

Lachlan Valley Weeds Advisory Committee



CONSTITUTION

1. Name:

The name of the organisation will be “Lachlan Valley Weeds Advisory Committee”

Hereafter termed the “Committee”

Membership is to be drawn from the Lachlan catchment area.

2. Objectives:

The objectives of the Committee shall be:

- a) To promote interest in, and concern for, the control of weeds within the region.
- b) To provide a forum whereby members may assimilate and disseminate knowledge on methods to destroy and control weeds.
- c) To make representations and recommendations in regard to any aspect of weed control.
- d) To recommend such action as is permissible under the Local Government Act 1993 and the Noxious Wees Act 1993, and as is conducive or incidental to the attainment of all or any of the objective above.
- e) Implement actions conducive to weed control.

3. Membership:

Membership shall be open to all Local Government Councils, Government Departments and Statutory Authorities within the region who have a direct involvement in weed control, and any Landholder Organisation which the Committee may decide, from time to time, by a two-thirds vote decision.

Honorary life membership may be extended to any person at the discretion of the Committee.

4. Voting:

Each Council is entitled to two votes, one of which may be its Weeds Officer. All other Authorities, Government Departments and appropriate Landholder Organisations are entitled to one vote per organisation. Life members are entitled to one vote.

In the event of an equality of voting on any question, the Chairperson has the casting vote.

5. Subscription:

A subscription shall be payable by members as required and be collectively sufficient to cover the expenses that are likely to be incurred by the Committee. The annual membership fee for all classes of membership shall be determined at the Annual General Meeting each year.

6. Meetings:

The Annual General Meeting shall be held each year. At least fourteen (14) days notice of each meeting shall be given to each member, but accidental omission to give notice to any member shall not invalidate the meeting.

At least one other General Meeting shall be held each year.

Apologies for non-attendance may be communicated verbally to the Secretary prior to a meeting.

7. Executive:

- a) At the Annual General Meeting an Executive Committee, comprising the following, shall be elected:
 - Chairperson
 - Vice Chairperson
 - Secretary
 - Treasurer
 - Publicity Officer
- b) The position of any Executive Committee member absent for two (2) consecutive General Meetings without leave of absence shall automatically become vacant. Acceptance of an apology shall be deemed grant of such leave.
- c) The Executive Committee shall have power to co-opt up to two (2) further members and invite a person or persons, in any advisory capacity for any particular meeting, promotion, investigation and the like, consistent with the objectives, provided that such invited person and or persons shall not have the right to move, second or vote on any motion.

- d) The Executive Committee shall be responsible to the Committee and shall only instigate action within the terms of the objectives where a matter is of such urgency that the matter could not be postponed for the consideration of a General Meeting. Any action taken by the Executive Committee under this clause shall be placed before the Committee for ratification at the next General Meeting.
- e) The newly elected Executive Committee shall assume office as soon as the result of the election is declared.

8. Elections:

Elections for Executive Committee positions shall be by open vote. Any equality in voting shall be resolved in favour of the retiring candidate, if any, or otherwise by lot. Nominations shall be called for at the Annual General Meeting. The nominee shall be present at the Annual General Meeting to signify their assent or they may signify their assent in writing to be delivered to the Secretary any time prior to the commencement of the election.

The Committee may appoint, by resolution, Sub-Committees to discuss business and/or carry out investigations into any matter within the confines of the objectives of this constitution and such Sub-Committee must report its findings to the next General Meeting at which it is practical to do so.

A full meeting of the Committee may authorise a Sub-Committee to carry out any functions within the confines of the Committee's objectives.

9. Quorum:

- a) A quorum at a General or Special Meeting is deemed to be obtained if five (5) organisations, three (3) of which being Local Government Councils, are present. If a quorum is not present within thirty (30) minutes of the advertised starting time of the meeting, the meeting shall lapse.
- b) The quorum at an Executive Committee meeting shall be three quarters of the Executive Committee. If a quorum is not present within thirty (30) minutes of the notified starting time of the meeting, the meeting shall lapse.

10. Chairperson:

The Chairperson for the time being shall take the Chair at all General Meetings. In his/her absence the Chair shall be taken by the Vice Chairperson, or, in the absence of the Chairperson and Vice Chairperson, by some other Executive Committee member chosen by the meeting. In the absence of all Executive Committee members, the meeting shall lapse.

11. Finance:

- a) The Committee Treasurer shall receive and disburse all monies from a fund held on behalf of the Committee

- b) The books and accounts of the Committee shall be audited annually and a fully documented statement presented at the Annual General Meeting.

12. Petitions:

An Executive Committee member may make a call of Committee members to attend a Special Meeting to give consideration of any matters within this Constitution.

The requirements for meeting quorums as provided under Clause 9 shall apply to this clause.

13. Open Meetings:

General and Special Meetings shall not be held in camera, unless otherwise expressly resolved.

14. Invitations:

The Committee or any member of the Committee may invite any person to attend a meeting, provided the permission of the Chairperson is first obtained.

Any bona fide visitor or observer shall, with the permission of the Chairperson, be entitled to express an opinion, debate and tender advice, but shall be precluded from moving, seconding or casting a vote on a motion.

15. Dissolution:

The Committee shall be dissolved if:-

- a) A resolution to this effect is carried by a General or Special Meeting, fourteen (14) days notice of the proposed resolution having been given.
- b) Financial membership drops to five (5) or less Councils

16. Amendments:

This Constitution shall only be amended by a two-thirds majority at a General or Special Meeting, provided fourteen (14) days notice or the proposed amendment has been given to all members in accordance with the provisions of Clause 6.

17. Interpretation:

Any doubt arising as to the application or meaning of any clause shall be decided by a vote of a General Meeting, and such decision shall be final and conclusive.