

# REGULATIONS FOR COUNCIL ELECTIONS 2024

# (amended 05.06.24)

1. **Numbers of persons to be elected**

Eight subscribing Fellows, Members, Student members or Associate members are to be elected, taking up office at the 2024 Annual General Meeting.

# Appointment of scrutineer

Civica Election Services Limited shall be appointed as scrutineer.

# Election Process

Information on elections will be posted on the CSP website and will include the following:

* 1. Information on the role of Council and the role profile for a council member
  2. the maximum length of nomination statements;
  3. number of supporting signatures required;
  4. guidance on canvassing;
  5. the deadline for receipt of nominations;
  6. appointment of an independent scrutineer;
  7. opening and closing dates of the ballot;

Elections shall be conducted in accordance with the guidelines provided on the [CSP website](https://www.csp.org.uk/about-csp/how-we-work/governance/council/council-elections-2021) and nominations pages.

# Nomination of candidates

All fully subscribing CSP members can stand for election.

Nominees must be proposed by six other members.

Nominees for Council election must commit to observe the CSP’s Charter, Bylaws and Regulations, and the Role of Council and Council Members as can be found on the [Council webpages.](https://www.csp.org.uk/about-csp/how-we-work/governance/council)

Members cannot nominate themselves if they are currently serving a disqualification period from a conviction relating to the conduct of union financial and accounting affairs.

Nominations, including an election address of no more than 350 words, must be submitted online via the Civica Election Services Limited website by **13 May 2024 at 5.00pm**.

If a candidate is unable to use the online nomination system due to a disability they can contact the Governance Team, 020 7306 6666 to provide assistance. Candidates who require assistance must contact the Governance Team by 22 April 2024 to enable this to be arranged in time for the submission deadline.

Candidates have the **option to provide a head and shoulders photo** to accompany their election address posted out to all CSP members.

Candidates have the **option to supply an election address video message** of up to 1 minute long, to be placed on the nominations webpages along with their written address for the duration of the ballot - 3 June to 1 July 2024. The video message will be subject to scrutiny by the Governance Team ahead of posting to ensure all rules are abided by.

# Eligibility

The Returning Officer (the Chief Executive) will check the eligibility of members submitting a nomination for a Council seat and make necessary enquiries of those submitting nominations. If the Returning Officer rejects a nomination as ineligible, the candidate may submit an appeal to a panel appointed by the Vice President with relevant experience, for a rapid decision.

Once the Returning Officer or the appeal panel has agreed the eligibility of the Council candidates for election there can be no subsequent challenge to the eligibility of candidates during the election.

# Distribution of Ballot Papers

Voting papers shall be sent not later than **Monday 3 June 2024** to all registered members of the Society for the Council elections.

# Counting of votes

1. The ballot shall close at **5.00pm on Monday 1 July 2024**.
2. The single transferable vote system will be used. The detailed rules to be adopted shall be in accordance with the practice of the scrutineer.

January 2024, updated June 2024 (to include additional vacant seat).