SYDNEY WEEDS NETWORK INC

Consultation draft

Constitution

of the

Sydney Weeds Network

Incorporated

The aim of the association known as the Sydney Weeds Network Incorporated is to promote and facilitate an efficient and cooperative approach to weed management across the Greater Sydney region through its subnetworks.

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Part 1 Preliminary

1. Definitions

(1) In this constitution:

The ***Sydney Weeds Network Incorporated*** is an association of organisations, primarily local councils, formed to promote and facilitate an efficient and cooperative approach to weed management across the Greater Sydney region. It is made up of three subnetworks.

The ***Association*** refers to the Sydney Weeds Network Incorporated

The ***Greater Sydney region*** refers to the Greater Metropolitan Sydney region and Sydney surrounds (this is the same region covered by the Greater Sydney Local Land Services)

The term ***subnetwork*** refers to the three subnetworks functioning at the adoption of this constitution being the Coastal, Central and West subnetworks.

The ***Board*** means the management committee of the association.

Board member means an office-bearer or ordinary board member.

exercise refers to a function includes perform a duty.

function includes a power, authority or duty.

office-bearer means a board member who is elected to an office

Ordinary board member means a board member who is not an office-bearer.

The term ***member*** refers to a member organisation.

The term ***member representative*** refers to an individual a member organisation sends to representative them at Association meetings and events.

The ***Executive Officer***, of the association, means the person performing secretarial functions for the association.

A ***special general meeting***, of the association, means a general meeting of the association other than an annual general meeting.

The ***Act*** means the Associations Incorporation Act 2009.

The ***Regulation*** means the Associations Incorporation Regulation 2022.

(2) The *Interpretation Act 1987* applies to this constitution as if it were an instrument made under the Act.

Part 2 Membership of the Association

2. Membership Eligibility

(1) Organisations eligible for membership are local, state and federal government organisations with a responsibility for the control of weeds and/or that have a formal role in the formulation of policy and/or implementation of legislation pertaining to weed management in the Greater Sydney region.
(2) Other government and non-government organisations capable of demonstrating commitment to the aims of the Association may be invited to become members at the discretion of the Board.
(3) Private companies, businesses, industry associations and individual people are not eligible to become members of the Association.

3. Membership applications

(1) An application for membership of the Association must:
(2) be proposed by another member organisation in writing or be as a result of an invitation from the Board,
(3) be lodged with the Executive Officer of the Association,
(4) indicate which subnetwork/s, the applying member organisation proposes to join.
(5) As soon as practicable, after receiving an application for membership, the Executive Officer must refer the application to the Board to determine its approval.
(6) As soon as practicable after the Board makes that determination, the Executive Officer must notify the applicant, in writing, that the Board has approved or rejected their application.
(7) If the Board approves the application, the Executive Officer must request the applicant to pay the annual membership fee payable as set out in the Association's Schedule of Fees and Charges.
(8) The Executive Officer must, on receipt of payment of the membership fee, enter the applicant's name in the Register of Members and, upon the name being so entered, the applicant becomes a member organisation of the Association.

4. Register of members

(1) The Executive Officer of the Association must establish and maintain a Register of Members, listing all member organisations and their nominated representatives specifying the names and addresses of the organisations together with the date on which the organisation became a member.
(2) The Register of Members must be kept in New South Wales at the premises of the Public Officer.
(3) The Register of Members must be open for inspection, free of charge, on request from any member representative of the Association at any reasonable hour.
(4) A member representative must not use information about a member obtained from the register to contact or send material to the member, unless it is directly relevant to the work of the Association.

5. Members' liabilities

(1) The liability of a member organisation of the Association to contribute towards the payment of the debts and liabilities of the Association or the costs, charges and expenses of the winding up of the Association is limited to the amount, if any, unpaid

by the member organisation in respect of membership of the Association as required by clause 3.7.

6. Handling of Complaints

(1) A person may make a complaint to the Board that a member organisation's representative of the Association has:
   (a) failed to comply with a provision of this constitution, or
   (b) willfully acted in a way prejudicial to the interests of the association, or
   (c) failed to uphold the ethical principles of:
      (i) Accountability - To be accountable for their actions and decisions and take responsibility for their impact on others.
      (ii) Transparency - To be transparent in their decision-making, communication, and actions.
      (iii) Fairness - To treat others fairly and equitably, and do not discriminate on the basis of race, gender, religion, age, or any other factor.
      (iv) Respect - To respect the rights, dignity, and diversity of others, and do not engage in bullying, harassment, or any other form of disrespectful behaviour.

(2) The Board may refuse to deal with a complaint if the Board considers the complaint is trivial or vexatious.

(3) If the Board decides to deal with the complaint, the Board must:
   (a) serve notice of the complaint on the member representative, and
   (b) give the member representative at least 14 days from the day the notice is served on the member representative within which to make submissions to the Board about the complaint, and
   (c) consider any submissions made by the member representative.

(4) The Board may, by resolution, request the member representative's immediate manager to replace them as their organisation's representative. If this fails then the Board can expel the member organisation from the association or suspend the member organisation's membership if, after considering the complaint, the committee is satisfied that:
   (a) the facts alleged in the complaint have been proven, and
   (b) replacement or expulsion or suspension is warranted.

(5) The Executive Officer must, within 7 days of that whatever action is resolved to be taken under clause 4, give the member organisation representative or their immediate manager written notice of:
   (a) the action taken, and
   (b) the reasons given by the committee for taking the action, and
   (c) the member organisation or its representative's right of appeal under clause 8.

(6) The replacement, expulsion or suspension does not take effect until the later of the following:
   (a) the day the period within which the member representative is entitled to exercise their right of appeal expires, or
   (b) if the member representative exercises their right of appeal within the period - the day the Association confirms the resolution under clause 7.

(7) If the complaint is about a Board member, then the same procedures as described in sections 6 (2)-(6) apply without that Board member being present or being involved in any of the Board's deliberations.

7. Right of appeal

(1) A member representative may appeal against a resolution of the Board by lodging a notice of appeal with the Executive Officer within 7 days of being served notice of the resolution.
(2) The member representative may include, with the notice of appeal, a statement of the grounds on which the member representative intends to rely for the purposes of the appeal.
(3) The Executive Officer must notify the Board that they have received a notice of appeal.
(4) If notified that a notice has been received, the Board must call a general meeting of the Association to be held within 28 days of the day the notice was received.
(5) At the general meeting:
    (a) no business other than the question of the appeal is to be transacted, and
    (b) the member representative must be given an opportunity to state their case orally or in writing, or both, and
    (c) the Board must be given the opportunity to state their case orally or in writing, or both, and
    (d) one member representative of each member organisation present must vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
(6) The appeal is to be determined by a simple majority of votes cast by the members. In the event of a tied vote the person presiding has the casting vote.
(7) If the appeal is made by a Board member, then the same procedures as described in sections 7(1)-(6) apply without that Board member being present or being involved in any of the Board's deliberations.

8. Associate Organisations

(1) An associate organisation is one that has an allied responsibility in land management and/or weed control.
(2) Representatives of associate organisations may be invited to attend subnetwork meetings and participate in collaborative projects of the Association at the discretion of the Board.
(3) Associate organisations are not financial members of the Association and therefore are not eligible to vote at any meetings of the Association or hold any official positions.
(4) Associate organisations can become financial members.
(5) Local Councils and County Councils cannot be associate members.

9. Membership Entitlements

(1) Annual membership entitles a member organisation:
    (a) Eligibility to join a specific subnetwork (or more if warranted). Each member organisation can send as many representatives as it sees fit to participate in subnetwork meetings.
    (b) The number of participants from each member organisation able to attend member-funded special events will be at the discretion of the Board.
    (c) One vote per member organisation at one of the subnetwork meetings.
    (d) One vote per member organisation at the Annual General Meeting.
    (e) Eligibility for one nominated representative to be elected to the Board.
    (f) Eligibility to apply for grant funding that is devolved through the Association, so long as the member organisation meets the grant funding criteria.
    (g) The right, privilege or obligation held by a nominated representative of a member

organisation of the Association to be transferable to the next nominated representative of that member organisation. Rights, privileges or obligations bestowed on this person cease once they are no longer the nominated representative of a member organisation or, termination of the membership of the organisation they represent.

10. Resignation/Cessation of Membership

(1) A member organisation must withdraw its membership of the Association by giving the Executive Officer at least one month written notice of the intention to do so, on the expiration of the period of notice, that organisation ceases to be a member of the Association.

(2) Upon resignation of a member organisation, and in every other case where a member ceases to hold membership, the Executive Officer must make an appropriate entry in the Register of Members recording the date on which that organisation ceased to be a member.

(3) An organisation ceases to be a member of the Association if that organisation:
   (a) withdraws its membership, or
   (b) is expelled from the Association, or
   (c) fails to pay the annual membership fee within 3 months after the fee is due. The Board can, however, make variations to this time period as it sees fit.

Part 3 Board

11. Functions of Board

(1) Subject to the Act, the Regulation, this constitution and any resolution passed by the Association in general meeting, the Board:
   (a) is to control and manage the affairs of the Association, and
   (b) may exercise all the functions that may be exercised by the Association, other than a function that is required to be exercised by the Association in general meeting, and
   (c) has power to do all things that are necessary or convenient to be done for the proper management of the affairs of the Association.

12. Composition of the Board

(1) The Board comprises the elected Chairs and Deputy Chairs from each of the three subnetworks, as listed in clause 27 (1).

(2) Other people may be invited to participate in the business and meetings of the Board at the direction of the Board, including:
   (a) A representative from the NSW Department of Primary Industries
   (b) A representative from an organisation that administers a regional grant or project which directly involves members of the Association.
   (c) Up to two co-opted Board members at any one time, for specific periods of time, being additional people asked to provide specific expertise to support the aims of the Association.

(3) The Board members are to also hold the office-bearer positions of:
   (a) President
   (b) Vice President
   (c) Treasurer

(4) The Board members holding office-bearer positions should represent an equitable coverage from the three subnetworks. However, this can vary at the discretion of the Board.
(5) A Board member cannot hold two offices at the same time.
(6) Each Board member is to hold office until the commencement of the next annual general meeting.
(7) Each Board member that holds office is eligible for re-election.

13. Election of the Board

(1) The Chairs and Deputy Chairs that are elected at either the three subnetwork meetings held just prior to the holding of the annual general meeting or at the annual general meeting are then duly appointed as Board members. These positions take effect from the date of the annual general meeting and are current until the follow year's annual general meeting.
(2) A person nominated as a candidate for election as a Chair or Deputy Chair (and hence Board member) of a subnetwork must be a nominated representative of a current financial member organisation of that subnetwork.
(3) The three positions of President, Vice President and Treasurer are determined by the Board either at the annual general meeting or at a specially convened Board meeting shortly afterwards.

14. Terms of office

(1) Subject to this constitution, a Board member holds office from the day the annual general meeting until immediately before the next annual general meeting.
(2) A member is eligible, if otherwise qualified, for re-election.
(3) There is no limit on the number of consecutive terms for which a Board member may hold office.

15. Vacancies in Office

(1) A casual vacancy on the Board arises if the member:
  (a) dies, or
  (b) ceases to be a member representative of the association, or
  (c) resigns from office by written notice given to the Executive Officer, or
  (d) is removed from office by the Association under this clause, or
  (e) is absent from 3 consecutive meetings of the Board without the consent of the Board, or
  (f) is convicted of an offence involving fraud or dishonesty for which the maximum penalty is imprisonment for at least 3 months, or
  (g) becomes a mentally incapacitated person.
(2) A casual vacancy on the Board can be filled at any time throughout the year, by the relevant subnetwork voting in a new Chair or Deputy Chair whichever is relevant.

16. Executive Officer

(1) The Executive Officer is a non-voting delegate of the Board, engaged by the Association as a paid employee or as a contractor to undertake a secretarial function.
(2) The Executive Officer is to ensure that the following records are kept:
  (a) all names of appointments of the Board and office bearers,
  (b) the names of member organisations, associate organisations and their nominated representatives, and

(c) proceedings and record of attendance of all Board, subnetwork, annual general and any special general meetings.

(3) In the absence of the Executive Officer at a meeting, a member who is present should be nominated to take over the duties of the Executive Officer for that meeting.

17. Treasurer

(1) The Treasurer is to ensure that:
   (a) all money due to the Association is collected and received,
   (b) all payments authorised by the Association are made,
   (c) correct books and accounts are kept showing the financial affairs of the Association, including full details of all receipts and expenditure connected with the activities of the Association,
   (d) an audit of the Association's financial affairs is conducted every 12 months, and
   (e) that all financial matters that need to be reported to the Office of Fair Trading are reported annually.

18. Public Officer

(1) The Public Officer can be anyone in the Association.
(2) The Public officer is responsible for:
   (a) notifying the Department of Fair Trading of any change in the Association's official address within 28 days,
   (b) collecting all Association documents from former Board members and delivering the documents to the new Board members if needed,
   (c) returning all Association documents to a Board member within 14 days, upon vacating office,
   (d) acting as the official contact for the Association, including taking delivery of documents served on the Association and bringing them to the attention of the Board as soon as practicable, and
   (e) custody of any documents as required by this Constitution.

19. Board Meetings

(1) Board meetings may be held face-to-face or online using an online platform that allows anonymous voting to occur if required.
(2) The Board must meet at least twice within each period of 12 months but can carry out business out-of-session when required.
(3) Additional meetings of the Board may be convened.
(4) At least one Board member from each subnetwork should be in attendance at the Board meeting. If this is not possible, then they can nominate and provide a briefing to another subnetwork representative from a current member organisation, who can attend the Board meeting in their place.
(5) The Minutes of Board meetings must be signed by the President once the Minutes have been adopted.

20. Notice of Board Meetings

(1) Oral or written notice of a meeting of the Board must be given by the Executive Officer to each Board member at least 7 days (or such other period as may be unanimously agreed on by the members of the Board) before the time appointed for the holding of the meeting.
(2) Notice of a meeting given under subclause (3) must specify the general nature of the

business to be transacted not withstanding that other business might be raised without notice under a 'general business' section of the agenda and that this business may be transacted if Board members present unanimously agree. As such a meeting agenda and business papers will be distributed by the Executive Officer to each Board member at least 7 days prior to the meeting.

21. Quorum

(1) A minimum of four Board Members must be present at a Board meeting to constitute a quorum for the transaction of the business of the meeting. If there is a casual vacancy, then that number is reduced to three.
(2) No business may be transacted by the committee unless a quorum is present.

22. Presiding Board Member

(1) At a Board meeting:
  (a) the President or, in the President's absence, the Vice-President is to preside, or
  (b) if the President and Vice-President are absent or unwilling to act, one of the remaining Board members may be chosen by the other Board members present at the meeting to preside.

23. Voting

(1) A decision supported by a majority of the votes cast at a meeting of the Board at which a quorum is present is the decision of the Board.
(2) The Board member presiding at the meeting has, in the event of a tied vote, a second or casting vote.
(3) Voting can be either a show of hands or a secret ballot via an appropriate online platform. The decision on what sort of voting is to be carried out by a show of hands.

24. Transaction of business outside meetings (out-of-session)

(4) The Board may transact its business by the circulation of papers out-of-session, including by electronic means, among all Board members.
(5) If the Board transacts business by the circulation of papers out-of-session, a written resolution, approved in writing by a majority of Board members, is taken to be a decision of the Board made at a meeting of the Board.
(6) Any out-of-session Board resolution needs to be included in the minutes of the next Board meeting.

25. Board Meetings – Pecuniary / Non-Pecuniary Interests

(1) A Board member, Executive Officer or observer who has, directly or indirectly, any pecuniary or non-pecuniary interest in the business of the Association must declare his or her interest at the commencement of a Board meeting or as soon as possible after realizing they have an interest.
(2) Alternatively, an Interest Register which is located in the *Board Only* section of the Association's website can be filled out as an ongoing declaration and only additional interests, if any, need to be declared at the commencement of the Board meeting.

26. Project Teams

(1) Specific project teams comprising representatives from member and associate organisations may be formed and meet as required to undertake specific functions in support of the aim and objectives of the Association.

Part 4 Subnetworks

27. Composition of Subnetworks

(1) The Association comprises three subnetworks:
   a) Coastal
   b) Central
   c) West

(2) The composition and number of subnetworks may change depending on the area of representation and overall effectiveness. The Board can amalgamate existing subnetworks or create new subnetworks as it sees fit.

(3) Election of Chairs and Deputy Chairs:
   a) can be carried out at the subnetwork meetings held just before the annual general meeting or at the annual general meeting, at the discretion of the Board.
   b) nominations must be proposed in writing and signed by representatives of two other member organisations of the Association.
   c) must be given to the Executive Officer by the day of the subnetwork meeting prior to the date fixed for the holding of the annual general meeting or at the annual general meeting, whichever is applicable.

(4) If no nominations are received at the subnetwork or annual general meeting the position remains vacant.

(5) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.

(6) If the number of nominations received exceeds the number of vacancies to be filled, a vote or a ballot is to be held.

28. Subnetwork Meetings

(1) Each subnetwork is to meet at least twice within each period of 12 months.

(2) Subnetwork meetings are hosted by a member or associate organisation at a venue of their choice, on a rotational basis.

(3) Oral or written notice of a meeting of a subnetwork must be given by the Executive Officer to all subnetwork members at least 7 days (or such other period as may be unanimously agreed on by the members of the subnetwork) before the time appointed for the holding of the meeting.

(4) Notice of a meeting given under subclause (3) must specify the general nature of the business to be transacted not withstanding that other business might be raised without notice under an 'other business' section of the agenda and that this business may be transacted if the majority of the subnetwork members present agree.

(5) At each meeting of the subnetworks:
   (a) The elected Chair is to preside, or
   (b) if the Chair is absent or unwilling to act, the Deputy Chair or one of the remaining nominated representatives of member organisations of the subnetwork may be chosen to preside by the nominated representatives present at the meeting, or
   (c) the Executive Officer can be nominated to run the meeting by the Chair or Deputy Chair. Under these circumstances the Executive Officer still doesn't have any voting rights and will only conduct the meeting to satisfy the agreed agenda of business.

(6) Any matters or questions raised at the subnetwork meeting for the Board to consider must be recorded and passed on for consideration at the next Board meeting.

(7) Any matter or question raised at the subnetwork meeting for the Regional Weed Committee to consider must be recorded and passed on for consideration at the next Regional Weed Committee meeting.

29. Voting at Subnetwork Meetings

(1) One member organisation representative in attendance at a subnetwork meeting (including the person presiding at the meeting with the exception of the Executive Officer) is entitled to one vote.

(2) In the event of a tie, the Chair (even if they are not presiding over the meeting) may exercise a second or casting vote. If the Chair is not present, then the Deputy Chair (even if they are not presiding over the meeting) may exercise a second or casting vote. If neither the Chair or Deputy Chair are present then the outcome will be decided by a paper drawn out of a hat.

30. Subnetwork Meetings – Pecuniary / Non-Pecuniary Interests

(1) A member representative, associate member, Executive Officer or observer who has, directly or indirectly, any pecuniary or non-pecuniary interest in the business of the Association must declare his or her interest at the commencement of a subnetwork meeting or as soon as possible after realizing they have an interest.

Part 5 General Meetings of the Association

31. Holding Annual General Meetings

(1) The association must hold its annual general meetings within:
   (a) 6 months of the last day of the association's financial year, or
   (b) A longer period can be allowed or prescribed in accordance with the Act, section 37(2)(b).
   (c) the annual general meeting is to be held at the place and time determined by the Board or online using an online platform that allows anonymous voting to occur if required.

(2) The business that may be transacted at an annual general meeting includes the following:
   (a) confirming the minutes of the previous annual general meeting and any special general meetings held since the previous annual general meeting,
   (b) receiving reports from the Board on the association's activities during the previous financial year,
   (c) electing Chair and Deputy Chairs of each of the subnetworks if not already carried out at the last round of subnetwork meetings just prior to the annual general meeting,
   (d) receiving and considering financial statements or reports required to be submitted to members of the association under the Act.

32. Calling of Annual General Meeting

(1) Notice of the annual general meeting is to be sent by the Executive Officer at least 3 weeks before the fixed meeting date.

(2) An annual general meeting must be specified as such in the notice convening it.

33. Calling of Special General Meetings

(1) The Board may, whenever it thinks fit or as a consequence of an appeal as outlined in clause 7, convene a special general meeting of the Association.

(2) The Board must, on the request in writing of at least 6 per cent of the total number of member organisations, convene a special general meeting of the Association. Such a meeting is not to be used to address an appeal under clause 7.

(3) The request of member organisation representatives for a special general meeting:
   (a) must state the purpose or purposes of the meeting,
   (b) must be signed by the member organisations representatives making the request,
   (c) must be lodged with the Executive Officer,
   (d) may consist of several documents in a similar form, each signed by one or more of the member organisations making the requisition; and
   (e) may be in electronic form and signed and lodged by electronic means.

(4) If the Board fails to convene a special general meeting to be held within 1 month after that date on which a request of member organisations for the meeting is lodged with the Executive Officer, any one or more of the member organisations who made the request may convene a special general meeting to be held not later than 3 months after that date.

(5) A special general meeting convened by a member organisation or member organisations as referred to in subclause (4) must be convened as nearly as is practicable in the same manner as Board meetings are convened.

34. Notice of General Meetings

(1) The Executive Officer must give each member organisation notice of a general meeting:
   (a) if a matter to be determined at the meeting requires a special resolution - at least 21 days before the meeting, or
   (b) otherwise - at least 14 days before the meeting.

(2) The notice must specify:
   (a) the place and time at which the meeting will be held or the details of the online platform to be used, and
   (b) the nature of the business to be transacted at the meeting, and
   (c) if a matter to be determined at the meeting requires a special resolution - that a special resolution will be proposed, and
   (d) for an annual general meeting - that the meeting to be held is an annual general meeting.

(3) The only business that may be transacted at the meeting is:
   (a) the business specified in the notice, and
   (b) for an annual general meeting - business referred to in clause 31(2).

(4) A member organisation representative may give written notice to the Executive Officer of business the member representative wishes to raise at a general meeting if the special meeting unless the special meeting has been called to address an appeal under clause 7.

(5) If the Executive Officer receives a notice under subclause (4), the Executive Officer must specify the nature of the business in the next notice calling a general meeting.

35. Annual / Special General Meeting – Quorums and Adjournments

(1) A minimum of 3 Board Members and 5 per cent of the membership must be present at an annual general meeting or special general meeting to constitute a quorum for the

transaction of the business of those meetings.

(2) No business is to be transacted at an annual or special general meeting unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to be adjourned and rescheduled.

(3) If at the rescheduled meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved. In this situation, an on-line meeting may be called to satisfy the requirements of the Association.

36. Presiding Member

(1) At an annual or special general meeting:

(a) the President or Vice-President of the Association is to preside, or

(b) if the President or Vice-President are absent or unwilling to act, another Board member or a member organisation representative may be chosen by the membership to preside.

37. Voting

(1) Questions arising at an annual or special general meeting are to be determined by a majority of the votes of representatives from financial member organisations of the Association present at the meeting.

(2) Each member organisation represented at the annual or special general meeting (including the person presiding at the meeting) is entitled to one vote, but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

(3) Voting can be either a show of hands, a paper ballot or an anonymous ballot via an appropriate online platform. The decision on what sort of voting is to be carried out by a show of hands.

38. Electronic Ballots

(1) The Association may hold electronic ballots, as determined by the Board, to decide any matter other than an appeal under clause 7.

(2) The Association may transact its business by the circulation of papers, including by electronic means, among all members representative of the association, associate member representatives and any support agencies as appropriate.

(3) If the Association transacts business by the circulation of papers, a written resolution, approved in writing by a majority of members representatives, is taken to be a decision of the Association made at a general meeting.

(4) The association may transact its business at a general meeting via an online platform, provided all member representatives can speaks on a matter and be heard by the other members representative present.

Part 5 Administration

39. Change of Name, Objects or Constitution

(1) An application for registration of a change in the Association's name, objects or constitution in accordance with section 10 of the Act is to be made by the Executive Officer or an appointed Board member.

40. Funds and Non-profit Status

(1) Subject to any resolution passed by the Association, the funds of the Association are to be used in pursuance of the objects of the Association in such manner as the Board determines.
(2) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any two authorised signatories, which includes at least one member of the Board and the Executive Officer.
(3) As soon as practicable after receiving money, the Executive Officer must deposit the money, without deduction, to either the Association's:
    (a) Transaction account which holds member organisation's annual fees; or
    (b) Projects Holding account which holds funds granted for specific projects.
(4) The association must not conduct the Association's affairs in a way that provides a pecuniary gain for a member organisation of the Association.
(5) The Association may apply for grants and sponsorship from private companies, individuals, government agencies, not-for-profit and non-government organisations.
(6) The Association will not accept sponsorship or advertising from:
    (a) organisations or individuals that are engaged in business, which is unlawful, unethical, or damaging to public health, wellbeing or the natural environment,
    (b) political parties
(7) The Association will not accept sponsorship or advertising, or agree to any conditions of sponsorship, which may compromise its independence, or compromise the aims of the Association.

41. Insurance

(1) The association may take out and maintain insurance as appropriate for the association's assets and liabilities.

42. Custody of Property, Records and Books

(1) Except as otherwise provided by this constitution, all property, all records, books and other documents relating to the Association must be kept in New South Wales:
    (a) at a place chosen by the Executive Officer, or as determined by the Board and;
    (b) be accessible to the public officer.

43. Inspection of Records and Books

(1) The following documentation will be made publicly available either on the Association's website or on request:
    (a) this constitution
    (b) adopted minutes of annual and special general meetings
    (c) adopted annual financial statements
    (d) annual reports
    (e) strategic documents
(2) The adopted minutes of the Board and subnetwork meeting minutes are to be made available to the public upon request.
(3) The following documents must be open to inspection, free of charge, by a member organisation of the Association at any reasonable hour:
    (a) records,
    (b) books and
    (c) other documents of the Association not listed above.
(4) A member organisation of the Association may obtain a copy of any of the documents

referred to in clause 3.

44. Financial Year

(1) The financial year of the Association commences on 1st July each year and ends on the following 30th June.

45. Distribution of Property on Winding Up

(1) Subject to the Act and the Regulations, in a winding up of the Association, any surplus property of the Association can be transferred to another organisation with similar objects, and which is not carried on for the profit or gain of its individual members organisations.

(2) In this clause, a reference to the surplus property of an Association is a reference to that property of the Association remaining after satisfaction of the debts and liabilities of the Association and the costs, charges and expenses of the winding up of the Association.