

CAIRNGORMS NATIONAL PARK AUTHORITY

FOR DECISION

Title: ELECTION OF BOARD DEPUTY CONVENER AND PLANNING COMMITTEE CONVENER

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Purpose

This paper supports the process for the election for the position of Board Deputy Convener and Planning Committee Convener, which will take place at the Board meeting.

The paper summarises the process for these elections.

Recommendations

It is recommended that the Board:

- a) **Note that the election for both positions will follow the process set out in paragraphs 4-7 of the CNPA Standing Orders. These paragraphs have been extracted and set out in the Annex to this paper for ease of reference.**

Information

1. Board members agreed at their meeting of 6 October 2017 that the terms of appointment of existing Deputy Convener and Planning Committee Convener should be extended until 31 December 2017. Board members also agreed the process for the conduct of these elections.
2. The elections taking place at the December Board meeting shall therefore elect members to these two offices with effect from 1 January 2018.
3. The elections shall take place in the following order:
 - a) Election of Deputy Convener;
 - b) Election of Planning Committee Convener

4. Both elections shall follow the process as set out in the Annex to this paper, which is an extract from the Board's current standing orders.

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Extract of Board Standing Orders

Convener and Deputy Convener

- I. In accordance with schedule I, paragraph 11, of the Act, the board elects the Convener and Deputy Convener from among its number. At the second-last CNPA meeting before the term of office of a current Convener expires, election of the next Convener shall take place. The process of election for Convener shall be conducted by the proper officer. The process of election will be as follows:
 - a) The proper officer will seek nominations from members of the NPA at the meeting. Any member may propose another NPA member as Convener, and a third member must second the nomination for it to be valid.
 - b) Each candidate who has a valid nomination will be asked if they wish to make a short statement to the meeting.
 - c) Members who are absent from the meeting may be put forward for election, nominate or second a candidate, provided they have made appropriate, signed written statements prior to the meeting to the proper officer their consent to being nominated. A statement by a candidate who is unable to be present at the meeting may be circulated at the meeting.
 - d) Election will be by absolute majority, as follows:
 - i. Members may only cast one vote in each round of voting;
 - ii. Only Members who are present may vote;
 - iii. Once the first set of votes has been cast, the candidate with the lowest number of votes will be excluded;
 - iv. A fresh vote will be taken on the remaining candidates where again each member can only cast one vote for the candidate of their choice; again the candidate with the lowest number of votes will be excluded.
 - v. This process will continue until one candidate emerges with an absolute majority of the votes cast by those members present and voting.
 - vi. Where there is an equality of votes among those candidates who have least votes, then a decision on who is to be excluded will be determined by lot.
 - vii. If it is the case that there is only one candidate for either position, then that person will be declared elected.
 - viii. Voting will be by secret ballot.
2. The duration of the office of Convener and Deputy Convener will be 3 years (unless the member concerned ceases to be a Member of the NPA, or resigns from the position of Convener/Deputy Convener before the end of the period).

3. For cases in which a Convener/Deputy Convener resigns or ceases to be a Member, the election process will apply as the first item of business at the next board meeting following the vacancy arising.
4. The above process in paragraphs 4-5 will also apply to the election of Deputy Convener, which shall take place after the election of Convener if both posts are to be decided at the same meeting.