

YAS Forum Election Timeline

Date	
6/1/14 – 28/2/14	<p>Preparation time:</p> <ul style="list-style-type: none"> • Update timeline and produce FTDG Paper • Proof Election material and produce FTDG Paper • Promote Election in Operational Update for Staff Members w/c 24/1, 7/2, 21/2 and 28/2 • Write Level 2/3 Members promoting YAS Forum for Public Members • Arrange 4 Members' Awareness Sessions for Staff and Public Members: York, Sheffield, Hull and Leeds • Produce FT special edition Newsletter featuring YAS Forum Election • Reconcile public and staff databases - MES/ESR • Arrange various advertising methods of YAS Forum Elections • Contact Appointed Governors to confirm nominees
28/1/14	YF: Terms of Reference receive Board approval
15/2/14	Update Senior Management Group: YF timeline and process for elections
3/3/14	Notice of Elections published
3/3/14 – 4/5/14	Arrange training package, diarise speakers
5/5/14	Close of Poll
6/5/14	Declaration of Result
28/5/14 – 30/6/14	YAS Forum Training Programme period
8/7/14	Inaugural YAS Forum Meeting