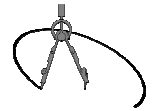


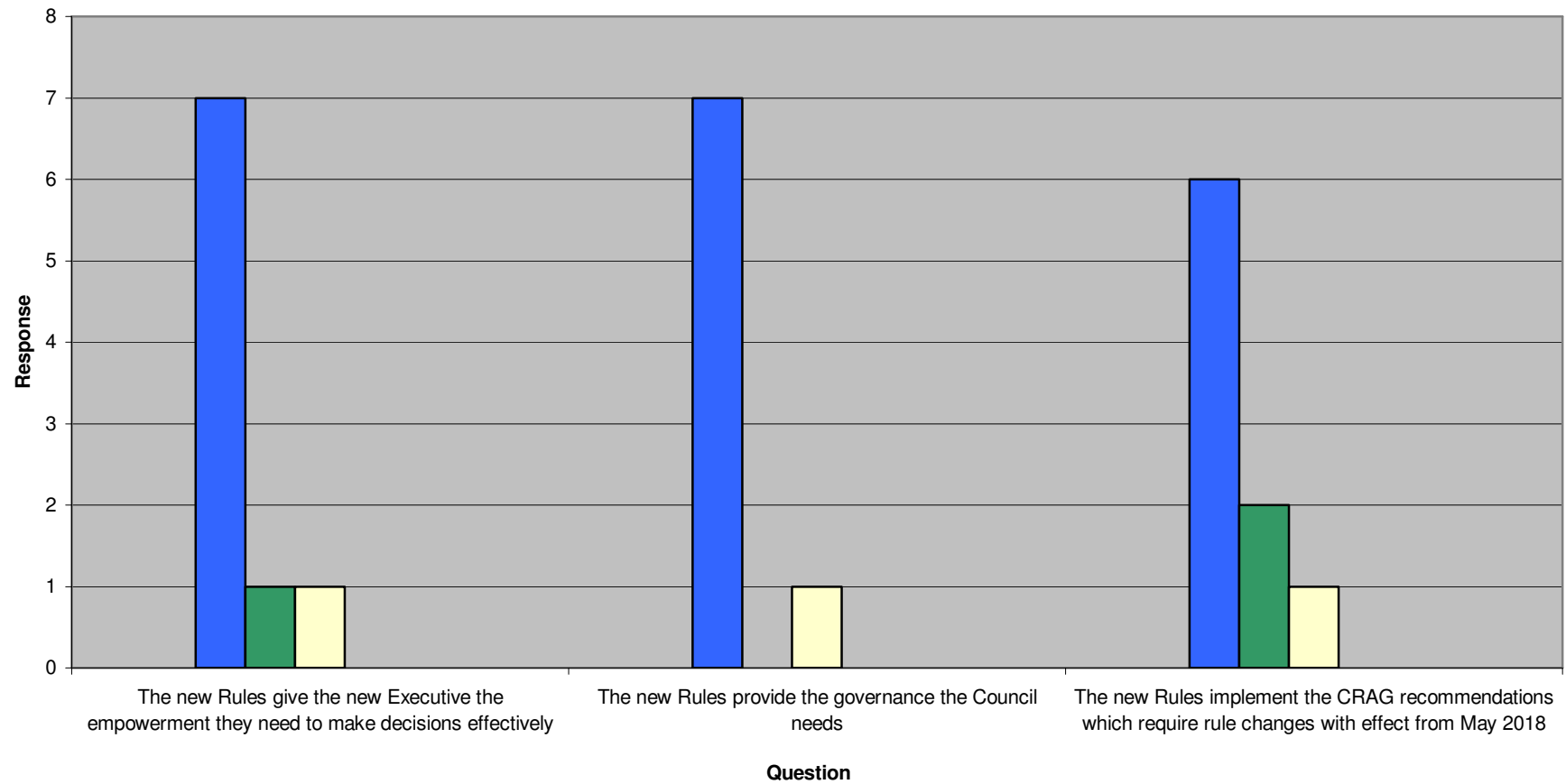
# Rules Work – External Review – 27<sup>th</sup> October to 24<sup>th</sup> November 2017

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### SUMMARY OF SURVEY RESPONSES

#### Consultation 2 - First Edition



Rules W

■ Totally Agree

■ Partly Agree

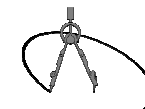
■ Neither Agree nor Disagree

■ Partly Disagree

■ Totally Disagree

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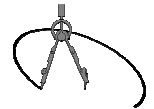


### RULES

No	Subject	Issue	Comment	Conclusions & Recommendation
2	+	+	The draft proposals are looking good. Clearly an awful lot of hard work has gone into this.	
38	+	+	I have read the first draft of both the Rules and the Procedures: I consider both to be very clear and successful first drafts. I am not concerned that the draft Rules are longer than the existing Rules; I understand and accept the explanation for this. I have previously been involved in the governance of an organisation that had charitable status and I fully support the steps you have taken to align the Rules with the requirements of the Charity Commission.	
34	Amend'mt	Language	<p>11.1 Clarity - a lot is squeezed into the first sentence. I suggest breaking the rule up as follows:</p> <ul style="list-style-type: none"> <li>a) These Rules may only be amended by the passing of a Resolution at a Council Meeting by no fewer than two thirds of those Representative Members present and voting.</li> <li>b) Such an amendment agreed shall take effect at the close of the Council Meeting at which it is agreed.</li> <li>c) No such amendment shall be valid : <ul style="list-style-type: none"> <li>1) that conflicts with the Council's statutory obligations including but not limited to those under the Charities Act;</li> <li>2) that would have the effect of making the Council cease to be a charity at law; or</li> <li>3) that would undermine or work against the provisions of Rule 12.</li> </ul> </li> </ul>	Amend as recommended, with further enhancements as proposed elsewhere in this document.
7	Conflict of Interest	Connected Person	Connected Person - As currently worded, clause (a) means that a person is a Connected Person of their self. I suspect this is in the interests of brevity in clauses (b) and (c) but is nonsensical. I would suggest rewording as follows	

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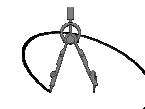
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No	Subject	Issue	Comment	Conclusions & Recommendation
			<p>In relation to an Authorised Official any one or more of :-</p> <p>(a) that person's, <del>or their</del> child, parent, grandchild, grandparent, brother or sister;</p> <p>(b) the spouse, civil partner or business partner of <i>the Authorised Official</i> or any person falling within sub-clause (a) above; or</p> <p>(c) an institution or corporate body controlled in part or whole by <i>the Authorised Official</i> or any person falling within sub-clauses (a) or (b) above; or in which <i>the Authorised Official</i> or such person has a substantial interest.</p>	<p>In the light of these recommendations, the definition of Connected Person has been reviewed against commonly used definitions, including those of the Companies Act 2006 and the Income and Corporation Taxes Act (ICTA) 1988, Section 839.</p> <p>The requirement is for clear, but practical definitions which are readily understood and the Central Council has previously produced guidance on Conflicts of Interest, which go some ways towards achieving this objective.</p>
43	Conflict of Interest	Definition	<p>I suspect you may have copied all this from somewhere else, because neither the definition of a conflict of interest nor the procedure for dealing with one, is correct. You might find the Charities Commission guidance on this helpful, especially as most conflicts of interest involving Charity Trustees relate to them wearing two hats rather than due to them having a personal interest. For example, a Trustee may be a Trustee of two charities or a Trustee of one and a member of another. Or they may have a conflict of interest because they've become close to a grant applicant through giving extensive advice <i>in their role</i> as Trustee. Often they're acting properly in every way but have inadvertently acquired a conflict which it's often hard for them to recognise.</p> <p>And these conflicts can be more serious in negotiations with third parties than in decision making. The CC Towers and Belfries Committee members got in exactly this position in the 1980s to the marked detriment of ringing generally, yet they had no idea of what they'd done until afterwards. So Rule 9.1 doesn't get anywhere near the problem. Equally, ordinary members of Workgroups having a conflict of interest can be as dangerous as Officers having a conflict even though those members won't make the actual decision.</p>	<p>Definitions of Conflict of Interest are subject to change, to reflect for example unmarried or civil partners who were not included in the original ICTA wording.</p> <p>In view of the above, and taking into account comment 43 we have concluded that the Council's constitution is not the appropriate place for a detailed Conflict of interest policy or procedure.</p> <p>The Charity Commission nevertheless recommend that this is dealt with in a Charity's constitution and have incorporated detailed wording on this matter in their model constitution for unincorporated charitable associations.</p> <p>Therefore, the section dealing with Conflict of</p>

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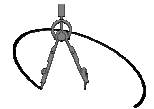
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			<p>And separately, excluding anyone from a discussion is rarely either helpful or necessary in the Charity context.</p> <p>My own view is that you don't need a definition because a conflict of interest is a conflict of interest no matter what the Rules say, and besides, yours is nowhere near broad enough so it's simply wrong. But what you do need is a Policy – indeed the Charities Commission require you to have one – and you can put that in the Rules if you want, although it's probably best not as you might like to change it later. And in case it helps, the G&amp;B is a Charity and here's our Conflicts of Interest Policy as it deals with the realities of these things.</p> <p><b>Conflicts of Interest Policy</b></p> <p>All potential conflicts of interest will be declared and minuted at the start of each Management Committee meeting. These will include:</p> <ul style="list-style-type: none"> <li>a. Financial conflicts – albeit most unlikely;</li> <li>b. Projects for which a grant will be considered at that meeting and a member is assisting or advising;</li> <li>c. Projects for which a grant will be considered at that meeting and a member is assisting or advising a major donor or donors;</li> <li>d. Projects for which a grant will be considered at that meeting and a member rings regularly at that tower or has done in the past;</li> </ul>	<p>Interest limited to stating all Authorised Officials must abide by such standing orders and policies relating to Conflicts of Interest which the Council may introduce. The definition of Connected Person has been withdrawn accordingly.</p>

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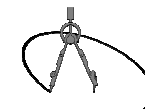
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			<p>e. Projects for which a grant will be considered at that meeting and a member is a member of that Branch.</p> <p>None of b to e will normally prevent that member from participating in the discussion of that grant application – particularly as their special knowledge of the project will assist the whole Committee – but the Committee will always consider whether an exception should be made.</p> <p>The problem you have is that most conflicts of interest in the CC don't involve money at all, and that's why standard policies just aren't enough. For example, there are influential CC Committee members who are also heavily involved in the ART. Kate Flavell sometimes uses the CC communications system to publicise ART matters and there are Education Committee members who are ART Trustees. They all have a conflict of interest which they've probably never even recognised, let alone thought to declare or take into account. And although both the CC and ART have similar goals, they're certainly not identical, and many ringers would be very concerned indeed if the ART quietly took over the Council.</p> <p>Similar problems arise with CC members who are also involved in the various statutory and non-statutory preservation bodies. And there are other examples, such as the Towers and Belfries people who work closely with particular bellhangers. You need a Policy that copes with this.</p>	
126	Council Meetings	Adjournment	6.19 ~ The wording is clumsy and drawn out. More direct would be: 'A Council Meeting may be adjourned to a later sitting if the Motion for adjournment, stating the date, time and place of the adjourned meeting, is carried by a two thirds of those Representative Members present and voting'.	Amended accordingly.

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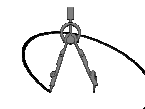
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No	Subject	Issue	Comment	Conclusions & Recommendation
116	Council Meetings	Appointments	6.2 (b) ~ The wording is a bit ambiguous. Does 'during the course of the meeting' refer to the position being vacant or to making the appointment?	Amended accordingly.
203	Council Meetings	Chairman	<p>This issue was discussed at some length in both conversations. It reflected an underlying concern, not just as to who should chair Council meetings, but as to a possible conflict of interest between members of the Executive and the Council and as to the creation of what appears to be a "top-down" organisation rather than a membership-controlled organisation.</p> <p>It is noted that it is proposed that the Council and its property shall be managed and administered by the Executive, that the Executive shall be the trustees of the Council and shall manage the business of the Council (rule 7.1). The property, funds and assets of the Council are to be vested in the Executive, who shall have the power to do all lawful things which are not in conflict with the Council's Rules, Procedures, Policies and Standards. There are certain powers which can only be exercised with specific authorisation by resolution of a Council Meeting (rule 7.11). The Executive can create, amend or remove and delegate some of its powers to Workgroups and Officers (rules 8.1 – 8.5). A Workgroup leader may not be a member of the Executive (rule 8.8), but a named Executive Member is to be the Sponsor of each Workgroup and is ultimately accountable for the Workgroup's activities and to whom they shall report (rule 8.6).</p> <p>The relationship between the Executive and the Council appears through a number of rules. The Chair of the Council should be the President (rule 6.14), the President being a member of the Executive. The four named officers and four additional members of the Executive are elected by the Council (rule 7.2) and can be dismissed by the Council (rule 7.8), with the ability of the Executive to appoint two additional members. All members of the Executive are members of the Council but are non-voting members (rule 5.1(c)). Members of the Executive can move motions (rule 6.6). A member of the Executive cannot be or continue as a Representative</p>	<p>This question has been reviewed again, with further input from Christopher O'Mahony and Phil Barnes.</p> <p>It is recognised that the level of separation of powers needs to be appropriate to the size of charity and only very few large organisations and plcs have annual meetings chaired by someone who is not the organisation's head. Phil Barnes pointed out that in the case of NHS health trusts, the Chairman of each annual public meeting is the Chairman of the Trust's board.</p> <p>He is supported in this view by Christopher O'Mahony, who feels that the deployment of a separate chairman for each annual meeting would be impractical, would encourage division and would lead inevitably to the requirement for a separate secretariat.</p> <p>On the question of membership control, whilst the ultimate ownership of a membership association rests with its members, the Charity Commission's guidance makes clear that it is the role of the trustee board to exercise oversight and assurance. The Governance Code for Smaller Charities states: <i>"The board is clear that its main focus is on strategy, performance and assurance, rather</i></p>

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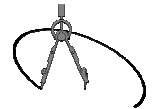
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			<p>Member (rule 5.7). The Executive may convene a special meeting of the Council (rule 6.2) following a designated request addressed to the Secretary and President. However, the rules are silent about who convenes and gives notice of the Annual Meeting (rules 6.3 and 6.4). Presumably it is the Executive. Notice of Council Meetings is to be given to Authorised Contacts and to Representative Members (rules 6.3 and 6.4) but not, apparently, to Executive Members (who are members of the Council). The Executive is, however, required to keep minutes of all Council Meetings (rule 6.12) and distribute, through the Secretary, copies of the minutes (rule 6.13). Rule 6.1 requires the Annual Council Meeting to consider the Executive's annual report, to consider the Executive's forward plan for the next calendar year and to consider the statement of accounts of the Council for the previous calendar year. However, the Rules do not impose an obligation upon the Executive to prepare such documents, and there is no provision relating to submission of a budget of expenditure for the following calendar year unless it happens to form part of the forward plan.</p> <p>Andrew and Patrick remain firmly of the view that the President should not chair meetings of the Council. In the circumstances described above the Executive carries all the power rather than deriving their authority from the ground level membership. There are few lines of accountability. Notably, there is no requirement for submission of an annual budget for approval by the General Meeting. Having the President as chair of the Council increases the possibility of manipulation by the chair in management of the meeting. The chair of the meeting of Representative Members should be one of them and not the chair of the Executive. The model exists elsewhere where there is a clear separation between the chair of a general meeting and the chief executive officer of the organisation. The Chair should be elected at the beginning of the General Meeting, together with a Deputy Chair who could relieve the Chair if necessary and who might have an expectation of future election as Chair.</p>	<p><i>than operational matters, and reflects this in what it delegates.”.</i></p> <p>Trustees, unlike members have a legal duty to act in the best interests of the charity and are personally liable for their actions in this regard.</p> <p>We have looked again at similar organisations to the Central Council, but have found that in almost all instances, the annual meeting is chaired by the organisation's head, whether executive or non-executive :-</p> <ul style="list-style-type: none"> <li>➤ Companies - the company chairman (whether executive or non-executive) chairs shareholder meetings</li> <li>➤ Medium-sized charities, the chairman of trustees presides at general meetings. Charities using this approach include the RCO, Ramblers Association.</li> </ul> <p>The Charity Commission Model Constitution (CIO Association Model) states that the chair of trustee meetings should also chair the charity's annual meeting.</p> <p>As a trustee the Council's president has a legal responsibility to conduct Council meetings in accordance with its Rules.</p> <p>In the case of the Central Council, the chair of trustees (the President) is also elected and can under the new rules be removed at any</p>

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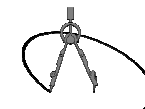


No	Subject	Issue	Comment	Conclusions & Recommendation
			<p>David does not share those concerns and considers that with some fine tuning mentioned below and in Item 4 there would be adequate lines of accountability of the Executive to the Council. Members of the Executive are appointed and may be dismissed by the Council. Even without the need for a Special General Meeting to remove a member of the Executive, it would always be open to an Annual General Meeting to pass a motion of no-confidence or censure of the Executive or a member or members of it, which would be likely to result in a resignation, with the ultimate power of removal by the Council still available. Separation of the Chair of the Council from the Executive would be likely to reinforce any perceived antithesis between the two bodies and could make preparations for the Annual General Meeting rather awkward. It may well cause confusion in the mind of the public and the wider ringing community as to who is the presiding officer of the organisation and who speaks for the organisation. The President should not be perceived as the equivalent to the chief executive officer of a commercial organisation. That authority is shared in this case by the Executive has a whole, elected by the Council. Even in large companies, the chair of the board of directors is usually also the chair of the general meeting of shareholders. The fine tuning should include clarification of the ambiguities mentioned above, and it would be desirable that the forward plan for each year prepared by the Executive should include a budget of income and expenditure for adoption by the Meeting. David gives general support to the conclusions and recommendations on this topic contained in the Rules Work – Panel Review 02 – October 2017 – First Edition.</p>	<p>Council Meeting.</p> <p>We noted that the appointment of a separate president for the Council of Representatives could present some new challenges in that it would be less clear who actually represented the charity.</p> <p>Taking all the above in to account, we have concluded that the benefits of a separate chairman for Council Meetings, whilst important, are substantially outweighed by the disadvantages.</p> <p>The benefits can be achieved by clear rules which covering scrutiny Executive accountability and the way in which meetings are chaired. Provided these Rules are clear, the likelihood that annual meetings could be manipulated by the President to the detriment of representatives is extremely small.</p> <p>This feedback has nevertheless highlighted areas where the accountability of the Executive to Council representatives can be strengthened further. To address these concerns, further provisions have been incorporated :-</p> <ul style="list-style-type: none"> <li>➤ Requiring presentation of Workgroup reports at each Annual Meeting.</li> <li>➤ Requiring presentation of an annual budget in addition to accounts at each Annual Meeting.</li> </ul>



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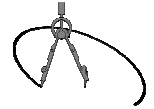
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No	Subject	Issue	Comment	Conclusions & Recommendation
				<ul style="list-style-type: none"> <li>➤ Making it possible for Representatives to pass binding motions for action by the Executive.</li> <li>➤ Enabling Members to dismiss the Executive at any Annual meeting.</li> </ul> <p>The resulting model provides strong levers of control for representatives enabling them to express their views, intervene and if necessary replace the Executive at Council Meetings where they deem this necessary.</p>
123	Council Meetings	Chairman	6.14 ~ I think second comma should be after 'deputy president'. (plural pronoun as above).	Addressed by the replacement of commas with parentheses in line with comment 36.
189	Council Meetings	Consideration of Motions	Rule 6.10 this should be DELETED. An arbitrary time limit is not always applicable according to the importance of the subject. There are standard meeting procedures which can effectively guillotine discussion by consent of those attending – “that the motion be put” and “move next business”.	<p>The purpose of a 30 minute time limit (which can be extended by agreement at a meeting) is to provide clear guidance and manage expectations on the part of those who propose Council business. It creates an expectation that consideration will be no more than 30 minutes, rather than requiring members to actively raise points of order in order to curtail debate. It also ensures that debate cannot be curtailed prematurely by guaranteeing that 30 minutes will be available for each motion if the proposer requires.</p> <p>This clause has nevertheless been redrafted to give additional clarity. The revised wording makes it clear that at least 30 minutes discussion of a motion is available (at the proposer's discretion), but allows this to be</p>

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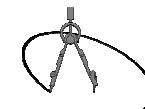
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No	Subject	Issue	Comment	Conclusions & Recommendation
				extended at the discretion of either the chairman or the meeting.
118	Council Meetings	Consideration of Motions	6.8 ~ 'Their' is a singular pronoun. Also: 'shall be allowed to' is shorter and more direct.	<p>Guidance from Oxford University Press (Oxford Dictionaries) is as follows : <i>"You can use the plural pronouns 'they', 'them', 'their' etc., despite the fact that, technically, they are referring back to a singular noun: If your child is thinking about a gap year, they can get good advice from this website.</i></p> <p><i>Some people object to the use of plural pronouns in this type of situation on the grounds that it's ungrammatical. In fact, the use of plural pronouns to refer back to a singular subject isn't new: it represents a revival of a practice dating from the 16th century. It's increasingly common in current English and is now widely accepted both in speech and in writing"</i></p>
116	Council Meetings	Consideration of Motions	6.8 'shall be allowed to' is shorter and more direct.	This paragraph has been rewritten to reflect Comment 189 and to make the language more direct.
119	Council Meetings	Consideration of Motions	6.9 ~ I think 'of that Council Meeting' is redundant.	Amended accordingly.
52	Council Meetings	Consideration of Motions	Of course a time limit for discussion is a good idea – Rule 6.10 – but surely the Meeting should have the power to extend it without the Chairman's consent if they think fit. A feeling of being ridden rough shod over by the Executive won't help the CC at all, and of course, it would be possible for	Paragraph amend to reflect this recommendation. The agreement of Council Members alone is now required to permit an extension.

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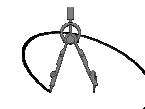
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			the Executive themselves to filibuster to suppress descent.	
S9	Council Meetings	Elections	6.18 My understanding of protocol in the event of a tie, is that the vote should be taken again, with the chairman casting his vote on the second round?"	The purpose of drawing lots is to avoid any embarrassment to the chairman by having to choose between candidates.
190	Council Meetings	Elections	Rule 6.24 (d) needs to be clarified, if Alternate vote system is already being used this would appear to cover balloting procedures, the inference is "drawing the short straw". If it means another ballot it should say so. "... selected by a further ballot".	The advantage of drawing lots in the (highly unlikely) situation of a tied vote is that it avoids the need to take up valuable meeting time with further voting, which might in any case not resolve the tie. This system is used in parliamentary and English elections.
128	Council Meetings	Elections	6.24 (d) ~ That strange 'equality of votes' phrase again. The note uses the shorter, clearer phrase 'tied vote'.	Amended accordingly.
129	Council Meetings	Elections - Language	6.25 ~ Another disagreement between singular noun and plural pronoun. The best solution here is to make the nouns plural (and 'and' instead of 'or') since the ruling applies to all members and officers. NB successors also needs to be plural.	This wording has been reviewed in the light of comment 118, but has been retained because it is both precise and consistent with the language used elsewhere in the Rules.
127	Council Meetings	Elections – Ordinary Executive Members	6.24 (c) ~ I suspect that the significance of having four votes is that there are four positions to elect, but this is not stated. If that is the intention it would help to make it explicit. Quite apart from clarity, it would cater for the situation if for any reason in future the number to be elected was not four.	This paragraph has been extensively redrafted to address this issue.
54	Council Meetings	Elections – Ordinary Executive Members	I still feel that 6.24.c is simply wrong as well as being incompatible with 6.24.b. I don't think the four members should be tied to specific job roles but I don't think they should all be elected together either. I think elections for all eight Executive posts should be spread across three years, so there'll be three posts coming up in two of the three years and two posts in the other. I don't think job roles are either necessary or desirable – apart from Secretary and Treasurer – but a mass change of Executives is very dangerous for many reasons.	Paragraph 6.28 has been amended to make it clear that a temporary appointment serves the unexpired term of a position only, and hence does not disturb the phasing of elections.  The phasing of roles will be dealt with in the Transition motion, which will provide for appointments to take place with the following

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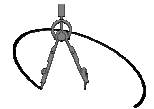
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				rotation :- Year 1 – President and Deputy President Year 2 – Secretary and two additional members Year 3 – Treasurer and two further additional members
51	Council Meetings	Irregularities	Notice of Meetings - You've got a Rule – 9.2.b – for when Notice isn't given to one or two members by mistake, but that Rule's structure means that it doesn't apply when Notice is given late to everyone. This isn't a trivial point, it's absolutely vital in case of trouble makers.	Clause 9.2b amended to cover defects affecting individual or classes of person.
22	Council Meetings	Language	6.14 Misplaced comma - should read  The President of the Council, or in their absence or incapacity the Deputy President, shall normally preside as chairman of each Council Meeting.  i.e. comma moved from after 'incapacity' to after 'Deputy President'.  See my general comment below about parentheses.	Commas replaced with parenthesis in accordance with Comment 36.
23	Council Meetings	Language	6.25 Long words - Commence = start, Conclusion = end, Expire = end If you can say it in words of one syllable (and you do not need more of them) then do so.	Amended accordingly.
187	Council Meetings	Motions	Rule 6.5 As worded might limit the subjects to be discussed and is not "open" AMEND Rule 6.5 by addition of clause (c) "such other matters as may require the attention of the Council for the furtherance of its aims".	In the light of these comments the sections on Motions and Implementation of Resolutions have been expanded to enable Council Meetings to pass motions which give instructions to the trustees on any matter.
S13	Council Meetings	Motions	A very pedantic point, but would the heading of 6.5 be slightly better in the form "A Motion may be submitted for consideration at any Council Meeting when its purpose:" ?	Amended accordingly.

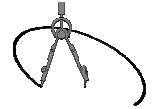
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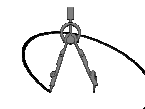
No	Subject	Issue	Comment	Conclusions & Recommendation
20	Council Meetings	Motions	6.5 Notice of Motion- It's not clear at first reading whether the purpose is that of the Motion or of the Council Meeting	Amended accordingly.
188	Council Meetings	Motions – Limit	Rule 6.7 The limitation of quantity of motions is not democratic. DELETE In this context CRAG had a whole raft of motions and in respect of Methods, for example, several motions may be necessary at one time. Limitation by quantity or spreading over more than one meeting defeats the aim of decision making as a short time objective.	The limit on the number of motions applies only to individual representatives and not to the Executive. Its purpose is to avoid the submission of large numbers of vexatious motions by a small number of individuals. In the case of CRAG, its proposals were adopted through the submission of two motions submitted by a single representative member.
117	Council Meetings	Motions – Limit	6.7 ~ This implicitly allows an unlimited number of motions from the executive. Was this intended? More generally, while the spirit of a limit is clearly reasonable it is not difficult to imagine a situation where it would be more sensible to divide a proposal into more than two motions, in order to simplify the debate. Has the limit of two been based on any research into whether there were in the past legitimate sets of more than two motions?	In the unlikely event that a major issue requires the submission of more than two motions, submission can be shared between a number of representatives members working together.  This limit ensures that each Council Meeting has sufficient time to consider those motions which are submitted to it.
S8	Council Meetings	Notices	We don't send out individual notices to all 600+ members (just post on our web page and notify tower secretaries). I'm not sure if this is a change or an existing anomaly?	The new rules allow postal and email notification to Council representatives, but also allows notification by other methods, including publication on websites and journals where these are included in the Standing Orders. In practice, the prevalence of email allows all 180 Council Representatives to receive an email notification very simply, but this does not preclude other methods where these are felt appropriate in future.
21	Council	Notices	6.6 and 6.22 Mandation of paper - the requirement for a 'signature'	These paragraphs have been amended to

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No	Subject	Issue	Comment	Conclusions & Recommendation
	Meetings		would seem to mandate the making of nominations on paper. Unless there is a suitable waiver (maybe in rule 9?), this is mandating the use of paper for these particular communications, which is slow and expensive	remove the statement that notices must be in writing and contain a physical signature. It is likely that the Council will introduce a Standing Order or Policy which elaborates the rules governing notices in more detail.
103	Council Meetings	Notices	Several places refer to 'written notice' and 'signatures'. Is the intention that they must be delivered on paper? Notices have been accepted by e-mail in recent years and if it is the intention to continue this practice then the wording ought to reflect it.	See Comment 21.
50	Council Meetings	Notices	Special Meetings - Hopefully the CC will never need one, but if it does, the deadlines might be unachievable. Essentially, the Secretary has two weeks in which to respond to the request and send out the first notice. If he/she is on a three week holiday – or even a one week holiday – it will be very difficult.	<p>Whilst the 2-week period is relatively short, the burden of performing this work does not rest with the Secretary alone. The request for the meeting must be sent to both the Secretary and President. The meeting is called by the Executive and notices do not need to be sent by the Secretary in person.</p> <p>The first notice does not need to state the full details or agenda of the meeting, but merely sufficient information for representatives to make travel arrangements, allowing the Executive additional time to arrange the details.</p> <p>As an additional precaution, provision has been made for notices requesting a Council Meeting to be sent to the Deputy President in addition to the Secretary and President.</p> <p>In addition, a further control has been added, enabling up to 25 Representative Members to defer implementation of a Standing Order or</p>

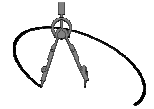
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No	Subject	Issue	Comment	Conclusions & Recommendation
				Policy until it has been approved at a Council Meeting. This notice can be sent up to 2 months after the Executive made the decision to introduce the proposed Standing Order or Policy.
30	Council Meetings	Quorum	9.3 Placing in rules- Might this sit more naturally with rule 6.17 (the quorum for a Council Meeting)?	In view of the very small risk that this clause is required, it was moved to the Meeting Irregularities section.
124	Council Meetings	Quorum	6.17 ~ More direct to say: 'unless a quorum of 50 Representative Members is present'.	Amended as recommended.
65	Council Meetings	Quorum	Rule 6.17 – Quorum The same issue as given above also applies here , albeit with respect to 50 rather than 25 Representative Members. What happens if the total number of Representative Members ever falls below 50 ?	It is likely that any significant reduction in the Council's size would require corresponding changes to the Rules, which would include amendment to these values.
121	Council Meetings	Recording	6.12 (a) ~ 'at the meeting' is redundant	Paragraph 6.13 amended accordingly
122	Council Meetings	Recording	6.13 ~ 'secretary' is a singular noun. 'their' is a plural pronoun. Also, according to OED, 'designate' is a verb or adjective, not a noun.	Plural form – please refer to Comment 118. Designate – amended accordingly.
185	Council Meetings	Reports	Rule 6.1 Only allows reports of the Executive which does not provide adequate scrutiny and could be mis-used by Executive. Some form of scrutiny of Executive needs to be written into constitution. AMEND Rule 6.1 (c) " to consider annual report of respective Workgroups. Rule 6.1 (c) to (f) to be re-lettered 6.1 (d) to (g)	To address this concern, the wording of clause 6.1 has been amended to 'consider and discuss'. Workgroup reports have been included.
S16	Council Meetings	Reports	6.1 Matters to be considered at Council meetings should include reports from the Workgroups. It has always been an important discipline for the Council's committees that they should report annually on what they have achieved and on their plans for the year ahead.	Two provisions have been introduced to strengthen reporting :- 1. The Annual Report and Forward Plan will accompany the Provisional Notice of each

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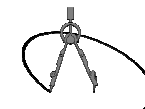


No	Subject	Issue	Comment	Conclusions & Recommendation
				<p>Annual Meeting, allowing members to submit motions in response to their contents.</p> <p>2. Consideration of an annual report from each Workgroup will be explicitly included among the purposes of each Annual Meeting.</p>
S4	Council Meetings	Resolutions	6.11 needs rewording to make sense.	Has been reviewed, but appears clear.
120	Council Meetings	Resolutions	6.11 ~ Should there be an exception for motions to change the rules?	<p>The 30 minute limit for consideration of each motion can be extended at the discretion of either the chairman or those present.</p> <p>.</p>
53	Council Meetings	Resolutions	Implementation of Resolutions - In 6.11 do you want to include "incompatible with it's status as a Charity?" There's more to this than compliance with statute.	Amended accordingly.
64	Council Meetings	Special Meetings	<p>Rule 6.2 – Special Council Meetings</p> <p>Currently, a Special Council Meeting may be requested by at least 25 Representative Members; but what happens if the total number of Representative Members ever falls below 25 (unlikely, but quite possible)? I suggest adding a percentage or proportion alongside the fixed number, e.g. "25 or 10%, whichever is smaller".</p>	It is likely that such a significant reduction in the Council's size would require corresponding changes to the Rules, which would include amendment to these values.
130	Council Meetings	Temporary Appointments	6.26 ~ 'In the event that' means 'If'. Why use 14 letters instead of 2?	Amended accordingly.
131	Council Meetings	Temporary Appointments	<p>6.27 ~ This refers to the whole of 6.26, but the wording about how long the appointment lasts contradicts 6.26 (b) (rest of term v only to next meeting).</p> <p>My guess is that the intention is that the meeting may replace an</p>	<p>These clauses have been reordered and reworded in the light of this recommendation.</p> <p>The revised wording makes clear that the next Council meeting will make a replacement appointment, valid to the end of the position's</p>



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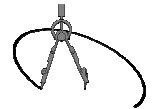
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			<p>appointment that runs to the natural end of the term but that if the executive makes an appointment it will only run to the next meeting. If this is the intention then I suggest</p> <ul style="list-style-type: none"> <li>• Rename the section 'replacement appointments</li> <li>• Remove the term 'temporary' from 6.26 (a) and incorporate the meaning of 6.27 within it.</li> <li>• Leave 6.26 (b) as it is.</li> </ul>	term, up to which point the Executive may make a temporary appointment.
S7	Council Meetings	Voting	In the DDA (along with many others) we have Honorary Life Members who do not pay a subscription but have voting rights.	While the advice and experience of Fellows and Ex Officio members is essential to the Council, the provision to restrict voting rights to representative members ensures that the Council continues to be controlled by its member societies and that key decisions are always taken by representatives, on behalf of their societies.
182	Council Meetings	Voting	<p>Rule 5.1 (c) "The Council's Executive Members, Officers and Workgroup leaders who shall be eligible to attend, speak and vote at a council meeting"</p> <p>Exclusion of members of the Executive from voting takes away their rights as representatives, voting by current Officers does not interfere with their independent roles by position. There are effects on society representatives – see Rules Section 7.</p>	In the light of this and similar comments, the provisions for representation and voting have been significantly simplified to allow Workgroup Leaders and Executive Members to continue as representatives, with the recommendation that this area is dealt with in future when implementing CRAG's proposal to reduce the size of the Council.
199	Council Meetings	Voting	<p>Fellows - whilst the creation of Fellows substitutes for previously awarded Life Membership, there is no mention of Voting rights.</p> <p>The same issue applies to Ex-Officio members .</p>	While the advice and experience of Fellows and Ex Officio members is essential to the Council, the provision to restrict voting rights to representative members ensures that the Council continues to be controlled by its member societies and that key decisions are always taken by representatives, on behalf of

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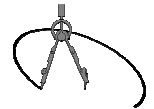
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				their societies.
79	Council Meetings	Voting	<p>Proxy Voting</p> <p>The Council's original draft rules presented in 1891 permitted proxy voting, so that if all of a society's representatives could not attend a Council Meeting in person, those attending could exercise votes on behalf of those who couldn't.</p> <p>This was removed after a few years, presumably as a 'stick' to encourage representatives to attend, but as the Council modernises the need for 'sticks' will probably disappear so there is a question as to whether it would be appropriate to reinstate this power. It might lead to slightly smaller Council meetings, but that might not be a bad thing (and was in any case a CRAG recommendation for the longer-term).</p>	While provision for proxy voting would appear to have many benefits, it falls outside the scope of those changes which CRAG defined must be in place from the 2018 Council Meeting. It will be referred to the Council President for further consideration.
S14	Council Meetings	Voting	On 6.18 Although a reading of ALL the rules should make this obvious enough, would it be worth including a reminder here that in the case of a Chairman's casting vote being necessary, it's most likely that would be done by the President or Deputy President (cross-references to 5.1 c) and 6.14) and that neither is NORMALLY entitled to vote in Council Meetings. In the potentially fraught atmosphere of a hung decision requiring a casting vote, I suspect it would help to have this spelt out clearly in 6.18 even though it can be deduced from paragraphs elsewhere in the document.	Clause 6.18 has been included in a separate section, headed 'voting' to make this point clear.
125	Council Meetings	Voting	6.18 ~ 'equality of votes' is ambiguous. It sounds as if it means that all votes have equal weight. It would be clearer to word it in terms of 'if there is no majority in a vote' or 'if the number of votes cast for and against is equal'. {Pleased not to see 'their'}	Amended accordingly..
3	Council Meetings	Voting	I do have a worry about how a vote, whether by show of hands or ballot, can be done in such a manner as to be certain that only members eligible to vote are voting. I would suggest there needs to be a way to filter out	In practice the Fellows and the small number of Executive Members who are not Representatives are likely to sit at the front of

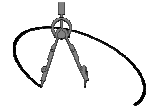
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			those attending a meeting who have voting rights and those who do not. Perhaps some form of a paddle as used to ensure only registered bidders at an auction bid could be used to distinguish voting members.	the room, whilst a separate designated area is likely to be set-up for observers who are not society representatives. In due course it is possible that there may be a need for more sophisticated systems, including the use of tokens or paddles, depending on the demand to attend Council Meetings.
46	Council Meetings	Voting	It's OK to have a Rule whereby some people can attend and speak but not vote, but it's very tricky if you have no Rule for enforcing it. You have no Rule about open or secret ballots either. Later on you have a Rule about decisions where people have voted who shouldn't have, but all that's messy if you've got no real idea whether votes have been correctly made or not. So why not do away with some people being able to speak but not vote? It should make no difference at all to decisions but will save potential hassle. I think CRAG got themselves into a twist over this and I'm not sure why.	<p>In the light of this and similar comments, the provisions for representation and voting have been significantly simplified to allow Workgroup Leaders and Executive Members to continue as representatives.</p> <p>Nevertheless, the provision to remove voting rights from other members, including Fellows and Ex Officio members is a key means of ensuring that the Council remains controlled by its member societies, who pay its subscriptions, and that key decisions are always taken by representatives, on behalf of their societies.</p> <p>In the case of the Executive, who have considerable power and who control the conduct of Council Meetings, our conclusion has been that it is in the interests of accountability, that CRAG's original proposal that Executive members do not vote should be considered at such time as the Council's size is reduced and the impact of Executive Members 'block' voting in favour of their own proposals could become more material</p>

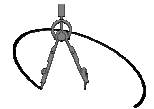
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48	Council Meetings	Voting	Why shouldn't the Executive – and others who can speak – be entitled to vote? This seems crazy.	Please refer to Comment 46.
83	Council Meetings	Voting	<p>And last, where are your Rules for coping with Societies being unable to get people to be Reps? As far as I can see, the Reps have virtually no meaningful function that rewards them for travelling hundreds of miles and giving up a bank holiday weekend. Why can't they vote on line or by proxy?</p> <p>Why can't Societies vote in their own capacity? After all, a big problem of the CC was the number of Reps who only went for the Jolly, and the proposed Rules will only make that worse</p>	<p>Following this and other similar comments, a number of provisions have been included in the Second Edition which ensure that Council Representatives will continue to exert considerable influence over the Executive. These include :-</p> <ul style="list-style-type: none"> <li>• Workgroup reports to be considered at each Annual Meeting</li> <li>• All annual reports to be discussed at Annual Meetings and not merely presented.</li> <li>• Minimum time limits for discussion of motions, at the discretion of the motion's proposer.</li> <li>• Subject matter for motions may cover both advice and binding instructions on the Executive</li> <li>• Replacement appointments made at Council Meetings and not by the Executive.</li> </ul> <p>While provision for proxy voting would appear to have many benefits, it falls outside the scope of those changes which CRAG defined must be in place from the 2018 Council Meeting. It will be referred to the Council President for further consideration.</p>
210	Council Meetings	Voting - Proxy	We see no need to reintroduce proxy voting. Representative Members should have an obligation to attend General Meetings. If they cannot, it is open for any affiliated society to provide for a replacement member and	While provision for proxy voting would appear to have many benefits, it falls outside the scope of those changes which CRAG defined

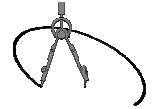
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			to notify the Secretary accordingly. That seems to be the justification for deleting any reference to Alternate Members. The question of electronic attendance at meetings could well be considered in future by the Executive and be the subject of a recommendation if they thought fit.	must be in place from the 2018 Council Meeting. It will be referred to the Council President for further consideration
6	Definitions	Additional Elected Member	Additional Elected Member versus Appointed Executive Member Surely what these offices have in common is not that they are members, but they are <i>Executive</i> Members? I suggest using 'Executive' as the middle word in both terms. And it's liable to be confusing to have two posts abbreviating to AEM. Maybe have Elected Executive Members (EEM) in place of Additional Elected Members?	The term Additional Elected Member has been changed to Ordinary Executive Member.
89	Definitions	Additional Elected Member	Additional Elected Member ~ This may cause confusion. As defined it relates to the executive but the word 'member' has wider meaning. Also there could be confusion with current Additional Members (which are elected). The meaning here seems to be something like 'Ordinary member of the Executive' as opposed to one of the key roles. . As far as I can see the only use of this term is in 7.2 (b), which says that the elected members shall be electe	Please refer to Comment 6.
90	Definitions	Council	Surely this should be defined as: 'The Central Council of Church Bellringers'	The registered number is used for simplicity as the name may change. The registered number will never change, or, if it does, then the Council will be a different charity, which itself will require constitutional changes.
91	Definitions	Decision	This is too general a term for that definition. Use of the (capitalised) term is inconsistent. In some places it is used alone (requiring this definition to interpret it) and in others it is stated as an Executive decision. I suggest the term 'Executive Decision' and that it be used consistently throughout the rules.	Amended accordingly.
92	Definitions	Executive	Executive ~ 7.1 says that its members shall be trustees, so this definition is a bit circular. It would be better to define what the Executive is, eg 'The	Amended accordingly.

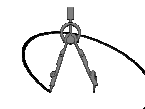
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			body that manages the Council's day to day affairs'.	
5	Definitions	Language	Elected Member – Typo '7.2b).' at end should read '7.2(b)'	This change would require reformatting all third-level sub-paragraphs within the Rules document from the equivalent of 1.1b) to 1.1(b). In the interests of readability, we have concluded that the simpler 1.1(b) format should be retained even though 1.1(b) is the more orthodox convention.
9	Definitions	Language	Independent Examiner – typos 'An' at start should be 'A' or possibly 'Any'. 'both' in final line should be 'but'.	Amended accordingly.
10	Definitions	Language	Nominations – Verbosity - Suggest A proposal made in accordance with Rule 6.21 that <i>an eligible person who is eligible</i> should be considered for election at a Council Meeting in accordance with the Rules.	Amended accordingly.
11	Definitions	Language	Policy – omitted comma, ease of reading Add comma between 'document' and 'whether' (see my comment below about parentheses); order of clauses could be clearer. Suggest  A written document, whether advisory or mandatory, <i>issued in accordance with the Rules and Procedures</i> , and defining principles of action in respect of : (a) those conducting the Council's business in accordance with these rules; (b) the conduct of ringers or technical standards in ringing; <i>issued in accordance with the Rules and Procedures.</i>	Amended accordingly.
12	Definitions	Language	Procedure – Verbosity - remove final clause (if it wasn't provided for under these rules, it wouldn't be in the rules in the first place). Suggest  A written procedure of the Council establishing terms of reference and	Amend 'as provided under' to 'introduced in accordance with'

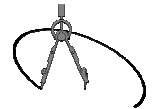
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			other regulations governing the business of the Council <del>as provided under these Rules.</del>	
13	Definitions	Language	Standard – omitted comma, ease of reading. See ‘Policy – omitted comma, ease of reading’ above	The definition of Standard has been simplified. Definition of Policy amended accordingly.
93	Definitions	Membership Total	<p>Membership total ~ This is wrong on three counts</p> <p>a ~ It is confusing to define membership total in the Council rules to mean something other than the total council membership.</p> <p>b ~ The criteria included should not be in the definition they should be in the rules (for continuity, but probably better in the lower level). In fact they all are there, so this is complete duplication.</p> <p>c ~ This is not needed. In all 10 instances of this term, the meaning would be completely clear by using ‘total membership’ (no capitals).</p>	<p>In the light of this recommendation :-</p> <ul style="list-style-type: none"> <li>➤ Membership Total has been renamed Society Membership</li> <li>➤ The calculation mechanism has been moved from the Definitions section to a new clause 4.1</li> <li>➤ Provision has been made for additional acceptance criteria to be provided via Standing Orders.</li> </ul>
94	Definitions	Officer	Officer ~ I had problems with the use of this term (see later). On reflection, a better term for the definition given here would be ‘office holder’. That would remove the ambiguity between this meaning and the more natural meaning of ‘officer’ as President, Secretary, etc. an ‘authorised official’ (or member of the executive).	In the light of this recommendation, and reflecting the current organisation, the generic term Officer has been amended to ‘Steward’.
95	Definitions	Policy	Policy – The architecture document refers to ‘operating policy’. That is a much better title for something within the remit of the Executive to change than unqualified ‘policy’	Policies may be either operating policies, applying to the way in which the Council conducts its business or principles of action which apply across wider groups of people, including the ringing community as a whole.
96	Definitions	Procedure	Procedure ~ A procedure is how something is done. Defining it to mean either ‘terms of reference’ or ‘regulation’ is very odd and unhelpful. The things listed in the document named ‘procedures’ are not procedures. They are various pieces of working information. A better name for ‘things to do with running the Council that don’t require a rule change’ might be something like ‘Standing Orders’.	In the light of this recommendation, the term ‘Procedure’ has been retired and replaced with ‘Standing Order’. The definitions have been enhanced to make clear that the Standing Orders are a single list of regulations governing the Council’s operations, whilst Policies and Standards define recommended

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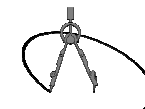


No	Subject	Issue	Comment	Conclusions & Recommendation
			<p>This would leave the term ‘procedure’ available for its normal use. For example, the Executive might want to produce and publish ‘operating procedures’ as well as ‘operating policies’.</p> <p>NB - in the rest of the document where quoting wording I have used [procedure] to refer to what is there called a procedure, but which ought to be called something else].</p>	or required practice, either within the Council or across Societies, as the subject matter dictates.
88	Definitions	Relevance	<p>General comment ~ The definitions should make clear the meaning of terms that would otherwise be ambiguous and/or narrow down specific meanings of terms with broader common meanings. There is no point including them otherwise, and they should not be used merely as index entries to a rule about the term in question. For example, if the terms ‘Annual Council Meeting’ or ‘annual subscription’ were not defined here, how could they be misinterpreted (in 6.1 and 4.5)?</p> <p>General comment ~ Definitions should be used where a term is used many times (Affiliated society is a good example) but there seems little point in defining a term that is only used once (eg ‘Appointed Executive Member’) or a couple of times, and where the use fully describes it.</p> <p>General comment ~ Some ‘definitions’ contain no explanation of meaning, but just a reference to a rule that uses the term. Mostly the meaning is obvious from normal English so the definition is not needed. Many of the definitions add nothing to the normal meaning other than extra words.</p> <p>General comment ~ Many definitions include words like: ‘in accordance with Rule X’. This is pointless verbiage since defining a term here relates its scope to ‘these rules’ anyway. For example: ‘Z elected in accordance with Rule 7.2b’. How else could they be elected ~ that’s the only rule.</p> <p>General comment ~ A definition should define. It should not also duplicate what is in the rules. For example in Authorised Contact the words: ‘and to whom notices to the Society issued in connection with the Rules and Procedures shall be sent’ do not belong in the definition.</p> <p>General comment ~ Definitions should not be tautological. For example,</p>	In the light of this recommendations, the definitions have been reviewed. Definitions which refer to terms only used once or twice have been removed. Where an entity depends on a rule for its existence, the corresponding definition refers to the rule, but circular definitions have been removed.



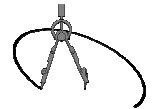
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			what possible meaning could 'Deputy President' (and those of the other officers) have?	
208	Definitions	Ringling World	We agree that no reference to the Ringling World should be made in the Rules. Definition of membership of the Ringling World is properly confined to the Constitution of that corporation.	Amended accordingly.
101	Definitions	Ringling World	The Ringling World (publication) – Why is this needed? Neither it nor the company are mentioned in the rules, and only the company is mentioned in the other document.	Not defined in current version.
180	Definitions	Significant Asset	"Significant Asset" is important in protecting tangible assets of the Council	Noted
97	Definitions	Significant Asset	Significant asset ~ This is a rather weak definition. A better one would be something like: 'Any asset, regardless of monetary value, whose custody is considered fundamental to the Council's objectives'.	In the light of this recommendation, the definition of Significant Asset has been amended to "Any asset, regardless of monetary value, whose custody is considered fundamental to the Council's objectives or important to its membership, as specifically defined in the Standing Orders."
98	Definitions	Society	Society - This isn't really needed. The rules only relate to affiliated societies (or those aspiring to affiliate). Society is clear from its normal English meaning. (If it were not, then the definition would need to include every possible flavour of society name ~ currently including youths and associations but others too for generality).	This definition is necessary to restrict membership to societies of bellringers, as at present, although the Council may wish to extend the range of societies who qualify for membership in the future.
99	Definitions	Sponsor	Sponsor ~ This doesn't agree with 8.6, which implies that an existing executive member will be given this responsibility, not that someone will be appointed to the Executive to perform it. While it is possible that the executive might give the task to an appointed member, and its intention to do so might influence the appointment, that should not be part of the definition. I suggest something like: 'An Executive Member responsible for supervising the activities of [an Officer] or Workgroup'.	Amended accordingly.

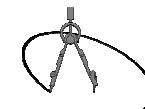
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No	Subject	Issue	Comment	Conclusions & Recommendation
100	Definitions	Terms of Reference	Terms of reference – Is this needed? It is the standard meaning, and everywhere it is used its scope is explicitly clear.	The definition ensures that this is in the prescribed format.
102	Definitions	Workgroup Leader	Workgroup leader & member - Surely these are self evident given the definition of Workgroup and standard English.	These definitions have been retained as they refer to terms which are used in multiple rules and have specific rights and responsibilities.
62	Disputes	Disputes	Rule 9.4 seems to be a trouble makers' charter and unnecessary. The Annual Meeting should resolve disputes by way of a motion.	A new stage has been introduced which requires disputes to be put before a Council Meeting in the first instance.
78	Dissolution	Language	<p><b>Dissolution</b> – Rule 12. There is a structural problem with the layout of this rule. It just doesn't flow or follow on properly. I would suggest it is re-arranged (not actually changed in effect) to read like this:</p> <p><b>12 DISSOLUTION</b></p> <p>12.1 The Council may be dissolved only following the passing of a Resolution to this effect at a Council Meeting with a majority of two thirds of those Representative Members present and voting, in which case the Executive shall remain in office as trustees and be responsible for winding up the affairs of the Council in accordance with this Rule.</p> <p>12.2 Representative Members may pass a Resolution before or at the same meeting as the Resolution to dissolve the Council specifying the manner in which the trustees are to apply the remaining property or assets of the Council and the trustees must comply with such a Resolution to the extent that it is consistent with Rule 12.3.</p> <p>12.3 Following a Resolution for the Council to be dissolved</p> <p>(a) the trustees must collect in all the assets of the Council and must pay or make provision for all the liabilities of the Council;</p>	Amended accordingly

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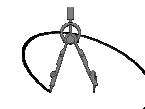
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No	Subject	Issue	Comment	Conclusions & Recommendation
			<p>(b) the trustees must apply any remaining property or money: i) directly for the Council's objects; ii) by transfer to any charity or charities for purposes the same as or similar to the Council; or iii) in some other manner as the Charity Commission may approve in advance in writing;</p> <p>(c) in no circumstances shall the net assets of the Council be paid to or distributed among the members of the Council (except to a member that is itself a charity); and</p> <p>(d) the trustees must notify the Charity Commission promptly that the Council has been dissolved.</p>	
174	Dissolution	Significant Assets	12 – While the intention seems sound, the wording seems to consider assets only as financial assets, and doesn't adequately cater for assets whose significance far exceeds their financial value. For example 'collecting in' an asset like the Dove database during the winding up process would be counter to the wellbeing of the Exercise, and hence the objects of the Council. With such assets (and in due course there could be many more) the emphasis should be to ensure continuity and sustainability of service.	The rule gives the trustees the power to decide what is best for the assets. The trustees will have a duty to determine the best course of action for both monetary and non-monetary assets alike.
134	Executive	Appointed Members	7.4 ~ Clearer with the start re-ordered, thus: 'At any time the Executive may include up to two additional non-elected persons, who may be appointed by the Executive as it sees fit.' (Also, 'maximum' is redundant alongside 'up to'.)	Amended accordingly.
1	Executive	Appointed Members	I am very much against rule 7.5. I think that having un-elected member(s) on the Executive Committee is an issue in itself. There has been much adverse comment in recent years about the position of Additional Members, yet these suggested rules puts people in a much more significant position with the Council than currently do these Additional Members, but without them having any approval of the Council as a	The CRAG recommendations were clear on this point, which is also recommended by the Charity Commission. As result, numerous charities including RCO have made similar provisions in their constitutions. The purpose of this guidance from the Charity Commission

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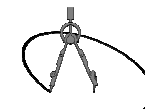
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			<p>whole.</p> <p>Having the possibility of these members serving for 6 years without having to be approved by the Council is simply wrong - they are in a position of major importance and influence. I would therefore suggest that members added to the Executive must require the approval of the Council as a whole at the following AGM.</p> <p>Additionally, when they are added, the Executive must inform the Council members of the fact that they have been added, giving a clear and specific set of reasons why this/these person(s) provide skills that are both needed by the Executive and also explain why these skills are not available from the current members of the Executive. They must be added to the Executive for a specific purpose, not just because it seems to be a good idea at the time!</p> <p>Informing the Council membership should happen within a very short period of time after they are added to the Executive. These added members of the Executive should also have to be re-approved at the 3rd AGM following their adding to the Executive, with a clear explanation given as to why they have not fulfilled the task that was given to them within their 3 year period of office.</p> <p>It would be totally wrong to allow the Executive to appoint anyone without there being a specific role for them to undertake. Being a mate of one of the current Executive's members, for instance, is not a good enough reason for someone to be added to the Executive.</p>	<p>is to ensure that boards of trustees always contain the right blend of expertise, which cannot be guaranteed where all trustee positions are elected.</p> <p>In the light of this recommendation, an additional provision has nevertheless been added which requires all appointments to be ratified at the next Council Meeting.</p>
25	Executive	Committees	<p>Unnecessary parts of a Decision. These do not need to be in the Decision that the Executive takes. Rather, this rule needs to be expressed as</p> <p>7.17</p>	<p>This paragraph has been substantially amended to deal with delegation both to individual Executive Members (of example where a scrutiny function is delegated) and to</p>

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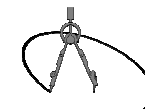
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No	Subject	Issue	Comment	Conclusions & Recommendation
			<p>(a) The Executive may subject to the Rules delegate some of its powers to one or more committees of two or more Executive Members, provided that each such delegation is decided at an Executive Meeting through a Decision which states :-</p> <p>(1) the powers which are delegated; and</p> <p>(2) whether such powers are to be exercised exclusively by the committee to whom they have been delegated;</p> <p>(b) No expenditure may be incurred on behalf of the Council except in accordance with any budget specifically agreed with the Executive.</p> <p>(c) The Executive may revoke or alter any delegation of their powers</p>	committees.
143	Executive	Committees	<p>7.17 ~ Initial sentence either needs so commas inserting or needs rephrasing for clarity.</p> <p>The whole thing (including a to d all forced into one sentence) is very hard to interpret. For example, do clauses (c) and (d) refer to what may be delegated or to what must be stated in the decision. The whole thing needs clearer wording.</p> <p>7.17 (b) ~ 'Committee' is not a person so 'whom' should be 'which'.</p> <p>7.17 (d) ~ It is unclear what 'their' references.</p>	This recommendation has been addressed partly as a result of the changes made in response to Comment 25. Further amendments have been made accordingly. The provisions for Executive Committees have been broadened to enable the Executive to delegate specific responsibilities to individual members in line with other charities.
135	Executive	Disqualification	<p>7.8 ~ Clearer re-ordered, thus:</p> <p>'A member of the Executive shall cease to be an Executive Member immediately if a Motion requiring them to resign is agreed by a majority of two-thirds of those Representatives present and voting at a Special Council Meeting.'</p>	Amended accordingly.
56	Executive	Disqualification	<p>Rule 7.7.b seems bizarre – and I suspect that, like some of the other Rules, it's been copied from somewhere else. If the Executive Member himself thinks he is physically or mentally unfit, he'll resign. If he doesn't think so, his GP won't break confidentiality by telling you otherwise. No other medical practitioner will break confidentiality either.</p>	Current guidance and practice regarding mental incapacity has been reviewed in the light of this recommendation. Specific provisions in the Rules covering incapacity have been retired as the general legal

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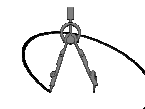
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No	Subject	Issue	Comment	Conclusions & Recommendation
				framework is comprehensive.
132	Executive	Elected Members	<p>7.2 ~ The first 'elected' is superfluous and can be omitted without affecting the meaning.</p> <p>7.2 ~ The wording is clumsy, caused by rolling (a) and (b), which have different conditions, into a single sentence. It would be simpler as:</p> <p>7.2 The Executive shall comprise the following members, elected at a Council Meeting:</p> <p>a) Four Executive Officers shall be elected individually :</p> <p>(1) a President (2) a Deputy President (3) a Secretary (4) a Treasurer</p> <p>b) Four Additional Executive Members shall be elected, taken together.</p>	Amended accordingly and further simplified.
133	Executive	Elected Members	7.3 ~ Clearer with the ending re-ordered, thus: 'Ž shall be eligible for re-election at that meeting. for one further term of three years'	Amended accordingly.
137	Executive	Executive Meetings	7.15 ~ Statements about the Executive as a corporate entity should properly refer to it as 'it'. Statements about its members as a group should refer to them as 'them'.	Amended accordingly.
138	Executive	Executive Meetings	7.15 (d) – This says the Executive can create or remove a [procedure], contradicting the Architecture Decisions document, which says that it requires a (simple) Council majority to change it,	A revised process has been incorporated into the second edition which addresses this concern, whilst avoiding the possibility of a continual bounce-back of contested Procedures between the Council Meetings and the Executive.
139	Executive	Executive Meetings	7.15 (f) ~ What is a 'sponsor'? Where is it defined?	Sponsor has been renamed Executive Sponsor and is defined in the Definitions section.
140	Executive	Executive Meetings	<p>7.16 (a) (2) ~ What is the purpose of 'serving'? Surely all Executive members are serving, so the word is redundant.</p> <p>Does 'without notice' implies that the other members need not be told. Is that intended? Or does it mean 'without giving 14 days notice', in which case how much notice must be given ~ a day, an hour, ten minutes?</p>	<p>Serving – amended accordingly.</p> <p>The provision for the Executive to hold meetings without notice enables them deal with uncontentious material when 14 days</p>

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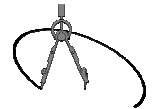
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No	Subject	Issue	Comment	Conclusions & Recommendation
				notice has not been given.
141	Executive	Executive Meetings	7.16 (c) ~ Another 'case of an equality of votes'	Amended to 'tied' vote accordingly.
142	Executive	Executive Meetings	<p>7.16 (d) ~ 'Z shall be decided by a number of votes greater than half the number of serving Executive Members' This is ambiguous. Does it mean that more than half of the number of members must vote (ie the decision is made by a majority) or does it mean that to pass a motion more than half the number of members must be in favour (ie it would have passed even if all absent members had voted against)?</p> <p>In both cases it would help to specify what must happen if the criterion is not met ~ presumably there will be a default of 'no change'.</p>	Amended accordingly.
S5	Executive	Executive Power	I am nervous about so much power in the executive hands when the committee only meets annually. I think a safe guard might need adding to stop well meaning executives going off at tangents. This might mean additional meetings.	The Executive have a duty to act in the best interests of the charity and personally liable for their actions in this regard. Additional controls have been built in to ensure that significant Executive decisions are referred to Council Meetings. It should be noted that most business of the Council will be performed by Workgroups and the role of the Executive as trustees will be to ensure that actions are taken in the best interests of the charity rather than performing most actions themselves.
S6	Executive	Executive Power	10.1. This reinforces my earlier point about not enough checks on the exec pursuing their own agendas.	The change in structure to ensure that operational decisions were taken by the trustees (Executive) was a key CRAG recommendation. Nevertheless, a number of key controls have been introduced in the Rules to ensure that these responsibilities are properly executed. This include : 1. The scope of Procedures (now renamed

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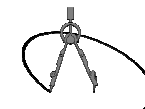


No	Subject	Issue	Comment	Conclusions & Recommendation
				<p>Standing Orders) is tightly defined</p> <p>2. Standing Orders may never conflict with Rules</p> <p>3. Standing Orders must be published substantially in advance of their implementation date, giving Council Members the opportunity to challenge the 'recall' the proposed Standing Order for consideration at a Council Meeting, or if necessary dismiss the Executive.</p>
S10	Executive	Executive Power	10.1 - So ... the Representative Members get notice of the change but no say in it. We'll have to see how this works ... ?	Please refer to Comment S10.
179	Executive	Executive Power	Definitions: A "Decision" is no longer one of the Council but of the Executive how is this democratic?	In the light of this and other comments, additional safeguards have been included in the second edition to ensure that Executive Decisions are consistent with the wishes of Representatives.
206	Executive	Executive Power	As we understand it, the Rules and Policies and Procedures all form part of the rules of the organisation, but the Policies and Procedures can be altered by the Executive. It may be because of this that so much of the procedure appears in the Rules. We consider that the Executive's powers in this regard should remain but it that it requires a safeguard against what might be seen to be the excessive powers of the Executive and the risk that they might be abused. We suggest that such a safeguard could be incorporated in the Rules with a provision along the following lines: If within the period of three months referred to in Rule (10.2) not less than 25 Representative Members notify the Secretary in writing signed by them that the proposed amendment /repeal of/addition to the Rules in Part 2 should not take effect unless approved by a General Meeting then the amendment/repeal/addition shall not take effect unless approved by a majority of the Members present and voting at a General	<p>The first draft was divided into Rules (the fundamentals, owned by Council members) and Procedures (or byelaws), which the Executive had delegated authority to amend in response to changing circumstances.</p> <p>This resulted in a weaknesses in connection with those byelaws governing the Executive. In the first draft, all significant obligations placed on the Executive were held in the Rules, but this meant more Rules and fewer byelaws than CRAG envisaged.</p> <p>In response to this recommendation further provisions, held as Rules in the first edition,</p>



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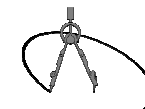
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No	Subject	Issue	Comment	Conclusions & Recommendation
			<p>Meeting.</p> <p>There are other ways in which this could be expressed, and the number of 25 could well be the subject of further consultation.</p>	<p>have been demoted to become Procedures (now renamed Standing Orders) in the second edition.</p> <p>This in turn makes the Rules shorter.</p> <p>I In the light of this suggestion, a number of methods have been considered to reduce the extent of the Rules. These include :-</p> <ul style="list-style-type: none"> <li>➤ Moving more material from the Rules to the Procedures (now renamed Standing Orders) and incorporating additional scrutiny by Representatives in line with Comment 206.</li> <li>➤ Dividing the Rules into a Part 1 and Part 2 in accordance with this recommendation.</li> </ul> <p>These keeps the 'core' rules short, but sometimes means that material on a particular point is held in two places.</p> <p>The second edition will be offered in one or more of these revised formats.</p>
35	Executive	Executive Power	<p>Executive accountability: the Council Meeting is limited to looking at items listed in 6.1. 7.16(i) requires the Executive to minute its decisions and advise all Representative Members. 7.8 allows the Council Meeting to remove Executive Members.</p> <p>The requirement to keep Representative Members informed is welcome, but do there need to be general powers for the Council Meeting to</p>	<p>Additional measures have been included to ensure there is appropriate discussion about the Executive's report and plan at each Annual Council Meeting.</p>

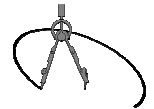
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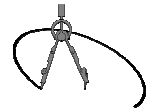
No	Subject	Issue	Comment	Conclusions & Recommendation
			question, instruct, sanction and censure the executive? There seems to be a lack of proportionality in that there is nothing between limited scrutiny on the one hand, and on the other the nuclear option of dismissing Executive Members.	
144	Executive	Executive Power	7.23 ~ This statement is not tenable. The rules may limit the ability to delegate powers conferred by the rules but the rules cannot pronounce on anything outside the scope of the rules. To take a trivial example, the rules do not give the Executive the power to decide where to hold its meetings, but it may decide to delegate to someone else the task of finding a suitable room.	In the light of this comment, the clause prohibiting the Executive from delegating except where specifically provided under the Rules has been removed. The Executive must nevertheless make all important decisions at Executive Meetings. This enables it to delegate trivial decisions, such as finding suitable rooms.
S20	Executive	Executive Power	Seem sound in accordance to Charity Commission guidance & Crag recommendations.	Noted
81	Executive	Executive Power	<p>As regards a separation of powers, that seems to me to be absolute nonsense. The great problem that the CC has had since its inception is being the “them” as opposed to the “us.” By making the Executives separate, you’re simply increasing the problem. From now on the Reps will join the “us” and the Executives will become the permanent “them.” Crag envisages the Executive “being answerable” to the Reps but your Rules don’t seem to be making that happen at all.</p> <p>If you’re to guard against the dangers of the CC being taken over and destroyed or radically changed by a minority faction, you need a Rule allowing the Reps to summarily sack any or all members of the Executives at an Annual Meeting, and you need another Rule allowing the Reps to rescind any decision that the Executive has taken.</p>	<p>In the light of this recommendation, the provision has been extended to enable Representatives to dismiss the Executive at any Council Meeting.</p> <p>The Executive as trustees are legally liable for the operational decisions they taken on behalf of the charity. As a result, it would be unfair for Council representatives to prevent them from taking decisions, whilst also expecting the Executive to take legal responsibility.</p> <p>Nevertheless, an additional provision has been included to permit representatives to ‘call in’ certain Executive Decisions for ratification at a Council Meeting.</p>

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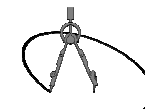
No	Subject	Issue	Comment	Conclusions & Recommendation
193	Executive	Length of Service	<p>Rule 7.21 is ambiguous and infers further terms of office beyond planned 6 year maximum. Suggest revision:</p> <p>Rule 7.21 “ All serving Executive Members shall be required to retire at the conclusion of the sixth Annual Council Meeting after their election or appointment and may not become eligible for such further appointment as provided for in Rule 7.3”</p>	Having reviewed the constitutions of other similar charities we have concluded that a one year rest period is common and that to prohibit reappointment for life would be too onerous a restriction. This is consistent with the constitutions of other charities.
67	Executive	Length of Service	<p>I have worried for some time about resources – getting people who are prepared to do work for the Council. Associations have not always found it easy to find ringers prepared to stand as their own officers, never mind as CC reps. Those who are CC members are not usually prepared to join committees, and many who join committees are not prepared to do the committees’ work. This is not just a ringing thing – if it were you might be able to suggest that Associations/the CC are useless and no one wants to be associated with them. No, this is an issue that affects nearly all voluntary organisations, who struggle to find good people to do their work.</p> <p>So changes we make to the Council must not be changes that will put people off from taking part – we need to make it as easy as possible for ringers to join with us to do our work and for the Council to hang on to good people when we find them.</p> <p>It is not right to expect all the executive to have to stand down after six years. This might be acceptable for the President and Deputy, but for key officers such as secretary and treasurer longer periods of office are generally to the Council’s advantage. These are demanding roles that will be difficult to fill. Why make it even harder for ourselves by limiting the pool we can fish in for volunteers? The same could apply to Workgroup leaders and members. At the very least surely we need to have some sort of contingency provision to enable people to stay on, perhaps by introducing words like normally and usually when referring to length of</p>	<p>The requirement of CRAG Proposal B v) was “All posts will have a term of office of three years renewable no more than once, except for the initial appointments as specified in (vi) below.”</p> <p>This was a clear instruction and Charity Commission guidance does not support an alternative approach. However, in the light of this recommendation, provision has been made for longer periods of service for Stewards to be approved by Council Meetings.</p>

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No	Subject	Issue	Comment	Conclusions & Recommendation
			office, to make clear that office holders are usually expected to stand down after a certain period. Or making some sort of provision whereby special resolutions can override the rule.	
192	Executive	Meetings	<p>Rule 7.15 This Rule does not recognise the sovereignty of Representatives and should be reworded as follows:  Rule 7.15 "Subject to conforming to Rule 7.16 governing its meetings, the Executive may conduct proceedings as it thinks fit, subject to those Rules and Procedures and those actions to be agreed by the Representatives and which shall comprise the following:  (a) Appointing or removing an Executive Member, Workgroup Leader or Officer;  (b) Admitting any Society in accordance with Rule 4.3 (as amended above)  (c) Creating or removing any Policy, Standard or Procedure;  (d) Appointing, changing or retiring the Sponsor or Workgroup or Officer;  Notwithstanding the above, the Executive may have power without reference to representatives as follows:  (e) to appoint a substitute Workgroup member or Officer where a vacancy is created between Council meetings;  (f) to delegate powers or functions of the Executive;  (g) create or alter terms of reference of a Workgroup or Officer  (h) enter into a contract relating to landed property or paid employment, or enter into any other agreement whose value does not exceed such maximum contract value as may be stated in the Procedures;  (i) agree the date, venue or agenda of any Council meeting;  (j) agreeing or adopting any annual report, statement of accounts or forward plan for ratification by the Representatives;  (k) implementing any Resolution made at a Council Meeting in accordance with Rule 7.11; or  (l) making a decision which has been referred to the Executive under Rule 9.1</p>	<p>Following this and other similar comments, a number of provisions have been included in the Second Edition which ensure that Council Representatives will continue to exert considerable influence over the Executive. These include :-</p> <ul style="list-style-type: none"> <li>• Workgroup reports to be considered at each Annual Meeting</li> <li>• All annual reports to be discussed at Annual Meetings and not merely presented.</li> <li>• Minimum time limits for discussion of motions, at the discretion of the motion's proposer.</li> <li>• Subject matter for motions may cover both advice and binding instructions on the Executive</li> <li>• Replacement appointments made at Council Meetings and not by the Executive.</li> </ul> <p>While provision for proxy voting would appear to have many benefits, it falls outside the scope of those changes which CRAG defined must be in place from the 2018 Council Meeting. It will be referred to the Council President for further consideration.</p>

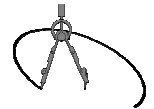
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No	Subject	Issue	Comment	Conclusions & Recommendation
S18	Executive	Meetings	Rule 7.15 (f) I think the second 'or' should be 'of'."	Amended accordingly.
S15	Executive	Meetings	Another pedantic one: 7.15 k) - a rogue word has crept in - remove "by"	Amended accordingly.
24	Executive	Meetings	7.16(i) Typo? This refers to 'decisions' (not capitalised). Is this the same (or does it include?) Decisions as specified in rule 1.1	This is not intended to refer to the defined term, but to all decisions made by the Executive.
69	Executive	Meetings	How wise is it to expect minutes of executive meetings to be circulated to all members? Some highly confidential matters can be discussed at these meetings and requirements to circulate minutes widely will have the effect of either limiting such discussions or restricting minutes to bland irrelevancies (with separate notes circulating on confidential matters).	The only requirement is to minute those parts meetings where Decisions are taken, not the discussions leading up to them. Only the Decisions need to be minuted, with a brief summary of the reason for the decision.
59	Executive	Meetings	Rules 7.15.a and 7.15.c are fine when all the Executive work together but it's hopeless if they divide into factions. Fourteen days notice enables one faction to call a meeting in the knowledge that one or more key members can't attend, and then railroad something through.	The fourteen days currently provided has been extended to twenty eight.
S17	Executive	Personal Benefit	"Rules 7.12 - 7.14 These give the impression that Executive Members cannot claim expenses (e.g. travel for journeys on Council business). Is this correct?	Rule 7.12 indicates that legitimate travel expenses would be covered.
73	Executive	Personal Benefit	Expenses – rule 7.12. There is existing guidance on expenses, on the website, which should be maintained and could be referred to here.	The Rules allow for the creation or adoption of specific policies or procedures covering the handling of expenses.
58	Executive	Personal Benefit	Two points here. First, I understand that the person who administers the Publications stock receives a flat sum each year. That doesn't appear to be covered by Rule 7.11. Second, I understand that some CC Committee Members receive flat rate mileage payments. That's not in accordance with Rule 7.13.d.	The word reimbursed in clause 7.12 has been amended to 'compensated' to allow for this situation.
57	Executive	Resignation	I don't think Rule 7.7.c is enforceable, so there's no point to it. And besides, it doesn't cover the possibility of all eight Executive Members resigning en bloc. What does the CC do then?	The trustees are personally liable for fulfilling their duties as trustees in accordance with the Rules, meaning that this clause is enforceable

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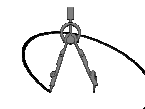
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No	Subject	Issue	Comment	Conclusions & Recommendation
				as a result of an action brought by one or more Representatives.
191	Executive	Significant Assets	Noted that Rule 7.11 (e) protects assets.	Noted.
136	Executive	Significant Assets	7.11 (e) ~ With a proper definition of Significant Asset (see above) this could be simplified to: 'to dispose of any Significant Asset'	Amended accordingly.
55	Executive	Temporary Appointments	Rule 6.27 is open to abuse. The Reps should have to confirm or replace a temporary appointment at the next Annual Meeting.	The new rules ensure that temporary appointments are only valid up to the next Council Meeting, meaning that a election would be required at this point. This clause will however be re-worded to introduce greater clarity.
159	General Provisions	Language	9 ~ Pretty well every section could have the same meaning more clearly expressed in far fewer words.	In response to comments received on the first edition, numerous changes to simplify wording have been implemented. A further review of the wording of the second edition has been performed to identify as many opportunities to simplify the wording as possible.
160	General Provisions	Meeting Irregularities	9.2 (a) – Wording is clumsy. I suggest: '... provided that the vote would have been in accordance with the Rules and [Procedures] if that person's own vote had not been counted'.	This clause has been substantially reworded in the interests of simplicity.
161	General Provisions	Notices	9.5 – Recipient is singular but is several times referred to by the plural 'their'. 9.5 (a) – Does not make sense as worded. Probably clumsy editing. Guessing what it meant to say, I suggest: '... by hand or ...'	<u>Singular and Plural Usage</u>  Guidance from Oxford University Press (Oxford Dictionaries) is as follows : "You can use the plural pronouns 'they', 'them', 'their' etc., despite the fact that, technically, they are referring back to a singular noun: If your child is thinking about a gap year, they can get good advice from this website.

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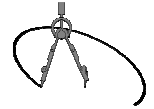
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No	Subject	Issue	Comment	Conclusions & Recommendation
				<p><i>Some people object to the use of plural pronouns in this type of situation on the grounds that it's ungrammatical. In fact, the use of plural pronouns to refer back to a singular subject isn't new: it represents a revival of a practice dating from the 16th century. It's increasingly common in current English and is now widely accepted both in speech and in writing"</i></p> <p><u>By hand</u></p> <p>Amended accordingly.</p>
162	General Provisions	Notices	<p>9.5 (final caveat) – I think this is wrong. If someone notifies the Council of an address change and the Council fails to publish that change then this wording gives the Council the discretion to send to either the old, incorrect address or to the new, correct address. I don't think that is the intention, but I'm not sure what the exact intention is. Primacy must go to the address most recently notified to the Council by or on behalf of the recipient. I'm not sure of the significance of 'registered'. Does it imply some sort of handshake with the recipient to ensure that the notification got through (which is fair enough) or does it refer to some internal Council procedure (in which case it would be wrong to penalise the notifier if there were a clerical error). Why is reference to the published address included? Is that an attempt to shift responsibility back onto the notifier to go and check the website a few days after sending the notification?</p>	<p>In the light of this comment, paragraph 9.5 has been split and reworded to make clear that notices to the Council should be sent to its published addresses while those from the Council should be sent to the most recent address for the recipient notified to the Council.</p>
163	General Provisions	Notices	<p>9.5 – If this is intended to mean what it says then it seriously undermines 10.4, which gives the impression that the Council will try to ensure</p>	<p>The opportunity to notify members by publication in the Ringing World has been removed in accordance with this</p>



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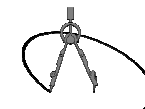


No	Subject	Issue	Comment	Conclusions & Recommendation
			<p>notices are delivered. 'All members' implies an ensemble of individual recipients, so the Council may at its discretion avoid all the hassle of notifying members as in 10.4, and proving that it has done so in 9.7, and simply stick an announcement in the RW, which fewer than 10% of all ringers read.</p> <p>If there is a class of notices for which publication in the RW rather than individual notification is considered appropriate then this should be stated explicitly. [Note – this may refer to a previous version of the draft Rules.]</p>	recommendation
164	General Provisions	Notices	9.7 – This doesn't cover all cases. Its intent appears to be to limit the Council's responsibility for ensuring that a message has been received by demonstrating that it was sent in good faith. However, 9.4 (a) (if I have correctly guessed its intention) permits a letter to be pushed through someone's letterbox in the absence of the recipient. For consistency that should be covered in 9.7.	Amended accordingly. Additional guidance on delivery by hand has been included in clause 9.7.
165	General Provisions	Notices	<p>9.8 – This contains a non-sequitor. If a meeting is held on a regular or pre-planned date, it is quite possible that a member would be there even of the agenda and any relevant papers had failed to be delivered to him/her. Whilst it would be prudent for the member to check in advance why the material hadn't been received, there are many reasons this might not be done.</p> <p>This leads me to make a point that has been brewing for the last few pages. This part of the rules has degenerated into extreme legal back-covering and pedantry, reinforced by convoluted legalistic language. It is moving a long way from the spirit of the reform.</p>	<p>The requirements of this clause are already included in Clause 9.2 (b). Clause 9.8 has therefore been retired.</p> <p>The eventualities dealt with in the section dealing with meeting irregularities are most unlikely to occur and this section is unlikely to be consulted. However, these provisions, which are recommended by the Charity Commission are essential to ensure that a decision made at a meeting does not need to be reversed years later due to a minor procedural defect.</p>
17	Individual Members	Language	5.1(b), (c), (d) Additional comma - It would read more naturally to say (taking 5.1.(b) as an example)	This paragraph has been simplified..



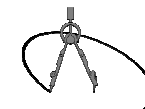
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			<p>Where the Council's Procedures provide for one or more classes of individual membership, Individual Members enrolled or appointed in accordance with the Procedures, who shall be eligible to attend and speak, but not to vote, at a Council Meeting;</p> <p>i.e. a comma is added after 'vote'</p> <p>See my general comment below about parentheses.</p>	
26	Insurance	Language	<p>7.20 Missing comma - A comma is needed between '<i>public liability and</i>' and '<i>to the extent</i>'.</p> <p>See my general comment below about parentheses.</p>	Commas have been replaced with parentheses in this paragraph as recommended..
87	Language	Complexity	<p>A lot of the language seems over-complex and convoluted. Maybe this is derived from the wording of current rules or from Charity Commission model wording. If so, I think it has been accepted with inadequate critical assessment. Despite the mandate to make minimum change needed to implement CRAG conclusions it is important not to ignore one of CRAG's over arching recommendation to make the rules simpler and more approachable.</p> <p>It is necessary to adopt wording that would have the desired meaning if interpreted by a lawyer but that is not sufficient. It must also be readily understood by ordinary ringers without the need to read things carefully several times. A lot of the draft fails on this count.</p> <p>One cause of cumbersome wording is the tendency to cram many sub clauses and bullet lists into a single sentence. For example (picked at random because it happens to be open at that page) all of the provisions of 9.4 are packed into a single 92 word sentence. That is way above the average of around 20 words recommended by eg the Plain English Campaign, see: <a href="http://www.plainenglish.co.uk/files/howto.pdf">http://www.plainenglish.co.uk/files/howto.pdf</a></p>	.In response to comments received on the first edition, numerous changes to simplify wording have been implemented. A further review of the wording of the second edition has been performed to identify as many opportunities to simplify the wording as possible

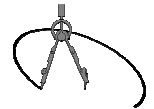
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No	Subject	Issue	Comment	Conclusions & Recommendation
			In several places I have suggested better wording, but by no means all where it could benefit. I recommend a thorough review with the aim of simplifying the language.	
70	Language	Fewer	Less or fewer? Some people now believe that any distinction between the words less & fewer has long since disappeared and they may be right. You have used both in this document and you might wish to be consistent and use just one, or you may wish to stick to the old rules, which would probably mean using only the word fewer in most cases here.	Amended accordingly. The two instances of fewer have been amended to less.
74	Language	Only	<p>The word 'only' – Rules 7.15, 7.23, 11.1 and 12.1. This word is in the wrong place in these rules. To achieve the desired meaning they should read as:</p> <ul style="list-style-type: none"> <li>➤ '7.15 ...but the following decisions may be agreed only at an Executive Meeting....',</li> <li>➤ '7.22 The Executive may delegate the powers given to them only in accordance with these rules.'</li> <li>➤ '11.1 These rules may be amended only by the passing of a Resolution at a Council Meeting.....'</li> <li>➤ '12.1 The Council may be dissolved only following the passing of a Resolution.....'</li> </ul>	<p>Paragraph 7.15 has been amended accordingly.</p> <p>Paragraph 7.22 has been removed entirely.</p> <p>Paragraph 11.1 has been amended accordingly.</p> <p>Rule 12 has been substantially redrafted and now incorporates this amendment.</p>
36	Language	Parentheses	Parentheses: would it be better to use brackets rather than commas? If a separate thought is included in a sentence, then it's conventional to separate it from the rest of the sentence by some sort of marker, which could be brackets, dashes or commas. Commas have a number of uses in a sentence so it might be sensible to use brackets whose purpose in English syntax is unambiguous.	Parentheses (but not subordinate clauses) have been amended where identified. .
66	Language	Typos	In addition, there are a few typographical errors – in both the main text and the accompanying "comparison" notes – that would normally be picked up by a proof-reader; unfortunately my present workload doesn't allow me to volunteer to go through everything in quite that much detail.	Additional proof reading will be conducted for the Second draft.

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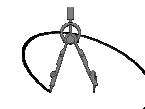
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No	Subject	Issue	Comment	Conclusions & Recommendation
72	Members	Resignation	Representative members – rule 5.5. Does this mean that representative members can't just resign if they wish, by notifying the secretary? We know how inefficient many association secretaries, or Authorised Contacts, are. If they don't tell the Council, the rep is stuck as a member for ever. They need to be able to resign directly. [Issue – process for Officer and Workgroup resignations]	This recommendation has been reviewed, but on balance we have concluded that notification by societies is preferable :- 1. As it reinforces the status of representatives as acting on behalf of their societies. 2. As it avoids misunderstandings which might arise where a representative has given one message to their society and another the Council.
203	Objects	Charitable Status	2. Whether charitable activities should be severed from the Council There was a fairly strong view expressed by Andrew and Patrick that charitable activities should be separated from the Council, as appears in most affiliated UK ringing associations, with the reconstitution of the Council of Members as a membership body only. Separation could be a complex and time-consuming process. Continuation of the present arrangement could become an impediment to future separation. However, separation at present is not part of the CRAG recommendations. It is accepted that to attempt separation at this stage would complicate debate on the acceptance or otherwise of the new Rules. Notwithstanding the possible future difficulties, it is accepted that any attempt at separation should be deferred until the new structure is in place, but with a recommendation that the matter be the subject of serious consideration and future recommendation by the new Executive.	Noted
S1	Objects	Church	Public benefit of Church, community. Reverse the order of words: we are Central Council of Church bell Ringers not community bell ringers	The order of church and community has been amended accordingly.
14	Objects	Church	There may be people who object to the limited mention of the church.	This comment falls outside the scope of the Rules Work, which was to implement the CRAG proposals, of which these objects formed an essential part.

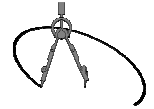
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S18	Objects	Church	These seem good, but the wording in 3.2b "the church" could be taken to imply the Church of England as opposed to all the churches that bells are situated or potentially could be situated in. In Scotland bells are in churches not just in the state church (the Church of Scotland) but Roman Catholic cathedrals, Scottish Episcopal Churches, an Episcopal/Methodist joint church and other non-church places.	In accordance with this recommendation, 'the' has been removed from both church and community to make this object apply more broadly.
104	Objects	Language	3.2 ~ An unstructured list of 11 items is too long. It is impossible to form an overall perception because by the time the last is reached the first has fallen out of short term memory. If these points are all distinct and justified then they should be grouped under a small number of headings that enable the overall scope of the objectives to be understood. (The rule of thumb, based on mental capacity is 'seven plus or minus two'. Note that there are seven current objects.) The 11 items group poorly under the headline themes: practice (d, c, e, f, i, k), heritage (j), appreciation (a,b), none (h). A more coherent grouping would be: Advocacy (a, b), Cohesion (c, i), Support (e, f, g), Sustainability (d, h, k), Heritage (j).	Whilst a key CRAG recommendation was that its mission statements form part of the Council's charitable objects, these have been grouped into sub-headings to give improved readability as recommended.
85	Objects	Specification	Note that all the objects of the CCCBR in Rule 3.2 are confined to exhortations alone. For example, let me take object h) promoting best practice relating to statutory compliance, safety and governance in relation to ringing. There is a lot in this section but sticking for the moment to safety cannot the object be something on the lines of 'ensure that any affiliated society accepts the requirements under Rule xxxx.xxx to carry out an annual Health and Safety assessment on its premises and activities using the Approved Assessment Form in Annex ZZ to these Rules, a copy of which must be sent to the Council within one month of its completion.'  I am not proposing those precise words but using them as an example of a more directive approach to the key issues which face any organisation,	The objects have purposefully been kept broad in scope to ensure they can meet the Charity Commission's requirements for charitable objects and can be pursued by the Council over many years to come. Trustees are under a legal duty to pursue a charity's objects, so that the definition of highly specific objects is not recommended.

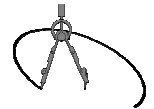
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			voluntary or not, in the current age, similar direction should be applied to safeguarding and governance and perhaps to others of the Council's Objects critical to the future health of bellringing.	
S12	Objects	Stakeholders	3.2 b stakeholders - who are these? Perhaps they should be defined in 1.1?	We have considered alternative expressions, and providing a more definitive definition of 'stakeholder', but this term is generally understood and attempts to define it would introduce unnecessary complexity.
145	Officers	Definition	8 ~ Is this heading misleading? Does the section apply to 'officers'? 8.1 only mentions 'officers who are not executive members' but subsequent sections just refer to 'officers'. I assume the intention is for the whole section not to refer to officers who are also on the executive, but the wording is set up for confusion. One option would be to replace each 'officer' with 'officers who are not executive members', but that is cumbersome. Another would be to find some distinctive term that wasn't open to misinterpretation. What sort of officers are envisaged? I assume it includes what we currently call 'stewards' (which is a good, descriptive word so why not retain it). What else would be included? 8.1 ~ This sets up an ambiguity that I found somewhat later. The meaning as stated is clear	The term 'Officers' has been retired in the light of this and other comments, and replaced with the term 'Stewards', which is more widely understood.
68	Officers	Length of Service	Nothing is available yet about Stewards. These are often very dedicated individuals with a personal passion for their topic that is rarely shared by others, but whose important roles are recognised by all. There is no way that their terms of office should be limited. If, for example, someone is prepared to give over a significant part of their home to housing the Council's library, there is no way we should be telling him he can't do it any more and someone else is going to have to do it. With the proviso of the need to be able to get rid of someone no longer up to the job, there should be no limit on their term. Standing for regular re-election is	The term 'Officers' has been retired in the light of this and other comments, and replaced with the term 'Stewards', which is more widely understood.

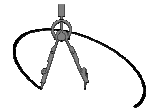
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			another useful provision.	
60	Officers	Length of Service	Have you considered how Rule 8.9 affects the CC Library. If you're going to have to physically move it every six years, you're going to have trouble.	To reflect this need, provision has been made for the 6-year term for a Steward to be extended by a Council resolution.  Additional wording has been added to make clear that no one person can simultaneously hold more than one Executive position or be both an Executive Member and a Workgroup Leader or Steward.
4	Policies	Abuse	There seems to be nothing in the document about racial or sexual discrimination/ abuse. Do we need to form a policy which covers this. I do recall seeing something about this in the Charities Commissions guidelines although I must confess having had a quick look I can't find it again. It may have been something in a draft format. Could we ask the commissioners view on this.?	The Rules permit the Executive to introduce policies covering this and other important matters of conduct.
32	Policies	Language	10.6 Verbosity - As for 10.3	This paragraph has been substantially amended to simplify the wording. .
33	Policies	Mandatory	10.7 Mandatory - I can see no reference to any sanction to support a mandatory Policy or Standard. As such, creating a mandatory Policy or Standard is pointless, and including it in the Rules liable to bring the Rules into disrepute.	Additional wording has been incorporated to make clear that any mandatory policies are to be treated as Decisions of the Council.  The term Decision has been amended to Executive Decision to avoid confusion.
8	Policies	Policies	Decision, Policy, Procedure, Rule and Standard. This appears to mandate five levels of written documentation. It may be challenging to explain why this is simpler than having two levels (Rules and Decisions).	Procedures (now renamed Standing Orders) are a form of Rule, which can be created by the Executive through delegated powers. Wording has been included to make clear that Mandatory Policies and Standards are to be treated as Decisions of the Council.

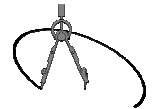
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172	Policies	Scope	10.4 etc – Lumping policies and standards together seems a bad idea. [but I see V1.1 no longer does]	Policies and standards have been brought together to keep the Rules as simple as possible and as procedurally they are identical.
173	Policies	Scope	10.6 – See 10.3 - te first part is meaningless. If they are both effective they are both effective. The second part covers precedence. The whole could be simplified to: 'In the event of conflict, the rules take precedence over [procedures]'	Clauses 10.3 and 10.6 have been substantially amended.
167	Procedures	Creation	10.1 & 10.2 – See 7.15 (d) for contradiction. This says the Executive can create or remove a [procedure], contradicting the Architecture Decisions document, which says that it requires a (simple) Council majority to change it,	Consultation on the architecture document highlighted a potential weakness with the provision for a simple Council majority to change a procedure. This referred to the possibility that in the event of a disagreement between the Executive and representatives, a procedure might be created, removed and reinstated successively by each party in turn. In the light of subsequent comments, an alternative process has been incorporated into the second edition which achieves the objective of retaining ultimate control by representatives, but without the weaknesses of the original design.
212	Procedures	Executive Power	Rules 10.1- 10.7 Unlimited powers of Executive should be subject to provisions of scrutiny and agreement by the Representatives – this is covered in Rule 7.15 (as amended above) However it is suggested for avoidance of doubt that the following be added respectively to the start of each of the Rules 10.1 and 10.4. "Subject to the provisions of Rule 7.15....."	Following this and other similar comments, a number of provisions have been included in the Second Edition which ensure that Council Representatives will continue to exert considerable influence over the Executive. These include :- <ul style="list-style-type: none"> <li>• Workgroup reports to be considered at each Annual Meeting</li> <li>• All annual reports to be discussed at</li> </ul>

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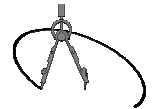
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No	Subject	Issue	Comment	Conclusions & Recommendation
				<p>Annual Meetings and not merely presented.</p> <ul style="list-style-type: none"> <li>• Minimum time limits for discussion of motions, at the discretion of the motion's proposer.</li> <li>• Subject matter for motions may cover both advice and binding instructions on the Executive</li> <li>• Replacement appointments made at Council Meetings and not by the Executive.</li> </ul> <p>While provision for proxy voting would appear to have many benefits, it falls outside the scope of those changes which CRAG defined must be in place from the 2018 Council Meeting. It will be referred to the Council President for further consideration.</p>
31	Procedures	Language	<p>10.3    verbosity - The following would be shorter:</p> <p>Each Procedure which has taken effect in accordance with these Rules shall be equally as effective as the Rules, <del>except to the extent that but if there is any conflict between the two, in which case those terms of the Procedure which are in conflict shall have no effect.</del> then the Rules shall prevail.</p>	Amended accordingly.
77	Procedures	Language	<p>The word 'either' – Rule 10.1. Only two alternatives can follow the word either – it is either this or that. If there are more options you need to omit the word either, so it should be deleted from Rule 10.1. And the word 'or' needs adding at the end of a). You can have this or that or the other or as many things as you like.</p>	Amended accordingly.
166	Procedures	Scope	<p>10.1 ~ 'in accordance with these rules' is redundant. If the rule says you</p>	Amended accordingly.



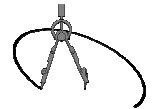
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			can do it, obviously it is in accordance with the rules.	
168	Procedures	Scope	10.1 (a) ~ If a rule 'requires' it then this rule is wrong to say the Executive 'may' do it – it must do it. If the rule merely permits it then this rule is vacuous since it merely repeats the permission.	The purpose of this wording is to limit the Executive's ability to create Procedures on significant matters which are reserved for rule changes. The wording has been amended to "Require or Permit".
169	Procedures	Scope	10.1 (b) ~ Better than what? I think this might be trying to say something like: '... may act in the spirit of a rule, even if the letter of the rule doesn't require such action'. But it doesn't say that, surely it is not necessary to have a rule to permit the executive to do something beneficial that it isn't compelled to do. And surely the intention (of the rules as a whole) is not to tie the Executive's hands so that it may not do anything at all without a rule explicitly permitting it.	In line with this recommendation, 'better implement' has been amended to 'apply'
170	Procedures	Scope	10.1 (c) – Spurious [but I see absent from V1.1]	Clause 10.1(c) was intended to allow the Executive scope to extend the Rules on new matters which came to its attention. This clause has been removed in the light of this comment as any changes should be properly made as changes to the Rules themselves.
171	Procedures	Scope	10.3 – The first part is meaningless. If they are both effective they are both effective. The second part covers precedence. The whole could be simplified to: 'In the event of conflict, the rules take precedence over [procedures]'	This paragraph has been substantially amended.
42	Process	Communication	<p>Hello I have forced myself to spend some time looking at the huge amount of work you are doing, and thank you, it looks splendidly detailed and thorough, and seems to cover everything backwards and forwards. I hope you receive a good number of surveys and/or quality emailed feedback.</p> <p>Before I spend more time going through the draft rules in order to answer</p>	Noted.

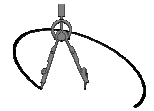
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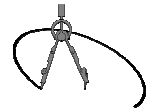
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			<p>the questions in the survey before your closing date I would like to make the following comment.</p> <p>You ask if people can indicate if they are 'Central Council representative or guild officer' – what if they are neither? There is no option for N/A and a freeform field to indicate in what capacity as a non-active CC or committee member you might have interest!</p> <p>Your article appeared in the RW 22/9, was updated on the CC website 27/10 to which anyone can subscribe for updates (currently 200 I understand), twitter feed @ccringing which has 663 followers, on the CC facebook page  <a href="https://www.facebook.com/CentralCouncilCBR/posts/706441479561257">https://www.facebook.com/CentralCouncilCBR/posts/706441479561257</a>            which has 556 followers, and I shared it from the CC website to the CRAG facebook page  <a href="https://www.facebook.com/CentralCouncilCRAG/posts/1505040179533359">https://www.facebook.com/CentralCouncilCRAG/posts/1505040179533359</a>            which apparently although it only has 83 followers has reached 721 people so far but this could be fb boasting how effective it is and its been shared by Giles from there onto Change Ringers chat list.</p> <p>I would have thought there would be ringers out there who are not 'Central Council representative or guild officer' who might be interested in the reform programme, like me and a few I know who have applied to be workgroup members. If the Central Ringing Organisation whatever form it takes is to be fit for the 21st century I suggest it needs to embrace inclusion.</p>	
111	Reps	Alternate Members	5.4 [Question for interest not comment] ~ Were alternate members ad hoc substitutions for a particular meeting or were they appointed for the triennium in case needed?	The existing rules provide for Alternate Members as an ad-hoc measure for a specified meeting.
184	Reps	Eligibility	Rule 5.7 – DELETE The exclusion of representatives is not logical and in	In the light of this and other comments received, the second draft allows members of

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No	Subject	Issue	Comment	Conclusions & Recommendation
			doing so removes their very representative role. If a society had only one CC rep who then became a member of the Executive it would have totally lost their voting capacity. Where a society has several reps their voting entitlement would only be regained by appointing a replacement for the person elected to the Executive which may be difficult in practice and, such a replacement could not immediately be there at a meeting where a former rep is excluded by dint of being elected to the Executive.	the Executive and Workgroup Leaders to remain Representatives with the expectation that this will be reviewed in the future, at such time as the rules are amended to allow the Council's size to be reduced..
231	Reps	Eligibility	<p>8.11 no work group leader may simultaneously serve as a representative member. This was a recommendation from CRAG.</p> <p>Since there are almost 200 elected representatives, and many of these are quite talented, it would be unfortunate at this early stage of implementing CRAG, if people felt that they had to make a difficult choice between being a CC rep or being a work group leader. I should add that this is not an issue for me personally.</p> <p>Why should we require people to be one or the other? In local government for example it is not generally possible to be a paid officer and an elected member at the same time in the same council. Presumably this is to avoid cronyism of the worst kind. Not, one suspects, the major challenge for the new CRO at the moment. However it might eventually be seen as more of an issue if the number of elected members becomes smaller and therefore each individual could be held to wield greater influence. Therefore, this provision could perhaps be held to be something that initially does more harm than good: it may be that the reform should move on to consider this at the point that the review of the size of the council takes place, rather than for 2018.</p>	
115	Reps	Eligibility	5.7 ~ Since the same exclusion applies to workgroup leaders, should this not also refer to them?	In the light of this and other comments received, the second draft allows members of the Executive and Workgroup Leaders to remain Representatives with the expectation that this will be reviewed in the future, at such time as the rules are amended to allow the

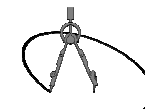
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No	Subject	Issue	Comment	Conclusions & Recommendation
				Council's size to be reduced..
113	Reps	Replacement	5.5 - ~ I assume the notified 'successor' could be 'vacant'.	This clause has been amended accordingly to cover situations where a Society becomes aware of a representative's resignation or incapacity, but has not yet selected a replacement. .
109	Reps	Representation	5.1 ~ The grammar needs sorting out. Some make sense when preceded by: 'The Council shall consist of :-' but some don't. Some are internally inconsistent. It would be more readable to split it into two, first list types of members, then say that all may attend and speak but only representatives may vote.	This clause has been simplified in the light of this recommendation.
110	Reps	Society Elections	5.1 & 5.2 ~ I don't think the Council has the authority to require affiliated societies to elect their members 'in accordance with these Rules' or to require them to be elected. It is for the society to decide how it will determine who represents it, whether by election or appointment are by virtue of holding some society office. The note hints at this sense by saying that societies may 'change the names of their representatives', and so does the wording of 5.4. The substantive wording and title of 5.2 needs bringing into line.	Amended accordingly.
112	Reps	Society Elections	5.5 ~ This also talks about election but it seems to refer not to the means by which the society decides on its representative but on when the elected/appointed person becomes a Council member. Use of different language would make this clear (and any way, it is not an election).	Amended accordingly. 'Elect one or more representative members' has been changed to 'send one or more representative members'.
S2	Societies	Affiliation	4.2 keep the rule about 5 years. We can all name societies which have revolved around one person or family. We need to safeguard against small transient societies.	Whilst some societies may be transient, the initial threshold of 75 should be sufficient to ensure that new affiliated societies are stable.
181	Societies	Affiliation	Rule 4.3 "A Society making an application under Rule 4.2 shall become an affiliated Society at such time as its application is approved by the Council". The approval of affiliation should be the right of the Council	Whilst this recommendation would involve delay whilst a proposed affiliation awaits the next Council Meeting, the number of societies

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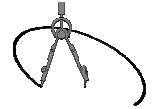
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			members and this would be consistent with Rule 4.4 (c) which DOES require the Council's approval for disaffiliation by two-thirds majority.	affiliating each year is nil or very small. Both affiliating and disaffiliation have therefore been made decisions for Council Meetings.
105	Societies	Affiliation	4.2 ~ 'Applications from Societies to become Affiliated SocietiesŽ' Simpler to say: 'Applications from Societies to affiliateŽ'	The existing wording is recommended as Affiliated Society has a precise meaning which is used throughout the Rules..
106	Societies	Affiliation	4.2 ~ 'officers confirming :- ' should be: 'officers confirming that :- '	Amended accordingly.
107	Societies	Affiliation	4.2 (b) ~ This would appear to exclude societies where there is no particular affinity other than by virtue of being a member of the society (in which trivial sense it would apply to any society and is therefore redundant.	In the light of this recommendation the criteria has been amended to "It's purpose is principally to promote the ringing of bells by a group or association of bell ringers."
44	Societies	Affiliation	Your Rules only allow Societies to disaffiliate by default. I don't think that can be right. Societies should be allowed to positively disaffiliate – as indeed, some might like to after CRAG.	A means of positively disaffiliating has been introduced.
84	Societies	Affiliation	The existing Council rules have an initial threshold of 75 members for admission. This was to allow a cushion in the event that membership declined.	The initial level of 75 has been reinstated.
15	Societies	Language	4.2 c – Typos – Verbosity - 'by' and terminating full stop omitted: unnecessarily wordy. Clause should read  c) it undertakes to abide <i>by</i> the <i>Council's</i> Rules, Procedures and Policies. <del><i>of the Council</i></del>  Also full stop omitted from the end of same clause.	Amended accordingly.
16	Societies	Language	4.3 – Verbosity - Suggest re-word to	This paragraph has been amended accordingly and extended to address

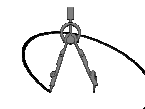
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			A Society making an application under Rule 4.2 shall become an Affiliated Society <del>at such time as when the Executive approves</del> its application <del>is approved by the Executive.</del>	Comment 181.
45	Societies	Language	The word “by” is missing in 4.2.c.	Amended accordingly.
15	Societies	Obligations	It seems surprising that newly affiliated societies should be expected to abide by the Council’s Rules, Procedures and Policies, but not by its Standards or Decisions.	<p>This has been addressed by wording which brings the requirement of this clause into line with the statements held in the majority of guild constitutions.</p> <p>These state that the guild or association will abide by the Council’s “Rules and Decisions”.</p> <p>The term ‘Decisions’ has been defined in the Rules to make clear that it refers to those Policies and Standards which apply to ringing societies or ringers.</p>
86	Societies	Obligations	<p>Elsewhere those societies which are affiliate are mentioned but it would appear that there is no requirement on a society to abide by any of the Council’s Rules in order to remain affiliated. There may be an expectation in 4.2 that societies may share the Council’s Objects but there seems no penalty for not doing so, or, importantly, for not actually doing anything which supports the Council’s Objects. Rule 4.2 c) only says it undertakes to abide the Rules, Procedures and Policies of the Council (there should be a ‘by’ after abide). I would like to suggest that, at the least, affiliation should include the requirement that it will follow the Objects as set out in 3.2 and demonstrate that it is indeed doing so by formal proof.</p> <p>Of course, it will be objected that the Council has never demanded obedience in this way before but that lack of direction and requirements on members through their affiliated societies hasn’t really shown</p>	The existing wording follows the Council's current rules. Whilst it may be desirable for societies to engage more actively with the Council in the support of its objects, this is outside the scope of the current rules work, which is simply to implement those proposals recommended by CRAG which are required to be in place from May q2018. It would potentially require changes to some society constitutions.

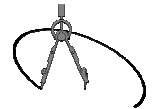
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No	Subject	Issue	Comment	Conclusions & Recommendation
			dividends and perhaps the time has come, with the overwhelming support for making the Council more relevant to the members shown by the acceptance of the CRAG proposals, to change tack and lead from the front.	
18	Societies	Observance	4.2 (c) ~ Should this include a caveat like: 'Ž insofar as they apply'. Some of the Council's rules clearly do not apply to most ringing societies. Alternatively could this clause be replaced with a statement that they should support the objectives of the Council, which seems nearer to the essence of what is needed.	To keep the rules as simple as possible, it is proposed to retain the existing wording as it is implicit that Societies should only obey the Council's Rules to the extent that they are applicable to them. The wording has been brought into line with the statements in the majority of society constitutions, that they will abide by the Council's Rules and Decisions.
19	Societies	Over-representation	5.6 Selection of representatives- This seems to be an accretion of power to the CC at the expense of societies. It would seem more natural that societies should in the first instance have the freedom of choice to decide their representation, with a reserve power available to the CC only if, at the time of a meeting, a society has failed to take appropriate action.  Suggested solution: in line 1, for the words 'in the event that' substitute ' <i>if at the start of a Council Meeting</i> '	This paragraph has been retired as it deals with a minor matter of process, which is more appropriately dealt with in the Standing Orders. The revised wording makes clear that societies may never exceed their allocation.
114	Societies	Over-representation	5.6 ~ This seems heavy handed. Surely if there's a mix up and too many names get notified it would be more sensible to inform the society that it needed to revise the list down, rather than the Council unilaterally deciding which of the people involved are to be dropped,	Please refer to Comment 19.
183	Societies	Representation	Rule 5.3 The scale of representation seeks to be proportionate but is not only unwieldy but detracts from desire to have a smaller more streamlined body. Based at recent declared membership of societies and using the proposed tariff would give a membership of 180. Need to decide target SIZE OF Council and amend tariff accordingly.	It is out of scope for the existing rules rewrite to disturb the structure of society representation.

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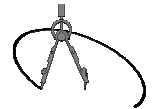


No	Subject	Issue	Comment	Conclusions & Recommendation
207	Societies	Representation	In accordance with the CRAG recommendation we agree that for the time being affiliated society representation should not be changed. Any such proposal would only complicate the debate on acceptance of the Rules. It would be appropriate for the Executive to consider the matter and to make any recommendations it wishes to the Council on some future occasion.	Noted
37	Societies	Representation	I have probably missed something but I thought the intention was to reduce the size of the Council yet the number of representatives per association is the same apparently??.	<p>The new rulebook incorporates those changes which CRAG recommended should be in place from May 2018. CRAG proposed no changes in the Council's size from 2018, so the new Rules have been written to reflect the current representative structure.</p> <p>CRAG has however tasked the new Executive to produce proposals to review the size of the Council, with a view to presenting these proposals for introduction in 2020. As with CRAG's other longer-term recommendations, the Rules include a clear mechanism governing the way in which these and other rule changes will be introduced in future. I.e. – the Rules provide the mechanism for change, but it will be for the Executive to decide what those changes will be.</p>
S21	Societies	Representation	The requirement for Associations to report numbers and members each year seems quite a bit extra - particularly as the email normally comes in just as subscriptions are coming in for January renewals. Is there a way that the numbers are called for less often. However, the names of representatives being hangable as and when this is good. The others all look good.	The requirement allows the membership total which the society has reported at its previous AGM to be re-used. The wording has been enhanced to make this clear.



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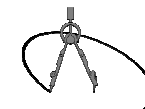
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No	Subject	Issue	Comment	Conclusions & Recommendation
47	Societies	Representation	<p>5. Election of Representative Members</p> <p>I dare say everyone will know what you mean, so it probably doesn't matter whether you express it accurately or not, but:</p> <p>i. Rule 5.2 actually says that elections can only take place after a, b and c have been complied with;</p> <p>ii. The Rule about a member ceasing to be a member when they become an Executive is superfluous;</p> <p>iii. Is this not the time to do something about the absurd Rules for deciding how many Reps a Society has?</p>	<p>I Clause 5.2 has been amended from 'entitled to elect' to 'entitled to send'</p> <p>li In the light of this and other comments received, the second draft allows members of the Executive and Workgroup Leaders to remain Representatives with the expectation that this will be reviewed in the future, at such time as the rules are amended to allow the Council's size to be reduced..</p> <p>lii The new rulebook incorporates those changes which CRAG recommended should be in place from May 2018. CRAG proposed no changes in the Council's size from 2018, so the new Rules have been written to reflect the current representative structure.</p> <p>CRAG has however tasked the new Executive to produce proposals to review the size of the Council, with a view to presenting these proposals for introduction in 2020. The Rules include a clear mechanism governing the way in which these and other rule changes will be introduced in future. Ie – the Rules provide the mechanism for change, but it will be for the Executive to decide what those changes will be.</p>
49	Societies	Representation	<p>Society Membership</p> <p>Surely it's time to change the absurd Rule for Societies without an annual</p>	<p>Whilst there are still some active societies which do not have an annual subscription,</p>

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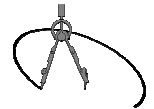
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			subscription. The London County claimed four Reps for years even though they didn't qualify at all.	additional wording has been incorporated giving the Council greater powers to satisfy itself that the membership criteria are being met. .
71	Societies	Ringing Alliances	<p>What is going to happen about Ringing Alliances, current Decision H? I can see that you might think this is obsolete, but it was included for a purpose, mainly when overseas ringing societies either fall below the required number of members or were never sufficiently large to start with. It is a "nice thing to do" and I would hate to think that the new post-CRAG Council doesn't want to do things that are just nice to do, if they cost nothing and make ringers feel warm about us.</p> <p>[Current Decision H - (H) RINGING ALLIANCES That, where it appears beneficial to do so, alliances should be formed between the Council and ringing organisations not affiliated to the Council, including those with traditions of ringing other than in the English style, for the purposes of mutual support, fraternity and cultural understanding. Where it is appropriate, the Council will encourage the development of change ringing in new regions.]</p>	The Rules enable the Council to forge such alliances in future, either through the introduction of Ex Officio memberships, other partnerships or more informal arrangements.
S3	Societies	Society Constitutions	5.2 to change the triennial nature of elections means we will have to change our society rules as well. [Note – The Coventry Diocesan Guild rules state – "9.5 Central Council Representatives - Central Council Representatives shall be elected at the October half-yearly meeting immediately preceding the calendar year in which the new triennium commences."]	The new rules do not mandate societies to have elections each year, but simply do not insist that they have elections each three years. Therefore, societies will be able to continue electing their representatives in accordance with their preferred method.
178	Societies	Society Constitutions	In the covering paper Clyde Whittaker states that "societies representation" will not be affected in any way", this is not true either in terms of decision making or in terms of possible effect on individual representatives (see below).	It is not within the scope of the current rules work to disturb existing society representation in any way. Care has been taken to ensure the new rules do not include any provisions which would disturb the rules within most existing society constitutions which deal with

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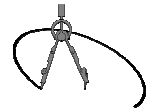
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				their adherence to Central Council rules and decisions.
18	Societies	Society Constitutions	<p>As currently drafted, this is likely to require rule changes for a number of affiliated societies. For example, the LACR rules include the Association's CC Reps as members of the Association Committee. Withdrawing the requirement for periodic election of CC Reps has implications for the good governance of the LACR as well as for the CC.</p> <p>The statement that</p> <p>The only impact on your society is that under the new rules the Council's triennial system will be retired, so we will need confirmation of your membership total each year, rather than each three years as at present.</p> <p>will need to be corrected.</p> <p>Rule 6(a) of the LACR states the membership of the LACR general committee. It includes CC reps.</p> <p>Rule 6 (b) defines the term of office for all the officers. With the sole exception of CC reps, the term of office is 2 years. CC reps are to be elected in accordance with the CCCBR's Constitution.</p> <p>The current CCCBR Rules mandate election of reps every 3 years. The removal of this mandate means CC Reps will - at least in theory - remain indefinitely on a committee without being responsible to the membership.</p> <p>I see 2 possible solutions</p>	The new rules do not mandate societies to have elections each year, but simply do not insist that they have elections each three years. Therefore, societies will be able to continue electing their representatives in accordance with their preferred method.

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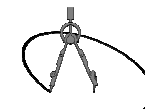
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			<ul style="list-style-type: none"> <li>- acknowledge that Society constitutions will have to change</li> <li>- include a rule that reads something like 'Societies shall elect their Representative Members at intervals of no more than three years.'</li> </ul>	
177	Societies	Society Constitutions	<p>A further point which has only occurred to me recently, but again about the intention that the new rulebook should not require affiliated societies to change their rules.</p> <p>There is a phrase which is fairly widely used in society rules that requires them to abide by the Council's 'rules and decisions' – see for example G&amp;B rule 16.i, YACR rule IX, ODG rule 4, and (albeit slightly modified) ASCY rule 1.8.</p> <p>The move to replace the current structure of rules and decisions with Decisions, Policies, Procedures, Rules and Standards means that societies with the 'rules and decisions' phrase in their rules will be able to easily ignore CCCBR Policies, Procedures and Standards. Since (per 1.1 of the draft rules) Policies and Standards are capable of applying to 'the conduct of ringers', this is something of a hole in the logic of the new rulebook.</p> <p>I think this is capable of being patched. I would suggest</p> <ul style="list-style-type: none"> <li>- In the current draft, replacing all references to 'Decisions' with a different term – 'Determination' may be suitable but I'm sure a more elegant word is possible</li> <li>- Then adding a new definition to draft rule 1.1 to define 'Decision' as including Determinations, Policies, Procedures and Standards.</li> </ul>	<p>In the light of this recommendation, the definition of Decisions has been reverted to its traditional meaning so that it remains consistent with those guild constitutions which refer to the "Rules and Decisions" of the Central Council. In line with its conventional use among ringers, the term "Decisions" has been defined to refer to the Council's Policies and Standards as they effect ringers and ringing societies.</p>

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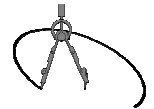
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			<p>This has (to my mind) the benefits of</p> <ul style="list-style-type: none"> <li>- maintaining the aim of not requiring changes by affiliated societies in that the existing wording of their rules will tie them to abiding by the entire CCCBR rulebook, and</li> <li>- (arguably) clarifying the new rulebook structure in that instead of introducing 5 levels of instruction, there continue to be two, of which one (Decisions) is split into four types</li> </ul> <p>I can see that there is a potential argument that by effectively mandating societies to accept the discipline of abiding by Policies and Standards for the 'conduct of ringers' this will be seen as increasing the Council's power over individual ringers, but that is to my mind already present in the draft. And it's not my intention here to argue about principles but rather to identify and solve problems, so I happily leave that point for you to deal with.</p>	
205	Structure	Complexity	<p>4. The length of the Rules</p> <p>CRAG Proposal F requires the present group "to simplify the rules of the Council, replacing them with a short statutory set of rules supported by a set of operating principles and procedures". That objective, despite a bit of tinkering, is not met by the present draft. Much of what is contained in the draft Rules could and should be transferred to the Procedures document. The group would prefer the short statutory set of rules to comprise Part 1 of the Rules and the Procedures and Operating Principles to comprise Part 2. For the sake of simplicity we refer hereunder to those two suggested Parts.</p> <p>Of the present Rules we suggest that Rules 6.5, 7.16 and 8.2 should be altered to read respectively:</p> <p>6.5 A Motion for consideration by the [Council] shall comply with and</p>	<p>In the light of this recommendation a number of methods have been considered to reduce the extent of the Rules. These include :-</p> <ul style="list-style-type: none"> <li>➤ Moving more material from the Rules to the Procedures (now renamed Standing Orders) and incorporating additional scrutiny by Representatives in line with Comment 206.</li> <li>➤ Dividing the Rules into a Part 1 and Part 2 in accordance with this recommendation.</li> </ul> <p>The second edition will be offered in one or</p>

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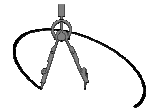
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			<p>shall be submitted in accordance with Part 2.</p> <p>7.16 Each Executive Meeting shall be called and conducted in accordance with the provisions of Part 2.</p> <p>8.2 Each Officer or Workgroup role shall be created or retired in accordance with the provisions of Part 2.</p> <p>8.3 The Terms of Reference of a Workgroup shall include the matters referred to in Part 2.</p> <p>The following Rules or their content could conveniently be transferred to Part 2:</p> <p>The balance of Rule 6.5, Rules 6.6, 6.7, 6.8, 6.9, 6.10, 6.11, 6.12, 6.13, 6.19, 6.20, 6.21, 6.22, 6.23, 6.24, 6.26, 6.27, 7.15, the balance of Rule 7.16, Rule 7.21, the balance of Rule 8.2, Rules 8.4, 8.5, 8.10, 8.11, 9.5, 9.6, 9.7 and 9.8.</p> <p>Rule 10 would need to be reworked, and there would need to be a number of consequential amendments to the Rules (Part 1).</p>	more of these revised formats.
204	Title	Name	<p>3. The name of the Council</p> <p>There are two aspects to this discussion. One is the name of the Council that meets annually; the other is the name of the organisation itself. I deal with the second aspect first. The name "Central Council of Church Bellringers" is considered by many to be a toxic brand and should be dispensed with in any new Rules. Any substitute name should be the subject of a brainstorming exercise by a small group of people. We did that between ourselves and decided to avoid the inclusion of the words "Council", "Association" and "Conference". The name that we came up with was "Bellringing International". Our recommendation is that a new name for the organisation should be included in the Rules recommended for adoption.</p> <p>The name "Council of Representatives" is somewhat clumsy and carries overtones of the present name of the organisation. It is also inaccurate in that the Council includes non-representative members. At this stage it is limited to members of the Executive and "Fellows". However, the CRAG</p>	Renaming or rebranding the Council was a specific CRAG recommendation for the period 2017 to 2020 and so falls outside the scope of the current rules work, which is restricted those changes which CRAG recommended should be in place by May 2018.

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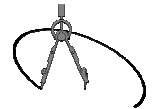
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			report foreshadows the possibility of individual membership. A better name, we think, would merely be "the Council" (of whatever name is chosen for the organisation).	
40	Transition	Charity Commission	My view is also that the new Rules should be sent to the Charity Commission well before the mid-April motion deadline in case of any problems. We (actually CRAG) would look v stupid if we adopted new Rules and then the Commission queried something.	Whilst the Charity Commission guidance is that they merely require a copy of the new Rules once they have been approved, we will confirm whether they offer any form of screening facility.
80	Transition	Committees	<p>Having settled on the approach to transition, we now need to consider how we approach routine recruitment to the existing committees, as up until the Lancaster meeting (and possibly after), these committees will continue to exist. Council members will expect there to be a 'Plan B' in the event that the new rules are not approved at Lancaster and the existing rules require committee nominations to be sent in advance of the Annual Meeting.</p> <p>The Council's existing rules specify only that the Administrative Committee must have a minimum membership. There is no minimum membership requirement for other committees, which are empowered to co-opt members at any time.</p> <p>An option under consideration is therefore that council members are invited to submit nominations for any Administrative Committee vacancies ahead of the Lancaster Meeting, but on the understanding that these nominations will only be relevant in the event that the new rules are not agreed.</p> <p>In the case of the other committees, committee chairmen will be asked not to replace any retiring members at the annual meeting, but be ready to co-opt additional members to their committees after the meeting in the event that the new rules are not agreed.</p>	<p>The draft transition motion will be published with the second draft of the new rules. It will cover :-</p> <ol style="list-style-type: none"> <li>1. Adoption of the new Rules</li> <li>2. Adoption of the new Procedures (now renamed Standing Orders)</li> <li>3. The initial terms for all Executive Members, which will be staggered as follows :- <ol style="list-style-type: none"> <li>a. President and Vice President – terms end 2020</li> <li>b. Treasurer and 2 Ordinary Executive Members – terms end 2021</li> <li>c. Secretary and 2 Ordinary Executive Members – terms end 2019</li> </ol> </li> <li>4. Election of all elected Executive positions, following nomination procedures which are consistent with the Council's current rules.</li> <li>5. Retirement and/or continuation of all Committee and Officer roles (mapping process) and handling of any transfers of</li> </ol>

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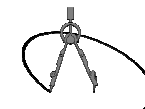
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No	Subject	Issue	Comment	Conclusions & Recommendation
				assets which result.
211	Transition	Committees	We agree that Council members will need to be invited to submit nominations ahead of the Lancaster Meeting for any Administrative Committee vacancies and any other bodies for which appointments may be necessary under the current rules on the understanding that those nominations will only be relevant in the event that the new Rules are not agreed. In the case of other committees the committee chairs should be asked not to nominate retiring members of the annual meeting but be ready to co-opt additional members after the meeting in the event that the new Rules are not agreed.	Noted
41	Transition	Committees	Will you be offering advice before the nomination date on how to respond to committee retirements and elections?  You general advice is carry on with business as normal until the new regime is in place. Business as normal would require around 4 people to get themselves proposed and seconded, and make supporting statements, but at the point when they come into effect we are expecting that they will not be needed.	Please refer to Comment 80
39	Transition	Committees	If the new Rules are adopted then nominations and elections are entirely superfluous but if they are delayed or voted down or amended in some way then we still need the work to be done and require the advance nominations under the current Rules ... And I think we still have to adopt / debate the committee reports even if the elections become unnecessary; I might even hope for more debate than usual to inform the future work groups. So a fudge for now; the deadline would be 27 March	Please refer to Comment 80



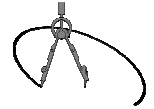
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			and that's after the next Admin Committee - it would still give committees a week to get their act together depending on how things look then.	
209	Transition	Extraordinary General Meeting	We agree with Daniel's position as stated in Clyde's e-mail of 27/28 October.	Noted
63	Triennial System	Triennial System	The Rules are still bound to the triennium concept. Why? there is no reason at all for this except tradition. Surely it's much better to have annual elections, even if posts have a three year term. You want a gradual turnover at the top, not a periodic wholesale change.	The transition motion now includes wording to implement phasing of the retirement dates for all Executive roles.
150	W'groups	Amendment	8.4 ~ Clumsy wording. I think it means 'may change terms of reference'. But that raises unanswered questions: Can they be changed at any time ~ for example mid task ~ or only at natural break points? How much notice of a change is required before it must take effect?	The rules make clear that any terms of reference can be changed by withdrawing the existing one from the Standing Orders and replacing it. This ensures that any changes are subject the same requirements on notice and scrutiny which apply to new introductions.
S19	W'groups	Appointment	It is not clear to me from this Rule how Workgroup members are appointed and for what term.	Rule 8.11 deals with Workgroup appointments.
61	W'groups	Appointment	Rule 8.11 is going to put off a great many potential volunteers. Essentially, the message comes across as: "Disagree with the unelected boss and you'll be sacked." Not a good basis for an organisation that needs to move forward. Of course, I realise that CRAG persuaded the CC to join them in cloud cuckoo land on this issue, but it's not too late for a realistic rethink. I imagine by now the Executive have some idea of the calibre of volunteers coming forward.	Additional controls have been added covering Workgroup appointments, which now must be made with the approval of the Workgroup's Sponsor and must be minuted in an Executive Meeting. In practice the Council is likely to adopt a recruitment and grievance policy in line with other similar charities.
194	W'groups	Creation	Rule 8.2 AMEND to read "Each Officer or Work group role shall be created through one or more Procedures and, in accordance with Rule 7.15 (as	Please refer to comment 212.

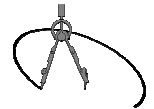
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			amended above) shall state its Terms of Reference, which shall include:	
146	W'groups	Creation	8.2 ~ 'its' has uncertain referant. It would be clearer as: ' Procedures that state its terms of reference ' I assume it should be 'workgroup' but it feels like 'procedure'. In fact the whole thing is confused. There may be a procedure(s) for creating workgroups, and when a workgroup is created, some procedures for how it will operate may also be created. But what brings it into being will be a decision of the executive to to set it up. I think this needs rewording to make clear what it really means.	Amended to "the Workgroup's" in the light of this recommendation. A further review will be performed to seek other ways of simplifying this clause.
147	W'groups	Creation	8.2 (a) ~ I assume 'it' refers to workgroup, but workgroups don't 'take effect', they begin or come into being. Decision can 'take effect' but decisions aren't mentioned.	Wording amended to "the Workgroup shall start"
148	W'groups	Creation	<p>This is another over-long list that hasn't been well thought out. Many items could be reordered and combined, for example 10 of them could be reduced and simplified to 5 thus:</p> <p>----- ~ when it shall start work and (if appropriate) be wound up (a,c) ~ its purpose, objectives, scope and any delegated powers (b,f) ~ whether spending decisions may be made, and if so within what constraints and budget (h) ~ the frequency and scope of reports to the executive (i) ~ any other requirements or constraints (for example on the number of members, or the ability to form subgroups) (j,k,l) -----</p> <p>8.2 (d) &amp; (e) ~ These aren't included above because I don't know what 'terms' are supposed to mean. Does it mean qualifications or experience? Does it mean time and effort to be put in? Does it mean some sort of oversight or vetting? Does it refer to a duration [it could in (e) but not in (d)]?</p> <p>Whatever it means it seems like micro management ~ rather at odds with CRAG's concept of empowering a leader to get on and do things.</p> <p>8.2 (g) ~ It's not clear what this refers to. Is it about demarcation between workgroups ~ stopping then encroaching on each other's area? Is it about collaboration ~ requiring joint actions by workgroups? Is it a veto ~</p>	This paragraph has been simplified further in the light of this comment.

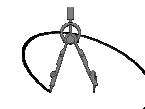
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No	Subject	Issue	Comment	Conclusions & Recommendation
			exerting the need to consult the executive? Whatever it is, does it need enshrining in the rules	
149	W'groups	Delegation	8.3 ~ Could be more simply stated as: 'Executive decisions defined in Rule 7.15 may not be delegated to a workgroup or officer but their implementation may be delegated.'	Amended accordingly
155	W'groups	Eligibility	8.8 ~ Could be simpler as: 'A Workgroup Leader or Officer may not serve on the Executive, and on becoming one shall relinquish the other role.'	This requirement has been removed in the light of various comments received.
29	W'groups	Language	8.11 - Unnecessary semi-colon- Semi-colon between 'members' and 'to' does not seem to serve any grammatical or logical purpose.	Amended accordingly.
196	W'groups	Length of Service	Rule 8.9 SUBSTITUTE "All serving Workgroup Members, Officers and Workgroup Officers shall be required to retire at the conclusion of the sixth Annual Council Meeting after their appointment." This becomes consistent with Rules 7.3 and 7.21	Having reviewed the constitutions of other similar charities we have concluded that a one year rest period is common and that to prohibit reappointment for life would be too onerous a restriction.
156	W'groups	Length of Service	8.9 ~ Why not just say: 'Workgroup Members, Officers and Workgroup Leaders may not serve for more than six consecutive years'. I think the rest is either obvious or covered by earlier clauses.	This paragraph has been amended to bring it into alignment with the same provision for Executive Members.
157	W'groups	Management	8.10 ~ Could be shorter with no loss of meaning, thus: 'Each Workgroup shall be managed by a Workgroup Leader, responsible to the Workgroup's Sponsor for its performance'. [Note addition of reference to performance.]	An amendment has been made to simplify this wording.
158	W'groups	Management	8.11 ~ What is the difference between 'additional' WorkGroup Members and others? None I suspect, in which case this could reduce to two clauses: 'Workgroup Leaders may at any time appoint and remove members of their 'Workgroup Leaders may delegate tasks and powers to others, providing they remain responsible for the results'.	An amendment ahs been made to simplify this wording.
82	W'groups	Membership	Where are your Rules to cope with a significant lack of competent	The new rules follow CRAG's

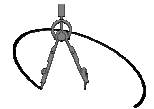
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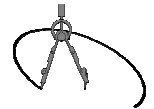
No	Subject	Issue	Comment	Conclusions & Recommendation
			volunteers? At present it's hard to get ringers to become Branch Officers, and even harder to get them to become Association Officers. Most people who are prepared to work are already working, and they no longer need the CC to provide a framework. The Keltek Trust does what the CC Rescue Fund once did, and the ART does a great deal more than the Education Committee ever did. And plenty of people publish things outside of the Publications Committee. Why should all these workers suddenly transfer to the CC?	<p>recommendations by:</p> <ol style="list-style-type: none"> <li>1. Allowing Workgroups to be reformed and consolidated in line with the Council's needs and the availability of people</li> <li>2. Giving Workgroups power, through the Executive, to make operating decisions without undue recourse to the annual Council Meeting</li> <li>3. Enabling any ringer and not merely Council members to sit on a Workgroup or to become a Workgroup Leader.</li> </ol> <p>In the light of comments received during this consultation, the requirement that Workgroup Leaders resign as Council Representatives has been removed from the second edition.</p> <p>Although it is not within the scope of the Rules rewrite to interfere with the thrust of the recommendations made by CRAG and approved at the Edinburgh Council Meeting, it is to be hoped that these changes will mean that the opportunity to serve on the Council's workgroups will prove to be a more attractive proposition than hitherto.</p>
27	W'groups	Minimum Membership	8.2(l) versus 1.1 Number of workgroup members - Clause 8.2(l) mandates a minimum size for a workgroup of 3 (1 Workgroup Leader plus a minimum of 2 Workgroup Members): the term Workgroup in 1.1 is defined as 'Any group of two or more persons'. This contradiction needs to be resolved.	Amended accordingly.
195	W'groups	Removal	Rules 8.4 and 8.5 DELETED as covered by 7.15 (as amended above)	Please refer to comment 212.

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No	Subject	Issue	Comment	Conclusions & Recommendation
151	W'groups	Removal	8.5 ~ This again seems to be confusing a procedure (how things should be done) with an order (a decision that something should be done).	The implication of the existing wording is that a Procedure is required to create a Procedure. This was not intended and this clause has been revised accordingly.
152	W'groups	Removal	8.5(a) ~ I assume 'it' refers to workgroup, but workgroups don't 'take effect', they begin or come into being. Decision can 'take effect' but decisions aren't mentioned.	Amended accordingly.
153	W'groups	Sponsor	8.6 ~ Is 'sponsor' the best word? The role seems to entail being the primary point of contact and primary person responsible for oversight.	The term 'Sponsor' has been amended to 'Executive Sponsor', for greater clarity. This term is considered appropriate as the role of the Executive Sponsor is to maintain oversight over the Workroup's activities and approve their key decisions.
154	W'groups	Sponsor	8.7 ~ Why say 'In the event that' when you mean 'If'? Also: 'replacement Sponsor from one of its number' means 'replacement'. The rest is covered by previous clauses.	Amended Accordingly
28	W'groups	Terms of Reference	8 (throughout) Singular or plural? - Treating 'Terms of Reference' as singular reads poorly. I would suggest either talking about 'a Terms of Reference Procedure' or (at the loss of some precision) losing the indefinite article before mentioning 'Terms of Reference'	Amended accordingly, by removing the indefinite article.
75	W'groups	Terms of Reference	A Terms of Reference – rules 8.3 and 8.4. This sounds like a difficult expression. You can't really have a terms of reference. You can have terms of reference or you can have many terms of reference or even a term of reference. I suggest that in rule 8.3 you just delete the word 'A' at the start and in rule 8.4 you amend it to read "The Executive may amend any Terms of Reference by replacing them." Terms of Reference are defined as a written document, so this will work.	Amended accordingly.

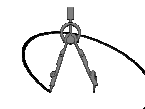
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## PROCEDURES

No	Issue	Comment	Conclusions & Recommendation
1	Governance Review	GOV-001 4 Verbosity - Suggest  Every three years commencing May 2019, the Executive shall <del>undertake a</del> review of the Council's Rules, Procedures and governance to assess whether they continue to be effective and aligned with best practice.	Amended accordingly
2	Governance Review	GOV-001 5 Verbosity - Suggest  <del>In the event that</del> If eligibility to vote at Council Meetings remains vested wholly or in part with Representative Members, each such review shall explicitly include an assessment and recommendation as to whether it would be appropriate to transfer some or all of the powers of Representative Members to Individual Members.	Amended accordingly
3	Ex Officio Members	MBE-001 General Necessity Is there a need for a waiver if the Chairman of the RW happens to be a representative member?	This Procedure is amended to indicate that where the RW Chairman is also a representative member, he shall fulfil his duties as a representative member and not as an Ex Officio member until such time as he ceases to be a representative member.
4	Ex Officio Members	MBE-001 5 Clarity - Would it help to specify that  'There is no membership subscription for an ex-officio member.'?	Amended accordingly.
5	Fellows	MBI-001 6 Clarity - As for MBE-001/6	Amended accordingly
S11	General	"If these are the ones at <a href="https://cccbr.org.uk/wp-content/uploads/2017/10/Procedures-Documents-Edition-1-2017-10-25.pdf">https://cccbr.org.uk/wp-content/uploads/2017/10/Procedures-Documents-Edition-1-2017-10-25.pdf</a> , then I don't think there is sufficient information yet to comment. We need to see what the Work Groups and Officers are, together with their remits."	We are expecting this information to be received from the President so that it can be incorporated in the second draft.

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No	Issue	Comment	Conclusions & Recommendation
175	General	As noted above, these are not procedures but standing orders (or some other appropriate name).	The Procedures have been renamed Standing Orders in line with this suggestion.
176	Language	3.2 (7) – ‘Examiner’ is singular. ‘their’ is plural.	Please refer to comment 118.
197	Individual Members	3.1 (5) Regarding Individual Membership -add at end of section 5 ...”such recommendation being referred for the consideration and approval of Representative Members”.	Please refer to comment 212.
198	Ex Officio Members	4.1 There is no provision under subsection 4.1 (4) for other Ex-Officio members such as the current Secretary of the Council. If the proposal for Executive Members to relinquish their Representative status was accepted (see comment on Rule 5.7) then all the Executive would be Ex-Officio?	The requirement for Executive Members to relinquish their representative status has been withdrawn in the light of this and other comments.

213 S21