

REGULATIONS FOR THE CONDUCT OF INTERNAL FEDERAL BOARD ELECTIONS (Standing Order 13).

13. Elections by the Federal Board

- i. The Federal Board (FB) shall, ahead of the first meeting of each term of office, elect for three years members of the Party, **not necessarily being members of the Federal Board**, to the following positions:
 - a. Registered Treasurer, who shall also be Chair of the Federal Finance & Resources Committee (FFRC),
 - b. Treasurer, who shall be responsible for fundraising,
 - c. Chair of the Federal Communications & Elections Committee (FCEC),
 - d. Five members of the FFRC,
 - e. Six members of the Federal People Development Committee (FPDC),
 - f. Chair of the Campaign for Gender Balance,
 - g. two Vice Chairs of the Campaign for Gender Balance
 - h. two representatives on ALDE Congress,
 - i. two representatives on the LI Executive,
 - j. two representatives to the LI Congress,
 - k. four members of the standing SAO Review Group.

The following posts shall also be **elected by and from members** of the FB:

- l. two Vice Chairs of the FB,
- m. two members of the FCEC,
- n. one representative on the FCC,
- o. one representative on the FIRC.

The following posts shall be **appointed by** the FB, in accordance with Article 15.3 (a) of the Federal Party Constitution:

- p. six members of the Federal Audit and Scrutiny Committee.
- ii. Notice of the elections should be placed (where present) in the Party's periodical and on the Party's website at least two weeks before the close of nominations. The Federal Board shall then be given a minimum of 5 days to vote electronically. For a proposal to be valid, a candidate will require the written support of two voting members, though nominations may be made by members of either the existing Executive or the incoming Board. Nominations will be accepted by email from a nominator's recognisable email address.
- iii. The Chief Executive shall ex-officio be the Returning Officer for these elections but shall be empowered to delegate this role if they so wish to a staff colleague or Party Member.
- iv. Candidates for the posts listed in (i), above, shall be allowed a written manifesto of up to 200 words should they so wish. The names of nominators shall not be published unless included in the allotted quota of words.
- v. If elections for the posts in 8 (i) (a), (b) or (c) are contested, the candidates shall take part in hustings for members of the Federal Board to attend.
- vi. Should any posts fail to receive the required number of nominations by the closing date, nominations can be taken at the next meeting of the Federal Board, subject to receipt of the names and signatures of the proposer and seconder and the written consent of the proposed candidate, prior to the start of the meeting.
- vii. All contested elections should be held and the results announced prior to any nominations being made for unfilled posts.
- viii. Canvassing, including the use of telephone, social media and e-mail, shall be allowed.

- ix. The Principal Councillor elections should be held so that the new representatives can take office at the same time as those elected by all party members to Federal Committees.
- x. In the event of any dispute arising out of these regulations, the Returning Officer's decision shall be final.
- xi. Joint nominations for any position will be accepted from two members who wish to job-share a post, provided written consent from both parties to the joint nomination is provided prior to the close of nominations, and on the basis that they only have one vote between them.
- xii. Applications for postal votes in the event of elections must be made in writing (including e-mail) to the Returning Officer by the close of nominations. Postal ballot papers must be returned, in a sealed envelope, to the Returning Officer by close of poll for the electronic ballot.
- xiii. Any casual vacancy amongst the posts elected by the Federal Board shall be filled by the Federal Board on the first available opportunity. The by-election to be conducted by the Returning Officer using a process as close to the election regulations contained in this Standing Order as is practical in the circumstances.

Amended January 2017