

## **By-Law 6 Code of Practice for Remits at General Meetings**

- a) Any part of the constitution or established Grey Power New Zealand Federation Inc. policy that requires amendment, addition or deletion can only be enacted through a remit to a general meeting.
- b) Remits will be submitted to the delegates at the next general meeting for acceptance or rejection in accordance with the Constitution and this Code of Practice.
- c) All Constitutional Remits should ideally be submitted by December 31 of the year prior to the meeting. This will allow time for the remit to be returned to the Association proposer or Zone Director for suggested corrections, if considered necessary, and returned to Federation Office prior to the last date for submitting correct remits.
- d) All remits must be submitted in hard copy together with an electronic copy addressed to the chair of the Legal, Regulations and Remits Standing Committee and be sent to Federation Office in an envelope marked "Remits".
- e) The Rules are:
  1. All Remits must be concise, grammatically correct and always accompanied by an explanation, as background to the remit, so that the remit and explanation are able to stand alone.
  2. Whilst Associations are entitled to submit remits directly to the Federation for inclusion at a General Meeting, it is preferred that remits are submitted, having been endorsed at a Zone Meeting. This means that they initially have reasonable support when presented to the general meeting for discussion and decision. All remits directly from Associations, not Zone endorsed, must also be signed by either the Association President / Chairperson or Secretary confirming that the remit was passed and recorded in the minutes of their Association Committee. Remits put before a Zone for endorsement must have one Association as the mover and another Association as the seconder.
  3. Any remit that has failed to achieve success at a general meeting must be approved and endorsed by a Zone before being re-submitted to any future general meeting in identical or differing form that has the same intentions as any previously submitted remit. If a remit has been previously submitted, a period of at least two years must elapse before being re-submitted, and re-submission must be through a Zone decision only.
  4. Any constitutional remit that alters the constitution must:
    - i) Be submitted in a form acceptable to the Registrar of Incorporated Societies. It is not the duty of, nor to be expected that the Legal, Regulations and Remits Standing Committee change /rewrite the wording of any remit but only make alternative suggestions to the proposer.
    - ii) Be submitted within the time frame as required in the constitution.
    - iii) Be checked against the constitution to ensure that it fully meets all legal requirements without any contradictions.
    - iv) Any clause existing in the constitution which conflicts with the submitted remit must be noted on the submission form 6B

The responsibility for ensuring all of the above is solely those proposing and seconding the remit.

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5. All remits must clearly nominate the action required. The Board will ensure remits carried by the required majority at a general meeting are put into effect as instructed by the remit. Subject to acceptance by the Registrar of Incorporated Societies.
6. Remits that are merely an expression of opinion will be rejected by the Legal and Regulations Committee.
7. All remits endorsed by a Zone must be moved by the originating Association and or their proxy at both Zone and general meetings, and be seconded by a Delegate other than from the originating Association prior to discussion. The proposer always has right of reply.
8. All remits approved at a Zone meeting shall carry an endorsement "Zone approved". The date of the Zone meeting that the resolution was passed shall also be entered as will the signature of the Chairperson of that meeting. It must be in the hands of Federation Office no later than 70 days prior to the date of the Annual General meeting. Remits received after that date will not be accepted.
9. An Association submitting a Remit, not Zone endorsed must be in the hands of the Federation Office no later than 60 days prior to the date of the Annual General meeting. Remits received after that date will not be accepted.

### **Important Notes:**

1. Remits may be sent to Federation Office at any time for forwarding to the Legal, Regulations and Remits Standing Committee.
2. To ensure sufficient time for remits to be considered and if necessary corrected by the proposers, they should be in the hands of the Legal, Regulations and Remits Standing Committee via Federation Office by 31 December of the year preceding the Annual General Meeting.
3. The Legal, Regulations and Remits Standing Committee may if time permits return a remit to the originating Association or the Zone Director for clarification or rewording
4. It is not the Legal, Regulations and Remits Standing Committee's role to reword remits; it is beyond their powers.

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## Grey Power NZ Federation Inc Remit Submission Form.

Form 6B

{Only one remit per form}

To be used when submitting a Remit to Grey Power NZ Federation's Annual General Meeting 20.....

### Association Remit:-

Moved by.....Association      Seconded by ..... Association

Chairman's Signature ..... Date of meeting .....

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### Zone Remit:-

Endorsed by Zone:- 1, 2, 3, 4, 5, 6, 7. {Circle which Zone}

Moved by Association:-.....Seconded by Association:- .....

Zone Director to sign:-..... Date of Zone meeting Remit passed.....

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### **Remit Wording:**

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**{If insufficient room please complete on separate page and attach to this form}**

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### **Remit Explanation:**

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{If insufficient room please complete on separate page and attach to this form}

Please follow instructions of By-Law 6. [Especially clauses 4 [iii] & [iv].

Post to the Secretary, Grey Power New Zealand Federation Inc. P. O. Box 272-1719, Papakura, 2244 and endorse envelope "Remit for AGM"