

## **Memorandum of Understanding between Council and the Nominating Committee**

The Nominating Committee is established under section III of the Society's By-Laws. The Chair of the Nominating Committee is appointed by Council, and one member of Council sits on the Committee. However, in general the Committee is expected to act independently of Council.

The Committee's remit is to make at least one nomination of an eligible Member of the Society for each vacancy for any position of Officer or Member-at-Large of Council which is expected to become vacant at the Annual General Meeting in the following November. It is not in any other way involved in the election process.

Usually the Committee will make more nominations for Members-at-Large of Council and for the elected members of the Nominating Committee than there are vacancies. For Officers, the Committee may make one or more nominations.

It will solicit suggestions for its nominations from the membership of the Society. It will aim to draw up slates which reflect a broad range of subject areas and experience, which represent all regions of the UK, and which have an appropriate age, gender, and diversity balance.

Nominating Committee will normally approach any incumbent Officer or Member-at-Large who is eligible for a further term, to ascertain their willingness to stand for re-election. When a new Officer, other than the President, is being sought, the Committee will take, though is not bound by, advice from the Finance and General Purposes Committee.

In the case of the President, By-Law III.5 states that "In consultation with Nominating Committee, Council will from time to time determine a procedure for the identification of the President Elect."

The deadline for nominations is given in By-Law III 1. The Committee will usually inform the Executive Secretary and thereby the membership of its nominations at least a month before the deadline. The intention is that the nominations will be announced early, so as to give time for individual nominations to be made in accord with By-Law III 2, in the light of the Nominating Committee's nominations.

16 October 2020