

**ST. HELENS RUGBY LEAGUE REFEREES SOCIETY
CONSTITUTION 2019**

1	Title
1.01	The Society shall be called St Helens Rugby League Referees Society and referred to as “the Society”.
2	Objectives of the Society
2.01	Attract, develop, train, mentor and retain Match Officials to officiate the game of Rugby League.
2.02	Promote equal opportunities within the game and all of the Society’s dealings, regardless of gender, background, disability or ethnicity.
2.03	Develop Members’ knowledge of the Laws of Rugby League in all its formats to ensure universal application of the Laws throughout the sport.
2.04	Seek links with local and national sports clubs, leagues and governing bodies to develop and expand participation in the sport of Rugby League throughout the local area.
2.05	Facilitate the appointments of Members to officiate Rugby League matches appropriate to their competence and experience.
2.06	Engage in projects to enhance the standing of both the Society and the game of Rugby League.
3	Powers of the Society
3.01	Invite and receive money from a variety of sources including the annual collection of fees for Membership, donations and grants, and to be used to fund the Society’s Objectives.
3.02	Operate an account with the Society’s bank to record all the Society’s financial transactions.
3.03	Purchase equipment as appropriate for the Society’s Objectives.
3.04	Grant donations and honoraria as appropriate to the Society’s Objectives.
3.05	Work in partnership with appropriate external bodies to advance the Society’s Objectives.
3.06	Conduct any other lawful business necessary to protect the reputation of the Society and/or its Members, all its assets, and to advance its Objectives.
4	Membership
4.01	There shall be 6 types of membership status – as described below.
4.01.1	Probationary – All individuals wishing to apply to join the Society, as Young or Full Members, shall be admitted as “Probationary members” until they have attended 6 Society meetings within a 12 month period, after which they will qualify as “Young” or “Full” membership status on payment of the appropriate subscription fee, or be nominated and elected as an “Honorary” member. Probationary members may enjoy some of the benefits of membership at the discretion of the “Management Committee”. Probationary members do not have voting rights nor are they eligible to stand for any office.
4.01.2	Young – All members aged between 12 to 17 on the date of the Annual General Meeting (AGM) shall be classed as “Young members” for each subscription year until the first AGM following their 18 th birthday, when they may be automatically promoted to “Full member” status on payment of the appropriate subscription fee, or be nominated and elected as an “Honorary” member. Young members shall enjoy all the benefits of membership, have voting rights and are eligible to stand for those offices for which there is no minimum age qualification.
4.01.3	Full – All members, aged 18 or older on the date of the AGM and who are neither “Honorary” nor “Life” members, shall be classed as “Full members” for each subscription year. Full members shall enjoy all the benefits of membership, have voting rights and are eligible to stand for any office.
4.01.4	Honorary – Any individuals who are not officiating yet wish to support and contribute to the Society and its Objectives may be nominated as an “Honorary member” for each subscription year only after being Proposed and Seconded by members with voting rights and carried by a majority of those members present with voting rights at an AGM or Special General Meeting (SGM). The Proposer shall explain in detail to members present why such a member should be admitted to “Honorary” membership. Honorary members shall enjoy discretionary benefits of membership, have voting rights and are eligible to stand for any office, subject to minimum age qualification, except President. The term of Honorary membership is limited to each subscription year, and annual renewal is subject to re-election by the majority of members present with voting rights at each AGM.

4.01.5	Life - Any existing “Young”, “Full” or “Honorary” member who has supported and contributed to the Society and its Objectives with outstanding service over a considerable period may be nominated as a “Life member” only after being Proposed and Seconded by members with voting rights and carried by the majority of those members present with voting rights at an AGM. The Proposer shall explain in detail to members present why such a member should be admitted to “Life” membership. Life members shall enjoy discretionary benefits of membership, have voting rights and are eligible to stand for any office, and subject to minimum age qualification. Once conferred, Life membership status is permanent and not subject to annual renewal.
4.01.6	Associate – All individuals who do not hold one of the above five types of Society membership, and who do not wish to apply to join the Society as Young or Full members, but who do wish to derive direct personal benefits from the Society’s activities, shall be required to apply for Associate membership on payment of the appropriate subscription fee. Associate members may enjoy some of the benefits of membership at the discretion of the “Management Committee”. Associate members are not required to attend Society meetings, do not have voting rights nor are they eligible to stand for any office. The term of Associate membership is limited to each subscription year, and annual renewal is subject to payment of the appropriate subscription fee.
4.02	At each AGM the Secretary/Treasurer shall propose the subscription fee to be collected for the next subscription year. The subscription year begins at the close of the AGM and runs until the close of the next year’s AGM. The proposal or any alternative proposal from the floor must be seconded and carried by the majority of those members present with voting rights.
4.02.1	Probationary members shall pay 100% of the Subscription fee for the period of probation, or a pro rata contribution at the discretion of the “Management Committee”
4.02.2	Young members shall pay 50% of the Subscription fee
4.02.3	Full members shall pay 100% of the Subscription fee
4.02.4	Honorary members shall pay 0% of the Subscription fee
4.02.5	Life members shall pay 0% of the Subscription fee
4.02.6	Associate members shall pay 75% of the Subscription fee
4.03	Should a member not pay the subscription fee within 70 days of the AGM then it shall be assumed that they no longer wish to be members of the Society and their membership shall be void.
4.04	All memberships, irrespective of status, may be revoked under the disciplinary section of this constitution.
5	Society Governance
5.01	The Society shall be governed by a “General Committee” consisting of at least five officers who shall meet on a regular basis throughout the year.
5.01.1	The General Committee must have at least five officers that are open only to members aged 18 or older in the following roles: President, Chairman, Vice-Chairman, Secretary/Treasurer, and Safeguarding Officer (SGO). No individual may hold more than one of these positions simultaneously. The President, Chairman, Vice-Chairman, and Secretary/Treasurer shall control the Society funds.
5.01.2	Other offices on the General Committee are open to members of all ages and may include Development Officer, Training Co-ordinator, Online Media Officer and additional committee members without specific portfolio. Individuals including the Chairman, Vice-Chairman, and Secretary/Treasurer may hold more than one of these offices simultaneously.
5.02	The Society shall be administered on a day to day basis by a Chairman, Vice-Chairman & Secretary/Treasurer who shall form the “Management Committee”.
5.02.1	The “Management Committee” may co-opt additional members to assist in specific operations of the Society and may at its discretion propose additional roles and/or nominees at the AGM.
5.03	The office of President is appointed for life, but may be relinquished voluntarily by the current holder or revoked under the disciplinary section of this constitution.
5.03.1	The role of President is to provide continuity and oversight of the elected officers only and has no unilateral executive powers unless a state of disagreement or vacancy arises within the Management Committee, in which case the President will assume executive seniority.
5.04	The office of SGO shall be limited to a member aged 18 or over and who is either trained in Safeguarding by the RFL or is willing to attend the first such training session available.

5.05	All vacancies for the offices of President or SGO must be filled within 60 days at an SGM, or AGM if scheduled sooner, when suitably qualified nominees must be Proposed and Seconded by members with voting rights and carried by the majority of those members present with voting rights.
5.05.1	For the duration of any vacancy for President, the powers of the Management and the General Committees are to be limited to prevent any constitutional amendments, revocations of offices, and new financial contracts being initiated until a new President is elected per Section 5.05.
5.06	All other "General Committee" appointments are for a term of one subscription year after which the current holders must relinquish or stand to be re-elected at the AGM. These positions may also be revoked under the disciplinary section of this constitution.
5.07	The Secretary/Treasurer must be notified in writing at least seven days prior to the AGM of all nominations for office, complete with names of qualified Proposers and Seconders.
5.07.1	Valid nominees for office will be invited to speak at the AGM to support their nominations before all contested elections are decided by the majority of those members present with voting rights.
6	Administration, Payments & Honorarium
6.01	The Secretary/Treasurer shall act on behalf of the Society to deal with matters of administration between general meetings.
6.02	The Secretary/Treasurer shall be responsible for maintaining and storing for safekeeping the records of the Society's general meetings correspondence and financial transactions in a durable medium and throughout the duration of his/her term of office.
6.03	The Secretary/Treasurer shall be responsible for circulating to members a copy of the Minutes of each Society general meeting, but may delegate the recording duties to any Committee member.
6.04	The Secretary/Treasurer shall be responsible for recording, and making available for inspection at any time at the request of the Chairman, all the Society's financial transactions and accounts.
6.04.1	The Secretary/Treasurer must produce a detailed "Financial Statement" at the end of each subscription year to be circulated to members in advance of each AGM.
6.04.2	Members will be asked to approve the "Financial Statement" at the AGM.
6.05	All payments and other debits from the Society's accounts must be authorised by and traceable to the Secretary/Treasurer plus one other of the Chairman or Vice-Chairman, except in cases where any of these offices is vacant, when the President may provide the second mandate.
6.06	Whenever an AGM or SGM election results in changes of Chairman, Vice-Chairman and/or Secretary/Treasurer, it is the responsibility of the new Secretary/Treasurer, within 30 days of the change in personnel, to complete the transfer of account holder details and record new signatory rights with the Society's bank.
6.06.1	In circumstances when the outgoing Secretary/Treasurer is unavailable or has been removed from office under the disciplinary section of this constitution, within 30 days, the President shall oversee the transfer of account holder details and record new signatory rights with the bank.
6.07	Details of recipients, values and conditions of payments of any honoraria shall be agreed at each AGM for the next subscription year, with all payments to be confirmed in the next AGM's minutes.
6.07.01	All honoraria to be paid in arrears in two instalments in August and February.
7	Meetings & Attendance
7.01	Society General Meetings shall be held once per calendar month on dates set by the Management Committee at the beginning of each subscription year. The February General meeting shall not be convened until the conclusion of an Annual General Meeting (AGM).
7.02	The AGM is the usual forum to elect a new general committee and to consider and vote on any proposals for constitutional amendments.
7.03	A Special General Meeting (SGM) is required when any vacancy arises for any of the five offices listed in 5.01.1 or when a member wishes to make emergency alterations to this constitution. Such a meeting can only be authorised when the request is supported by at least five members with voting rights and placed in writing to the Secretary/Treasurer. The Management Committee must set a date for the SGM to be held within 60 days of receipt of a valid request.
7.04	The Chairman or the Chairman's appointed deputy shall have the power to control all general meetings and the responsibility to ensure that all members have opportunity to speak.
7.05	All members are expected to attend all meetings and respect the control of the Chairman. Apologies for absence must be sent to the Secretary/Treasurer when attendance is not possible.

7.06	Only “Young”, “Full”, “Honorary” and “Life” members have the right to vote, propose, second or nominate in any Society business and are eligible to stand for any office, subject to minimum age qualification. Neither “Probationary” nor “Associate” members may not vote, propose, second or nominate in any Society business nor stand for any office.
7.07	At least six members with voting rights must be present to form a quorum. All votes, decisions and recommendations recorded at non-quorate meetings shall be considered void.
7.07.1	All decisions apart from contested nominations for office shall be voted on by a show of hands unless the Chairman or the Chairman’s appointed deputy dictates that there shall be a private ballot. All contested nominations for office shall be voted on by a private ballot. All votes are decided by a simple majority of those members present with voting rights.
7.07.2	The Chairman or the Chairman’s appointed deputy shall have the casting vote in the event of any tied ballot, except where the ballot relates to his/her own position, when the casting vote rights must pass to the President, if present, or to the most senior Life Member present.
8	Constitutional Amendments
8.01	Changes to this constitution may be proposed and seconded in writing to the Secretary/Treasurer by any members with voting rights either at least seven days prior to an AGM to be read and voted upon as per Section 7.06 at that AGM, or by invoking an SGM as per Section 7.03.
9	Disciplinary Procedure
9.01	The Management Committee shall be empowered to investigate all allegations of misconduct and may pass its findings to any internal or external organisation as appropriate.
9.01.1	Misconduct shall include, but not be limited to failure to follow the RFL’s Code of Conduct or Social Media guidelines, and conduct or actions contrary to the spirit of the game, the Society or this constitution.
9.02	The Management Committee may convene a Disciplinary Meeting consisting of members of the General Committee at which any members may be required to attend to explain their conduct.
9.03	The General Committee shall be empowered to impose suitable and appropriate sanctions on any members found responsible for misconduct, including but not limited to instruction about acceptable standards of conduct, issue of formal written warnings, revocation of office and recommendations to a specifically convened SGM for expulsion from the Society.
9.04	Should any allegations of misconduct be raised against any of the holders of the five offices specified in 5.01.1, in all cases a member of the General Committee, independent of the allegations, must convene and chair within 14 days a SGM at which a minimum of 5 members also independent of the allegations and with voting rights shall perform the function of the Disciplinary Meeting and assume the powers otherwise held by the General Committee under 9.03.
10	Resignations
10.01	Any member wishing to resign from the Society can do so in writing to the Secretary/Treasurer.
10.02	No subscription fees are refundable when any member resigns.
11	Dissolution
11.01	Should members wish to disband the Society then a majority of 75% of members with voting rights and present at specifically convened SGM will be required.
11.02	All funds and assets of the Society after all outstanding liabilities have been settled shall be donated to a Rugby League related charity or cause to be determined at the SGM.
12	Other Matters
12.01	The General Committee shall be empowered to deal with all matters which are not outlined in this constitution as it deems fit.