MEMBERS IN PRACTICE PANEL

ANNUAL MEETING – Saturday 22 June 2013

ELECTIONS TO THE PANEL – A GUIDANCE NOTE

The term Panel refers to the Members in Practice (MiP) Panel. The following numbered items are directly from the MiP Panel terms of reference (ToRs).

Composition

Item 12 Membership of the Panel, including co-opts, is drawn from those Fellows and Associates of CIMA who are currently registered MiPs. The election is held amongst those attending its Annual Meeting (AM). Persons not attending the meeting can, however, be nominated to stand for office.

Item 13 The Panel shall consist of ten persons, eight being elected and two co-opted. If, in the course of a year, elected members stand down the Panel can co-opt up to a maximum of five further persons within the total of ten allowed for the Panel on the basis that three of the five co-opted members stand for election at the next MiPP annual meeting.

Item 14 The Panel shall nominate a representative from amongst the Panel’s membership to serve on the Members’ Network Panel. This representative is to report to the Panel any matters that may affect it.

Item 15 The Panel shall nominate one of its members to have particular responsibility for liaising with Professional Standards Committee. This nomination to be formally advised to the Chairman of Professional Standards.

Term of office

Item 16 All members of the Panel will serve a term of office of three years and may be elected for a second term of three years. The maximum term of office is six continuous years. To serve again on the Panel an individual must have a break of three years.

Item 17 Any member of the Panel must vacate office immediately if:

.1 they cease to be eligible for membership of this Panel;

.2 they resign in writing to the Secretary;

.3 they have been absent from more than half of the Panel meetings in any one year without, in the opinion of the Panel, reasonable cause, and the Panel resolves that they should vacate office.
Office-holders

18 There shall be five office-holders as follows:

- Chairman
- Secretary
- Treasurer
- Two Vice-Chairmen.

19 The role of Vice Chairman does not necessarily imply that they will automatically become Chairman in due course.

Office-holders’ election and terms of office

20 Each of the honorary officers shall hold office for one year from their election, vacating office at the Panel’s AM following the end of that year. They are eligible for re-election.

Election timetable – 2013

If you wish to be a candidate for election to the Panel, please complete the enclosed nomination form using the guidance notes. Any MiP wishing to be elected to the Panel at the AM must be proposed and seconded by two current registered MiPs and their nomination papers received no later than Monday 17 June 2013.

Serving on the MiP Panel

Candidates for election should be fully aware of the commitment involved in serving on the Panel. The Panel meets four times a year, mostly in London, to take forward its business. Meetings are held on Fridays from 9.30am to 5.00pm at the convenience of Panel members.

Panel members are expected to play a full part in these proceedings. Some business is, for example, taken forward by working sub-groups. Candidates should be prepared to devote some time and attention to the Panel’s work between meetings.

Candidates for election must be prepared to take responsibility for organising their area’s CPD events for MiPs.

Panel members are expressly prohibited from entering into any contracts or imposing any liabilities upon CIMA without the prior consent of CIMA or those to whom it has delegates authority locally or otherwise. (ToR item 30)