



Delt Non-Executive Directors

[Delt Shared Services Ltd](#) exists to help our partners and clients do amazing things. We continue to deliver significant financial benefits, greater resilience, faster innovation and nearly £12.5M of socio-economic gain (per annum) to the South West. Over 300 jobs that would otherwise have left the region are now supported through our activities.

More than 100 doctors' practices, children's social care, and over 300 other critical services are delivered by our clients to around 900,000 people across the South West. Even though the work we do is often behind the scenes, that doesn't make it any less important.

How do we do it?

- By working together as a whole that is greater than the sum of its parts. When we talk about collaboration, we really mean it.
- We take the core views of our shareholders (who are also our customers), the best of the private and public sectors and put them all together.
- We have a set of values that are core to everything we do.
- We integrate health and social care. We work with disparate groups that share a common purpose.
- We constantly seek to challenge, to refine, to do things better, faster or cheaper.
- We are committed to the value of doing things locally, not because it looks good in a corporate social responsibility statement but because we have shown it to produce such powerful results.

The shared services journey is not easy and many attempts at sharing back office services end poorly. The Delt Board and Shareholders have been relentless in their belief that the benefits outweigh the difficulties and have successfully tackled the issues that beleaguer similar enterprises. The state of our company is strong and our new business pipeline remains significant.

During 2018 we delivered on the promise of taking our original managed services IT business and expanding it to provide a wider back office service. With the ongoing development of further new lines of business, an increasing list of new clients, we are now seeking two additional non-executive directors to join our Board.

Our Objectives:



Our Values:

OUR CUSTOMERS AND THE PUBLIC INTEREST ARE AT THE HEART OF ALL WE DO – BY LIVING OUR VALUES WE STRIVE TO MAKE EVERY INTERACTION THE VERY BEST IT CAN BE

- **We** have **integrity** and **transparency**.
- **We** **develop** and **empower** our people.
- **We** **strive** to be the **best** at what we do.
- **We** believe in **partnership** and **collaboration**.
- **We** value both **innovation** and **creativity**.

The Role:

Our Non-Executive Directors (including the Chair of the Board, Staff Nominated Non-Executive Director, Shareholder Representative Non-Executive Directors and other independent directors) share a number of specific roles and responsibilities:

- participate with the Board of Directors in developing a vision and strategic plan to guide the organisation;
- identify, assess, and inform the Board of Directors of internal and external issues that affect the organisation;
- make a creative and informed contribution and act as a constructive critic in looking at the objectives and plans devised by the chief executive and the executive team;

- monitor and constructively challenge the Company's performance against strategic objectives;
- scrutinise financial information and seek assurance that financial controls and systems of risk management are robust and defensible;
- identify and evaluate the risks to the organisation's people (clients, staff, management, volunteers), property, finances, goodwill, and image and implement measures to control risks;
- participate in ongoing training and keep up to date with developments in the company and the relevant business sector; and

For those without a specific role within the Board, (that is, not Chair, Staff Nominated or Shareholder Representative Directors), they also bring a level of independence and additional skills and experience to the board. Their major focus is on:

- constructively challenging and helping develop strategy;
- participating actively in the decision-making process of the Board;
- scrutinising the performance of management in meeting agreed goals and objectives;
- independently reviewing levels of appropriate remuneration for executive directors (though such review will not include the Staff Nominated Director); and
- promoting networks which connect the business and Board to potentially useful people and organisations.

What we need from you:

Do you have a set of skills and experience that can help us succeed?

Do you have the time and commitment to help make our growing and innovative company the best it can be?

Are you excited about our objectives?

Do you personify our values?

We would love to hear from anyone who believes they have the requisite skills, experience and attitude but are particularly interested in talking to those who have experience in:

- Growth
- Entrepreneurial and Commercial
- Information Technology
- Human Resources Management
- Marketing and PR
- Shared Services
- Human Resources and Payroll
- Local and Central Government
- Healthcare
- Policing

Expectations for Directors and Board Meetings:

Overview:

The law requires that a company director must in accordance with the Companies Act 2006 (171-177) (393-394) and (414-415).

1. Try to make the company a success, using their skills, experience and judgment
2. Follow the company's rules, shown in its articles of association
3. Make decisions for the benefit of the company, not themselves
4. Tell other shareholders if they might personally benefit from a transaction the company makes
5. Keep company records and report changes to Companies House and HM Revenue and Customs (HMRC)
6. Make sure the company's accounts are a 'true and fair view' of the business' finances
7. In addition to the legal requirements, Delt expects its Directors to:
8. Regularly attend board meetings and important related meetings. In the event that a Director fails to attend three consecutive meetings, the Board may remove the Director and appoint an alternative Director until the next AGM
9. Volunteer for and willingly accept assignments and complete them thoroughly and on time.
10. Stay informed about company matters, prepare themselves well for meetings, and review and comment on minutes and reports.
11. Get to know other Directors to build a collegial working relationship that contributes to consensus.

Meetings and time commitment:

- The board of directors meet approximately every four weeks. Meetings typically last three or four hours.
- Potential directors should also allow a similar amount of time for pre-reading and preparation before each meeting.

- Board members are asked to attend no more than two special events or meetings per year, as they are determined e.g. AGM

Remuneration:

The remuneration payable for this role is £550 per board meeting

To Apply:

To apply for one of these roles please send a copy of your CV and a covering letter to recruitment@deltservices.co.uk

Your covering letter should explain in detail why you believe you are a good fit for Delt

Closing Date:

The closing date for applications 23:59 hrs on 1st March 2019

Qualities Expected of all Delt Directors:**Selflessness**

Delt directors should take decisions solely in terms of the corporate interest. They should not do so in order to gain financial or other material benefits for themselves, their families or their friends.

Integrity

Delt directors should not place themselves under any financial or other obligation to outside individuals or organisations that may influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making senior appointments, awarding contracts, or recommending individuals for rewards and benefits, Delt directors should make choices on merit.

Accountability

Delt directors are accountable for their decisions and actions and must submit themselves to whatever scrutiny is appropriate.

Openness

Delt Directors should be as open as possible about all their decisions and the actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Delt Directors have a duty to declare any private interests relating to their corporate duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Delt Directors should promote and support these principles by leadership and example.