

**CONSTITUTION OF AN ASSOCIATION TO BE INCORPORATED UNDER THE AUSTRALIAN
CAPITAL TERRITORY ASSOCIATIONS INCORPORATION ACT 1991**

Preamble

This is the Constitution of the Ginninderra Catchment Group for the purposes of incorporation and will be subject to review by the Executive of the Ginninderra Catchment Group as required. The Executive Group shall present any recommendations and amendments to a general meeting of the Group not later than 30th day of June of the financial year in which changes are recommended.

The Ginninderra Catchment Group may include any landcare and environment group operating within the catchment.

1. Name:

The name of the incorporated body shall be the "Ginninderra Catchment Group" Incorporated (hereinafter called the Group)

2. Goal:

The goal of the Group is to improve the quality and sustainability of the catchment through restoration of degraded areas and avoidance of further degradation from human activities.

3. Objectives and Purposes

The objectives of the Group are as follows:

- (a) To maintain and improve the environment of the Ginninderra Creek catchment (including Gooromon Ponds) in its regional context.
- (b) To achieve real change in the management of all our natural resources through increasing the profile, influence and effectiveness of the Ginninderra Catchment Group.
- (c) To foster a community identity and host a local forum for voicing landcare concerns in relation to environmental issues affecting the Ginninderra Creek catchment or the wider Murrumbidgee catchment.
- (d) To preserve, improve or restore, wherever possible and practical, the environment including natural sites and places and historical and cultural sites of significance within the Group's area of interest.
- (e) To host forums and discussions with a view to fostering community interest and action in catchment strategies.
- (f) To initiate, support and undertake or participate in or coordinate any appropriate action or activity or event advantageous to the catchment environment, including acting as agents or representatives of members.
- (g) To join or form alliances with any individual, group, organisation, government body or business that can actively and positively aid, assist or benefit the promotion of the goals, objectives and purposes of the Ginninderra Catchment Group.
- (h) Wherever possible, the group will seek to achieve these objects and purposes by:

- (i) ensuring that the aims and objectives or wishes of the membership are not subordinated to partisan positions;
- (ii) ensuring that legislators and officials are fully informed of community needs and expectations in relation to the catchment environment as expressed in Group activities;
- (iii) developing co-operative working arrangements with government agencies and landholders with responsibilities for land and water management in the Ginninderra catchment.

4. Membership

- (a) The members of the Group are the organisations listed in the Annex to this Constitution.
- (b) Any organisation with an interest in the objectives, goals and purposes of the Group may apply for membership and, on acceptance by the Executive, the Annex shall be deemed to be amended accordingly.

5. Fees and Subscriptions

The Group may levy membership fees or subscriptions as agreed to by the Executive or by a majority at a general meeting.

6. Members' liability

- (a) The liability of members of the Group is limited to \$1.
- (b) If upon winding up or dissolution of the Group there remains after the satisfaction of all its debts and liabilities, any property, assets or monies whatsoever, the same shall not be paid or distributed to members of the Group, co-opted or appointed members or any individual community members, but shall be given or transferred to some other community Landcare group or group with objects of the same intent to those of the Group, or to some charitable community organisation or organisations situated in the catchment and that prohibits the distribution of its, or their, income and property among its members. Such organisations are to be determined by the Group at or before the time of dissolution and insofar as effect cannot be given to such provision then to some charitable object.

7. Discipline

Where the Group or any subcommittee of the Group is of the opinion that a member has:

- (a) refused or neglected to comply with any provision of the rules as set by the Group or has demonstrated impropriety which adversely affects the Group; or
- (b) acted in any manner prejudicial to the objects and interests of the Group, then:
 - (i) such acts shall be drawn to the attention of the Executive of the Group for action to overcome any adverse consequences for the Group
 - (ii) such actions may include removal of the member from the Annex;
- (c) any appeal against a decision by the Executive can at the appellants written request be either referred to the full meeting of the Ginninderra Catchment Group by way of the Executive for vote

by the membership or to a subcommittee established by the Executive with the agreement of the member subject to the adverse decision to hear the grievance.

8. Executive and Group Structure

- (a) The Executive shall consist of at least six persons but no more than ten elected at the general meeting
- (b) The Executive shall elect from within its numbers the following office bearers:
 - Convenor
 - Vice-Convenor
 - Education Officer
 - Secretary
 - Treasurer
 - Public Officer
- (c) No holder of an executive office in a known or registered political party may hold a position in the Executive unless his or her position is declared.
- (d) The minimum age for election or appointment to the Executive of the Group as an office bearer shall be eighteen years.
- (e) The Executive may appoint a person to speak on behalf of the Group.

9. General Meetings

- (a) General meetings of the Group shall be convened not less than twice a year.
- (b) Each member may be represented by one or two persons.
- (c) Special meetings of the Group shall be called at the discretion of the Executive or by request of at least three member groups.
- (d) Each General Meeting shall be chaired by the Convenor or a deputy as appointed by the Executive.
- (e) The procedures to be followed at any meeting of the Group shall be those in accordance with standard meeting procedures.
- (f) The minimum number of members that constitute a Quorum at a General Meeting of the Group shall be six.
- (g) Notices of General Meetings shall be circulated by the Secretary not less than seven days prior to date of the meeting.
- (h) (i) The Executive may establish Standing Committees and sub-committees of the Group .
- (ii) Each Standing Committee and sub-committee shall have a chair, vice-chair and secretary and at least two ordinary members, who may be volunteers from members or persons invited to join the Standing Committee or sub-committee because of their expertise or interest.
- (iii) All Standing Committees and sub-committees shall report through the chair to the Executive and the Executive shall report to the membership at general and special meetings.

10. Election and appointment of members of Executive and Subcommittees

- (a) The election or appointment of members of the Executive shall be by simple majority vote of members present.
- (b) The term of office of members shall be twelve months.
- (c) Should any office fall vacant the Executive may appoint an office holder for the remainder of the term.

11. Voting

- (a) Voting on resolutions at General Meetings or special meetings shall be by simple majority of members present at meetings.
- (b) Each member shall be entitled to one vote.

12. Gicala Forum

- (a) The Executive shall arrange regular meetings of representatives of stakeholders with interests in the management of the Ginninderra catchment, to be known as the Gicala Forum.
- (b) The purpose of the Forum is to provide an opportunity for discussion of issues of common interest concerning the condition and management of the Ginninderra catchment and issues related thereto, and for the dissemination of information that can assist in achieving the goals, objectives and purposes of the Group.

13. Financial Year

The Financial Year of the Group shall be from 1 July to 30 June of the succeeding year.

14. Funds

- (a) The sources from which the funds of the Group may be derived shall be from free will grants, donations, gifts or legacies within the community, fund raising activities and fees, subscriptions or sales of goods and services.
- (b) The Treasurer of the Group shall be responsible to the Executive for the management of the funds of the Group.
- (c) A bank account shall be opened by the Treasurer in the name of the Group and cheques shall only be drawn on the account by at least two of three Executive appointed signatories to that account.

15. Common Seal

The Group is to have a common seal which shall be kept by the Secretary. The common seal shall be fixed by the authority of the Executive only, and attested by the signatures of two Executive members.

16. Custody of Books and Documents

Provision for custody of any books, documents or securities of the Group shall be the responsibility of the Secretary at the direction of the Executive.

17. Inspection of Books and documents held by the Group

- (a) All minutes of the Group or any other books or documents shall be held by the Secretary and be made available for inspection by any member of the Group upon request by duly appointed inspectors of the ACT government.
- (b) All statements of accounts, cheque books, papers and other accounting documents shall be held by the Treasurer.

18. Amendments

Any changes to this Constitution shall require a two-thirds majority decision by members at a General Meeting.

Annex

- the Umbagog Landcare Group,
- the North Belconnen Landcare Group,
- the Ginninderra Wetlands Care Group,
- the Gungahlin Community Landcare Group
- the Friends of Mt Painter
- O'Connor Ridge Park Care Group
- the Aranda Community Landcare Project
- the Hall District Landcare Group Inc
- the West Belconnen Landcare Group