

**Devon Strategic Partnership  
DSP Partnership Board meeting 30<sup>th</sup> May 2007**

**Agenda Item: Election of a new Chair of the overall Partnership**

**Context**

At the last DSP Partnership Board meeting in March 2007, the Board charged a small group comprising James McInnes(member representative from West Devon), John Bunting(Voluntary and Community sector representative) and Caroline Rae (Devon Strategic Partnership Development Officer)to develop a process for the election of a new partnership Chair.

The DSP Partnership Board is requested to discuss and approve the draft proposals in this paper.

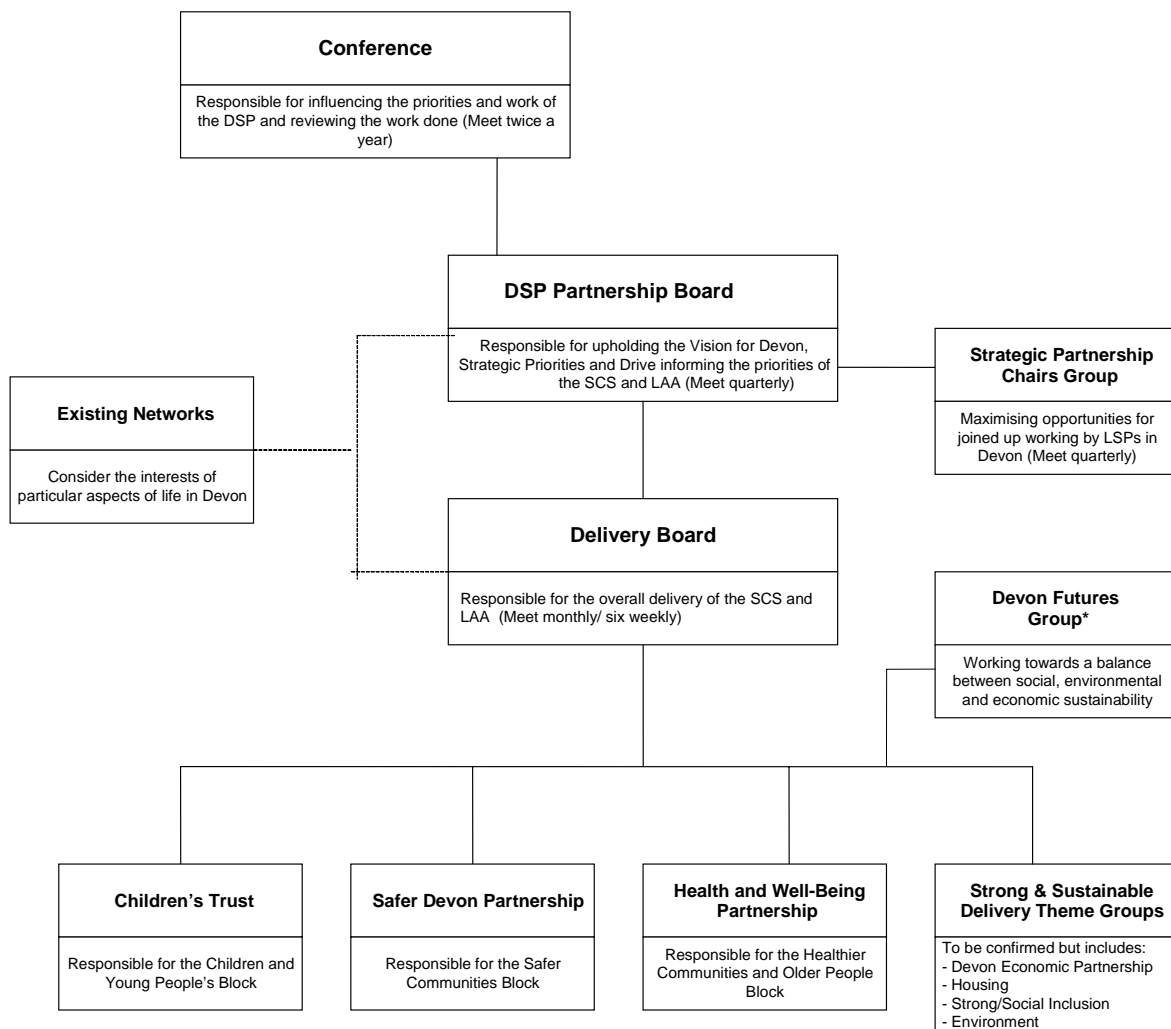
The DSP Partnership Board is also requested to appoint a panel to consider applications, and to select up to 3 candidates to go forward to the election process.

**The following information will form the basis of material to inform prospective candidates:**

**The Devon Strategic Partnership**

The Devon Strategic Partnership comprises public, private, voluntary and community sector organisations, all working together to improve the quality of life for those who live, work in and visit Devon. Their focus is on delivering real improvements to the issues which matter most to the people of Devon, and which cannot be addressed in isolation or at a more local level. The Devon Strategic Partnership was created in 2001 in recognition of the importance of working in partnership. The Partnership has grown since then, and in 2007 has implemented a new structure to make it fit for purpose in a climate of Local Area Agreements and performance management, of Sustainable Community Strategies and an increased emphasis on working in partnership to achieve what partners by themselves cannot.

The new governance structure for the Devon Strategic Partnership is as follows:



\* No delivery responsibilities but provides direction and linkages across the subject areas

The role of each of these groups can be viewed on <http://www.devonsp.org.uk/about.html>

### The Partnership Chair

The role of the Chair of the Partnership covers the entire partnership, but specifically involves chairing the DSP Partnership Board which meets quarterly and attending the twice yearly conference. In 2002 the Rt Rev'd Michael Langrish, Bishop of Exeter, was elected as the independent Chair of the Devon Strategic Partnership and his term of office finishes in August of this year; we are thus seeking a new Chair for the partnership to serve a 3 year term from September 2007. Bishop Michael has provided strong leadership and commitment to the Devon Strategic Partnership and his will be a hard act to follow. This paper outlines the process that will be followed for the election of a new Chair, and the criteria that the Devon Strategic Partnership is hoping that potential candidates will be able to meet.

### Election Process

We are seeking a process that is transparent but robust. It will have the following stages:

1. Nominations will be sought between 1<sup>st</sup> June and 30<sup>th</sup> June. Nominees should meet the criteria below, and their application should be accompanied by a short supporting statement backing up their application (max 100 words). Applications should be proposed by a member of the DSP Partnership Board or Delivery Board.
2. Nominations will be considered by a panel appointed by the DSP Partnership Board, and may involve candidates being requested to make a short presentation. A shortlist of not more than 3 candidates will be recommended for election.
3. Electronic elections will be held with people included on the conference mailing list (which includes members of all main partnership tables plus members of different sectors of Devon) enabling them to choose from a shortlist of up to 3 candidates. Paper ballot papers will be available for those who prefer not to use electronic voting. The election period will run from 3<sup>rd</sup> week July to 16<sup>th</sup> September.
4. The successful candidate will be notified and the appointment of Chair ratified by the DSP Partnership Board at their meeting on 19th September 2007.

### **Description of the Role**

The exact term of office for the Chair is negotiable, but it is envisaged the appointment will be for a period of up to 3 years, appraised annually. At the end of the term of office, the role and appointment will be reviewed by the Partnership. The aim of the role is to lead the Devon Strategic Partnership as it delivers the Sustainable Community Strategy and Local Area Agreement for the benefit of the people of Devon. The key responsibilities of the role include:

- Chairing meetings of the DSP Partnership Board in a way that is inclusive and promotes participation of all partners.
- Attending the Devon Strategic Partnership Conference held twice yearly.
- Ensuring the overall partnership has arrangements in place to achieve the aims of the Sustainable Community Strategy and Local Area Agreement
- Ensuring that the Devon Strategic Partnership operates according to its agreed Terms of Reference and that the partnership is inclusive, transparent and open.
- Championing the work of the Devon Strategic Partnership by attending public events, liaising with the media and representing the Devon Strategic Partnership at a sub-regional level as necessary.
- Providing leadership to the support arrangements that are put in place to ensure that the Devon Strategic Partnership is achieving the aims, objectives and targets of its Sustainable Community Strategy and Local Area Agreement according to the agreed timetable.
- Guiding the work of any officer specifically appointed or seconded to support the Partnership.
- It is envisaged that the role will equate to approximately two days a month. Please note that the role may sometimes involve commitments outside of 'normal' working hours.
- The Partnership proposes to pay expenses (e.g. for local travel, telephone calls) incurred in undertaking the role. Claims for significant additional expenses – for example, when travelling outside of Devon– will also be considered

### **Person Specification**

- A clear commitment to Devon and to improving the quality of life of its citizens

- Experience and a clear understanding of, and strong commitment to, the process of partnership working
- Ability to chair a meeting effectively
- Good listening and communication skills. High level inter-personal skills.
- Ability to think and act strategically and with political awareness
- An ability to demonstrate objectivity
- Brokering skills, including the ability to facilitate, negotiate and influence others to achieve positive outcomes
- Leadership
- Ability to promote equality of opportunity and diversity
- Ability to persuade, influence, motivate and enthuse others, and to engender confidence.

### **Application Process**

Please send a CV and a statement (max 100 words) explaining why you would be a suitable candidate for this role, particularly in relation to meeting the criteria set out in the person specification. All applications must be sent with a nomination form (attached) from a member of either the DSP Partnership Board or the Delivery Board (lists attached)

### **Closing Date**

Please return your application by **30<sup>th</sup> June 2007**, in an envelope marked "Confidential" and addressed to:-

Caroline Rae  
 Development Officer Devon Strategic Partnership  
 Chief Executive's Directorate, Devon County Council  
 c/o Room G41, County Hall  
 Topsham Road, Exeter EX2 4QD  
 Tel:01392 383064

### **Or**

e-mail your application to [caroline.rae@devon.gov.uk](mailto:caroline.rae@devon.gov.uk).

It is hoped to hold interviews in the period 9<sup>th</sup> July - 20<sup>th</sup> July. Please indicate any dates during this period when you are unavailable.