

TERMS OF REFERENCE

Fan Advisory Board



Introduction and purpose

The Fan Advisory Board (FAB) will be a consultative panel of supporters who would work alongside the club with the primary purpose of engaging in dialogue, exchanging information / ideas and securing feedback from the fan's perspective.

The FAB will be a forum from representatives from the club's fanbase to meet with senior representatives from the club and engage in dialogue on relevant issues relating to the club or football in general.

Membership

- The Fan Advisory Board (FAB) will consist of a representative from each of the club's existing Fan Focus Groups (ticketing, retail and commercial, matchday experience, equality advisory group), a member of the Wolves 1877 Trust, a member of the Wolves Disabled Supporters Association (DSA) and an independent fan representative.
- FAB members must be over the age of 18.
- If a Fan Focus Group representative ceases to be a member of their Fan Focus Group, they will be required to resign from the FAB with a new representative selected. If the Wolves 1877 Supporters Trust or Wolves DSA representative ceases to be a member of the Wolves 1877 Trust or Wolves DSA, they will be required to resign from the FAB panel with a new representative selected.
- An independent supporter's representative will be nominated following an application process managed by a panel including a club representative and a rep from the Football Supporters Association (FSA).
- The FAB shall also comprise members of club staff and senior management to represent the club. Club representatives will be selected based on the agenda for each meeting. A representative from the club's ownership will attend at least one FAB meeting per season.
- There will be mandatory rotation of 25 per cent of the membership every three seasons in order to keep consistency.
- A guest or special adviser may be invited to meetings by FAB members where relevant, subject to approval of the club. Guests or special advisers may also be invited to FAB meetings by the club.
- Names of all FAB members will be detailed on the club's official website, no further information such as contact details will be published.

Chairperson

- The club will nominate a board level official (NBLO) who will be responsible for the group and act as a co-chair. The NBLO will ensure that relevant senior managers from the club attend meetings based on each meeting's specific agenda.
- A co-chair will be nominated by members of the FAB.
- The chair's responsibilities will include setting meeting agendas, ensuring sufficient time is dedicated to each item and ensuring published meeting notes accurately reflect meetings.

Meetings

- The FAB will meet a minimum of twice per season. The club will seek to confirm meeting dates with a month's notice where possible. FAB meetings will be held at Molineux or virtually.
- Agenda items should be submitted to the club's Supporter Liaison Officer (SLO) no later than 10 days prior to a meeting date, with the agenda circulated no later than five days prior to a meeting.
- FAB members will be invited to join a messaging group with the NBLO and SLO to continue discussions away from meetings.

Responsibilities

- The FAB would be expected to discuss the following topics as appropriate during a season:

The club's strategic vision and objectives. Short, medium and long-term business plans. Club performance updates, priorities, and plans. Operational matchday issues of concern to supporters. Any proposals relating to significant changes to club heritage items. Stadium issues and plans. Club's community strategy. EDI commitments. Plans for broader supporter engagement

On the pitch matters or commercially sensitive matters will not be discussed in this forum.

- FAB members must not disclose confidential information without approval from the club, however the co-chairs will work alongside the clubs SLO to ensure that updates and information are communicated to the wider fanbase.
- Following each meeting the NBLO will keep FAB members updated on the status of any recommendations
- Meeting notes will be published and archived on the "Fans" section of the official website following meetings. Meeting notes will be collated by the SLO and approved by the FAB chairs.

Review

- The club will review the FAB's performance, membership and terms of reference to evaluate its effectiveness. This review will take place at the end of the season with a view to implement any changes ahead of a new season. The review will be in consultation FAB co-chair.

Confidentiality

- FAB members must not disclose confidential information without approval from the club this includes taking proper care of any documents received as a FAB member, ensuring they are stored securely.
- FAB members that wish to discuss certain topics with third parties or organisations must agree to do so with the nominated board level official (NBLO).
- If contacted by a member of the local or national media, FAB members must notify the NBLO for advice on how to respond before providing any comments on matters discussed by the FAB.

Misc.

- The FAB is the sole responsibility of the club and reserve the right to remove members from the FAB at any time.
- The club reserves the right to update this code of conduct at any time, however any additions or changes will be communicated to FAB members.

Thank you for reading.



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Fan Advisory Board

Wolverhampton Wanderers Football Club
Molineux Stadium, Waterloo Road, Wolverhampton WV1 4QR