



LINCOLN CITY SUPPORTERS' SOCIETY LIMITED Election and Voting Policy

Introduction

This document was adopted pursuant to a resolution of Lincoln City Supporters' Society Limited (the Society) at a Board Meeting held on 10th January 2024 in accordance with the Society Rules and ratified by the Society at its Annual General Meeting on 27th June 2024.

The purpose of this Election and Voting Policy is to ensure the conduct in a fair and democratic manner of:-

- (a) Society Board Elections, including elections of directors to the Society's Board with such specific responsibilities as the Board shall from time to time consider to be necessary for the efficient conduct of its business, such as:-
 - i. Treasurer;
 - ii. Fan-Elected Director, responsible for the Society's relationship with the Club;
 - iii. Fan Engagement Team Leader, responsible for the Society's relationship with the Club's supporters;

- iv. Community Engagement Team Leader, responsible for the Society's relationship with the community served by the Club;
- v. FSA Engagement Director, responsible for the Society's relationship with the Football Supporters' Association (FSA);

(b) votes by Society Members to determine whether a Veto Notice should be served in accordance with Article 14 of the articles of association of Lincoln City Football Club Company Limited (the Club).

Elected representatives will serve for a term of two years.

Definitions

This document uses several terms which are defined in the Society Rules.

Election Management for elections to the Society Board, including elections of Fan-Elected Directors and any other Officers who may be elected by Society Members

1. In advance of the commencement of the election, the Society Board will appoint at least two Society Members who (with the exception of the Secretary) may not include serving Society Board members to form an Election Management Group (EMG).
2. The EMG shall be chaired by an independent person who is not a member of the Society.
3. If it is not possible to agree on the identity of the independent chair, the FSA will assist with identifying a suitable chair.
4. No members of the Society Board whose positions are due to be offered for election shall play any part in determining the composition of the EMG or any aspect regarding the conduct of the elections.
5. The Society Board shall ensure that the membership of the EMG has been agreed before the Secretary circulates nomination forms.
6. Members of the EMG shall not be eligible to nominate candidates nor be a candidate themselves and shall ensure that they are not associated closely with any candidates and have proper regard to maintaining the integrity of the election process.
7. During the Election Period the EMG will ensure that the election is run in accordance with this policy and manage the process, with the assistance of the Secretary as required.

8. The EMG shall make the final decision as to the eligibility of candidates, nominations and valid votes.
9. The EMG shall conduct the count, unless this aspect is handled by an external body, and the result, as determined by them, is final.
10. Any decisions taken by the EMG will be by majority vote and recorded. The Chair of the EMG shall have a casting vote in the event of a tie.

Timetable for elections to the Society Board, including elections of Fan-Elected Directors and any other Officers who may be elected by Society Members

11. The election will take place at the Society's AGM.
12. The Society Board shall agree the number of vacancies to be elected: if the numbers to be elected differs from the numbers elected in previous years or changes the number of places to be elected in total, then the reasons why the change has been made shall be communicated to Members in the form soliciting nominations.
13. The Secretary will arrange for the nomination forms to be circulated with advance notice of the AGM, at least eight weeks before the AGM.

Nominations and Eligibility for elections to the Society Board, including elections of Fan-Elected Directors and any other Officers who may be elected by Society Members

14. Any person wishing to be a candidate for election must be a fully paid-up member of the Society before the membership cut off point as specified by the Secretary and be nominated by at least two fully paid-up members of the Society.
15. The EMG with assistance from the Secretary will verify that nominations are valid.
16. Nominations can be made at any time from the issue of the nomination forms up until the notified close of nominations.
17. 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.

18. 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.
19. Candidates must submit a statement in support of their nomination of no more than two hundred words and may also submit a photograph for publication with their statement.
20. Any statements which are deemed by the EMG to not conform to the values of the Society, as set out in the Rules, will have their nomination invalidated.
21. By submitting a nomination, candidates will be deemed to have read and accepted this Election and Voting Policy and Rules adopted by the Society and to have agreed to be bound by them.
22. Specifically, candidates are self-certifying that they have read the Board Membership and Conduct Policy, the Equality and Diversity Policy, the Media Policy and the Disciplinary Policy, and agree to be bound by them and certify they have not been disqualified from being a company director in line with UK law.
23. The Secretary will only confirm the number and names of nominations once the close of the nominating period has passed.
24. In addition to the foregoing, candidates for election to the role of Fan-Elected Director certify that, if elected to that role, they will only accept it if:
 - a. they meet all requirements of the Owners' and Directors' Tests applicable to the competitions in which the Club's first team competes; and
 - b. the Club's Board has approved their election as a Club Director.

Statements and Campaigning for elections to the Society Board, including elections of Fan-Elected Directors and any other Officers who may be elected by Society Members

25. Campaigning will be restricted to the statements submitted by the candidates and any hustings organised by the Society.
26. During the election neither the EMG, 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.

27. Any comments made by candidates in public or on social media which are deemed by the EMG to not conform to the values of the Society, as set out in the Rules, will have their nomination invalidated.

Voting & Result for elections to the Society Board, including elections of Fan-Elected Directors and any other Officers who may be elected by Society Members

28. Voting will normally be conducted at the Society AGM.

29. If there are more candidates than places available, the Secretary will issue ballot papers and copies of candidates' statements to Society Members.

30. Ballot papers can be issued electronically, by post or conducted through a digital third-party management platform.

31. Voting will be undertaken by Society Members who are fully paid up before the cut off point for membership as designated by the Secretary and who are also either individuals who are at least 18 years of age or corporate members.

32. Society Members will be issued with one ballot. Multiple ballots received from the same individual will not be accepted. If multiple ballots are received from the same Individual, then none of them will be accepted.

33. 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 AGM, and the result announced at the AGM where possible.

34. Society Members will be asked to vote for up to one candidate per available seat.

35. The highest placed candidates in terms of total votes as equal the number of places available for election declared by the Board will be deemed elected.

36. 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.

37. 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.

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

39. 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 Rules for them to act, all validly nominated candidates will be deemed elected by the EMG.
40. The result will be communicated to Members on the Society's website, social media, and by email.
41. Candidates or complainants shall raise matters with the EMG whose decision is final.
42. Complaints after voting has closed shall be made to the EMG not later than three working days after the close of voting.
43. Any complaint received after this date shall be ruled out of order.
44. If any candidate should contravene the Election and Voting Policy, the EMG shall judge whether a disqualification should apply, and their decision is final.
45. 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.

Voting & Result for determining whether a Veto Notice should be served in accordance with Article 14 of the Club's articles of association

46. Voting will normally be conducted at a Special General Meeting (SGM) of the Society.
47. The Secretary will issue to Society Members at least 14 clear days before the date of the SGM (a) a statement from the Club in support of the proposed change, (b) any statement in response that the Society may wish to make and (c) ballot papers, inviting Society Members to vote either for or against the proposed change.
48. Ballot papers can be issued electronically, by post or conducted through a digital third-party management platform.
49. Voting will be undertaken by Society Members who are fully paid up before the cut off point for membership as designated by the Secretary and who are also either individuals who are at least 18 years of age or corporate members.

50. Society Members will be issued with one ballot. Multiple ballots received from the same individual will not be accepted. If multiple ballots are received from the same Individual, then none of them will be accepted.
51. 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 SGM, and the result announced at the SGM where possible. The decision will be final.
52. The Society will only serve a Veto Notice on the Club if more than 50% of the votes are against the proposed change.
53. The result will be communicated to Members on the Society's website, social media, and by email.