

# CALC Election Rules (version as at 6 December 2023)

The following Rules are made by the CALC Council under clause 9(4) of the CALC Constitution.

## **1 Nominations to be in writing**

- (1) Nominations for offices must be made in writing and sent to the email address specified by the Secretary by the date specified by the Secretary.
- (2) A nomination must specify the name of the candidate, the name of the full member of CALC who is nominating the candidate and the name of the full member of CALC who is seconding the nomination and contain a statement that the candidate accepts the nomination.
- (3) The date specified by the Secretary must be no earlier than 3 weeks before the ordinary general meeting at which the election is to be held.

## **2 Nominations to be put on CALC website**

- (1) The Secretary must arrange for details of each nomination that is received to be posted on the CALC website as soon as practicable after the nomination is received.
- (2) The Secretary must arrange for any information that is provided by a candidate in support of the candidate's nomination to be posted on the CALC website as soon as practicable after the information is received.
- (3) The Secretary may arrange for information about candidates to be provided to CALC members in any additional ways that the Secretary determines, however, no speeches in support of candidates are to be made at the CALC general meeting.

Note: It is intended that this information that is included on the CALC website and otherwise made available by the Secretary would be sufficient for CALC members to make an informed choice.

## **3 Process to be followed if insufficient nominations**

If there are insufficient nominations made in accordance with Rule 1 to fill an office, any member who has been nominated for that office in accordance with that Rule and has not withdrawn their nomination will be declared elected at the ordinary general meeting. Nominations will then be called for to fill any remaining office. If there are then more nominations for that office than the number to be elected, a secret ballot will be held in accordance with Clause 9(4) of the Constitution.

## **4 Elections for 2024 may be conducted electronically**

- (1) This rule applies to elections or ballots conducted for and before the 2024 ordinary general meeting (the **ballots**) (for example, a secret ballot needed under Rule 3 or on a special resolution notified to members under Clause 16(1) and (3) of the Constitution).
- (2) The ballots may be conducted electronically, and so by personal electronic vote only.
- (3) For the ballots, if there are insufficient nominations made in accordance with Rule 1 to fill an office, Rule 3 applies so that it requires further nominations to be called for

immediately (not at that meeting) and no later than 3 weeks before that meeting, Rule 2 applies to these nominations and, if there are then more nominations for that office than the number to be elected, a secret ballot is to be conducted electronically in accordance with Clause 9(4) of the Constitution and these Rules.

- (4) The ballots may be conducted using online survey or polling software the electronic link to which is accessible to members through the Members' Area at the CALC website or in an email sent to members, and in line with the following timetable:

<b>Date</b>	<b>Event</b>
3 months before	Last day for Secretary to give notice of meeting.
6 weeks before	Last day for member to give notice of special resolution (if any), which Secretary must notify at least 1 month before meeting.
5 weeks before	Last day for receipt by Secretary of nominations for offices.
5 weeks before	Nominations and supporting information to be put on the CALC website under Rule 2(1) and (2). If insufficient nominees under Rule 3, further nominations are called for immediately (not at meeting) and no later than 3 weeks before meeting.
1 month before	Last day for Council to give notice of special resolutions (if any) and for notification of any special resolutions moved by a member.
3 weeks before	Last day for receipt by Secretary of nominations for offices called for under Rule 3 (as modified by this Rule). Rule 2 applies.
3 weeks before	Voting period (1 week).
2 weeks before	Vote checking period (2 weeks).
Date of meeting	Meeting – checked results announced.

- (5) The results of the ballots, as produced by the online survey or polling software, must be checked, in strict confidence, by independent election officers appointed by Council, and, once settled, must be announced at that meeting, and notified to all members of CALC.

## **CALC Election Rules 2013 - Notes**

Rules originally made and published 14 February 2013

Rule 4 Added 15 April 2022 by CALC Election (Electronic Voting) Amendment Rules 2022.  
Amended 6 December 2023 by CALC Election (Electronic Voting) Amendment Rules 2023.