

Constitution of Greater Sydney Landcare Network

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Organisations Name

Greater Sydney Landcare Network Incorporated (**GSLN**)

Part 1. Objective

To provide a support organisation to network and find opportunities for the advancement of bushcare, landcare and other environmental groups and individuals within the Greater Sydney¹ area.

Part 2. Principle Activities

1. Network, for the purpose of increased knowledge, expanded opportunities and better environmental outcomes, with land managers, land holders, government business units, bushcare groups, landcare groups, not-for-profit organisations, volunteers, education units, professional business organisations and other interested parties.
2. Facilitate and support the conservation and restoration of degraded ecosystems at a landscape level.
3. Develop environmental management strategies and projects to enhance environmental connections, biodiversity and landscape function across local government areas and catchments through public and private lands.
4. Measure and monitor all activities for the purpose of sharing knowledge with all network members, and improving methodology and long-term outcomes.
5. Seek funding for administrative support of the GSLN, group and members environmental projects and for networking and educational activities as well as administer grants on behalf of groups where decided appropriate by the committee.
6. Promote and protect the Landcare and Bushcare Brands in the Greater Sydney region
7. Support Landcare programs outside the Greater Sydney region
8. Provide representation of our member groups and individuals to Landcare New South Wales and the Greater Sydney Local Land Services

¹ The “Greater Sydney area” is defined as the current (2014) boundaries of the Greater Sydney Local Land Services region, however does not exclude groups / programs from outside this area

Part 3. Membership

3.1 Membership generally

1. Subject to these rules the members of the association shall be the members of the association immediately prior to incorporation together with such other people and organisations as the committee admits to membership.
2. Organisations who accept the objectives and rules of the association may apply for full membership.
3. Individuals who accept the aims and objectives of the association may apply for full membership.
4. The Management Committee may determine other categories for membership from time to time if deemed necessary
5. The committee shall determine whether or not to accept an application for membership. The committee is not required to supply reasons for accepting or rejecting an application for membership.
6. Members shall pay such fees as are determined by the association at a general meeting.
7. A register of members shall be kept by the association showing the name, address and date of commencement of membership for each member. Provision for noting the date of cessation of membership shall also be contained in the register.
8. Membership shall cease upon resignation, expulsion, or failure to pay outstanding membership fees within six months of the due date.
9. Membership fees shall fall due on the first day of each financial year of the association. The financial year of the association shall run from July 1st to June 30th or such other period as is determined by the committee.

3.2 Cessation of membership

1. A person ceases to be a member of GSLN if the person: dies, resigns membership or is expelled from GSLN.
2. A member may be removed by unanimous (except one) vote of the full committee where it is established they have not fulfilled the objectives of the GSLN
3. Refer to GSLN Dispute Policy document.

3.3 Membership entitlements not transferable

1. A right, privilege or obligation which a person has by reason of being a member of GSLN is not capable of being transferred or transmitted to another person, and terminates on cessation of the person's membership.

Part 4. Meetings

4.1 Meeting frequency

1. GSLN will hold an Annual General Meeting (AGM) within four months of the end of the preceding financial year.
2. GSLN's financial year shall be from 1st July to 30th June.
3. Notice of meetings may be sent via email.
4. The GSLN committee may call a general meeting, other than the AGM; at any time it is deemed necessary to ascertain the opinion of members on matters of relevance to GSLN.
5. Any three members of GSLN whose prior representation to the Committee has been rejected may call a general meeting of GSLN provided the meeting is notified publicly and the matter explained publicly and no less than fourteen days-notice is given.

4.2 Decision Making

1. Voting at general meetings will be by a show of hands unless a secret ballot is demanded. Decisions will be made by a simple majority vote except for those matters which must be decided by special resolution where a three quarter majority is required.
2. All votes must be given personally and there will be no voting by proxy.

Part 5. Management by the Committee

5.1 Committee membership and terms

1. The association shall have its affairs controlled and managed by the office bearers and other members known as “the Committee”.
2. Members of the committee shall be elected from members of the association at each annual general meeting. Any casual vacancy occurring in the committee may be filled by a member appointed by the committee.
3. The Committee will comprise of a **minimum of 5 members and a maximum of 11 members in total**, nominated by two other GSLN financial members.
4. A maximum of two representatives from each Group may be elected to the Committee, and equal representation of member organisations through the delegates needs to be considered so that a fair and balanced representation occurs.
5. Office bearers, or “Executive Committee” will be duly elected by the Committee at their first meeting following the AGM. The Executive Committee (EC) will comprise:
 - a. A Chairperson
 - b. A Treasurer
 - c. Two (2) Vice Chairs
 - d. A Secretary
6. In the event of multiple nominations for either the Management Committee or the Executive Committee, a secret ballot will determine the office bearers. If this vote is tied, the Chair of the AGM will have a casting vote.
7. The chairperson will hold office for no more than three consecutive terms.
8. All members of the Management Committee will be elected every year. The Executive Committee will be elected every year from the Management Committee.
9. Each member of the committee shall hold office from the date of their election or appointment until the next annual general meeting.
10. Retiring committee members are eligible for re-election.
11. A member of the committee shall cease to hold office: upon resignation in writing; or cessation of membership of the association; or absence from three successive committee meetings without approval by the committee.

5.2 Committee Roles

1. The full committee will approve the appointment of any paid staff other than contractors employed for specific projects run by members as required.
2. The Committee will appoint a person from the committee for the position of Public Officer.
3. At the AGM the chairperson and treasurer will present annual reports on the business of GSLN.

4. The Secretary will be responsible for keeping Minutes from AGMs, General Meetings and of financial decisions (which may be a printout of an email chain).
5. The treasurer will keep financial records and Manage the financial affairs of the GSLN as required

5.3 Committee Meetings

1. The committee shall meet as often as necessary to conduct the business of the association and not less than three times in each financial year of the association.
2. The management committee shall meet within one month before the general meeting.
3. The quorum for meetings of the committee shall be one half the number of committee members elected at the previous annual general meeting (rounded up), whichever is the greater.
4. The committee may function validly provided its number is not reduced below the quorum. Should the committee number fall below the quorum the remaining committee members may act only to appoint new committee members.
5. Notice of committee meetings shall be given at the previous committee meeting or by such other means as the committee may decide upon.
6. Questions arising at any meeting of the committee shall be decided by the majority of votes of those present. In the case of an equality of votes the person appointed to chair the meeting shall have a second or casting vote.
7. If within half an hour of the time appointed for a committee meeting a quorum is not present the meeting shall be dissolved.
8. Additional meetings of the committee may be convened by the Chairperson or any two members of the committee.
9. Sub-committees can be created at the discretion of the Committee.

Part 6. Miscellaneous

6.1 Income and Property of GSLN Income and property generally

1. Shall be used only for the benefit of GSLN, its financial members and financial member Groups and not for any individual or other entity and GSLN shall operate as a “not for profit” organisation.
2. In the event of applying for and being accepted onto the Register of Environmental Organisations and in order to maintain DGR (Deductible Gift Recipient) Status GSLN will open separate bank accounts “ the public fund” and comply with the Income Tax Assessment Act valid at the time.
3. Greater Sydney Landcare Network may form a company Limited by Guarantee to carry on its day to day business. The company must have the appropriate objects and rules (including DGR status, Tax Exemption and Not for Profit status). GSLN will be the sole shareholder of this company.

6.2 Insurance

1. The committee must ensure that GSLN holds public liability insurance to a minimum cover of \$10 million and more if deemed necessary by the Committee. GSLN may also hold other insurance as required.

6.3 Dissolution of the Incorporated Body

1. Surplus property will be distributed in accordance with the provisions of the AIA, 1984.

6.4 Constitution

1. This Constitution may only be amended or replaced by special resolution of a general meeting of financial members of GSLN.
2. Written notice of any proposed changes to the Constitution and the resolution which will be put to the meeting to implement them must be provided to all financial members no less than twenty-one days before the meeting.

Signed:

Chairperson. Public Officer

Date:

Addendum – Membership Form

APPLICATION FOR MEMBERSHIP OF GREATER SYDNEY LANDCARE NETWORK
(GSLN) Incorporated (incorporated under the Associations Incorporation Act 2009)

I,

[full name of applicant]

of

[address]

WILL BE representing

[Group or organisation's name - optional]

hereby apply to become a member of the above named incorporated association. In the event of my admission as a member, I agree to be bound by the constitution of the association for the time being in force.

.....

Signature of applicant

Date

I,

[full name]

a member of GSLN, nominate the applicant for membership of GSLN.

.....

Signature of proposer

Date

I,

[full name]

a member of GSLN, nominate the applicant for membership of GSLN.

.....

Signature of seconder

Date

I belong to or work with the following bushcare groups

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