

## Board Meeting

Date of Meeting	Monday 19 April 2021
Paper Title	Recommendations from Nominations & Remuneration Committee
Agenda Item	18
Paper Number	BM7-L
Responsible Officer	Board Secretary
Status	Disclosable
Action	For Decision

### 1. Report Purpose

- 1.1 To apprise the Board of the status of non-executive recruitment arrangements and to seek approval of arrangements to establish a recruitment panel.

### 2. Recommendations

- 2.1 The Committee is invited to:

- **note** the revised timetable of activity under 5.0 below;
- **approve** proposed arrangements for a recruitment panel (ref para 4.1 below).

### 3. Background

- 3.1. Three Non-Executive Members of GCRB will reach the end of their second term on 31 July 2021. In line with Ministerial guidance, an open recruitment round must be held to fill the three vacancies arising.
- 3.2. The Nominations and Remuneration Committee considered arrangements for the forthcoming recruitment round at its meeting on 17 March 2021 with due regard to regulation, guidance and previous GCRB practice .

### 4. Recruitment Panel and Arrangements 2021

- 4.1. Established GCRB procedure is for a recruitment panel to be appointed comprising three Board Members and one Independent Person, in accordance with the Ministerial guidance on appointments. The Committee's recommendation is that the panel for the forthcoming round should comprise:

Janie McCusker (Panel Chair)  
Jackie Russell  
Sissa Rasmussen  
Independent Person (to be determined)

The Board is asked to delegate authority to the other panel members to appoint an Independent Person, who must be male.

**4.2.** Board Members should note that it had been anticipated that the Scottish Government might have progressed arrangements for the introduction of Trade Union Members and two additional Non-Executive members of GCRB, during 2021, these constitutional changes having been planned to come into effect in August 2020. There is no indication at this stage of movement in this area, therefore recruitment will be to the three confirmed vacancies, however, strong candidates emerging in this round for whom there is no immediate vacancy may be referred to a subsequent process and may also be recommended to the Board as co-optees.

## 5. Timetable

Activity	Date
1. Committee recommends/Board approves recruitment panel, which may be subgroup of NRC plus Independent Member.	11 March/ 19 April
2. Panel/Committee conducts detailed review of skills, etc, and future needs, taking account of outcome of 2. above and Diversity Succession Plan.	w/c 26 April
3. Panel agrees person specification(s) for vacancies, process and application materials, taking account of outcome of Second Terms process.	w/c 3 May (3 <sup>rd</sup> itself is Bank Holiday)
4. Advert goes live on recommended list of platforms including Public Appointments and CDN website.	10 May
5. Potential event/other activity to disseminate information/ promote opportunity to join Board.	w/c 10 or 17 May
6. Closing date for applications.	28 May
7. Shortlisting.	w/c 31 May
8. Interviews.	w/c 7 June
9. Recommendation to Board/approval.	21 June
10. Approval received from Scottish Ministers.	by 19 July
11. New Members take up appointments (based on known terms of office; commencement of new vacancies will depend on Scottish Government guidance).	1 August 2021

## 6. Risk Analysis

**6.1** Timely and well planned recruitment is essential to mitigate risk 0012: the capacity and capability of the Board is inadequate and standards of governance fall below the level required. The current statutory minimum membership of the Board is fifteen members.

## **7. Equalities Implications**

**7.1** Equality and diversity should be built into, and be a consideration throughout, the recruitment process in line with the Board's Diversity Succession Plan.

## **8. Legal Implications**

**8.1** There are no new legal implications associated with this report.

## **9. Resource Implications**

**9.1** There are no significant resource implications associated with this report. Depending on the decision to proceed with a recruitment event or other activity there may be moderate cost implications, which would be within normal budget limitations.

## **10. Strategic Implications**

**10.1** This report is not directly relevant to the Regional Outcome Agreement, however, robust governance arrangements are the essential to the effective determination and delivery of GCRB objectives.