

## CPA Elections 2024: Nomination Form for Vice Chair, and 6 directors

**Nominations are open** - until 17.00 Wednesday 31 July 2024

As part of governance, the CPA invites nominations from members for the following posts

- Vice-Chair (for the period October AGM 2024 until AGM 2025). At the AGM in 2025, the vice automatically becomes Chair until AGM 2026 and then becomes Past Chair until 2027.
- Six elected Board Members (from AGM October 2024 - AGM October 2026)

|                 | Please complete in capitals | Circle as appropriate      |
|-----------------|-----------------------------|----------------------------|
| Name of nominee | .....                       | Vice Chair or Board member |

- The nominee must be a paid up member of the CPA as of the 31 May 2024.
- All nominations need to comply with the Articles of Association and CPA Rules (see overleaf).
- There are circa 10 meetings annually. Attendance records will be published. If you are appointed to the board, there is an expectation you will attend board meetings.

About the role:

- Becoming a board member demands time, effort, expertise and is very much altruistic. You will become a director of the CPA and with it, the role and responsibilities are as defined by Company's Act 2008.
  - Being on the management board usually takes the form of attendance at meetings, reading/digesting board papers and acting as sounding board for the leadership and admin team, sitting on or running working groups, developing and delivering CPA policy and representing the CPA.
  - The CPA is only as good as the combined efforts of the board and admin team. The members and compulsory purchase industry are the beneficiaries of the effort.
- If you wish to discuss the role in confidence please email [Natasha Lamptey](mailto:Natasha.Lamptey)
  - Please complete the form and email its return to [cpa@compulsorypurchaseassociation.org](mailto:cpa@compulsorypurchaseassociation.org) **no later than Wednesday 31 July 2024 @ 17.00**. All received nominations will receive a confirmation by return. If you have not received a confirmation of receipt by 12 noon on 1 August, please call the office.

I declare that I am willing to serve if elected.

Signed by the nominee ..... Date .....

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## CPA Elections 2024

### Abridged ARTICLES OF THE COMPULSORY PURCHASE ASSOCIATION

(Full details can be found at <http://www.compulsorypurchaseassociation.org/articles-of-association.html>)

7.1 Directors' general authority Subject to the Articles, the Directors are responsible for the management of the Company's business in accordance with its objects, for which purpose they may exercise all the powers of the Company.

#### 12 CHAIR AND VICE CHAIR

- 12.1 The Chair and Vice Chair must be Ordinary Members, Honorary Members or Corporate Members (i.e. not Student Members) of the Company and have served on the Board of Directors.
- 12.2 The Vice Chair shall be elected at the Annual General Meeting as Chair elect and will serve as Vice Chair from that point until the next AGM. At that next AGM, the Vice Chair will be appointed as Chair.
- 12.3 The outgoing Chair shall not be eligible for re-election as Chair for a period of one year following the end of his or her term of office in that position.
- 12.4 The Chair and Vice Chair shall be members of the Board of Directors.

#### 14 NUMBER OF DIRECTORS

- 14.1 The number of Directors (other than alternate Directors) shall not exceed 20, being:
  - (a) the Chair and Vice Chair;
  - (b) the Administrator for so long as such person is appointed to such position;
  - (c) up to twelve further Members to be drawn from the Ordinary Members, Honorary Members or Corporate Members (i.e. not Student Members) and to be elected by the membership as a whole;
  - (d) up to four further persons (each of whom must be a Member) who may be co-opted onto the Board of Directors, to hold office in no case beyond the Annual General Meeting following co-option (but subject to renewal at the discretion of the elected members of the Board of Directors).
- 14.2 The immediate past Chair of the Company shall be a Director of the Company for one year.
- 14.3 Elected Directors shall hold office for two years.
- 14.4 If any elected or co-opted Director resigns during his or her term, the remaining Directors shall co-opt a person to fill the vacancy until the next Annual General Meeting.
- 14.5 There shall be no more than five Directors from any single organisation at any time. (Organisation does not refer to profession.)

#### 15 ELECTION OF DIRECTORS

- 15.1 Half of the elected members of the Board of Directors shall be elected by the paid up Members as a whole each year and shall hold office from the Annual General Meeting ("AGM") at which they are appointed until the second AGM following their appointment at which they should retire. The elected members shall be eligible for re-election (subject to the provisions regarding maximum term of office in 15.2).
- 15.2 A Director cannot stand for election following a continuous six-year term serving as a Director. Following the six-year period a Member is precluded from standing in an election for the following two years. A current or past Director may, however, be elected to the Leadership Team at any time. Any time served on the Leadership Team is disregarded in calculating a six-year period under this provision
- 15.3 Nominations for election to the Board shall be invited from the membership at dates agreed by the Board, and nomination window to be at least 4 weeks. Nominations must be submitted to the

Honorary Secretary during the window. The nomination window will not be later than 31 August in each year.

- 15.4 All nominations shall be on a published nomination form in writing and shall indicate the nominee's willingness to serve if elected.
- 15.5 If the number of nominations exceeds the number of vacancies then the election shall be by ballot. The ballot shall be notified to each member at least fourteen days before the Annual General Meeting. The ballot shall contain the names of all candidates with a note of the number of Directors required. No Member may vote for more nominees than there are vacant places on the Board of Directors. The ballot may be conducted electronically.
- 15.6 The Honorary Secretary of the Committee shall act as election officer for any election. In the event of any conflict the Chairman or Vice-Chairman shall act as election officer and shall have a casting vote in the case of any tie on a ballot.
- 15.7 The results of any election shall be announced at the Annual General Meeting.
- 15.8 The Board of Directors shall elect from time to time by a majority vote the Honorary Treasurer and the Honorary Secretary from amongst its members.
- 21.7 **Student Members**
- (b) No person who is for the time being a Student Member of the Company shall be entitled to participation in any vote of the Company.

## **Abridged COMPULSORY PURCHASE ASSOCIATION Rules**

Full details can be found at <http://www.compulsorypurchaseassociation.org/rules-of-membership.html>

**Rule 7:** Any person joining the CPA or paying their subscription after 1 August in any given year will not be eligible to take part in the Board elections for that year.

**Rule 8:** No Member or Corporate Member shall be entitled to attend any meetings of the CPA until any annual subscription due has been paid in respect of that Member or Corporate Member.