|  |  |  |  |
| --- | --- | --- | --- |
| Office Use Only | Date received | Officer | Status |
|  |  |  |

NOMINATION FORM

FOR THE POSITION OF LGA INDEPENDENT GROUP LEADER 2019 – 2021

All nominations must be submitted by 5pm on Thursday 23 May 2019.

Nomination Forms received after this date and time will not be accepted.

Deadline for withdrawal of nominations is 5pm on Friday 25 May 2019

**GUIDANCE ON COMPLETING THE NOMINATION FORM**

**(To be read in conjunction with the Election Guidance for candidates)**

1. Any Councillor from an authority in membership of the LGA and able to receive support from the Independent Group is eligible to stand for the election of either of the Office Holder positions: Group Leader and Treasurer.
2. To become nominated as a candidate, the member needs to submit a completed Nomination Form to the RO by 5pm on Thursday 23 May 2019.
3. The Nomination Form must contain the names, authority address and be signed by three nominators (part A). Nominators must be Councillors able to receive support from the LGA Independent Group and must sit on separate authorities. One of the nominators can be a fellow member serving on the same authority as the member being nominated, provided they are from a political affiliation able to receive support from the LGA Independent Group.
4. The member standing for nomination and his/her nominators must be serving Councillors at the time of close of nominations in order to stand nominated for election.
5. The Nomination Form must be accompanied by the signed ‘Consent to Nomination’ section, from the member standing to be nominated (part B). Scanned or digitalised signatures will be accepted.
6. The member may be nominated for more than one post up for election. In such cases the member will be required to advise the RO, in writing, prior to the despatch of ballot papers, which post he/she would like to fill should he/she be successful in winning more than one post.
7. In situations where paragraph 6 applies, a candidate who is successful in winning more than one post will take up the declared post and the candidate with the second highest number of votes for the other post shall be elected to the other post.
8. Each candidate will be entitled to submit a Personal Statement of not more than two sides of an A4 sheet, to be posted out to voting members along with postal ballot papers. This must be submitted to the Office of the RO either in PDF format or in a good enough condition to be scanned, by the date of close of nominations.
9. The Independent Group Office staff, the Returning Officer or any other persons engaged in the work of the LGA must not be asked to assist in the creation of Personal Statements.
10. Before submitting their Nomination Form, candidates must ensure that they can fulfil the time commitments and responsibilities associated with the post as outlined in the Election Guidance.

|  |  |  |
| --- | --- | --- |
| 1. **Nomination Form (please write clearly)** | | |
| **Candidate’s name:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Local authority:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Home address:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **Name of Councillor nominating the candidate:**    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Authority:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Home address:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Signed:** | **Name of Councillor nominating the candidate:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Authority:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Home address:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Signed:** | **Name of Councillor nominating the candidate:**    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Authority:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Home address:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Signed:** |
| Declaration If elected, I agree to serve in the position for which I have been nominated, and to represent the best interests of other Independent Group Councillors. I agree to abide with the Independent Group Constitution and the job description for the role of Group Leader.  I declare that I am eligible to stand in the election.  **Signed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Dated:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

|  |
| --- |
| 1. **Candidate’s Consent to Nomination (please write clearly)** |
| “I consent to my name being entered into the LGA Independent Group Election 2019 for the position of Leader of the Independent Group”  **Candidate’s name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Local authority:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Signed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |
| --- | --- |
| **Candidate Checklist** | |
| You can return your Nomination Form in two ways:  • **By email** to Claire.Holloway@local.gov.uk  • **By post**, clearly marked for the attention of the Returning Officer, Claire Holloway, at:  Local Government Association  Independent Group – 6th Floor  Smith Square  SW1P 3HZ | |
| **Task** | **Completed** |
| Secure three nominations for your candidacy, each of whom must be Independent Group Councillors on authorities in membership of the LGA and who represent three separate authorities in total (one nomination may be from your own authority). |  |
| Include a written Personal Statement, up to two sides of A4. This must be submitted in PDF format or in good enough condition to be scanned. |  |
| Complete and sign the Candidate’s Consent to Nomination. |  |
| In case of multiple nominations, advise the RO in writing of order of posts preference. |  |

The Election Guidance is available online at:

<http://www.local.gov.uk/lga-independent>

Or by contacting the Returning Officer:

[Claire.Holloway@local.gov.uk](mailto:Claire.Holloway@local.gov.uk) / 020 7664 3156