

RBC Place London Board of Directors Recruitment Package and Application

RBC PLACE LONDON BOARD RECRUITMENT

The London Convention Centre Corporation, operating as RBC Place London, is a multi-purpose convention centre owned by the City of London. In 1993, under the London Act, the organization was incorporated, and it's lead by a board of directors, appointed by Municipal Council. Currently the Board of Directors is seeking to fill two seats, for an initial one-year term starting December 2024. Based on the By-Law, the following organizational sectors are to be represented on the Board: health care, digital media or technology, education, travel and transportation, hospitality, tourism, arts & culture, sports, and marketing/public relations or human resources.

RBC Place London in 2023, enjoyed a record recovery year generating \$7.2 million in total revenue with an economic impact for the community of \$22.6 million.

BOARD OF DIRECTORS

The Board of Directors is responsible for the governance of the London Convention Centre Corporation. The Board is the leadership body setting strategic direction and annual budget, ensuring fiscal responsibility, and providing oversight of this city-owned asset. The mission of RBC Place London is to contribute to the economic prosperity of London while adding to the vibrancy to downtown through the hosting of events.

LEADERSHIP

The General Manager & CEO recommended by the Board of Directors, and appointed by council, is responsible for leading a professional hospitality team, management, and daily operational oversight of RBC Place London.

MANDATE

RBC Place London is a purpose-built convention centre, which hosts conventions, conferences and multi-day events driving economic impact for the community and hosting special/community events which add to the diversity and vibrancy of London's downtown.

GOVERNANCE APPROACH

The board of 12 volunteers focuses on strategic leadership, organizational governance, fiscal responsibility, and asset oversight. Eight business or organizational sectors, as defined in the by-law, are represented on the board, with the Mayor of London, two Councillors, and an appointment by the City Manager as a non-voting member. 75% of the Board members must live or work within the London city boundary. Board members are eligible to serve up to

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a maximum of six years with staggered terms of one, two or three years. A minimum of 9 board meetings are held annually, currently from 7:30 am to 9:30 am on a Friday. From the Board, two standing committee are established. The Finance and Governance Committees meet an additional 4-6 times annually. Other task force meetings are scheduled as required.

WHY RBC PLACE LONDON BOARD OF DIRECTORS?

1. Community support: give back to your community providing guidance and ensuring strong fiscal oversight for a city-owned asset
2. London champion: connect your industry to London through the hosting of a convention or conference
3. Economic driver: hosting conventions in London helps drive the economy, filling hotel rooms employing hospitality professionals
4. Networking: meet new community members at board meetings and by attending events
5. Increased community knowledge: learn about events hosted in London and the organizations that support the events industry

BOARD MEMBER RESPONSIBILITIES

- Develop and review the Vision, Values, Mission, and strategic priorities of RBC Place London, in partnership with the senior leadership operational team to ensure relevancy.
- Ensure necessary resources are available to achieve the mission and strategic priorities.
- Delegate implementation of the strategic plan to the CEO and annually review success.
- Monitor progress towards achieving strategic priorities.
- Oversee the responsible stewardship of financial resources and the asset.
- Ensure effective Board governance.
- Identify and plan to manage risks to the corporation.

DUTIES AND EXPECTATIONS OF INDIVIDUAL DIRECTORS

Each director is responsible to act honestly, in good faith and in the best interest of the London Convention Centre Corporation and, in so doing, support the corporation in fulfilling its mission.

Expectations

- Directors are expected to apply their skills, knowledge, and judgment, actively attending all board meetings, being well prepared having reviewed circulated meeting materials.
- Directors to annually review and sign the Board of Directors Code of Conduct.
- Directors to review and follow the Standing Board Orders for the conduct of meetings and Directors.

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RBC PLACE LONDON STRATEGIC DIRECTION 2024

Outcome 1: RBCPL is the employer of choice in London's hospitality and tourism industry, with demonstrated operational excellence across all departments.

Expected Results:

- a) Equity, diversity and inclusion policies and practices imbedded and evident across the organization
- b) Continuous culture improvement lead by cross departmental team task force improving on areas identified in annual team surveys.
- c) Ensure sustainability policies and practices are imbedded and evident in all department plans and actions

Outcome 2: Growing economic impact from RBCPL hosted events supports London's strategic direction

Expected Results:

- a) RBCPL to host increasingly exceptional and financially viable events
- b) RBC Place London partners with more businesses to elevate marketing and event experiences
- c) RBCPL supports the growth of local artists connecting artists to event organizers

Outcome 3: RBCPL contributes to London's profile as an attractive, event hosting destination of choice and adds to London's downtown experience for residents and visitors through the hosting of publicly attended events

Expected Results:

- a) Increased number of local ambassadors and event hosting partners supporting convention bids
- b) RBCPL continues to build partnerships for more community groups resulting in more hosted cultural events
- c) Successfully launch a sponsored summer outdoor concert series
- d) Improved evaluation of downtown London as a safe and attractive event destination

Outcome 4: RBCPL Board and team continue to add value to this City-owned asset, as stewards and venue managers

Expected Results:

- a) Fiscal integrity, with risk appropriate, operationally sustainable events
- b) Competitive venue with improved energy efficiency of 30% as of 2027 by investing in high-quality, sustainable new and life-cycle capital improvements aligned with the City's asset management plan
- c) Long-term Council reviewed vision and funding plan for London's future convention centre

For information and complete an application: <https://rbcplacelondon.com/about/board-directors>