

## SOUTH BANK EMPLOYERS' GROUP (SBEG)

### BOARD DIRECTOR ROLE PROFILE

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#### Introduction

South Bank is one of London's great success stories - an internationally recognised neighbourhood that receives over 35 million annual visitors, generates approximately £5bn of economic value each year, and is home to thousands of residents, students, and a diverse range of businesses and employers.

Formed in 1991, SBEG has been at the heart of the area's ongoing transformation. We are a not-for-profit company who represents the collective ambition of our members who are drawn from the area's leading businesses, cultural and arts organisations, social enterprises, landowners, developers, public agencies, and education providers.

#### Our Vision

Everything we do centres on our vision of **working together for a better South Bank for all**. We work to ensure that South Bank is a desirable destination for culture, business, and pleasure; a place that supports and encourages investment and growth; has a flourishing, healthy and cohesive residential and student community; is welcoming to visitors and tourists; and is internationally renowned as a clean, safe, friendly, dynamic, and diverse area of London.

#### Our Purpose

We champion London's South Bank for businesses, residents, students, employees, and visitors by setting the agenda, breaking the mould, facilitating co-operation, and delivering programmes that bring improvement and change, which both protect and enhance this unique area to the benefit of all.

#### Governance

SBEG has recently completed a comprehensive review of its governance and membership arrangements, and the outcomes are fully supported by its members, partners, and key stakeholders. The outcomes of the review are now being implemented, including the creation of the new Board.

SBEG will also manage and coordinate the work of the Members' Council, comprised of SBEG's full members, alongside senior representatives from key strategic partners and stakeholders, including both Members of Parliament, the London Assembly Member for Lambeth and Southwark, South Bank Business Improvement District, Lambeth Council, Southwark Council, the Greater London Authority, South Bank and Waterloo Neighbours, WeAreWaterloo BID, and Jubilee Gardens Trust.

The Members' Council provides an important forum for SBEG members to discuss key policy and business issues affecting the South Bank area and to engage with key stakeholders. The Members' Council has specific responsibilities relating to SBEG's governance, in terms of appointing Member representatives, the approval of the annual accounts, and in agreeing corporate strategy - these are set out in its own terms of reference.

The SBEG Board will work to its agreed **Terms of Reference**:

#### **Purpose**

To exercise all statutory functions of the Company Directors of SBEG pursuant to the SBEG Articles of Association and prevailing legislation, save for any matters reserved for the Members' Council.

### ***Key Responsibilities***

To provide leadership and oversight to SBEG, subject to any overriding strategic direction provided by the Members' Council.

To develop and recommend to the Members' Council a Strategic Plan for SBEG.

To be responsible for ensuring that SBEG has an effective governance framework including regular oversight of relevant policies, risk management, and statutory compliance (including health and safety).

To be responsible for overseeing the performance and financial health of the organisation, approving and monitoring business plans and budgets, receiving and critically examining management accounts and other performance data, and approving the annual financial statements for submission to the Members' Council.

To make such key appointments as are from time to time necessary including Chair, Independent Directors, Chief Executive Officer, Chief Operating Officer, and Company Secretary.

To have responsibility for agreeing the staffing structure of SBEG on the recommendation of the Chief Executive Officer to whom day to day staff management, appointments, disciplinary and grievance matters etc will be delegated.

To continually review the effectiveness of the Board and the governance structures of the organisation.

### ***Conduct of Business***

The Board will usually meet at least quarterly on dates to be determined 12 months in advance.

The Quorum for a meeting of the Board shall be six Directors, of whom at least two must be Member Representative Directors and at least two must be Independent Directors.

Meetings of the Board will be chaired by the Chair of SBEG, other than when the appointment, reappointment or remuneration of the Chair is under consideration.

The Board will usually appoint a Vice-Chair to preside in the absence of the Chair. The Vice-Chair may be either an Independent or a Member Representative Director.

### ***Responsibilities of Board Directors***

In line with the Board's terms of reference, Directors shall:

- Provide strategic oversight, ensuring that SBEG's work is aligned with its vision and purpose.
- Monitor the company's financial performance, including aspects such as reporting obligations, adequate financial controls, and spend justification.
- Ensure mechanisms are in place to assess SBEG's performance and impact in relation to its strategy and objectives.
- Ensure SBEG complies with all legal, regulatory, and statutory requirements.
- Work with the Chair, Chief Executive and members of the Leadership and Management team (LMT) to develop, manage, and maintain key relationships with a range of stakeholders, such as

SBEG members, relevant government officials (at local, regional, and national levels), policy makers, and partners - including South Bank BID and Jubilee Gardens Trust.

- Monitor risk and ensure SBEG's approach to risk is in accordance with statutory obligations and its responsibilities to stakeholders and partners.

### **Person Specification**

Board directors must demonstrate the following:

- A commitment to the vision, mission, and values of SBEG, coupled with a sound understanding of the challenges, needs and interests faced by SBEG members and its partners stakeholders across the South Bank and the area that SBEG covers.
- Understanding of governance, legal duties, liabilities, and responsibilities as a non-executive, and/or company director, and with experience of serving on a board and / or committee.
- Financial acumen, with ability to interpret complex information, comprehend issues and assess risks accordingly.
- Sound judgement and understanding of the need to maintain objectivity and an ability to set and maintain professional boundaries.
- Communication and listening skills which encourage collaboration and participation, with the ability to build consensus with tact, diplomacy, and sensitivity where relevant / necessary.