



Subject	2015 Election of Chair and Vice Chair		
Status	Open		
Purpose	For Note		
From	Interim Registrar		
History	Parent Committee	First submitted	Revision number
	N/A	11/02/2015	1

[If you have any enquiries on this paper, please contact Karen Holmes on 020 7580 5861](#)

1. Purpose

To note the timetable for the election of the Chair and Vice Chair.

For Note

2. Terms of Reference

Under the General Rules, the elections for the Chair and Vice Chair are conducted annually by the Registrar and are by way of secret ballot. The Registrar must provide the Board with an election timetable identifying the nomination and election dates.

3. Open

4. Contribution to the Board's Strategic Aims

The election of the Chair and Vice Chair assists the Board in the delivery of all its strategic aims, and in particular, is a requirement under Schedule 1 of the Act.

5. Risk Implications

As part of its formal governance process, it is important to ensure that properly constituted elections are held for the Chair and Vice Chair of the Board. Any flaw in the process or delivery of the election itself could result in reputational damage to ARB.

6. Key Points

- i The periodic election for the Chair and Vice Chair must take place between 1 April 2015 and 15 July 2015 under the terms of the General Rules.
- ii The timetable is determined by the Registrar and notified to the Board. It has been set to avoid disruption to any Board meeting.

iii The timetable is as follows:

Date	Election Stage
Monday 27 April 2015	Nominations invited for Chair and Vice Chair.
Friday 15 May 2015 (5.00pm)	Nomination Deadline. Nominations close at 5.00pm. Fully completed nomination forms, together with any election address for circulation, must be received by this time.
Monday 18 May 2015	Candidates standing for election, together with those nominating them will be announced. If either position is uncontested, nominated individual(s) will take up office immediately.
Monday 18 May 2015	Voting papers will be sent to the Board.
Friday 5 June 2015	Election day. Votes must be cast by 5.00pm.
Monday 8 June 2015	The results of the election will be announced and the Chair and Vice Chair will take up office immediately.

The Board is asked to note the timetable and alert the Registrar to any difficulties.

7. Resource Implications

N/A.

8. Communication

The General Rules provide the timing of announcements in relation to the election. Staff will work with candidates to ensure that a full press release can be issued immediately after the election.

9. Equality and Diversity Implications

N/A.