



POLICY: ELECTION OF RESIDENT BOARD MEMBERS

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Copies of this Policy may be made available in alternative formats on request.

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POLICY: ELECTION OF RESIDENT BOARD MEMBERS

All reference to 'we', 'our' or 'us' in this Policy should be read as meaning Sandbourne Housing Association.

1. Purpose and aim of the Policy

- 1.1 In accordance with our Rules, a maximum of one third of the Board may be residents. The Board has agreed that, ideally this should be with at least one resident from each of the three major resident groups, ie Rented 18+, Rented 60+ (including Craighleith) and leasehold/shared ownership.

2. Nomination process

- 2.1 Resident Board members will serve a maximum of three years before having to submit themselves for re-election by residents.
- 2.2 All residents who have their name on a tenancy or lease with us are eligible for nomination, except those excluded in the Rules, D8.1 to D8.10 inclusive. If a resident ceases to be a resident they immediately cease to be a Shareholder and Board member. Preference will be given to those who have attended the relevant training offered by us or who have demonstrated appropriate knowledge and understanding of the role by other means, including being one of our resident shareholders.
- 2.3 When a resident Board member retires from office, the Chief Executive will notify all residents approximately three months before our Annual General Meeting inviting nominations and asking that they be submitted within a specified time.
- 2.4 No resident may be nominated and elected to the Board by any other method than that agreed by the Board.
- 2.5 The final decision to accept any nomination, or anyone elected by residents, is at the discretion of the Board.

3. Election process

- 3.1 Nominees must be proposed and seconded by two different residents. The nomination form must be signed by both the proposer and seconder and also by the nominee to indicate his/her willingness to be nominated.

3.2 In the event of a ballot being required, ie more than one nominee for a major group, the Chief Executive will arrange for ballot papers to be sent to all residents so that a secret ballot and an election can be held prior to our Annual General Meeting.

3.3 Ballot papers will be opened and counted in the presence of the Chief Executive and a Board member. An independent person may also be invited to attend and verify the count.

3.4 The results of the ballot will be announced at our Annual General Meeting where the successful applicant(s) will be nominated for election onto the Board and notified to residents.

4. Resignations from the Board

4.1 If a resident Board member retires from office during the year, and in the absence of a runner-up in an election, a resident may be co-opted to serve on the Board for the remainder of the year and then be nominated for election at the Annual General Meeting.

5. Equality impact assessment/Protected characteristics (as at 8 January 2019 or later amendments/additions)

5.1 Neutral.

6. Consultation arrangements

6.1 We will consult all residents and recognised residents' bodies on this Policy and their views will be taken into account by the Board before approving it. Our staff will also be consulted on this Policy and any reasonable suggestions will be taken into account before the Policy is approved by the Board.