



Agenda for a meeting of Council

Saturday 28 January 2017 at 12:00 noon
or immediately after the AGM & Presentation Ceremony, if later

**in the Worcester Suite, Ground Floor, De Vere Orchard Hotel,
University Park, Nottingham NG7 2RJ**

A light buffet working lunch will be provided for Council Members at 12:30, compliments of the venue

Special notice

Nominations are invited in advance for the offices in items 4 to 8 below. E-mails with the name of the office (ie, Chair, Vice Chair, Chair of a named committee, etc), the name of the nominee and their proposer and seconder, and confirmation of their acceptance of the nomination (all in one e-mail, see next page for format) to reach the Secretary martin@bpa.org.uk by **Thursday 19 January**. Nominations will be taken at the table only if no advance nominations have been received.

- 1 **Chief Operating Officer to take the Chair for items 1-4**
- 2 **Composition of Council 2017**
Ten elected and two independent non-executive directors.
- 3 **Apologies for absence** Tash Higman (at IPC meeting in Portugal)
- 4 **To elect a **Chair of Council**; electee to take the Chair**
- 5 **To elect a **Vice Chair of Council** and decide his/her term of office (of up to 3 years)**
- 6 **To elect a **Treasurer** and decide his/her term of office (of up to 3 years)**
- 7 **To elect a Chair of each the following Committees of Council:**
 - 7.1 **Chair, Safety and Training Committee (STC)**
 - 7.2 **Chair, Communications Committee**
 - 7.3 **Chair, Development Committee**
 - 7.4 **Chair, Competitions Committee**
- 8 **To elect (i) a **Delegate to the Royal Aero Club** and (ii) an **Alternate Delegate to the Royal Aero Club****
- 9 **To co-opt to Council:**
 - 9.1 **The Treasurer of the BPA (if not a Council member)**
 - 9.2 **The Chair of STC (if not a Council member)**
 - 9.3 **Delegate and Alternate Delegate to the Royal Aero Club (if not Council members)**
- 10 **To confirm dates for Council meetings in 2017. The suggested dates are as follows, with corresponding STC dates shown for information.**

<u>Proposed STC dates in 2017</u>	<u>Proposed Council dates in 2017</u>
<i>Thursday 2 February</i>	Tuesday 21 February
<i>Thursday 6 April</i>	Tuesday 25 April
<i>Thursday 1 June</i>	Tuesday 13 June
<i>Thursday 27 July</i>	Tuesday 8 August
<i>Thursday 21 September</i>	Tuesday 3 October
<i>Thursday 16 November</i>	Tuesday 28 November
- 11 **Directors' duties & responsibilities, director training and register of elected members' interests**
- 12 **Strategy, mission, identity, values and goals - meeting at BPA HQ on Wednesday 22 February**
- 13 **Composition of Communications, Competitions and Development Committees.**
- 14 **Date of next meeting: per item 10.**

Issued: 13 January 2017

Distribution: Council, Vice Presidents, Treasurer, Staff and Edito

Nomination e-mail format - separate e-mail for each nomination please, with all information for each nomination in one e-mail.

Nomination for [position]

- Nominee: Name of nominee
Acceptance: Confirm nominee accepts nomination
Proposer: Name of Council Member proposing
Seconder: Name of Council Member seconding

Nominations are invited by **Thursday 19 January**. The e-mail can be sent by any one of the nominee, proposer or seconder, once the sender has secured the agreement of the other two. Nominations received will be acknowledged. If you do not receive an acknowledgement, please check. Nominations will be taken at the table only if no advance nominations have been received.

A list of nominations received will be circulated by e-mail on Friday 20 January.

Extract from BPA Articles of Association

This is the first AGM following the adoption of these Articles

13. PROCEDURE FOR ELECTION OF CHAIR, VICE CHAIR AND TREASURER

- 13.1 At the first Council meeting following the adoption of these Articles, the Council shall elect one of their number to be Chair ("the Initial Chair"). One member of the Council must propose one of their number to be the Initial Chair and another member of the Council must second this proposal. The Initial Chair shall then be elected by a simple majority vote of the members of the Council. The person so appointed as the Initial Chair will serve for a three year term of office.
- 13.2 All subsequent Chairs will be appointed in accordance with the process set out in Article 13.1 and will be appointed for a term of office of up to three years. On the expiry of the Chair's term of office, or in the event the Chair vacates their office or is removed from office by a decision of at least three quarters of all other members of the Council from time to time, a new Chair will be elected following the procedure set out in Article 13.1.
- 13.3 Following the appointment of the Chair, the Council shall also appoint one of their number to be Vice Chair and one of their number to be Treasurer. The Council shall decide the period during which he or she is to hold office, whether the appointment is to be confirmed annually by the Council and the precise point at which his or her term of office ends. The Council shall endeavour to ensure the term of office of the Chair, Vice Chair and Treasurer shall not end at the same time.