

BWFCST BOARD ELECTION STATEMENT FROM THE ELECTION MANAGEMENT GROUP

Updated 01 February 2020

The BWFCST Election Management Group would like to confirm the following important dates and timetable for the forthcoming BWFCST Board Elections.

It is proposed that there will be a board constituted of seven directors. In accordance with the BWFCST Model Rules, two of the originally elected directors will stand down prior to the election period, thereby leaving three of the existing serving board members in place. This results in there being four new board positions available to be filled.

As with the previous elections, the BWFCST Board have agreed to use the services of the external company, [Civica Election Services](#), (formerly Election Reform Services) to administer the balloting and voting procedures as necessary.

Election Timeline

Any member who wishes to put themselves forward for election will be required to forward a completed Candidate Nomination Form, which is available on the [BWFCST website](#). Completed forms will need to be forwarded to **Civica Election Services, 33 Clarendon Road, London N8 0NW**, to be received before **5.00pm on Monday 16 March 2020**.

The election timeline is as follows:

- 14 Feb '20** Registration closed for members to stand as a candidate in the elections. Any member who wishes to submit a nomination form will need to be registered as a BWFCST member by this date
- 17 Feb '20** Open nominations. Any member wishing to stand for election to the BWFCST board can submit a completed nomination form to Civica Election Services from this date
- 09 March '20** Registration closes for members to vote in the elections. Any member who wishes to be eligible to vote will need to be registered as a BWFCST member by this date
- 16 March '20** Close nominations. All nominations from members wishing to stand for election to the BWFCST board will need to have forwarded their completed nomination form by 5.00pm on this date
- 26 March '20** Issue ballot packs and open voting
- 09 April '20** Voting closes
- 15 April '20** Results announced

Eligibility of Candidates

The Board Nomination Form contains guidance notes regarding the eligibility of members to stand for election. Specific attention is drawn to clause 5.9 of the [Election Policy](#) which refers to the requirements of any elected board member to submit a signed Board Membership and Conduct Policy prior to taking his/her place on the Board.

Key skills and tasks relating to Board Member positions are referenced in more detail in the [Board Membership and Conduct Policy](#).

Important Election Documents

Both the Election Policy and the Board Membership and Conduct Policy documents can be viewed [here](#).

Further updates will be given during the above election process as necessary by the Election Management Group and [Civica Election Services](#) (formerly Electoral Reform Services).

You can also contact the Election Management Group on emg@bwfcst.co.uk with any queries that you may have.

All members are urged to ensure that their contact details held by the Trust are correct by logging on to: <https://www.bwfcst.co.uk/my-account/>

If you have forgotten your password simply click the "Lost your password?" link.

If you have lost or changed your original membership email and cannot access your account please email your details to lost@bwfcst.co.uk and assistance will be given.