

# **Sikh Council UK** **Constitution**

**Version 7**

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## **Sikh Council of United Kingdom (“SCUK”)**

### **1. Mission Statement**

The mission of the SCUK is to provide a common platform to unite the Sikh community in its pursuit of educational, economic and social well-being and to protect its heritage, its miri piri concept and the right of religious freedom.

### **2. Role**

The Sikh Council of UK is an accord of Gurdwaras and Sikh institutions in the UK. The primary role envisaged for the SCUK is to provide a framework for Sikhs to work collectively in the furtherance of their interests in the UK and Europe. The SCUK will take its mandate from its Affiliated Organisations and be guided by the teachings of Sri Guru Granth Sahib Ji as interpreted by Guru Khalsa Panth through the institution of Sri Akal Takhat Sahib Ji.

### **3. Declaration**

We, as Affiliated Organisations of the Sikh Council of the United Kingdom, aspire to be model citizens and net contributors to the religious, social, economic, cultural and political well-being of the UK and Europe.

We **hereby** adopt this Constitution of The Sikh Council of the United Kingdom and pledge to abide by its provisions and observe the following principles:

- a. To be informed and guided by the Sikh values of peaceful co-existence, equality, diversity, justice, religious tolerance, human rights, inter-community dialogue, and respect for nature and environment in all its aims, policies and procedures
- b. To work independently for the benefit of the religious, social, economic, cultural and educational development of the Sikh communities in the UK
- c. To actively promote and preserve Sikh heritage in the UK and abroad
- d. To reject all social divisions and work as a non-sectarian body for the common good
- e. To be a representative of UK Sikhs, accommodating and reflecting the variety of social, cultural and educational backgrounds and outlook of the community and the diversity of work of Affiliated Organisations
- f. To base its policies and decisions on consensus as the largest practicable measure of common agreement
- g. To be a formally constituted body with a system of representation and accountability to the community through its Affiliated Organisations

- h. To draw upon the diverse talents and specialist skills of individuals and the strengths of existing organised groups to meet the aspirations of the UK Sikhs
- i. To ensure that Sikhs are represented effectively in formal consultations of national or international interest to the Sikh community
- j. To provide collective leadership and help to catalyse solutions
- k. To promote transparency leading to stronger accountability to the UK Sikhs

### **The Constitution of the Sikh Council of the United Kingdom (“SCUK”)**

#### **4. Name**

The name of the organisation shall be The Sikh Council of the United Kingdom.

#### **5. Objectives**

- a. To promote co-operation, consensus and unity on Sikh Affairs in the UK, Europe and globally
- b. To encourage and support all existing efforts being made for the benefit of the Sikh Community
- c. To champion the social, economic, educational and cultural development of Sikhs in the UK
- d. The advancement of the Sikh Religion mainly, but not exclusively, by means of promoting the religion and its traditions in support of the Sikh community in the United Kingdom.
- e. To instigate enquiries into events which adversely impacted on the image and/or, unity and/or well being and/or security of Sikhs
- f. To commission and disseminate high quality research into issues of importance to the Sikh Community

#### **5. Aims**

- a. To actively promote reciprocal understanding of religious beliefs, human rights, peace, harmony, justice and prosperity for and amongst all people

- b. To promote co-operation, consensus and unity on Sikh Affairs in the UK, Europe and globally
- c. To encourage and support all existing efforts being made for the benefit of the Sikh Community
- d. To champion the social, economic, educational and cultural development of Sikhs in the UK
- e. To promote more enlightened appreciation of Sikhism and Sikhs in the wider society
- f. To work towards achieving sustainable community cohesion and safety
- g. To improve the emotional and physical well being of the Sikh Community
- h. To instigate enquiries into events which adversely impacted on the image and/or, unity and/or well being and/or security of Sikhs
- i. To commission and disseminate high quality research into issues of importance to the Sikh Community
- j. To work for the eradication of disadvantage and all forms of discrimination faced by Sikhs and other communities
- k. To commission and disseminate high quality research into issues of importance to the Sikh Community
- l. To work with Sikh bodies and state agencies to resolve conflict amongst Sikhs and between Sikhs and other communities
- m. To act as a broker upon invitation only in major disputes amongst and between its Affiliated Organisations when all local attempts to resolve such disputes have been exhausted
- n. To embrace and actively encourage the principles as laid down by the Guru's with respect to gender equality and a casteless society.
- o. To safeguard the rights of Sikhs to wear the 5ks and the turban and to promote related responsibilities and respect of the Sikh faith and its customs.

## **6. Eligibility for Affiliation**

Subject to Clause 7, an organisation which:

- a. Operates in the UK for the benefit of Sikhs in the UK; or

Comprise Sikh volunteers or staff from the UK and operates for the benefit of the global Sikh community and/or humanity as a whole will be eligible to apply to become an Affiliated Organisation of the SCUUK, providing it complies with the following requirements:

- b. The organisation accepts this constitution in its entirety, paying particular attention to the Mission Statement, Role, Declaration and Objectives;
- c. The organisation accepts Sri Guru Granth Sahib as the one and only Eternal Guru of the Sikhs;
- d. The organisation accepts the authority of Guru Khalsa Panth as represented by the independent institution of Sri Akal Takhat Sahib
- e. The organisation promotes the wearing of the Dastar (turban) and the 5 Ks;
- f. The organisation is a Gurudwara or a constituted institute with a minimum of two years audited or examined accounts with evidence of having made contributions to national or international issues affecting the Sikh Community

## **7. Exception**

The General Assembly may, under exceptional circumstances, exercise its discretion to grant membership to an organisation that does not comply with Clause 6(g) above.

## **8. Principles of Conduct for Affiliated Organisations**

All Affiliated Organisations must comply with the following principles:

- a. Undertake to maintain the eligibility requirements pursuant to Clause 6
- b. Undertake to actively promote the work of the SCUUK to the Affiliated Organisation's members
- c. Undertake work with the SCUUK in pursuit of mutual objectives
- d. Undertake to promptly pay Affiliation Fees pursuant to Clause 11(ii)

## **9. Principles of Conduct for Delegates and Co-optees**

Every Affiliated Organisation will be eligible to nominate Delegates to the General Assembly pursuant to Clause 11(i).

The Executive Committee and the Board of Jathedars have provisions to co-opt members ("Co-optees") pursuant to Clause 9.1.1 and 14.1.8

The following principles apply to both Delegates and Co-optees. They shall:

- a. be motivated by the desire to serve the community through nishkam sewa (selfless service);
- b. abide by the Procedures and Standing Orders as issued from time to time by the SCUUK
- c. accept the Constitution of the SCUUK and uphold and implement its decision, policies and objectives
- d. promote mutual respect and co-operation with other Affiliated Organisations and use the framework of the SCUUK to resolve difficult issues with other Affiliated Organisations
- e. mobilise resources of Affiliated Organisations to assist the SCUUK in delivering its objectives
- f. maintain or arrange an e-mail communication link with the SCUUK secretariat.

## **10. Structure**

- a. The structure of the SCUUK shall comprise:
  - i. A General Assembly
  - ii. An Executive Committee
  - iii. Specialist Committees
  - iv. A Board of Jathedars

## **11. The General Assembly**

The individual delegates are the members of the SCUUK and for all intents and purposes the General Assembly is made up of delegates representing the membership of the SCUUK.

### **a. Composition**

- i. This shall be made up of Delegates of Affiliated Organisations
- ii. The number of Delegates for the General Assembly will be based on the membership fee as below:

£750	- 3 Delegates
£500	- 2 Delegates
£250	- 1 Delegate

- iii. In the event of any such Delegate resigning from or otherwise leaving an Affiliated Organisation, he or she

shall cease to be its Delegate. In such circumstances the Affiliated Organisation will be required to nominate replacement Delegate(s)

- iv. If a person is selected as a Delegate of more than one Affiliated Organisation, he or she can only advocate for one Organisation of his/her choice.
- v. The basis of representation defined in 11.a.ii shall be reviewed from time to time to ensure the number of Delegates at the General Assembly remains appropriate for achieving its functions and responsibilities

b. Functions

- i. The General Assembly shall be the supreme policymaking and ruling body of the SCUK
- ii. The General Assembly may adopt resolutions, amend the Constitution and, in general, exercise all powers necessary to promote the aims and objectives of the SCUK
- iii. The General Assembly will agree a scheme of delegation to support the day to day work of the SCUK
- iv. The General Assembly will select an Executive Committee every two years
- v. The General Assembly will select 5 Trustees who will also be the Office Bearers for the two years and be part of the Executive Committee.

vi. Meetings

- vii. The General Assembly shall be called into session at least twice a year (April and October) by the Secretary General
- viii. An extraordinary meeting of the General Assembly shall be convened by the Secretary General at the request of at least one quarter of the Delegates or at least half of the elected members of the Executive Committee
- ix. The Secretary General shall provide all Affiliated Organisations at least a four-week notification of a General Assembly meeting

- x. Affiliated Organisations shall notify the Secretary General of the name of their appointed Delegate and of the name of his or her alternative at least two weeks prior to a General Assembly meeting
- xi. The Executive Committee shall appoint a qualified Amritdhari Chairperson (or Chairpersons) with proven experience of chairing large meetings to officiate and conduct the sessions of the General Assembly. This could normally be the Secretary General.
- xii. The quorum for General Assembly meetings shall be one third of the appointed Delegates
- xiii. All ordinary resolutions shall be adopted by a consensus of the Delegates present
- xiv. A Special Resolution is necessary for
  - 1. Amendments to the Constitution;
  - 2. Dissolution of the SCUK; or
  - 3. Matters of Special Importance as decided by the Executive Committee or the Board of Jathedars
- xv. A Special Resolution can only be passed by agreement of two-thirds of the Delegates of the General Assembly present at the meeting
- xvi. A proposed amendment to the Constitution must be submitted in writing to the Secretary General at least six weeks in advance of the General Assembly meeting. The Secretary General will circulate the proposed amendment to all appointed Delegates at least 14 days before the General Assembly meeting.
- xvii. Electronic media will be used for all communications in English in the first instance. Delegates must ensure that they have access to e-mail facility.

## **12. The Executive Committee**

### **a. Composition**

- i. The Executive Committee shall be composed of 51 members, of which 30 (Five of these will be the Trustees/Office Bearers) will be selected by consensus based on the principles of Gurmat by the General Assembly. The remaining 21 members will be co-opted

by the Executive Committee based on knowledge, skills, experience, gender and moral character.

- ii. The Executive Committee shall have the power to co-opt persons on the basis of a simple majority to serve on the Committee. Such persons may or may not be Delegates of member bodies at the General Assembly
- iii. The power to co-opt persons shall be used to enhance the work of the SCUK and to reflect the diversity of thought, background and gender in the endeavour of the SCUK to be a broad based, representative organisation of Sikhs, accommodating and reflecting the variety of social and cultural backgrounds and outlooks of the community
- iv. The term of the Executive Committee shall be 2 years.
- v. In the formative stages of the Council the Executive Committee may have a developmental phase of up to 3 months, during which it can plan, engage, and develop in the substantial detail the substantive role of the executive committee. This can include developing the organisations processes for day to day management and governance, team building, aligning individual capabilities to the tasks requirements. Furthermore, the developmental phase will be used as an embedding in period for the Executive Committee.
- vi. The 3 month developmental phase can be repeated every two years when a new Executive Committee will be appointed.
- vii. If a duly selected member ceases to be a member of the Executive Committee for any reason including death, resignation or expulsion, it will be the duty of the Secretary General to recommend to the Committee how the vacancy should be filled. In considering the recommendation the Committee shall be guided by paragraph (e) of the Declaration. It may but will not be bound to give weight to the results of the last election with a view to decide whether the person who had received maximum votes but did not get elected should be asked to fill the vacancy. Decision to fill a vacancy shall be by consensus. A person appointed to fill the vacancy shall remain on the Committee until the next elections to the Executive Committee and he/she shall have the same rights and privileges as those of other elected members.

- viii. The 30 members of the General Assembly that are selected to serve on the Executive Committee are appointed for a period of 2 years. If they are no longer nominated delegated then the original nominating member organisation can send further equivalent number of delegates to the General Assembly.

b. Functions

- i. The Executive Committee shall be accountable to the General Assembly for the efficient and proper functioning of the SCUUK carrying out the policies laid down by the General Assembly and for taking initiatives only in as much as they are consistent with the General Assembly policy guidelines in the best interests of the UK Sikh community.
- ii. The Executive Committee shall have the right to appoint such specialist committees as it may consider necessary, to determine the terms of reference and composition of such specialist committees, and to appoint the chair persons of such committees.
- iii. The Executive Committee shall, as a minimum, appoint the following specialist committees:
  - 1. General Purposes
  - 2. Finance (including membership)
  - 3. Strategy, Policies and Legal Affairs
  - 4. Media and Communication
  - 5. Community Safety
  - 6. Indian Sub-continent Affairs
  - 7. European and International Affairs.

c. Meetings

- i. The Executive Committee shall meet at least four times a year.
- ii. The quorum at meetings of the Executive Committee shall be 33% (17 members) of its membership at the relevant time.

- iii. All decisions of the Executive Committee shall be taken by consensus, based on the principles of Gurmat.
- iv. Matters defined by the Executive Committee as “of special importance” and those relating to extra ordinary items of expenditure beyond a limit agreed by the Executive Committee shall require the approval of two thirds of the Executive Committee members (selected, nominated and co-opted). All other matters are to be decided by consensus
- v. Any member of the Executive Committee who misses two consecutive meetings of the Committee without reasonable cause may be disqualified from attending further meetings if the Committee passes a motion supported by at least two thirds of those present declaring the member as disqualified. In the event of a member being disqualified, the member affected will have the right of appeal in accordance with the appeals procedure set out in 12.2 below.

### **13. Office Bearers**

- a. The General Assembly shall appoint from among its members the following office bearers every two years who shall all be Amritdharis:
  - i. Secretary General
  - ii. Administrative Secretary
  - iii. Treasurer
  - iv. Coordinator of Affiliate Organisations
  - v. Spokesperson

The Office Bearers will also be part of the Executive Committee.

- b. Each of the office bearers will have assistants to draw upon from members of the Executive Committee whose role will be to support them in executing their responsibilities and where circumstances demand, deputise on a temporary basis for the respective office bearer. In exceptional cases the assistants may be from outside of the Executive Committee.
- c. These five office bearers shall not serve the same office for more than two terms (i.e. four years) consecutively
- d. The aim will be to appoint the five office bearers from the 30 members of the Executive Committee that are selected by the General Assembly. If this proves to be not possible then the appointment will take place from the full 51 members of the Executive Committee.

- e. If the Secretary General resigns or is impaired or otherwise fails to fulfil the assigned responsibilities, the Administrative Secretary shall act as Secretary General. If the Administrative Secretary is unable to undertake this role then the Treasurer will assume this responsibility
- f. The Secretary General shall convene regular meetings of Office Bearers for the efficient and proper functioning of the SCUk and for carrying out decisions of the Executive Committee.
- g. The retiring Secretary General shall be invited by the incoming Secretary General to attend Office Bearers' meetings in an ex-officio capacity for one year

#### **14. Functions of Office Bearers**

The Office Bearers otherwise also referred to as the Trustees of SCUk will be responsible for the day to day management of the Charity.

- a. The Secretary General shall:
  - i. be responsible for convening the General Assembly, preparation of the necessary working papers and agenda and maintaining a record of proceedings and resolutions in a Minutes book
  - ii. direct the work of the Executive Committees in implementing the policies set by the General Assembly
  - iii. present a report of activities to meetings of the General Assembly
  - iv. be the official spokesperson of the SCUk
  - v. be responsible for maintaining a record of proceedings and resolutions of the Executive Committee in a Minutes book
  - vi. be an Amritdhari Gursikh of high moral character having achieved distinction in some field
- b. The Administrative Secretary shall:
  - i. support the Secretary General by preparing and managing correspondence, reports and documents
  - ii. organise and coordinate meetings, conferences, travel arrangements

- iii. type and distribute minutes of meetings
  - iv. implement and maintain office systems, schedules and calendars
  - v. handle incoming mail and other material and set up and maintain filing systems.
- c. The Treasurer shall:
- i. keep proper accounts of the finances of the SCUK and may be responsible for the management of the financial affairs of the SCUK
  - ii. provide accounts for audit at least once a year by the auditors appointed by the annual meeting of the General Assembly
  - iii. be Chair person of the Finance Committee
  - iv. maintain an overview of any external funding applications
- d. The Coordinator of Affiliate Organisations shall:
- i. maintain proper records of all Affiliate Organisations and Delegates
  - ii. establish effective communication systems with all Affiliate Organisations and Delegates
  - iii. establish and keep under review strategies for increasing SCUK participation
  - iv. will take a lead on identifying the skill and other requirements for co-opted members in liaison with the Chairs of the Special Committees and the other office holders
  - v. where there is sufficient evidence or reason to believe that any member or Affiliate Organisation is in contravention of the aims of the SCUK carry out investigations and report these to the Executive Committee to take whatever steps are deemed appropriate
  - vi. provide an annual report to the General Assembly
  - vii. be a member of the Finance Committee

- viii. be responsible for maintaining membership and to recruit new members
  - ix. ensure that regular communication takes place with the affiliated organisations on the work of the Council
- e. Spokesperson shall:
- i. work closely with the Secretary General in overseeing the external representation of the SCUK
  - ii. planning, developing and implementing public relations strategies
  - iii. liaise with and answer enquiries from media, individuals and other organisations, often via telephone and email
  - iv. research, write and distribute press releases to targeted media and collate and analyse media coverage
  - v. prepare and supervise the production of publicity and promotional material and organise events including press conferences.
  - vi. maintain and update information on the SCUK's website;
  - vii. will Chair the Media and Communications Special Committee
  - viii. using own discretion and depending on the sensitivity attached, will seek advance clearance of communication of the SCUK with the media and governmental agencies with the Secretary General.

### **15. Suspension and Removal of Executive Committee members**

- a. Any member of the Executive Committee engaged in acts contrary to the Sikh principles or acts that bring SCUK into disrepute or undermine the work of SCUK shall be liable to removal from the Committee.
- b. A member of the Executive Committee may be suspended from membership on any ground provided that the member has been given two weeks' written notice of the charges against him/her and he/she is given the opportunity to make written or oral representations to the Executive Committee before the decision to suspend is made. The decision to suspend will require a two third majority vote of the total membership of the Executive Committee. The member against whom a decision to suspend

has been made shall have the right to appeal against the decision. The member will inform the Convenor of the Board of Jathedars within seven days of the receipt of notice of intention to appeal and the Board shall within five working days appoint a panel to consider the appeal. The panel shall within two months of the appeal give its decision, confirming, revoking or reducing the suspension. The decision of the Board of Jathedars shall be final

## **16. Specialist Committees**

### **a. Appointment of Chair Persons**

- i. Pursuant to 9.2.2 above, each specialist committee will have a Chair Person who will be appointed by and be responsible to the Executive Committee
- ii. The Chair Persons of the six main specialist committees shall be members of the Executive Committee in order to facilitate efficiency and accountability
- iii. The Chair Persons of other Specialist Committees need not be members of the Executive Committee

### **b. Membership**

- i. Subject to the approval of the Executive Committee, Specialist Committees may themselves co-opt additional persons whether or not they are appointed Delegates of Affiliated Organisations at the General Assembly.
- ii. Subject to approval from the Executive Committee, Specialist Committees may invite non-Sikhs to attend and contribute where their expertise adds value to the work of the SCUK.

### **c. Functions**

- i. The functions of the Finance Committee shall be to:
  1. supervise the raising of funds, the management of any assets and the disbursement of funds for the work
  2. take responsibility for keeping proper accounts of all the finances and for presenting annual audited accounts to the General Assembly

3. set up a Secretariat with paid staff where necessary to carry out the day to day functions and ensure its efficient functions.
  4. consider and make recommendations to the Executive Committee on applications received for membership
  5. keep categories of membership under review and make recommendations to the Executive Committee, when appropriate
  6. prepare data and advise on the representation of bodies to the General Assembly and collect affiliation fees.
- ii. The functions of the General Purposes Committee shall be:
1. to deal with those matters that are not in the remit of the other committees
  2. to review and recommend terms of reference for the other committees as and when appropriate.
- iii. The functions of the Strategy, Policies and Legal Affairs Committee shall be to:
1. keep an accurate database on Sikh institutions and community activity for the purpose of effectively serving the community
  2. monitor demographic, social and economic trends in the community in order to inform policy making and encourage good practice in community development
  3. provide legal advice and support to other committees and task groups
  4. receive documents that need response from the SCUK and seek comment from appropriate committee/task group before drafting final response for approval by the Secretary General
  5. initiate and co-ordinate, where appropriate, action on matters that require legal experience or knowledge

6. receive and debate any proposals from any of the subcommittees and forwarding the same to the Executive.
  7. develop strategies and policies to safeguard Sikh interests, achieve aspirations and respond to current and future issues
- iv. The functions of the Media and Communications Committee shall be:
1. to develop and implement a communications strategy reflecting the policies of the SCUUK
  2. to monitor and interact with the media and inform the SCUUK on issues of interest and to take action as agreed with the Secretary General
  3. to provide the necessary services to the Executive Committee in public relations.
  4. to advise the membership of the stance being taken by the SCUUK so as to inform media interaction with the community and organisations
  5. to train/develop individuals for the media role develop relationships with all of the Sikh Media
  6. be the representative committee to liaise with the British Media.
- v. The functions of the community safety committee shall be:
1. to keep record of hate crimes and other attacks on the Sikh on the grounds of race, religion and beliefs
  2. to liaise with relevant agencies and develop networks to ensure community safety
  3. to develop community safety strategies and champion their implementations
- vi. The functions of the Indian Sub-continent Affairs Committee shall be to:
1. develop strategic alliances with organisations and agencies on the Indian Subcontinent for the benefit of the UK Sikhs

2. provide support, advocacy and aid for isolated minority Sikh communities
  3. promote understanding of the unifying Sikh code of conduct and way of life and the value of Ek Granth and Ek Panth in achieving unity within the Sikh community
  4. promote positive relationships with people of other nations
  5. work towards preserving the built heritage of Sikhs in their traditional homelands in the Indian sub-continent and beyond
  6. to proactively pursue and create opportunities for the benefit of the Sikh Community
- vii. The function of the European and International Affairs Committee shall be to:
1. form close links with other similar national Sikh Councils in Europe and where these do not exist assist in the establishment and development of such bodies within all countries of Europe with significant Sikh communities
  2. support Sikhs across Europe and further afield on issues that effect Sikhs within their specific countries
  3. work across and between the national Sikh Councils of Europe to represent and lobby for the interests of Sikhs at a European level and world level on issues of common concern to Sikhs
  4. contribute to the organisation of Europe wide political, cultural and religious events to promote the image and interest of Sikhs
  5. work towards evolving an overarching structure for the establishment of a European Council of Sikhs
  6. pursue any funding opportunities to improve understanding of Sikhs and Sikhism in United Kingdom

d. Minutes Book

- i. Each specialist committee shall maintain a record of its proceedings and resolutions in a Minutes book.

## **17. Board of Jathedars**

### a. Role

- i. The Board of Jathedars will serve as an advisory and scrutiny body for proposals and suggestions from and to the General Assembly, the Executive Committee and its Specialists Committees.
- ii. To facilitate the smooth running of the SCUK the Board shall also act as the body for grievance and dispute resolution.
- iii. The Board of Jathedars will be notified of meetings of the Executive Committee which they may attend as observers without voting rights.
- iv. The Board of Jathedars shall select one of its members as its Convenor. The term for this office shall be two years with eligibility for further re-selection for one more term. The Convenor may opt to appoint an assistant to assist him/her
- v. The Board of Jathedars shall have the authority to set up working groups to carry out its functions and responsibilities and organise appropriate resources.
- vi. The Board will have the power to undertake intelligence related and other sensitive work provided it does not duplicate or undermine the work of the Special Committees. The Board will liaise with the Secretary General on these matters
- vii. The Board in liaison with the Secretary General may set up independent enquiries on events/issues affecting the Sikh Community.
- viii. The Board may co opt at anytime up to four non Amritdhari Sikhs for periods up to five years in order to address any diversity or experience issues.

### b. Composition

- i. It will comprise of Amritdhari Sikhs who have achieved distinction in other fields.

- ii. The Jathedars will be appointed by the General Assembly for a term of 5 years. They may be re-appointed for a maximum of further 5 years.
- iii. If a Jathedar resigns or dies a replacement will be nominated by the executive committee, but the appointment will only be made at a meeting of the General Assembly
- iv. A Jathedar can only be removed by the Executive Committee but then only if they violate the Sikh principles or undermine the work of SCUK or bring it into disrepute or breach confidentiality
- v. Immediate past Secretary Generals shall become members of the Board of Jathedars for a term not exceeding four years.

c. Meetings

- i. The Board of Jathedars shall meet at least twice a year and it shall be the duty of the Secretary General to organise the first of such meetings at which the Board of Jathedars shall select its Convenor.
- ii. The Board of Jathedars shall keep a record of its meetings in a Minute book maintained by its Convenor.
- iii. The Board of Jathedars will present a report of its routine work to a General Assembly on an ad hoc basis. For specific or sensitive areas the Board of Jathedars will present its work to a Select Committee of ten members drawn from the full membership by the Executive.

**18. Finance**

- a. The SCUK shall be financed by affiliation fees, contributions, donations and funds from other legitimate sources. All monies raised by or on behalf of the SCUK must be applied to further the aims and objectives of the SCUK and for no other purpose.
- b. Every member body shall pay such annual affiliation fee as the General Assembly may determine, on recommendation of the Finance Committee.
- c. The SCUK shall be competent to receive legacies or other gifts, to form or take over trust funds which in the opinion of the Executive Committee at the time may conveniently be administered by it, and to hold property. Such legacies, gifts and funds (subject to any conditions imposed by the Donor or

Testator or the Trusts affecting the same) shall be vested in Trustees.

## **19. Relations with other Organisations**

- a. The SCUK shall seek a relationship of goodwill and mutual respect with all organisations not participating in the work of the SCUK as members.
- b. The SCUK shall establish connections with other organisations in the rest of Europe and abroad to further the objectives of the SCUK.

## **20. Legal Status**

- a. The SCUK shall be an unincorporated association or a Charity.
- b. Title to Property
  - i. The SCUK shall cause title to all property, land and investments held by or on behalf of the SCUK, to be vested in not less than five individuals appointed by the General Assembly from the Board of Jathedars as Holding Trustees.
  - ii. The Holding Trustees shall be entitled to an indemnity out of the property of the SCUK for all expenses and other liabilities properly incurred by them in the discharge of their duties.
  - iii. The Holding Trustees shall be appointed or reappointed by a special resolution of the General Assembly. A Holding Trustee shall serve for a fixed term of 10 years. A Holding Trustee can be removed where necessary by special resolution of the General Assembly

## **21. Amendments to the Constitution and Standing Orders**

- a. The Mission Statement, Role and Declaration of this Constitution are not subject to amendment.
- b. The Constitution may only be amended by special resolution of the General Assembly in accordance with 11 (b)(v)(xiii) above.
- c. Provided the Constitution of the SCUK is not affected, the Executive Committee may amend the Standing Orders for the sole purpose of ensuring the smooth functioning of the SCUK in the attainment of its objectives. The Executive Committee must inform all SCUK Affiliated Organisations of any proposed and agreed amendment.

## **22. Dissolution**

The SCUK may be dissolved by special resolution of the General Assembly in accordance with 11(b)(v)(xiii) above and a resolution that shall oblige the Office Bearers expeditiously to realise all the assets of the SCUK, to pay all debts and liabilities of the SCUK and to donate any surplus funds to a registered charity which supports Sikh causes.

## **23. Interpretation of the Constitution**

The decision of the Executive Committee on the interpretation of any clause contained in this Constitution shall be final when the SCUK is not in session.