CAIRNGORMS NATIONAL PARK AUTHORITY

FOR DECISION

Title: **BOARD ELECTIONS UPDATE**

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Purpose

This paper notifies the Board of the outcome of the recent elections by the Board to elected roles on the Board and its Committees. It also details the term end dates of all the Board members who hold elected roles on the Board and its Committees.

This paper supports the process for the election for the position of Planning Committee Deputy Convener, which will begin following this meeting.

Recommendations

The Board is asked to:
   a) **Note the information detailed in this paper.**
   b) **Note the notice of election and;**
   c) **Agree process and timetable for the election of Planning Committee Deputy-Convener.**

Executive Summary

1.   Xander McDade was re-elected as Board Convener from 1st October 2021 for a period lasting 3 years.

2.   Following a review of the Board's Committee's, nominations for the position of Chair of these Committees were invited. As there was only one nomination for the positions of Resources Committee and Audit & Risk Committee Chair respectively; these were accepted and Deirdre Falconer who was elected as Chair of the Resources Committee, and Judith Webb Chair of the Audit & Risk Committee from 12th June 2021. With more than one nomination received for the position of Performance Committee Chair, a secret ballot took place thereafter to determine the position and William Munro was elected in that position from 2nd July 2021.

3.   At the recent first meeting of the new Board Committee's on 13 August 2021 an election of Vice-Chairs to the Board's Committees took place, the results were as follows:

a) Carolyn Caddick was elected as Vice-Chair of the Resources Committee
b) Doug McAdam was elected as Vice-Chair of the Performance Committee
c) Fiona McLean was elected at Vice-Chair of the Audit & Risk Committee.

4. With a full complement of senior roles on the Board and its Committees, the terms of office are as detailed in the table below. Both the end date of term of office in the elected role and the current end of relevant members' terms of office on the Board are set out in the summary table, with Standing Orders establishing that the terms of office in an elected role will end three years after election, or the date from which a member ceases to be a member of the Board:

Position	Office Holder	Term of Office Start Date	Term of Office End Date	Current term end date on Board
Board Convener	Xander McDade	1 October 2021	30 September 2024	30 September 2022
Board Deputy-Convener	Carolyn Caddick	3 October 2020	30 September 2024	30 September 2022
Governance Committee Chair	Xander McDade	12 June 2021	30 September 2024	30 September 2022
Governance Committee Vice-Chair	Carolyn Caddick	12 June 2021	30 September 2024	30 September 2022
Planning Committee Convener	Gaener Rodger	1 January 2021	31 December 2023	31 October 2022
Planning Committee Deputy-Convener	Peter Argyle	8 December 2018	7 December 2021	30 September 2022
Resources Committee Chair	Deirdre Falconer	12 June 2021	11 June 2024	21 March 2023
Resources Committee Vice-Chair	Carolyn Caddick	13 August 2021	12 August 2024	30 September 2022
Performance Committee Chair	Willie Munro	2nd July 2021	1st July 2024	31 October 2022
Performance Committee Vice-Chair	Doug McAdam	13 August 2021	12 August 2024	31 October 2022
Audit & Risk Committee Chair	Judith Webb	12 June 2021	11 June 2024	31 January 2023
Audit & Risk Committee Vice-Chair	Fiona McLean	13 August 2021	12 August 2024	31 October 2023

Election of Planning Committee Deputy Convener

5.   The next position for election is that of the Deputy Convener of the Planning Committee currently held by Peter Argyle. This term of office runs until 7 December 2021.

6.   While Business Continuity Plan (BCP) processes remain in force, the Board has also agreed modifications to the Standing orders to allow elections to be undertaken by post. As set out in the paper dealing with the election of Committee Chairs, the process for elections was last modified and agreed by the Board in November 2020 for the election of the Planning Committee Convener. The election for the Planning Committee Deputy-Convener will follow the same process as we continue to expect BCP arrangements to prevent in person meetings of the scale of a full Board meeting over the next few months.

7.   Accordingly, it is proposed that the election for the Planning Committee Deputy-Convener follows the following timetable, which mirrors the timetable for the election of Committee Chairs:

a)   10 Sept: Board confirms process for election of Planning Committee Deputy-Convener

b)   24 September 17:00: deadline for receipt of validated nominations and seconds for role of Planning Committee Deputy-Convener

c)   In week commencing 27 September: confirmation of nominations Planning Committee Deputy-Convener:
  i.   Should there be only one nomination, this will be ratified at the next Board meeting on 26th November 2021 with commencement from 8th December 2021.
  ii.   Where there is more than one nomination, issue of ballot papers together with supporting candidate statements. Target issue of these papers Wednesday 29 September.
  iii. Wednesday 27 October 17:00: deadline for receipt of ballot papers
  iv.   By Friday 29th October: count of ballots; announcement of results of elections; confirmation of member to take on role of Planning Committee Deputy Convener from 8th December 2021.

8.   The Board are requested to agree the timetable set out in paragraph 7. This proposed timetable extends the time for return of ballots, recognising the impact of October holiday periods both on availability of members to receive and return ballots and of relevant staff to administer the ballot.

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