

**19 April 2022**

---

**Appointment of Vice-Chair of the Bute & Cowal Area Community  
Planning Group**

---

**Summary**

The following report provides information relating to the appointment of a Vice-Chair for the Bute & Cowal Area Community Planning Group. It outlines the expected time commitment and also gives information on the role. The Area Community Planning Group is asked to consider making an appointment to the position of Vice-Chair.

**1. Purpose**

- 1.1 Following the appointment of Charles Dixon-Spain as Chair of the Bute & Cowal ACPG in February 2022 a vacancy has arisen as Vice-Chair. Members of the group are required to nominate and elect a new Vice-Chair from their number to carry out this role.

**2. Recommendations**

- 2.1 The Area Community Planning Group is asked to consider the appointment of a Vice-Chair.

**3. Background**

- 3.1 Charles Dixon-Spain has served as Vice-Chair since 2 February 2021 and was recently appointed Chair of the Bute & Cowal ACPG. The Group is therefore required to nominate a member to take on the role of Vice-Chair.

**4. Detail**

- 4.1 According to the Terms of Reference the Vice-Chair, if elected, would serve for a term of 2 years with an option to be re-elected at the end of this time. However, no one person can serve for more than 2 consecutive terms.
- 4.2 In order to be considered as a candidate for the position of Vice-Chair the person must be a member of the Bute and Cowal Area Community Planning Group.
- 4.3 Some further information on the commitment required for the role:-
- Attend meetings of the Bute and Cowal Area Community Planning Group;

- Attend meetings of the Community Planning Partnership Management Committee or the Full Partnership, if the Chair is unable to attend;
- Time commitment of at least 4 CPG meetings per year in February, May, August and November and 4 pre-agenda meetings per year in January, April, August and October;
- To participate in any Short-Term Working Groups as required; and
- To engage with officers of the Council in terms of setting the Agenda for the CPG.

## **5. Conclusions**

5.1 The ACPG is asked to consider the appointment of a Vice-Chair.

## **6. SOA Outcomes**

6.1 This report does not link to any specific Outcome as it relates to the administrative arrangements.

### **For further information please contact:**

Stuart McLean, Committee Manager (01436) 658717