

INCLUSIVE BOARDS

# Prospectus

RM6290

Executive &  
Non Executive  
Recruitment Services

Crown  
Commercial  
Service  
*Supplier*

April 2024

# Welcome

## About Us

Welcome to Inclusive Boards! We are excited to present our prospectus to support the recruitment on Lot 3 of RM6290.

Founded in 2017, Inclusive Boards is a specialised search agency dedicated to supporting organisations in cultivating diverse more diverse leadership teams and robust governance structures. Our services encompass executive search, diversity training, and advisory, making us the foremost diversity board practice in the UK, ensuring the most diverse longlists in the market.

Spanning various sectors like sport, health, and legal, our impactful work extends to collaborations with major organisations such as the RNIB, Ministry of Justice and British Heart Foundation. With a network of over 65,000 diverse professionals in our network and a nationwide reach, we have a profound influence on communities across the UK. We have appointed Trustees, Directors, NEDs and Chairs in the third sector, public sector and commercial non-executive mandates across sectors, sizes of business and ownership structures in the UK.

Leveraging our collective experience, we have successfully developed essential tools for numerous boards, including diversity action plans, skills matrices, constitutions, strategic plans, and governance reviews. Partner with Inclusive Boards to foster diversity, inclusivity, and stronger governance within your organisation.

## 25+

Years of collective  
experience

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## 2

Regional bases

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## 300+

Happy clients

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## 65K+

Diverse senior  
professionals

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# Introduction

Dear Customer,

Inclusive Boards is delighted to be named a supplier on Crown Commercial Service (CCS) RM2690 Executive and Non-Executive Recruitment Services Lot 3: Non-Executive Recruitment Services.

We are an award winning executive search and advisory firm that specialises in diversity recruitment and support for boards and senior leaders.

- We are skilled in volume requirement campaigns resulting in significant economies of scale
- We connect you with accomplished candidates who share your vision and values, recruiting Directors, NEDs, Trustees and Chairs using a skills-first approach. We've worked with hundreds of organisations, supporting them with board-level recruitment and development.
- We are experts in supporting sectors and organisations with their diversity hiring strategies.

Our quality assurance is validated in a number of ways:

- We are A corporate member of the Recruitment and Employment Confederation (REC) number 00203785
- Cyber Essential certified
- Affiliate members of the CIPD
- Our leadership development course is ILM 6 accredited

Thank you for considering Inclusive Boards and should you have any questions, please do not hesitate to contact me.



**Sam Carey**  
Inclusive Boards  
Associate Director

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# Company Overview

Inclusive Boards is a company driven by a social purpose. Through the work we support the aims of the UN Sustainable Development Goals (SDG). SDG 3 - 'Good health and well-being' SDG 5 - 'Gender Equality' SDG 8 - 'Sustainable Development' Decent work and economic growth: Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all. SDG 10 - 'Reduce inequality',

## Vision

To be the leading diversity search and advisory firm in the UK both by revenue and impact

## Mission

To support sectors, organisations and individuals with efforts to be more inclusive and diverse.

## Values

Inclusion

Responsibility

Quality

Collaboration

## Our Networks & Placements

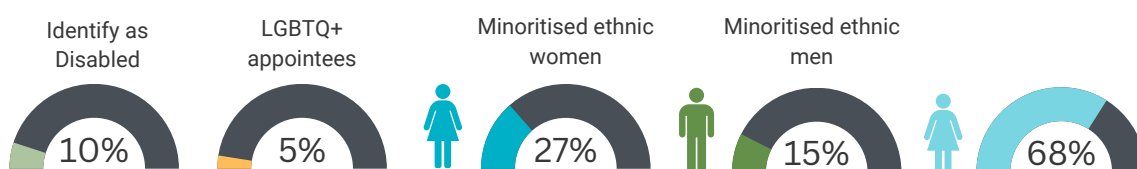
We are constantly refreshing our network through our search campaigns, leadership development programmes, research and other initiatives. We engage high calibre diverse candidates for our clients as they look to diversify the make-up of their boards. We store candidate data in line with UK-GDPR on our CRM system. We are Cyber Essential Accredited.

### Our network



Our services are research driven at their core. We use evidence to ensure we're making the biggest impact and are the forefront of diversifying sectors and board roles. We're committed to providing excellent support and have a clear client and customer care. We're proud to have delivered on our promise of diversity. In the last year more than 60% of our appointments have been women and over 40% have come from minoritised ethnic backgrounds

### Our placements



# Our Approach



## Introduction & onboarding

We will arrange a launch meeting to agree the search approach, terms and timelines. We will then meet with the selection panel to get a real understanding of the role content, objectives, essential skills and most importantly what your 'best fit' looks like. We will produce a candidate pack that reflects the ethos of your organisation, your mission, values and strategic priorities.

By the end of this stage, everyone participating in each recruitment campaign will have a clear and shared understanding of the skills and expertise required of the candidate for the role. We will produce a Memorandum of Understanding to reflect this agreement. As part of our search set up we will develop a dedicated webpage for the role where applicants can review the agreed criteria and download the recruitment materials and agree on a meaningful equality, diversity and inclusion messaging



## Advertising & search campaign

In order to achieve diversity, we focus on proactive engagement, drawing on our vast talent pool of over 65,000 senior leaders and external external research to identify skilled prospective applicants. We source candidates through utilisation of influential lists; aggregated news sources and feeds (e.g. Google, Twitter), talent mapping executives and leveraging partnerships and networks like the Black British Business Awards. We will launch an advertising campaign across channels such as social media, LinkedIn, our own website and other suitable platforms including In-Touch Networks, NED on Board and Women on Boards. Finally we will support joint e-marketing initiatives such as agreed hashtags.

Throughout the search campaign we provide regular updates and monitoring on candidate quality, engagement, volume of applications and diversity.



## 1st stage Interviews & longlist

After the application deadline, our consultants will conduct independent reviews of candidates' CVs and cover letters against established criteria. Successful candidates will be invited to a first-stage longlist interview via video call, where we assess skills, motivations, behaviours, and values fit using agreed interview questions. Following interviews, we conduct due diligence checks, including social media and track record analysis. We then compile a comprehensive longlist report which contains a summary of how each candidate meets the role criteria, anonymised diversity monitoring information; candidates' cover letters and CVs, and recommendations. Our longlists are typically made up of 6-10 candidates per role.

# Our Approach cont'd



## Shortlist & final interviews

We will present our longlist to your selection panel at a meeting that includes the campaign lead consultant and your account manager. During this meeting we will provide a summary of each of the candidates presented and be prepared to answer any questions the panel might have with reference to the applicants or the search process.

We will support the organisation to design its selection process from this point, facilitating the booking of interviews, fireside chats and other assessment stages.

To ensure consistent quality and support inclusion we will:

- Provide expert guidance and advice on inclusive recruitment to the panel at the shortlisting meeting.
- Ensure a single point of contact for candidate interview bookings.
- Recommend independent panel members if required.



## Offers/acceptances, stand-downs and feedback

After the final interviews, Inclusive Boards will seek feedback from the selection panel and communicate the decision to candidates, providing feedback where appropriate. If required, we will support any offer negotiations. We ensure we provide constructive feedback to candidates to ensure you are well represented. Once the selected candidate(s) have accepted their offer of appointment we will undertake reference checks. We will then hand candidates over for onboarding.

Throughout our process, our focus on diversity is not 'added value' or a buzzword - it is part of who we are. Our team is representative within and beyond the protected characteristics and we are passionate about making a positive impact and supporting organisations to be more equitable, inclusive and diverse. Some examples of the diversity of our longlists include:

### A New Direction (Chair of the Board)

**57%**

from minoritised ethnic backgrounds

**71%**

Women

**29%**

Men

### National Archives longlist summary (NED - Chair of Audit & Risk)

**80%**

from minoritised ethnic backgrounds

**50%**

Women

**50%**

Men

This compares to a national average of 11% of public appointees who are minoritised ethnic across the public sector according to [GOV.UK 2023](#)

# Indicative Timeline and Activities

Example timescale for a client's stagnated recruitment campaign







## CASE STUDY 1

### NHS Trust

We increased gender and ethnic diversity on the Board of one of the largest cancer centres in Europe

## OBJECTIVES

We worked with a large NHS trust who are an international leader in cancer research. They are a performance-driven and high-achieving organisation, with the patient at the heart of everything they do. Their strategy sets their ambition to be one of the leading integrated cancer centres in the world. We were commissioned to support the search and selection of two new Non-Executive Directors.

## SOLUTIONS

We focused on candidates with skills in public accountancy to replace expertise on the board resulting from the expiry of board member terms and people and culture expertise which to support the delivery of the organisations strategy.

## BENEFITS

### Benefits One

We placed Grenville Page in the Accountancy role. Grenville is a CIPFA (Chartered Institute of Public Finance and Accountancy) qualified accountant and has held Finance Director positions in health, a social enterprise and a local authority owned care organisation.

### Benefits Two

We placed Alveena Malik in the People and Culture Role. Alveena is co-founder and director of One Million Mentors, which is a pioneering approach using the advantages of technology in order to transform the process of mentoring for all.

### Benefits Three

We simultaneously increased the gender and ethnic diversity of the Board whilst adding vital skills that would drive strategic organisational performance





## CASE STUDY 2

### Independent non-departmental public body

Inclusive Boards' methodology results in securing 17 new Independent Member (Chairs) for an independent non-departmental public body

## OBJECTIVES

A central government department commissioned Inclusive Boards to recruit up to 20 Independent Members for one of its non-departmental public bodies. These individuals would be fast-tracked to Chair oral hearing panels. The key role criteria was to find individuals who could make rigorous, fair and timely risk assessments about individual cases which have the primary aim of protecting the public.

## SOLUTIONS

Inclusive Boards' designed the candidate information documents; application forms; identified suitable candidates to approach and undertook the initial sift and assessment. Working in collaboration with the central government department and NDPB throughout to ensure success.

## BENEFITS

### Benefits One

The recruitment campaign needed to be delivered to tight immovable deadlines resulting from Ministerial priorities and fixed training dates for successful candidates. As such, the entire recruitment process was delivered within 3 months from commencement.

### Benefits Two

Due to the high number of applicants (over 600) we implemented a rolling interview and batch submission process to ensure inclusion, volume management and reduce candidate wait times

### Benefits Three

Of the appointable candidates, 75% were women, over 50% resided outside of London and the South East and there was representation from Disabled People and people from minoritised ethnic groups.

# Core Campaign Team



**Wendy  
McPherson**

## Chief Operating Officer

Wendy has international leadership experience in the NGO sector and over 25 years service within the public sector. She has worked within local authorities serving highly deprived communities in the London area, as well as working with Civil Servants in delivering government policy. She specialises in supporting public sector clients in their often complex recruitment campaigns and other senior hires. She has extensive experience of recruiting within and for the public sector including being an independent recruitment panel member. She is an ILM course tutor and coaches learners on Inclusive Boards' leadership development programmes. She is a social impact advocate and a transformational leader.



**Sam  
Carey**

## Associate Director

Sam is an experienced multidisciplinary professional working across our search and advisory practices. He will act as the account manager for this campaign and has extensive experience working with clients on executive search campaigns in the public, third and private sectors. He offers trusted advice and support to clients on their hiring campaign. He led on the creation of our Disability in Leadership toolkit for organisations who are looking to recruit disabled board members and has recently led the development of a Diversity and Inclusion Recruitment Toolkit for RFL Clubs. Sam believes in quality care for both the client and the candidate and open communication throughout the duration of the recruitment campaign.



**Ros  
Hollinghurst**

## Senior Consultant

Ros will act as the lead consultant for this campaign. She has worked on searches across a number of sectors, including health, sport, charity and arts, successfully filling Non-Executive, Chair, and Executive roles. Ros ensures we deliver on our promise of diversity and quality. A sample of her previous clients are below where she has not only maintained quality, but supported organisations from different regions in the UK to address a lack of ethnic, age and regional diversity on their boards. She has maintained a strong network of candidates and actively builds a new network of diverse candidates. Recent clients include: House of Lords, The National Lottery Community Fund, UK Cyber Security Council, The National Children's Bureau, Ministry of Justice, Cambridge and Peterborough NHS Foundation Trust, Chayn.



**Conor  
McCrory**

## Lead Consultant

Conor works across our search and advisory services leading recruitment campaigns across a range of sectors. They also support the design and delivery of both EDI and leadership development training. Conor has a relational approach with candidates and is adept at supporting diverse people to overcome imposter syndrome when applying for board roles. Conor is an experienced researcher and has developed a range of resources including a toolkit for recruitment of board members in the sports sector and a trigger toolkit for the heritage sector. Conor's recent search clients include, the House of Lords, Birmingham Guild, Buckinghamshire New University, and the Parole Board.

# Partnership Benefits

We offer a unique set of benefits ensuring you receive personalised, cost-effective, and high-quality recruitment services.

## ➤ Highly skilled diverse candidate pool

The diversity of our talent pool means that you can depend on us to deliver a diverse, skilled longlist. Supporting you to enhance decision making and inclusivity in your organisation.

## ➤ Reliable and professional team

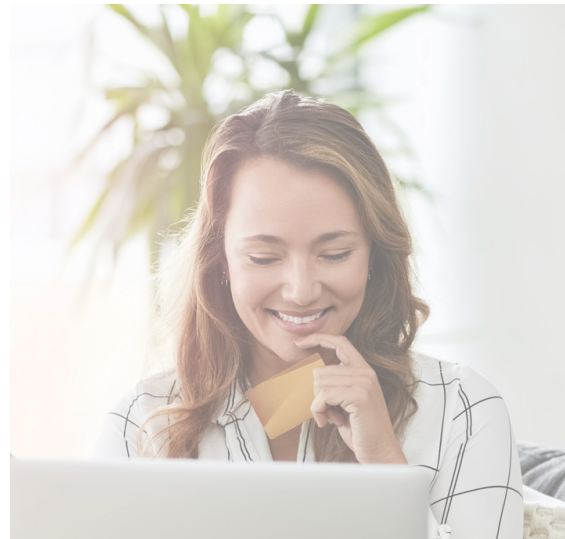
Your account manager will act as your point of contact, backed up by a diverse team of professional executive search staff. We take a project management approach and utilise our integrated CRM and ATS to provide regular updates.

## ➤ Outstanding candidate care

Candidate are offered a single point of contact, feedback on their application (whether they're successful or unsuccessful), pre-interview preparation and pre-interview coaching. All our staff are trained in equality, diversity and inclusion recruitment practices.

## ➤ Meaningful ESG

We prioritise sustainability and minimising environmental impact whilst upholding ethical governance. We have policies covering modern slavery, environment and corporate social responsibility.



## ➤ Effective and straightforward approach

Our approach is streamlined and straightforward ensuring you achieve placements within required timescales, addressing your leadership needs promptly.

## ➤ Agile

We are able to adapt our processes to suit the type of recruitment campaign that meets our client's needs.

## ➤ Continuous improvement

We strive to stay ahead of industry trends and take a learning approach, adapting based on feedback to ensure you receive the highest quality service.

## ➤ EDI industry disruptors and leaders

We're proud to champion equity, diversity and inclusion. We're a black owned and led SME and our search approach is informed by industry leading research and years of collective experience.

# Added Value

## Equality, Diversity and Inclusion Accreditations

Inclusive Boards is a leading diversity executive search company that also delivers Equality, Diversity & Inclusion (EDI) training, advises and audits organisations' EDI policies, procedures and practices, and offers mentoring on the delivery of EDI action plans. Diversity isn't just an active part of our day to day work, it's also part of our day to day lives.

Examples of some the companies, organisations and sectors we have worked with include:

- Guys and St Thomas Foundation (Full EDI Review)
- Big Society Capital (EDI Review & EDI Training)
- Yorkshire Museum Development (EDI Action Plan Training & Consulting)
- Salesforce (EDI Training)

Inclusive Boards offers a range of interventions to support Blind and partially sighted applicants including job descriptions produced in plain word version. As standard we offer the option to email applications rather than utilising online forms.

Inclusive Boards website is fully compliant with WCAG2.1.



## Our research

Inclusive Boards is a campaigning organisation. Much of our research is used to provide evidence of how far the dial has moved as we measure representation at senior leader and board levels. Our research is cited by our industry clients and referenced as a solid foundation for inspiring positive change in recruitment practices, EDI and board governance.



## Quality

Inclusive Boards are corporate members of the Recruitment and Employment Confederation number 00203785. We are also Cyber Essentials Certified and understand the need for a robust approach to data protection. Our leadership development programmes are ILM accredited. We are suppliers for the public sector's Crown Commercial Services and Bloom. We are proud to have been awarded 'Best Public/Third Sector Recruitment Agency' at the 2023 Recruiter Awards.





# Testimonials

## What our clients say



LEGAL SERVICES  
BOARD

**Dr Helen Phillips (Chair)**

Legal Services Board

I am pleased with the high calibre of appointments to the board of the Office for Legal Complaints. Alison, Dale and Martin bring a wide range of experience and expertise that will further bolster the OLC as it implements its plans to transform the service it offers to complainants and the legal services profession.



**Abimbola Johnson (Chair)**

Independent Scrutiny and Oversight  
Board (the "ISOB")

Inclusive Boards were excellent at putting together a diverse and highly qualified longlist of candidates. The communication was consistent and the service delivered was extremely personable. They went above and beyond, participating in a webinar held for potential candidates alongside myself, Dave Thompson, Vice-Chair, NPCC and Andy Marsh CEO, College of Policing.

## What our candidates say

"I'd like to thank Inclusive Boards for recommending me for the National Youth Agency Trusteeship. Had they not contacted me, I would never have seen the opportunity. The team was encouraging and supportive of my application, and I am pleased to say I was successful in being awarded the post. Thank you for your support. I'd recommend others to work with Inclusive Boards in the future." D.C.

"With 30 years' experience in healthcare and life sciences, I've had many interactions with recruiters. In the short time I've worked with Inclusive Boards, I have to say they stand out! Their attention to me as a candidate has been second to none. Their professional insight to support my application and personal touch combined to give a really first-rate candidate experience. In a world where recruiters say one thing and do another, it's a true pleasure to have someone who really does treat candidates as individuals. Thank you – keep up the great work!" M.D.

# INCLUSIVE BOARDS

## Our Services



Executive Search



Inclusive recruitment advisory



Self paced digital learning hub



Agile recruitment packages



Industry based research



EDI audits, advisory & training



Leadership Development (ILM accredited)



Executive Coaching

## Contact Us



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