



Silkmen Supporters' Trust Election Rules Policy

1. Introduction

1.1. This document constituting the Election Rules, Regulations and Procedures is drafted in accordance with the existing constitution of the Silkmen Supporters' Society Limited known as the Silkmen Supporters' Trust. The purpose of this Election Rules Policy is to ensure that the elections for Society Board members are conducted in a democratic and unbiased manner in accordance with these rules and the Constitution.

2. Definitions

- 2.1 AGM Annual General Meeting
- 2.2 EMG Election Management Group

3. Election Control

3.1 In advance of the commencement of the election, the Trust Board will appoint members of the Trust (with the exception of the Secretary may not include serving Board Members) to form the Election Management Group (EMG).

3.2 No Board Members whose positions are up for election shall play a part in determining the composition of the EMG.

3.3 Members of the EMG shall not be able to nominate candidates, nor be a candidate themselves and shall ensure that they are not too closely associated with a candidate.

3.4 The EMG will ensure that the election is run in accordance with this policy.

3.5 The EMG shall have the final decision as to the eligibility of the candidates, nominations and valid votes. They shall conduct the count and the result as determined by them will be final. Any decisions taken by them will be by majority vote and recorded.

4. Timetable

4.1 The AGM will take place within the period laid down by the Trust's Rules.

4.2 The Board shall agree the number of vacancies to be elected in accordance with the Trust's Rules.

4.3 The Secretary will circulate a nomination form with advance notice of the AGM at least eight weeks before the AGM. The nomination form will contain the date by which the candidate must return the completed nomination form to the EMG.

4.4 The Trust Board shall ensure that the membership of the EMG has been agreed by the Trust Board before the Secretary circulates nominations forms.

4.5 During the Election Period, the EMG shall manage the process, with the assistance of the Secretary as required.



5. Nominations and Eligibility

5.1. Any person wishing to be a candidate for election to the Trust Board must be a fully paid-up member of the Trust and be nominated by at least two fully paid-up members of the Society.

5.2. The EMG will verify that nominations are from members of the Trust. Trust members can nominate as many candidates as they wish.

5.3. A signed letter of nomination from a member, or email from the address a member has given the Secretary for receiving Trust communications, are acceptable substitutes for a signature on the candidate's nomination form.

5.4. It is the candidate's responsibility to ensure that their nomination is valid and submitted in accordance with the election timetable. In order to ensure that candidates can confirm the validity of their nominees, the EMG and Secretary should arrange for candidates to be able to check in advance whether those nominating them are fully paid-up members.

5.5. Decisions over the validity of nominations shall be a matter for the EMG having due regard for the Secretary's assessment of the membership status of an individual nominating a candidate. Any decision by the EMG not to accept a nomination as valid should be notified to the candidate as soon as possible in order that the situation may be rectified or an appeal heard.

5.6. Candidates must also submit a statement in support of their nomination (see section 6 below for more details).

5.7. By submitting a nomination, Candidates will be deemed to have accepted this Election Policy, the Trust's Rules, and any other policies and rules adopted by the Trust Board and the membership and agreed to be bound by them.

5.8. Specifically, candidates are also self-certifying that they comply with the Trust Rules, Board Membership and Conduct Policy relating to eligibility to serve on the Board. No person can be a member of the Trust Board:

- (with the exception of Co-opted Members co-opted onto the Trust Board under Rule [63] of the Constitution) who ceases to be a Member of the Society;
- who has been a member of the Board for 12 consecutive years;
- who is subject to a bankruptcy order or has in place a composition with his/her creditors;
- who is subject to a disqualification order made under the Company Directors Disqualification Act 1986;
- fails to abide by any rules for the conduct of elections made by the Society Board.
- who has a conviction for an indictable offence (other than a spent conviction as defined by the Rehabilitation of Offenders Act 1974);
- in relation to whom a registered medical practitioner who is treating them gives a written opinion to the Society stating that they have become physically or mentally incapable of acting as a Director and may remain so for more than three months;
- in relation to whom by reason of their mental health, a court makes an order which wholly or partly prevents them from personally exercising any powers or rights which that person would otherwise have;



5.9. All candidates shall leave full contact details with the EMG including email address.

6. Statements and Campaigning

6.1 Campaigning under the auspices of the Trust will be restricted to the statements submitted by the candidates and to any hustings organised by the Trust.

6.2 All candidates' statements are to be sent by email to the relevant members of the EMG. These will be gathered together and issued with the ballot papers, and include the names of the members who have nominated them.

6.3 Candidate statements should be at least 200 words long and no longer than 500 words. If a candidate's statement has more than 500 words, it will be truncated and text will be inserted below stating "The candidate's statement has exceeded the permitted amount and has therefore been truncated". The number of words counted shall be decided using Microsoft Word.

6.4 Candidates shall not in their statements make threats, insults or derogatory, abusive, racist, sexist or homophobic statements. The EMG will reserve the right to edit any statement to ensure that it does not breach these rules.

6.5 In agreeing to be nominated and so accepting this Policy, candidates shall agree to indemnify the Trust for the cost of meeting any liability of the Trust that may arise as a result of the contents of their statement.

6.6 During the election neither the EMG nor the Trust Board may provide advice to voting members as to the suitability of any candidate nor issue any voting advice to members collectively. Individual Trust board members who indicate a preference in public must make it clear that they do not speak on behalf of the Trust board and express a purely personal opinion.

7. Appeals

7.1 Candidates or complainants shall raise matters with the EMG whose decision is final.

7.2 Complaints after voting has closed shall be made to the EMG not later than three working days after the close of poll. Any complaint received after this date shall be ruled out of order.

7.3 If any candidate should contravene the Election Policy, the EMG shall judge whether a disqualification is applicable and their decision is final.

7.4 Any appeal against the decision of the EMG shall be made through and governed by the disputes procedure as set out in the Society Rules.

8. Election Process

8.1 If there are equal or fewer candidates than there are places available on the Society Board then those candidates shall be automatically elected to the Board.

8.2 If there are more candidates than places available on the Society Board an election shall be held.



8.3 Polling for this election will be by email ballot only.

8.4 The EMG will email ballot papers and copies of the candidates' statements to all fully paid up members of the Trust.

8.5 The Ballot papers will state the number of Candidates that may be voted for. For the votes to be eligible the ballot papers or an email stating who the preferred candidate(s) are must be received by the EMG by the date stipulated.

8.6 The votes shall be counted by the EMG and the candidate(s) with the highest number of votes shall be deemed elected.

9. Results

9.1 The results of both contested and non-contested elections shall be communicated to the members at the AGM, on the Society website and via e-mail.