

Changes to HITO Constitution



Remit for the HITO AGM 23 April 2018

It is proposed that there are small changes made for updating and ease of use purposes. These are

1. 14.4 clause
 - a. **Procedure:** Before any decision under Rule 14.3 (Other Grounds) is made, the Member concerned:
 - i. shall be given no less than **7** days written notice by the Board of the proposal to suspend their membership **including the reason why** and;
2. 17.2 delete **other than electronic mail (e-mail) communication**. The rationale for this is that the small finance meetings may currently not be completed by email. The clause where any email recommendation is accepted and ratified at the next face to face meeting is in the Constitution and says that a minimum of six members need to approve. This can be further strengthened in the Governance policies so that the risk of all meetings being held by email is mitigated.

3. Appointment of Directors 19.1 b

Applications for Board Member positions shall be made by applicants in the approved form as determined by the Board (indicating whether they seek to be Appointed Board Members (and if so, whether they seek to be the Chairperson) or Elected Board Members or either) and received **at either the registered office of HITO or an independent organisation such as the Institute of Directors as per Board direction:**

Rationale Added in or an independent organisation such as the Institute of Directors as it is not best practice to have the organisation and the CEO seeing who the applicants are.

4. 22.14 Quorum – should be back at **10%** rather than the current 5% especially if the Chair can receive unlimited proxy votes. This aligns it with the SGM criteria.

23.4 d. subject to this Rule 23.4 and Rule 22.16 (Delegates), only the Delegate of an Employer Member or the Representative of an Association Member or the **Chairperson** may hold a Proxy;

Rationale add in the Chair as usual practice

e. Delegate of an Employer Member may hold up to four Proxies at a General Meeting and **the Chair can hold an unlimited number of proxy votes;**

Rationale again aligns with the practice of other Constitutions

5. As previously discussed the membership categories state what is required and the membership of committees is decided in policy rather than Constitutional