

Scottish Council of Jewish Communities

CONSTITUTION

adopted 30th September 1999; amended 18th June 2001; 14 April 2005
approved by The Office of the Scottish Charity Regulator, October 2007

1. Title and constitution

The Scottish Council of Jewish Communities shall be constituted by the Glasgow Jewish Representative Council, the Edinburgh Hebrew Congregation, the Aberdeen Hebrew Congregation, the Dundee Hebrew Congregation, the Jewish Network of Argyll and Highlands, and such other Jewish communities or congregations as may from time to time exist in Scotland, together with the Northern Region of the Union of Jewish Students.

2. Objects and powers

- a. The objects of the Council are
 - i. to advance the education of the general public about the Jewish religion and the Jewish Community of Scotland;
 - ii. to advance the welfare of the Jewish community of Scotland and to promote its participation in the civic life of Scotland;
 - iii. to promote racial harmony and good relations between the Jewish Community and other religious, ethnic, and racial groups.
- b. In furtherance thereof, it may cooperate with other organisations which promote good relations and understanding between people of different religious, ethnic, and racial groups, and provide information, advice and assistance to educational, welfare and other organisations.
- c. The Council may employ staff and appoint such Officials as it may from time to time consider appropriate for the furtherance of its objects. Such Officials may be paid or unpaid, and shall report to the Executive.
- d. The Council may receive, hold, and expend funds, commission, produce, and distribute materials, and provide assistance of whatever kind, for the furtherance of the above aims and for the benefit of charities.
- e. The Council may do such lawful acts as may be necessary or desirable to the attainment of the primary objects of the Association, whether in collaboration with any person, body, institution, authority or otherwise.
- f. None of the foregoing shall prejudice the right of the individual constituents to act on their own behalf in any regard.

3. Membership

- a. The membership of the Council shall be:
 - i. The President and two other members of the Management Committee of the Glasgow Jewish Representative Council, and two other persons representative of the Jewish Community of Glasgow and west central Scotland;
 - ii. The Chairman of the Board of Management of the Edinburgh Hebrew Congregation and two other persons representative of the Jewish community of Edinburgh and the Lothians;
 - iii. one representative of each of the Jewish Communities of Aberdeen, Dundee, and Argyll and Bute, and such other Jewish communities or congregations in Scotland as may from time to time be properly constituted;
 - iv. one representative of the Northern Region of the Union of Jewish Students, who shall be a matriculated student of a Scottish institution of Higher Education;
 - v. no more than six other members of the Jewish Community of Scotland co-opted in accordance with (c) below.

- b. In addition, the immediate past Chair of the Council, and any member of the Jewish Community of Scotland who holds office as Chair, Vice-Chair, Secretary or Treasurer (whatever their title) of any body to which the Council is affiliated, shall be invited to attend meetings of the Council as an observer for the duration of that office. Such persons may participate in discussion but shall not be permitted to vote on any matter.
- c. Any proposal to co-opt an additional member under (a)(v) above, or to renew such a cooption, shall be circulated in the name of its proposer with the notice of the meeting at which it is to be decided. The motion shall name the person nominated and state the reason for the proposal, and shall require the support of two thirds of those present and voting to be effective. Any such cooption shall be for a maximum period of one year in the first instance, and may be renewed annually. Any person so co-opted shall have the same rights as any other member, save that he or she shall not vote on any motion to co-opt or to renew a co-option.

4. Meetings

- a. The Council shall meet at least twice per annum, of which at least two weeks' notice shall be given to each of the constituent bodies. The agenda of each meeting shall include reports from the individual Communities on current matters.
- b. Any person may, with the agreement of the Council, be invited to attend a specified meeting for a specified purpose but shall not propose motions nor vote on any matter.
- c. Any official of the Council shall normally be in attendance but shall not have a vote nor participate in any discussion relating to his or her employment.
- d. An Annual General Meeting shall be held normally in June for the purpose of approving the accounts and electing an Executive.
- e. Any vote shall be by secret ballot of the members present at the meeting. In the event of a tie, the Chair shall have a second or casting vote, failing which the status quo shall prevail.
- f. Urgent matters may be decided by the Executive without the necessity of a meeting, provided that an attempt shall have been made to consult each of the constituent bodies. In the event of a disagreement, each such body shall have as many votes as it is entitled to representatives under (3a) above.
- g. It shall be competent for the Council to establish subcommittees for specific purposes, provided always that no public statement shall be made by any member of such a subcommittee without the authority of the Council. The Executive shall be members ex officio of any subcommittee.
- h. The Council shall also hold at least one public meeting annually for the purpose of informing and consulting the Community at large about its activities.

5. Office-Bearers and Administration.

- a. The Council shall elect annually from its own number at the Annual General Meeting a Chair, an Hon Treasurer and an Hon Secretary. The President of the Glasgow Jewish Representative Council and the Chairman of the Management Committee of the Edinburgh Hebrew Congregation shall be ex officio Vice-Chairs, and one further Vice-Chair shall be elected from the representatives of the other constituent communities listed in (1) above. The same individual may hold more than one office.
- b. A retiring office-bearer shall be eligible for re-election, provided that he or she shall not serve more than four years in the same post save that the Hon Treasurer may serve a maximum of six years in that post but that period may be extended provided the outgoing Treasurer obtains two thirds of the votes cast or is unopposed.

- c. The Office-Bearers listed in (5)(a) above shall, together with the immediate past Chair for one year after demitting office, and the senior Official, constitute the Executive of the Council, and shall be responsible for the day-to-day management of the Council's affairs. For meetings of the Executive and for the purposes of 4(f) above, each Vice-Chair may nominate an alternate representative of his or her respective organisation.
- d. On receipt of a request from the Board of Deputies of British Jews, or in the event of a vacancy, an election shall be held for a Deputy or Deputies. The notice of the first meeting of the Council following shall include a call for nominations to be submitted in writing to the Honorary Secretary no later than the day before the meeting, and an election shall be held thereat if required.
- e. If the Council resolves to employ staff in any capacity, an Appointment Committee shall be established including at least one non-member with relevant experience, and the post shall be publicly advertised. The Committee shall interview suitable candidates and make a recommendation to the Council for its decision.
- d. The Council shall maintain offices in both Glasgow and Edinburgh within the premises of its constituent organisations who shall have the right to charge for any staffing or other costs.

6. Finance.

- a. All monies raised by or on behalf of the Council shall be applied to further the objects of the Council and for no other purpose, provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Council and fees to professional and technical advisers.
- b. The Honorary Treasurer shall keep proper accounts of the income and expenditure of the Council, receive all monies due to the Council, disburse in accordance with such instructions as the Council may from time to time formulate, and present to the Council a Statement of Accounts made up to 31st December in each year, duly examined by an Honorary Auditor who is a qualified Accountant and whose report shall accompany the Statement of Accounts.
- c. Any expenditure shall require prior approval, and the party incurring the expense shall be reimbursed by the constituent bodies in such proportion as shall from time to time be deemed equitable.
- d. The Council shall maintain such bank accounts as may from time to time be agreed, which shall be operated by the signatures of any two members of the Executive. Such signatures shall also be sufficient for the validity of any bill, receipt, or other instrument.

7. Amendments and Dissolution.

- a. This Constitution shall not be altered or repealed, save at a meeting, the notice of which shall contain the text of the proposed amendment. A proposal to amend a proposed amendment that does not materially alter its sense may be voted upon without such notice. In either event, the proposal shall require the support of two thirds of those present and voting in order to be carried.
- b. In the event of the Dissolution of the Council, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Council, but shall be given or transferred to a recognised charitable body or bodies having objects similar to those of the Council.