

RESERVE FORCES' AND CADETS' ASSOCIATION FOR NORTHERN IRELAND**SCHEME MADE BY THE DEFENCE COUNCIL UNDER THE RESERVE FORCES ACT 1996, PART XI AND SCHEDULE 4****Commencement, Interpretation, Amendments and Revocations**

1. (1) This Scheme shall come into force on 1st April 2015.
- (2) In this Scheme, "the Association" means the Reserve Forces' and Cadets' Association for Northern Ireland established by the Association Scheme of 1st April 1968.
- (3) Subject to sub-clause (4) of this clause, any other scheme that makes provision for the Association is hereby revoked.
- (4) The Northern Ireland Association Scheme establishing the Association on 1st April 1968 shall, to the extent that it establishes the Association on that date, continue in force.
- (5) Any reference to the Reserve Forces' and Cadets' Associations Regulations is a reference to the Reserve Forces' and Cadets' Associations Regulations 2014 made by the Defence Council in exercise of their powers under part XI of the Reserve Forces Act 1996, as amended from time to time.

Continuation of the Association and Common Seal

2. (1) The Association shall be an association for the Counties of Antrim, Armagh, Down, Fermanagh, Londonderry and Tyrone, and the non-metropolitan districts of Belfast and Londonderry.
- (2) The Association is the successor to the territorial, Auxiliary and Volunteer Reserve for Northern Ireland and all of its predecessors. The Association shall be a body corporate with a common seal.
- (3) The common seal shall be affixed only in the presence of and witnessed by either the Chairman of the Association and a member of the Association Board of the Association, or the Chief Executive of the Association and a member of the Association Board of the Association.

President

3. (1) The President of the Association shall be appointed by the Defence Council from Her Majesty's lord-lieutenants for the time being of the counties of Antrim, Armagh, Down, Fermanagh, Londonderry and Tyrone and the non-metropolitan districts of Belfast and Londonderry as described in schedule 1 paragraphs (2) and (3) to the Lieutenancies Act 1997 as amended from time to time, and Orders in Council made by her Majesty.
- (2) Failing any of those lords-lieutenants the Defence Council may appoint such other person as they think fit to be President of the Association.

Vice-Presidents

4. The Defence Council shall appoint Her Majesty's lord-lieutenants for the time being of the areas covered by the Scheme, listed at paragraph 3(1) above, who are not at the time

(b) The Association shall appoint as selected naval members of the Association, after consultation with the said Chief of Naval Personnel & Training and Second Sea Lord persons who are members or former members of Her Majesty's naval forces, or who are persons specially qualified by their interest in and knowledge of naval matters.

(2) Marine Members

(a) The Commanding Officer of each unit of the Royal Marines Reserve in the area for which the Association is established which is defined as a Colonel's or Lieutenant Colonel's command, and the senior officer of each unit of the Royal Marines Reserve, not defined as aforesaid, being a unit recommended by the Commandant General Royal Marines, shall be ex officio marine members of the association.

(b) The Association shall appoint as selected marine members of the Association, after consultation with the said Commandant General Royal Marines, persons who are members or former members of Her Majesty's marine forces, or who are persons specifically qualified by their interest in and knowledge of matters affecting the marine forces.

(3) Military Members

(a) The senior Army Reserve officer appointed to the Brigade Headquarters in the area for which the Association is established, and the Commanding Officer of each unit of the Army Reserve which is defined as a Colonel's or Lieutenant Colonel's command in the area for which the Association is established, approved by the Adjutant General, shall be ex officio military members of the Association.

(b) The senior officer of each unit of the Army Reserve in the area for which the Association is established being a unit or sub-unit recommended by the Adjutant General, not represented by a person who is an ex officio military member of the Association by virtue of the provisions of sub paragraph (a) of this paragraph, shall be an ex officio military member of the Association.

(c) The Association shall appoint as selected military members of the Association, after consultation with the said Adjutant General, persons who are members or former members of Her Majesty's military forces, or who are persons specifically qualified by their interest in and knowledge of military matters.

(4) Air Force Members

(a) The Commanding Officer of any Royal Auxiliary Air Force unit in the area for which the Association is established shall be ex officio air force members of the Association.

(b) The Association shall appoint as selected air force members of the Association, Officers commanding Royal Air Force Stations located within its area, with the approval of the Chief of the Air Staff. The Association may also on the advice of the air force member serving as Chairman as one of the Vice-Chairmen of the Association, appoint former members of Her Majesty's Air Forces or persons who are specially qualified by their interest in and knowledge of matters relating to aviation as selected members of the Association.

Appointment of Co-opted Members

9. (1) The naval, marine, military, air force, cadet forces and representative members of the Association may appoint co-opted members who shall be full members with power to vote. The period of service of co-opted members is restricted, as detailed in Schedule 1, paragraphs 8 and 9.
- (2) (a) In every year in which all the members of the Association are newly appointed, the first business of the first meeting of the Association, which for this purpose shall consist of the President, Vice-Presidents, naval, marine, military, air force, cadet forces and representative members, shall be the appointment of co-opted members ;
- (b) Co-opted members of the Association shall include persons interested in cadet matters.
- (3) The provisions of this Clause are subject to the provisions of Clause 5.

Chairman and Vice-Chairmen

10. (1) (a) The Association shall elect a member of the Association to be Chairman, bearing in mind the requirements outlined in the Reserve Forces' and Cadets' Association Regulations; and
- (b) Two or more members of the Association shall be elected Vice-Chairmen of the Association.
- (c) Of the Chairman and Vice-Chairman, at least one shall be a naval or marine member of the Association and at least one shall be a military member of the Association and at least one shall be an air force member of the Association.
- (d) In every year in which all the members of the Association are newly appointed, the election of the Chairman and Vice-Chairmen shall take place at the first meeting of the Association at which the co-opted members shall be entitled to vote.
- (e) The term of office of the Chairman and Vice-Chairman shall be deemed to begin on the day on which the naval, marine, military, air force, cadet forces and representative members came into office.
- (2) (a) The term of office of a Vice-Chairmen shall be one year and he shall be eligible for re-election (subject to the provisions of Clause 14).
- (b) No person who has held the office of Vice-Chairman for a total of five terms (whether consecutive or not) shall be eligible for re-election to that same office at any subsequent election, except with the consent of the President of the Association signified in writing and produce to the meeting of the Association at which such re-election is to be proposed.
- (3) (a) The term of office of the Chairman shall be one year and he shall be eligible for re-election (subject to the provisions of Clause 14).
- (b) No person who has held the office of Chairman for a total of five terms (whether consecutive or not) shall be eligible for re-election to that same office at any subsequent election, except with the consent of the President of the

Disqualified from Holding Office

15. (1) Subject to the provisions of paragraphs (2) and (3) of this Clause, a person shall be disqualified from being appointed to or being a member of the Association if he holds any office under the Association, or while he is concerned in any bargain or contract entered into with the Association, or if he participates in the profits of any such bargain or contract of work done under the authority of the Association.
- (2) A person shall not be treated for the purposes of paragraph (1) of this Clause as being concerned in any bargain or contract entered into with the Association, or as participating in the profits of any such bargain or contract or of work done under the authority of the Association, by reason of his having an interest therein if he has declared that interest and it cannot reasonably be regarded as likely to prejudice the interests of the Association and he takes no part in the discussion relating to that bargain or contract or work (and does not vote in relation thereto).
- (3) A person to whom the provisions of paragraph (2) of this Clause do not apply shall nevertheless not be disqualified from being appointed or being a member of the Association by reason of being interested:
- (a) In the sale or lease of any lands to the Association, or;
 - (b) In any agreement as to compensation under the Manoeuvres Act 1958, or;
 - (c) In any bargain or contract which the Defence Council may by general or special order permits the Association to make.

Provided that he shall not at any meeting of the Association, or meeting of any committee appointed under the provisions of Clause 19, be present during the discussion of or vote on any question in which he has a financial interest.

Vacancies

16. If a member of the Association, other than a co-opted member shall die, resign, be dismissed, vacate his office, or otherwise cease to be a member of the Association, another person shall, as soon as practicable be appointed in his place in accordance with the provisions of this Scheme.

Persons to Preside at meetings

17. (1) The President of the Association, if present at a meeting of the Association, shall be entitled to preside, and, if elects to do so, shall preside.
- (2) Subject to the provisions of paragraph (1) of this Clause, at every meeting of the Association the Chairman, if present, shall preside.
- (3) Subject to the provisions of paragraph (1) of this Clause, if the Chairman is absent, a Vice-Chairman, if present, shall preside.
- (4) Subject to the provisions of paragraph (1) of this Clause, if neither the Chairman nor Vice-Chairman is present the members present at the meeting shall choose a person to preside at the meeting from the Vice-Presidents and members present and the person so chosen shall preside.

Financial Expenditure

23. No payment shall be made by or on behalf of the Association except under the authority of the resolution of the Association in pursuance of a report of the Association Board, or out of an appropriation previously made to the Association Board for which payment is made.

Regulations as to Meetings of Committees

24. The Association may make, amend and revoke regulations respecting the quorum, proceedings, frequency and place of meeting of any committee appointed under this Scheme, but subject to any regulations the quorum, proceedings and place of meeting shall be such as the committee may determine.

Evidence of Proceedings at Meetings

25. (1) A minute of the proceedings of the meeting of the Association, or committee thereof, signed at the meeting or the next meeting of the Association or the committee, as the case may be, by the President of the Association, a Vice-President of the Association or a member of the Association describing himself as, or appearing to be, the person presiding at the meeting at which the minute is signed shall be accepted as a true record of such proceedings.

(2) Until the contrary shall appear, every meeting, at which a minute has been made of proceedings shall be deemed to have been properly convened and all the persons present at the meeting shall be deemed to have been entitled to attend and if they voted on a question at the meeting to have been entitled to vote on that question.

(3) Where the meeting was a meeting of a committee, the committee shall be deemed to have been entitled to have been duly appointed and to have had the power to deal with the matters referred to in the minute.

Act or Proceedings of the Association

26. No act or proceeding of the Association shall be invalid on account of any vacancy in that membership of the Association or on account of the appointment of any member having been defective.

Power to Regulate Procedure

27. Subject to the provisions of the Scheme, the Association may regulate its own proceedings.

Appointment of Officers

28. (1) The Association shall appoint a Chief Executive whose appointment and terms of appointment shall be in accordance with the provisions of the Reserve Forces' and Cadets' Association Regulations.

(2) The Association may appoint other officers and members of staff.

Power of Certain Officers to Attend and Speak at Meetings

29. (1) An ex officio naval, marine, military or air force member of the Association who is a Commanding Officer may, with the consent of the Chairman of the

**SCHEDULE 1 TO NORTHERN IRELAND RESERVE FORCES' AND CADETS'
ASSOCIATION SCHEME OF ASSOCIATION**

MEMBERSHIP APPOINTMENT PROCEDURES

1. Each Association will agree with MOD a Scheme of Association in accordance with RFA96 Sch 4. The Scheme will stipulate the sources within the Association's region from which membership is to be drawn and detail the manner of the selection process. The Principles and Qualities required of members will also be contained in the Scheme. In particular, the Scheme will require that:
 - a. The President and Vice-Presidents shall be a Lord Lieutenant of a County within the Association's administrative area;
 - b. One-half of the members must represent specific Armed Services' interests; and
 - c. Other members shall be appointed as representatives of Cadet Organisations, local authorities, universities, employers and employees in the region.
2. In accordance with RFA96 and RFCA Regulations 1.10, appointments of members must be confirmed by the Defence Council, through its designated representative.

Types of Membership and the Appointment Procedures

3. Ex Officio Members.

Criteria for Membership. RNR, RMR, Army Reserve, RAuxAF, URNU and UAS Unit and Sub unit Commanders. ACF Commandants and representative members from the MSSC, ATC and CCF in accordance with the numbers allocated within each Association's Schemes of Association. In addition those specifically nominated in RFA96 Sch 4 paras 8 & 9.
Appointment Procedure. Being Ex Officio, there is no appointment procedure.

4. Selected Naval, Marine, Military and Air Members.

- a. Criteria for Membership. Past or present members of the Armed Forces or a person who is especially qualified by their interest in any part of the Armed Forces as shown in the definitions at RFA 96 Sch 4 para 10.
- b. Appointment Procedure. These members are nominated in the Scheme of Association and appointed according to that scheme.

5. Representative Members.

- a. Criteria for Membership. Nominated representatives from the elected membership of Councils and Local Authorities; representative(s) from the Military Education Committee, Universities, Youth Organisations, Employers and Employee organisations.
- b. Appointment Procedure. These members are nominated and there is no selection procedure. Nevertheless should an Association wish to refuse a nomination they must justify this refusal to Director Resources Army if required to do so.

ANNEX A
to SCHEDULE 1

**QUALITIES REQUIRED OF MEMBERS AND CHAIRMAN OF A RESERVE FORCES' AND
CADETS' ASSOCIATION**

MEMBERS

1. A Member of a RFCA should:
 - a. On appointment, be a British or Commonwealth citizen.
 - b. Be or have been a member of one of Her Majesty's Forces or Cadet Forces; or be specially qualified by his or her interest in or knowledge of matters pertaining to one or more of Her Majesty's Forces or Cadet Forces; or bring other particular experience, background or interest (such as in employment, local Government, education, finance, property, or business experience) which is of value to an Association in meeting its role and responsibilities.
 - c. Possess skills and experience which sustain and broaden the expertise available to the Association, in particular in fostering its links both to its own local community and in improving the overall links, which Associations provide between the civil and military communities.
 - d. Be able to demonstrate a willingness to participate actively and assist in matters concerning the Volunteer Reserve Forces and Cadets within the Association's area. This includes regular attendance at any relevant committee, area (county) or Association meetings and the wish to contribute helpfully to the wider Defence debate.
 - e. Be prepared, if invited and able to accept, to serve on any relevant Committees of the Association, or to fill an office within such a Committee. Examples of such Committees are the Association Board, Employer Engagement, Volunteer Estate and Infrastructure, and Cadet and Youth Committees.

CHAIRMAN

2. The Chairman of a RFCA should:
 - a. Be a British or Commonwealth citizen and a member of the Association.
 - b. Be a prominent person in the civilian community with extensive knowledge of at least one of the Armed Forces and, in particular, of the Volunteer Forces. The Chairman will normally have held a command appointment in one of Her Majesty's Forces.
 - c. Possess good communication skills together with a willingness to seek out and listen to the views regarding Reserve and Cadet matters from all Service organisations across the Associations' region and from the civil community.
 - d. Possess skills and experience within the civilian environment which sustain and broaden the expertise available to the Association (for example, in business, finance, personnel or property management, media communications, local government, law or community or race relations).