

Water Forums Chair appointment process

Background

The Water Forums Nominations Committee (see Appendix 1) made recommendations for Chair:

- role, criteria and time commitment
- remuneration;
- methods of securing a shortlist; and
- method of assessment.

Then:

- advertisements were placed in press (local and national) – see attached advert in Appendix 2;
- a long list of twenty three applicants was reviewed and scored by the Nominations Committee; and
- the Nominations Committee made recommendations for a shortlist of five candidates to the Company.

Selection process

The selection process included a mixture of informal and formal interviews. The process allowed Chair candidates and the Company to be aware of “what they were letting themselves in for”. Therefore, candidates were assessed in two phases:

- formal interview with Nominations Committee (i.e. with scoring against criteria); and
- informal meeting with Company Chief Executive Officer and Customer Director.

The Nominations Committee then drew together its scoring from its own formal interviews as well as feedback from the Company. The Nominations Committee then made a recommendation for the position of Chair to the Company, which accepted this recommendation. The programme is outlined below.

Appointment of Chair – timetable

Date	Activity
Sep-2015	Nominations Committee met and made recommendations for appointment of Chair
Nov-2015	Advertisements placed
Nov/Dec-2015	Interviews took place
Dec-2015	Committee reviewed interview outcomes including and nominated a candidate
Jan-Mar 2016	Chair induction took place

Mar 2016

New Water Forums – first meeting