

## Online Elections guide LMC UK Conference Election 2024

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## Introduction to online elections

The online elections system was introduced to ensure our elections process is open, transparent and accessible to our members.

This guide will provide you with the necessary information for this particular election and will guide you through the online election process. For specific help as to how to nominate, vote and view results, please refer to the demonstration and quick guides found at [bma.org.uk/elections](https://bma.org.uk/elections)

## Introduction to LMC UK Conference 2024 elections

Every year, a certain number of positions are available for attendees of the conference to nominate themselves for elections. These positions are:

1. Chair of LMC UK conference 2025
2. Deputy chair of LMC UK conference for 2025
3. Seven members of the LMC UK conference agenda committee 2025
  - a. *At least one of whom shall represent each of the four UK nations and not more than one of whom shall be a sitting member of the GPC UK*
4. Seven members of the UK general practitioners committee 2024-2025
5. One 'early career' GP to be co-opted to the UK general practitioners committee 2024-2025
6. Forty-seven members\* to attend the Annual Representative Meeting (ARM) of the BMA in Belfast, 24-25 June 2024\*\*
7. Three trustees to the Claire Wand Fund 2024-2027

\*the Chair and Deputy Chair of LMC UK Conference and the GPC UK Chair have automatic seats to the ARM

\*\* Please note that there is a proposed amendment to standing order 70.3 which is approved will mean seats are allocated on a four-nation basis.

*(70.3 sufficient members of conference to fill the allocation of seats, elected on a ~~regional~~ four nation basis in advance of conference by those members of the conference who are members of the BMA.)*

### **Election Principles**

- Candidates submit their nominations online at the BMA elections website.
- Voting is by single transferable vote and is online.
- Detailed instructions on how to vote are provided.

### **Eligibility—to stand for election**

Any member of the conference can stand for Chair, Deputy Chair and Conference Agenda Committee.

Any member of the conference who are BMA members can stand for members to the ARM, provided that they had expressed an interest upon registration.

Any BMA member GP can stand for members of GPC UK and one early career GP to be coopted to the GPC UK. However, there is further eligibility for each position which is determined by the LMC UK conference standing orders.

Nominations for the trustees to the Claire Wand Fund may be made only by an LMC representative, and a representative may make not more than one nomination. Any registered medical practitioner who is, or has been, actively engaged in practice as a general medical practitioner under the National Health Service Acts, whether a member of the conference or not, is eligible for nomination. Candidates will be asked to specify their nominating LMC representative during the self-nomination process.

Eligibility to stand for each of the positions are further listed below:

- Member representatives to GPC UK 2024-25
  - o For six seats, **any registered medical practitioner** whose exclusive or predominant medical commitment is to providing personally or performing NHS primary medical services for at least two sessions a week, *whether a member of the conference or not*, is eligible for nomination.
    - \*level of commitment has to be maintained at least six months prior to election, allowing for maternity sickness or study leave absence
    - \*all GPs on the retention scheme and medically qualified LMC secretaries are eligible regardless of their level of commitment to providing or performing NHS primary medical services
  - o The seventh seat is reserved for a GP member who in addition to the above criteria has not previously sat on GPC UK.
  
- LMC Conference Committee 2025
  - o Any member of the conference may be nominated for the agenda committee.
  - o Not more than one elected member of the LMC UK conference agenda committee may be a sitting member of GPC UK, therefore, results for the conference agenda committee will be announced after ARM 2024 when election of GPC UK members is known.
  
- An 'early career' GP is defined as a GP within five years of their Certificate of Completion of Training (CCT).

**Eligibility—to vote in BMA elections**

All members of LMC UK conference are eligible to vote for Conference Chair, deputy chair, agenda committee and Claire wand fund.

All members of LMC UK conference who are also BMA members are eligible to vote for representatives to ARM 2024.

Only LMC representatives are eligible to vote in the election to GPC UK.

**Election schedule**Nominations

Nominations open for representatives to GPC UK 2024-25 – **12pm Thursday 18<sup>th</sup> April 2024**

Nominations close for representatives to GPC UK 2024-25 – **12pm Thursday 16<sup>th</sup> May 2024**

Nominations open for representatives to the ARM 2024 – **12pm Thursday 2<sup>nd</sup> May 2024**

Nominations open for all other positions – **10am Wednesday 22<sup>nd</sup> May 2024**

Nominations close for all positions (except GPC UK) – **11am Friday 24<sup>th</sup> May 2024 (2nd day of conference)**

Voting

Voting opens for representatives to GPC UK 2024-25 – **5pm Thursday 23<sup>rd</sup> May 2024 (1st day of conference)**

Voting opens for all other positions – **12pm Friday 24<sup>th</sup> May 2024 (2<sup>nd</sup> day of conference)**

Voting closes for *all* positions – **2:15pm Friday 24<sup>th</sup> May 2024**

Results for all elections, apart from Conference Agenda Committee, will be published shortly after voting closes.

Results for the Conference Agenda Committee will be announced after the ARM in June.

## Candidate statement guidelines

**Role profile and skills:** First, read the role profile to make sure your statement is relevant. You could use real-life examples to demonstrate that you have the skills needed.

**Don't write in CAPITALS:** Writing in all-capital letters can come across as shouting, as do exclamation marks. Consider other ways to convey the importance of your message.

**Abbreviations:** Recognised BMA and other abbreviations can help you keep within the word limit, but make sure they are easily understood. Try to avoid jargon and write what you mean.

**Be concise:** Don't make your statement longer than it needs to be. A long statement can be discouraging and lose readers before they get to your final point.

**Tone:** Avoid irony and humour that can be misunderstood. It's always best to keep the tone professional and business-like. Discriminatory, unpleasant or negative comments could constitute harassment and are not acceptable. If these are found in your statement, you will be asked to remove them.

**External links:** No hyperlinks are permitted within your statement, including links to websites, YouTube or other media. Depending on the election you may be able to upload a photo, please note there should be no BMA branding in the photo.

**Review your statement:** Allow plenty of time to complete your statement and revisit it before the nominations close. When you return to it, read it through from the voter's perspective.

**Check before you save:** Once nominations close, you cannot edit your statement. Treat it like any other official document. Read it before you save it – errors are just as unfortunate in candidate statements as in any corporate correspondence. Look out for potential misunderstandings and check for tone. You're responsible for your content – the elections team will not amend grammar and spelling.

If there is a problem with your statement, such as inappropriate content, the elections team will contact you. If you do not respond within the time limit given, they will amend as necessary. Any civil or criminal liability in respect of publishing or copying an election address rests solely with the candidate.

## What is STV

STV (Single Transferable Vote) is a form of proportional representation where you rank the candidates.

Candidates don't need a majority of votes to be elected, just a known 'quota', or share of the votes, determined by the size of the electorate and the number of positions to be filled.

Each voter gets one vote, which can transfer from their first-preference to their second-preference, so if your preferred candidate has no chance of being elected, or has enough votes already, your vote is transferred to another candidate in accordance with your instructions. STV thus ensures that very few votes are wasted, unlike other systems, especially First Past the Post, where only a small number of votes actually contribute to the result.

### **Why do we use STV?**

STV gives voters more choice than any other system. This in turn puts most power in the hands of the voters.

Fewer votes are 'wasted' (ie cast for losing candidates or unnecessarily cast for the winner) under STV. This means that most voters can identify a representative that they personally helped to elect. Such a link in turn increases a representative's accountability.

## Contacts

For any questions on eligibility to nominate or vote or about the election process please contact the elections team at [elections@bma.org.uk](mailto:elections@bma.org.uk).

To check or update your membership details please go to <https://www.bma.org.uk/my-bma>



## Canvassing guidelines

### When canvassing:

- Role model BMA behaviours at all times in the election process.
- Highlight your strengths and experience.
- Don't make negative comments about rival candidates.
- Don't put pressure on people to vote for you or ask others to do so.
- Don't make promises you can't keep – you will be held to account in the next round of elections.

Candidates must not use BMA resources to canvass voters, including:

- BMA Listservers
- BMA social media accounts
- BMA email addresses
- BMA staff resource

While canvassing through personal social media accounts and emails is allowed, you must ensure that any communication does not contravene any policies of any organisation, forum or group and is compliant with the General Data Protection Regulation (GDPR).

If you're not sure what is acceptable, ask for advice from the committee secretary or elections team: [elections@bma.org.uk](mailto:elections@bma.org.uk)

### **Oversight and sanctions**

The BMA's Chief Executive (or their nominated deputy) is the returning officer for all BMA elections.

These election rules are referenced in the BMA code of conduct (referred to as the BMA canvassing guide) and not adhering to these rules can lead to an investigation under the code of conduct and sanctions applied through the BMA's resolution process.

## Election Memorandum of Understanding

The elections memorandum of understanding applies to all committee members and posts in the BMA. Candidates for election to posts will be asked to declare that they have read the memorandum of understanding when submitting their nominations.

The BMA can only function with the contributions of those members who seek election as representatives. Thank you for making the commitment to help represent your colleagues. In order that elected BMA representatives can work together effectively the following principles are important.

- When you are speaking to or communicating in the broadcast, print or social media as an elected BMA representative, or are identified as such, you must honestly represent the views of the BMA.
- When speaking in a personal capacity you must explicitly ask not to be identified as an elected BMA representative.
- Committee officers must coordinate media engagements with the press office.
- You must declare and update as required conflicts of interest as outlined in the [BMA conflicts of interest policy](#).
- You must uphold the confidentiality of your committee when requested. If in doubt, ask the chair of the committee or committee secretariat.
- As a member of the medical profession and as an elected representative, you must behave in a professional manner at all times and abide by the [BMA's code of conduct](#). Robust debate is sometimes essential in forming policy, but you must always treat patients, colleagues and staff with respect.
- As an elected, appointed member, or representative of the BMA, you are expected to follow the [guidelines and policies](#) in place to protect you and the organisation, including, but not limited to: expenses and honoraria; technology and privacy; communication including social media policy; and anti-corruption and bribery.
- All individuals engaged in BMA business eligible for BMA membership must be and continue to be BMA members.
- In standing for election you agree to uphold these principles.