

SUCCESSION PLANNING COMMITTEE

**HELD IN THE EXECUTIVE MEETING ROOM, CEC, EDINBURGH, EH8 8BJ
ON FRIDAY 8 NOVEMBER 2019
11AM**

PRESENT:	<u>Name</u>	<u>Organisation Title</u>
	Councillor Edgar (Chair)	Scottish Borders Council
	Jim Grieve	SEStran (Partnership Director)
	Gavin King	City of Edinburgh Council (Secretary)
IN ATTENDANCE:	<u>Name</u>	<u>Organisation Title</u>
	Angela Chambers	SEStran

Action by

A1. ORDER OF BUSINESS

It was confirmed that there was no change to the order of business.

A2. APOLOGIES

Apologies were received from Councillor Doran.

A3. DECLARATION OF INTERESTS

None.

A4. MINUTES

To approve the minute of the Succession Planning Committee of 29 March 2017 as a correct record.

A5. BOARD DIVERSITY SUCCESSION PLAN

The Committee considered a report by the Business Manager outlining required changes to the Board Diversity Succession Plan to include the Gender Representation on Public Boards (Scotland) Act 2018. The Committee noted that Officers will liaise with Scottish Government to obtain information on Members' diversity, in relation to their protected characteristics and that Officers will undertake an exercise to conduct a skills audit of the current Board Members, as

required under the Public Sector Equalities Duties. The Committee discussed the appointments timetable for Non-Councillor Members as the terms were out of alignment, with one term ending in 2021 and the remaining eight ending in 2022.

Decision

The Committee agreed

- (i) To approve the changes to the Board Diversity Succession Plan, and;
- (ii) note that Officers will engage with Scottish Government to obtain information diversity information, and;
- (iii) note that Officers will undertake a skills audit of Board Members, and:
- (iv) propose to align Non-Councillor Member appointments by extending the 2021 term for a further year or if the extension is not agreed, leaving the position vacant until 2022.

(Reference – report by the Business Manager, submitted)

A6. DATE OF NEXT MEETING