



BOARD RECRUITMENT AND ELECTION POLICY

Last reviewed: 1 May 2019 by the START board of directors
To be reviewed by 1 May 2020

Introduction

1. START Community Trust (START) is a community benefit society and was approved and registered by the Financial Conduct Authority (FCA) on 5th April 2019 as number 8087.
2. START's overall rules and policies are laid out in its "Society rules" as approved by the FCA and part D covers the board of directors. This policy is an adjunct to those rules and should be read in conjunction with them. Like all START policies, it will be reviewed annually by the board of directors elected by the members.
3. As stated in the rules, the board will always consist of between 5 and 12 directors, and is responsible for directing all of the affairs of START in accordance with its objects and rules and ensure that its functions are properly performed.

The initial board

4. The initial board was appointed by the original steering committee that set up START, guided by a skills audit of the committee members and with the guidance of outside advisers, and it was this initial board that completed the registration process by the FCA.
5. The directors on this initial board will serve until the first AGM (which will be held within 6 months of the end of its first financial year). From then on, one third of the directors will stand down each year and may offer themselves for re-election. The board will determine the directors on the initial board who will stand down each year based on skill / experience required and individual circumstance or, if this is unnecessary, by surname in alphabetical order.

Election and co-option of board directors

6. At each AGM, all eligible members of START will have one vote, in person or by proxy, in the election of directors who are due for re-election and any new candidates recruited by the board (see below).
7. Directors will be elected for three-year terms and may not serve more than three consecutive terms, after which they cannot be elected for a further three years.
8. The board may, at any time, co-opt additional directors as it deems necessary to retain its required skills pool and on whatever terms it sets at the time of co-option. Co-opted directors will act as normal directors except that they cannot vote on the election of officers or on any matter directly affecting members.

Recruitment of new directors

9. At least once a year, and whenever necessary due to changes in activity, the board and its advisers will undertake an annual review of skills and experience in relation to the delivery of START's aims and objectives.
10. If it decides one or more new directors are required, it will produce appropriate candidate specifications, setting out the skills / experience required and the selection procedures for the vacancy(ies). If possible, vacancies should be advertised at least 3 months ahead of the next AGM.
11. Candidates will be invited to submit a simple statement, providing their full names, address, contact details, occupation, reasons for applying and suitability as a director – including how they meet the advertised skills / experience requirement of the board. Details must be submitted to the board by the deadline set in the recruitment advertisement.
12. Applicants will then be invited to attend a preliminary meeting with a panel of directors, who will determine eligibility of candidates to stand in the AGM election.
13. Apart from co-opted directors, only voting members of START or its employees may be directors.