov.uk](mailto:stephen.lorimer@london.gov.uk) or on 020 7983 4772.

If you have any queries regarding the application process or if you require information in an alternative format, please email [andrew.baxter@london.gov.uk](mailto:andrew.baxter@london.gov.uk) quoting reference

SMAR2017

**The closing date for submission of applications is Thursday 23 March 2017 at 23:59 GMT**

Thank you for taking the time to apply for this role.

All data will be processed in accordance with the provisions of the Data Protection Act. Act.