

# II KEY STEPS AND TIMING

## SEARCH BRIEF

1. Search establishment and initial advisory (*development of search strategy, board composition materials, creation of skills briefs and remuneration*).

2025 - 2026 DATES (TBC)

October – December 2025

2. "Kick off meeting" (with Propero, Mayors, CEs, and key staff).

Sessions confirmed for 4<sup>th</sup> and 10<sup>th</sup> November, and 4<sup>th</sup> December

3. Initial research to compile the first list of potential candidates to test with the client.

Through November 2025

## RESEARCH

4. Advertise for the role via Appoint Better Boards, LinkedIn, and the Institute of Directors.

24 November – 19 December 2025

5. Meeting to review research and select target candidates.

December 2025

6. Further research to build the candidate pool (as needed).

December 2025 – January 2026

7. Further sessions with the appointments committee to discuss candidates (as needed).

Late January 2026

## ASSESSMENT

8. Propero conduct their reach outs, brief and assess agreed target candidates.

January – February 2026

9. Client interview and engagement with the agreed shortlist candidates.

Late February 2026

## ENDORSEMENT

10. Reference and background checking.

Early March 2026

11. Appointed to Board.

Early March 2026