

**REPORT TO: HARBOUR BOARD**

Date: 17<sup>th</sup> November 2020

**TOPIC: RECRUITMENT PROCESS TO APPOINT INDEPENDENT MEMBER TO HARBOUR BOARD**

**REPORT BY: HARBOUR MASTER**

## 1 INTRODUCTION

- 1.1 This report details the selection process for the appointment of an Independent representative to the Harbour Board.

## 2 RECOMMENDATIONS

- 2.1 To note the recruitment process to be undertaken to fill the positions for an Independent representative on the Board as detailed in paragraph 4.2 of the report.

## 3 REASONS FOR RECOMMENDATIONS

- 3.1 To recommend the recruitment process to be undertaken to fill the position for Independent representative on the Board.

## 4 REPORT

- 4.1 An Independent representative vacancy arose on the Harbour Board due to Mr Colin Knill giving his resignation for the position of Independent Member of the Harbour Board on 27<sup>th</sup> August 2020. A competitive appointments process will need to be carried out to fill this vacancy.

- 4.2 Therefore, it is suggested that the competitive appointments process to fill both positions be undertaken as follows:

- 4.2.1 That the vacant positions be advertised in the local press and on the North Devon Council's website.
- 4.2.2 That suitable candidates be invited for interview and that the Interview Panel consist of Councillor Fowler (Chairman) and the Harbour Master.
- 4.2.3 That at the Board meeting in February 2021 consideration be given to the recommendation for appointment to fill the vacant position on the Board.
- 4.2.4 That the recommendation of the Harbour Board be considered by full Council on.

## 5 RESOURCE IMPLICATIONS

5.1 Costs for advertisement will be met from existing budgets.

## 6 CONSTITUTIONAL CONTEXT

Article or Appendix and paragraph	Referred or delegated power?
Part 3 Annexe 1, paragraph 6	Delegated

## 7 STATEMENT OF CONFIDENTIALITY

7.1 This report contains no confidential information or exempt information under the provisions of Schedule 12A of 1972 Act.

## 8 BACKGROUND PAPERS

8.1 The following background papers were used in the preparation of this report:

- North Devon Council Constituton May 2019
- Report taken to Harbour Board 4<sup>th</sup> June 2019

## 9 STATEMENT OF INTERNAL ADVICE

9.1 The author (below) confirms that advice has been taken from all appropriate Councillors and Officers.

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Author: Harbour Master, Captain G Carlo-Paat

Date: 29<sup>th</sup> October 2020