

## CAIRNGORMS NATIONAL PARK AUTHORITY

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**Title:                   UPDATED PROGRAMME OF BOARD MEETINGS  
FOR 2004**

**Prepared by:       JANE HOPE, INTERIM CHIEF EXECUTIVE**

### **Purpose**

To seek the Board's approval to the updated programme of Board meetings in 2004.

### **Recommendations**

That the Board:

- approve the attached programme of Board and Planning Committee meetings for the remainder of 2004, showing dates and venues;
- note that the election of CNPA Convener and Deputy Convener is scheduled for 10 September.

### **Executive Summary**

The attached list is based on the principles agreed by the Board in 2003, namely that meetings of the full Board and the Planning Committee (which is currently a committee of the whole board) should be on Fridays; Board meetings should be once per month, and Planning Committees once per fortnight; and Board meetings should rotate round different venues in the National Park to enable communities to see the CNPA Board, and for members to gain an appreciation of the diversity of the communities across the Park.

Agendas for meetings will be settled nearer the time of the meeting. However, one agenda item, namely the election of Convener and Deputy Convener, has been proposed for the agenda 10 September. This date meets the rules set out in standing orders, and the agreement made at the very first Board meeting that the election of the first Convener and Deputy Convener should be for 18 months.

## UPDATED PROGRAMME OF BOARD MEETINGS FOR 2004

1. Members have previously agreed the programme of Board meetings to the autumn of 2004. This paper extends that programme so that all dates and venues are fixed to the end of the year. All meeting dates are on Fridays.
2. The programme continues the principles established at the start of the CNPA, of having Board meetings in different venues throughout the Park to enable communities to have access to Board members, and for Members and staff to gain an appreciation of the diversity of communities across the Park and their issues.
3. The programme assumes that for the rest of the year, the Board will want to continue its practice of holding an open meeting on the evening prior to the Board meeting, in order to meet the local community.
4. It is our intention to draw up a rolling schedule looking 12 months ahead showing what papers will be brought to the Board on which dates. This will inevitably be subject to change, but will be circulated to Members at regular intervals to give them a feel for what issues are coming up. The first of these schedules will be circulated very shortly. However, meeting agendas, both for Board and Planning Committee, will only be finalised just before meeting papers are circulated.
5. However, there is one agenda item which Members will wish to be aware of now, and that is the second election of Convener and Deputy Convener. This has been set for 10 September. At its first meeting, the Board elected its Convener and Deputy Convener for 18 months. The current offices therefore expire on 15 October. Standing orders require the next election to be held on the second-last meeting before expiry – this leads to the date of 10 September.

**Jane Hope**  
**23 April 2004**

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