

## National Council Associates & Individual Representatives Election Policy

### Introduction

This document is drafted in accordance with the existing Articles of Association (Articles) of the Football Supporters' Association (The FSA) that allow for Individuals and Associate organisation representatives from the Association's membership to be elected to the National Council.

The purpose of the Election Policy is to ensure that the Association's FSA National Council (National Council) elections for the Individual and Associate Organisation representatives conducted in a democratic manner.

Elected representatives will serve for a term of 2 years. In the event of resignations, mid-term elections will be called unless this occurs within six months of the normal election date.

Individual and Associate organisation representative seat allocation on the National Council is as follows:

Individuals	-	6 seats
Associate organisations	-	3 seats

### Definitions

This document uses several terms which are defined in the Association Articles.

### Election Management

1. The Returning Officer will be the Association CEO, supported by the Secretary and designated members of staff, appointed by the CEO as necessary.

### Timetable

2. The election will take place at the Association's AGM.
  - 2.1 The number of vacancies for each category will be confirmed by the Secretary.
  - 2.2 The Secretary will circulate a nomination form to all eligible Associate and Individual members.

### Nominations and Eligibility

3. Any person wishing to be a candidate for election to an Individual seat on the National Council must be an Individual voting member of the Association.

Any person wishing to be a candidate for election to an Associate seat on the National Council must be a full member of an Associate Member organisation but cannot be from an Associate organisation that is already representing Associates on the National Council in a seat which is not up for election.

4. The Returning Officer and the Secretary will verify that nominations are valid.
  - 4.1 Nominations can be made at any time from the issue of the nomination form up until the notified close of nominations.
  - 4.2 Only candidates who are Individual members or are full members of an Associate Organisation which itself is already member of the Association at the point of opening of nominations may stand as candidates. New Association members will not be entitled to vote if joining the Association after the issue of the nomination forms up until the notified close of elections.
  - 4.3 It is the candidate's responsibility to ensure that their nomination is valid and submitted before the stated deadline. The Secretary will acknowledge receipt of all nominations.
  - 4.4 Candidates must submit a statement in support of their nomination of no more than 300 words and may also submit a photograph for publication with their statement. Nominations submitted without a statement will be deemed incomplete.
  - 4.5 Any statements which are deemed by the Returning Officer to not conform to the Values of the Association as set out in the Articles will have their nomination invalidated.
  - 4.6 By submitting a nomination, candidates will be deemed to have read and accepted this Election Policy and rules adopted by the Association and to have agreed to be bound by them. Specifically, candidates are self-certifying that they have read the Code of Conduct for FSA National Council Members and agree to be bound by it.
  - 4.7 Any decision by the Returning Officer to not accept a nomination due to it being incomplete should be notified to the candidate as soon as possible in order that the situation may be rectified.
  - 4.8 The Secretary will only confirm the number and names of nominations once the close of the nominating period has passed.

## **Statements and Campaigning**

5. Campaigning will be restricted to the statements submitted by the candidates and hustings will not be held.
6. During the election neither the Returning Officer, Secretary nor the Network Manager may provide advice to voting members as to the suitability of any candidate nor issue any voting advice to network members collectively.

## Voting & Result

7. Voting for the Individual seats will be conducted amongst Individual members of the association.

Voting for the Associate seats will be conducted amongst Associate organisation members of the Association.

8. If there are more candidates than places available on the National Council, the Association Secretary will issue ballot papers and copies of candidates' statements to Associate and Individual Members of the Association alongside details of how the vote will take place.

- 8.1 Each Individual member who has registered to vote will be issued with one ballot paper. Multiple votes from the same Individual will not be accepted. If multiple ballots are received from the same Individual then neither will be accepted.
- 8.2 Each Associate Member organisation will be issued with one ballot paper. Multiple votes from the same organisation will not be accepted. If multiple ballots are received from the same Associate then neither will be accepted.
- 8.3 Votes may be submitted by electronic means up to the date and time stated on the ballot paper for those unable to attend and vote in the meeting. The Count will be made at the Association AGM and the result announced at the AGM and via email to eligible voting members.
- 8.4 Individuals and Associates will be asked to vote for up to one candidate per available seat.
- 8.5 The highest placed candidates in terms of total votes as equal to number of places available for election will be deemed elected.
- 8.6 Those candidates who receive the highest number of votes will serve the longest terms in situations where there are seats available with differing term lengths.
- 8.7 If, after all votes have been counted, two or more candidates are tied for any vacancy, lots will be drawn to determine who is elected and under which term lengths.

9. If there are as many or fewer candidates than there are places, an affirmative ballot will be held at the Association's AGM.

Each successfully nominated candidate will be put before the Association's AGM for the affirmative ballot. Any candidate not receiving the support of more than half of those present in person and by proxy will be deemed to have not been elected.

10. The result will be communicated to members on the Association website, via email, and at the AGM.