

## FSA Board Member 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 representatives from the Association's National Council to be elected to the Association Board.

The purpose of the Election Policy is to ensure that the Association Board Elections are conducted in a democratic manner.

Elected representatives will serve for a term of three years.

### Definitions

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

### Election Management

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

### Timetable

2. The election will take place after the Association's AGM.
  - 2.1 The number of vacancies will be confirmed by the Secretary.
  - 2.2 The Secretary will arrange for the nomination forms to be circulated.

### Nominations and Eligibility

3. Any person wishing to be a candidate for election to the Board must be a duly elected member of the National Council.
4. The Returning Officer and Secretary will verify that nominations are valid.

- 4.1 Nominations can be made at any time from the issue of the nomination forms up until the notified close of nominations.
- 4.2 It is the candidate's responsibility to ensure that their nomination is valid and submitted in accordance with the election timetable. The Secretary will acknowledge receipt of all nominations.
- 4.3 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.
- 4.4 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.
- 4.5 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 Board Members and agree to be bound by it and certify they have not been disqualified from being a company director in line with UK law.
- 4.6 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.
- 4.7 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 Board may provide advice to voting members as to the suitability of any candidate nor issue any voting advice to members collectively.

## **Voting & Result**

7. Voting will normally be conducted at the first National Council Meeting following the Association AGM, unless otherwise agreed and approved by the Secretary.

8. If there are more candidates than places available on the Association Board, the Secretary will issue ballot papers and copies of candidates' statements to members of the National Council.
  - 8.1 Voting will be undertaken by duly elected members of the National Council.
  - 8.2 National Council members will be issued with one ballot paper. Multiple ballots received from the same individual will not be accepted. If multiple ballots are received from the same individual, then neither will be accepted.
  - 8.3 Votes may be submitted by electronic means up to the time stated on the ballot paper for those unable to attend and vote in the meeting. The count will be made at the Council meeting, and the result announced at the Council meeting.
  - 8.4 National Council members 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 the number of places available for election declared by the Board 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.
9. If there are as many or fewer candidates than there are places, an affirmative ballot will be held at a National Council Meeting. Each successfully nominated candidate will be put before the meeting for approval. 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 exception will be that should the failure to elect any of the validly nominated candidates leave the Board below the minimum required under the Articles for them to act, all validly nominated candidates will be deemed elected by the EMG.
11. The result will be communicated to members on the Association's website, social media, and in the Association's network email groups.