

## **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 four seats, for an initial three-year term starting December 2022, in any of the following sectors: health care, technology, digital media, education, transportation, hospitality, tourism, arts, sports, marketing/public relations, and human resources.

RBC Place London pre-COVID, attracted over \$6.3 million in total revenue generating an economic impact for the community of \$18.4 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 responsible for strategic direction, planning and evaluation, fiscal responsibility, and oversight of this city-owned asset. The purpose of RBC Place London is to contribute to the economic prosperity of London adding to the vibrancy of downtown London through the hosting of events.

### **LEADERSHIP**

The General Manager & CEO recommended by the Board of Directors, and appointed by council, is responsible for the management and daily operation of RBC Place London, based on the strategic direction and plan established by the Board.

### **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 hosts 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 within the London city boundary. Board members are eligible to serve up to a

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maximum of six years. All board elections and appointments are at large. A minimum of 9 board meetings are held annually, currently from 7:30 am to 9:30 am on a Friday. From the Board an Executive Committee is established. The Executive Committee meets an additional 9 times annually for 1 hour. Other committee meetings are scheduled as needed.

### **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 and employee 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 periodically review the Vision, Values, Mission, and strategic priorities of RBC Place London, in partnership with the senior leadership operational team and stakeholders.
- Ensure the necessary resources are available to achieve the mission and strategic priorities.
- Delegate implementation of the strategic plan to the CEO.
- Monitor progress towards achieving the 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 reasonably apply their skills, knowledge, and judgment, actively attending all board meetings, being well prepared having reviewed circulated meeting materials.

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- Directors will keep confidential any information, discussions and any other matters that come before the Board or Committees unless specifically identified as non-confidential.
- Directors will identify when they may be in a conflict of interest when the Board is dealing with specific policy matters and will not participate in any discussion or decisions relating to the issue.
- Directors will become knowledgeable on issues related to the mission of the organization and about topics relevant to governing a municipal Board in Ontario.
- Directors will volunteer for a board committee and attend events hosted at RBC Place London when possible and as required
- Directors will actively and positively represent RBC Place London in the community, and to industry colleagues

### **RBC PLACE LONDON STRATEGIC DIRECTION 2022 – 2023**

#### **Platform for stability**

Model scenarios based on changing restrictions and market demand stabilizing in 2023  
Rebuild team with lens of diversity, equity, and inclusion  
Continue to explore alternative uses generating additional revenue  
Launch aligned marketing and communications recovery plan with Tourism London

#### **Adding community value**

Strategic alignment and key partnerships with TL, LEDC, Downtown London, Fanshawe College and City of London for industry recovery  
Drive growth of direct economic impact through contracted multi-day events building booked business by 50% by 2023  
Enhance associate policies with equity, diversity, and inclusion lens with measured goals  
Innovate with technology & sustainable interior and exterior enhancements to add greater experiential value

#### **Growth in the new normal**

Establish board and senior leadership succession plan with EDI lens  
Cultivate new and engage existing clients, with enhanced experience propositions  
Develop and launch three new RBC Place London events or event partnership in 2023  
Ensure financial sustainability in 2023 through event hosting growth

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