

Heart of the South West Local Enterprise Partnership

Board Paper 6.1

May 2019

Report title: HotSW CIC Director Recruitment

Report theme: Board

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Summary

Purpose of the report

This is to confirm the LEP Board's agreement to:

- the Recruitment and retirement policy reviewed and recommended by F&R
- commence an open recruitment process for a Chair and 2 new private sector board directors to be completed by the AGM 2019:
- the terms of reference for the Nominations Committee

This implements the conclusions of the LEP review and anticipated retirement of the Chair after 6 years at the AGM and the vacancy of 2 Private Sector Directors. It initiates the start of an annual rolling programme of private sector Board recruitment.

Recommendations

The LEP Board agrees:

1. The Recruitment Retirement Policy
2. To commence the open recruitment process in June 2019 for a Chair and new private sector board directors.
3. The amended Candidate Specification for use in the recruitment process.
4. The terms of reference for the Nominations Committee is suitable for use in the recruitment process.

Background

Following the LEP review, the Board has agreed new Articles and a recommended revised rolling recruitment policy to maintain diversity of Board representation and refresh Board Membership.

- a) In accordance with the Articles the Chair after 6 years is due to stand down at the end of 6 years. There is the ability to serve a further term 'in exceptional circumstances.
- b) There are currently 2 private sector vacancies and then a rolling programme of replacing 2 private sector Board Members annually is envisaged.
- c) A Candidate Specification is provided with the recruitment process due to commence in June 2019
- d) The recruitment process should be overseen by a Nominations Committee chaired by a LEP Board Member with day to day progress by the F & R Committee.
- e) To agree to establish a Nominations Committee and invite (say between 6 and 10) business representation organisations to establish a Nominations Committee to review and comment on applicants' levels of relevant business experience as part of shortlisting.
- f) That selection of appointees should be recommended by the Nominations Committee
- g) The Board may wish to consider the appointment of external resource to increase local capacity and profile

The following milestones are envisaged:

Recruitment of first round commences	end June 2019
Shortlisting interviews	September 2019
Appointment by Board	AGM November 2019