# Annual General Meeting 2023

## Election to the Board of Directors

Members are entitled to nominate eligible individuals from within Cwmpas membership for election to the Board of Directors.

There are three vacancies to fill. If required, a one member/one vote election will be held at the AGM.

A current list of members is available on our website, which will be updated at the date of the closing of nominations. The retiring Directors are eligible for nomination, should they wish, subject to the terms of office permitted under the Cwmpas Rules. Cwmpas Rules prevent the nomination of Cwmpas employees, so their names have been removed from the membership list.

You may nominate yourself. If you wish to nominate another member, please seek their approval.

**We welcome applications from everyone. We are consciously working towards a Board that represents our stakeholders and the wider community in which we work. To achieve this, we would particularly welcome applications from women, members of the LGBTQI+ community, Black and minority ethnic people and people living outside southeast Wales.**

Directors need to demonstrate **commitment to Cwmpas’ values:**

**Be co-operative**…we work collaboratively for mutual benefit.

**Be supportive**…we give our time, expertise, and encouragement.

**Be fair**…we value diversity and democracy.

**Have integrity**…we strive to be open and honest in everything that we do.

**Be positive**…we invest our energy in achieving outcomes.

**Be inspirational**...we stimulate people, communities, and businesses to take control and reach their potential.

Cwmpas also looks for its directors to **bring some of the following key skills** to the Board:

* Business Development
* Finance
* Income Generation
* Leadership
* Project Management
* Risk Management
* Strategic planning

Skills or experience in promoting equality and tackling climate change would also be useful.

**To complete the process, we require**

* a signed nomination form,
* a signed declaration form and
* a short personal statement (maximum 1 page) for each nominee.

Your personal statement should address the following areas:

* Your commitment to Cwmpas’ values
* What skills, knowledge, or experience you could bring to the role.

If you are nominating someone other than yourself, they will need to complete and return the declaration form and personal statement themselves.

Return these documents by e mail to: [**sarah.beal@cwmpas.coop**](mailto:sarah.beal@cwmpas.coop)

Or post them to:

**Governance Officer**

**Cwmpas**

**Sparc**

**Maindy Road**

**Cardiff**

**CF24 4HQ**

**To reach us no later than Wednesday 30 August 2023**

# Nomination Form

I wish to nominate the following member for election to the Board of Cwmpas:

Name:

Signed:

Name in capitals:

Organisation (if applicable):

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you are nominating yourself, please complete, sign, and return this form together with the declaration form and a personal statement.

**If you are nominating someone other than yourself, they will need to complete and return the declaration form and personal statement themselves.**

# Declaration Form

**All prospective directors are required by Cwmpas Rules to sign a declaration that they are eligible to hold office.**

Cwmpas Rules set out the criteria under which an individual is eligible to be a director. In addition, the Role of the Board and the Code of Conduct set out the main duties and responsibilities of directors of Cwmpas.

All members seeking election as a director must disclose to the CEO, as company secretary, any work, contract or service agreement and any personal connection to Cwmpas before submitting their nomination and declaration form. Please note: **Board members and the organisations they work for may not undertake paid work of any kind for Cwmpas.**

I, ……………………………, declare that I am eligible to hold office as a Director of Cwmpas and am not disqualified in law.

I am aware that Cwmpas’ Rules set out the criteria under which an individual is eligible to be a director. I agree to notify the chair or secretary immediately on becoming aware that I am, or may no longer be, eligible to be a director.

As a director I agree to discharge my responsibilities in a way which seeks to ensure that as a co-operative, Cwmpas remains committed to operating in accordance with the values and principles that are set out in the International Co-operative Alliance Statement of Co-operative Identity, which is the basis of all co-operative enterprises.

I agree to disclose to the board, through the secretary, any situation now or in the future, which I believe may potentially give rise to a conflict of interest.

Signed:

Name in capitals:

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Personal Statement

Your personal statement should be no longer than 1 page of A4 and should address:

* Your commitment to Cwmpas’ values
* What skills, knowledge, or experience that you could bring to the role.

Our values and the key skills for a Board member are listed on page 1 (above). A role description, the board Code of Conduct and a copy of Cwmpas’ Rules can be found on the AGM page of the Cwmpas website.