

## Response Form - Consultation 2011/03



Architects Registration Board

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### Consultation 2011/03 – Changes to General Rule 6

General Rule 6 covers the Election of Chair and Vice Chair to the Board. Much of this section remains unchanged apart from a minor update in terminology. One significant proposal is a change to the date of the election of the Chair and Vice Chair to avoid the situation where a member is elected as Chair but who is not then re-elected to the Board or ceases to hold office as an appointed member of the Board.

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### Response from:

(Name)

(Job Title)

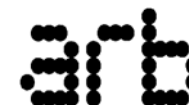
(Organisation)

(Postal address)

(email address)

Please complete and return to Architects Registration Board, 8 Weymouth Street, London W1W 5BU, by Friday 21 October 2011, or you can email your response to [elaines@arb.org.uk](mailto:elaines@arb.org.uk) . You can also fax your response to 020 7436 5269.

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Architects Registration Board

Original document	Draft suggested document	Comments
<p><b>6 Elections – Chairman and Vice Chairman</b></p> <p>a. Members of the Board shall elect a Chairman and Vice Chairman from amongst themselves</p>	<p><b>6 Election of Chair and Vice Chair</b></p> <p><b>6i.</b> Members of the Board shall elect a Chair and Vice Chair from amongst themselves.</p>	
<p>b. The Vice Chairman shall act as Chairman in the event of a vacancy in the office of Chairman and at any meeting of the Board from which the Chairman is absent. In the absence of both a Chairman and Vice Chairman, the Board may appoint a temporary acting Chairman either until an appointment or election can take place in accordance with these Rules or such shorter period as the Board may</p>	<p><b>6ii.</b> The Vice Chair shall act as Chair in the event of a vacancy in the office of Chair and at any meeting of the Board from which the Chair is absent. In the absence of both a Chair and Vice Chair, the Board may appoint a temporary acting Chair either until an appointment or election can take place in accordance with these Rules or such shorter period as the Board may resolve.</p>	

resolve.		
c. The Board shall hold an election for the offices of Chairman and Vice Chairman after 1 February but before 15 March every year ("the Periodic Election") in accordance with Rule 6(f)	<b>6iii.</b> The Board shall hold an election for the offices of Chair and Vice Chair after 1 April but before 15 May every year ("the Periodic Election") in accordance with Rule 6vi.	
d. A person elected or appointed as Chairman or Vice Chairman shall hold office until: <ul style="list-style-type: none"> <li>i. that person resigns; or</li> <li>ii. that person is removed by a resolution of the Board; or</li> <li>iii. the election of a replacement at the next Periodic Election; or</li> <li>iv. (in the case of the Vice Chairman) that person becomes Chairman; or</li> <li>v. that person ceases to be a member of the Board.</li> </ul>	<b>6iv.</b> A person elected or appointed as Chair or Vice Chair shall hold office until: <ul style="list-style-type: none"> <li>i. that person resigns; or</li> <li>ii. that person is removed by a resolution of the Board; or</li> <li>iii. the election of a replacement at the next Periodic Election; or</li> <li>iv. (in the case of the Vice Chairman) that person becomes Chairman; or</li> <li>v. that person ceases to be a member of the Board.</li> </ul>	
e. In the event of a vacancy in either office	<b>6v.</b> In the event of a vacancy in either	

<p>(other than by reason of the Periodic Election referred to in Rule 6(c)) the Board shall decide whether to appoint a Board member to fill the vacancy or to hold a special election. If an appointment is to be made, it shall be by resolution of the Board at the earliest opportunity. If a special election is to be held, it shall take place as soon as practicable in accordance with the provisions of Rule 6(f).</p>	<p>office (other than by reason of the Periodic Election referred to in Rule 6(iii)) the Board shall decide whether to appoint a Board member to fill the vacancy or to hold a special election. If an appointment is to be made, it shall be by resolution of the Board at the earliest opportunity. If a special election is to be held, it shall take place as soon as practicable in accordance with the provisions of Rule 6(vi).</p>	
<p>f. Periodic and Special Elections</p> <p>i. Elections under this Rule shall be conducted by the Registrar and be by way of a secret ballot. The Registrar shall provide the Board with an election timetable identifying the nomination and election dates.</p> <p>ii. Persons wishing to stand for election must be nominated in writing by two members of the Board and those nominations must be received together with the signed written consent of the</p>	<p><b>6vi. Periodic and Special Elections</b></p> <p>a. Elections under this Rule shall be conducted by the Registrar and be by way of a secret ballot. The Registrar shall provide the Board with an election timetable identifying the nomination and election dates.</p> <p>b. Persons wishing to stand for election must be nominated in writing by two members of the Board and those nominations must be received together with the signed written consent of the</p>	

<p>candidate to serve by the Registrar not later than 5pm on the day which is 12 clear days prior to the election not counting the day of the election or day of receipt.</p> <p>iii. Once nominations have closed, the Registrar will make public the candidates and those nominating them.</p> <p>iv. Candidates for election may, if they wish, provide the Registrar with a written statement of not more than 250 words prior to the deadline for nominations in f(ii) above. The Registrar will circulate the statement (or the first 250 words of it) with the voting papers to members of the Board within 7 days of the closure of nominations. Members of the Board, including candidates, may not make public statements relating to the election.</p> <p>v. In the event of a tied vote, the existing or acting Chairman shall</p>	<p>candidate to serve by the Registrar not later than 5pm on the day which is 12 clear days prior to the election not counting the day of the election or day of receipt.</p> <p>c. Once nominations have closed, the Registrar will make public the candidates and those nominating them.</p> <p>d. Candidates for election may, if they wish, provide the Registrar with a written statement of not more than 250 words prior to the deadline for nominations in v (b) above. The Registrar will circulate the statement (or the first 250 words of it) with the voting papers to members of the Board within 7 days of the closure of nominations. Members of the Board, including candidates, may not make public statements relating to the election.</p> <p>e. In the event of a tied vote, the existing or acting Chair shall have a</p>	
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<p>have a casting vote exercised by written notice to the Registrar.</p> <p>vi. If any candidate is alleged to have breached these Rules, the matter shall be investigated under the terms of the Board Members' Handbook which may lead to the candidate's removal from the Board under Rule 7(iii) of the General Rules. In the event that the Board is satisfied that a material irregularity has taken place, it may direct that a further election be held.</p> <p>vii. Following the election the Registrar will provide members of the Board with the numbers of the votes cast for each candidate, together with abstentions, on a confidential basis and will make public the names of those elected.</p>	<p>casting vote exercised by written notice to the Registrar.</p> <p>f. If any candidate is alleged to have breached these Rules, the matter shall be investigated under the terms of the Board Members' Handbook which may lead to the candidate's removal from the Board under Rule 7(iii) of the General Rules. In the event that the Board is satisfied that a material irregularity has taken place, it may direct that a further election be held.</p> <p>g. Following the election the Registrar will provide members of the Board with the numbers of the votes cast for each candidate, together with abstentions, on a confidential basis and will make public the names of those elected.</p>	
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