

ROYAL STATISTICAL SOCIETY
BYLAWS

Definitions

1. In these Bylaws, unless the context otherwise requires:
 - (i) “Registers” means the Register of Professionally Qualified Fellows and the Register of Graduate Statisticians and Register of Data Analysts;
 - (ii) “Registrant” means a member who appears on one of the registers.
 - (iii) “Regulations” means subsidiary rules created and amended by Council for the conduct of the business of the Society.
 - (iv) “Year” “or session” means calendar year.
 - (v) Words importing only the masculine, or the feminine gender shall include all genders.
 - (vi) Words importing only the singular shall include the plural and vice versa.
 - (vii) “In writing” and “written” shall include all modes of representing words in a visible form including electronic form.

Membership of the Society

2. Members of the Society shall be known as Fellows of the Society but without the right to use post-nominals unless they are also Chartered or Graduate Statisticians or Data Analysts.

Voting members

- 2.1 (a) Professionally Qualified Fellows shall be those registered as Chartered Statisticians who may use the postnominal ‘CStat’.
- (b) The requirements for registration as a Chartered Statistician are provided in the Regulations, and admission to, and removal from, the Register of Chartered Statisticians is regulated by the Professional Affairs Committee as provided in Bylaw 19.
- 2.2 Ordinary Fellows (known as Fellows).
- 2.3 (a) There shall be a category of Graduate Statisticians whose members may continue to use the postnominal ‘GradStat’.
- (b) The requirements for registration as a Graduate Statistician are provided in the Regulations, and admission to, and removal from, the Register of Graduate Statisticians is regulated by the Professional Affairs Committee as provided in Bylaw 19.
- 2.4 (a) There shall be a category of Data Analysts whose members may continue to use the descriptor ‘Data Analyst’.
- (b) The requirements for registration as a Data Analysts are provided in the Regulations, and admission to, and removal from, the Register of Data Analysts is regulated by the Professional Affairs Committee as provided in Bylaw 19.
- 2.5 There shall also be a closed category of Professionally Qualified Fellows who are not Chartered Statisticians but who, before 1st January 1993, were Fellows or Members of the former Institute of Statisticians and who may continue to use the post-nominals of ‘FIS’ or ‘MIS’.

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2.6 Each Fellow shall pay an annual membership subscription of such amount as the Council shall decide from time to time and shall have one vote on every matter decided at any General Meeting.

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Non-Voting Fellows

3. 3.1 Honorary Fellows to be elected by the Council according to criteria provided in the Regulations.

3.2 Each non-voting Fellow shall not pay an annual membership subscription unless the Council shall at any time decide otherwise, and shall not have a vote on any matter decided at any General Meeting

Admission to membership

4. 4.1 Every candidate for membership shall complete an application form as required by Council.

4.2 Every application for membership shall be considered in accordance with the Regulations and those candidates deemed suitable shall be admitted to Fellowship.

4.3 A person who fails to be admitted to membership may appeal to the Council in writing, and the Council shall reconsider the application and notify the candidate in writing giving its reasons for its decision.

Payment of subscriptions

5. The Council shall determine the annual subscription rates for all categories of membership and registration. Subscriptions shall be due on such dates and shall be payable in such instalments as shall be specified in the Regulations. If the first subscription of a newly elected member or newly registered Chartered Statistician, Graduate Statistician or Data Analyst is not paid within three months after the date of election or registration, the election or registration shall be void. The Council shall have power to determine concessionary rates as detailed in the Regulations.
6. Nothing herein contained shall affect the rights of any member who prior to 14th October 1970 shall have paid a composition fee in lieu of future Subscriptions.

Withdrawal of members or Registrants

7. Any member or Registrant whose subscription (or registration fee) is not in arrears may withdraw from the Society by sending a notification of resignation to the Society.

Default of members or Registrants

8. Any member or Registrant who has not paid the subscription (or registration fee) within three months after the due date shall cease to receive any benefits provided by the Society until payment is received.
Any member or Registrant who has not paid the outstanding subscription (or registration fee) within six months after the due date shall cease to be a member or Registrant of the Society.

Reinstatement

9. A person who has been a member or Registrant and who has ceased to be a member or Registrant for some cause other than expulsion may make a written application for reinstatement. If appropriate, the Council may grant such reinstatement to membership and the Professional Affairs Committee may grant reinstatement to registration, on such terms as may be prescribed in Regulations.

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Honorary Fellowship

10. Persons of distinction, whether Fellows or not, may be elected to Honorary Fellowship. The Council shall establish procedures for inviting Fellows to nominate a candidate for election to Honorary Fellowship. The Council will consider such nominations.
11. Honorary Fellows who are, or are eligible to be, registered as Chartered Statisticians may be so registered. Honorary Fellows shall not be entitled to be Honorary Officers or members of the Council or of the Professional Affairs Committee.

The Council

12.1 The Council shall have overall responsibility for achieving the Objects and exercising the powers of the Society subject to challenge by its members in General Meeting, and the Council members shall be the trustees of the Society, when registered as a Charity, responsible for managing its assets and liabilities accordingly and employing a Chief Executive and such other staff as necessary to undertake its obligations and implement its decisions to do so.

12.2 The Council shall meet as often as it considers to be necessary. There shall be a quorum only when at least ten members of the Council are present at the meeting. Unless otherwise provided by these Bylaws, decisions of the Council shall be made by a simple majority of those present and voting in person at the meeting or by a postal ballot.

Membership of the Council

13. The Council shall consist of:
 - (a) the President, and
 - (b) twenty-four other Fellows of the Society who shall be elected by the Fellowship, and
 - (c) any Vice Presidents and other Honorary Officers who shall be persons who may or may not be elected by the Fellowship, and
 - (d) the most recent Past-President who is willing to serve on the Council, and
 - (e) those members of the Council in Office at the date of adoption of these Bylaws shall continue in office until the end of the then current Session.
- 14.1 A member of the Council shall be elected for a period of four consecutive Sessions and shall retire at the end of the fourth Session. No member shall serve as such for more than four consecutive Sessions, except that members, filling casual vacancies, who are subsequently elected in their own right under the provisions in the Bylaws, may serve consecutively a further period of four Sessions as an elected member in addition to their period as a casual member. A member who was in office at the date of adoption of these Bylaws and who has, by the end of the then current Session, served for four or more consecutive Sessions shall retire at the end of that Session.
- 14.2 A member, who takes up an officer role while still serving as an elected Council member, shall assume the Officership forthwith thus becoming an Officer member of Council and vacating the position of elected member of Council position so causing a casual vacancy for the remainder of that period of Office.

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14.3 The Office of any members of the Council shall be vacated if they:

- (a) resign it by notice to the Society in writing.
- (b) cease to be a Fellow.
- (c) become incapable by reason of sickness.
- (d) become bankrupt or suspend payments of debts or compounds with their creditors.
- (e) are absent from meetings of the Council continuously for 12 months without the consent of the Council.
- (f) are disqualified from being a charity trustee under the Charities Act.
- (g) are removed from membership of the Council by a resolution of the Council but subject to an appeal as provided in the Regulations.

Casual Vacancies

15. Any casual vacancy occurring among the members of the Council, or in the office of Auditor, including any not filled at the Annual General Meeting, may be filled by co-option by the Council for the remainder of the term of the vacancy. Co-opted members of Council may subsequently be nominated to stand immediately for election as a member of Council in their own right to serve a full term of four Sessions as an elected member. The existing members of the Council may act notwithstanding any casual vacancy in their number. Any casual vacancy occurring in the Presidency may be filled by co-option by the Council until such time as a new President is elected.

Regulations

The Council may make, amend, suspend or repeal Regulations respecting the work of the Society provided that such action shall not be inconsistent with the Charter or the Bylaws. With regards to the regulations relating to Bylaws 22 and 23, the PAC will have delegated responsibility to make, amend, suspend or repeal regulations, for the approval of Council.

16.

Delegation by Council

17. The Council may delegate implementation of its decisions to any person or committee as it thinks fit but it shall not purport to delegate any liability for loss caused by wrongful action by such delegates.

Custody of the Common Seal

18. The Council shall have the custody of the Common Seal of the Society and shall make regulations to ensure against its misuse.

Professional Affairs Committee

19. The Professional Affairs Committee (PAC), shall be the registration authority for admission to the Register of Chartered Statisticians exercising authority delegated from Council. Its membership shall be:
- (a) a Chair appointed in accordance with the Bylaws; and
 - (b) a minimum of eight and a maximum of twelve Professionally Qualified Fellows of the Society to be elected by the Professionally Qualified Fellows as described in the Regulations and approved by the PAC and Council.

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20. The Chair of the PAC shall be a Vice President of the Society and a Professionally Qualified Fellow.

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21. Any casual vacancy occurring among the members of the PAC (except that of Chair) may be filled by the co-option of a Professionally Qualified Fellow by the PAC. Anyone so appointed shall hold office only until the termination of the period of office of the person causing the vacancy. However, the existing members of the PAC may act notwithstanding any casual vacancy in their number.
22. The PAC shall determine its own proceedings, as detailed in the regulations, and shall implement its own decisions reporting, through its minutes, to the Council which normally shall not challenge those decisions. The quorum shall be half the number of elected members of the PAC including the chair. Decisions shall be made by a simple majority of those present and voting in person at the meeting or by a Postal Ballot,
23. On behalf of Council in furtherance of the objects of the Society, the PAC as the registration authority shall:
 - (a) establish and maintain Registers for the purpose of registering as Chartered Statisticians as Graduate Statisticians and of Data Analysts. Those to be registered shall satisfy the Committee that:
 - (i) they have achieved such standards of education and training and acquired such experience as satisfies the standards and criteria referred to in paragraph (b) below; or
 - (ii) they have otherwise demonstrated their competence to a standard which the PAC considers to be equivalent to the standards and criteria referred to in paragraph (b) below.
 - (b) establish, maintain, and regularly review, in relation to individuals seeking registration as Chartered Statisticians or Graduate Statisticians or Data Analysts in collaboration with such industrial and commercial organisations and academic institutions and other persons as the PAC may from time to time consider appropriate:
 - (i) standards and criteria for education, professional training and experience, normally including the successful completion of a post-secondary course of at least three years duration or of an equivalent duration part-time at a university or other establishment of higher education or of similar level; and
 - (ii) levels of accreditation and validation of courses, professional training, examinations, and arrangements for experience provided or arranged by institutions other than the Society leading to designation as a Chartered Statistician or Graduate Statistician or Data Analyst.
 - (c) assess applications for registration as Chartered Statisticians or Graduate Statisticians or Data Analysts determining in each case whether registration should be allowed.
 - (d) assess applications for registration as Chartered Statisticians from persons holding appropriate professional qualifications from other countries.
 - (e) accredit universities and such other organisations for such purposes as the PAC may determine from time to time.
 - (f) provide suitable arrangements for appeals against decisions by the Committee to be considered by suitably qualified persons not involved in the initial decision.
 - (g) prepare, maintain, and enforce a code of professional conduct to which all Registrants shall be required to conform.
 - (h) establish standards for the maintenance of professional competence by Registrants;
 - (i) publish the standards and criteria referred to in this Bylaw.
 - (j) encourage the provision of education, training and experience leading to the satisfaction and maintenance of these standards and criteria.

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- (k) have the power to enquire into any complaints received by the Society in respect of professional behavior or competence of any Chartered Statisticians and any Graduate Statisticians and of any Data Analysts in accordance with the Disciplinary Procedures published by the PAC and included in the Regulations;
- (l) impose disciplinary and other measures in relation to Chartered or Graduate Statisticians or Data Analysts who are found to be in breach of the code of professional conduct.
- (m) have the power to delegate any of its functions, duties, or responsibilities to a sub-committee of its members, or other individuals, or to an individual, as provided by the Charter, provided that the Committee shall ensure:
 - (i) that the sub-committee or individuals or individual to which the function, duty or responsibility is delegated is informed about the scope of the Society's powers.
 - (ii) that the sub-committee or individuals or individual is informed about the scope of the delegated authority.
 - (iii) that there are in place arrangements for reporting to the Committee, wherever appropriate on a regular basis, in such a way that the Committee is able to ratify the decisions made (other than administrative decisions) and to satisfy itself that the sub-committee or individual has complied with the terms of the delegation;
- (n) carry out such other duties as may be delegated to the Committee by the Council from time to time.

Meetings of the Society

General Meeting, whether Special or Annual

- 24. The President shall normally preside at any General Meeting but may appoint any Fellow (normally a Vice-President or Past-President) to preside instead. If the President and any such appointee are absent from the Meeting, a Chair shall be elected to preside by and from the Fellows present.
- 25. Persons who are not Fellows may be present and may speak during a General Meeting at the discretion of the Chair but shall not have a vote.
- 26. No business shall be transacted at any General Meeting unless a quorum of twenty Fellows is present when the Meeting proceeds to business. If within half an hour after the time appointed for any General Meeting a quorum is not present:
 - (a) if the Meeting were convened at the request of Fellows as provided in the Bylaws, it shall be dissolved.
 - (b) if the Meeting were convened at the instigation of Council, it shall stand adjourned to a date to be decided in due course by the Council when those Fellows present shall be the quorum.
- 27. The Chair of any General Meeting may, with the consent of the Meeting or at the direction of the Meeting, adjourn the Meeting from time to time and from place to place, but no new business shall be introduced at the adjourned Meeting.
- 28. At any General Meeting, resolutions put to the vote of the Meeting shall be decided by a simple majority on a show of hands, unless a vote by ballot is demanded by at least ten Fellows before or on the declaration of the result of a show of hands, in which case the ballot shall be taken forthwith under the direction of the Chair of the Meeting. In the case of an equality of votes, the Chair of the Meeting shall have a second and casting

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vote. A Fellow who is unable to be present at a General Meeting, but who wishes to vote at the meeting may do so by submitting a proxy vote, as provided in the Regulations, naming the Chair as proxy.

29. The minutes of every General Meeting shall be approved at the next following Annual General Meeting.

Annual General Meetings

30. An Annual General Meeting (AGM) shall be held within fifteen months of the previous AGM at such time and place as the Council shall direct. At least 14 days' notice of every Annual General Meeting shall be sent to Fellows. The Report of the Council on the activities of the Society during the previous session, and a copy of the audited accounts for the previous financial year together with the report of the Auditor thereon shall be available to members electronically at least seven days in advance of the AGM for all members.
31. The business of the Annual General Meeting shall be:
 - (a) to discuss and approve (after correction if necessary) the minutes of the previous AGM and any General Meetings as appropriate.
 - (b) to discuss, and, if thought fit, to approve the report of the Council and the accounts.
 - (c) to confirm the election of an Auditor as recommended by Council.
 - (d) to discuss any other matters raised by any member relating to the management of the Society. In respect of such matters:
 - (i) they shall be notified to the Chief Executive in time for inclusion on the call notice.
 - (ii) they, with supporting details, shall be available to members electronically at least seven days before the meeting; and
 - (iii) any decision taken thereon at the meeting shall take the form of a recommendation to Council, or a resolution for a Special General Meeting.

Special General Meetings

32. A Special General Meeting may be called at any time by order of the Council. Proxies shall be available for those members who are unable to be present.
33. A Special General Meeting shall be called to be held within 30 days of the date of call:
 - (a) by order of Council.
 - (b) by the Chief Executive on receipt of a written request signed by at least twenty Fellows, in which the resolutions to be moved are specified, or
 - (c) following a resolution of an Annual General Meeting, in which the resolutions to be moved are specified.
34. At least 14 days' notice of any Special General Meeting shall be sent to Fellows, and the resolutions to be moved shall be stated in the announcement. No business shall be brought forward at any Special General Meeting other than that specified in the announcement of the meeting.

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Discussion Meetings

35. Discussion Meetings of the Society shall be held at such times and places as the Council shall direct for the reading and discussion of papers, reports, and communications on subjects of interest to Fellows. Discussion Meetings shall normally be open to all persons, whether Fellows of the Society or not, and no quorum shall operate.

Officers

The President

36. The President shall not hold Office as such normally for more than two consecutive sessions. The President shall be elected by the Fellowship according to the procedure provided in the Regulations and shall be co-opted to the Council for the session before taking Office.
37. The President shall normally preside at any meeting of the Council but may appoint any member of the Council (normally a Vice-President or Past-President) to preside instead. If the President and any such appointee are absent from the Meeting, a Chair shall be elected to preside by, and from, the members of the Council present.

Vice-Presidents and Past-Presidents

38. The Council shall have power to appoint, from the Society's Fellowship, up to four Vice-Presidents at any one time, each to serve normally for four sessions as such. Any Vice-President who is not an ordinary member of the Council at the time of appointment shall be co-opted as a member of the Council.
39. Every President, on ceasing to hold Office as such, shall be designated a Past-President of the Society while remaining a Fellow.

Honorary Officers

40. The Honorary Officers shall be appointed or re-appointed annually from amongst the Fellows by the Council normally for four sessions. At any given time at least half of the Honorary Officers shall be current or past elected members of the Council and the minimum and maximum numbers of Honorary Officers shall be as laid down in Regulations. No Honorary Officer shall serve as such for more than six Sessions in any period of ten consecutive Sessions. The Council shall designate one of the Honorary Officers as Honorary Treasurer; the Honorary Treasurer in Office at the date of adoption of these Bylaws shall continue in Office subject to the maximum period of Office set out above.

Honorary Treasurer

41. The Honorary Treasurer shall be responsible for overseeing the financial conduct of the Society under the direction of the Council and in accordance with Regulations.
42. The accounts of the Society shall be made up to 31st December in every year and, together with the report of the Auditor thereon, shall be posted on the Society's website.

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Auditor

43. Each year the Council shall recommend to the members at the Annual General Meeting, and the Fellows shall confirm if they so wish, an Auditor of the Society, who shall be a person qualified to conduct the audit of accounts of registered companies. The Auditor shall hold office until the conclusion of the next Annual General Meeting, shall audit the Society's accounts for the financial year concerned, and shall report to the Fellows on the accounts laid before the next following Annual General Meeting.

Notices

44. Any communication may be sent on behalf of the Council to any Fellow by sending it prepaid through the post or by electronic means. Any communication shall be deemed to have been served by the third day following that on which it was posted or within twenty-four hours if sent electronically. In proving such service or delivery it shall be sufficient to certify that the communication was properly addressed and posted or transmitted. The accidental omission to give notice of any meeting to, or the non-receipt of a notice by, any Fellow shall not invalidate the proceedings at any meeting.