

RIBA COUNCIL MEMBER SEATS Nomination Form & Declaration 1 & 2

Candidates for all RIBA Council Member seats must meet the eligibility criteria as set out in the Notice of Election, published on the RIBA website on 3rd May 2022.

Please note that Civica Election Services will contact those nominators whose details are submitted via email, in order to confirm their agreement to support your nomination. It is suggested that more than the required seven signatures are collected to safeguard against your nomination becoming invalid. However, only seven names will be listed in the election leaflet.

It is your responsibility to ensure that the details you provide, in particular email addresses and RIBA membership numbers, are correct, so that we can check that all your nominators are eligible to nominate you.

Nominators must provide the address they have provided to the RIBA, which can be verified in their membership account details at www.architecture.com/login

The following Member is a candidate for election to the RIBA Council:

Candidate Name: _____

RIBA Membership Number: _____

Membership Classification: _____

Seat Type and Name: _____

Registered address¹: _____

Email address: _____

Phone number: _____

**Royal Institute of
British Architects**

66 Portland Place,
London, W1B 1AD, UK
Tel: +44 (0)20 7580 5533
Fax: +44 (0)20 7255 1541

info@riba.org
www.architecture.com

Incorporated by Royal Charter
No: RC000484
Registered Charity No: 210 566

¹ Please provide the same correspondence address you have provided to the RIBA in your membership account details. This can be verified on the 'My Account' section of the RIBA website. Any discrepancies in addresses will invalidate your nomination.

CANDIDATE NAME: _____ is nominated
for a RIBA Council Member seat as set out above by:

PLEASE USE CAPITAL LETTERS

1	Name: _____ Signature: _____ RIBA Membership N ^o : _____	Address*:
2	Name: _____ Signature: _____ RIBA Membership N ^o : _____	Address*:
3	Name: _____ Signature: _____ RIBA Membership N ^o : _____	Address*:
4	Name: _____ Signature: _____ RIBA Membership N ^o : _____	Address*:
5	Name: _____ Signature: _____ RIBA Membership N ^o : _____	Address*:
6	Name: _____ Signature: _____ RIBA Membership N ^o : _____	Address*:
7	Name: _____ Signature: _____ RIBA Membership N ^o : _____	Address*:

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Declaration 1: Willingness to serve

I, (candidate name) _____, confirm that I am willing, if elected, to serve from 1st September 2022 as a Council Member of the RIBA Council for the period as set out in the Notice of Election published on the RIBA website on 3rd May 2022

Signature: _____ Date: _____

Declaration 2: Material Interests

For RIBA Board Members/Trustees/RIBA Council Members

Declaration of Material Interests which are relevant to the business of the RIBA

Please record below, information about any material personal, business or other interests which might to the best of your knowledge and belief:

- give rise to a conflict of interest for you with those of the RIBA;
- influence your behaviour as a Council member or the way in which you alone, or together with others, participate in, or vote on RIBA affairs; or
- lead to a perception of a conflict of interest in the eyes of the public.

Please bear in mind in recording your interests that conflicts of interest can arise where-

- there is a potential financial or measurable benefit directly to you;
- there is a potential financial or measurable benefit indirectly to you through a connected person²; or
- your duty to the charity may compete with a duty or loyalty you owe to another organisation or person

The Charity Commission's Guide on Conflicts of Interest for Charity Trustees gives useful guidance³ although council members are not charity trustees.

² Connected person is defined exhaustively in Article 1.1.4 of the Supplemental Charter. It includes:

- (a) spouse, civil partner, parent, child, sibling, grandparent or grandchild;
- (b) spouse or civil partner of anyone in (a);
- (c) relationships which may reasonably be regarded as equivalent to those in (a) & (b);
- (d) companies, partnerships or firms in which a trustee is a paid director, member, partner or employee or in which they have a shareholding of more than 1%.

³

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/63609/1/CC29.pdf

Category

Appointments (paid or voluntary) in any type of organisation or body (commercial, voluntary or public sector). Appointments will include but are not limited to directorships in companies, partnership in firms, trusteeships, tribunal membership and elected office in local government	
Memberships of formal bodies, including but not limited to other professional bodies or associations, political parties, trades unions, special interest groups, voluntary or community associations, mutual support organisations	
Shareholdings of more than 1% in a company, partnership or firm	
Current employment, or any previous employment in which you continue to have a financial interest	
Close professional or social relationships with individuals who have business relationships with the RIBA	
Family members or partners and friends who have business relationships with the RIBA	
Any other conflicts/potential conflicts not listed above	

[Please highlight which one of the declarations (A) to (D) you are making]

I declare, to the best of my knowledge or belief, and in relation to my financial and other interests which are material and relevant-

- A. that the details listed above are correct and that where I have left a blank I have no interest in that category.**
- B. that the details listed above represent changes or additions to the interests previously declared by me.**
- C. that there are no changes in the details previously declared.**
- D. that I have no such interests.**

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I confirm that I will revise this declaration when there are material changes in my circumstances and to review the accuracy of the information at the beginning of each Council session or annually as requested.

I give my consent for this statement to be used if I take a seat on the RIBA Council for the purposes described in the RIBA Conflicts of Interest Policy.

I will undertake to notify any relevant interest at any meeting where I am involved in making decisions on any matter which may affect my personal interests and I will not participate in any discussion or decision on such matter nor seek access to any confidential information relating to it.

Name..... Date:

Revisions to this declaration must be returned to Sally Welbourn at:
sally.welbourn@riba.org or RIBA, 76 Portland Place, London W1B 1AD

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