

Elections policy

As per the constitution section 12 "Charity Trustees" the CIO consists of 5 Permanent and 12 Management electable trustees.

5 Honourable Permanent Trustees

As per the constitution these members are permanent, a resolution was passed by all trustees on the 13th December 2018 to define the word "permanent" meaning "not electable and not removable unless voluntarily or by death."

The 5 members board were endorsed as: Ashraf Hussain, Ejaz Shah, Arshad Mahmud, M Younis, Zia Hussain.

It is agreed that they will be responsible for conducting elections and acting as the election commission.

It is agreed that they will settle any disputes between Management trustee board as per section 27 of the constitution.

Their decision will be final when matters are put before them.

12 Management Trustees (Committee)

The constitution states:

13. Appointment of charity trustees

(1) At every fourth annual general meeting of the members of the CIO, all of the Managerial Charity Trustees shall seek appointment to the trustees' board.

(2) The vacancies so arising may be filled by the decision of the members at the annual general meeting; any vacancies not filled at the annual general meeting may be filled as provided in sub-clause (5) of this clause;

(3) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause [15] (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in clause [12(3)] on the number of charity trustees would not as a result be exceeded.

14. Information for new charity trustees

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

(a) a copy of this constitution and any amendments made to it; and

(b) a copy of the CIO's latest trustees' annual report and statement of accounts.

15. Retirement and removal of charity trustees

(1) A charity trustee ceases to hold office if he or she:

(a) retires by notifying the CIO in writing (but only if enough charity trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings);

(b) is absent without the permission of the charity trustees from all their meetings held within a period of six months and the trustees resolve that his or her office be vacated;

(c) dies;

(d) in the written opinion, given to the company, of a registered medical practitioner treating that person, has become physically or mentally incapable of acting as a director and may remain so for more than three months;

(e) [is removed by the members of the CIO in accordance with sub-clause (2) of this clause;] or

(f) is disqualified from acting as a charity trustee by virtue of section 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).

16. Reappointment of charity trustees

Any person who retires as a charity trustee by rotation or by giving notice to the CIO is eligible for reappointment.

Dated: 13/12/18

Approved by HPT board

Procedure of elections

- 1) Notice is given to members before 4th AGM as per constitution in a timely manner (21 days before) and as per section 11 of the CIO constitution.
- 2) Before the AGM Honourable Permanent Trustees Board (HPT) would of approved applications to join the board, existing members who wish to stay on the board can be proposed by the HPT board and seconded by members of the CIO and be elected.
- 3) Any new members will be invited to be approved by the HPT board.
- 4) New members who want to join the board will need to have applied in advance, and been through interview and DBS check as well be willing to sign the code of conduct / Fit and Proper person declaration.
- 5) The vacancies arising from any previous trustees resigning or by their removal by the HPT board will be voted upon by members present at the AGM.
- 6) Any disputed will be resolved by the HPT board and their ruling will be final.

