



# Nominations Process.

## Chambers Council

Staffordshire Chambers of Commerce is delighted that you wish to join our Council.

This sheet is designed to walk you through the process and give as much information as possible. Of course, we are always here to answer any questions you may have, just contact [jade.holloway@staffordshirechambers.co.uk](mailto:jade.holloway@staffordshirechambers.co.uk) who will be happy to help.

### Chambers' Council

The Council's primary role is to develop and ratify the Chambers' policy and lobbying. This helps the Chambers' Board and the Chambers Senior Leadership Team to be in touch with business issues and the Membership, and is used as a sounding board for policy matters and to receive reports of the various Forums to ensure that they too are representing the business community. The Staffordshire Chambers Board is made up of elected representatives of the Council and Local Area Advisory Boards who have served for over 1 year.

The Chambers' Council holds 5 meetings per year which last for around 2 hours. There is usually a speaker at each meeting, giving Council members the chance to hear about what is happening in the Stoke-on-Trent and Staffordshire areas on the issues affecting businesses. Once elected you will be expected to serve a minimum term of 3 years up to a maximum of 9 years (3 terms).

### Timeline for 2023

To start the process, you will need to complete a Nomination Form for your details, biography and why you want to join, along with the contact details for your one Proposer. Once this is received, we will send out a form to your Proposer to complete. If you are uncertain as to who of your business contacts are Chambers members please get in touch, you probably know more Members of the Chambers than you realise!

### Nominations

Council Nominations Open	18 September 2023 at 9am
Council Nominations Close	20 October 2023 at 5pm



## Elections

If we have more nominations than vacancies then an election may need to be held:

Council Voting Opens	25 October 2023 at 9am
Council Voting Closes	02 November 2023 at 5pm
Scrutiny Committee (to check we have followed correct and fair procedure)	06 November 2023

If no election is required, your place will be secured and you will be advised in writing by Lorraine Green, Company Secretary.

## Annual General Meetings (AGM)

All appointments will be notified at the Chambers' Annual General Meeting being held on **Wednesday 29 November at 0900hrs.**

After the AGM, there follows what will be your first Chambers' Council meeting where you will be welcomed by the President, Kate Beardmore and have the opportunity to network after the meeting.