

Appendix 2 to the Constitution - Council Election Procedure

Step 1

Outgoing Council seeks candidates from itself and general membership and sends out nomination form.

Step 2

Candidates nominate themselves electronically, acknowledging fact that serving on the Council bears a commitment to attend at least two thirds of annual Council meetings. Prospective Council members also undertake to volunteer a certain amount of their own time to Council activities throughout the year.

Nominations should include:

Name

Grade and time in grade

Other Trade body memberships

An optional statement of intent (up to 150 words)

Step 3

Candidate list gets sent out to membership along with voting form.

Members can vote for up to six candidates as they see fit.

All members have 14 days to return their voting form after which voting is closed.

Step 4 - (Overseen by outgoing Chair, Secretary and Senior Administrator)

Votes to be counted by outgoing Chair, Secretary and Senior Administrator.

The 14 candidates with the most votes are elected to the incoming council.

This group in conjunction with outgoing council then assesses how representative of the membership they are, and decides which areas the remaining 6 council members should come from to keep things balanced.

Once decided, the remaining 6 council places are filled by the candidates from the chosen areas with the most votes.

If there are not sufficient candidates to make a council of 20, those elected have the option to seek volunteers (prioritising outgoing council) and co-opting them to the council as described in the constitution.

Step 5 - Appointment of Chairs & Secretary

(Overseen by outgoing Chair, Secretary and Senior Administrator)

Newly elected Council seeks volunteers from within itself for the posts of Chair, 3 Vice Chairs and Secretary.

Council members then vote by blind ballot.

In the event of a tie for Chair, a name would be drawn from a hat by the Secretary.

In the event of a tie for the other posts, the newly elected Chair would have the deciding vote. When clear results are in, the outgoing chair, vice chairs and Secretary hand over their duties.