

NOMINATIONS COMMITTEE

Minutes of the meeting of the Nominations Committee held on Thursday 4 November 2021 at 16:30 via MS Teams

ITEM	MINUTE
Present:	Elaine Acaster (Chair) Liz Parkes David Peace Nuala Broderick
In Attendance:	Angela Cox (Principal) Ingrid Earp (Board Secretary) Sheila McColm (Minutes)
01/21	Chair's Welcome and Opening Remarks The Chair thanked everyone for attending. The Nominations Committee membership is very small and L Parkes and N Broderick were thanked for stepping in.
02/21	Apologies for Absence Apologies for absence were received from B McGrath and S Prentice.
03/21	Approval of Minutes of Previous Meeting (Paper A) The minutes of the meeting held on 12 August 2020 were agreed as a true and accurate record.
04/21	Matters Arising There were no matters arising.
05/21	Declaration of any Conflicts of Interest There were no declarations of any Conflicts of Interest.
06/21	Recruitment of Board Members (Paper B and B1) The Board Secretary presented a proposal for recruitment of new Board members. It is expected that a new Chair will be appointed and take up the role in February 2022. The Board currently consists of 15 members which is the minimum number permitted. There is already one vacancy for an independent member. In addition, the terms of office of two members will end in July 2022 and a further two will end in January 2023. It is therefore proposed to appoint new members on a staggered basis. Potential gaps in audit, tourism, economic development and rural experience have been identified through the skills audit. In addition to the regular recruitment process, it is proposed to engage ASPEN recruitment to assist in the search for suitable candidates.

	<p>It was noted that a new Chair will be required for the Finance & General Purposes Committee when the Interim Board Chair steps down. A suggestion to informally approach L Mirley regarding this position was agreed, given her experience in accountancy.</p> <p style="text-align: right;">ACTION: IE</p> <p>Committee members agreed it would be very helpful to have someone from the tourism and hospitality industry on the Board. N Broderick and L Parkes offered to approach the Simpson family from Simpson's Malt in this regard.</p> <p style="text-align: right;">ACTION: NB/LP</p> <p>It was agreed that personal contact with prospective Board members is a good way to recruit, directing them to adverts or Aspen. A Board member from Visit Scotland, Heritage Tourism or a hotelier from a larger chain would be ideal.</p> <p>Committee members considered mentoring new members would be a good way forward and offered support in this regard. Greater guidance on the mentoring process would be useful and any insights from previous experience would be welcomed. Members agreed to meet for an hour before the next Board meeting to agree a mentoring structure.</p> <p style="text-align: right;">ACTION: DP/NB/LP</p> <p>In the area of economic development it would be good to attract a large operator in the south east region, e.g. in forestry which would also encompass rural and sustainability.</p> <p>Members agreed with the proposed skills areas, i.e. audit, tourism, economic development and rural and supported the use of ASPEN in the recruitment process. The proposal for G Crosier to act as external interviewer was also agreed</p>
07/21	<p>Extension of Term of Office (Paper C)</p> <p>The Committee approved the extension of David Johnson's term of office for a further four year period. A recommendation will be submitted to the Scottish Government for approval.</p>
08/21	<p>Any Other Business</p> <p>The Chair advised that the new Chair, when appointed is likely to be mentored through contact with another college. The Scottish Government does not offer support but should set objectives for the Chair.</p> <p>The Principal and Board Secretary will spend time with the new Chair and the Board and Interim Chair will also have a role in the induction process.</p>
09/21	<p>Date of Next Meeting</p> <p>To be agreed.</p>

BORDERS COLLEGE
NOMINATIONS COMMITTEE

Actions from the

Meeting of the Nominations Committee held on Thursday 4 November 2021 at 16:30

Item	Action	Responsibility and Date
06/21	Informally approach L Mirley regarding F&GP Chair position.	E Acaster
06/21	Approach the Simpson family from Simpson's Malt.	N Broderick/ L Parkes
06/21	Meet for an hour before the next Board meeting to agree a mentoring structure.	D Peace/ N Broderick/ L Parkes