

The Fulham Supporters' Trust



Registered Society no: 29591R

Registered Office:

P.O. Box 63958,
London,
SW15 9AH.

25th. June, 2014

Dear Fulham Supporters' Trust Member,

Election of the Fulham Supporters' Trust Board, 2014

At the Committee meeting held on 28th. May, 2014, the Procedure and a working timetable for the election of a new Fulham Supporters' Trust (FST) Board were agreed. The Secretary was asked to convene an Election Management Group, comprising three current members of the the FST and an independent scrutineer.

The terms of all of the current board, Gerry Claydon, Dan Crawford, Barry Gilbertson, Chris Gilbertson, Jamie Doak, Lorcan O'Connor and Neil Springate, will expire on 23rd. July, 2014.

According to the FST constitution, the Trust Board should have not more than nine members. Although all of the current 7-strong Board have agreed to stand for re-election, candidates are sought for all nine positions which will become available.

Increasing interaction with Fulham Football Club (mainly via their appointment of a Support Liaison Officer) and the regular participation of the Trust in the activities of Supporters Direct (SD) and the Football Supporters' Federation (FSF) have brought a greater work-load on the current committee. The re-election of the Trust Secretary as delegate to the National Council of the FSF from its Southern Division promotes the Trust within the FSF, but demands the transfer of more administrative duties to the remainder of the Board.

The Trust maintains its (i) cross-party connections at local and national political level and (ii) links with fans of Fulham FC abroad and with fans, trusts and independent supporters' groups of other clubs throughout the English football pyramid and also Europe. The recent acceptance by Football Supporters Europe of our application for membership broadens our scope yet further.

In order to maintain our levels of activity and to increase our membership it is essential that a full Board of nine is elected, not only meaning that a better cross section of views and skills would be represented on the Board, but also a lighter workload for all of its members. New people with new ideas and abilities are needed to ensure that the Trust remains a vibrant organisation, working towards the goals of its members and within the wider fan movement in the UK and Europe.

Most trusts and independent supporters' groups in the UK are employing electronic means to remain in contact with their membership and also to increase the membership base. The Trust's web-site and our use of the 'In Touch With Members' system are vital tools for us and have been supplemented more recently by the use of social media and we wish to make better and more regular use of all of these. Thus, members with information technology skills will be particularly welcome to put themselves forward, in particular those with experience of electronic membership recruitment and retention processes, even more so if this experience is at an international level. Those with a wide-ranging knowledge of current national and international issues of governance

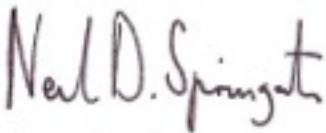
in football and an ability to prepare articles for dissemination by electronic media and hard copy are sought. Committee members will be happy to elaborate on these matters.

If you are uncertain about standing, please speak to one of the current Committee about what is involved? Please consider standing even if you have never been on a committee before? It is hard work but also very rewarding. Please ensure that you are eligible to stand for the Board by reading both the 2012 election Process and Timetable and the Rules, Regulation & Procedure Policy, which is attached? Additional copies of this can be obtained from the Independent Scrutineer.

The closing date for nominations is **16th. July, 2014** and a form is enclosed for your use if you wish to put your name forward. Please note that a statement of 200 words maximum must accompany your nomination form? **Nominations must be returned to the EMG at the address at the bottom of the form and not to the registered office above.**

In order to vote in the elections you must be a paid-up member of the Trust on or before 1st. July, 2014. Please renew your subscriptions if you have not already done so? If you are unsure of your status or have not received a membership card, please contact the Secretary via e-mail?

The Committee comprises Gerry Claydon, Dan Crawford, Barry Gilbertson, Chris Gilbertson, Jamie Doak, Lorcan O'Connor and Neil Springate. They can be contacted by post to the registered P.O. Box address above or by email to: info@fulhamsupporterstrust.com.



p.p. Committee, Fulham Supporters' Trust

25th. June, 2014

The Fulham Supporters' Trust



Registered Society no: 29591R
Registered Office

P.O. Box 63958,
London,
SW15 9AH.

FULHAM SUPPORTERS' TRUST BOARD ELECTIONS

Election Rules, Regulations and Procedures Policy

1. Introduction

This document constitutes the Election Rules, Regulations and Procedures and is drafted in accordance with the guidance on running elections issued by the independent football organisation Supporters Direct. The purpose of the Election Rules Policy is to ensure that the elections of members of Fulham Supporters' Trust to the **Trust Board** are conducted in an open, democratic and unbiased manner in accordance with these rules.

2. Definitions

Wherever the following terms are used in **BOLD** print within this document they shall be deemed to have the following meanings:

- 2.1 **AGM** means Annual General Meeting
- 2.2 **FST** means Fulham Supporters' Trust
- 2.3 **EMG** means Election Management Group
- 2.4 **IS** means Independent Scrutineer
- 2.5 **Trust Board** means the elected board members of **FST**
- 2.6 **Electoral Rules, Regulations and Procedures** means the rules, regulations and procedures set out in this policy

3. Election Control

The control of the election will be managed by the **EMG** until such times as the outcome of the election has been decided in accordance with the **Electoral Rules, Regulations and Procedures**.

3.1 Prime Responsibility of **EMG**

The prime responsibility of the **EMG** is to ensure that the election is properly conducted in accordance with the **Electoral Rules, Regulations and Procedures** on behalf of **FST** members.

3.2 Composition of **EMG**

The **EMG** will comprise of an odd number of members and an **IS**. Any decisions taken by them will be by majority vote and recorded.

3.3 Nomination of Candidates by EMG

Members serving on the **EMG** shall be eligible to nominate candidates, vote and stand in the elections.

3.4 Eligibility of any person on the EMG

Any **EMG** member standing as a candidate will not be:

3.4.1 involved in the collation and publication of candidate statements other than their own;

3.4.2 eligible to vote on matters pertaining to other candidate disqualification or

3.4.3 eligible to vote on any other matter, which may influence the outcome of the Election.

3.5 Eligibility of Candidates

3.5.1 The **EMG** will verify that nominations are from **FST** members. If a candidate receives a nomination from a non-member, the **EMG** will advise that candidate of this before the closing date for nominations.

3.5.2 Members must be current members at the date of the **AGM** or as advised separately by the existing **FST** Board to be eligible to vote in the Board elections held following the **AGM**.

3.6 Procedural Complaints

3.6.1 All election procedure complaints during an election must be written and forwarded to the **EMG** within 3 days of closing of the poll.

3.6.2 The **EMG** will endeavour to respond within 5 days of receipt of the complaint.

3.6.3 An appeal to the ruling of the **EMG** can be lodged with the **IS** within 3 days of receipt of the **EMG** ruling.

3.6.4 The **IS** will endeavour to respond to the appeal within in 3 days of receipt. The decision of the **IS** will be final (any member or candidate will have the right to raise this matter at the next AGM).

3.7 Independent Scrutineer Control

Polling for the election is to be run by the **IS**, subject to these **Election Rules, Regulations and Procedures**. The **IS** will determine the results of the election which are final.

3.8 Voting

Members may vote for up to nine candidates.

3.9 Election Timetable and Results

3.9.1 The election timetable will be published annually within two weeks of the **AGM**.

3.9.2 The results will be announced within two weeks of the voting deadline by the **IS**.

3.10 Candidates' statements circulation

3.10.1 The **EMG** will publish all candidates' statements submitted with their nomination forms which will be circulated to all members with the ballot papers. Should a candidate not provide a statement, this will be noted in the document circulating the statements from the other candidates.

- 3.10.2 The **EMG** will ensure that the following statement is circulated with the Candidate's statement document: ***"The views contained in these statements are the views of the individual views of the candidates and not the views of FST."***
- 3.10.3 On a membership-wide basis, campaigning will be restricted to this publication. No further Election campaigning material will be circulated to all members. Other than this personal campaigning is allowable.
- 3.10.4 Should no ballot be required, the **IS** will circulate to all members the statements of those deemed elected to the FST Board.
- 3.11 In the event that there are more than nine candidates validly nominated, the **EMG** may organise a separate hustings meeting once the deadline for nominations has passed. There will be at least two weeks between the date of the hustings meeting and the ballot closing date.

4. Candidates' Eligibility & Nomination

4.1 Current Membership of FST

Candidates must be current members of the **FST** as at the date of the **AGM** or as advised separately by the existing **FST** Board immediately prior to the election.

4.2 Timetable Responsibility

It is the Candidate's responsibility to ensure their nominations are valid and submitted in accordance with the timetable. In the event of uncertainty, the decision of the **EMG** will be final.

4.3 Candidates' Agreement

4.3.1 In signing the form, candidates are bound by the terms and conditions of the **Election Rules, Regulations and Procedures**.

4.3.2 Candidates are self-certifying that they have read and understand these **Election Rules, Regulations and Procedures**.

4.4 Nomination Form or Letter

A signed letter of nomination from a member is an acceptable substitute for manuscript signature on a candidates' nomination form.

4.5 Ineligibility to Stand for the Trust Board

Candidates are ineligible to stand if they have been:

4.5.1 a member of the **FST** board for 12 consecutive years;

4.5.2 declared bankrupt or compounded with their creditors;

4.5.3 subject to a disqualification order made under the Company Directors Disqualification Act;

4.5.4 convicted of an indictable offence (other than a spent conviction as defined by the Rehabilitation of Offenders Act 1974);

They are also ineligible to stand if they

4.5.5 fail to abide by any rules for the conduct of elections made by the **FST Board** or

4.5.6 if they have any material financial interest personally or as a member of a company or organisation or as a director or other officer of a business trading for

profit or in any other way whatsoever in any contract or other transaction with the **FST**. For the purposes of this rule, an interest of a person who is connected with an **FST** board member shall be treated as an interest of the **FST** board member.

4.5.7 may, on the basis of medical evidence, be suffering from mental disorder;

5. Election Rules

5.1 Voting Advice by EMG

During the election the **EMG** cannot provide advice to voting members as to the suitability of any candidates on behalf of the **FST**. Any opinion, or advice provided, should be made clear that it should be taken as provided in a personal capacity.

5.2 Right of Appeal

Candidates/complainants have the right of appeal to the **EMG**, and then through the complaints procedure detailed 3.6 above.

5.3 Complaints

As per 3.6 above. Complaints after voting has closed shall be made in writing to the **EMG** not later than three working days after the close of poll

5.4 Election Communications

5.4.1 All communication regarding **Election Rules, Regulations and Procedures** should be addressed to the **EMG** by letter at the postal or e-mail addresses below.

5.4.2 Communication with the **IS** will be restricted to members of the **EMG**.

5.5 Contravention of Election Rules, Regulations and Procedures

5.5.1 Should any candidates contravene the election rules the **EMG** shall judge whether a disqualification shall apply. Notification will be made to the **IS** prior to announcement of election results and subsequently to the elected **FST** Board.

5.5.2 The elected **Trust Board** will decide what action, if appropriate, may be taken should disqualification occur.

5.6 Board Member Shortfall

5.6.1 Should the election not produce nine elected Board members, the **Trust Board** will have the right to co-opt members in accordance with the **Board Members Policy**.

5.6.2 Should the election not produce five elected Board members, those elected will form a Steering Committee with the aim to re-run elections as soon as practical with the intention of filling vacant places.

5.7 Contact Details

All candidates shall leave their contact details with the **EMG**.

6. Candidates' Campaigning and Conduct

6.1 Members intending to stand will be able to identify themselves to the membership at the **AGM** immediately preceding the election. An item will be on each **AGM** Agenda for this purpose.

6.2 All candidates can submit an election statement to the **EMG** by close of nominations. The statement shall be no more than 200 words.

6.3 If a candidate's statement has more than the permitted 200 hundred words, it will be truncated at 200 words and the text below will be added to the statement: "***The Candidate's statement has exceeded the permitted 200 hundred words and has therefore been truncated***".

6.4 A candidate's statement shall not contain the name of any of their nominators or any other candidate.

6.5 In their statements candidates must not:

6.5.1 make threats or derogatory, defamatory remarks or

6.5.2 contravene any Discrimination law within the United Kingdom or

6.5.3 make references regarding other candidates.

Any such defamatory statements will be removed by the **EMG** prior to circulation to members and the text below will be added to the statement: ***“This statement has been edited to remove remarks not allowed under paragraph 6.5 of the FST Election Rules, Regulations and Procedures.”***

7. Election Management Group

The Election Management Group may be contacted by post at:

**The Election Management Group,
Fulham Supporters' Trust Elections, 2014,
c/o, 31. Oliver Road,
Sutton,
Surrey,
SM1 4QF.**

or by email at: elections@fulhamsupporterstrust.com

Election of the FST Board 2014: Process and Timetable

The following process and timetable for the 2014 Election of the Fulham Supporters' Trust Board will operate:-

1. The FST Board will consist of a maximum of nine members.
 2. The election will be run by an Election Management Group consisting of three members of the FST and an Independent Scrutineer. Membership of the EMG and Independent Scrutineer was announced to the Board Meeting on 16th. June, 2014, these being **Geoff Seel** (The Dons' Trust, AFC Wimbledon), as the Independent Scrutineer (IS), **Graham Skipp, Daren Salmon and Michael Saunders (all FST)**,
 3. All candidates standing for election must be fully paid up members of the FST as of **1st. Jul, 2014.**
 4. Candidates may self nominate for the 2014 election only. All those wishing to stand must submit a statement of no more than 200 words when submitting their name. This will be circulated to all members either with the ballot papers or the election declaration.
 5. The timetable for the 2014 election will be:-
 - 2nd. July, 2014:** Notice circulated to all members calling for members to stand.
 - 16th. July, 2014:** Deadline for receipt of nominations and candidate's statements.
 - 23rd. July, 2014:** In the event of more nominations than positions on the Board, manifestoes published on the Trust's web site.
 - 26th. July, 2014:** Voting forms and candidates' manifestoes sent to Trust members.(N.B.: In the event that the number of nominations is equal to or fewer than available positions on the Board or less, they shall be declared elected and an announcement circulated to all members.)
 - 25th. August, 2014:** Deadline of return of ballot papers to the Independent Scrutineer in the event of a ballot.
 - 26th. August, 2014:** Counting of votes cast.
 - 27th. August, 2014:** Result of ballot announced to all members.
 6. The incoming FST Board will meet during the week commencing **Monday, 3rd. September, 2014,** at the latest.
-

The Fulham Supporters' Trust



Registered Society no: 29591R

Registered Office:

P.O. Box 63958,
London,
SW15 9AH.

Nomination Form for FST Board - Election 2014

Full name of Candidate _____

Membership no: _____

My Candidate's Statement is attached YES / NO* *delete as applicable

All statements must be in the hands of the Election Management Group no later than **16th. July, 2014** and must be no more than 200 words. All statements must comply with the Election Rules, Regulation and Procedure for the Board of the Fulham Supporters' Trust, which contain full details of the election and nomination procedures

I hereby agree to my nomination for an elected place on the Trust board and I agree to be bound by the provisions of the Trust rules and constitution. I confirm that I will abide by the FST Election Rules, Regulations and Procedures for the Board of the FST as agreed at the Committee meeting on 28th. October, 2009, and that my membership of the Trust is fully paid up.

Signed _____ Date _____

Full name of Proposer _____

Membership no: _____

Signed _____ Date _____

Proposer's contact details should the Election Management Group need to contact you regarding this nomination:

Tel: _____ Email _____

Full name of Seconder _____

Membership no: _____

Signed _____ Date _____

Seconder's contact details should the Election Management Group need to contact you regarding this nomination:

Tel: _____ Email _____

All sections must be completed to for the nomination to be valid – incomplete nominations will not be accepted. Should there be a requirement for a ballot, this will be conducted in accordance with the published timetable. The completed nomination form must be returned to:

**The Election Management Group,
Fulham Supporters' Trust Elections, 2014,
c/o, 31. Oliver Road,
Sutton,
Surrey,
SM1 4QF.**

or by email at: **elections@fulhamsupporterstrust.com** no later than **16th. July, 2014.**

Should there be a requirement for a ballot, this will be conducted in accordance with the published timetable.

Fulham Supporters' Trust, 25th. June, 2014
