

**7 February 2023**

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

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**Summary**

The following report provides information relating to the appointment of a Vice-Chair for the Bute and 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 This report asks the Area Community Planning Group to consider the appointment of a Vice-Chair.

**2. Recommendations**

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

**3. Background**

3.1 The position of Vice-Chair has been vacant since the resignation of the previous 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 Community Planning Group.

## **5. Conclusions**

5.1 The Bute and Cowal Area Community Planning Group 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:**

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