

REGULATION 7.1-ELECTION PROCEDURES

1. (1) In these Regulations, Statute 7.1 - Election Procedures is called the Principal Statute.
(2) Expressions used in these Regulations have, unless the contrary intention appears, the same respective meanings as they have in the Principal Statute.
2. The provisions of these Regulations will not apply to any election in which the power to elect is solely vested in a Board or in the members of a Board. Such elections are covered by Statute 7.2 – Elections by Members of Boards.
3. The provisions of this Regulation will apply to an election for staff and student members of the University Council, in accordance with Regulation 2.1.

Nomination Forms

4. The nomination form shall be addressed to the Returning Officer and shall include-
 - (a) the name of the election;
 - (b) the name, position and signatures of the persons making the nomination; and
 - (c) the name, position and signature of the candidate accepting the nomination.
5. Each candidate may supply for publication with his or her nomination a supporting statement of no more than 250 words. A supporting statement will not be published if it is received after the close of nominations, unless otherwise advised by the Returning Officer.

Voting Papers

6. On every voting paper-
 - (a) the names of all duly nominated candidates shall be arranged in an order determined by lot;
 - (b) a rectangle shall be printed opposite and to the left of the name of each candidate;
 - (c) the names of candidate(s) whose term of office has expired and who have renominated for election shall be marked with an asterisk; and
 - (d) the method by which voters validly signify their votes shall be specified.

Voting Procedure

7. (1) Unless otherwise specified by the Returning Officer, polls will be determined by plurality voting known as “first past the post”.

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- (2) A voter shall mark the voting paper by making a cross in the rectangle opposite the name of each candidate voted for.
 - (3) A voter shall vote for up to as many candidates as there are vacancies to be filled, but not for more candidates than the number of vacancies to be filled.
 8. A completed voting paper must be returned to the Returning Officer by the voter in the manner prescribed by the Returning Officer which may be by placing the voting paper in the ballot box at the place referred to in Section 8(a)(v) of the Principal Statute, or by post or delivery to the Returning Officer, including by electronic means.
 9. No voting paper shall be taken into account at any election unless it is received by the Returning Officer before the time fixed for the closing of the poll.
 10. The Returning Officer shall secure the voting papers until the time fixed for the closing of the poll.
 11.
 - (1) On the close of the poll the Returning Officer shall decide whether any voting paper shall be accepted or rejected. A voting paper shall be rejected at the close of the poll if the voter has not completed the voting paper in accordance with the voting instructions for the election or upon which the voter has voted for more candidates than the number of vacancies to be filled. In any case of doubt as to the validity of a voting paper the Returning Officer's decision shall be final.
 - (2) The Returning Officer shall not directly or indirectly divulge how any voter has voted in an election.

Electronic Voting Procedure

12.
 - (1) Notwithstanding any other provision of these Regulations, an election conducted under these rules may be conducted electronically.
 - (2) If an election is to be conducted electronically-
 - (a) a reference in these Regulations to a noticeboard includes a reference to the appropriate page of the University's website or an email sent to an appropriate email address, or to the email addresses of each constituent for the election;
 - (b) if a standard official email address within the University's email system is provided to a person, that email address may be regarded as the person's address;
 - (c) voting papers for the election may be provided by email or on the University's website; and
 - (d) the Returning Officer must ensure that the ballot is secret and that the identity of each person voting is kept separately from the person's vote.

Counting of Votes

13. The Returning Officer shall count all valid votes and rank the candidates in descending order of the number of votes received by each candidate.
14. The Returning Officer shall declare elected the candidate who has received the highest number of votes and such further candidates in descending order as may be required to fill the remaining vacancies, if any.
15. If on any count two or more candidates have received an equal number of votes the Returning Officer shall-
 - (a) write the name of each candidate concerned on separate and similar slips of paper;
 - (b) fold the slips to prevent identification; and
 - (c) draw the slips at random, and for the purposes only of ranking among those candidates, a candidate whose name is drawn before the name of another candidate shall be deemed to have received one more vote than the candidate whose name is drawn next.

Casual Vacancies

16. Unless otherwise specified by the Act, the Statutes or the Regulations, a casual vacancy for an elected member of a Board shall be filled as follows-
 - (a) if the casual vacancy occurs at least three months prior to the expiry of the elected member's term of office then an election shall be held in accordance with the Principal Statute and these Regulations to fill the casual vacancy; or
 - (b) if the casual vacancy occurs less than three months prior to the expiry of the elected member's term of office then the office may be left vacant for the remainder of the term.
17. A member elected under Section 16(a) will assume office at the first meeting following the election, or as soon as practicable after that date.

Publication of Results

18. Following an election the Returning Officer shall, within five working days of the close of poll, record and publish electronically the names of the successful candidates.

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Amendment 1 Made 12/09/00 Promulgated 29/09/00
Amendment 2 Made 26/07/07 Promulgated 17/08/07
Amendment 3 Made 20/07/10 Promulgated 22/10/10
Amendment 4 Made 09/09/14 Promulgated 14/10/14
Amendment 5 Made 13/05/16 Promulgated 25/07/16