

Election of Council Members 2025

Guidance for Candidates

Candidates for seats on Council are required to meet the following requirements:

- (a) Candidates accepting nomination must provide, the following personal details:
 - their name (as they wish it to be used in election material);
 - their current job title and employer, including if appropriate (interim) after the employer's name;
 - their previous employers, including if appropriate "(interim)" after the employer's name;
 - dates of previous membership of the Institute Council;
 - Institute activity in (a) the current year and, if they wish, in (b) previous years, identifying the years or periods when those activities were undertaken;
- (b) Candidates may also provide a statement of not more than 100 words, *stating their views on matters affecting the accountancy profession in general and the Institute in particular*, and describing their experience, skills and competencies in relation to the role for which they are a candidate. The candidate statement will be shared with membership during the election process.
- (c) Candidates are encouraged to upload a head and shoulders only, colour photograph for inclusion alongside their personal details and statement in their online application;
- (d) Candidates are also invited to indicate their areas of expertise to help assign subcommittee places, including but not limited to, Qualifications; Membership; Policy; Standards; and Audit.
- (e) No group comprised of members or students associated with the national or regional organisation of the Institute shall issue advice (whether formal or informal) in connection with the election of the members of Council.

Personal details and Statements will be provided to the Institute's Scrutiny Panel, whose Terms of Reference, Rules of Procedure, and powers are attached; candidates' attention is especially drawn to paragraph 1 of its Terms of Reference.

Candidates' responsibility for the content of statements

Notwithstanding the above, the Institute can take no responsibility for the accuracy of the contents of personal details and Statements either before or after publication to the membership. Responsibility to provide personal details and statements that are accurate must remain with candidates, a position that is underpinned by the principles established in the Institute's SoPP on Ethics. Members must accept the consequences of failing to adhere to those principles, against which the ultimate sanction is referral to the Institute's Disciplinary Scheme if a complaint is made.

The Institute will treat with the utmost care and confidentiality any criticism of the contents of candidates' statements, including referral to the Institute's Disciplinary Scheme on the request of a third party. Even if not so referred, the Institute reserves the right to require a response from the candidate if it considers that the substance of the criticism warrants it.