



Board Appointments 2022 Update and Board Role Profiles

Agenda Item 7

National Park Authority Board Meeting

13th June 2022

Paper for Approval

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1. Purpose

- 1.1. To update Members on the progress and status of the appointment procedures for Board Members taking place in 2022.
- 1.2. To present to Members the Role Profiles created ahead of the election to internal positions scheduled for December 2022.

2. Recommendation(s)

- 2.1. Members are asked to **note** the progress and status of the appointment procedures for Board Members taking place in 2022.
- 2.2. Members are requested to **approve** the adoption of the Role Profiles for Board Member, Convener, Depute Convener, Chair of Planning and Access Committee (and Local Review Body), Chair of Audit and Risk Committee, Chair of Futures Group, Depute Chair of Planning and Access Committee, Depute Chair of Audit and Risk Committee and Depute Chair of Futures Group.

3. Contribution to National Park Partnership Plan and/or Our 5-year Plan

3.1. Ensuring that there are up-to-date Role Profiles in place is good governance best practice which underpins all Outcomes and Priorities of the National Park Partnership Plan and Our 5-year Plan 2018-23.

4. Update on Board Appointments

4.1. Directly Elected Members

4.1.1. Five Board Members will be directly elected by National Park residents on 7th July 2022. Nominations closed on 2nd June and ballot papers will be distributed to everyone living in the National Park Boundary who is over 16 and on the electoral roll by Stirling Council, on or around 16th June. Voting will close at 4pm on Thursday 7th July and the count will take place at National Park Headquarters, Balloch from 6.30pm that evening.

4.1.2. A full Communications Plan has been developed and is being implemented to raise awareness of the elections, firstly with a focus on potential candidates and now to encourage engagement and participation in voting across the five wards.

4.1.3. To support potential candidates we held a series of election public information sessions in person (at Arrochar, Callander and Balloch) and online throughout April and May. The sessions and our wider engagement strategy has seen communication with around 30 people expressing interest in the election across all Wards, with a 50/50 gender split in enquiries from potential candidates.

4.1.4. Successfully elected candidates will take up their role as Board Members immediately from 8th July 2022 on a 4 year term.

4.2. Local Authority-nominated Members

4.2.1. Six Board Members will be nominated from the four Local Authorities within the National Park: Argyll and Bute (2), Perth and Kinross (1), Stirling (2) and West Dunbartonshire (1), with terms starting 1st October 2022.

4.2.2. Local Authority elections took place on 5th May 2022 and Local Authorities are now in the process of making nominations to the Scottish Government. These nominations must be approved by Scottish

Ministers, and we expect this to take place some time in the summer and likely no later than August.

4.2.3. Our current Local Authority-nominated Board Members will remain members until their appointment term comes to an end on 30th September 2022. They are eligible for a further term if nominated and approved.

4.3. Ministerially Appointed Members

4.3.1. Five of the six Ministerially Appointed Members' current terms end on 31st October 2022. They are in their first term and are therefore eligible for re-appointment by the Minister.

4.3.2. Recommendations for re-appointment following appraisals by the Convener are with the Scottish Government and we are awaiting a response.

4.3.3. The final Ministerially appointed position ends on 31st January 2023 and the holder is coming to the end of their second term in office and will therefore not be eligible for reappointment. Plans are underway with the Scottish Government to begin a recruitment process for this position in a timely manner and to identify the key skills, knowledge and experience required.

4.4. Board Shadowing Pilot Project

4.4.1. We are undertaking a Board Shadowing Pilot Project aimed at bringing more diversity to our decision making. Zain Seghal has taken up the role and will sit as Board Member (without voting rights) from June 2022 – June 2023, also supporting our work on strategic planning.

4.5. Convener, Depute Convener and Chair Elections

4.5.1. Elections for the Convener, Depute Convener, Chair of the Planning and Access Committee (and Local Review Body), Chair of the Audit and Risk Committee, Chair of the Futures Group, Depute Chair of the Planning and Access Committee, Depute Chair of the Audit and Risk Committee, and Depute Chair of the Futures Group will take place at the Board Meeting on 12 December 2022.

4.5.2. Appointments for Chair and Depute Chairs will be made for a two year period to December 2024. Appointments to Convener and Depute Convener will be made for a three year period to December 2025.

4.5.3. Role Profiles have been produced in advance for each position so that Board Members have a clear idea of the responsibilities and expectations

of the role when participating in nominations and elections. The Role Profiles have been developed with the current Convener and Chairs to reflect the skills, characteristics, duties and responsibilities of the roles.

4.5.4. The Convener and Depute Convener roles have been further developed to support the priorities of the Board and strengthen the relationship between the roles in delivering the Board's vision.

5. Risks

5.1. We are aware that the coming months see a period of high turnover in our Board membership, with a number of new members likely to join at periods of high operational and strategic activity.

5.2. To mitigate the organisational risk, we are reviewing and updating our induction process to include rapid updates on significant activity and expediting our board training and development plan.

5.3. A timeline of board appointments has been created and is being used to inform our project management and strategic planning work.

6. Next steps

6.1. We will work with the relevant partners at Stirling Council, Perth and Kinross Council, Argyle and Bute Council, West Dunbartonshire Council, and Scottish Government to progress the ongoing appointment procedures outlined above.

6.2. If approved, the Role Profiles will be adopted and circulated to members ahead of internal elections scheduled for December 2022.

7. Appendices

Appendix 1 – Role Profile - Member

Appendix 2 – Role Profile - Convener

Appendix 3 – Role Profile – Depute Convener

Appendix 4 – Role Profile – Chair of Planning and Access Committee (and Local Review Body)

Appendix 5 – Role Profile – Depute Chair of Planning and Access Committee

Appendix 6 – Role Profile – Chair of Audit and Risk Committee

Appendix 7 – Role Profile – Depute Chair of Audit and Risk Committee

Appendix 8 – Role Profile – Chair of Futures Group

Appendix 9 – Role Profile – Depute of Futures Group

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