



Subject Election of Chair and Vice Chair 2017
Purpose For Note
From The Registrar

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1. Summary

To note, for information, the timetable for a special election of the Chair in early 2017 and the next steps regarding the subsequent periodic election of the Chair and Vice Chair later in 2017.

2. Open

3. Contribution to the Board's Purpose and Objectives

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.

4. Key Points

At its meeting of 24 November 2016, the Board agreed to decide on a new Chair by way of a special election in March 2017. The special election timetable will therefore run as follows:

Date	Election Stage
17 February 2017	Nominations invited for Chair.
24 February 2017 (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.
27 February 2017	Candidates standing for election, together with those nominating them will be announced.
27 February 2017	Voting papers will be sent to the Board.
15 March 2017 (12pm)	Election day. Votes must be cast by 12.00pm.
16 March 2017	The results of the election will be announced and the Chair will take up office immediately.

The Board noted that the Vice Chair would act as the interim chair from 17 February 2017 until a new chair was elected in March 2017. The current Vice Chair would additionally remain in post until the next periodic election.

A routine periodic election for both the Chair and the Vice Chair will then be undertaken later in the year and will be due before 15 July 2017. The Registrar will bring a proposed timetable for the periodic election to the Board for agreement at its May 2017 meeting.

5. Resource Implications

Typically one periodic election is held each year; the operation of an additional special election will therefore create some extra work for the Corporate Team. This will, however, be absorbed by the relevant staff given the additional support which the Team has secured.

6. 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.

7. Communication

The General Rules provide the details of the election process. Staff will ensure that the timetable is adhered to and the relevant announcements are made at the appropriate times. Staff will also ensure that press releases are issued in accordance with the specified timetable.

8. Equality and Diversity Implications

None identified.

9. Further Actions

The special election will run in accordance with the timetable, starting with an invitation for nominations for Chair being issued on 17 February 2017.

A timetable for the periodic election later in 2017 will be brought to the May Board meeting for the Board's consideration and agreement.