



As distributed

Our ref: UTMC-c075-mc
Date: 20 February 2009

Dear colleague

Notice for Election of the UDG Management Group 2009

This notice is to publish the voting papers for the election of the UDG Management Group for the period of office April 2009 – March 2010. There being no other AGM business, the ballot will be conducted by post and by email.

The electorate consists of registered members to the UDG. Each member organisation is entitled to one vote.

I attach herewith:

- a copy of the election Rules for Management Group of the UDG;
- a schedule of candidate nominations received and an authorised statement of appointments duly made by default;
- a ballot paper for the election of supplier sector members of the UDG Management Group.

The ballot is open only to (actual and potential) suppliers of goods and services to UK Local Highways Authorities. Supplier recipients ONLY should, therefore, complete the election form, and return it to me to arrive by **12 March 2009** to the address below. For LHAs, this letter is for information only.

Yours sincerely

Mark Cartwright
Clerk to the elections

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UDG MG Rules for election

Authority

1. The election will facilitate the appointment of all elected members of the Management Group.
2. The Management Group will be appointed from those properly nominated and elected as described below. The Management Group so elected will be responsible for additional appointments, including the ex officio representatives of other relevant initiatives and Government.
3. The Returning Officer and Clerk for this election will be appointed in good time by the Management Group. On matters relating to the conduct of the election, the Clerk's view is final.

Electorate

4. The electorate shall consist of registered UDG subscribers. For the purposes of the election, electors shall be registered as "LHA members" if they are UK local highways authorities and "non-LHA members" otherwise.

Nomination procedure

5. Any elector is entitled to make one nomination to the Management Group. Elector representatives are permitted to nominate themselves, other representatives of their organisation, or representatives of other electors.
6. Existing members may stand for re-election. Existing members wishing to be considered for re-election must be positively nominated.
7. In the event of two nominations being received from a single elector, only the first nomination received will be accepted.
8. Each candidate will be required to prepare a brief description of themselves to aid voters.
9. An election will be required if more than seven LHA nominations, or more than three non-LHA nominations, are received. In the event of fewer nominations being received, all candidates will be appointed to the UDG Management Group without election.
10. If there is no valid nomination for Management Group Members, the UDG shall wind up.

Election procedure

11. Each elector shall have one non-transferable vote.

12. An LHA elector may only cast its vote for an LHA nominee, and a non-LHA elector may only cast its vote for a non-LHA nominee.
13. Votes will be exercisable at a meeting called for the purpose, by proxy or by post. Votes will be by written secret ballot or by such other means as the Clerk deems appropriate.
14. Votes must be made or signed by a single individual clearly authorised to represent the elector.
15. Only clearly registered votes will be counted. In the event of a dispute about the voting, the Clerk's view will be final.
16. In the event that two or more identical votes are submitted by the same elector (for instance, one in post and one in person), the Clerk may accept the vote at his discretion. In the event that two or more votes are submitted by the same elector which are not identical, the Clerk will treat this as a spoiled ballot.
17. In the event of a tie between two or more candidates for fewer available places, the Clerk will conduct a lottery to randomly select sufficient of the relevant candidates.

UDG Management Group 2009: Candidate Nominations and Appointments Not Requiring a Ballot

Management Group – Public Sector

The following nominations have been received by the due date:

| Name | Organisation | Nominating member(s) |
|-----------------|----------------------------|-----------------------------|
| Simon Beasley | Reading Borough Council | Reading BC |
| Sunil Budhdeo | Nottingham City Council | Nottingham CC |
| Adrian Gray | Hampshire County Council | Hampshire CC |
| Hamilton Purdie | Glasgow City Council | Glasgow CC |
| John Redmond | Warrington Borough Council | Warrington BC |
| Sue Westwood | Kent County Council | Kent CC |

In accordance with the Election Rules, Simon Beasley, Sunil Budhdeo, Adrian Gray, Hamilton Purdie, John Redmond and Sue Westwood are **duly elected to the UDG Management Group**.

Management Group – Supplier sector

The following nominations have been received by the due date:

| Name | Organisation | Nominating member(s) |
|------------------|--------------------------|-----------------------------|
| Paul Canning | Atkins | Atkins |
| Glynn Hutton | VMS Limited | VMS |
| Paresh Pankhania | Acis | Acis |
| Elaine Rodgers | Mott MacDonald | Mott MacDonald |
| Dave Stoner | Envitia (formerly Tenet) | Envitia |

In accordance with the Election Rules, **there will be a ballot** of Supplier Sector organisations who are registered Members of UDG to elect three of these nominees. A ballot paper is enclosed with this Calling Notice.

Issued by authority

UDG Management Group 2009-10 Ballot paper: Supplier Sector Members

This ballot paper is for use for the election of the UDG Management Group to be held by postal/email ballot. **Only Supplier Sector organisations may vote in this election.** Only one ballot paper may be submitted from each organisation.

Ballot papers should be completed and returned by email or by post by **12 March 2009**. Email votes should be returned to the Clerk at utmc@centaurconsulting.co.uk. Postal votes should be sent to the Clerk at:

Mark Cartwright
UTMC Limited
Surrey Technology Centre
Surrey Research Park
Guildford
Surrey, UK
GU2 7YG

I have read the biographies of candidates provided and wish to vote for the following candidates for the UDG Management Group in 2009/10 [please put a clear mark in ONE box; if you mark more your ballot will be spoiled]

| Name | Organisation | |
|------------------|--------------------------|--------------------------|
| Paul Canning | Atkins | <input type="checkbox"/> |
| Glynn Hutton | VMS Limited | <input type="checkbox"/> |
| Paresh Pankhania | Acis | <input type="checkbox"/> |
| Elaine Rodgers | Mott MacDonald | <input type="checkbox"/> |
| Dave Stoner | Envitia (formerly Tenet) | <input type="checkbox"/> |

I hereby confirm that I have the authority of my organisation to place this vote.

Signed:

Date:

Name:

Organisation:

Contact telephone