



UTMC Development Group (UDG)

Management Group: Rules for election

UDG Secretariat
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Cover + 5 pages

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1 Introduction

1.1 About this document

1.1.1 This document was prepared by the UTMC Development Group (UDG) during the autumn of 2005.

1.1.2 This issue is a **final version**. Following approval at the Plenary meeting of Local Authorities at the UTMC conference on 23 November 2005, one minor change was made, regarding the appointment of a Returning Officer for future elections.

1.2 Validity and changes

1.2.1 This document is valid with immediate effect.

1.2.2 Should changes be required to these Rules, the Management Group shall be responsible for ensuring that they are undertaken and validating the revision.

1.2.3 Material changes to these Rules must be validated by members at the next appropriate General Meeting.

2 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 UK Local Highways Authorities.

Nomination procedure

5. Any UK Local Authority is entitled to make one nomination to the Management Group. Local Authority representatives are permitted to nominate themselves, other representatives of their organisation, or representatives of other Authorities.
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 Local Authority, 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 only be required if more than seven nominations are received. In the event of seven or 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. Votes will be exercisable at a meeting called for the purpose, by proxy or by post. Votes at the meeting will be by written secret ballot or by such other means as the Clerk deems appropriate.

13. Votes must be made or signed by a single individual clearly authorised to represent the Local Authority.
14. Only clearly registered votes will be counted. In the event of a dispute about the voting, the Clerk's view will be final.
15. In the event that two or more identical votes are submitted by the same Local Authority (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 Local Authority which are not identical, the Clerk will treat this as a spoiled ballot.
16. 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.