



Remits for 2022

Remit 1 - Changes Required due to Legislation Changes

Rationale for Remit – The attached remit contains proposed changes to wording in the Club Rules necessary due to Legislation changes since the last Club Rules update”.

Proposer A. Swale

Secunder J. Oliver

Remit 2 - Changes Required due to Club Incorporation under Incorporated Societies Act 2022

(Previously incorporation was under Friendly Societies and Credit Unions Act 1982)

Rationale for Remit “The attached remit contains proposed changes to the Club Rules arising from the transition of the Club being incorporated under the Friendly Societies Act 1982, to the Club being incorporated under the Incorporated Societies Act 2022. This transition was completed in June 2018”

Proposer A. Swale

Secunder J. Oliver

Remit 3 - General Changes

Rationale – The attached remit contains proposed changes to wording in the Club Rules the Board deems necessary to provide clarity on the intent of Rules; align Rules wording with changes to Board structure (removal of Office of Treasurer in 2020); and to remove gender references in the Club Rules where relevant”

Proposer A. Swale

Secunder J. Oliver

Full copies of these remits are available from the Office

Remit 1 - Changes Required due to Legislation Changes

Current Rule Number	Current Wording	Proposed Wording	Rationale	
Rules Intro	Registered under the Incorporated Societies Act 1908	Registered under the Incorporated Societies Act 2022	Legislation was passed into Law in April 2022	
5 Admission of Members	5.5 The application form shall include an acknowledgment by the applicant that as a condition of membership the applicant consents pursuant to the Privacy Act 1993 to personal information in the form of his/her name and residential address, office held (if necessary) and telephone number being included in Club membership records and/or for circulation to the Members and for inclusion in statistical returns supplied by to Clubs N.Z Inc. for levy purposes or for the purpose of notifying Clubs N.Z. or any Affiliated Club of disciplinary procedures.	5.5 The application form shall include an acknowledgment by the applicant that as a condition of membership the applicant consents pursuant to the Privacy Act 2020 to personal information in the form of his/her name and residential address, office held (if necessary) and telephone number being included in Club membership records and/or for circulation to the Members and for inclusion in statistical returns supplied by to Clubs N.Z Inc. for levy purposes or for the purpose of notifying Clubs N.Z. or any Affiliated Club of disciplinary procedures.	Legislation was passed into Law in April 2020	
Schedule A 1 Powers and duties of the Board	1.2 Make regulations (not inconsistent with the Rules or the provisions of the Incorporated Societies Act 1908) for the management of its affairs as a Board and may appoint sub-committees. Such sub-committees to have power as provided in the by-laws; and the Board may also appoint sub-committees for special purposes as may be required from time to time.	1.2 Make regulations (not inconsistent with the Rules or the provisions of the Incorporated Societies Act 2022) for the management of its affairs as a Board and may appoint sub-committees. Such sub-committees to have power as provided in the by-laws; and the Board may also appoint sub-committees for special purposes as may be required from time to time.	Legislation was passed into Law in April 2022	
	1.3 Make regulations (not inconsistent with the Rules or the provisions of the Incorporated Societies Act 1908) for the management of its affairs as a Board and may appoint sub-committees. Such sub-committees to have power as provided in the by-laws; and the Board may also appoint sub-committees for special purposes as may be required from time to time.	1.3 Make regulations (not inconsistent with the Rules or the provisions of the Incorporated Societies Act 2022) for the management of its affairs as a Board and may appoint sub-committees. Such sub-committees to have power as provided in the by-laws; and the Board may also appoint sub-committees for special purposes as may be required from time to time.	Legislation was passed into Law in April 2022	

**Remit 2 - Changes Required due to Club Incorporation under Incorporated Societies Act 2022
(previously incorporation was under Friendly Societies and Credit Unions Act 1982)**

Current Rule Number	Current Wording	Proposed Wording	Rationale	Additional Comment
3.1.3	<p>“To take over the operations of the Manurewa Cosmopolitan Club, a friendly society established under the Friendly Societies and Credit Unions Act 1982 (Friendly Society), as that society is unable to hold a liquor licence due to changes in liquor licensing law.”</p>	Delete Rule 3.1.3	Transition to Incorporated Society was completed at AGM in June 2018.	
7 Admission of Friendly Society Members	<p>7.1 All persons who are recorded in, and have signed, the Incorporated Society application for incorporation form are Members of the Club from its incorporation (Initial Members). All the existing Members of the Friendly Society as at the 1st April 2018 shall automatically become Members of the Club from that date (Automatic Members) without the need to pay a nomination fee or subscription fee in advance. Each Automatic Member:</p> <p>7.1.1 shall hold membership in the Club in the class of membership that corresponds to the same class of membership that he or she held in the Friendly Society; without the loss of honours, privileges or entitlements and such membership to be deemed continuous and uninterrupted.</p> <p>7.1.2 is not required to pay any subscription fees to the Club until the expiry of the period for which he or she</p>	Delete all of Rule 7	Transition of Friendly Society Members to Incorporated Society Members was completed at AGM in June 2018.	Index to Rules to be updated and all references to rules subsequent to Rule 7 renumbered accordingly.

	<p>paid subscription fees to the Friendly Society; and</p> <p>7.1.3 consents to moving any funds held by the Friendly Society remaining from their subscription fees paid to the Friendly Society and to moving all their membership records, to the Club.</p> <p>7.2 If any Initial Member was a Member of the Friendly Society on the day that he or she became an Initial Member:</p> <p>7.2.1 the Initial Member shall hold membership in the Club in the class of membership that corresponds to the same class of membership that he or she held in the Friendly Society; without the loss of honours, privileges or entitlements and such membership to be deemed continuous and uninterrupted.</p> <p>7.2.2 is not required to pay any subscription fees to the Club until the expiry of the period for which he or she paid subscription fees to the Friendly Society and;</p> <p>7.2.3 consents to moving any funds held by the Friendly Society remaining from their subscription fees paid to the Friendly Society, and to moving all their membership records, to the Club.</p>			
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	7.3 Any existing Members of the Friendly Society that do not wish to become an Automatic Member of the Club must give notice in writing to the Manager on or before 1st April 2018. The Club shall notify the Friendly Society of the names of those Members so that the Friendly Society can refund any proportion of subscription fees to the Friendly Society that the Members may be entitled to.			
Rule 8 Subscriptions	8.1 Subject to Rule 7, all subscriptions shall be paid yearly in advance to the Manager The subscription year of the Club shall end on the 30th day of June in each year and subscriptions shall be payable by Members by the 1st day of July in each year. If a Member joins part way through a subscription year, the Member shall pay a pro-rata subscription, where their membership shall date from the first day of the month during which the Candidate was elected or their membership commenced under Rule 7. Any Automatic Member or Initial Member is not required to pay a subscription for the period for which they paid subscription fees to the Friendly Society.	8.1 All subscriptions shall be paid yearly in advance to the Manager and all subscriptions received shall be paid into the bank account to the credit of the Club. The subscription year of the Club shall end on the 30th day of June in each year and subscriptions shall be payable by Members by the 1st day of July in each year. If a Member joins part way through a subscription year, the Member shall pay a pro-rata subscription, where their membership shall date from the first day of the month during which the Candidate was elected or their membership commenced under Rule 5 or 6.	Delete reference to Rule 7 as it is proposed to be deleted. This rule was in the context of the transition from Friendly Society to Incorporated Society. The Board considers it prudent to state what is to be done with subscriptions collected. Reference to Automatic Member or Initial Member was in the context of the Club still a Friendly Society.	
	8.2 "Subject to Rule 7, the annual subscription shall be determined by the Board and shall be approved annually at the Annual General Meeting having been previously notified to Members."	8.2 The annual subscription shall be determined by the Board and shall be approved annually at the Annual General Meeting having been previously notified to Members."	Delete reference to Rule 7 as it is proposed to be deleted. This rule was in the context of the transition from Friendly Society to Incorporated Society.	
	10.1 Every subscribing Member shall within fourteen (14) days before their subscription becomes due, be notified in writing to that effect. Any subscribing Member allowing their subscription to	10.1 Every subscribing Member shall within fourteen (14) days before their subscription becomes due, be notified in writing to that effect. Any subscribing Member		

<p>10 Subscriptions in Arrears</p>	<p>remain unpaid after the 31st day of July shall have their name erased from the roll of Members. This does not apply to Automatic Members, and Initial Members who were Members of the Friendly Society on the day they became an Initial Member, for the period for which they paid subscription fees to the Friendly Society. Any Member whose name has been erased shall be deemed to have retired from membership but the Board shall have the right upon payment of the subscription to reinstate them or otherwise as they may deem fit. Provided that any Member upon leaving town for any lengthened period, or being incapacitated by illness or accident may (on proof of the fact being given to the Board) be reinstated from such date as the Board thinks fit.</p>	<p>allowing their subscription to remain unpaid after the 31st day of July shall have their name erased from the roll of Members. Any Member whose name has been erased shall be deemed to have retired from membership but the Board shall have the right upon payment of the subscription to reinstate them or otherwise as they may deem fit. Provided that any Member upon leaving town for any lengthened period, or being incapacitated by illness or accident may (on proof of the fact being given to the Board) be reinstated from such date as the Board thinks fit.</p>	<p>Reference to Automatic Member or Initial Member removed as, this was in the context of the Club still being a Friendly Society.</p>	
	<p>10.2 For all purposes in connection with the holding of an Annual General Meeting or an election or the nomination of a Candidate for office or for membership, a subscribing Member shall not be deemed to be financial unless their subscription is paid up to the end of the current subscription year. Any Automatic Member or Initial Member is not required to pay a subscription for the period for which they paid subscription fees to the Friendly Society.</p>	<p>10.2 For all purposes in connection with the holding of an Annual General Meeting or an election or the nomination of a Candidate for office or for membership, a subscribing Member shall not be deemed to be financial unless their subscription is paid up to the end of the current subscription year.</p>	<p>Reference to Automatic Member or Initial Member removed as this was in the context of the Club still being a Friendly Society.</p>	
<p>14 Management of the Club</p>	<p>14.1. Subject to Rule 14.5, The Management of the Club shall be vested in the "Board of Management" herein before and after referred to as the "Board" and will be composed of the President, Vice President, Treasurer, four (4) elected Members and three (3) Executive Members to be appointed on the</p>	<p>14.1 The Management of the Club shall be vested in the "Board of Management" herein before and after referred to as the "Board" and will be composed of the President, Vice President and four (4) elected Members and three (3) Executive Members to be appointed on the</p>	<p>This Rule was in the context of transition to an Incorporated Society in 2018. Role of Treasurer was removed from the Club Rules in 2020.</p>	

	recommendation of the Board with the approval of the Members at an Annual General Meeting.	recommendation of the Board with the approval of the Members at an Annual General Meeting.		
	14.5 The initial Members of the Board shall comprise all the Members of the "Board of Management" of the Friendly Society as at 31 March 2018 including the Trustees of the Friendly Society shall serve as Executive Members of the Board. The President, Vice President and Treasurer of the Friendly Society will continue in the same roles. The Trustees of the Friendly Society shall serve as elected Members of the Board and do not owe any obligations of trust in relation to the Club or its assets or hold any powers of trustees in relation to the Club or its assets. The initial Members of the Board will hold office for the period until the Annual General Meeting in June 2018. Thereafter the Members of the Board will be elected in accordance with Rule 17.1.	Delete all of Rule 14.5	This Rule was in the context of transition to an Incorporated Society in 2018.	
	14.7 c) be eligible to be re-elected, and in the case of multiple nominations above the requirement; the recommendation to be made to the Members will be decided by a majority vote at a Board meeting.	14.7 c) be eligible to be re-elected, and in the case of multiple applicants above the requirement; the recommendation to be made to the Members will be decided by a majority vote at a Board meeting.	Executive Board Members apply to the Board to become an Executive; they are not nominated. Successful Applicants are appointed on the recommendation of the Board with the approval of the Members at an Annual General Meeting (Rule 14.1)	
	15.1.1. A candidate for the office of President, or Vice President must have been a Member of The Club (or Friendly Society) at least three (3) years immediately prior to nomination and shall	15.1.1 A candidate for the office of President, or Vice President must have been a Member of the Club at least three (3) years immediately prior to nomination and shall have	Reference to Friendly Society is no longer required as it is more than 3 years since Club transitioned to an Incorporated Society.	

15 Qualification for Office	have served for at least one (1) term on the Board.	served for at least one (1) term on the Board.		
	15.1.2 A candidate for the office of Treasurer or Board must have been a Member of the Club (or Friendly Society) for at least one (1) year immediately prior to nomination.	15.1.2 A Candidate for the office of Board Member must have been a Member of the Club for at least one (1) year immediately prior to nomination.	Office of Treasurer was removed from rules at 2020 AGM. Reference to Friendly Society is no longer required as it is more than 3 years since Club transitioned to an Incorporated Society.	
16 Term of Office	16.1 Except as provided in Rule 0, the President, Vice President, Treasurer and Board Members shall hold office for twelve (12) months, retiring at the Annual General Meeting in June. The President, Vice President, Treasurer and up to four (4) Board Members shall be eligible for re-election. A Member of the Board may at any time retire from office by giving notice in writing to the Manager to that effect.	16.1 The President, Vice President, and Board Members shall hold office for twelve (12) months, retiring at the Annual General Meeting in June. The President, Vice President, Treasurer and up to four (4) Board Members shall be eligible for re-election. A Member of the Board may at any time retire from office by giving notice in writing to the Manager to that effect.	Delete reference to Rule 14.5 as it is proposed to be deleted. Office of Treasurer was removed from rules at 2020 AGM.	
23 Power of the Board to enter into an agreement with the Friendly Society	23.1 The Board may enter into a sale and purchase agreement with the Friendly Society to move the assets and liabilities of the Friendly Society specified in the agreement to the Club.	Delete all of Rule 23.1 and by default Rule 23	This Rule was in the context of transition to an Incorporated Society in 2018.	Index to Rules to be updated and all references to rules subsequent to Rule 23 renumbered accordingly.

Remit 3 - General Changes

Current Rule Number	Current Wording	Proposed Wording	Rationale	Additional Comment
2 Registered Office	2.1 The Registered Office of the Club shall be at Alfriston Road, Manurewa.	2.1 The Registered Office of the Club shall be at 6-14 Alfriston Road, Manurewa.	Addition of Street Number	
5 Admission of Members	Rule Title Admission of Members	"Admission of Ordinary Members"	The Rule is in relation to Ordinary Members and are referred to in Rule 5.3	
	5.4 Each candidate must be nominated in writing on the approved nomination form provided for that purpose by two financial Members of the Club who have been Members of the Club for the preceding six (6) months. The form of nomination shall include name, occupation, address, age and place of birth of the candidate and a declaration by the proposer and seconder, of their belief that the candidate is in every respect eligible as a fit and proper person for admission to membership	5.4 Each Candidate must be nominated in writing on the approved nomination form provided for that purpose by two (2) financial Members of the Club who have been Members of the Club for the preceding six (6) months. The nomination form shall include name, occupation, address, email address, phone number, age and place of birth of the Candidate; and a declaration by the proposer and seconder, of their belief that the Candidate is in every respect eligible as a fit and proper person for admission to membership.	Consistency in use of numbers in brackets after words Addition of additional Contact information options.	
	5.10 Such Member shall be entitled, subject to the provisions relating to visitors, to a Visitors ticket for a period of one (1) month after lodging their application for membership of the Club and shall not be liable to pay the nomination fee but immediately upon acceptance and subject to the preceding paragraphs hereof shall become liable to pay their subscription to the end of the current financial year.	5.9.1 Such Member shall be entitled, subject to the provisions relating to visitors, to a Visitors ticket for a period of one (1) month after lodging their application for membership of the Club and shall not be liable to pay the nomination fee but immediately upon acceptance and subject to the preceding paragraphs hereof shall become liable to pay their subscription to the end of the current financial year.	Current Rule is related specifically to the scope of Rule 5.9 so should be a sub-Rule	
	5.11 Life Membership of any Affiliated Club shall not ipso facto entitle such Member to Life Membership of the Club.	5.9.2 Life Membership of any Affiliated Club shall not ipso facto entitle such Member to Life Membership of the Club.	Current Rule is related specifically to the scope of Rule 5.9 so should be a sub-Rule	

<p>11 Annual General Meeting</p>	<p>11.1 The Annual General Meeting of Members shall be held in the month of June in each year on a date to be fixed by the Board and eight (8) clear days' notice of such meeting shall be given by notice posted on the Club notice board and a copy of such notice shall be sent by postal service or via electronic mail to each Member eight (8) clear days prior to the date of such meeting. At such meeting a quorum shall be formed by one hundred and fifty (150) of the financial membership of the Club.</p>	<p>11.1 The Annual General Meeting of the Club shall be held in the month of June in each year on a date to be fixed by the Board and eight (8) clear days' notice of such meeting shall be given by notice posted on the Club notice board and a copy of such notice shall be sent by postal service or via electronic mail to each Member eight (8) clear days prior to the date of such meeting. At such meeting a quorum shall be formed by one hundred and fifty (150) of the financial membership of the Club.</p>	<p>The Annual General Meeting of the Club is attended by Members.</p>	
<p>15 Qualification for Office</p>	<p>15.3 In the case of plural nominations, the order of precedence shall be:</p> <p>15.3.1 President, Vice President, Treasurer, Committee, but where a candidate's nomination is the only one received for a particular office, they shall be declared duly elected, and their nomination for any other office shall be void.</p>	<p>15.3 In the case of plural nominations, the order of precedence shall be:</p> <p>15.3.1 President, Vice President, Board Member, but where a Candidate's nomination is the only one received for a particular office, they shall be declared duly elected, and their nomination for any other office shall be void.</p>	<p>Office of Treasurer was removed from rules at 2020 AGM. Members elected to the Board are Board Members rather than Committee Members.</p>	
<p>17 Term of Office</p>	<p>17.1.1 Each candidate for office must be duly proposed and seconded by two (2) financial Members (who have been Members of the Club for the last preceding twelve (12) months) on a printed form supplied for the purpose, such form to be signed by the candidate and handed to the Manager or an appointee by 6.00pm; twenty-one (21) days before election day when nominations shall close. A list of the nominations shall be posted on the notice board until the election takes place and a copy of such list shall be forwarded by post to each Member and Life Member with the notice of the meeting.</p>	<p>17.1.1 Each Candidate for office must be duly proposed and seconded by two (2) financial Members (who have been Members of the Club for the last preceding twelve (12) months) on a printed form supplied for the purpose, such form to be signed by the Candidate and handed to the Manager or an appointee by 6.00pm; twenty-one (21) days before election day when nominations shall close. A list of the nominations shall be posted on the notice board until the election takes place and a copy of such list shall be forwarded by post or electronic mail to each Member and Life Member with the notice of the meeting.</p>	<p>Addition of additional distribution option. Board considers this necessary to minimise Postage costs.</p>	

<p>21 Auditor</p>	<p>21.1 An Auditor, who shall be a Member of the Institute of Chartered Accountants of New Zealand, shall be appointed by the Members in Annual General Meeting. The Auditor shall not hold any other office in the Club. The Auditor shall have the right to attend any meeting of the Club. Any audit fees shall be determined by the Board.</p>	<p>21.1 An Auditor, who shall be a Member of the Institute of Chartered Accountants of New Zealand, shall be appointed by the Members at the Annual General Meeting of the Club. The Auditor shall not hold any other office in the Club. The Auditor shall have the right to attend any meeting of the Club. Any audit fees shall be determined by the Board.</p>	<p>Clarifies the AGM that the Auditor is appointed.</p>	
	<p>21.2 The Auditor shall be deemed to be re-appointed for the current financial year unless:</p> <p>21.2.1 a resolution passed at a General Meeting of the Club appoints another Auditor; or provides expressly that the present Auditor shall not be re- appointed;</p>	<p>21.2 The Auditor shall be deemed to be re-appointed for the current financial year unless:</p> <p>21.2.1 a resolution passed at a Special General Meeting of the Club appoints another Auditor; or provides expressly that the present Auditor shall not be re- appointed;</p>	<p>Align with Title of Rule 12</p>	
<p>28 The Treasurer</p>	<p>28.1 The Treasurer shall see that the Manager daily pays into the Bank account to the credit of the Club all moneys received and shall provide a report of the bank balances to the Board once a month.</p> <p>28.2 Should the Treasurer at any time anticipate being absent from Manurewa for any period exceeding fourteen (14) days, he/she shall give notice of such contemplated absence to the Manager and the Board shall appoint from the Board an Acting Treasurer. For the purpose of payment by cheque under this Rule Notice given under the hand of the President and Manager shall be sufficient notice of such temporary change. Outdated terminology.</p>	<p>Delete Clause 28</p>	<p>Office of Treasurer was removed from rules at 2020 AGM.</p>	<p>Index to Rules to be updated and all references to rules subsequent to Rule 28 renumbered accordingly.</p>

29 The Manager	28.1 The Treasurer shall see that the Manager daily pays into the Bank account to the credit of the Club all moneys received and shall provide a report of the bank balances to the Board once a month.	29.2 The Manager shall ensure that all monies received by the Club the Manager are deposited daily into the Club Bank and shall provide a report of the bank balances to the Board once a month.	Transfer of banking responsibilities from Treasurer to Manager	
38 Board of Appeal	38.6 Officers and Members of the Board shall not be eligible for membership of the Board of Appeal, who shall be elected by the Members at the same time, in the same manner and subject to the same conditions as the election of Officers and the election shall be conducted by the same Returning Officer.	38.6 Officers and Board Members shall not be eligible for membership of the Board of Appeal, who shall be elected by the Members at the same time, in the same manner and subject to the same conditions as the election of Officers and Board Members and the election shall be conducted by the same Returning Officer.	Standardisation of title of Board Members	
Schedule A 1 Powers and duties of the Board	1.9 Draw cheques and other bank withdrawal authorities, such instruments being valid only if signed by persons designated from time to time by the Board.	Process bank withdrawal authorities, such instruments being valid only if authorised by persons designated from time to time by the Board.	Update of wording required due to discontinuation of use of cheques.	
	1.10 Pay travelling and accommodation expenses for the duration of the Annual General Meeting for the President and Vice-President.	1.10 Pay travelling and accommodation expenses for the duration of the Clubs New Zealand Inc. Annual General Meeting for the President and Vice-President.	The Board considers it prudent to specify the AGM that the meeting of expenses is in relation to.	
	1.13 Define the responsibilities of the President, Vice-President, Treasurer and Manager.	1.13 Define the responsibilities of the President, Vice-President and Manager.	Office of Treasurer was removed from rules at 2020 AGM.	
	1.15 May at any time take Stock and shall ensure that at least four (4) times in each year a stock take is undertaken by management personnel. At least once each year the Board shall ensure that an inventory and valuation is made of all furniture and effects.	1.15 May at any time conduct a stocktake and shall ensure that at least four (4) times in each year a stock take is undertaken and overseen by the Manager. At least once each year the Board shall ensure that an inventory and valuation is made of all furniture and effects.	Clarification of wording to confirm intent of Rule and responsibilities.	

	<p>1.16 At each Annual General Meeting the Board shall produce a printed Report of the proceedings of the Club for the past year, an audited Balance Sheet and Income & Expenditure Accounts showing the financial position of the Club as at year ending 31st March next preceding. A copy of the Report, Balance Sheet and Income and Expenditure Accounts shall be available to each subscribing and Life Member eight (8) clear days prior to the date of the meeting and a copy of the same shall be available for the remainder of the year for any Member from the office of the Club during working hours. A Member may elect to receive a copy of the Annual Report, Balance Sheet and Income and Expenditure Accounts by electronic communication.</p>	<p>1.16 At each Annual General Meeting the Board shall produce a printed Report of the proceedings of the Club for the past year, an audited Balance Sheet and Income & Expenditure Accounts showing the financial position of the Club as at the financial year ending 31st March. A copy of the Report, Balance Sheet and Income and Expenditure Accounts shall be available to each subscribing and Life Member eight (8) clear days prior to the date of the meeting and a copy of the same shall be available for the remainder of the year for any Member from the office of the Club during working hours. A Member may elect to receive a copy of the Annual Report, Balance Sheet and Income and Expenditure Accounts by electronic communication.</p>	<p>Clarification of the as of date to be reported at the AGM.</p>	
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Remit - 3 Changes Required to degenderise wording in Rules

Current Rule Number	Current Wording	Proposed Wording	Rationale	Additional Comment
13.1; 13.4; 13.5 (x3) 38.1	Chairman	Chairperson	Chairperson is gender neutral	
6 Junior Membership	6.1 Males and females aged between fifteen (15) years and the Legal Purchasing Age may apply to become Junior Members of the Club in accordance with the procedure for Ordinary Membership set out in Rule 5.	6.1 A person aged between fifteen (15) years and the Legal Purchasing Age may apply to become Junior Members of the Club in accordance with the procedure for Ordinary Membership set out in Rule 5.	Person is gender neutral	