

Deputy Chair Recruitment Vote Results

1. Purpose

- 1.1. The purpose of this paper is to explain the results of a vote by Electronic Procedure to agree the adoption of the Deputy Chair Recruitment Policy (the Policy), the establishment of a Selection Panel to oversee the recruitment of a Deputy Chair and the Job Description and Person Specification for the role.
- 1.2. Strategic Board (the Board) was reminded that votes by electronic procedure are subject to the same quorum and declarations of interest requirements as decisions made at Board meetings.

2. Recommendations

- 2.1. The Board was asked to:
 - 2.1.1. Agree the adoption of the Deputy Chair Recruitment Policy as at Appendix A;
 - 2.1.2. Agree the establishment of a Selection Panel with the membership and Terms of Reference as set out in section 4 below;
 - 2.1.3. Agree the job description and person specification for the Deputy Chair role as at Appendix B; and
 - 2.1.4. Agree the shortlisting criteria at Appendix C
- 2.2. Board members were invited to respond to the email entitled 'Deputy Chair Recruitment' with their position on whether to accept the four recommendations in 2.1.1 to 2.1.4 above. A simple 'YES' in the body of the email would indicate consent to adopt the four recommendations, while 'NO' would indicate dissent. It should be noted that Government has indicated that they require a Deputy Chair to be selected in advance of the Annual Performance Review which will be held in January 2020.
- 2.3. The following responses were received:

YES: 17

NO: 0

ABSTENTIONS: 2

The quorum was met as follows:

Requirement	Actual
17 total votes	19
9 private sector votes	11
3 Upper Tier Local Authority votes	3
1 bus rep from each Federated Board	met

- 2.4. The proposals set out in 2.1.1 – 2.1.4 above were therefore **agreed**.

3. Accountable Body Comments

- 3.1. The appointment of a Deputy Chair was a requirement for the SELEP following the LEP review in July 2018.
- 3.2. The proposed Deputy Chair Recruitment Policy adheres to the SELEP Terms of Reference.
- 3.3. SELEP Accountable Body, Essex County Council (ECC) will ensure employment law legislation and tax regulations are met on behalf of the candidate appointed to the role of SELEP Deputy Chair.

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