



Chartered
Institute of
Environmental
Health

Election of the Council

Expressions used in these Regulations shall have the same meaning as in the Byelaws of the CIEH unless otherwise provided and references to 'Regulation(s)' and 'Paragraph(s)' are references to those contained within this document.

Election of Council

Part 1 – Size and composition of Council from 1 January 2009

1. The Council shall comprise of 31 members elected as described in these Regulations.
2. Each Region shall elect two members to Council, except the Scotland Region which will elect one member of Council and a deputy (who shall deputise only for the purposes of attendance at meetings of Council).
3. The eight Regions with the most number of members, in good financial standing, both voting and non-voting, on the 31 December of the preceding year, shall elect one further member of Council each. In the event of a tie for the 8th additional member of Council, the Region with the highest number of members on the previous 31 December shall have the additional member of Council (and if that is the same then previous annual membership levels shall be considered).
4. Members of Council shall hold office for a period of three years, from 1 January following their election to 31 December of the third year, except as provided for in paragraphs 17 and 18.

Part 2 – Nomination for election

5. The Chief Executive shall give twenty-eight days' notice to the membership that nominations of members for election to the Council must be received by 21 September in any year.
6. Any member of the CIEH in good financial standing on 31 August in any year may nominate any other member(s) of the same Region in good financial standing on that date for election to the Council.
7. Such nominations, together with the written consent of the candidate, shall only be valid if delivered to the Chief Executive at the registered office not later than 21 September, or the next working day following if that date falls on a weekend or a public holiday.
8. In any case where the number of nominations does not exceed the number of representatives for that Region, as described in Part 1, the nominees shall be the elected representative(s) of the Region to the Council.
9. Where the number of nominees from a Region exceeds the number of representatives for that Region, as described in Part 1, a ballot shall be held of all voting members in the Region who were in good financial standing on 31 August.
10. The ballot papers with the names of the candidates and any supporting statements of not more than 250 words shall be printed and sent to the voting members not later than the 14 October for return to the Chief Executive at the registered office by 12 noon on 31 October (or the next working day if that date is a weekend or a public holiday).
11. The returned ballot papers shall be examined by the Chief Executive and at least one scrutineer appointed at a General Meeting of the CIEH. In no case shall a candidate or a candidate's nominator be eligible to act as a scrutineer.

12. The candidates with the highest number of votes shall fill the seats on Council available for that Region.
13. In the event of a tie for a seat on Council the Chairman or Deputy Chairman of the Council (or nominee) shall draw lots.

Part 3 – Casual vacancies on Council

14. Except as provided for in paragraph 16, in the event of a seat on the Council becoming vacant, a casual vacancy shall occur and the Chief Executive shall give the membership not less than twenty eight days' notice for the receipt of nominations for candidates for election. Such notice will include the date on which nominees and nominators must be in good financial standing with the CIEH.
15. The subsequent procedure will reflect the process for election provided in Part 2 above.
16. In the event of a seat on Council becoming vacant in the final six months of a term of office, the vacancy shall not be treated as a casual vacancy.
17. Members elected to Council as a result of a casual vacancy shall serve only the remaining term of office for that seat.

Part 4 – Election of Council by thirds

18. Approximately one third of the seats of Council will be vacated each year, as provided for in the groups below.
 - Group A) The seats for the West Midlands, North East, North West and Yorkshire & The Humber Regions shall be vacated on 31 December 2008 and every three years thereafter.
 - Group B) The seats for the East of England, East Midlands South West Regions shall be vacated on 31 December 2009 and every three years thereafter.
 - Group C) The seats for the London, Northern Ireland, South East and Wales Regions shall be vacated on 31 December 2007 and every three years thereafter.

Part 5 – Transitional arrangements

19. The seat for the Scotland Region shall be established as soon as possible following the adoption of these Regulations and shall subsequently form part of Group B in Regulation 18 above.

Part 6 – Commencement and amendment of Regulations

These Regulations shall take effect on the date of adoption and may only be amended, varied or rescinded by Council.

ADOPTED as a Regulation by the CIEH in Annual Meeting on the 9 July 2005 and amended by the Council on 8 December 2005 and 10 September 2009.