STATUTORY INSTRUMENTS

1962 No. 1504

NURSES AND MIDWIVES

The Enrolled Nurses Committee (Election Scheme) Rules, Approval Instrument 1962

Made - - - -	18*th July* 1962
Laid before Parliament	25*th July* 1962
Coming into Operation	1*st August* 1962

Whereas the General Nursing Council for England and Wales have, in exercise of the powers conferred on them by section 30 of, and Schedule 4 to, the Nurses Act 1957(a), as amended by the Nurses (Amendment) Act 1961(b), made rules prescribing the scheme of election of the four members of the Enrolled Nurses Committee of the Council, who are required by the said Schedule 4 to be elected, and have submitted the said rules to the Minister of Health for his approval:

Now, therefore, the Minister of Health, in exercise of the powers conferred on him by section 32 of the Nurses Act 1957, and of all other powers enabling him in that behalf, hereby approves the said rules in the form set out in the Schedule hereto.

This instrument may be cited as the Enrolled Nurses Committee (Election Scheme) Rules, Approval Instrument 1962, and shall come into operation on 1st August 1962.

SCHEDULE

THE GENERAL NURSING COUNCIL FOR ENGLAND AND WALES

THE NURSES ACTS 1957 AND 1961

The General Nursing Council for England and Wales in the exercise of the powers conferred on them by section 30 of, and Schedule 4 to, the Nurses Act 1957 as amended by the Nurses (Amendment) Act 1961, hereby make the following Rules :—

1. These Rules may be cited as the Enrolled Nurses Committee (Election Scheme) Rules 1962.

2. The Interpretation Act 1889(c) applies to the interpretation of these Rules as it applies to the interpretation of an Act of Parliament.

3. The Assistant Nurses Committee (Election Scheme) Rules 1952(d) are hereby revoked:

Provided that such revocation shall not affect any right, privilege, obligation or liability acquired or incurred, or anything duly done or suffered under those Rules.

4. The four members of the Enrolled Nurses Committee of the Council who are required by the provisions of Schedule 4 to the Nurses Act 1957 to be elected shall be elected in accordance with the Scheme set out in the Schedule to these Rules.

(a) 5 & 6 Eliz. 2. c. 15. (b) 9 & 10 Eliz. 2. c. 14. (c) 52 & 53 Vict. c. 63.
(d) Scheduled to S.I. 1952/2088 (1952 II, p. 2289).

SCHEDULE TO THE RULES

General Nursing Council for England and Wales

Scheme made under Paragraph 2 of Schedule 4 to the Nurses Act 1957 for the election of four members of the Enrolled Nurses Committee of the General Nursing Council for England and Wales

Interpretation

1. Unless the context otherwise requires, expressions used in this Scheme have the same meanings as in the Enrolled Nurses Rules 1961(a).

Returning Officer

2.—(1) The Council shall at least six months before the date on which the elected members of the Enrolled Nurses Committee cease to hold office appoint a person, not being a member of the Council, or of any Committee thereof, to be the Returning Officer for the ensuing election.

(2) The Returning Officer shall appoint a Deputy Returning Officer, not being a member of the Council, or of any Committee thereof, to act for him in the event of his absence or inability to act, and the expression "Returning Officer" in this Scheme includes the Deputy Returning Officer so acting.

(3) The Returning Officer shall have power, subject to the approval of the Council, to employ and pay out of monies received from the Council the staff necessary for the conduct of the election.

(4) Subject to the provisions of this Scheme, the Returning Officer shall be responsible for the conduct of the election.

Qualifications of Candidates and Electors

3. In order to be eligible for election under this Scheme as one of the four elected members of the Enrolled Nurses Committee a person must be a registered nurse or an enrolled nurse, and in order to be entitled to nominate for, and take part in, the election, a person must be an enrolled nurse on the date fixed by the Returning Officer under Rule 4 of these Rules as the last day on which nomination papers are to be received.

Publication of Notice of Election

4. The Returning Officer shall fix the last day on which nomination papers are to be received, and at least twenty-eight clear days before the day so fixed, shall cause a notice of the election to be published, specifying the number and description of persons to be elected, the place where the nomination papers are to be sent in, and the last day on which they are to be received. The notice shall be published in two or more newspapers circulating in England and Wales, Scotland and Northern Ireland, and shall be, as nearly as may be, in the form A in the Appendix to this Scheme.

Nomination

5.—(1) Each candidate for election shall be nominated on a separate nomination paper signed by not fewer than six persons having the requisite qualification for nominating the candidate. No person may nominate more than four candidates.

(2) Each nomination paper shall contain the name, address and qualification or qualifications of the person nominated, and also the address and enrolment number of each person signing it, and shall be, as nearly as may be, in the form B in the Appendix to this Scheme.

(3) Every nomination paper shall, before twelve noon on the last day fixed for the receipt of nomination papers, be delivered by post or otherwise to the Returning Officer, General Nursing Council for England and Wales, P.O. Box 803, 23 Portland Place, London, W.1, and shall be accompanied by a declaration in

(a) Scheduled to S.I. 1961/1519 (1961 II, p. 3105).

writing, signed by the person nominated, in the form C in the Appendix to this Scheme or to the like effect, acknowledging that such person consents to be nominated. Every nomination paper in respect of which any requirement of this Scheme has not been complied with, or which is not received by the Returning Officer before twelve noon on the last day fixed for the receipt of nomination papers, shall be invalid. Provided that no misnomer or inaccurate or incomplete description of any person or place named in any nomination paper shall invalidate that paper if, in the opinion of the Returning Officer, the description of the person or place is such as to be commonly understood.

(4) As soon as possible after the time fixed for the receipt of nomination papers has expired, the Returning Officer shall publish at the offices of the Council a list of the duly nominated candidates and on the same day shall send a copy of this list by registered post to each of them. Before twelve noon on the seventh day from the date of publication of the list, a candidate may withdraw from the poll by delivering by post or otherwise to the Returning Officer a written notice of withdrawal and on receipt thereof the Returning Officer shall expunge the name of such candidate from the list. No notice of withdrawal received after twelve noon on the seventh day shall be valid.

Conduct of Election

6. The election of the four enrolled nurses shall be conducted as follows:—

(1) If the number of duly nominated candidates does not exceed four, the Returning Officer shall forthwith declare such candidate or candidates to be elected.

(2) If the number of duly nominated candidates exceeds four, the Returning Officer shall cause ballot papers and identification envelopes to be prepared. Ballot papers shall contain the names, addresses and qualification or qualifications of all the persons who have been nominated, and whose names have not been expunged from the list, and shall state the last day on which ballot papers may be received, and the place to which they are to be returned. The identification envelope shall bear a declaration of identity.

Ballot papers and identification envelopes shall be, as nearly as may be, in the forms D and E in the Appendix to this Scheme.

(3) The Returning Officer shall, twenty-one clear days at least before the last day fixed for the receipt of ballot papers, cause a ballot paper to be forwarded by post to each person qualified to vote in the election at her registered address, together with an identification envelope. Each elector shall be entitled to receive one ballot paper and one identification envelope, and no more, and votes shall not be given except upon the ballot papers provided by the Returning Officer.

(4) Each elector shall mark the ballot paper delivered to her with a X against the name or names of the person or persons (not exceeding four), for whom she votes; she shall place her ballot paper in the identification envelope and securely fasten the same. The elector shall sign the declaration printed on the said envelope, place it inside a covering envelope, and send it by post or otherwise to the Returning Officer at the above-named address. Every ballot paper in respect of which any requirement of this Scheme has not been complied with, or on which the elector has placed any mark whereby she may be afterwards identified or which is not received by the Returning Officer before twelve noon on the last day fixed for the receipt of ballot papers, shall be invalid.

(5) The Returning Officer, immediately after the last day fixed for the receipt of ballot papers, shall cause the validity of the votes to be ascertained by an examination of the identification envelopes and by such other evidence, if any, as he may think necessary, and shall cause such of the identification envelopes as are found to be valid to be opened, and the ballot papers withdrawn, and placed in a ballot box. When all the ballot papers have been transferred to the ballot box they shall be examined and counted, and the number of valid votes given for each candidate shall be ascertained. Any candidate, or agent appointed by her in writing to represent her, may be present during the examination of the identification envelopes and the counting of the ballot papers, and accordingly the Returning Officer shall notify each candidate of the time and place of the examination and counting.

(6) The four candidates having the greatest number of votes shall be declared elected by the Returning Officer. If an equality of votes is found to exist between two or more candidates and the addition of a vote would entitle any of such candidates to be declared elected, the Returning Officer shall determine by lot which of the candidates whose votes are equal shall be declared elected.

Powers of Returning Officer

7. Any question arising with regard to the validity of a nomination or ballot paper, or otherwise in connection with any election held under this Scheme, shall be determined by the Returning Officer.

Notice of Result of Election

8. The Returning Officer shall forthwith give to every candidate whose name has not been expunged from the list written notice of the result of the election, and shall furnish the Council with a list of the persons certified by him to have been duly elected, showing the number of votes cast for each of such persons.

Secrecy of Ballot

9. The Returning Officer, and every officer, clerk or servant employed in connection with the election shall maintain, and aid in maintaining, the secrecy of the ballot, and shall not communicate to any person any information as to the manner in which any elector has recorded her vote.

Validity of Election

10.—(1) Any candidate unsuccessful at the poll may either personally or by her agent appointed in writing notify the Returning Officer within fourteen days after the declaration of the result of the election that she contests the validity of the election on the ground of non-compliance with the provisions of this Scheme, or of any misdescription or miscount, or of the non-delivery, loss or miscarriage of any document.

(2) If after consideration of the contention disclosed in the notice, the Returning Officer is satisfied that the election was conducted substantially in accordance with the provisions of this Scheme and that any non-compliance, misdescription, miscount, non-delivery, loss or miscarriage did not affect the result of the election, he may, within fourteen days of receiving such notice, so certify. In that event he shall forward a copy of his certificate to the unsuccessful candidate, who may within seven days of receiving such copy, appeal to the Minister of Health.

(3) Where the Returning Officer does not so certify, he shall not later than the fifteenth day after receiving the notice forward a copy thereof to the Minister of Health together with such comments as he shall think fit.

(4) The Minister shall consider any appeal made under sub-paragraph (2) or any notice received under sub-paragraph (3) hereof and give his decision as to whether the result of the election was affected by any non-compliance, misdescription, miscount, non-delivery, loss or miscarriage. In the event of the Minister deciding that the result of the election was so affected, a fresh election in respect of all four seats on the Committee shall take place.

APPENDIX

FORM A (*Notice of election*)

Nurses Acts 1957 and 1961

Notice is hereby given, that pursuant to the above Acts, an election of four members of the ENROLLED NURSES COMMITTEE OF THE GENERAL NURSING COUNCIL FOR ENGLAND AND WALES, to represent the enrolled nurses, is about to be held.

In order to be eligible for election a person must be a registered nurse or an enrolled nurse and in order to be entitled to nominate candidates or to take part in the election, a person must be an enrolled nurse on .

Each candidate must be nominated on a separate nomination paper, and no person may nominate more than four candidates.

Every nomination paper must contain the name, address and qualification or qualifications of the candidate nominated; it must be signed by not fewer than six persons having the requisite qualification for nominating the candidate and the address and enrolment number of each one so signing must be appended to her signature.

The nomination paper must be accompanied by a declaration in writing signed by the person nominated, acknowledging that she consents to be nominated, and must be delivered by post or otherwise, before the hour of twelve noon on the day of 19 , addressed to the Returning Officer, The General Nursing Council for England and Wales, P.O. Box 803, 23 Portland Place, London, W.1, from whom forms of nomination papers may, on application by post or otherwise, be obtained.

Every nomination paper which is not received at the address given above before the hour of twelve noon on the day of 19 , will be invalid.

Returning Officer.

(Date)

FORM B (*Form of nomination paper*)

We, the undersigned, being enrolled nurses, hereby nominate

(1)..... of
(2)..... who is
(3) a registered nurse registered in the (4).....part
of the Register and whose registration number is (5).....

or

(3) an enrolled nurse whose enrolment number is (6).....
as a proper person to be elected to the Enrolled Nurses Committee of the General Nursing Council for England and Wales by enrolled nurses.

Signatures of Nominators	Address	Enrolment Number

(Date)

(1) Here insert full name, including Christian names, of candidate.
(2) Here insert candidate's address.
(3) Strike out part not applicable.
(4) Here insert which part of the Register.
(5) Here insert candidate's registration number.
(6) Here insert candidate's enrolment number.

N.B. An enrolled nurse may not nominate more than four candidates.

FORM C (*Form of declaration to be issued with the nomination paper for return by the candidate nominated*)

ELECTION OF FOUR MEMBERS OF THE ENROLLED NURSES COMMITTEE OF THE GENERAL NURSING COUNCIL FOR ENGLAND AND WALES

(Date)

I consent to be nominated as a candidate for election as a representative of enrolled nurses to serve on the Enrolled Nurses Committee of the General Nursing Council for England and Wales. I declare that the statement in the nomination paper with regard to my qualifications is correct.

Name in full

Address

(IN BLOCK LETTERS)

(1)Registration Number
or
(1)Enrolment Number

Signature of Candidate.....

(1) Strike out part not applicable.

FORM D

BALLOT PAPER

ELECTION OF FOUR MEMBERS OF THE ENROLLED NURSES COMMITTEE OF THE GENERAL NURSING COUNCIL FOR ENGLAND AND WALES

N.B.—Only enrolled nurses are entitled to vote for candidates in this ballot paper.

Elector's Mark X	Name of Candidate Nominated	Address	Qualification and Number

1.—The elector must place a cross thus (X) against the name or names of the candidate or candidates for whom he or she desires to vote.

2.—THE ELECTOR MUST NOT VOTE FOR MORE THAN FOUR CANDIDATES but may vote for fewer; not more than one vote may be given to any one candidate.

3.—No mark (other than the cross or crosses) may be placed upon the ballot paper.

4.—The ballot paper must be placed inside the identification envelope which must be securely fastened down.

5.—THE ELECTOR MUST SIGN THE DECLARATION PRINTED ON THE IDENTIFICATION ENVELOPE.

6.—The identification envelope must be placed inside the outer envelope (addressed to the Returning Officer and supplied for the purpose) which must also be securely fastened down and the postage on it must be prepaid.

7.—No communication of any kind, other than the ballot paper, must be placed inside the identification envelope or the outer (Returning Officer) envelope.

8.—The ballot paper must be received before noon on the day of 19 , by the Returning Officer, General Nursing Council for England and Wales, P.O. Box 803, 23 Portland Place, London, W.1.

FORM E (*Form of identification envelope*)

Identification Envelope

ELECTION OF FOUR MEMBERS OF THE ENROLLED NURSES COMMITTEE

To

I, the undersigned, hereby declare that I am the person to whom the enclosed ballot paper is addressed as above, that I am an enrolled nurse and that I have not marked any other ballot paper in this election.

(Signature)

(L.S.)

C. A. Smaldon,
Chairman of the Council.

The Seal of the General Nursing Council for England and Wales was hereunto affixed on 6th July 1962.

M. Henry,
Registrar.

Given under the official seal of the Minister of Health on 18th July 1962.

(L.S.)

J. Enoch Powell,
Minister of Health.

EXPLANATORY NOTE

(*This Note is not part of the Instrument, but is intended to indicate its general purport.*)

The rules approved by this Instrument prescribe the Scheme of Election for the four members of the Enrolled Nurses Committee of the General Nursing Council for England and Wales, who are required to be elected by virtue of the provisions of Schedule 4 to the Nurses Act 1957, as amended by the Nurses Act 1961.