



The Referees' Association of England

Proposed Amendments to the Rules of the Association and Notices of Motion 2007 and amendments thereto

9th April 2007

To: ABS Secretaries, Life Members and Direct Members
Board members and County RA Secretaries for information

The proposed amendments to the Rules of the Association and Notices of Motion for consideration at the Annual General Meeting on Friday 8th June 2007 are listed below

To assist understanding of the proposed rules amendments, the following formats have been used

- **Proposed additional words to be inserted into the current rules are in bold underlined**
- ~~Proposed deletions from the current rules have been struck through~~
- *Reasons for each proposal appear in italics*

Proposed Rule Amendments

A. Composite Amendment of Accounting Rules

Proposed by the Board

Rule 10 Finance

The wording of paragraph (d) is to be amended as follows

- (d) The Treasurer shall ensure that a proper Statement of Accounts is prepared for each year ending 31st March and shall present it to the next AGM ~~duly audited~~ **after it has been independently verified**.

Rule 13 Annual General Meeting

The wording of the 2nd, 3rd, 7th & 8th bullet points in paragraph (b) are to be amended as follows

- to approve the auditors **independently verified** accounts for the previous year ending 31st March
- to appoint independent auditors **a firm of accountants** to verify the accounts for the current year ending 31st March
- to receive the audited **independently verified** accounts of the RA for the previous year ending 31st March
- to receive an annual report and audited **independently verified** accounts from the trustees of the benevolent fund of the RA

Schedule 5 Part 1 Notices of Motion and Proposals to Amend the Rules at AGMs and The Provision of Papers for Meetings

The wording of paragraph 8 (g) (j) and (k) are to be amended as follows

- (g) the ~~audited~~ **independently verified** accounts for the year ending 31st March
- (j) the Chairman's report and the audited **independently verified** accounts of the RA for the previous year ending 31st March
- (k) the annual report and the ~~audited~~ **independently verified** accounts from the trustees of the benevolent fund of the RA.

Schedule 5 Part 2 Standing Orders and Rules for the Conduct of Debate at General Meetings

The wording of paragraph 5 (h) (i) (m) and (n) are to be amended as follows

- (h) approve the audited **independently verified** accounts **for the previous year ending 31st March**
- (i) appoint independent auditors **a firm of accountants to verify the accounts** for the following **current** year **ending 31st March**
- (m) receive the ~~audited~~ **independently verified** accounts of the RA for the previous year ending 31st March
- (n) receive an annual report and ~~audited~~ **independently verified** accounts from the trustees of the benevolent fund of the RA

Reason:

- (i) *To replace the phrase 'audited accounts' by the phrase 'independently verified accounts' - because 'audit' and its derivatives now have a special contemporary meaning in professional accountancy that implies a wider investigation into accounts and business affairs than has been the tradition and than is needed. The phrase 'independently verified accounts' more accurately reflects the process undertaken within the Association.*
- (ii) *To clarify the relevant years of independent verification of the accounts in Schedule 5 Part 2 paragraphs.5 (h) and (i)*

B. Rule 11 Expenses Proposed amendment to “C” (below) by South Bedfordshire Society

The wording of the paragraph (a) is to be amended as follows

- (a) The reasonable and necessary travelling, overnight and subsistence expenses for Members of the Board, its Committees and Honorary Officers carrying out the **administrative** business of the Association and meeting at convenient locations in England shall be paid out of the funds of the Association if supported by receipts submitted to the Treasurer or his delegate within twenty-eight days of being incurred. **Expenses for other functions and for other personnel shall be restricted to payment for travelling only**

Reason:

At a time of falling membership numbers and rising costs, the RAE needs to both maximise its income from all sources, whilst simultaneously ensuring that all expenditure is strictly controlled. In that vein, it is crucial that costly items such as expenses are always limited to those which are strictly necessary and totally justifiable, in the interests of the Association and all its members. This proposed rule change will provide a considerable saving of RAE funds.

C. Rule 11 Expenses Proposed by South Bedfordshire Society

The wording of the paragraph (a) is to be amended as follows

- (a) The reasonable and necessary travelling, overnight and subsistence expenses for Members of the Board, its Committees and Honorary Officers carrying out the business of the Association and meeting at convenient locations in England shall be paid out of the funds of the Association if supported by receipts submitted to the Treasurer or his delegate within twenty-eight days of being incurred. **Expenses for other functions and for other personnel shall be restricted to payment for travelling only**

Reason:

At a time of falling membership numbers and rising costs, the RAE needs to both maximise its income from all sources, whilst simultaneously ensuring that all expenditure is strictly controlled. In that vein, it is crucial that costly items such as expenses are always limited to those which are strictly necessary and totally justifiable, in the interests of the Association and all its members. This proposed rule change will provide a considerable saving of RAE funds.

D. Schedule 2 Part 1 Election of Members of The Board of Management Proposed by the Board

[Note - Schedule 2 Part 1 of the 2006 Constitution contains a typographical error with paragraph 9 covering 2 different items resulting in paragraphs 10 – 18 being incorrectly numbered and this will be corrected in the 2007 version. The amendment to paragraph 17 below relates to paragraph 17 as printed in the Constitution but which will appear as item 18 in the 2007 version]

The wording of the first bullet point of paragraph 8 is to be amended as follows

- be posted to the Secretary of each ABS, ~~County RA~~, life member and direct member by 15th 30th September **together with a pre-addressed envelope marked “BALLOT PAPER” for use when returning the form and be posted to the Secretary of each County RA for information**

The wording of paragraph 17 is to be amended as follows

- 17 The votes shall be **sent in sealed envelopes endorsed “BALLOT PAPER” and be** counted not later than 22nd November and all candidates notified by post of the result of the election not later than 1st December. At the first available opportunity the names of the candidates elected, including the region of any member elected as a regional candidate, shall be published in every journal or periodical of the Association, and placed on its website, if any

Reason:

- (i) *To minimise postage costs by allowing voting papers to be circulated with the minutes of the September RAE and RA Board meetings.*
- (ii) *To define a process that provides for the security of the voting process and for the counting of votes.*
- (iii) *To confirm that County RAs receive voting forms for information only*

E. Schedule 2 Part 1 Election of Members of The Board of Management Proposed by the Board

The wording of paragraph 9 is to be amended as follows

- 9 Any defective nomination forms ~~or voting forms~~, or any nomination liable to rejection for any reason, shall be immediately returned to the relevant proposers with an explanation of the defect or reason for rejection. Such forms shall be eligible for re-submission provided the defect or reason for rejection has been remedied and the corrected form returned to the Board by the closing date.

Reason: *To ensure the secrecy of the ballot by not opening voting forms until the closing date for votes.*

Notice of Motion

1

Proposed by South Bedfordshire Society

That this Association (RAE) requires its Board to approach the Boards of the Referees' Association (RA), The Northern Ireland Referees' Association (NIRA) and The Referees' Association of Wales (RAW) to expedite replacing the present organisational structure with three independent, autonomous Association of RAE, NIRA and RAW while encouraging cordial relations to be maintained.

Reason:

At Conference 2003 a structure of 4 linked Associations was approved. Its 3 years of existence has shown it to be confusing, inefficient and costly with duplication of meeting expenses and financial systems. The NIRA and RAW have been largely autonomous with 97% of Head Office work executed for the RAE. This proposal would, in effect, implement the Management Consultancy Team's "Recommendation 9" of September 2000.