

RIBA PRESIDENTIAL ELECTIONS 2018 - CAMPAIGNING AND HUSTINGS GUIDELINES

Introduction

Congratulations on your nomination as a candidate in the RIBA Presidential Elections 2018.

As part of the campaigning process, the RIBA will be organising a number of hustings events for the candidates to attend in the RIBA Regions. This document provides key information on the aims of the hustings, how the events will be prepared and run and the rules that candidates must follow.

1. The aim of the hustings

The hustings are a great opportunity for Presidential candidates to connect with a wider set of our membership and share their election statement and plan. The spirit of the hustings is to be an impartial and equal process where all candidates are given the same opportunity to participate.

2. Preparing for the hustings

The campaigning period runs from 13 June 2018 to 2 July 2018. During this period, hustings events will be organised by the RIBA Regional offices in the UK. The number, location, timing and format/topics of the events will be at the discretion of the Returning Officer. However, to ensure that each candidate is given an equal opportunity to participate, the RIBA will consult with the candidates on potential locations and timings and format/topics. RIBA will try to accommodate each candidate's preferences however this may not always be practical. In particular, for those overseas candidates, RIBA may provide limited assistance to enable their effective participation in the hustings process.

Regional Directors will be the point of contact for all candidate enquiries and will seek to assist with any requirements or information in relation to the hustings events. Regional Directors will endeavour to respond to queries in advance. Candidates are asked to be mindful of limited resource available to the Regional Directors and to make requests that are reasonable in terms of time and resource demands. Regional Directors (and RIBA staff) will allocate their time and resource among candidates, fairly.

3. Running the hustings

- (a) The hustings events will be presided over by the Chair of the relevant RIBA Region or their nominee, working closely with the relevant Regional Director;
- (b) If a candidate volunteers to visit a RIBA Region, they should let the relevant Regional Director know in good time, so that RIBA may invite other candidates for a balanced outcome. Note: the absence of other candidates does not, of itself, prevent the hustings from going ahead;
- (c) Each of the events will run for approximately 1.5 hours. Each candidate will be given equal airtime to speak and answer questions, alternating in order event by event. Candidates will be permitted to discuss their election statement, plan and engage in any other discussion as directed by the Chair hosting the event; and
- (d) There will be time for seeking questions from the audience, which the Chair will apportion fairly between the candidates. Each candidate will be afforded similar time for making closing remarks, in the same order as opening remarks. Power point presentation facilities may be made available, on request and depending on resource locally.

The hustings may be filmed events with recordings published on the elections page of architecture.com during the election period. In addition, candidates will be afforded the opportunity to

record a short election video for hosting on the Electoral Reform Services platform during the campaigning and voting process. Please refer to the Presidential Guidelines on the rules around the election video. As in previous years, candidate statements and links to personal campaign websites will also be published on the Electoral Reform Services platform.

RIBA will only cover the cost of the hustings events venues (including audio visual equipment, where relevant) and non-alcoholic drinks. Any special requirements such as alcoholic drinks or nibbles will have to come out of the candidates' budgets.

As set out in the Presidential Guidelines, candidates should not spend more than £7,000 on their election campaign, to ensure equal footing between candidates of different means.

4. Behaviour during the campaigning and hustings period

During the campaigning and hustings period candidates will be expected to conduct themselves as if they were a trustee of RIBA, the charity. In this vein, all communications, including election statements, media communications and presentations made at hustings events, on campaign websites and on social media should adhere to these guidelines:

- Don't publish offensive, demeaning or defamatory comments about individuals;
- Don't publish offensive, damaging or defamatory comments about the RIBA or its members;
- Be respectful of cultural differences;
- Remember that you're legally responsible for anything you publish and this in turn can be quoted or published by the media;
- Be mindful that if you are privy to confidential information during your communications with the RIBA that this is not to be disclosed; and
- Always abide by the rules of the social network you are on.

If the Returning Officer considers that these rules have not been followed, RIBA reserves the right to ask a candidate to amend the offending text/retract statement, including any video footage.

5. Further information

If you require any further information about the hustings please get in contact with the relevant Regional Director.

We wish you the best of luck with your campaign.