

## CAIRNGORMS NATIONAL PARK AUTHORITY

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### FOR DECISION

**Title: ELECTION OF PLANNING COMMITTEE DEPUTY  
CONVENER**

**Prepared by: David Cameron, Director of Corporate Services**

#### **Purpose**

This paper supports the election for the position of Planning Committee Deputy Convener to be conducted at the Board meeting and summarises the process for this election.

#### **Supporting Information**

Board Members were notified of the election for the position of Planning Committee Deputy Convener at the previous Planning Committee and Board meetings in September 2015. The process for the election is the same as the process for the Convener and Deputy Convener of the Board. The detail of the process, extracted from the Board's Standing Orders, is presented in the Annex to this paper for ease of reference.

I will conduct the election process as the Authority's nominated Proper Officer.

**David Cameron**

**7 October 2015**

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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.