
CAIRNGORMS NATIONAL PARK AUTHORITY

FOR DECISION

**Title: ELECTION OF PLANNING COMMITTEE CONVENOR
AND DEPUTY CONVENOR**

Prepared by: David Cameron, Director of Corporate Services

Purpose

This paper supports the election for the positions of Planning Committee Convenor and Deputy Convenor, and summarises the process for this election.

Supporting Information

Board members resolved in December 2013 that the terms of Planning Committee Convenor and Deputy Convenor should be extended until September 2014. The Standing Orders require that the Planning Committee will be convened by the person agreed by the whole NPA board as the Convenor of the Planning Committee; and in his/her absence, by the Deputy Convenor who is also agreed by the whole board.

The notified process for an election as set out in the Board's Standing Orders is presented in the Annex to this paper for ease of reference. The duration of the office of Convenor and Deputy Convenor of the Planning Committee will be three years.

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

David Cameron

17 September 2014

davidcameron@cairngorms.co.uk

Extract of Board Standing Orders

Convenor and Deputy Convenor

- I. ...The process of election for Convenor 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 Convenor, 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 Convenor and Deputy Convenor will be 3 years (unless the member concerned ceases to be a Member of the NPA, or resigns from the position of Convenor/Deputy Convenor before the end of the period).
3. For cases in which a Convenor/Deputy Convenor 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 1 will also apply to the election of Deputy Convenor, which shall take place after the election of Convenor if both posts are to be decided at the same meeting.