

**Title:** DMC Election Nomination Forms

### **Information**

**Recommendations:** The DMC is asked to note the report and accompanying nominations form.

**Report Summary:** This report provides details on the election process for DMC committee officers (chairs and vice chairs) at its June meeting that is the start of the municipal year. The report includes the prescribed forms DMC members are asked to complete and return should they wish to nominate themselves or another member.

## **1 Introduction**

- 1.1 Your District Management Committee (DMC) will be electing its Chair, Vice-Chair(s) and representatives to other groups at the June 2025 meeting. If you are a DMC member, you can nominate yourself or another DMC member or substitute.

## **2 Who can you nominate?**

- 2.1 You can nominate yourself or another DMC member/substitute as a candidate to be your DMC chair, vice chair(s) or representative to other groups.
- 2.2 Whoever you nominate must be the elected DMC member or substitute from a registered Camden Tenants and Residents Association (TRA). To check if their TRA is registered with the Council or to find out anything about the elections, please contact your Senior Tenant Participation Officer, email [tp@camden.gov.uk](mailto:tp@camden.gov.uk).

## **3 How to nominate**

- 3.1 Each nomination must be made on a separate nomination form.
- 3.2 A person can be nominated for more than one position.
- 3.3 All candidates must sign the nomination form.
- 3.4 The candidate being nominated must also provide an election statement saying why they think they should be elected. Information about nominated candidates and their elections statements will be available at the June meeting.
- 3.5 Completed nomination forms should be sent back to the Tenant Participation Service by email to [tp@camden.gov.uk](mailto:tp@camden.gov.uk) (see form included in agenda pack)

3.6 Nomination forms must be received before **5pm on Friday 16<sup>th</sup> May 2025**

#### **4 What happens on election night?**

- 4.1 Elections for the chair, vice chair(s) and representatives will all take place at the June DMC meeting. You can also nominate yourself or another DMC member on the night but we would recommend doing this before then using the enclosed nomination forms.
- 4.2 If more than one person is nominated for each position, a confidential ballot will be held to find out who gets the most votes. If only one person is nominated for a role there will be no need to have a confidential ballot as they will be elected unopposed.
- 4.3 The results of the elections will be announced on the night and included in the DMC minutes when these are sent out.

#### **5 Who can vote on election night?**

- 5.3 Only DMC members of registered Tenants and Residents Associations (as set out in the A list of registered TRAs provided on election night) can vote for the candidates. DMC substitutes are only allowed to vote on election night if they are standing in for the named member.

#### **6 What's involved in being a DMC chair or vice chair?**

- 6.1 DMC chairs and vice chair/s are elected every year and they are responsible for helping to run the DMC and do its work in between meetings. The chair also "chairs" DMC meetings. The Code of Conduct will provide a helpful guide on how DMC Chairs and vice-chairs(s) should help manage and DMC meetings and the conduct of DMC representatives.
- 6.2 In addition to the chair and vice chair, your DMC also elects representatives onto other groups and organisations in Camden.
- 6.3 If you would like an informal chat about the role of DMC chairs and vice-chairs and the June election process, please contact your Senior Tenant Participation Officer or email [tp@camden.gov.uk](mailto:tp@camden.gov.uk)

**Report Ends**

# District Management Committee 2025 Annual Elections NOMINATION FORM FOR CHAIR

(PLEASE WRITE IN BLOCK CAPITALS)

**You can nominate yourself or another District Management Committee (DMC) member or substitute. The candidate must fill out this form.**

## CANDIDATE'S DETAILS (to be completed by the candidate)

Full Name	Title (e.g. Ms, Mr, Mrs, Dr)
Address for correspondence:	
Email address:	Post code:
Contact phone number	Mobile:
How would you describe your ethnicity:	
Do you consider yourself to have a disability?  If you have a disability, how can we support you if you are successfully elected?	

**PLEASE NOTE:** your address and telephone information is only for the use of the Tenant Participation Services team so they can contact you and will remain confidential.

I, the above named candidate consent to my nomination and agree to stand for election. I confirm that to the best of my knowledge the information provided on this form is accurate.

Signature:

Date:

## ELIGIBILITY CRITERIA FOR CANDIDATES

All proposed candidates must be:

- the elected DMC representative or substitute of their Tenants and Residents Association

## CANDIDATE ELECTION STATEMENT

(Please check the instructions below before writing your statement Please use a maximum of 100 words)

### INSTRUCTIONS FOR PREPARING YOUR ELECTION STATEMENT

Please write a short election statement saying why you think you should be elected and what relevant experience you have. This will be copied and circulated to DMC members on election night. The Tenant Participation Services team reserves the right not to publish, or to edit, any election statement that is too long, is factually inaccurate or contains libellous material.

### CLOSE OF NOMINATIONS

This nomination form must be **RECEIVED** by the Tenant Participation Services team before **5pm on Friday 16<sup>th</sup> May 2025**. Email completed forms to **tp@camden.gov.uk**

If you need more nominations forms please contact the Team on 0207 974 2377

## District Management Committee 2025 Annual Elections NOMINATION FORM FOR VICE CHAIR

(PLEASE WRITE IN BLOCK CAPITALS)

**You can nominate yourself or another District Management Committee (DMC) member or substitute. The candidate must fill out this form.**

### **CANDIDATE'S DETAILS (to be completed by the candidate)**

Full Name	Title (e.g. Ms, Mr, Mrs, Dr)
Address for correspondence:	
Email address:	Post code:
Contact phone number	Mobile:
How would you describe your ethnicity:	

Do you consider yourself to have a disability?

If you have a disability, how can we support you if you are successfully elected?

**PLEASE NOTE:** your address and telephone information is only for the use of the Tenant Participation Team so they can contact you and will remain confidential.

I, the above named candidate consent to my nomination and agree to stand for election. I confirm that to the best of my knowledge the information provided on this form is accurate.

Signature:

Date:

### **ELIGIBILITY CRITERIA FOR CANDIDATES**

All proposed candidates must be:

- The elected DMC representative or substitute of their Tenants and Residents Association

### **CANDIDATE ELECTION STATEMENT**

(Please check the instructions below before writing your statement Please use a maximum of 100 words)

#### **INSTRUCTIONS FOR PREPARING YOUR ELECTION STATEMENT**

Please write a short election statement saying why you think you should be elected and what relevant experience you have. This will be copied and circulated to DMC members on election night. The Tenant Participation Services team reserves the right not to publish, or to edit, any election statement that is too long, is factually inaccurate or contains libellous material.

### **CLOSE OF NOMINATIONS**

This nomination form must be **RECEIVED** by the Tenant Participation Services team before **5pm on Friday 16<sup>th</sup> May 2025**. Email completed forms to **[tp@camden.gov.uk](mailto:tp@camden.gov.uk)**

If you need more nominations forms please contact the Team on 0207 974 2377