

---

**Argyll and Bute Community Planning  
Partnership**

**Oban, Lorn and the Isles  
Area Community Planning Group**

**27th April 2017**

**Agenda Item [*for office use*]**



---

**Procedure to Elect Office Bearers to the Oban, Lorn and the Isles Area  
Community Planning Group**

---

**Summary**

The report details the procedure which must be followed when electing either a Chair or Vice Chair to the Oban, Lorn and the Isles Area Community Planning Group

**1. Purpose**

1.1 The purpose of this report is to advise members of the procedure which must be followed when electing office bearers to the Oban, Lorn and the Isles Area Community Planning Group

**2. Recommendations**

2.1 Members are requested to follow the procedures outlined below when electing a member to fill the position of Chair which will become vacant when the current Chair stands down from the position at the meeting on the of 27th April 2017

**3. Background**

3.1 The Oban, Lorn and the Isles Area Community Planning Group is governed by Terms of Reference which detail the procedures to be followed when electing office bearers.

3.2 The current Chair, Margaret Adams, Ardchattan Community Council, intimated at the meeting on the 16<sup>st</sup> of February 2017 that she was approaching the end of her two year term of office.

**4. Detail**

4.1 The following extract from the Oban, Lorn and the Isles Area CPG Terms of Reference outlines the process which must be followed once an office bearer comes to the end of their term of office:

- The Chair and Vice Chair of the Oban, Lorn and the Isles 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.
- Nominations for the Chair and Vice Chair positions will be proposed and seconded by Oban, Lorn and the Isles Area Community Planning Group members. Each member will have one vote and a simple majority vote will determine the outcome of the election process.

## **5. Conclusions**

Members are requested to follow the procedure outlined above when electing a member to fill the position of Chair which will become vacant when the current Chair stands down from the position at the meeting on the 27th of April 2017.

## **6.0 SOA Outcomes**

N/A relates to a procedural matter

**For further information please contact:** Mrs Shirley MacLeod Area Governance Manager

**Tel** 01369 707134