

The logo features the text 'EVERTON FAN ADVISORY BOARD' in white, bold, sans-serif capital letters. The text is centered and framed by horizontal lines above and below 'EVERTON' and 'BOARD'. The background is a dark blue gradient with a faint, stylized image of a football stadium.

# EVERTON FAN ADVISORY BOARD

## Everton Football Club Fan Advisory Board

### Terms of Reference

#### Definitions

Throughout these Terms of Reference:

“EFC” is defined as referring to EFC Football Club.

The term “EFC” will include EFC Football Club Company Limited and Everton Football Club Women Limited.

An “Evertonian” is defined as referring to a supporter who has a ‘live’ Supporter Number (referred to as a Membership number) registered with EFC.

This document should be read alongside the second governance document, the EFC Fan Advisory Board (FAB) Constitution, herein referred to as “the Constitution”.

Appendices referred to in the Constitution will be referenced “Appx 1, Appx 2” etc.

#### Mission

The Fan Advisory Board (FAB) is an independent body for in-depth consultation with EFC’s hierarchy, including members of EFC’s Board. Discussions will focus on long-term strategic issues.

#### Objectives

Under this Terms of Reference, the FAB will operate independently to be consulted about:

- EFC’s strategic vision and objectives;
- Any proposals relating to EFC heritage;
- EFC’s plan for broader supporter engagement;
- Escalation, as agreed, of issues from organisations that have separate structured dialogue with EFC;
- Stadium relocation and the Goodison legacy project;
- Finance and revenue generation; and
- Governance, regulation and compliance.

It is recognised that to fulfil the above, the FAB will also have to work within EFC’s Memorandum of Understanding.

#### Membership

The FAB will comprise eleven members, each over the age of 18, who represent the diversity of the fanbase; none of whom receive any payment, benefit or preferential treatment from EFC.

The positions on the FAB will be a combination of six reserved places for established fan organisations, herein referred to as “Reserved Groups”, as well as five positions for elected Evertonians, who may apply through meeting specific criteria, in accordance with the Constitution.

The FAB may create subcommittees, or temporary working groups, to deal with specific areas which impact the fanbase.

Additionally, the FAB may also co-opt temporary subject-matter experts, advisors or consultants as deemed necessary to provide advice on any topic that may arise, where no existing FAB member already has those skills or expertise. The FAB will first establish whether the skills and expertise required are already contained within its membership.

## Selection, Term and Recruitment

### Recruitment

The FAB recruitment and election processes begin in May each year, with successful candidates being announced during the first week in July. The process is included within the Constitution, referenced Appx 3.

### Reserved positions

Each member organisation holding a reserved group position on the FAB will be responsible for identifying their chosen representative by means of a transparent and democratic process, which will be managed by the organisation itself. Each organisation will select a representative and a vice representative to ensure continuity of presence at meetings. These representatives are to be elected/re-elected on an annual basis.

### Non-reserved positions

Evertonians are able to apply to become candidates for direct fan election, providing they meet the eligibility criteria for the role.

### Officers

The officers of the FAB will be Chairperson, Vice-Chair and Secretary. They will be elected at a FAB meeting on a seasonal basis and the management of this process will be adjudicated by a member of the FAB who is not seeking election as an officer.

## Meetings

### FAB meetings without Club attendance

The FAB will meet independently, on a monthly basis. All meeting minutes will be made available to the wider fanbase once approved at the subsequent FAB meeting and will be posted on the FAB website.

### Meetings quorum

Quorum is met at regular FAB meetings if there are at least **six** members present and there must be at least one Officer in attendance.

## Club attendance at FAB meetings

Additionally, the FAB will meet with EFC, including at least one board member on at least a quarterly basis, with guaranteed attendance from EFC CEO at least twice per annum. For each meeting, a minimum of twenty working days' notice will be given to all members. The FAB and EFC will agree the agenda at least seven working days prior to the meeting, with AOB no later than twenty-four hours prior. A jointly-agreed record of discussions will be made available within twenty working days of each meeting.

## Code of conduct

All FAB members will be required to comply with a Code of Conduct, included within the Constitution, referenced Appx 1.

## Agreed processes

### Voting

Methods by which the FAB votes are detailed within the Constitution, under 'Meetings'.

### Communications

The FAB will have a dedicated permanent Communications Subcommittee that works within an agreed FAB framework to agree communications policy with EFC, fans, the media and other stakeholders, where necessary. Additionally, regular monthly FAB meetings, quarterly meetings with EFC and continuous available avenues of communication will ensure that disseminated information is as accurate as possible.

### Complaints

The FAB has a complaints procedure, included within the Constitution, referenced Appx 2.

### Review

The FAB will convene a Governance Subcommittee at the beginning of each season to carry out a formal review of the Terms of Reference and the Constitution, with its component processes, on an annual basis. Any amendments must be ratified at a FAB meeting no later than October each year.

**Duty voted on and accepted by the Fan Advisory Board on:** *14 October 2025*

*Signed [electronically]:*

*P. Rigby*

**Paul Rigby**  
(Chair)

*T. Sampson*

**Tony Sampson**  
(Vice-Chair)

*J. Clarke*

**Julie Clarke**  
(Secretary)