



16th February 2017

Briefing Note: Area CPG Terms of Reference Amendment – clarification relating to length of time Office Bearers can hold office

This briefing relates to a proposed amendment to the Area Community Planning Groups Terms of Reference

Summary

During the November 16 round of Area CPG meetings, the OLI CPG members asked for clarification as to whether a current office bearer would be able to stand for re-election at the end of their two year tenure should they wish to do so.

As this point was not explicitly covered in the current Terms of Reference, there was a short discussion on the matter at the 20th December 2016 CPP Management Committee meeting and it was recommended that the Area CPG Terms of reference should be amended to read as follows:

Chair

- *The Chair and Vice Chair of the [insert name] Area Community Planning Group will be elected by the members of the group and will be appointed for a period of two years.*
- *The outgoing Chair and Vice Chair can stand for re-election at the end of the two year period.*
- *However, no one person can serve in the role of Chair or Vice Chair for more than two consecutive two year periods.*

Recommendations

Partners are requested to approve the proposed amendment to the Area CPG Terms of Reference and to note that all current office bearers would be able to stand for election to a second term in office should they wish to do so

Key Points for Consideration

Several office bearers are coming to the end of their two year period in office and a summary of dates elections are due to take place is shown in the table below

Round of Meetings When Office Bearers Election is Due				
Position	OLI CPG	MAKI CPG	H&L CPG	B&C CPG
Chair	May 17	November 17	May 17	May 17
Vice Chair	May 18	November 17	November 18	May 17

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