

Succession Planning Statement

Adopted by Board: 22 March 2022

Review Period: 3yr

Review Date: March 2025

Person responsible for policy: Clerk

**Succession Planning Statement**

**Directors**

1. BePART Educational Trust has the responsibility for all aspects of the Trust’s membership, including the appointment and reappointment of Directors, which is approved by Members at the AGM in December.
2. It is the responsibility of the Clerk to alert the Trust Board when a Director’s four year term of office is nearing expiry. Subject to remaining eligible to be a particular type of Director, any Director may be re-appointed or re-elected.
3. When considering the filling of vacancies on the Trust Board or any sub-committee, the Trust’s current and desired skill matrix will be considered with regard given to:
   1. Conversion from Co-opted Trustee to Director.
   2. Seeking suitable candidates for Director from a range of sources.

**The Chair and Vice-Chair**

1. Members - as stated in the Articles of Association the Members present and entitled to vote at the meeting shall elect by Ordinary Resolution one of their number to be Chair.
2. Directors – nominations for the positions of Chair and Vice Chair will be requested by the Clerk to be considered at the Directors meeting in December. Directors will elect a Chair and Vice Chair for the following calendar year.
3. The position of Vice Chair may be used in the context of succession planning although it is recognised that it will not always be the case or the intention that the Vice Chair succeeds the Chair.