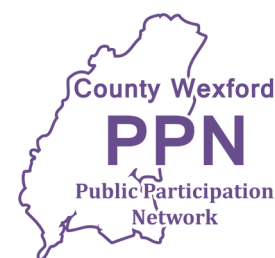


Election Policy

Approved by Plenary on 4th March 2019



1. Introduction

This policy is provided to outline and document the means by which Wexford PPN nominates and elects its representatives.

2. Where the Policy Applies

This election policy will apply for all representations of Wexford PPN where it is deemed a member should act as the representative.

3. Nomination & Voting

Groups must re-register annually to maintain membership. Only groups registered/re-registered by 31st October each year will have voting rights for the following voting year (November – October). Groups do not need to have voting rights in order to nominate.

When a call for nomination goes out the following applies in terms of who can nominate and subsequently vote:

Committee Type	Who can Nominate	Who can vote
Secretariat	**Electoral College nominates	Electoral College Votes
LCDC	Electoral College nominates	Electoral College Votes
Strategic Policy Committees or Policing Committees	Electoral College nominates (those nominating do not need to be part of the linkage group)	*Linkage Group of the committee votes for all seats regardless of electoral college
Other non-Council Committees	Linkage Group nominates	Linkage Group Votes

***Electoral College – chosen at registration as either Community & Voluntary, Social Inclusion, or Environment. Electoral college cannot be changed by members mid-year but can be reviewed at re-registration.*

**Linkage Group – A linkage is a collection of PPN member organisations who are stakeholders or have a particular interest or expertise in the issues being discussed at that specific Board or Committee. Linkage Groups relate directly to a specific board or committee and groups must sign up to be part of specific linkage groups. This is done at time of registration/re-registration and applies for the year of registration. Linkage groups must be updated annually along with re-registration.*

Groups can join a linkage group for any committee up to the closing date for nominations of a seat and then can vote in that election – subject to having voting rights. Groups can check and update linkage group membership at any time by getting in touch with Wexford PPN.

4. Nomination Procedure

- Wexford PPN will make a call for nomination, giving at least 10 days notice for nominations.
- Nominating organisations must be approved registered members of Wexford Public Participation Network (PPN).
- All nominations must be received on the official nomination form. Only signed Nomination Forms will be accepted in hard copy, by email or fax and must be received by the deadline date and time. Late nominations are not accepted.
- In signing, the nominee confirms that they understand the representation role required, and that they agree to act as the PPN representative, agreeing to take direction from, and to report back, to the PPN in line with Wexford PPN Reps Charter.
- Other than PPN Secretariat membership, an individual should only represent the PPN on one board or committee. Individuals can be nominated for more than one seat but in the event of successful election to more than one seat they must choose the one seat to accept. Similarly current Representatives can be nominated for another seat but in the event of successful election they must choose the one seat to accept. Only in exceptional circumstances would dual representation may be allowed on a temporary or interim basis.
- Following the closing date for nominations, all nominations are reviewed and approved by Wexford PPN Secretariat. If a greater number of valid nominations than seats available are received an election will take place. . In the event of only sufficient nominees received for available seats the nominee(s) are deemed elected. In the event of insufficient nominees for a position Wexford PPN may seek an interim Representative from the membership.

5. Election Procedure

Should an election be required the following is the procedure.

- Election is by postal means to ensure maximum engagement, with freepost return.
- Election material issued to main contact at address provided. No re-issuing applies in any circumstance and it is the responsibility of members to ensure contact details are up to date.
- Election materials include;
 1. Letter detailing vote, nominated voters, and details and date for return.
 2. A brief profile of each candidate, as provided at nomination
 3. Ballot paper(s) as applicable
 4. Freepost envelope for return
- Ballot papers indicate the max number of votes available for each ballot and ask members to 'X' up to the max number.
- A minimum of 10 days is allowed for ballot return from date of issue of election papers.
- Candidates have access to a list of eligible voting member groups for the election – but no contact details are provided.
- Eligible voting member groups are those who are registered in the electoral college or linkage group of the election, and who registered/re-registered with Wexford PPN for

membership prior to 31st October in the voting year. All groups must re-register annually by 31st October each year to have voting rights for the next year (Nov-Oct) .

- Returned ballot papers in freepost envelopes are stored in a secure box and only opened at the count.
- Count is conducted by Wexford PPN Secretariat with candidates invited to attend and observe.
- Results are recorded in order and a panel formed from unsuccessful candidates. Should the elected candidate need to step down during the term the next person on the panel will take the position. Panel however, only remain in place until the next re-registration date and therefore all panels expire on 31st October each year. Should an alternative Rep be needed after this time a new call for nomination in put in place.

6. Ratification

As with all policies and procedures which are developed for Wexford PPN, this Election Policy will need to be ratified by the Plenary.