



Policy	Northumbria Blood Bikes Policy: Eligibility for Membership of the Executive Committee		
Owner:	Chair	Author:	Peter Robertson
Approved:	October 2015	By:	Executive Committee
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A. Why do we need this Policy

The Northumbria Blood Bikes Executive Committee (most often referred to as “The Committee”) has general jurisdiction of the administration and operations of the group. When an Executive Committee cannot be formed the Chairman and Vice Chairman of the Group will administer the Group with the main objective of forming a new Executive Committee. It is therefore vital that an effective Executive Committee is in place. This policy sets out the criteria by which members become eligible to join the Executive Committee.

B. Who is Responsible for this Policy

The Chair of the group is responsible for the maintenance of this policy.
The Executive Committee is responsible for approving this policy.

C. When will this Policy be reviewed

The policy will be reviewed a maximum of one year following its approval.

D. How will changes be notified

The latest version of the policy will be made available via the members’ library on the group website. New versions will be announced via email to all qualified riders, drivers, shift coordinators and the executive committee.

1. Aim of Policy

- 1.1.** All members to be aware of the eligibility for membership of the Executive Committee.
- 1.2.** The members of the Executive Committee to be elected / co-opted within the rules laid down by the Constitution of the Group.

2. Make-Up of the Executive Committee

- 2.1.** Under the Group's Constitution the Executive Committee consists of a Chair, Vice Chair, Secretary and Treasurer, and no more than eight additional elected members, all of which are subject to annual election / re-election, plus a maximum of three trustees.
- 2.2.** The roles of the Committee members other than Chair, Vice Chair, Secretary and Treasurer are determined as the need arises;

3. Appointment to the Executive Committee

- 3.1.** Membership of the Executive Committee is only open to members of the group.
- 3.2.** All posts on the Executive Committee are open for election at each A.G.M. of the group. All members of the Executive Committee therefore automatically retire at each A.G.M., they are however eligible for re-election if they retain membership of the group.
- 3.3.** Nominations for the election to the Executive Committee or its Officers may be made by any Member subject to the willingness of the nominated person and the nominated person having been a member for at least one year at the time of the A.G.M..
- 3.4.** If there are more candidates for election than there are vacancies, a secret ballot will be conducted to determine who is elected;
- 3.5.** If any posts on the committee are not filled by eligible members at an A.G.M., or otherwise become vacant, then the Executive Committee members may co-opt one or more members to fulfil roles.
 - 3.5.1.** The co-opted member is not eligible to vote during Executive Committee decision making.
 - 3.5.2.** The co-opted member will 'retire' at the A.G.M. and will be eligible for formal election or further co-option if still eligible.

4. Exceptions and Variations

- 4.1.** There are no exceptions or variations to this policy.

Northumbria Blood Bikes Definition:
Eligibility for Membership of the Executive Committee

Version Control and History

Date	Version	Author:	Reason For Change
October 2015	1.0	Peter Robertson	First Version