

## Regulations for the Election of President and Treasurer

### 1. Timetable

Event	Time
Publication of Notice of Election	By 31 December in the year preceding the AGM
Close of Nominations	1 March (or the last working day before this date) before the date of the AGM
Last date for candidate to withdraw	12 noon on the day 10 calendar weeks before the date of the AGM
Publication of Notice of AGM to include list of persons nominated	At least 21 clear days before the date of the AGM
Issue of voting papers	At least 21 clear days before the date of the AGM
Deadline for return of appointment of proxy Deadline for return of voting papers	12 noon Friday before the date of the AGM



## **8. Role of Council**

- 8.1 Council will check the eligibility of all candidates to serve as President and Treasurer and undertake such enquiries as it deems necessary to decide who should be supported at the election. (Byelaw 5.3)
- 8.2 To assist Council in its task, Council will have the right to request candidates to attend for interview. Candidates who decline this invitation will not be eligible to receive the support of Council at the forthcoming election. Such candidates will, however, retain the right to stand for election provided they are eligible.
- 8.3 In the event that Council finds a candidate does not meet the eligibility criteria set out at 4.2 above, that candidate will not be permitted to pursue their candidacy. The candidate will be advised of Council's findings in writing, this notification to be sent to the address for correspondence provided by the candidate on his nomination paper.

## **9.**

General Meeting in the following year. A member appointed to serve as President or Treasurer must be a member of the Society at the date of appointment, remain a member throughout their period of office, be aged over 18 and not be disqualified from acting as a charity trustee by virtue of section 178 of the Charities Act 2011. (Byelaw 5.6) The name of the

- 15.2 The names of the validly nominated candidates will be listed alphabetically by last name. In the event of two or more candidates having the same last name, those candidates will be listed alphabetically by first, and if necessary second, name.
- 15.3 The voting paper will be accompanied by instructions to RHS members on how the paper should be completed and returned.

## **16. Appointment of Proxy**

- 16.1 The voting paper will include provision for an RHS member to appoint the President of the Society to vote on their behalf as Proxy.
- 16.2 In the event that the outgoing President is a candidate for re-election as President or election as Treasurer, the voting paper will instead include provision for an RHS member to appoint the Chairman of the Society's Nominations and Appointments Committee to vote on their behalf as Proxy.
- 16.3 An RHS member appointing the President (or Chairman of the Nominations Committee) as Proxy must sign the appropriate instruction on the voting paper, as directed, to confirm this fact. If someone other than the RHS member signs the appointment, a power of attorney or letter of authority must be delivered to The Secretary at 80 Vincent Square, London SW1P 2PE by 12 noon on the Friday prior to the date of the AGM at which the election will take place.

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- 16.4 Once an RHS member has appointed the President (or Chairman of the Nominations Committee) to act as proxy, this authority cannot be withdrawn. A vote given by a proxy shall be valid notwithstanding (2[oa] e12(he h10(dat)12

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## **23. Spoilt Voting Papers**

- 23.1 A voting paper may be treated as spoilt and therefore not counted if
- x the voter has voted for more candidates than he or she is entitled
  - x a voting paper contains no votes
  - x the intentions of the voter are unclear
  - x the voter includes names on the voting paper other than his own or the names of the candidates

## **24. Determining the Result of the Ballot**

- 24.1 The independent scrutineer will deliver the result of the ballot to The Secretary to the RHS by 9am on the day of the AGM at the latest. The independent scrutineer will also provide The Secretary with details of the number of RHS members that have appointed the President (or Chairman of the Nominations and Appointments Committee where rule 16.2 applies) as their proxy.
- 24.2 The Secretary will inform the President (or the Chairman of the

Secretary will decide whether any disputed vote should be included or excluded from the ballot. The decision of The Secretary will be final.

**27. Death of a Candidate**

27.1 Council will decide what action should be taken in the event that a candidate should die between the closing date for nominations and the date of election. Such action may, if necessary, include the abandonment of the ballot.

**28. Declaration of Result**

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VOTING PAPER

for  
the office of President /  
Treasurer  
[year]

Name (capitals).....	Membership No. [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
(as shown on your membership card)	
Address (capitals) .....	
.....	
Signature.....	
(if signing on behalf of a member organisation, name of society or organisation .....)	

**EITHER**

**QUICKVOTE – I WISH THE PRESIDENT [Chairman of the RHS Nominations and Appointments Committee where rule 16.2 applies] TO CAST MY VOTE AT HIS DISCRETION**

I appoint the President [Chairman of the RHS Nominations and Appointments Committee where rule 16.2 applies] as my proxy to vote on my behalf at his discretion (please indicate this by placing a cross [X] in the adjacent box)	[ ]
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**OR**

**I WISH TO VOTE FOR THE FOLLOWING CANDIDATE**

Please place a cross [X] against

This voting paper must be received by The Secretary [insert address] not later than noon on [insert date for receipt of ballot papers]