

**GROUP 10 REFEREE'S  
ASSOCIATION**

**CONSTITUTION**

REVIS

REVISED 2021

## 1. NAME

The name of the Association shall be the Group 10 Rugby League Referees' Association of NSW Incorporated.

## 2. DEFINITIONS

In this constitution unless the contrary intention appears:

“Association” means the Group 10 Rugby League Referees' Association of NSW.

“Active Member” means a member who is a person who holds current accreditation to officiate at fixtures and who is available to and does officiate at fixtures to which they are appointed from time to time.

“By-Law” means any By-Law made by the Association.

“Chairperson” means the person who is the chair of any General Meeting.

“Constitution” means this constitution of the Association.

“Executive” means the body consisting of some of the Officers of the Association.

“General Committee” means the General Committee of the Association as constituted by this constitution.

“General Meeting” means the Annual or any General or Special meeting of the Association.

“Group Association” means a Referee's Association of the affiliated body of the League.

“League” means the Country Rugby League of New South Wales Inc.

“Life Member” means a member of the Association who has been granted Life Membership in accordance with this Constitution.

“Member” means a member of the Association under clause 6

“Non Active Member” means a person who does not have current accreditation to officiate at fixtures or who is not available to be appointed to officiate at fixtures.

“Objects” mean the Objects of the Association in clause 3

“National Database” means the national online registration system.

“Officers of the Association” mean those persons acting in that capacity from time to time appointed in accordance with this constitution.

“Register” means the register that is held by the Association providing the details of the members.

### **3. OBJECTS OF THE ASSOCIATION**

The objects of the Association shall be:

- a. Conduct, encourage, promote, advance and implement the laws of rugby league football and refereeing in Group 10.
- b. To unite, assist and encourage members to achieve their goals.
- c. Ensure the maintenance and enhancement of the Association, the members and Rugby League refereeing, its standards, quality and reputation for the benefit of the members and rugby league refereeing.
- d. At all times promote trust and confidence between the Association and its members in pursuit of these Objects.
- e. At all times act on behalf of, and in the interests of, the Members and rugby league refereeing in Group 10.
- f. Affiliate and otherwise liaise with the League and such other organization(s) as may be considered appropriate from time to time, and adopt its rule and policy framework to further these Objects.
- g. Represent the interests of its Members and of rugby league refereeing in Group 10 generally in any appropriate forum.

### **4. INTERPRETATION**

In this Constitution:

- 4.1 a reference to a function includes a reference to a power, authority and duty
- 4.2 words importing the singular include the plural and vice versa,
- 4.3 words importing any gender include the other genders
- 4.4 a reference to “writing” shall unless the contrary intention appears, be construed as including references to printing, and other modes of representing or reproducing words in a visible form, including electronic mail.

### **5. SEVERANCE**

- 5.1 If any provision of the Constitution or any phrase contained in it is invalid or unenforceable, the phrase or provision is to be read down if possible, so as to be valid and enforceable, and otherwise shall be severed to the extent of the invalidity or unenforceability, without affecting the remaining provisions of the Constitution.

## **6. MEMBERSHIP**

### **6.1 Categories of Members**

The members of the Association shall consist of:

- 6.1.1 Active Members, who subject to this Constitution, shall have the right to receive notice of General Meetings and to be present, debate and vote at General Meetings.
- 6.1.2 Life Members, who subject to this Constitution, shall have the right to receive notice of General Meetings and to be present, debate and vote at General Meetings.
- 6.1.3 Referees-in-Training who shall have the right to receive notice of General Meetings and to be present at General Meetings but shall have no rights to debate or to vote at General Meetings.
- 6.1.4 Non Active Members who shall have the right to receive notice of General Meetings and to be present, debate and vote at General Meetings.
- 6.1.5 Such new or other categories of member as may be established by the Executive. Any new category of member established by the Executive cannot be granted voting rights without the approval of the Association in General Meeting.

### **6.2 Life Members**

- 6.2.1 Nominations for Life Membership of the Association is to be received by the Secretary of the Association in writing from a proposer and a seconder each of whom must be a member by a date appointed by the Secretary from time to time. The Nomination must contain all relevant information and particulars necessary for a determination to be made by the Executive as to whether the nominee satisfies the qualification criteria to have Life Membership conferred on him.

- 6.2.2 All nominations for appointment to Life Membership are to be considered at the Annual General Meeting of the association.
- 6.2.3 To be eligible for consideration for Life Membership an individual must have had a minimum of ten years' service in the Association and have rendered distinguished service to the Association where such service is deemed to have assisted the advancement of rugby league refereeing in Group 10.
- 6.2.4 Any application received is to be considered by the Executive to satisfy clause 6.2.2 and for the Executive to recommend to the Annual General Meeting or Special General Meeting that such an individual be subject to a vote at such a meeting for appointment, or otherwise, as a Life Member.
- 6.2.5 Prior to a vote being conducted there must at the time of the vote be at least sixty per cent (60%) of the members present and entitled to vote at a General Meeting.
- 6.2.6 If a vote is conducted, the individual to be appointed a Life Member must receive an affirmative vote to be appointed a Life Member by at least sixty percent (60%) of those present and voting.
- 6.2.7 Upon being appointed a Life Member, the individual's details shall be entered upon the register by the Secretary as soon as practicable and from the time of appointment the individual shall be a Life Member.
- 6.2.8 The number of nominations for appointment to Life Membership at each Annual General Meeting or Special General Meeting shall be determined by the Executive from time to time.

### **6.3 Application for Membership**

An application for membership must be:

- 6.3.1 In writing on the form prescribed (if any) from time to time by the Executive, from the applicant specifying the category of membership to which application is sought and lodged with the Secretary of the Association.
- 6.3.2 Accompanied by the appropriate fee (if any) as determined from time to time by the Executive.
- 6.3.3 Each applicant for membership must fulfill the requirements to be eligible for membership before an application can be considered by the Executive.

- 6.3.4 To be eligible for consideration by the Executive for membership, a person must:
- 6.3.4a Be a current holder of or must have held a rugby league referees accreditation as provided by the appropriate body (from time to time) which accredits rugby league referees.
  - 6.3.4b Produce to the Executive (if requested) sufficient evidence to confirm that person has the appropriate rugby league referees accreditation.
  - 6.3.4c Not be an active member of another Group Association.
  - 6.3.4d If a member of another Group Association or a previous member of another Group Association provide a written clearance from that Group Association that confirms there is nothing to prevent this application from being considered by the Executive.
  - 6.3.4e Satisfy such residential qualifications as may be imposed from time to time by the Executive and/or the Country Rugby League Referees Association of New South Wales.
  - 6.3.4f Not be a suspended or expelled member of this Association or another Group Association.

#### **6.4 Discretion to Accept or Reject Application**

- 6.4.1 The Executive may accept or reject an application for membership whether the applicant has complied with the above eligibility requirements or not. If requested the executive shall be required to provide any reason for such acceptance or rejection to the applicant.
- 6.4.2 Where the Executive accepts an application, the applicant shall become a member upon acceptance and the Secretary will amend the Register accordingly as soon as practicable.
- 6.4.3 Where the Executive rejects an application, the applicant will not become a member.

#### **6.5 Members**

- 6.5.1 Each Member, except for Life Members, shall pay an annual membership fee as determined from time to time by a General Meeting, with such membership fee to be paid to the Treasurer of the Association before such date as the Executive may appoint from time to time.
- 6.5.2 If a member does not pay the annual membership fee by the determined date above or not have made arrangements acceptable to the Treasurer to pay, then their membership shall cease.
- 6.5.3 Each member, except Life Members, shall apply for membership of the Association annually in accordance with the Constitution.
- 6.5.4 A person will cease to be a member of the Association if that person:
- a. Dies, or
  - b. Resigns their membership, or
  - c. Fails to pay their membership fees or other amount owing by the member to the Association as required and accepted by the Treasurer, or
  - d. Is expelled from the Association
- 6.5.5 Members acknowledge and agree:
- a. They are bound by this Constitution and By-Laws,
  - b. They shall comply with and observe this Constitution and By-Laws, and any determination, motion or policy which may be made or passed by the Executive or the Association,
  - c. By submitting to this Constitution and By-Laws, they are subject to the jurisdiction of the Association,
  - d. The Constitution and By-Laws are necessary and reasonable for promoting the Objects.
- 6.5.6 All Members which or who are, prior to the approval of this Constitution, members of the Association shall be deemed Members from the time of approval of this Constitution.
- 6.5.7 Where the Executive is advised or considers that a Member has allegedly:
- a. Breached, failed, refused or neglected to comply with a provision of this Constitution, By-Laws or any motion or determination of the Executive or Association, or



- b. Acted in a manner unbecoming of a Member, or prejudicial to the purposes and interests of the Association and/or rugby league refereeing, or
- c. Brought the Association, any other Member or rugby league refereeing into disrepute.

The Executive may commence or cause to be commenced disciplinary proceedings against that Member, and that Member will be subject to and submits to the jurisdiction, procedures and penalties of the Association as set out in the By-Laws.

6.5.8 The Executive may appoint a judiciary committee to deal with any disciplinary matter referred to it. Such judiciary committee shall comprise of at least three (3) members of the Executive. Such judiciary committee may carry out all the functions available to the Executive under this Constitution and By-Laws regarding disciplinary proceedings.

6.5.9 The Executive has the power to expel, suspend, censure, fine or otherwise sanction a member.

## **6.6 Register of Members**

6.6.1 The register of members of the Association must be kept in accordance with the Associations Incorporation Act.

6.6.2 The following must be entered in the register of Members in respect of each member:

- a. The full name of the Member,
- b. The address, facsimile number and electronic mail address, if any,
- c. The date of admission to and cessation of membership, and
- d. Such other information as either the Executive require or the legislation requires.

6.6.3 Each member must notify the Secretary in writing of any change in that member's name, address, facsimile number or electronic mail address or such other information as sought in clause 6.6.2d within one (1) month of such change.

## **7. OFFICERS of the ASSOCIATION**

7.1 The Officers of the Association shall consist of the following: President, Senior Vice President, Secretary, Treasurer and Assistant Secretary.

## **8. EXECUTIVE**

8.1 The Executive shall consist of the following: President, Senior Vice President, Secretary, Treasurer and Assistant Secretary who must all be Members and who shall be elected as indicated below.

8.2 There is no maximum number of consecutive terms for which a member of the Executive may hold office.

8.3 Nominations for the Executive shall be called for at the Annual General Meeting.

8.4 To be eligible to be a member of the Executive, a nominated person must be a member who has the right to receive notices of General Meetings and has the right to be present, debate and vote at General Meetings.

8.5 If there is only one nomination for a nominated position in accordance with clause 8.3 above, then that Member shall be declared elected to that nominated position at the Annual General Meeting.

8.6 If the number of nominations for a nominated position in accordance with clause 8.3 above exceeds the nominated position, then a vote shall be held in accordance with the clauses below.

8.7 If there is no nomination for a nominated position in accordance with clause 8.3 above, a nomination orally by two (2) Members as nominators who are present at the Annual General Meeting of a nominee who is also present at the Annual General Meeting for a position may be accepted provided such nominee expresses his willingness to accept the position for which the member has been nominated.

8.8 Voting for a nominated position shall be:

- a. By multiple preference voting, and
- b. Controlled by two (2) scrutineers elected by the meeting, and
- c. Conducted by a secret ballot.

8.9 Members of the Executive elected as above shall be elected for a term of one year. Subject to the provisions of this Constitution relating to earlier retirement

or removal of a member of the Executive, members of the Executive shall remain in their position of office from the conclusion of the Annual General Meeting at which the election occurred until the conclusion of the Annual General Meeting following their election.

- 8.10 Each member of the Executive shall have the right to receive notice of General Meetings and to be present, debate and vote at General Meetings.
- 8.11 The elected position of a member of the Executive becomes vacant if the member:
- a. Dies, or
  - b. Becomes of unsound mind, or
  - c. Resigns that position in writing to the Secretary of the Association, or
  - d. Is removed by a motion at a Special General Meeting, or
  - e. Has a finding made against him in a disciplinary hearing of the Association where the member suffers a penalty of his membership being suspended for a period of time or expelled as a member.
- 8.12 In the event of a vacancy under clause 8.13, the executive will call for nominations for position throughout the membership, with the Executive appointing an individual who they consider appropriate. Any such vacancy may only be filled for the remainder of the Member's term under the Constitution.
- 8.13 The Executive shall meet as often as is deemed necessary and subject to the Constitution, may adjourn and regulate its meetings as it thinks fit.
- 8.14 Without limiting the power of the Executive to regulate its meetings as it thinks fit, a meeting of the Executive may be held where one (1) or more of the Executive is not physically present at the meeting provided that:
- a. All individuals participating in the meeting are able to communicate with each other effectively, simultaneously and instantaneously whether by means of telephone or online platform, (microphone must be on and member must be visible to be present).
  - b. Any such meeting shall be deemed to be held at the place where the Chairperson of the meeting is located.
- 8.15 The Executive may exercise all or any of the powers of the General Committee.

- 8.16 The Executive shall provide to each General Meeting, a report of its activities and resolutions.
- 8.17 Motions arising at any meeting of the Executive shall be decided by a majority of votes and a determination of a majority of the Executive shall for all purposes be deemed a determination of the Executive. All members of the Executive shall have one vote on any motion. Where voting is equal, the motion will be lost.
- 8.18 Members which or who are, prior to the approval of this Constitution, members of the Executive, shall be deemed members of the Executive from the time of the approval of this Constitution.
- 8.19 The responsibilities and duties of the President are:
- a. Manage the General Meetings and/or Executive meetings
  - b. Represent the Association as required.
  - c. Encourage and ensure there is future planning for the Association.
  - d. Communicate with Members and stake holders of the Association.
  - e. Maintain a relationship with the League and other necessary Associations.
  - f. Oversee the activities of the members of the Executive and the Association.
- 8.20 The responsibilities and duties of the Senior Vice President are:
- a. To perform the duties of the President in his absence.
  - b. To assist the President.
- 8.21 The responsibilities and duties of the Assistant Secretary are:
- a. To perform such duties as may be assigned to him from time to time by the Secretary.
- 8.22 The responsibilities and duties of the Secretary are:
- a. Prepare the agenda for meetings.
  - b. Make arrangements including venue, date and times for meetings
  - c. Send notices as required under the Constitution.
  - d. Collect and collate reports from members of the Executive and others.
  - e. Call for and receive nominations for the Executive and other positions.
  - f. Take minutes of meetings.
  - g. Read, reply to and keep correspondence.
  - h. Maintain the records other than financial records of the Association.
  - i. Collate and arrange the annual report.

- j. Maintain details of Members in a register.
  - k. Communicate with others as required.
  - l. Represent the Association as required.
  - m. Respond to such duties as directed by the Executive.
- 8.23 The responsibilities and duties of the Treasurer are:
- a. Prepare a budget and monitor it.
  - b. Maintain and make available the appropriate financial records as required.
  - c. Keep a proper record of all payments and moneys received.
  - d. Present financial reports to meetings.
  - e. Ensure the annual audit is undertaken by the Auditor.
  - f. Communicate with Group Associations and Members concerning financial requirements.
  - g. Collect fees and funds as required.
  - h. To pay creditors as required.
- 8.24 Public Officer
- a. Subject to clause 8.26b below, a Public Officer shall be appointed by the Executive at the first meeting of the Executive after a vacancy in this office occurs.
  - b. The Public Officer will be the Secretary except in the circumstances where the Executive appoints another person as the Public Officer.

## **9. GENERAL COMMITTEE**

- 9.1 The General Committee of the Association shall consist of the Executive and Members as described in the Constitution.
- 9.2 The General Committee shall have the power to perform all such acts and things as may be incidental or conducive to the attainment of any of the Objects of the Association and without prejudice to the generality of the forgoing, it may:
- a. Delegate to a sub-committee any matter for investigation and report,
  - b. Prescribe the duties of Officers of the Association.
  - c. Effect and maintain insurance.
  - d. Enter into and make agreements and employ persons on such terms and conditions as it deems proper.
  - e. Acquire, manage, deal with and dispose of any property.

- f. Invest any money in any investment in which trustees are authorized by law to invest, and to vary and realize any investment.
  - g. Borrow money and give security over any property of the Association.
  - h. Make, amend or repeal By-Laws.
  - i. To discipline Members in accordance with the Constitution.
- 9.3 Before the commencement of a General Meeting, the Secretary of the Association is to be advised by a method considered appropriate by the Secretary the following:
- a. The Life Members present at the meetings, and
  - b. Individual Members who have been granted voting rights pursuant to the Constitution who are present at the meetings
- So as the Secretary can determine the number who are entitled to vote at the meeting.
- 9.4 Subject to this Constitution, motions arising at any General Meeting shall be decided by a majority of those entitled to vote
- a. All of those entitled to vote shall have one vote on any motion. Any members under the age of 18 years do not have the right to debate and vote at General Meetings.
  - b. A motion put to the vote at a meeting shall be decided by a show of hands unless a poll is demanded by the Chairperson of the meeting or by the majority of the Members at the meeting.
  - c. Unless a poll is demanded under clause 9.4.b, a declaration by the Chairperson that a motion has on a show of hands been carried or lost, and an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the Members of the votes recorded in favor of or against the motion.
  - d. If a poll is duly demanded under clause 9.4.b, it shall be taken in such manner as the Chairperson directs and the result of the poll shall be the resolution of the meeting.
  - e. Where voting at a meeting is equal, the motion will be lost.
  - f. No motion of the Association may be voted on by means of a postal or electronic ballot.
  - g. Proxy voting must not be undertaken at or in respect of a General Meeting.

- h. For a member to vote, they must have attended 50% of previous meetings held in that calendar year. Excluding the first meeting of that calendar year where all members present are entitled to vote, unless restricted by 9.1(a). Life members will be able to vote at any meeting attended regardless of number of meetings attended in that calendar year.
- 9.5 No business shall be transacted at any General Meeting unless a quorum is present at the time when the meeting proceeds to business.
- 9.6 A quorum for a General Meeting shall be at least 4 members entitled to vote and in addition at least three (3) members of the Executive.
- 9.7 If a quorum is not present, the meeting shall be adjourned to such other day and at such other time and place as the Chairperson may determine, and if at the adjourned meeting a quorum is not present, the meeting will lapse.
- 9.8 The President shall preside as Chairperson at every General Meeting. If the President is not present or is unwilling or unable to preside, the Senior Vice President shall preside. If neither of the above are present, or are unwilling or unable to preside, the Members present shall appoint another member of the Executive to preside as Chairperson for that meeting only.
- 9.9 The Chairperson may, with the consent of any meeting, at which a quorum is present, and shall if so directed by the meeting, adjourn the meeting from time to time and from place to place.
- 9.10 When a meeting is adjourned for 30 days or more, but not otherwise, notice of the adjourned meeting must be given as in the case of an original meeting.
- 9.11 Notice of every General Meeting shall be given to those Members who have the right to receive a notice of General Meeting as outlined in the Constitution.
- a. The notice of a General Meeting shall specify the place, day and time of the meeting and shall state the business to be transacted at the meeting,
  - b. The notice of a General Meeting shall be given to those Members who have the right to receive a notice of General Meeting at least twenty one (21) days before the meeting together with the agenda for the meeting, the minutes of the previous meeting and any notice of motion received.
- 9.12 The business that is transacted at a General Meeting includes the consideration of the accounts of the Association, reports of the Executive and others, motions and such other general business as is raised by a Member present at the meeting.

- 9.13 The order of such business at a General Meeting shall be determined by the Chairperson.
- 9.14 A General Meeting may be held at 2 or more venues using any technology approved by the Executive that gives each of the members a reasonable opportunity to participate. A member who participates in a General Meeting using that technology is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.
- 9.15 Members entitled to vote may submit notices of motion for inclusion in the business to be transacted at a General Meeting. All such notices of motion must be submitted in writing to the Secretary of the Association not less than 35 days prior to the General Meeting:
- a. Despite the above, the Chairperson may accept at a General Meeting, a notice of motion made by a Member who has not complied with the above requirement.

## **10. ANNUAL GENERAL MEETING**

- 10.1 An Annual General Meeting of the Association shall be held in accordance with this Constitution.
- 10.2 The Annual General Meeting of the Association shall be held annually and must be held before the Annual General Meeting of Group 10 Rugby League.
- 10.3 The Notice of an Annual General Meeting of the Association shall be given in accordance with clause 9.
- 10.4 The business to be transacted at the Annual General Meeting includes the consideration of accounts of the Association, the reports of the Executive and others, the election of the Officers of the Association and such other business as the Chairperson permits.
- 10.5 The order of the business to be transacted at the Annual General Meeting may be:
- a. Minutes of the previous Annual General Meeting.
  - b. President's report
  - c. Secretary's report.
  - d. Treasurer's report.
  - e. Election of the Officers of the Association.
  - f. Nominations for Life Membership (if any)



- g. Such other business and reports as the President considers appropriate.
- 10.6 The order of business above may be varied at the determination of the Chairperson of the Annual General Meeting.

## **11. SPECIAL GENERAL MEETING**

- 11.1 A Special General Meeting of the Association may be convened as follows:
- a. At any time that the President and Secretary thinks fit, or
  - b. On the Secretary of the Association receiving in writing a request from no less than 7 members who are entitled to vote, or
  - c. On the Secretary of the Association receiving in writing a request from 4 members of the Executive.
- 11.2 The request for a Special General Meeting shall state the objects of the meeting and shall be signed by the Members making the request.
- 11.3 The notice of a Special General Meeting shall be given to all Members who have a right to receive a notice not less than 14 days before the meeting together with a copy of the request for the meeting.
- 11.4 The business to be transacted at a Special General Meeting shall be limited to that business as is outlined in the request for the meeting.
- 11.5 A Special General Meeting shall, subject to the Constitution, be conducted in the same manner as a General Meeting.

## **12. RECORDS and ACCOUNTS**

- 12.1 The Association shall establish and maintain proper records and minutes concerning all transactions, business, meetings and dealings of the Association. The Executive shall produce these as appropriate at each General Meeting. These records and minutes shall be kept in the care and control of the Secretary of the Association.
- 12.2 The Treasurer of the Association shall keep proper accounting records and these accounting records shall be kept in the care and control of the treasurer, and shall be produced as appropriate at each General Meeting.

- 12.3 All cheques and other negotiable instruments shall be signed or otherwise executed by any two duly authorized members of the Executive or in such other manner as the Executive determines.
- 12.4 The statements of account when approved and adopted by a General Meeting shall be conclusive except as regards any error discovered in them within three (3) months after such approval or adoption.
- 12.5 The financial year of the Association shall end on the thirtieth (30<sup>th</sup>) day of June of each year.

### **13. FUNDS**

- 13.1 The funds of the association are to be derived from entrance fees, annual subscriptions of members, donations and subject to any resolution passed by the association in General Meeting, any other sources that the General Meeting determines.
- 13.2 All moneys received by the association must be deposited as soon as practicable and without deduction to the credit of the association's bank or other authorized deposit-taking institution account.
- 13.3 The association must, as soon as practicable after receiving any money, issue an appropriate receipt.
- 13.4 The funds of the association are to be used solely in pursuance of the Objects of the association in the manner that the Executive determines.

### **14. CONSTITUTION**

- 14.1 This Constitution may only be altered at the Annual General Meeting or at a Special General Meeting called for that purpose.
- 14.2 Any proposed motion to alter this Constitution must be received by the Secretary of the Association not less than thirty five (35) days prior to any meeting in 14.1 above.
- 14.3 No alteration shall be made to this Constitution unless a two thirds majority of those present at such meeting and entitled to vote approve the alteration
- 14.4 Any alteration so made in clause 14.3 shall apply immediately unless the meeting by the same majority in clause 14.3 shall decide otherwise.

- 14.5 The application or meaning of any clause in this Constitution shall be decided by the Executive whose decision will remain until altered by a vote at a General Meeting whose decision shall then be final and conclusive.
- 14.6 If any issue occurs which in the opinion of the Executive is not provided for in this Constitution, the Executive shall determine that issue in such manner as the Executive deems appropriate.

## **15. WINDING UP**

- 15.1 The liability of the members is limited.
- 15.2 Every member undertakes to contribute to the assets of the association in the event of the association being wound up while the member is a member, or within one year after the member ceases to be a member, for the payment of the debts and liabilities of the association.
- 15.3 Such amount in clause 15.2 above is not to exceed five dollars (Australian)
- 15.4 In a winding up of the association, any surplus property of the association is to be transferred to another organization with similar objects and which is not carried on for profit or gain of its individual members.
- 15.5 A reference to surplus property in this clause is a reference to that property of the association remaining after satisfaction of the debts and liabilities of the association, and the costs, charges and expenses of the winding up of the association.

## **16. INDEMNITY**

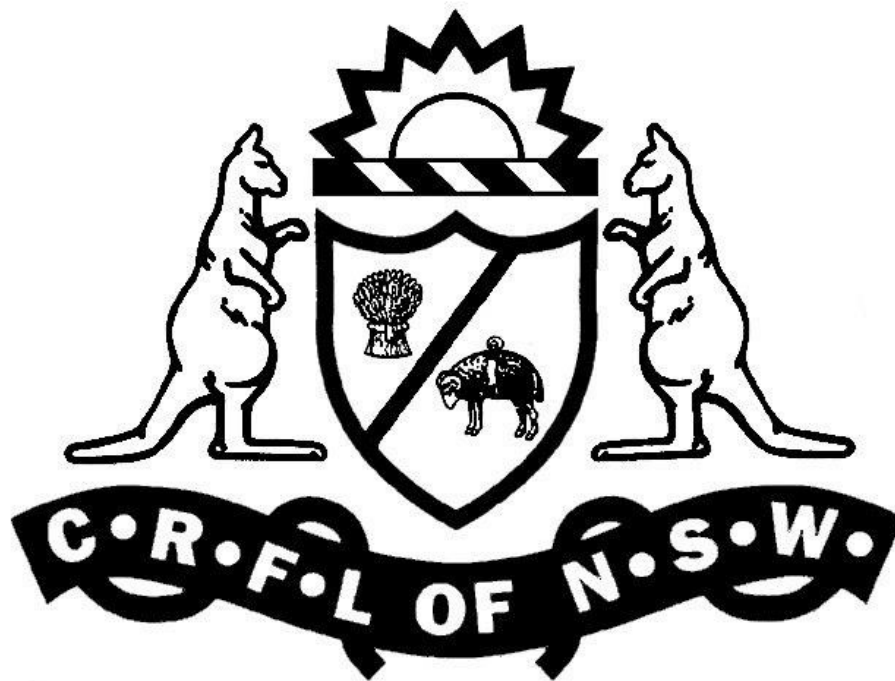
- 16.1 Every member of the Executive and the Officers of the Association shall be indemnified out of the funds of the Association against any liability incurred in the discharge of any duty undertaken on behalf of the Association.
- 16.2 No member of the Executive shall be responsible for any other member of the Executive, or any officer or servant of the Association for damages and losses which may be or become liable to any third party in consequences of any act or omission.

## **17. NOTICE**

- 17.1 Notices may be given by the Association to any Member entitled under the Constitution to receive any notice, by sending the notice by:
- a. Pre-paid post to the Member's registered address, or
  - b. Facsimile transmission to the Member's facsimile number, or
  - c. Electronic mail to the Member's electronic mail address.
- 17.2 Where a notice is sent by pre-paid post, service of the notice shall be deemed to be effected three (3) days after posting.
- 17.3 Where a notice is sent by facsimile transmission, service of the notice shall be deemed to be effected upon the receipt of a confirmation report confirming the facsimile was sent to/or received at the facsimile number to which it was sent.
- 17.4 Where a notice is sent by electronic mail, service of the notice shall be deemed effected one (1) day after it was sent.

## **18. BY-LAW**

- 18.1 All By-Laws of the Association in force at the date of the approval of this Constitution insofar as such By-Laws are not inconsistent with, or have been replaced by this Constitution, shall be deemed to be By-Laws and shall continue to apply.



**GROUP 10 REFEREE'S  
ASSOCIATION**

**BY-LAWS**

REVISED 2021

1. Officers of the Association shall furnish a report on any official activity on behalf of the Association within seven (7) days of such a direction by the General Committee.
2. Levies may be made for the purpose of carrying out any Object of the Association, and the amount of such levy shall be determined by General Committee.
3. Members transferring from one Group Association to another Group Association shall submit to the Secretary of the Group Association to whom they are transferring, a clearance from their previous Group Association as to their membership of that Group Association before they are to be accepted as a member of the new Group Association.
4. All correspondence to the Association is to be sent to the Secretary of the Association
  - 4.1 In the event that a member does not have the confidence to address the Secretary only, they have the option to include the current Referee Development Officer, the Group 10 Board of Directors liaison and the New South Wales Rugby League (NSWRL) liaison.
5. No member shall be allowed to be a member of two Group Associations at the same time. A member must first obtain a clearance from their Group Association before joining another Group Association
6. If a referee wishes to referee outside their district, permission must be obtained from both their Group Association and the Group Association in the district in which they propose to referee.
7. A member must, as is required and within the time period required, register their details as may be required to enable the Member to satisfactorily register the Members details on the National Database.
8. All members who are active referees prior to participating in a fixture must be registered on the National Database, established insurance with the nominated insurer and provided confirmation of this to the Secretary of the Association.
9. A Member who participates in a fixture in a refereeing role must only wear such uniform as has been approved by the Association and the Country Rugby League Referees Association of New South Wales.
10. Code of Conduct of Members.
  - 10.1 All members are to comply with this code of conduct
  - 10.2 A member must not, at any time, abuse, address in an insulting manner or behave in an aggressive or provocative manner towards a player, coach, club official, legal official or another member

- 10.3 A member must not while officiating in a fixture use crude or abusive language towards any person, or engage in conduct detrimental to the spirit of the game of rugby league or the association
- 10.4 A member whilst representing the association or in attendance at an association recognised event must act, dress and behave in an appropriate manner befitting a member of the association
- 10.5 A member must not speak in derogatory terms to others about another member of the association
- 10.6 A member will not make comments in any media or communication system whether written, televised or broadcasted which is detrimental to the interests, welfare and image of the association or the game of rugby league
- 10.7 Before a member writes an article relating to the association, refereeing or rugby league generally for publication in any print or electronic media or communication system must first obtain the written approval of the association.
- 10.8 A member whilst representing the association must not enter into any individual sponsorship agreement without that agreement being firstly approved by the association in writing.
- 10.9 An active member shall not engage in any gambling activity concerning fixtures concerning Group 10 Rugby League.
- 10.10 An active member must advise the association and any other authority responsible for the appointment of members to officiate at fixtures, their affiliations with any football clubs in Group 10 Rugby League.
- 10.11 Members shall comply with any dress code as imposed by the association.
- 10.12 A Member must not harass, intimidate, or manipulate another member of the association
- 11.** Any complaint of the misconduct of a member must be lodged in writing with the Secretary by 5pm of the fifth (5<sup>th</sup>) business day after the date of the alleged incident, detailing the details of the incident which gives rise to the complaint.
- 11.1 Upon receiving such complaint in accordance with the above, the Executive shall investigate such complaint to determine if the member has a case to answer.
- 11.2 If the Executive determines that there is a case to answer, the Executive shall follow the procedure as outlined in the constitution or by-laws for the disciplinary proceedings of a member by the association.
- 12.** In the case of disciplinary proceedings by the Association of a member:



- 12.1 The Executive may summarily suspend the Members membership pending the hearing and determination of the complaint.
- 12.2 A notice in writing shall be served on the Member by the Secretary within forty-eight (48) hours of the Executive being satisfied that the member has a case to answer.
- 12.3 Such notice shall set out the following:
- a. The allegations of the complaint,
  - b. The details which constitute the complaint, and
  - c. The time and place of a hearing to determine the complaint.
- 12.4 The Member, at any hearing to determine the complaint, will be give a reasonable opportunity to be heard concerning the complaint and this will include the Member being able to produce material to answer the complaint.
- 12.5 After all the evidence has been received and heard, the Executive may:
- a. Dismiss the complaint, or
  - b. Find the complaint proven.
- 12.6 If the complaint has been found proven, the Member may address the Executive as to what penalty (if any) may be imposed on the Member.
- 12.7 The executive, after considering the Members submissions in 12.6, determine any penalty by imposing on the Member;
- a. A warning, or
  - b. A monetary fine, or
  - c. Suspending their membership for such period of time as determined, or
  - d. Placing them on a period of good behaviour for such period of time as determined, or
  - e. Expelling them from the association, or
  - f. A combination of the above penalties.
- 12.8 In the event of a monetary fine, the Members membership will remain suspended until they pay the fine in full, or the Executive may determine otherwise.
- 12.9 In the event that the Member does not attend the hearing as appointed in the notice and the executive is satisfied that they have received the notice of the hearing, the Executive may adjourn the hearing to another time and place, or determine the complaint in their absence.

12.10 If the complaint is determined in their absence, the Secretary is to advise them within seven (7) days of the hearing, the determination and any penalty imposed.

12.11 The Executive may conduct the procedure of the hearing in such manner as it may wish provided that procedure enables the Member to have a reasonable opportunity to be heard.

**13. Duties of Delegates of the Association:**

Delegates of the Association shall:

13.1 Represent the association as and when required.

13.2 Present a report of their activity as a delegate for the association to the association following their representation

13.3 In the event that a delegate is not able to represent the association as and when required, they are to advise the Secretary at least seven (7) days before such representation is required

**14. Rules of Debate**

14.1 The following rules of debate shall apply to all meetings of the association.

14.2 The chairperson shall have the power to vary the order of business or to decide a question

14.3 A member may move a “motion of dissent” from a chairperson ruling. The mover of the motion shall concisely state their point. The seconder of the motion and the chairperson only may speak to the motion. In the event that the motion of dissent is carried by a simple majority of members present, the chairperson can reverse their ruling or vacate the chair.

14.4 At any time during the debate, a member who has not spoken to the motion may move that “the question be now put”. If the motion is seconded, then the motion shall be put without debate. If the motion is carried, the question shall be put to a vote after the mover of the question has the right of reply. If that motion is lost, the debate on the question shall continue. A motion that “that question be not put” shall not be moved until at least two (2) members shall have had an opportunity of speaking against the question, and if the mover of the question moves a motion that “the question be now put”, he will forfeit their right to reply before the motion is put.

14.5 A member supported by not less than three (3) other members may call for a division. Any members not wishing to vote shall retire behind the chairperson.

- 14.6 The chairperson may appoint a teller or tellers to assist him in counting votes by a show of hands or division.
- 14.7 The mover of a motion or amendment to a motion must obtain the consent of their seconder and the meeting before making any alteration to the wording of their motion or amendment.
- 14.8 Where an amendment has been moved, no further amendment can be moved but notice must be given of the intention to move such further amendment before the amendment is put. Only one (1) amendment can be considered at the same time.
- 14.9 Any member desiring to speak shall stand and address the chairperson in a respectful manner
- 14.10 A reply shall be allowed only to the mover of the original motion.
- 14.11 No member may speak more than once to a motion except by leave of the chairperson, or in explanation or reply or to ask a question.
- 14.12 No member shall use offensive or unsuitable words, under the penalty of being asked to retire from the meeting by the chairperson.
- 14.13 No member shall digress from the subject under discussion and imputation of improper motives and all personal reflections on a member shall be deemed disorderly.
- 14.14 When a chairman stands during a debate, the member speaking shall cease and sit down.
- 14.15 No member shall interrupt another member whilst that member is speaking, except on a point of order.
- 14.16 Any member during a debate may raise a point of order. The member then speaking is to cease debating and sit down until that point of order has been decided.
- 14.17 The member raising the point of order shall state concisely the “point of order”.
- 14.18 The chairperson may permit discussing on the point of order in such manner as they may decide. The chairperson shall give a ruling on the point of order when the chairperson decides that they have been sufficiently informed.
- 14.19 The chairperson may limit the time occupied by any speaker during a debate.
- 14.20 The meeting may be resolution without debate, grant an extension of time to any speaker during the debate.

14.21 No discussion shall be held, except by the discretion of the chairperson, upon any question until after it has been moved and seconded, and also, when required by the chairperson, reduced to writing.

14.22 Any ordinary motion, after having been duly carried and minuted may be rescinded at any subsequent meeting without notice, provided that a motion of rescission is duly carried.

14.23 A member may move the adjournment of a debate. If the motion is resolved in the negative, the mover shall not be allowed to speak again on the question under debate. If the motion is resolved in the affirmative, the mover shall have the right of resuming the debate at the ensuing meeting. No member shall move the adjournment at the end of their address.

14.24 Any matter not dealt with in the above rules shall be governed by the customary procedure at meetings.

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