

DRAFT AGENDA

109TH ANNUAL CONFERENCE



Name:	State Annual Conference
Date:	Saturday, 27 July 2024
Time:	8:30 am to 5:00 pm (AEST)
Location:	Sandown Racecourse, 591-659 Princes Highway, Springvale, VIC 3171
Committee Members:	Rob Webster OAM (Committee Chair), Des Callaghan (State Senior Vice President), Terry Makings (State Vice President), Timothy Holden (State Honorary Treasurer), Ange Kenos, David Martin, John Beslee, Lindsay Guerin, Warrick McDonald
Attendees:	Sue Cattermole (CEO), Clint Brewster (COO), Jack Crawford (CFO), Darren Scammell (Independent Returning Officer), Elizabeth Edwards (Branch Legal Consultant)
Apologies:	Greg Melick (National President RSL Australia), Peter Swandale

1. Delegate Registration

- 1.1 Delegate Registration** 8:30 am (60 min)
Delegate Registration

2. State President Welcome

- 2.1 Acknowledgement of Country** 9:30 am (1 min)
Rob Webster OAM
Acknowledgement of Traditional Owners

The Chair will acknowledge the traditional owners of the lands on which we meet.

'I acknowledge the Traditional Owners of the lands on which we are meeting. I pay my respects to their Elders, past and present, and the Elders of other communities who may be here today. I also wish to acknowledge all First Nation people who have served or are serving in the Australian Defence Force'.

- 2.2 Silent Tribute, Ode and National Anthem** 9:31 am (10 min)
Rob Webster OAM

The Chair will invite those present to join him in a silent tribute in memory of departed comrades. The Ode will be recited, followed by the Last Post and the National Anthem.

3. Key Note Speaker Address

- 3.1 Key Note Speaker Address - Andrew Condon** 9:41 am (20 min)
ACU's first Industry Professor Veterans and Their Families. Andrew will speak on the Royal Commission findings and what needs to happen within the veteran community to make sure opportunities are not missed.

4. Opening of the 109th Annual General Meeting

4.1 Pledge of Allegiance

10:01 am (4 min)

Rob Webster OAM

The Chair will declare the opening of the RSL Victoria's Annual General Meeting (AGM) with the RSL Pledge of Allegiance, to be given by group recitation, led by the Chair:

"I (name of member) do hereby swear allegiance to the Commonwealth of Australia and its people and do hereby subscribe to the Constitution of the Commonwealth of Australia and the Constitution of the Returned & Services League of Australia".

4.2 Message of Loyalty

10:05 am (4 min)

Rob Webster OAM

The Chair will move that the following Message of Loyalty be sent to our Patron, His Majesty the King, to be conveyed through Her Excellency the Governor of Victoria:

"We, the delegates of the 109th Annual State Conference of the Victorian Branch of the Returned & Services League of Australia, assembled in Victoria tender to Your Majesty in warmest affection, our expressions of continued loyalty to the Throne, and our hope that Your Majesty and family will be blessed with unbounded health and happiness, now and in the years ahead".

5. Minister for Veterans' Affairs of Australia

5.1 Hon Matt Keogh MP - pre-recorded speech

10:09 am (10 min)

Pre-recorded speech about what is happening in the Veterans portfolio.

6. AGM Commencement

6.1 Annual General Meeting Commencement

10:19 am (2 min)

Rob Webster OAM

Move to official proceedings.

6.2 Draft Minutes of the 108th RSL State Annual Conference

10:21 am (5 min)

Rob Webster OAM

The Chair will move that the draft Minutes of the 108th RSL Annual State Conference, as circulated, be received and adopted.

Supporting Documents:

6.2.a 2023-07-15 Minutes in Review 108th Annual Conference.pdf

6.3 Business Arising from the 108th State Annual Conference

10:26 am (10 min)

Rob Webster OAM

7. State President Report

7.1 State President's Report

10:36 am (15 min)

Rob Webster OAM

The President will make an address to the Annual Conference on the achievements and highlights of the State Branch in 2023.

7.2 Presentation of the 2023 Annual Report 10:51 am (5 min)

Rob Webster OAM

That the 2023 Annual Report, as circulated, be received and adopted.

8. State Branch Financial Report

8.1 Financial Statements 10:56 am (15 min)

Timothy Holden (State Honorary Treasurer)

The State Honorary Treasurer will give the Treasurer's Report for 2023 with supporting remarks from the Chief Financial Officer and move the following motion:

That the 2023 Financial Statements, as circulated, be received and adopted.

8.2 Response to pre-registered questions on the financial statements 11:11 am (20 min)

Timothy Holden (State Honorary Treasurer)

8.3 Branch Officer Honorariums 11:31 am (10 min)

Presenter to be confirmed.

The Chair will request the (acting) Chair of the State Executive Risk, Audit and Governance Sub-Committee to temporarily assume the role of meeting Chair for this item who will then present a motion to the members on Branch Officer Honorariums.

The proposed Honorarium amounts have reverted to the 2019 level approved by that year's State Annual Conference.

The motion being: That the Annual Conference approves the payment of \$40,000 for honorariums for the 2023 sitting period to the following State Office Bearers:

State President \$19,000

State Senior Vice President \$7,000

State Vice President \$7,000

State Honorary Treasurer \$7,000

9. CEO Report

9.1 Review of 2023 State Branch Operations 11:41 am (15 min)

Sue Cattermole (CEO)

The Chief Executive Officer will provide a review of 2023 State Branch Operations.

10. Strategic Plan Update

10.1 Strategic Plan Update 11:56 am (15 min)

Sue Cattermole (CEO)

The CEO will provide an update on the progress on the delivery of the Strategic Plan over the last 12 months and the work that is planned for 2024/5.

11. Rule Remits

11.1 Rule Remits

12:11 pm (5 min)

Rob Webster OAM

The following remits that seek to amend the Branch Rules will be proposed and debated. As per 17.1 (b) of the State Branch Rules these remits are special resolutions and therefore require a 75% majority to be passed.

11.2 Rule Remit 1 of 3 Free Service Membership and Opt out proposal

12:16 pm (30 min)

Rob Webster OAM

That the Rules of the Branch be amended to abolish annual service member fees and remove the requirement to renew annually.

Rules affected Part 5 Membership and Subscription, Part 8 Annual Conference and Extraordinary Conferences and Part 10 Election of a Branch Officer.

Amend existing Rules 5.7, 5.10 (2), 5.12 (d), 5.15 (d), 5.16 (e), 5.17 (a) (1), (d), (e), 5.17 A (a), (b) (c), 5.18 (b) (C), 5.19 (a) (1), 8.4 (d), 10.3 (e) (3)

Copy of marked up Rules Part 5 , 8 and 10 included in dropbox.

Rationale

Strategic Outcome 3 (Updating Structure and Governance and increase our membership) of the RSL Victoria Strategic Plan (2023-2028) seeks to achieve the following:

1. Modernise the membership process and deliver what members want from a modern RSL Victoria.
2. Increase in membership numbers.
3. Reduce the average age and increase diversity of leadership positions across State Branch and Sub-Branches.

Whilst the removal of service membership fees is not the panacea to achieving all of the above, it will be a critical step forward and form part of an overall membership strategy. Sub-Branch engagement and buy-in is critical to the success of any membership program, including ensuring that the member experience is inclusive, welcoming and ensuring that veterans are appropriately recognised in a respectful manner within Sub-Branches. A membership drive in itself, whilst may increase membership in the short term. If RSL Victoria and its Sub-Branches are not providing value and relevance then we will not retain members long term. It is far more difficult to regain membership than gain new members.

When State Branch started the Strategic Planning process in December 2022, we had just over 23,000 life and service members across the RSL in Victoria, of which just 17% are under the age of 60 (3,974) and only 4% under the age of 40 (852). Predominantly our service members (68%) are over the age of 70 (15,459), and 25% are over 80 years of age. Service membership is in decline, and the average age of a service member now stands at 74 years old. Of the total, we have 2,512 female service members (12%) and 20,600 males (88%).

Current Census data shows that of the 105,234 (including 10,841 current serving) veterans in Victoria, as of December 2024, there are 22,479 financial Life and Service members of the RSL in Victoria.

Declining membership will continue to have an impact on the sustainability of many Sub-Branches. It is critical to maintain a presence in all these areas to honour the League's charter of remembrance and commemoration.

Sub-Branch membership fees for service members vary considerably across the network.

RSLNSW conducted a membership renewal campaign, which commenced in September 2021.

1. The main areas of change were:

a. Fee free membership (Service)

i. No membership fees for service

ii. Sub-Branch Support & Assistance Fund setup by larger Sub-Branchedes for application by smaller Sub-Branchedes.

iii. Shift from opting in rather than opting out to service membership at renewal.

b. On-line membership portal

i. Reduce red-tape to onboard.

ii. No proof of service, but disclaimer putting responsibility back on applicant.

2. Since launch RSLNSW service membership has grown as follows:

Year	Service Members	% on PY
2019	17012	
2020	17658	3.28%
2021	18711	5.11%
2022	20766	9.32%
2023	22796	8.13%

Supporting Documents:

11.2.a Part 5 of State-Branch-Rules V3.9 2023 - WW Markups 6Jun24.pdf

11.2.b Part 8 of State-Branch-Rules V3.9 2023 - WW Markups 6Jun24.pdf

11.2.c Part 10 of State-Branch-Rules V3.9 2023 - WW Markups 6Jun24.pdf

11.3 Rule Remit 2 of 3 - Hawthorn RSL - Free Membership for serving personnel

12:46 pm (9 min)

Rob Webster OAM

That the Branch Rules be amended to add in clause 5.19 (a)(3) - A Service Member who is still serving, whether in the regular or reserve Royal Australian Navy, Australian Army or Royal Australian Air Force, is not liable to annual subscription payments and their membership fee is waived.

Subject to the outcome of the motion seeking approval of 11.2 Free Service Membership, this Rule Remit may be withdrawn.

Rationale

At a time when the service membership of RSL Victoria is shrinking dramatically, it is imperative to remove barriers to membership and actively engage new members amongst those serving in the ADF. This remit will encourage membership and ensure that the RSL serves those who continue to serve us. By removing annual subscription fees for serving members, it will foster greater participation in the league and align with similar initiatives being undertaken in other states. Victoria has a strong defence community including , including HMAS Cerberus, Puckapunyal Military Area, Albury Wodonga Military Area, RAAF Base East Sale, Williams and Point Cook, as well as a wide range of reserve units located across metro and regional areas. By offering free memberships for serving service members, especially during the formative states of their careers and whilst they are concentrating on those careers, RSL Victoria will aim to attract and retain the

emerging generation of future participants and leaders of the RSL. This will ensure that when they have time to commit to the RSL, the relationship is already established. It further ensures that our organisation remains relevant and supportive of those who serve our nation.

11.4 Rule Remit 2 of 2 - Hawthorn RSL - Eligibility of the State Executive 12:55 pm (10 min)

Rob Webster OAM

That the Rules of the State Branch be amended with respect to the composition of the State Executive.

Rules affected Part 7 State Executive 7.4 (c) Composition of the State Executive

Copy of marked Part 7 of the Rule included in drop box.

Amend existing Rules 7.4 (c) and replace with;

A member of the State Executive who holds office pursuant to Rule 7.4(a)(1), (2) or (3) may only hold such office for not more than three consecutive terms (of three years each in accordance with Rule 7.4(b)).

Rationale

By allowing leaders a period of 9 years and then resetting the term limit after a 3-year break, it allows leadership to serve and grow over a lifetime, rather than stunting leadership growth. This will allow RSL to retain exceptional talent and knowledge, rather than arbitrability kicking leaders out after 9 years and never allowing them to serve again.

Supporting Documents:

11.4.a Part 7 of State-Branch-Rules V3.9 2023 - WW Markups 6Jun24.pdf

12. Lunch

12.1 Break for Lunch 1:05 pm (40 min)

The Chair will adjourn the meeting for a 60 minute lunch break.

13. Speakers

13.1 Mildura RSL Sub-Branch - presentation on the work of the Sub-Branch 1:45 pm (30 min)

The purpose of the presentation is to share the journey of the Sub-Branch and to highlight the good work that the RSL Sub-Branch is doing in engaging veterans of all ages to come together and support each other.

13.2 Guest Speaker - Ceremonial Warrant Officer - Robert Jericevich 2:15 pm (10 min)

Changes to the Ceremonial Request procedure/on line form, and also address the expectation management of ADF support in the future.

14. Policy Remits

14.1 Policy Remits 2:25 pm (5 min)

Rob Webster OAM

The following policy remits will be proposed and debated. These items remits require a simple majority to be passed.

14.2 Creation of Hardship Fund for 10B/Cs in relation to Remit 11.2 2:30 pm (10 min)

Rob Webster OAM

To consider and adopt a Policy position as submitted by State Branch in relation to the creation of a hardship fund for 10B and 10Cs Sub-Branches that are experience financial hardship as a result of the approval of the Rules Remit 11.2 Free service Membership and Opt out proposal.

Rationale

If the proposal of Free Service Membership is successful, it will be critical to support Bylaw 10 B&C Sub-Branches through this transition. Whilst it is believed that all Sub-Branches will benefit from the abolition of service membership fees, the revenue generated from service membership fees, particularly for Bylaw 10 B&C Sub-Branches assists in the ongoing running of the Sub-Branch. As at April 2024, there is a total of 5,808 service members across 211 x 10B/C Sub-Branches. The total number of membership fees collected by the 10B/C Sub-Branches is ~\$160,000 per year. The average fee is \$27.11.

It is proposed that the Bylaw 10A network establish a 10B/C Service Membership Hardship Support Fund and voluntarily contribute towards supporting the fund Fund over a three year period to support Bylaw 10B/C Sub-Branches with this transition.

14.3 State Branch Governance, Structure & Rule Review by 2025 2:40 pm (10 min)

Rob Webster OAM

To consider and adopt a policy position that RSL Victoria will commit to a comprehensive review of State Branch Rules and Bylaws before the end of 2025.

Rationale

The perceived shortcomings are evidenced in the structures, systems and procedures present in both State Branch and the Sub-Branch network. From a governance perspective, too many of the Rules concern themselves with either duplicating extant legislation and regulation, necessitating excessive administration and bureaucracy, and constraining officers of the organisation from freely exercising their duly appointed delegations.

A renewal of these structures would potentially serve to 'free the hand' of the whole of the RSL in Victoria, including State Branch and Sub-Branches, better realising and/or pursuing their charitable objects. Further, creating a more effective governance model would help drive the delivery of efficiencies in the day-to-day management of the organisation.

14.4 Policy Remit - Box Hill Sub-Branch - Life Membership for Affiliates 2:50 pm (10 min)

Rob Webster OAM

To consider and adopt a Policy position as submitted by Box Hill RSL Sub-Branch that the Victorian State Branch should recommend to the National Body of the RSL that the award of Life Membership of the RSL should be extended to include Affiliate Members of the RSL.

Rationale

It has long been the opinion of the Box Hill RSL Sub-Branch Committee that because of the declining numbers of veterans, Affiliate Members are becoming more important in taking senior

roles in sub-branches and in furthering the objectives of the RSL, and it is the view of the Committee that it is both illogical and unfair to deny Affiliate Members the award of Life Membership of the RSL.

The Committee therefore resolved at its meeting held on 26 April 2024 that the Box Hill RSL Sub-Branch should submit to the Victorian Branch of the RSL a remit for the 2024 State Conference of the Victorian State Branch of the RSL to the effect that Affiliate Members of the RSL should be eligible for the award of Life Membership of the RSL, noting that such a change to the Rules of the RSL can only be effected by the national body of the RSL.

14.5 Policy Remit - Traralgon Sub-Branch National Veteran Support

3:00 pm (10 min)

Rob Webster OAM

To consider and adopt a Policy position as submitted by Traralgon RSL Sub-Branch in relation to all RSL Branches treating veterans as worthy of support in times of need, irrespective of their state domiciliary status.

Rationale

Consistency in Support: Veterans move across state lines for various reasons such as employment, family, or health needs. Ensuring that they receive consistent support regardless of their current state of residence prevents disparities in care and benefits, which could otherwise discourage mobility and negatively impact their quality of life.

Principle of Equal Service: Veterans have served the nation uniformly, often in environments whereas state boundaries were irrelevant. The sacrifices and contributions made by veterans were for the country as a whole, not for a specific state. Thus, it is equitable to ensure that their support is similarly unrestricted by state domiciliary status.

In conclusion, treating all veterans as worthy of support irrespective of their state domiciliary status is not only a reflection of fairness and gratitude but also a practical and ethical approach to ensuring that those who have served the nation are adequately supported in times of need.

14.6 Policy Remit - Inverloch Sub-Branch Public Communications Plan

3:10 pm (10 min)

Rob Webster OAM

To consider and adopt a policy position as submitted by Inverloch RSL Sub-Branch in relation to requesting a comprehensive Public Communications Plan that highlights the vital role that RSL Victoria plays in advocating for veteran benefits and supporting veterans and their families.

Rationale

We believe that it is crucial to raise awareness among the broader community about the free services and support that RSL Vic provides to veterans. By effectively communicating the various programs and initiatives that are available through RSL Vic, we can ensure that veterans and their families are aware of the resources and assistance that are available to them.

Our Sub-Branch in Inverloch is committed to serving our local veteran community and we believe that a coordinated public communication plan across various media formats, such as social media, newspapers, radio, and television, will help us reach a wider audience and better support our veterans.

We believe that by highlighting the services and benefits that RSL Vic provides, we can not only help veterans access the support they need but also ensure that the broader community understands the sacrifices and contributions that veterans have made to our country.

We are committed to working with RSL Vic to develop and implement this public communication plan and believe that it will be instrumental in raising awareness and advocating for the needs of our veterans and their families.

14.7 Policy Remit - Torquay Sub-Branch - Greater disclosure in reporting by 10As 3:20 pm (10 min)

Rob Webster OAM

To consider and adopt a Policy position as submitted by Torquay RSL Sub-Branch in relation to requiring greater reporting disclosure by the 10A network on the actual monetary contribution and disbursement of funds to veteran welfare.

Rationale

It is reported that the fifty-two (52) 10A gaming sub-branches provide over \$17,000,000 annually to Veteran Welfare in Victoria.

The details of the origins, sources, and disbursement of the \$17,000,000 has not been defined, either collectively or by Sub-Branch and has never been published to the membership.

Given that the Veteran Welfare Directorate is constantly short of funds, is suffering from excessive workload pressures and it is purportedly funded by appeals the obvious conclusion is that the \$17,000,000 contributed to Veteran Welfare is not being effectively dispersed to the organisation(s) that funding derived from commercial activity is supposed to resource.

The relevant legislation pertaining to not for profits conducting commercial activities stipulates that income derived from those commercial activities must be used for the purpose intended by the organisation's constitution and rules.

Members need to be satisfied that income derived by the 10A sub-branches is effectively utilised for veteran Welfare.

15. Victorian Branch Elections

15.1 Victorian Branch Elections 3:30 pm (15 min)

Darren Scammell (Independent Returning Officer)

The Independent Returning Officer has conducted eligibility verification on all candidates nominated for this year's Victorian Branch Elections. The Independent Returning Officer will announce the results of the elections for the positions of:

- a. State Senior Vice President;
- b. Metropolitan State Executive Member (1 position); and
- c. Country State Executive Member (1 position).

The respective terms commencing immediately at the conclusion of the 2024 State Annual Conference, Saturday 27 July 2024.

16. Close of 109th Annual Conference

16.1 Vote of Thanks 3:45 pm (2 min)

Rob Webster OAM

The Chair, on behalf of the delegates to the 109th Annual State Conference of the RSL Victorian Branch, will move a vote of thanks to those who contributed to the success of the Conference.

16.2 Date & Location - 2025 Annual State Conference 3:47 pm (2 min)

Rob Webster OAM

16.3 Closure of Annual General Meeting 3:49 pm (1 min)

Rob Webster OAM

The Chair will declare the 109th Annual State Conference of the RSL Victorian Branch, its Annual General Meeting, closed.

17. Break

17.1 Break 3:50 pm (10 min)

The Chair will adjourn the meeting for a 15 minute break.

18. Open Forum

18.1 Open Forum 4:00 pm (60 min)

Rob Webster OAM

19. Annexure: Meeting Instructions

19.1 Meeting Instructions

Annual Conference Procedure

Agenda

All Sub-Branches shall receive a copy of the Agenda and Financial Reports of the Branch, both in hardcopy and/or a digital version. The Annual Report of the Branch will follow both in hardcopy and/or digital form. Only the items included on the Agenda may be discussed without leave of the Chair and only where the Chair deems such a discussion to be in the League's interest.

Quorum

One 1/4 of the number of Delegates who have registered to be present shall be a quorum at Conference.

Delegates

Delegates must register their intention to attend via the registration link provided to Sub-Branch Secretaries. Registrations will not be accepted after 12 July 2024 [Rule 8.4(g)]. Delegates must be in attendance before the start of the Conference, late delegates will not be admitted entry into the State Conference once proceedings have begun.

Identification of Delegates

A Delegate must either present to the microphone in the room or use the 'raise your hand function' if joining remotely and await recognition by the Chair to speak. The delegate shall announce their full name and Sub-Branch (e.g. John Citizen, Melbourne Sub-Branch) each time they speak. Anyone that does not follow this process shall not be permitted to address the Conference.

Delegates who have transferred their right to speak or vote on a subject to a proxy Delegate shall not be entitled to address the Conference or vote.

Agenda Discussion

Delegates are asked to deal with items as they appear on the Agenda Paper. If a delegate seeks to have their agenda item dealt with out of turn because of an emergency, they are to seek the permission of the Chair and other delegates, to do so.

Discussion Confined to Motions

Subject to the Chair's right to permit discussion upon any matter deemed to be of importance to the meeting, no discussion shall take place except on a motion or amendment moved and seconded.

Delegates Cannot Voice Personal Grievances

No delegate may voice their personal grievance to the Conference, except where the Chair is informed beforehand of their desire to do so and approves of the personal details being furnished.

Speakers Time Limit

Unless otherwise resolved by Conference, the mover shall be limited to five minutes, the seconder to three minutes, and speakers on the motion to three minutes each.

A member seconding a motion or amendment without remark is not to be held to have spoken thereon.

When a motion or an amendment is moved and seconded, debate may ensue;

- not more than two speakers shall speak in succession either for or against any question and if, at the conclusion of the second speaker's remarks and upon a call from the Chair, no Member rises to speak on the opposite side, the motion or amendment shall, after the mover of the motion has replied, at once be put to the vote.
- A member who has spoken to a question may again be heard to explain themselves in regard to something material in part of their speech which the Chair agrees may have been misquoted or misunderstood, but such member must not introduce any new matter or interrupt a member who may be speaking, and no debatable matter must be brought forward or debate arise upon such explanation.

Addressing the Chair

On all questions, and during all discussion, the member speaking shall stand and address the meeting through the Chair.

Respect to Chair

Members must resume their seats upon the Chair rising to speak, and any member refusing to so resume their seat must be liable to immediate suspension by the Chair.

Suspension of order of business

The motion by two members supported by a two thirds majority vote of members present, may suspend the order of business provided the suspension is limited to the purpose for which it was granted.

Motions

- Amendments to Rules of the Victorian Branch RSL

A motion to alter any of the Branch Rules shall be moved at Conference only where the same has been submitted from a Sub-Branch, the State President and/or State Executive in accordance with the rules.

No such motion shall be dealt with by Conference unless notice thereof shall have been given in writing to the Chief Executive Officer, approved for inclusion by the Agenda Committee and full details have been forwarded to each Sub-Branch no later than 21 days prior to the Conference.

A motion to alter any of the Rules, must be in the proper form and carried by a three quarters majority of Delegates present and entitled to vote at the conference.

- Other Motions

No motion shall be dealt with by Conference unless notice thereof shall have been given in writing to the Chief Executive Officer, approved for inclusion by the Agenda Committee and full details have been forwarded to each Sub-Branch no later than 28 days prior to the Conference.

A simple majority of votes of Delegates present and entitled to vote is all that is required to carry such resolutions.

Motion not seconded

A motion not seconded is not to be debated and no entry of the motion is to be made in the minutes.

Motions discharged from agenda

A motion may, by permission of the Chair, be superseded at any time by another motion "That it be discharged from the notice paper", "That the question be adjourned", "That the question be now put", "That the next business be proceeded with" or "That the meeting be adjourned".

No member who has spoken to the main question will be permitted to so move.

Amendments to Motions

Only one amendment, which must be relevant to the question to which it is proposed to be made, shall be entertained at the one time. If the amendment be carried it shall be before the substantive motion, the original motion lapsing, and there shall be no necessity to put the original motion to the meeting.

An Amendment proposed but not seconded, shall not be entertained nor entered into the Minutes. Whether an amendment is carried or not, other amendments may be submitted, one at a time, to be decided in like manner until the subject is finally disposed of. No Member shall propose or second more than one amendment.

Amendments to special resolutions shall not be entertained that substantially changes the motion from that provided in the notice.

Amendments lost

In the case of all amendments being lost, the Chair is to put the original motion to discussion and vote.

Points of Order

A point of order may be raised by a delegate. Immediately a point of order is raised, current discussion will cease, and the Chair will determine the question and no discussion on a point will be permitted. (Points of correction such as that a speaker is not stating the truth are not points of order).

A point of order shall deal only with the conduct or procedure of the debate and the Member shall state their point without irrelevant details, The Delegate must establish that-

- They are speaking outside the question, or
- They are transgressing a Rule of the Branch, or
- They are infringing Standing Order or acting contrary to the general custom of debate.

Motion for “Question to be Put”

A motion “that the question be now put” may be moved at any stage of a debate and shall be put immediately without discussion. No member who has spoken to the motion or any amendment shall be permitted to move or second such a motion.

If lost, the debate shall continue. If carried, the mover shall have the right to reply, and the motion or amendment as the case may be, shall be put to the meeting without further discussion.

Delegate – Voting

As the Annual Conference will be held both in person and online, voting will take the following form

- via a web-based voting platform. One (1) registered Delegate per Sub-Branch will be required log into the platform and will cast the required vote on behalf of their members. Each vote will be weighted, i.e.: if the Sub-Branch has four (4) entitled Delegates, the vote cast will register as four (4) votes in the system.

Delegate – Absence

In the absence of a delegate from a Sub-Branch which has submitted an item on the agenda, the Chair may allow any delegate to move such item.

Disagree with Ruling

The ruling of the Chair upon any question under the Standing Orders or on points of order or explanation shall be final, unless challenged by at least one fifth of those present, and two thirds of the members present vote against such ruling.

Upon the submission of a motion “That the Chair’s ruling be disagreed with” the Chair forthwith shall leave the Chair. The Senior Vice-President present shall take the Chair or if none present a Chair appointed by the meeting. The motion shall then resume the Chair and debate on the original question shall proceed.

Penalty for breaches of decorum

A member violating any of these standing orders may be suspended by the Chair for the currency of the meeting.

A member refusing to retract any expression deemed by the Chair to be offensive is to be suspended until a retraction is made.

Recording Devices

No recording devices are permitted to be used during the Conference by anyone in attendance for the purpose of recording (either audio or visual) and part of the Conference.

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Media

Any media presence at Conference is at the discretion of the Chair and must be pre-registered. Media are reminded of copyright rules identified above.

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20. Close Forum

20.1 Close Forum

Next meeting: No date for the next meeting has been set.