



Accrington Pride In Place Neighbourhood Board Chair: Role Description and Recruitment Information

Introduction

This is a fantastic opportunity to take up a voluntary role, providing leadership on how circa £20 million of Pride in Place public funding will be spent for the benefit of Accrington's communities.

An Independent Chair of the Accrington Neighbourhood Board serves as a strategic leader and champion for their local area. The primary goal of the role is to bring the community together to manage central government funding of £20 million, aiming to build stronger communities, revitalize high streets, and empower residents.

We are inviting expressions of interest from anyone who feels they have the right mix of skills, experience and enthusiasm to take on this important voluntary role.

Role

The Chair's primary job is to be a champion of their place. Ideally, the Chair should have a deep connection with the Accrington area with a commitment to seeing investment and change through and improving the lives of those in their community.

Key Responsibilities

- **Neighbourhood Board Leadership** – Chair and lead Board meetings, ensuring a structured and collaborative approach where all Board members are fully engaged and any conflicts are managed well.
- **Ensure Good Governance** – oversee transparent decision making, establish and maintain Board membership, and ensure funding is allocated openly in line with local needs.
- **Strategic Planning and Investment** – guide the Board in delivering the 10-year Pride in Place Plan (Accrington: The Next Chapter), ensuring that investment priorities are implemented and delivered.
- **Community Engagement:** Ensure that local communities are fully engaged in developing and shaping the vision and investment priorities including underrepresented groups
- **Stakeholder Collaboration:** Act as the visible, public face of the Board, working alongside the local authority (Hyndburn Borough Council), the local Member of

Parliament (Sarah Smith MP), business, employers, charities, community and faith groups, and residents.

Skills and Attributes

- **Deep Local Connection:** Ideally live, work, or have strong ties to the designated neighbourhood e.g., a local charity leader, a local business leader or senior employee, teacher, community figure. Ideally, have an understanding of local issues, challenges and opportunities.
- **Facilitation and Strong Communication Skills:** Ability to remain fair, balanced, and inclusive, bringing people together even when differences of opinion emerge.
- **Openness to Learning:** Prior leadership experience is not required; a commitment to seeing change through and a willingness to learn are what matter most
- **Strong leadership Skills** – Able to provide strategic oversight and leadership to the Accrington Neighbourhoods Board and £20m Pride in Place programme.

Time Commitment & Remuneration

- **Type:** Primarily strategic and voluntary, similar to a school governor or charity trustee, but sometimes the time demand could be significant.
- **Remuneration:** Unpaid voluntary role, but reasonable expenses will be reimbursed.

Whilst the role is expected to be voluntary, we want to ensure that people from all backgrounds are able to apply. We will consider making a basic payment to remunerate time spent if this enables us to appoint somebody who could not otherwise afford to take up the role. We will discuss this with the preferred candidate.

Additional Points

The new Chair will be required to sign-up to a Code of Conduct and to declare any interests in the activities of the Board. As active members of the local community, it is possible that the Chair may sometimes have interests that could indirectly benefit from the Board's work. This does not prevent individuals from becoming Chair, but interests must always be declared, and the Chair should recuse themselves from decisions in which they have a personal, professional or financial interest.

Please note that appointment is subject to a Disclosure and Barring Service (DBS) check.



How To Apply for This Voluntary Role

Submit a short Expression of Interest (max 500 words) explaining

- Your connection to the Accrington area
- How your skills and experience match the role
- Email your Expression of Interest to Housing.Admin@hyndburnbc.gov.uk
- The deadline for applications is 12 noon on the 28th of September 2026

Recruitment Process

Shortlisted candidates will be invited to meet with Hyndburn Borough Council's Leader and the Member of Parliament for a discussion on the area and programme before a final appointment is made.