

27.4 Chairperson and Committee

27.4.1 The affairs of each Group shall be managed by a National Committee chaired by a Chairperson.

27.4.2 The National Committee shall contain no less than two members, in addition to the Chairperson, who are elected pursuant to Rule 27.6.1 and co-opted members, provided that the total number of National Committee members is no more than nine.

27.4.3 The terms of tenure of the positions of Chairperson and National Committee member are one year to the next Annual General Meeting.

27.4.4 No member of a Group shall be prevented from holding office on the National Committee by reason of their prior service on the Committee, save that the prior permission of the Board shall be required in order for a member who has served for three or more one-year terms as Chairperson to be elected to that position for a further term.

27.4.5 Any Group may choose to designate titles for positions within the National Committee to associate them with particular roles.

27.4.6 Any Group National Committee may form sub-committees to perform particular roles, and co-opt members to those sub-committees, provided that all decisions of a sub-committee are subject to ratification by the National Committee.

27.4.7 Decisions of the National Committee are made by majority vote of those present if five or more Committee members are present, or at least two-thirds majority if four or less members are present, there being no casting vote.

27.5 Annual Meeting and Receipt of Annual Report

27.5.1 The Financial Year of the Institution shall apply to each Group unless the Board agrees otherwise.

27.5.2 The Annual General Meeting of each Group shall be held within three months of the end of each Financial Year at a time set by the National Committee.

27.5.3 The Chairperson shall present an annual report on activities to the Annual General Meeting, and this will normally be distributed to all Group members.

27.5.4 The National Committee shall prepare a report on Group activities for inclusion in the Institution's Annual Report.

27.5.5 The annual report shall cover activities of the Group and the use of funds by the Group.

27.6 Election of Officers

27.6.1 The election of each Group Chairperson and National Committee shall occur at the Annual General Meeting, or failing that by postal ballot of all members as soon as possible thereafter.

27.6.2 Only individual persons and not organisations may be elected to the National Committee or as Chairperson.

27.6.3 Nominations shall be open for a period not exceeding one month prior to the Annual General Meeting, and shall be closed during the Annual General Meeting of each Group.

27.6.4 Nominations must be made by an individual member of the Group who personally, or whose organisation, is a member of the Group, and acceptance of nomination must be verified for a nomination to be valid

27.6.5 Candidates must be fully financial at time of election.

27.6.6 Members of the Group or nominees of organisations that are members of the Group may be co-opted onto the National Committee of that Group by a two-thirds majority vote of the elected members of the National Committee.