

### Introduction

This Policy provides guidance on permissible campaign activities, appropriate conduct and associated activities, during the election campaign period for Board elections. It has been written to support the Board Election Regulations and should be read in conjunction with all relevant documentation (listed under 'Associated Documents').

Campaigning for the purpose of this Policy includes communications (oral, written, digital or electronic) to solicit support for, or bring attention to a candidacy, during an election period.

A copy of this Policy will be made available on the College website during the Board election period.

### 1. PURPOSE

The purpose of this Policy is to ensure that:

- a) All candidates and Fellows understand and undertake appropriate campaign activities, with respect and in accordance with this Policy.
- b) Fellows have sufficient information to make informed choices, have access to campaign material, including candidate CVs, Supporting Statements, photos, Disclosure Statements, and the names of proposers and seconders.
- c) The College's elections are conducted in a manner befitting a professional organisation and that a spirit of collegiality and procedural fairness in elections is maintained at all times.
- d) All candidates are treated fairly and equitably.

### 2. PROCESS

- a) Campaigning will commence after candidates are advised and the College has formally published the list of election candidates.
- b) Candidates must conduct themselves in a manner commensurate with the dignity of the office they aspire to hold.
- c) Candidates must liaise with the College during the campaigning period should they wish clarification on acceptable campaign methods.

### 3. CAMPAIGN METHODS

#### 3.1 The following campaign methods are permitted:

- a) Publishing a Supporting Statement as detailed by the Board Election Regulations in Psyche, College publications, on the College website and the official voting website, all facilitated by the College.
- b) Correspondence or conversations amongst College Members. These may occur face-to-face, via email, text message, phone call or other applications facilitating communication.
- c) Communications on social media such as Twitter, Facebook and LinkedIn. Such communications may appear on public facing websites. Candidates have the responsibility to remove or delete any posts that are inappropriate or in breach of this Policy.

- d) Fellows are free to campaign to Members provided it is in a way that is not contrary to the College's Constitution (i.e. is conduct unbecoming of Fellows or prejudicial to the interests of the College), the Code of Ethics, or this Policy.
- e) For President-Elect candidates: a campaign video, as prescribed by the College, will be produced.

### **3.2 The following campaign methods are not permitted:**

- a) Candidates or supporters must not use the College's resources to support or oppose any nominee, including but not limited to the logo, databases, access to emails or contact details.
- b) Campaigning during formal proceedings of College meetings or events, other third-party meetings, or educational events.
- c) Campaigning or endorsement from non-College organisations.
- d) Campaigning that is inappropriate, dishonest, brings the College into disrepute or discredits another candidate.
- e) Candidates must not engage agents or organisations to facilitate or conduct their campaigning, nor undertake any form of campaign fundraising.

The College may use its social media platforms to inform Members of the election phases e.g., advising that nominations have opened, however these platforms will not be used for campaigning purposes.

Please note, this is not an exhaustive list. Candidates are encouraged to communicate any questions regarding election campaigning, interpretation of this Policy, or the Board Election Regulations directly to the Company Secretary.

## **4. ELECTION CODE OF CONDUCT**

- a) Candidates are expected to campaign within responsible, sensible limits, and to ensure a spirit of collegiality and essential fairness prevails.
- b) It is the responsibility of each candidate to ensure that their supporter(s) comply with this Policy.
- c) All candidates for election have an equal opportunity to promote themselves.
- d) No candidate or supporter shall seek to coerce, harass or intimidate voters, other candidates or College staff.
- e) Candidates must not make any adverse comment about, or refer to, another candidate nor to another candidate's campaign.
- f) Candidates must at all times remain respectful, professional, and follow appropriate standards of behaviour when engaging on social media platforms. Any narrative or commentary on social media regarding candidates or the election must align with the College's values, ethical standards, and the RANZCP Code of Conduct.
- g) Candidates must maintain the confidentiality, integrity and good standing of the election and its process and the College, and not bring the election or the College into disrepute.

## **5. BREACH**

- a) Election campaigning undertaken by a candidate and/or their supporter(s) that falls outside the permitted campaigning methods or Election Code of Conduct, will not be allowed.
- b) Any alleged breach will be referred to the Company Secretary.
- c) The Company Secretary will review the alleged breach for matters of fact and will coordinate a group of members of the Corporate Governance and Risk Committee ('**CGRC**') and Board

(or any other appropriate group) to determine whether a breach has occurred, the nature of the breach, and to make recommendations.

- d) The Company Secretary will report to the Board, on behalf of the group, who will consider and implement any recommendations.
- e) The College reserves the right to disqualify a candidate or impose any other appropriate conditions.
- f) Formal complaints relating to the elections will be conducted in accordance with the Membership Conduct Committee Procedure to consider Board election complaints.

## **6. CAMPAIGN VIDEO**

- a) A campaign video for each President-Elect candidate will be produced by the College.
- b) Travel expenses incurred to produce the video will be borne by the College in accordance with College Policy.
- c) Each candidate video will be a maximum of three minutes long and will be published on the College website only. A link may be provided from the official voting website to the College website.
- d) President-Elect candidates will be asked to provide a personal statement in support of their candidacy (within the three-minute duration period).
- e) Candidate videos will be filmed at one location and at a time determined by the College.

## **ASSOCIATED DOCUMENTS**

- Board Regulations and Position Descriptions.
- Board Election Regulations.
- Membership Conduct Committee Procedure to consider Board election complaints.
- Guideline – Services to be provided in relation to undertaking the ballot for Board elections.
- RANZCP Constitution, Code of Ethics, Code of Conduct, and College website.

## Revision Record

<b>Contact:</b>	<b>Legal, Governance and Risk Department</b>		
<b>Authorising Body:</b>	Board		
<b>Responsible Committee:</b>	Corporate Governance and Risk Committee		
<b>Document Code:</b>	POL Board Election Campaign Activities Policy		
<b>Date</b>	<b>Version</b>	<b>Approver</b>	<b>Description</b>
17 November 2012	1.0	GC2012/4 R46	New document.
21 October 2014	2.0	Board – out of session	Updated to change the document from a Guideline to a Policy and to reflect changes to campaign activities, supporting statement word limit, removal of personal statement and the inclusion of the Membership Conduct Committee.
22 August 2015	2.1	Board – August 2015 (CGRC recommendation)	Updated to reflect that the questions posted on the RANZCP Online Forum by the membership would be addressed by all election candidates. Removed the requirement that election candidates are required to commence a thread.
25 February 2016	2.2	B2016/1 R36	Updated to clarify when campaigning may commence.
11 August 2018	2.3	B2018/5 R24	Updated to clarify campaign methods including the use of social media.
9 January 2020	3.0	B2020/OOS 02	Update to definition of campaigning, addition of an election code of conduct section, updates to permissible and non-permissible campaigning, and formatting changes.
15 September 2021	3.1	Executive General Manager, Education and Operations	Updated to reflect the next review date of 2023 with no amendments having been made by the CGRC or Board as part of its review in 2021.
20 December 2023	3.2	President Meeting [PM57; 1.1.06]	Updated to include respectful behaviour on social media in Election Code of Conduct.
<b>NEXT REVIEW: 2025</b>			