

**SUCCESSION PLANNING COMMITTEE**

**REMOTE MEETING VIA MS OFFICE TEAMS  
HELD ON FRIDAY 18 NOVEMBER 2021  
11AM**

| <b>PRESENT:</b>       | <u>Name</u>              | <u>Organisation Title</u>                |
|-----------------------|--------------------------|--|
|                       | Councillor Edgar (Chair) | Scottish Borders Council                 |
|                       | Councillor Ian Ferguson  | Fife Council                             |
|                       | Jim Grieve               | SEStran<br>(Partnership Director)        |
|                       | Gavin King               | City of Edinburgh Council<br>(Secretary) |
|                       | Gail Dick                | Falkirk Council (HR Adviser)             |
| <b>IN ATTENDANCE:</b> | <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**

There were no apologies received for the meeting.

**A3. DECLARATION OF INTERESTS**

None.

**A4. MINUTES**

To approve the minute of the Succession Planning Committee of 8 November 2019 as a correct record.

**A5. BOARD DIVERSITY SUCCESSION PLAN**

The Committee considered a report by the Business Manager outlining the proposed procedure for the re-appointments and recruitment process for the next term of the Non-Councillor Members, covering the period 2022-2026.

**Decision**

- (i) To approve the reappointment and recruitment process for the

new term of the Non-Councillor Members for 2022-2026.

- (ii) To approve that the recruitment and selection panel will consist of the Chair, a Board Member and the Partnership Director.
- (iii) To note that SEStran will be required to make any appointments in line with duties as stated in The Gender Representation on Public Boards (Scotland) Act 2018.

(Reference – report by the Business Manager, submitted)

#### **A6. DATE OF NEXT MEETING**

To be advised.