

**Rules for the Ballot of members for President-Elect 2026**

**FOR APPROVAL BY BOARD OF TRUSTEES – by 1 June 2026**

These rules have been drawn up to meet the requirement to conduct a ballot of all voting members of IPEM to elect a President-Elect in 2026.

**1. Overview of Election Process**

- 1.1 The 2026 process for the appointment of IPEM President-Elect has received three valid nominations.
- 1.2 The applications for each of the nominations will be shared with the Board of Trustees. Following circulation of all applications, all Candidates may progress to a ballot of all voting members of IPEM.
- 1.3 The successful Candidate will be elected to the Board of Trustees (Article 37). The remainder of the Board will be appointed by members at the Annual General Meeting in September 2026.
- 1.4 To include the successful Candidate in the AGM papers, it is necessary to conduct the election prior to the next meeting of the Board (September 2026). These rules are intended to provide the basis for a free and fair ballot within that timeframe.
- 1.5 By allowing their names to progress to a ballot of all members, Candidates agree to act in accordance with these rules.
- 1.6 IPEM will seek to ensure that all Candidates are treated fairly and consistently throughout the election process. All official Candidate materials will be distributed equally and without preference.

**2. Returning Officer**

2.1 The Honorary Secretary shall act as Returning Officer and be responsible for the conduct of the election and the certification of the result. The Board delegates to them the following powers, to be exercised with due discretion, according to the facts available at the time, in the resolution of any disputes arising during the election process:

- Suspending or cancelling the election process
- Disqualification of Candidates
- Requiring Candidates to take any actions of redress as directed by the Returning Officer.

2.2 In consultation with the Chief Executive, the Returning Officer shall have the power to temporarily suspend or modify the election regulations or the timetable if, in their judgement, the Returning Officer deems any part of these to be at risk of creating a situation in which the election cannot be deemed free and fair.

### **3. Timetable**

3.1 The Board's intention is to follow the timetable set out below:

- 8 June – Ballot opens. Voting information and instructions to be communicated to voting members.
- 22 June 17:00 – Ballot closes.
- 23 – 30 June – Votes to be counted, verified, Board of Trustees informed, and communications of outcome drafted.
- 2 July – Returning Officer to certify the result (or in the event of a challenge being upheld, to communicate the process for resolution).

### **4. Conduct of salaried IPEM staff**

4.1 Salaried staff of IPEM, other than any tasks delegated to them in the course of running this ballot, shall play no part in the election. They may not provide assistance to the Candidates other than in the delivery of prearranged events or tasks related to their roles or the voluntary roles of the Candidates.

4.2 Notwithstanding rule 4.1 (above), voting members of IPEM who are also salaried members of staff may vote.

### **5. Eligibility to Vote**

5.1 As set out in IPEM's Articles of Association, voting members are Fellows, Full Members and Associate Members.

### **6. Process of Election**

#### **6.1 Statements:**

Candidates will be invited to provide a single written statement, of not more than 500 words. Additionally, they may provide, if they wish, a head and shoulders photograph and a contact email address.

Candidates may additionally submit a pre-recorded video statement of no more than two minutes in duration. Video statements must:

- be submitted in a format specified by IPEM;
- comply with the same standards of professionalism and conduct as written statements;
- relate only to the Candidate's own candidacy and priorities; and
- not include commentary on any other Candidate.

#### **6.2 Canvassing and Campaigning:**

Candidates must not use IPEM data, communication channels or member lists to canvass members. Candidates should restrict election-related communications to the official election materials and processes administered by IPEM. Candidates must not organise coordinated campaigning activity, mass member contact, or make negative or disparaging comments about other Candidates. Candidates may acknowledge their candidacy through normal professional channels, provided communications remain professional, proportionate and consistent with the spirit of a fair and collegial election process.

**6.3 Voting:**

Voting will be conducted by email only.

**6.4 Result:**

The Candidate with the most votes shall be deemed the winner.

Where a Candidate withdraws from the process prior to the completion of the ballot, the remaining Candidates shall proceed with the vote. If two Candidates withdraw, the remaining Candidate shall be deemed to have been elected.

**6.5 Tied-vote provision:**

In the event of a tied result, the Returning Officer shall determine an appropriate and fair process to resolve the tie, which may include a further ballot between the tied Candidates.

**7. Disputes**

7.1 Any Candidate or voting member of IPEM may raise an issue about the conduct of the election. Formal complaints must be made in writing. Issues must be raised with the Returning Officer.

7.2 The Returning Officer's powers are set out in Rule 2 (above).

7.3 Appeals shall be permitted only where the Returning Officer has disqualified a Candidate. They may only be made by the disqualified Candidate themselves. Appeals will be heard by a committee of Trustees (other than the Honorary Secretary) appointed for the purpose.

These rules were agreed by the Board of Trustees by email communication, approved by Monday 1 June 2026.

The Board of Trustees delegates operational responsibility for the conduct of the election to the Returning Officer (Honorary Secretary).

They have been issued by the Returning Officer, the Honorary Secretary.

Communication with the Returning Officer must be made via: [office@ipem.ac.uk](mailto:office@ipem.ac.uk)