

---

# CAIRNGORMS NATIONAL PARK AUTHORITY

---

## **DRAFT MINUTES OF THE BOARD MEETING** **held via LifeSize Video Conferencing** **on Friday 28<sup>th</sup> August 2020 at 14.30**

### **PRESENT**

Xander McDade (Convener)  
Peter Argyle  
Carolyn Caddick  
Pippa Hadley  
Janet Hunter  
John Kirk  
John Latham  
Douglas McAdam  
Eleanor Mackintosh

Willie McKenna  
Ian McLaren  
Dr Fiona McLean  
William Munro  
Anne Rae Macdonald  
Dr Gaener Rodger  
Derek Ross  
Judith Webb

### **In Attendance:**

Grant Moir, Chief Executive,  
David Cameron, Director of Corporate Services  
Alix Harkness, Clerk to the Board

**Apologies:**           Geva Blackett           Deirdre Falconer

### **Welcome and Introduction**

1. Xander McDade, the Convener, welcomed everyone to the meeting.
2. Apologies were noted from Geva Blackett and Deirdre Falconer.

### **Board Standing Orders: Elections (Paper I)**

3. The Convener thanked the CEO and the Director of Corporate Services for preparing a paper on this at such short notice.
4. David Cameron, Director of Corporate Services introduced Paper I which sets out the proposed revisions to current Standing Orders and Business Continuity

arrangements in place amending Standing Orders, in order to put in place arrangements to support elections of Convener / Deputy Convener.

5. The Convener proposed reducing the nomination time from 15 working days to 10 working days.
6. The Board considered the detail in the Paper and discussions took place around the following:
  - a) Was there a maximum amount of words limit for a written statement? Director of Corporate Services confirmed that there was not, the length of a statement was at the discretion of the candidate.
  - b) Clarification sought that the proposal to shorten the 15 day nomination period to 10 days would have a knock on effect to all the other subsequent associated deadlines? The Convener confirmed.
  - c) A member commented that the paper was very clear and that he was content to support the amendment.
7. **The Board:**
  - a) **Agreed that the current business continuity arrangements in place for Board operations and governance of the Authority should be amended at this time to allow for the election of Convener / Deputy Convener;**
  - b) **Approved, the elections process set out in paragraphs 7 to 13;**
  - c) **Reviewed the illustrative timetable at paragraph 15 and agreed the nomination period being shortened from 15 working days to 10 working days;**
  - d) **Noted the proposals, should they be agreed, represent amendments to business continuity arrangements only and in due course Board operations will revert to agreed Standing Orders.**
8. **Action Point Arising:**
  - i. **Revised timetabling to be circulated to the Board as soon as practically possible.**

**AOCB**

9. The Convener advised that a Board member had submitted a question in advance of the meeting asking when the Board would discuss Werrity. CEO advised that this would be discussed as part of the informal Board discussion on the afternoon of 11 September 2020.

### **Date of Next Meeting**

10. Next formal Board meeting to be held on 11 September 2020 via Lifesize video Conferencing.
11. The meeting concluded at 14.42hours.