



BudeClimate.org

Bude Climate Partnership – Independent Chair

Role Profile & Person Specification

- Accountable to:** The National Lottery Community Fund for delivery of the programme via the lead partner: Bude-Stratton Town Council (BSTC).
- Reporting to:** BSTC (as lead partner) via Bude Climate Partnership (BCP).
- Summary:** This role concerns strategic leadership and the longer-term sustainability of the partnership (i.e. financial sustainability, risk management, business development and succession planning).
- Activities:** Chair BCP monthly meetings; Line management of the Chief Executive Officer; Overseeing of reporting to The National Lottery Community Fund as funder, and Bude-Stratton Town Council as lead partner.
- Contract:** This is a freelance consultancy position until at least 31 December 2027, when the current project funding ends. It has a six-month probationary period.
- Remuneration:** This is primarily a voluntary or pro bono post for which reasonable expenses will be paid. However, due to the critical importance of this post, an honorarium may be made available, if required to attract and secure the right candidate.

Context

BCP is an alliance of 13 community, environmental and municipal organisations in the wider Bude area, working together to develop and deliver positive community-led climate projects. It was set up in 2020 with a £200,000 grant from The National Lottery Community Fund's Climate Action Fund.

The successful completion of 12 development projects in 2021–2022 led to a larger grant of £2 million over five years from January 2023 for its current 'Resilient Bude' programme of six projects.

The Partnership aims to build climate resilience and reduce greenhouse gas emissions across the wider Bude area in north Cornwall. It aims to galvanise every resident, business,

and visitor to respond to climate change by providing positive community-led movement-building climate actions.

Following local research and engagement, the Resilient Bude project is built around the following key project elements:

1. A Sustainable Tourism Strategy and Programme which addresses the fundamental environmental, social, cultural, and economic role of tourism in the wider Bude area. It aims to bring businesses, the community, and visitors together to support each other in reducing the environmental impact of tourism and to make this key industry sustainable in a changing climate.
2. A Shoreline Community Resilience Project built around a Citizens' Climate Change Jury to engage the community in gaining ownership of its response to the impact of sea-level rise locally. This has delivered a set of community-recommendations on responses to sea-level rise to Cornwall Council, Bude-Stratton Town Council, and the Environment Agency. It is now following through on those recommendations.
3. A Cosy Homes Programme which aims to reduce the community's carbon footprint by helping residents and businesses improve their homes' and business premises' and energy efficiency.
4. Three movement-building Community Projects that respond to local demand for a Library of Things, a Community Growing scheme, and wider climate-change education and engagement via a Storytelling Project to build community resilience and reduce emissions.

The Partnership is supported by an established project management team that provides the capacity to deliver the above six projects, but also to reflect and share learning among themselves, the local area, and other coastal and peripheral communities. The Chief Executive leads a team of eight project staff consisting of a Communications and Projects Officer, a Community Engagement Officer, an Energy Efficiency Adviser, the Sustainable Tourism Project Manager, a Library of Things Coordinator, and three Sustainable Tourism Assistants.

BCP has been successfully delivering against all these key project areas. However, as an alliance of small organisations in a small and isolated community, it has found itself needing to review its partnership structure and the responsibilities of its partnership members as part of its continuous learning ethos.

Role Profile

We are seeking a confident, bold, and experienced Independent Chair, who will facilitate and enable the Partnership's strategic development. This unprecedented role offers a wonderful and unique opportunity to drive forward the next critical phase of the development of the Bude Climate Partnership. The Independent Chair will be able to

demonstrate their commitment to the climate change agenda and will ideally have experience of leading a community-focused organisation.

The Independent Chair will provide leadership, strategic direction, and oversight of the work of the Partnership and hold the Chief Executive Officer and Operations Committee accountable to the values and objectives of the wider Partnership.

It is vital that the Chair acts in an independent, impartial, and inclusive manner, and declares any interests that may be construed as influencing their independence and impartiality, in accordance with the Nolan Principles of Public Life.

As the BCP Independent Chair, you will be part of a team responsible for: nurturing and maintaining a relationship of trust; collaboration and co-production across the Bude Climate Partnership; the development of our newly formed Operations Committee; and the effective communication and appropriate engagement with our strategic partners.

The Independent Chair will be required to:

- chair the Bude Climate Partnership meetings, holding BCP accountable to the Lead Partner (BSTC), and to The National Lottery Community Fund, while consolidating any governance changes agreed during the current structure and governance review period.
- take responsibility for leading the collaborative model of the Partnership at a strategic level by bringing together the stakeholders and partners to continue the successful delivery of the outcomes outlined in the Resilient Bude Project Plan. This will include the following elements:
 - Governance Model
 - Sustainable Investment Model (to include the diversity of funding sources)
 - Strategic Engagement
 - Building and maintaining good relationships across and between partners (including encouraging partners to step up to committee roles)
 - Insight & Intelligence Sharing
 - Communications and outreach (key messaging oversight)
 - Line management of the BCP Chief Executive Officer
 - Oversee implementation of the evaluation recommendations.
- be the face of the Bude Climate Partnership and advocate for it as a respected and valued mechanism for stakeholders across the wider Bude area to connect, to work together, and to facilitate the engagement through chairing local collaborative conversation events as appropriate.
- ensure that external stakeholders are aware of the opportunities that the BCP can offer for them and wider coastal and rural communities.



Outline Reporting Structure



Person Specification

Essential skills and experience

- Vision, enthusiasm, and commitment to support and encourage partnership working on community-led climate action
- Strong leadership and strategic engagement
- Strong chairing skills
- Strategic thinker
- Partnership working within and across the VCSE and public sector
- Governance and accountability experience
- Cross-sectoral working and development of strategic alignments
- Collaborative co-design and co-production experience
- Solution-focused approach
- Communications and engagement skills
- Financial and business development planning
- Ability and commitment to take an even-handed approach to decision-making
- Experience of line management within a partnership or similar organisation
- Tact and diplomacy

Desirable skills and experience

- Commitment to the responsibilities associated with grant-funded projects
- Experience of line managing CEOs of CICs, charities, or social enterprises
- Knowledge of partnership structure and responsibilities
- Grassroots or community-based service design in climate change initiatives

Evidence of commitment towards supporting partnerships through:

- Inclusion
- Collaboration
- Transparency
- Honesty
- Flexibility

The Details

Contract: This is a freelance contract that we envisage occupying one to two days per month, depending on the individual. Evening availability will be required for Partnership Board meetings, which are currently held at 7pm on the fourth Tuesday of each month.

Duration: The Resilient Bude project is funded until 31 December 2027, but ideally the Chair will continue working with the Partnership beyond that date.

Probationary period: Six months.

Location: This is a role that requires interaction with partners and key staff located in the wider Bude area. Consequently, the postholder must ideally be able to meet in person in Bude, but we will consider a remote working arrangement with the right individual.

Start date: As soon as possible, but no later than early September.

Remuneration: This is ideally a voluntary or pro bono post for which reasonable expenses will be paid. However, due to the critical importance of this post, an honorarium may be made available, if required to attract and secure the right candidate.

Further details: please email recruitment@budeclimate.org with any questions. For an informal chat, please state in your email whether you wish to speak with the Chief Executive Officer or one of the partners, or both.

Application process: By post or by email. In both cases, please include:

- your CV
- a covering letter that describes your motivations and suitability for the role
- an explanation of how you meet the person specification and our expectations for the role, as set out above
- the names and addresses of two referees, one of whom must be a current or former employer (family members must not be listed; referees will not be contacted before a provisional offer is made)

Email applications to: recruitment@budeclimate.org

Post applications to: Bude Climate Partnership, c/o Bude Tourist Information Centre, The Crescent, Bude EX23 8LE.

Interviews: Interviews will be held in the week beginning Monday 29 July 2024.

Closing date: Submit by midnight on Sunday 21 July 2024.

Please Note:

As part of the assessment process, we may share details of your application with project partners, unless you request otherwise. By submitting an application, you confirm that the details that you provide are correct to the best of your knowledge, and you have not misrepresented or omitted any relevant information. Information will be stored securely in line with the Data Protection Act 2018 and the DBS Code of Practice. Any personal information divulged in your application will be kept on file for recruitment, monitoring and employment purposes. We may use the information if there is a complaint or legal challenge relevant to this recruitment process. BCP reserves the right to undertake a DBS Check in the event of a successful application.