

## **CLT Board Recruitment and Election Policy**

1. The Board will consist of between 5 and 12 members (including co-optees)
2. The first Board of the CLT will comprise of members of the initial steering group and any other co-optees that Board members determine necessary.
3. Co-optees will be appointed by the Board on such terms as it determines appropriate. Co-optees will act in all respects but will not take part or vote in the election of officers of the CLT nor any matter directly affecting members.
4. The Board will make available to all Board members and candidates the roles / responsibilities and obligations and standards required of members.
5. On forming the legal entity Board members will undertake an annual review of skills and experience in relation to the delivery of the CLT's aims and objectives. Any gaps will be addressed through recruitment to the Board or by seeking external by advice and support where appropriate.
6. The first Board of the CLT will be appointed from the date of incorporation and stand down / offer themselves for re-election by thirds each year commencing at the first AGM. The Board will determine the members to stand down based on skill / experience required and individual circumstance. If no agreement is reached by surname in alphabetical order.
7. At every AGM Board members will retire when they have served their fixed term and an election of any new members for any vacancies will be held. The AGM will be held within 6 months of the date of the close of the CLT's financial year. Voting will be by eligible members in person or agreed proxy on the basis of one member one vote per vacancy.
8. The CLT Board will advertise any vacancies at least 3 months before the AGM setting out the skills / experience required. Candidates will be invited to submit a simple statement to the CLT providing full name, address, contact details, occupation, their reasons for applying and their suitability as a Board member – including how they meet the skills / experience requirement of the Board. Details must be submitted to the Board by the deadline set in the recruitment advertisement. Applicants will be invited to attend a preliminary meeting with a Board member panel who will determine eligibility of candidates to stand in the AGM election.
9. Board members will be elected for 3 year terms. No member will serve longer than 9 consecutive years. Anyone serving 9 years will not be eligible to stand for further election until at least one full term of 3 years.
10. No one can become or remain a Board Member or co-optee if at any time they are not eligible according to the CLT Rules

**Policy Adopted:** May 2019

**To be reviewed by:** May 2022