



NOMINATIONS AND ELECTIONS PROCESS

2023 ELECTIONS

UPDATED: 28/03/2023

1. INTRODUCTION

- 1.1. Elections to the Board of Commonwealth Games Scotland (CGS) are conducted in accordance with the CGS Company Articles.

2. NOMINATIONS PROCESS

- 2.1. Any Scottish Governing Body (SGB) in membership of CGS may make nominations for members of the CGS Executive Board.
- 2.2. For the 2023 elections two Ordinary Directors will be appointed.
- 2.3. All nominations are required to be on a CGS Nominations Form, submitted by a designated official on behalf of the member SGB making the nomination.
- 2.4. Nominations Forms will be distributed on 28th March 2023, to be returned to info@teamsotland.scot by 12:00 on Tuesday 18th April 2023.
- 2.5. CGS welcome nominations from all backgrounds and is committed to ensuring that all applicants are treated equally, without discrimination based on gender, sexual orientation, marital or civil partner status, gender reassignment, race, colour, nationality, ethnic or national origin, religion or belief, disability or age. An equal opportunities monitoring form is included within the Nominations Form.

3. ELECTIONS PROCESS

- 3.1. If only one nomination is received for an office, such nominees shall be declared elected at the CGS Annual General Meeting (AGM).
- 3.2. If more than one nomination is received, CGS will circulate the candidate biographical details and statement of aims to the members with the AGM papers.
- 3.3. Contested elections shall be decided by secret ballot at the AGM. They shall be conducted in terms of the Company Articles, this Voting and Election Process and any Code of Conduct that may be prepared by the Board of Directors and approved by CGS.
- 3.4. Proxy votes may be submitted by members to the CGS Chief Executive Officer (CEO) 48 hours prior to the start of the meeting and will be held and cast by the Proxy (Chair or other designated member) on behalf of those submitting in accordance with their instructions.
- 3.5. The Election shall be run by the Chair under advice from the Honorary Legal Adviser.



- 3.6. Three scrutinisers shall be appointed to count votes:
- CGS CEO
 - One representative of members, appointed from the floor from a member not putting forward a candidate.
 - A Life Member of CGS, if present. If Life Member is not present, then a second representative from a member not putting forward a candidate will be invited.
- 3.7. All candidates will have the opportunity to speak for one minute in support of their candidacy in advance of the vote.
- 3.8. There will be a secret ballot, with each member sport able to vote for up to two candidates.
- 3.9. Should a candidate achieve a 50%+1 vote, they will be declared appointed as an Ordinary Director and removed from the next ballot.
- 3.10. Should the required number of appointments not be reached on a particular ballot, the lowest polling candidate shall be removed from the next ballot.
- 3.11. Should an equal number of votes be cast between two or more candidates they shall all be removed, unless this would mean that the required number of posts cannot be filled. In this case there shall be a separate secret ballot between the lowest polling candidates to see which is removed from the voting process in the next ballot.
- 3.12. The successful candidates will be announced at the AGM and appointed as Ordinary Directors, subject to relevant checks.

