Bristol Energy Cooperative

Election Policy and Key Dates for 2025 AGM

Introduction to Election Policy

This policy governs the conduct of elections and shall be made available to all members for scrutiny. A copy shall be sent to all candidates upon receipt of nomination form. It may be changed from time to time by the Board or by the members approving such a resolution at a General Meeting.

Key Dates for 2024 Elections

- Deadline for return of member director nomination forms and any member resolutions. — 14 October 2025
- Circulation of director candidate statements and any member resolutions. Online voting begins. — 16 October 2025
- AGM. Online voting ends after candidate presentations. — 23 October 2025

Election Control

1) The election process will be undertaken by the Secretary of Bristol Energy Cooperative. Voting instructions and supplementary papers shall be sent to all members. The count shall be conducted under a simple majority system, with each voter having the ability to indicate support for as many candidates as there are places to be elected. In the event of a tie between candidates the winning candidate will be selected at random by the chair.
2) The Secretary shall act as the returning officer for all elections and shall settle any disputes at their sole discretion.
3) All candidates agree to abide by these rules and accept that by their nomination they shall be deemed to have accepted these rules and agreed to be bound by them.

Eligibility

4) Candidates must:
   a) Have met a director or attended a board meeting before being nominated (ideally both).
   b) Agree with and be committed to the aims of the Cooperative.
   c) Agree and be committed to the equal opportunities policy of the Cooperative.
   d) Be in a state of mental and physical health and personal circumstances which allow them to carry out their duties.
   e) Be able to act in good faith and responsibly to maintain the reputation of the Cooperative.
   f) Make full disclosure if they have:

i) Been removed from membership of a recognised professional body and not reinstated.
ii) Been convicted of an indictable offence relevant to the roles and responsibilities of a Director or the aims and ethos of Bristol Energy Cooperative, subject to the Rehabilitation of Offenders Act 1972.

5) Candidates must not:
   a) Have been adjudged by the Board to have brought the Organisation into disrepute in the last five years.
   b) Be the spouse, cohabitee, brother, sister, child, father or mother of a member of the Board or another candidate for election to the Board or an employee of Bristol Energy Cooperative.
   c) Be currently declared bankrupt or compounded with their creditors.
   d) Be subject to a disqualification order made under the Company Directors Disqualification Act.

Nomination

6) A notice of the election shall be sent to all members in good time. The notice will advise of the procedure for nomination, the eligibility criteria for candidates, and the closing date for nominations.

7) Candidates shall submit a statement with their nomination of not more than 500 words. These statements shall be included in the voting papers and circulated to members before the AGM where the election will take place. Candidates must not in their statements make threats, abusive, racist, sexist, or homophobic statements. This would be seen as evidence of non-compliance with the ethos of the Cooperative and our equal opportunities policy, and would disqualify the candidate at the discretion of the Board. Candidates also agree to indemnify Bristol Energy Cooperative for any action resulting from the publication of their statement.

8) Nominations shall only be valid if supported by one proposing member and at least one supporting member.

9) The receipt of a nomination form shall be taken as certification that the candidate has met the relevant criteria. Bristol Energy Cooperative may undertake enquiries to verify that the candidate has met the criteria. If a candidate is discovered to be ineligible under those criteria then the following action will be taken:

   a) If the discovery of the ineligibility is before the closing date, the nomination is ruled invalid.

   b) If the discovery of the ineligibility is after the closing date but before the close of voting, the votes of the excluded candidate shall not be counted.

c) If the discovery of the ineligibility is after the close of voting and the individual has been successfully elected, then the person shall be removed from the Bristol Energy Cooperative.

d) Voting

10) Bristol Energy Cooperative as a corporate body shall remain neutral during the election. Any comments made regarding the candidates by members of the Board not taking part in the election as a candidate, or by staff of Bristol Energy Cooperative, shall be clearly stated as being made in a purely personal capacity.

11) The ballot will take place at Bristol Energy Cooperative's AGM. Members who are unable to attend the AGM may vote in advance online.