

## **EXECUTIVE COMMITTEE – TERMS OF OFFICE**

**Summary:** To review the proposed change to the Board's Constitution with regard to terms of office for Executive Committee Members

**Author:** Andy Parsons (Chief Executive)

**Recommendation:** That the Executive Committee approves the proposal to extend the term of office to three years and to take this recommendation forward to the March Board meeting for adoption

## **INTRODUCTION**

The Executive Committee membership is as follows:

- Four Local Authority members
- Four Secretary of State members
- Two Parish Council representatives

In the Board's Constitution it states *"Members of the Executive Committee shall be appointed at the Annual General Meeting until the next Annual General Meeting, when he/ she will be eligible for re-election"*.

It is the opinion of the Chief Executive, supported by the Chairman and Vice-Chairman, that changing the Committee every year does not give time for trusting relationships and common understanding to develop between the members of the Executive Committee and the Officer team.

The Chief Executive has spoken with the Board's Monitoring Officer, Nigel Adams – Head of Paid Service at Cotswold District Council, about amending the constitution to enable the extension of the term of office to three years. The Monitoring Officer has confirmed that this can be achieved by the Board voting for this change at their next meeting, i.e. the March meeting ahead of the Annual General Meeting.

## **RECOMMENDATION**

The Executive Committee make a recommendation to the Board that the Constitution is re-written to say:

*"Members of the Executive Committee shall be appointed at the Annual General Meeting for a period of three years, when he/ she will be eligible for re-election for a maximum of one further term. Where a member of the Executive Committee resigns from the Committee during the year, the appropriate members of the Board, at the next Board meeting, shall elect a replacement for the remaining term of the member being replaced."*

*Executive Committee Members shall hold office until:*

- (a) they resign from office; or*
- (b) they are suspended from being Board members for any reason; or*
- (c) they are no longer Board members; or*
- (d) the Board elects a replacement.”*

### **APPOINTMENTS OF CHAIRMAN AND VICE-CHAIRMAN**

In order to make the above recommendations more straightforward to implement it is separately and strongly recommended that the Chairman and Vice-Chairman of the Cotswolds Conservation Board are appointed on a three-year term, starting from the March 2020 AGM.

Again, this would fit with best practice within the charity sector. Something which the Glover Review recommends as a benchmark for organisations involved in managing protected landscapes.

### **OPTION FOR THE BOARD TO REVIEW THE RECOMMENDED CHANGE**

As this is a significant change to the Board's Constitution it is recommended that the Board Members should have the opportunity to reflect and review on how effective the changes have been at the December 2022 Board Meeting, i.e. ahead of the March 2023 AGM when the next voting opportunity for Executive Committee membership will be held.

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