

Special Meeting Notice of rule change proposal re Rule 21 Branch Funds

Federal Council members have approved the following rule change and Federal Executive has authorised that a Special Meeting of the Institute be held on 27th February for members to consider the proposed change.

The proposal is as follows:

“That the existing rule 21 be deleted and replaced with the following:

21 - BRANCH FUNDS

(i) Each Branch shall have a Branch Fund which shall be controlled by the Branch Executive and shall consist of:

- (a) all funds transferred to the Branch as authorised by the budget adopted by Federal Council or separately by a decision of the Federal Executive;
- (b) Any interest, rents or dividends derived from the investment of the Branch Fund.

- (ii) (a) Each Branch Secretary shall on or before the said 10th day of each calendar month forward to the Federal President a statement containing full particulars of all moneys expended by or on behalf of their Branch and the Federal President shall within seven days of the receipt of such statement remit to the Branch the amount so expended.
- (b) It shall be the duty of the Federal President to be satisfied that all expenditure incurred by a Branch has been properly incurred. In the event that the Federal President is not so satisfied the Federal President shall nevertheless remit the amount expended to the Branch concerned but shall refer the question whether any expenditure has been properly incurred to the Federal Council for consideration and determination. If the Federal Council is satisfied that any expenditure has not been properly made the amount of such expenditure shall be deducted from the amount to be next remitted to the Branch concerned.
- (c) The Branch Executive shall develop and implement policies and procedures relating to the expenditure of the branch.