

# Governing Council elections

## Frequently Asked Questions

June 2024

### 1. What is Governing Council and what is its role?

Governing Council is the governing body of RICS. Ultimate responsibility for RICS rests with Governing Council, which has power to act in all matters in the name of RICS.

Governing Council sets the vision for RICS and is responsible for articulating the strategy to achieve this vision. Its powers are set out in RICS Bye-Laws, which are approved by the Privy Council and the membership. The primary duties and functions of Governing Council are:

- Agreeing the Institution's strategy and vision
- Overseeing the delivery of that strategy via annual business plans
- Overseeing the effective delivery of standards and regulations
- Agreeing changes to Byelaws and Regulations

Governing Council has up to 28 members, comprising 20 elected candidates in Geographic seats, Professional Group seats and a Next Generation seat (formerly Young Member seat), three Presidential Team office holders (the President, the President Elect and the Senior Vice President), a Senior Independent Governor and another appointed independent member, and up to three appointed members with relevant expertise or interests.

Full details of the duties of Governing Council are set out in RICS Regulations (R6.1.2).

### 2. How often are elections to Governing Council held?

Ordinarily elections for all seats will take place every three years, with each seat term being for three years. However, Governing Council was newly constituted in 2023 following the Bichard Review and the terms were adjusted in order to align the terms of office to the adjustment in RICS' financial year. The new terms were for either 1½ years or 2½ years and thus subsequent terms of office in these seats would commence on either 1 January 2025 or 1 January 2026. The reason for this staggering was to ensure we maintained continuity of

Governing Council, avoid simultaneous expiry and facilitate transfer of knowledge as membership of Governing Council changes in the future. Following the current Governing Council elections for terms commencing on 1 January 2025, and the elections to be held in 2025 for terms commencing on 1 January 2026, future elections to Governing Council will take place 2 out of 3 years (starting with elections in 2027 for terms commencing on 1 January 2028).

### **3. Why are these elections being held now?**

In the 2023 elections, 7 of the elected seats were for a 1.5-year term with their terms expiring on 31 December 2024. These seats include: 3 x UK and Ireland Geographic seats, the Americas Geographic seat, 1 x Asia Pacific Geographic seat, the Middle East and Africa Geographic seat and the Valuation Professional Group seat. To ensure newly elected candidates are confirmed and have completed their appointment formalities, the elections need to commence in June. In addition to the 7 seats with terms expiring on 31 December 2024, elections will also be run for the 4 vacant seats, these include: 1 x UK and Ireland Geographic seat, the Building Surveying and Building Control Professional Group seat, the Commercial Property Professional Group seat and the Construction Professional Group seat.

After the period of more frequent elections following the Bichard Review (as detailed in the answer to question 2), RICS now has an established election cycle to its Governing Council. Going forward, elections will take place 2 out of 3 years and will follow the election cycle below:

- Applications open: June
- Voting opens: September
- Election result announced: October
- Terms start on 1 January for a 3-year term.

### **4. What seats are available in the 2024 elections?**

There are 7 Geographic seats and 4 Professional Group seats available for election.

The 7 Geographic seats include:

- Americas
- Asia Pacific
- Middle East & Africa
- UK & Ireland x 4

The 4 Professional Group seats include:

- Construction
- Building Surveying and Building Control
- Commercial Property
- Valuation

## 5. How long are the terms for elected seats on Governing Council?

RICS members are being elected to Governing Council for three year terms. However, following the Bichard RICS Review, RICS has committed to undertaking an independent review every five years to ensure that RICS and its governance structure continues to facilitate and support our purpose and objectives set out in the Royal Charter. This could result in changes to the composition or structure of Governing Council and other governance bodies. If this instance occurs, it may be necessary for us to alter the term of elected seats, according to the independent recommendations made.

## 6. Who is eligible to apply?

All Chartered members, i.e. Fellows (FRICS) and Members (MRICS), and Associates (AssocRICS), who are members in good standing, are eligible to apply to stand for election. RICS staff are not eligible to stand for election to Governing Council.

A member of "good standing" is a member who:

- Has not been the subject of disciplinary action by RICS, and is not the subject of any current or pending disciplinary action by RICS; and
- Has not been found to be in breach of RICS' Bye-Laws, Regulations or Rules, including RICS' CPD requirements; and
- Has fully paid their member subscriptions and any other monies owed to RICS.

There are certain eligibility criteria for each seat which members need to be aware of:

- If applying for a Geographic seat you must be based or working in the same region as the seat you are applying for.
- If applying for a Professional Group seat you must have expertise in that field.

Eligible members can now apply to stand for election to up to two seats, although no member will be able to hold more than one seat on Governing Council.

A member, who has previously served on Governing Council, can stand for election provided that, if they have served on Governing Council for a total aggregated period of six years in the last nine years, at least three years shall have elapsed since the end of their most recent period of membership. For further information or in the event of any queries, please contact the Governance Team at [governanceappointments@rics.org](mailto:governanceappointments@rics.org)

## 7. How do I put myself forward to stand for election?

Fellows (FRICS) Members (MRICS) and Associates (AssocRICS) wishing to stand for election to any seat, having regard to the eligibility criteria set out in the answer to question 6, must submit an application to Mi-Voice (RICS' independent election provider) via the election site (<https://www.mi-nomination.com/rics>), providing the following information:

- Confirmation of the seat/s you are standing for
- Your professional particulars
- Signed declarations
- Details of your eight supporters
- Your written election statement
- Your current CV
- (Optional) Your video addressing the electorate
- (Optional) Your digital headshot
- Signed personal information declaration

Applications must be completed in English. RICS' conducts all business in English and therefore candidates must be fluent in the English language, both spoken and written. Any applications received in any language other than English will not be considered.

Completed applications must be submitted to Mi-Voice by midday BST, 13 August 2024.

## 8. Why does the application process require candidates to provide the information listed?

It is vital that members have sufficient information to make informed decisions about the candidates they are voting for, and the information requested is intended to do that. Not all of the information provided will be published, this is indicated in the application form and below.

- Seat/s you are standing for - PUBLISHED

- Your professional particulars – PUBLISHED but not your membership number.
- Signed declarations – NOT PUBLISHED
- Details of your eight supporters – PUBLISHED but not their membership numbers or email addresses
- Your written election statement – PUBLISHED
- (Optional) Your video addressing the electorate – PUBLISHED if provided
- Your current CV – PUBLISHED but not your personal details
- (Optional) Your digital headshot – PUBLISHED if provided
- Signed personal information declaration – NOT PUBLISHED

The information that is not published is intended for the use of RICS to confirm the candidate's eligibility and commitment to serve should they be elected.

## 9. Why has the election process changed?

The election process was changed in 2023 following the Bichard Review so as to simplify the process and which resulted in establishing just one route to election. Following the 2023 elections, the process review conducted by the Nominations and Remuneration Committee has resulted in further refinements to the application requirements, making it more accessible and inclusive to the wider membership. The refinements include:

- Option to stand for election for up to two seats has been introduced – although no individual shall hold more than one seat on Governing Council.
- Optional video statement, which previously was mandatory. Feedback showed that the requirement for videos proved to be barrier to some when considering whether to apply to stand for election.
- Competency based questions for the Geographic and Professional Group seats is no longer required. Candidates can demonstrate their competency for the role through their CV and written statement, and video statement, if provided.
- Competency framework is no longer referred to. Instead an updated role description and person specification is now provided making the requirements of the role clearer and therefore easier for candidates to demonstrate their suitability for the role/s.
- A member is now able to serve on Governing Council for more than six years subject to certain limitations, namely that if they have served for a total aggregated period of six years in any continuous nine-year period, they shall only be eligible to serve for a further period once at least three years has elapsed from the end of their most recent period of membership.

## **10. Can I stand for election for more than one seat?**

Members are now eligible to stand for election to up to two seats – although members are not able to hold more than one seat on Governing Council at any one time. The purpose of allowing members to stand for up to two seats is to enable RICS members to have more opportunities to be elected to Governing Council.

## **11. Can I hold more than one seat on Governing Council?**

No, members are not permitted to hold more than one seat on Governing Council at any one time.

## **12. What happens if I am win an election for more than one seat?**

Where a RICS member stands for two seats, it is possible that they may be successful in elections for both seats. In such a scenario, a defined process will determine which seat is allocated to them.

Where this situation arises, a panel comprising the Chair of the Nominations and Remuneration Committee, the President and Senior Independent Governor will be convened promptly after the election results are available, to decide the seat allocation in accordance with the process described in the answer to question 13.

## **13. What is the process for allocating seats for Governing Council candidates who win an election for more than one seat?**

In coming to a decision on seat allocation, the panel (referred to in the answer to question 12) will abide by the following principles:

1. If a candidate wins a contested election for one seat, but the other seat the candidate stands for is uncontested, the candidate will be allocated the contested seat.
2. If a candidate stands for two seats that are both uncontested, the panel will allocate the most appropriate seat to that candidate having regard to the results of elections for other seats.
3. If a candidate wins contested elections for two seats, the panel will allocate the most appropriate seat to that candidate having regard to the candidate's preference. In such a scenario, the seat that is not allocated to the winning

candidate will be allocated to the second-placed candidate in the election for that seat.

#### **14. When does the application period close?**

12.00 noon, BST on 13 August 2024.

#### **15. What happens after the application period closes?**

Mi-Voice will complete the verification of both candidates and supporters. Three weeks have been allowed after the application deadline to do this as well as finalise the preparations for opening of the elections.

Candidates will be informed whether the election to the seat they have applied to stand for is to be a contested election (i.e. there are more candidates than seats available) or an uncontested election (i.e. there is an equal number of candidates and seats, or fewer candidates than seats).

Voting will begin 3 September, closing on 1 October 2024.

#### **16. What happens in an uncontested election?**

An election for a seat or seats will be uncontested where the number of candidate applications received does not exceed the number of seats available. Uncontested elections are not uncommon in professional bodies and are certainly not unique to RICS. If there is an uncontested election for any seat(s), the candidate(s) standing for election to the seat(s) will be elected unopposed. This follows previous elections to Governing Council and aligns with the approach adopted in other organisations.

#### **17. What happens in the event there are vacant seats?**

Any vacant seats arising following the elections will be held as vacancies until the next scheduled elections.

#### **18. When does the voting period open?**

Voting opens on the 3 September 2024.

## 19. When does the voting period close?

Voting closes 12.00 noon BST 1 October 2024.

## 20. Who is eligible to vote?

All qualified RICS members (FRICS/MRICS/AssocRICS) are eligible to vote in the Governing Council elections. All eligible members are able to vote for all of the Professional Group seats. However, there is an additional eligibility criterion for those members voting for the Geographic seats in that members are only able to vote for the geographic seat where they are based, for example, to vote for the Americas seat, members must be based in the Americas.

## 21. How do I vote?

Mi-Voice will provide all members eligible to vote with their individual voter login details and security code to access the voting website (<https://www.mi-vote.com/secure/rics> – please note, this page is not yet live). You will receive this by email; however, you can request paper ballots by contacting Mi-Voice at the details provided below. The security code is unique to each member and should not be shared with any other person. The ballot slip will be tailored to you and the seats you are eligible to vote for. Please note, eligibility criteria apply to the geographic seats; members are only able to vote for the geographic seats in the area they are based.

If you have not received your voting codes, you can do one of the following:

- a) Request that your code is resent using the code resend feature at <https://www.mi-vote.com/secure/rics> – please note, this page is not yet live.
- b) Contact Mi-Voice Support and request your code is resent. Their details are as follows: E [support@mi-voice.com](mailto:support@mi-voice.com), T +44 2380 763987

## 22. When and how will the results be announced?

The results will be announced after 3 October 2024. The published results will follow previous Governing Council elections held and the following information will be published for each seat:

- Overall voter turnout (as a percentage)
- Individual geographic seat turnout - for geographic seats only (as a percentage)
- Successful candidate and their voter turnout (as a percentage).



Candidates should note that the identity of successful candidates will be announced before background screening checks have been cleared, and that any issues highlighted in relation to a candidate as a result of the background screening checks may render that candidate ineligible to take up a seat. In the event that a successful candidate in a contested election fails to clear background screening checks, the candidate with the next highest number of votes would be elected to that seat (subject to the process outlined in the answer to question 13 applying where the second-placed candidate would then be the winner in two seats). If a successful candidate in an uncontested election fails to clear the checks, the seat would remain vacant until the next election as explained in the answer to question 17.

### **23. When does the term of office begin?**

The term of office for successful candidates begins on 1 January 2025. There will be the possibility of standing for re-election at the end of the term subject to satisfying the eligibility criteria for candidates applicable at that time.

### **24. What is the time commitment involved?**

Governing Council members have to be prepared to commit approximately 20 days a year (excluding travel) to their role.

These commitments include:

- Attending all meetings of Governing Council. Annually, this will include two in-person meetings each held over two days in London, and three remote meetings each comprising two sessions of three hours duration held across two days.
- Participating in training and “deep dive” sessions held between meetings.
- Participating in discussions and decision-making outside of meetings.
- Participating in the annual appraisal process.
- Attending the Annual General Meeting.

Given the nature of the role, there is a need for a high level of ability at times to work flexibly from anywhere.

### **25. Where do I go for more information?**

More information on the elections and how to complete your application please contact Mi-Voice:

E: [support@mi-voice.com](mailto:support@mi-voice.com)

T: +44 (0) 2380 763 987

Address: First Floor, The Arch Building, Gaters Mill, Mansbridge Road, Southampton, SO18  
3HW

For more information on the role of Governing Council / Governing Council member, please contact the Governance Team on [governanceappointments@rics.org](mailto:governanceappointments@rics.org).