

## **North East Local Enterprise Partnership Job Description**

<b>Job Title:</b>	<b>Programme Lead: Energy</b>
<b>Service:</b>	<b>North East Local Enterprise Partnership (North East LEP)</b>
<b>Responsible To:</b>	<b>Senior Management Team member</b>
<b>Host Employer:</b>	<b>North East Combined Authority</b>
<b>Salary:</b>	<b>Grade 13, £49,068 - £50,806 pa</b> <b>Offered initially for 24 months with the possibility of extension subject to funding.</b>

### **Background**

The North East LEP leads on the development and delivery of the North East Strategic Economic Plan (SEP), aiming to foster economic growth and the delivery of more and better jobs in the area.

The area hosts a diverse energy community which includes:

- An established cluster of companies working in offshore energy sectors including oil and gas and renewables
- Internationally recognized capabilities in offshore and subsea technologies including in a number of businesses, the Offshore Renewables Catapult Test Centre and a number of University research facilities
- Growing capabilities in local energy generation including local authority and business led projects
- Leading science and research in our Universities of national and international standing including the base for the National Centre for Energy Systems Integration
- The base for key business networks

### **Purpose of the role**

The postholder will join the North East LEP Executive Team and be responsible for co-ordinating and facilitating the LEP's energy programme including taking forward the development of the energy strategy, working with programme leads from across the LEP and other regional and national partners to identify and respond to the needs of regional businesses and other economic partners, and the development of a pipeline of interventions in response.

A particular role will be to act as the Local Project Manager for the BEIS sponsored local energy programme working with the other LEP's in the North East Local Energy Hub.

## **Main Responsibilities**

1. To co-ordinate and support the work of the North East LEP Energy Programme, including working to move forward the LEP energy strategy, ensuring that partner organisations are actively engaged in the work of the programme
2. To maintain strong relationships on behalf of the LEP with the wider energy community in the region, with BEIS and with the network of energy officers in other LEP's to identify how North East LEP action can help deliver the aims set out in the Strategic Economic Plan and the Industrial Strategy
3. To consolidate the detail of the energy strategy, working with local partners across the LEP area to strengthen the understanding of the key opportunities and assets and identify options and approaches to address them
4. To develop regional and national awareness of the North East energy strengths and opportunities, building a clear and visible narrative about the North East's future opportunities for the UK Industrial strategy in this sector
5. To work with the LEP Strategy and Analysis team to ensure that the economic evidence base remains fresh and to take action to improve the LEP's knowledge base as required
6. Through LEP Programme leads, and working with local, regional and national contacts, to move the strategy into delivery by identify a pipeline of interventions and investments which can strengthen energy delivery in the region
7. To act as the key point of co-ordination of the BEIS sponsored local energy programme
8. To work with local partners, the Local Energy Hub Programme Manager located at Tees Valley Combined Authority, BEIS sponsors and other LEP's to construct and move to delivery a pipeline of priority local energy propositions for investment from public and private sources
9. To provide monthly updates to the Hub programme manager, to prioritise projects, to identify where external support is required and develop specifications for this work, and to potentially work on joint procurement exercises with other projects being developed by the hub.
10. To take forward proposals for investment, including both more strategic longer term propositions and immediate wins
11. To undertake other duties commensurate with this grade as directed by the LEP Senior Management team.

February 2018