



WALES ASSOCIATION OF SACREs

CONSTITUTION

CODE OF PRACTICE

1. *The name of the Association*

The name of the Association shall be the Wales Association of SACREs (hereinafter called 'the Association')

2. *The Aims of the Association*

- (i) to provide a forum in Wales for SACREs to discuss concerns and as necessary make representations to other bodies;
- (ii) to enable co-operation between LEA's and their SACREs and Agreed Syllabus Conferences in pursuing common interests in the development of the religious education curriculum and collective worship;
- (iii) to assist SACREs in fulfilling their responsibilities by the sharing of experience and expertise;
- (iv) to undertake any other activities which may benefit religious education and collective worship in Wales.

3. *Membership and duties*

- (i) Each SACRE in Wales is eligible to be a member of the Association.
- (ii) Each SACRE shall be invited to pass a resolution recommending its LEA to support membership of the Wales Association of SACREs.
- (iii) The Association shall meet three times annually.
- (iv) Extraordinary meetings of the Association may be called by the Chairperson or at the request of a member SACRE. The Chairperson, in consultation with the officers, may alter arrangements for meetings of the Association in an emergency.
- (v) Each member SACRE shall be entitled to send up to four representatives, which may include professional representation, to meetings. *Where a SACRE provides an Officer or a Member of the WASACRE Executive the person so provided must be one of the four representatives that that SACRE appoints to represent it at a WASACRE meeting. At any meeting at which a vote is called for each SACRE will be entitled to one vote.*

- (vi) A meeting of the Association shall be deemed to be quorate when not fewer than one third of member SACREs are represented.
- (vii) Any proposal to amend the Constitution shall be communicated to SACREs at least four months prior to the AGM at which any such amendment will be considered. The AGM shall be held as part of the Association's summer meeting.
- (viii) The Association can if it so wishes invite bodies to have observer status in the Association. Such observers can only speak with the permission of the Chairperson.
- (ix) At a meeting of the association, any members of the SACRE, whose LEA or Council is hosting the meeting, shall be entitled to attend the meeting as observers.

4. *Officers of the Association*

- (i) These shall be elected and / or re-elected at the AGM and shall comprise:
 - i) the Chairperson
 - ii) the Vice Chairperson
 - iii) the Secretary
 - iv) the Assistant Secretary
 - v) the Treasurer).

~~The member SACRE to which the Secretary belongs shall normally be responsible for providing secretarial support during the Secretary's term of office.~~

No one SACRE may provide more than one officer in any one year. No one Chairperson may hold office for more than two consecutive years. When a Chairperson ceases to hold that office the Vice Chairperson shall succeed to it, subject to the requirement in para (4ii). ~~The Chairperson may resign their office at any time during their tenure of office to be replaced by the Vice Chairperson as would be the case when the Chairperson completes their term of office. When the Vice Chairperson assumes the office of Chairperson under such circumstances Year 1 of the Chairperson's term of office shall not begin until the next AGM.~~

- (ii) If an officer is no longer a member of or associated with a SACRE, ~~He~~ or she shall cease to hold that office immediately. A replacement will be appointed at the next meeting and will serve until the **next** AGM. If there is urgent need for a replacement the Executive Committee is empowered to make an appointment which will be effective until the next meeting of the Association.
- (iii) There shall be an Executive Committee, which shall consist of the following:
 - a) the Officers, who shall be
 - i) a Chairperson
 - ii) a Vice-Chairperson
 - iii) a Secretary
 - iv) an Assistant Secretary
 - v) a Treasurer
 - b) six members elected from ~~representatives of~~ member SACREs other than those from which the Chairperson and Vice-Chairperson have been **nominated provided**
 - c) the immediate past Chairperson
 - d) the immediate past Secretary

- e) a representative of NAPfRE
- f) WASACRE's representative to the RE Council of England and Wales
- g) WASACRE's representative to EFTRE
- h) WASACRE's representative to the Inter Faith Network for the UK

With the exception of the Secretary, Assistant Secretary and Treasurer no one SACRE may provide more than one member of the executive ~~in any one year at any one time~~. Elected Members of the Executive, subject to the requirements of para 4(ii) and 4(v) shall serve for a period of three years, according to a rota whereby two of their number shall complete their period of office each year.

The Chairperson shall have the right to invite to a meeting of the Executive Committee such a person or persons who in his/her opinion has a contribution to make towards the Agenda of that meeting. Such an invitee shall have the right to speak and be heard, but shall not have the right to vote on any matter on which a vote is called for.

(iv). Appointments as WASACRE's Representatives on a) The RE Council of England and Wales; b) EFTRE, and c) Inter Faith Council for the UK shall be made by the Executive after seeking expressions of interest from members of SACREs in association with WASACRE.

(v) The Executive Committee will only have executive powers which have been delegated to them at a meeting of the Association. The quorum shall be five and the majority vote will count.

(vi) If a member of the Executive is no longer a member of or associated with a SACRE, he or she will cease to be a member of the Executive. The SACRE which ~~he or she represented~~ provided such a person will be entitled to nominate a replacement member of the Executive, who will serve until the ~~AGM~~. end of the term for which the replaced member was originally elected

(vii) In the absence of the Chairperson, the Vice Chairperson, if present, shall take the Chair. Otherwise the first business of the meeting shall be to elect a member to the Chair for that meeting. However, if the Chairperson or Vice Chairperson arrives during the meeting, the Vice Chairperson, or the member in the Chair shall relinquish it once the item of business in hand has been completed.

5. *Subscription and Finance*

(i) The Association's financial year shall be the financial year, i.e. it shall run from April 1st in any year until March 31st the following year.

(ii) There shall be an annual subscription to be determined at the AGM.

6. *Procedures*

(i) (a) The Chairperson will move "that the minutes of the last meeting be signed as an accurate record".

(b) The only part of the minutes which can be discussed is their accuracy. Any question about their accuracy must be raised by motion and as soon as it has been dealt with the Chairperson is authorized to sign the minutes as an accurate record of the meeting.

- (ii) Any member SACRE may request the Chairperson to include an item on the Agenda for meetings of the association without the requirement for it to be seconded. Requests for items for inclusion on the agenda must be made at least four weeks in advance of any meeting. Any motion moved at the meeting must be seconded.
- (iii) In the event of a vote being required on any proposal each member SACRE shall have one vote and a decision reached by a simple majority. The Chairperson will have a casting vote other than at an election of the Vice Chairperson or a member of the Executive.
- (iv) Meetings and correspondence shall be conducted bilingually.
- (v) Any other matters, of which notice has been given, may be added by the Chairperson.

~~CODE OF PRACTICE FOR THE CONDUCT OF ELECTIONS~~

~~The following Code of Practice is proposed for the conduct of elections-:~~

- ~~(a) Nominations for election shall
— be made in writing and shall reach the Secretary before March 1st.~~
- ~~(b) The person(s) making a nomination must ensure that the person nominated is willing to serve.~~
- ~~(c) The Secretary shall invite all persons nominated to supply a paragraph (some 400 words) about themselves – to reach the Secretary within fourteen days.~~
- ~~(d) The Secretary shall send a list of those nominated, together with the paragraphs provided, to reach each SACRE before April 1st. This should allow opportunity for each SACRE to consider at its summer meeting how to cast its vote.~~

Delete the existing Code of Practice and substitute the following:

CODE OF PRACTICE FOR THE CONDUCT OF ELECTIONS

The following Code of Practice is recommended for the conduct of elections:-

- (a) Nominations for election to the WASACRE Executive Committee shall be invited during the spring term each year. The date by which nominations should be received from SACREs will be advised by WASACRE at the beginning of the spring term. All persons nominated should supply a paragraph (some 100 words) about themselves.
- (b) The SACRE making a nomination must ensure that the person nominated is willing to serve.
- (c) The Secretary shall send a list of those nominated, together with the paragraphs provided, to reach each SACRE early in the summer term to allow opportunity for each SACRE to consider at its summer meeting how to cast its vote.
- (d) In the event of two or more Persons receiving an equal number of votes at an election for the Vice Chairperson or the Executive Committee, the Chairperson shall decide the matter by drawing a “name out of the hat”. The person whose name is so drawn shall be declared the successful candidate.
- (e) If there are insufficient persons nominated by SACREs prior to the AGM to fill vacancies on the Executive Committee or Vice Chairperson, nominations shall be sought from the floor. Such nominations shall be proposed and seconded as is customary. If more than the required number of nominations is received from the floor a ballot shall be held of those persons so nominated. Such a ballot will not include any person nominated before the AGM, such a person(s) shall be appointed to the Executive Committee before other nominations for any vacancy are invited.

Revised AGM 2018

The foregoing is the current Constitution with amendments. An alternative to Section 4, 5, 6 is provided at appendix 1, however, this is purely a change in the order of the existing amended paragraphs to assist with readability and clarity. A decision will need to be made whether to adopt the above amended Section 4 as a whole or to adopt the alternative Section 4/5/6 as a whole.

APPENDIX 1

Alternative Section 4, 5, 6 as a suggestion for greater clarity and to ease readability. Please read the accompanying explanatory notes document.

4. *Executive Committee*

i) There shall be an Executive Committee, which shall consist of the following:

a) The Officers, who shall be

Chairperson

Vice Chairperson

Secretary

Assistant Secretary

Treasurer

b) six members elected from member SACREs other than those from which the Chairperson and Vice Chairperson have been provided

c) The immediate past Chairperson

d) The immediate past Secretary

e) A representative of NAPFRE

f) WASACRE's representative to the RE Council of England and Wales

g) WASACRE's representative to EFTRE

h) WASACRE's representative to the Inter Faith Network for the UK

(ii) Officers of the Association (Chairperson, Vice-chairperson, Secretary, Assistant Secretary, and Treasurer) shall be elected and / or re-elected at an AGM. No one SACRE may provide more than one officer in any one year. No one Chairperson may hold office for more than two consecutive years. When a Chairperson ceases to hold that office the Vice Chairperson shall succeed to it, subject to the requirement in para. (4iii). The Chairperson may resign their office at any time during their tenure of office to be replaced by the Vice Chairperson as would be the case when the Chairperson completes their term of office. When the Vice Chairperson assumes the office of Chairperson under such circumstances Year 1 of the Chairperson's term of office shall not begin until the next AGM.

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