



EVERTON FAN ADVISORY BOARD

Everton Football Club Fan Advisory Board

Constitution

Preamble

The Everton Fan Advisory Board (FAB) was formally convened in June 2022, following an election held by fans, who voted directly for four independent representatives, as well as elections held by six representative fan groups, who, in turn, voted for a single member to represent their group on the FAB. It became English football's first ever independently elected FAB. It held its first formal meeting with Everton Football Club on 7 July 2022, at the Club's headquarters, in the Royal Liver Building, Liverpool. In attendance, along with the ten elected members and members of the Everton Stakeholder Steering Group (ESSG), who had convened in 2021 to begin the process of forming a FAB, were the Club's CEO, Denise Barrett-Baxendale, Club Director (and former player) Graeme Sharp, and members of the senior leadership and legal teams. At that meeting, Club officials were asked to leave the boardroom, so that three Officers could be elected by FAB members; a Chair, a Vice-chair and a Secretary.

Subsequently, the first FAB-only meeting took place on 12 July, wherein it was agreed that the FAB would publish a Constitution, along with Terms of Reference and associated governance processes and procedures, such as a Code of Conduct, etc. The initial associated documents were based on those agreed by the ESSG and amended accordingly. The Constitution was wholly authored and agreed by the FAB in November 2022 and is subject to annual review, with amendments made only by votes at a quorate meeting of the FAB.

We, the members of this organisation, establish the Constitution for the government of our board.

1. Name and Definitions

- 1.1 The name of this organisation shall be the "Fan Advisory Board"; herein referred to as the "FAB".
- 1.2 Throughout the Constitution, "Everton Football Club Company Limited" and "Everton Football Club Women Limited" shall be referred to as "EFC".
- 1.3 Appendices included within the Constitution, containing FAB governance processes and procedures, are referenced "Appx 1, Appx 2", etc.

2. Purpose

- 2.1 The purpose of the FAB shall be to focus on in-depth consultation with the EFC hierarchy, concerning long-term strategic issues. Consultation will focus on:
 - (a) EFC's strategic vision and objectives;
 - (b) Any plans relating to EFC heritage;

- (c) EFC’s plans for broader supporter engagement;
- (d) Escalation, as agreed, of issues from organisations that have separate structured dialogue with EFC;
- (e) Stadium relocation and the Goodison legacy project;
- (f) Finance and revenue generation; and
- (g) Governance, regulation and compliance.

Consultation on matters directly affecting fans will be meaningful and will be achieved through a process of structured dialogue. EFC may refer to such consultation following agreement with the FAB.

3. Membership

3.1 Members will be eligible following an election process, the details of which are contained within Appx 3 of the Constitution.

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

3.3 The following six established fan organisations will hold a ‘reserved group’ position, and will elect a single member, along with a deputy, each year to represent them on the FAB.

- (a) Everton Disabled Supporters’ Association (EDSA) one-year tenure;
- (b) Everton Fans’ Forum (EFF) one-year tenure;
- (c) EFC United Kingdom Regional Supporters’ Clubs Committee (SCC) one-year tenure;
- (d) Everton Heritage Society (EHS) one-year tenure;
- (f) Everton Women Supporters’ Club (EWSC) one-year tenure and
- (g) Everton International Supporters’ Club Network (ISCN) one-year tenure

3.4 Each reserved group may apply to the FAB to have their elected representative serve a term longer than one year, up to a maximum of a four-year tenure. Proposals should be made to the Chair and voted on during a FAB meeting. If agreement is reached by at least three-quarters of the members of a quorate FAB meeting, the proposal will be carried. Members of reserved groups may re-elect their incumbent representative, subject to a maximum term of four years in total for that representative.

3.5 Members who represent the six reserved group positions remain members until the new FAB is voted in, as these groups are *permanent* members of the FAB and must be represented throughout the year and attend all meetings. Members who are directly elected by fans will attend all meetings up until the final season’s meeting in June each year, *as long as* they are not standing for re-election at the end of their natural tenure. This also applies to members who have represented reserved groups, but wish to put themselves forward for fan election. They must leave the FAB as soon as the election process starts (which is the day the window for invitations opens – usually the day after the final meeting with EFC in May each year). They must inform the Chair and the Secretary in advance if they intend to re-stand. Members who do not notify the Chair and the Secretary of their intention to re-stand before the election process starts, but who continue to attend FAB, or EFC/FAB-related, activities and therefore remain full FAB members during the election process, would have an unfair advantage over other applicants. The FAB agrees, therefore, that they will be ineligible to stand for election onto the FAB, as a fan-elected member.

3.6 Five members shall be elected from Evertonians who hold Club membership, some of whom will be required to meet agreed eligibility criteria in addition to being an EFC member. The criteria and associated duration of appointment to the FAB are:

- (a) One EFC Shareholder to serve three years;

- (b) Two members with no further eligibility requirement to serve three years;
- (c) One representative of a minority group with a protected characteristic, as defined in the Equality Act of 2010, to serve three years, and
- (d) ¹One member who may be a member of the FSA, to serve one year (see footnote ¹)

Therefore, at any given time, there will be two members serving three-year tenures with a “no further eligibility” requirement; one member serving a three year tenure who is a shareholder; one member sharing a three-year tenure with a protected characteristic and one member serving a one-year tenure, with either a “no further eligibility”, or who is an active member of the FSA, depending on prevailing requirements of the membership (see footnote ¹).

3.7 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. The FAB member making the nomination must be seconded by another FAB member and a majority vote during a FAB meeting will be required to approve the appointment. The temporary co-opted member will have no voting rights.

3.8 FAB members will be required to comply with an agreed Code of Conduct, which is contained within Appx 1 of the Constitution.

3.9 Should a vacancy become available during the season, for any reason, including resignation or dismissal, the FAB may choose to leave the position vacant for the remainder of the season, or may appoint another member. To avoid holding a mid-season election the FAB may invite the candidates who were shortlisted in the last election and should first offer the position to the candidate who secured the next-highest number of votes, going on through the list until a candidate accepts the position [*Note: any candidate subsequently admitted through this process is only admitted for the remainder of the season and does not automatically assume the role of the person who has left, if the person who has left holds an executive role. In such cases, the FAB must take a vote, in accordance with s4.2 of the Constitution*]. If no candidate takes up the offer to join, the FAB may then hold an election, in accordance with the election rules contained within Appx 3 of the Constitution, should they choose not to leave the position vacant for the remainder of the season. The decision on whether to fill the position for the remainder of the season must be taken after a vote at a quorate FAB meeting.

4. Officers

4.1 The Officers of the FAB shall be the Chair, the Vice-Chair and the Secretary, who will administer the FAB, with the consensus of the members.

4.2 All FAB members are eligible to seek election as an officer. Officers will be elected annually, at the first FAB meeting of a new season, and the management of this process will be adjudicated by a member of the FAB who is not seeking election as an officer. Officers may be elected to the same position for subsequent terms in accordance with agreed maximum tenure, as determined by the FAB.

4.3 The duties of the Chair are to:

¹ FSA member recruitment is dependent on there being an existing member of the FAB who is an active FSA member and who can report on FSA initiatives and activities, so there will sometimes be a requirement for an FSA member during recruitment and sometimes not. Where it is not necessary, there is an option for a one-year tenure available for a member with a “no further eligibility requirement”. This has resulted in there being 11 FAB members, as opposed to the original 10, when there was no role filled by a member with such a requirement.

- (a) Chair meetings of the FAB
- (b) Chair meetings between the FAB and EFC
- (c) Be the primary contact for discussions with EFC.
- (d) Represent the FAB at meetings that they have been invited to.
- (e) Act as spokesperson for the FAB.
- (f) Fulfil the roles specified within the FAB complaints policy.
- (g) Attend, as ex-officio, meetings of subcommittees, when available.

4.4 The duties of the Vice-Chair are to:

- (a) Deputise for the Chair in the above duties.
- (b) Attend scheduled Police Supporter Liaison Group meetings on behalf of the FAB.
- (c) Attend Sports Ground Safety Authority (SGSA). meetings on behalf of the FAB.
- (d) Fulfil the roles specified within the FAB complaints policy.

4.5 The duties of the Secretary are to:

- (a) Prepare the agenda for FAB meetings in consultation with the Chair.
- (b) Record and distribute minutes of FAB meetings.
- (c) Arrange regular and ad-hoc (or single-issue) meetings on behalf of the FAB.
- (d) Maintain contact details for FAB members.
- (e) Deal with FAB correspondence.
- (f) Collect and circulate any relevant information within the FAB and EFC.
- (g) Fulfil the roles specified within the FAB complaints policy.

5. Subcommittees

5.1 Any FAB member may propose the formation of a subcommittee, which, once seconded and approved at a FAB meeting, shall operate until its agreed aims have been met. Each subcommittee will have a 'Lead' representative and all FAB members will be able to contribute if they wish. Any proposed actions must be ratified by FAB members. The subcommittee Lead may propose a maximum number of permanent members, but other members may join meetings by invitation.

5.2 The FAB shall convene a standing subcommittee to manage communications. It shall:

- (a) Produce a communications strategy and present it for approval by FAB members.
- (b) Manage the FAB website.
- (c) Manage and populate FAB social media accounts.
- (d) Produce and manage FAB statements for publication, in agreement with the FAB.

5.3 Roles of Subcommittee Leads

- (a) Take a leadership role in setting the Committee's goals, plans, activities, agendas and meetings.
- (b) Draft the Committee strategy for presentation to the FAB.
- (c) Foster collaboration and input from Committee members.
- (d) Provide regular updates at monthly FAB meetings, to ensure alignment with FAB priorities.

6. Meetings

6.1 The FAB will meet on the second Tuesday of each month, unless agreed otherwise, and members are required to attend a minimum of 75% of meetings annually unless there are extenuating circumstances; the quorum shall be six FAB members, one of which must be an officer.

6.2 The Chair shall lead all FAB meetings, with the Vice-Chair deputising at such times as the Chair is unable to attend a meeting.

6.3 The standing agenda for FAB meetings will be:

- (1) Chair's introduction, with apologies, if received.
- (2) Minutes of the last meeting, to be proposed and voted for approval.
- (3) Declarations of any other business.
- (4) Matters arising from minutes of the last meeting.
- (5) Chair's update.
- (6) Review of key priorities/Vice-chair's update
- (7) Reserved organisation updates from EDSA, EFF, SCC, EHS, ISCN, EWSC.
- (8) Elected member updates.
- (9) Subcommittee update(s).
- (10) ²*Item space for introduced items or proposals, depending on prevailing circumstances.*
- (11) Any other business.
- (12) Date of next meeting.

³The agenda is amended for the first meeting of a new season, to include election of Officers (see previously published minutes).

6.4 All FAB members have the right to vote at all meetings on a 'one member, one vote' basis. In the event of a split vote, the Chair will have the casting vote. Co-opted advisors/consultants will have no voting rights.

6.5 Minutes will be produced from all FAB meetings and they will be made available, via posting on the FAB website, following their ratification at the next meeting.

6.6 The FAB will also meet with EFC on a quarterly basis. As agreed with the Club, additional meetings may be requested, on an extra-ordinary basis; the process for initiating these meetings is:

- (a) A FAB member proposes an issue that they feel justifies an extra-ordinary meeting with EFC and the proposal is seconded by another FAB member and (if the proposal is not made at a regular FAB meeting) it is submitted in writing to the Chair and the Secretary.
- (b) FAB members carry out a vote to determine consensus for an extra-ordinary meeting to be called with EFC. If the proposal is not made at a regular FAB meeting, this may be done verbally, through a group call, or via e-mail.
- (c) The Secretary will write to EFC, on behalf of the Chair, to request a meeting.

6.7 Notwithstanding the quarterly meetings with the Club and any subsequent extraordinary meetings, FAB officers and members may meet, or make contact with, the Club to discuss important strategic issues in-between such meetings.

² *Items may be added, at number 10, as necessary, for instance, prior to meetings with the Club, election matters or significant events impacting fans. This item space may not be used at some meetings.*

³ *The first FAB meeting of the new season is usually held at EFC headquarters and includes a welcome from a Club officer. EFC staff are then asked to leave the room in order for the FAB to vote in Officers. The agenda is amended to account for this (see previously published minutes).*

7. Code of Conduct

7.1 FAB members will adhere to a Code of Conduct, which is contained within Appx 1 of the Constitution.

8. Complaints Policy

8.1 The FAB has an established Complaints Policy, which is contained within Appx 2 of the Constitution.

9. Recruitment and Election Process

9.1 The FAB recruitment and election processes, including eligibility, rules and the shortlisting process, is contained within Appx 3 of the Constitution.

10. Amendments

10.1 Any changes to the Constitution must be proposed at a FAB meeting. Agreement will be determined, if at least two-thirds of those members present vote in favour of adopting the changes.

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)