

Nomination, Verification & Eligibility Guidance

1. Membership status and role eligibility.
2. Appropriate number of supporters with required contact details – each Member may only support one candidate for each election category.
3. Any accessibility and support needs as appropriate to enable active participation in the election.
4. Candidate statement – in compliance with the Campaigning Guidelines.
5. Dated signature of candidate.
6. Confirmation of support received from nominating members.

Candidates Compliance Statement

This statement is applicable to all candidates regardless of the role they wish to stand for.

By signing up to be elected to a role at the Landscape Institute,

I confirm that I have no previous history or activity that disqualifies me from standing in these elections and that I will abide by the governing documents of the LI as published with the elections' guidelines.

I understand that should I breach any of the election guidelines and governing documents I may be disqualified from standing for office.

I understand that any inappropriate conduct during the elections may result in disciplinary action and automatic disqualification from contesting.

And

1. I confirm:

- i. I have read and understand the role description, terms of reference and any other document relevant to the position I am standing for in the forthcoming election.
- ii. I am not disqualified from acting as a trustee in a charitable organisation. This includes financial criteria, non-financial criteria and unspent convictions as set out by the Charity Commission.
- iii. I am not standing for multiple elected positions in the current election.
- iv. I have no previous history or activity that disqualifies me from standing for election and that I will abide by the governing documents of the LI as published within the elections guidelines.
- v. I understand that should I breach any of the Election guidelines and LI governing documents, I may be disqualified from standing for office.
- vi. I understand that any inappropriate conduct during the elections may result in disciplinary action and automatic disqualification from contesting.

ELECTIONS POLICY & PROCEDURES - Nomination, Verification & Vetting Guidance

2. I commit:

To participate in the election in the spirit of the principles set out in the Election Guidelines including:

- i. The Campaigning Guidelines.
- ii. Election policies and procedures.
- iii. The relevant conduct and complaints policies.
- iv. Equity, Diversity and Inclusion policies
- v. To respond promptly to rectify any gaps in the Nomination Form within the defined timescale. I understand that if my nomination is incomplete, I will be excluded from the election (this includes my supporters not confirming within the timescales).
- vi. To participating in the induction and development process for the role if successful

3. I consent:

To the Landscape Institute carrying out any necessary background checks including those outlined by the Charity Commission to verify my nomination as a suitable person for a trustee role. This can include:

- i. Charity Commission Register of Removed Trustees.
- ii. Companies House Database of Disqualified Directors.
- iii. Insolvency Services Register of Disqualified Directors and Insolvency Services Individual Insolvency Register.
- iv. Disclosure and Barring Service (DBS) basic checks
- v. A social media and Google search of any websites, self-published material, news articles other relevant material to confirm that my reputation is in good standing and complies with current Landscape Institute values and policies.
- vi. Any prior disciplinary actions under the Landscape Institute Regulations.
- vii. The retention of any information collected from the above vetting processes for a maximum of seven years.

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| Membership No: | |
| Name in full: | |
| Date: | |
| Signature: | |