

# How to stand for election as a Fed rep

*This document does not apply to the Metropolitan Branch, which has slight variations in process due to its size. For more information on the Metropolitan Branch election process, please contact [enquiries@metfed.org.uk](mailto:enquiries@metfed.org.uk).*

## Key terms:

- Federation Branch – each police force has its own Federation Branch
- Branch Council – all elected workplace reps from a force make up the Branch Council
- Branch Board – from the Branch Council, the Branch Board is elected

## Becoming a workplace rep for your Federation Branch

### What are the key election dates?

<b>1-17 February</b>	Branch Council nominations open
<b>1-21 March</b>	Branch Council voting open
<b>28 March</b>	Branch Council election results
<b>3-11 April</b>	Branch Board nominations open
<b>15-23 April</b>	Branch Board voting open
<b>27 April</b>	Branch Board election results
<b>1-11 May</b>	Branch Chair nominations open
<b>14-30 May</b>	Branch Chair voting open
<b>31 May</b>	Branch Chair election results

### Where can I find out more about being a rep?

Please visit our [Reps@Work page](#) where you can read case studies about the experiences of reps and the members they have helped. You will also find role descriptions covering some of the positions reps hold within your local Branch.

If you have any further questions about being a rep, for example how much of your time it might take up and the number of meetings you might be required to attend, please [contact your local Branch](#).

### What is the election process?

The entry point is standing to be a workplace representative for your local Branch - this role automatically makes you part of the Branch Council, which is made up of all elected workplace representatives within a given force.

### Who can stand for election as a workplace rep?

Any subscribing member who is not suspended can stand as a candidate in the constituency of which they are a member, so long as they were a member of the Federation two months before

nominations open - e.g. nominations open on 1 February 2018, therefore it will be necessary to have been a member on 1 December 2017.

### **How do I stand for election?**

Any member wishing to stand for election can self-nominate via an online portal during the nomination period - a link will be provided to all members via their PNN email address at the appropriate time. You will need to fill in the online nomination form and sign the Standards and Performance agreement. You can self-nominate in all elections, there is no need to be nominated or seconded by another member.

### **How do I find out which Branch constituency I am in?**

When you visit the nomination website, there will be information on constituencies that will enable you to select the correct one to stand in. Once your nomination is submitted, it will be checked by your Branch to ensure the information, such as the constituency, is correct.

### **Who can vote?**

Any member, whether subscribing or not, can vote in their constituency so long as they were a member of the Federation two months before nominations open - e.g. nominations open on 1 February 2018, therefore it will be necessary to have been a member on 1 December 2017. Also, unless otherwise stated, you can vote in elections in which you are standing.

### **How do I vote?**

Voting will be online during the voting period - a link will be provided to all members via their PNN email address at the appropriate time.

### **How will the Branch Council election results be announced?**

Once the voting period closes, candidates will be informed via email if they have been successful or not. Branches will also receive an electronic copy of the results, as will the national General Secretary, who is the arbiter of the election process.

## **Becoming a Branch Board member**

### **What is the next stage if I am elected as a workplace rep and become part of the Branch Council?**

If you would like, you can then stand to be part of the Branch Board, which is elected from those making up the Branch Council.

### **Who can stand for election to the Branch Board?**

Anyone who has been elected to the Branch Council, and the Secretary, Chair and any other additional members of the current Branch Board - so long as they have not stood unsuccessfully for election to the Branch Council - can stand as a candidate for election to the Branch Board.

**How do I stand for election to the Board?**

Any member wishing to stand for election can self-nominate via an online portal during the nomination period - a link will be provided to those eligible to stand. You will need to fill in the online nomination form and sign the Standards and Performance agreement. You can self-nominate in all elections, there is no need to be nominated or seconded by another member.

**Who can vote?**

Anyone who can stand in the Branch Board election can vote, i.e. all of the Branch Council.

**How do I vote?**

Voting will be online during the voting period - a link will be provided to those eligible to vote at the appropriate time.

**How will the election results be announced?**

Once the voting period closes, candidates will be informed via email if they have been successful or not. Branches will also receive an electronic copy of the results, as will the national General Secretary, who is the arbiter of the election process.

**How is the Branch Secretary elected?**

The Branch Secretary is elected by the Branch Board at its first meeting from among the members just elected to the Branch Board. It is intended that Branches will conduct this election themselves.

**How is the Branch Chair elected?**

The Branch Chair will be elected by the members of the force in question. Nominees for Branch Chair come from among those just elected to the Branch Board. Those eligible to stand will receive an email link so that they may self-nominate. Ahead of the voting period, members will be sent a link via their PNN email address giving them access to the voting platform so that they can vote.

**How is the Branch Treasurer elected?**

The Branch Treasurer need not be a full 'facilities time' officer, but they must be a member of the Branch Board and be elected by the Branch Board from among its members. It is for Branches to determine how they elect the Treasurer. It may well be appropriate for the Treasurer to be elected after the Secretary at the same meeting.

**How are any other Branch officers to be elected?**

It is for Branch Boards to determine whether they have, and how they elect, any other Branch officers.

If you have any further questions, please contact [your local Branch](#).