

CONSTITUTION

RIVERINA CRICKET ZONE INCORPORATED

The name of the Committee is Riverina Cricket Zone Incorporated.

STATEMENTS OF OBJECTS

The objects of the Zone Committee are:-

1. To promote, develop, conduct and manage the game of cricket within the area of the Riverina Zone as determined by the New South Wales Country Cricket Association.
2. To prepare and approve programs of such cricket fixtures and to allocate venues at which such matches are to be played each year, as required by the New South Wales Country Cricket Association.

PART I - PRELIMINARY

Interpretation

1. i. In this Constitution, except in so far as the context of subject matter otherwise indicates or requires:-
 - (a) words importing the singular include the plural and vice versa;
 - (b) words importing one gender include any other gender;
 - (c) "Ordinary Member" means a member of any body or organization affiliated with the Zone or a member of any affiliate of that body or organization which is affiliated with the Zone;
 - (d) "Delegate Member" means a member elected annually by the bodies entitled to elect members to the Committee;
 - (e) "Office Bearer" means a person elected or appointed in accordance with the provisions of Clause 15 of this Constitution;
 - (f) "Zone Administrator" means the person who holds office of administrator of the Committee in accordance with the provisions of Clause 15 of this Constitution, where no person holds that office, the public officer of the Committee;
 - (g) "Regional Director of Coaching" or "Regional Coach" means the person or persons appointed by their respective council to conduct coaching activities within an affiliated Cricket Council or region as otherwise defined; by the New South Wales Cricket Association
- ii. In this Constitution:-
 - (a) a reference to a function includes a reference to a power, authority or duty; and
 - (b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty.

Definitions

In this Constitution:

Director-General means the Director-General of the Department of Services, Technology and Administration.

The Act means the Associations Incorporation Act 2009.

The Regulation means the Associations Incorporation Regulation 2010.

The Zone means Riverina Cricket Zone.

CAWC means Cricket Albury Wodonga Country

Headings

2. Headings to Clauses of this Constitution are intended for ease of reference only and are not to be taken to affect the Constitution or the interpretation of such Clauses.

PART II - AFFILIATION AND MEMBERSHIP

3.
 - i. The Cricket Councils affiliated with the Zone shall be the Cricket Councils of CAWC, Murrumbidgee, Northern Riverina and Southern Riverina.
 - ii. Each and every affiliated Council shall pay to the Zone the amount of the Affiliation Fee determined from time to time by the Annual General Meeting of the Zone Committee.
 - iii. Applications for Affiliation may be accepted from Bodies of Council level.

Membership and Office Bearers

4.
 - i. The members of the Zone shall consist of Ordinary Members and members of the Committee.
 - ii. The Office Bearers of the Committee shall consist of the Chairman, Deputy Chairman and Zone Administrator.

The Chairman and Deputy Chairman shall be elected from those delegates elected annually by bodies entitled to elect members of the Committee pursuant to paragraph (iv a) of this Clause.
 - iii. The Delegate Members of the Zone shall be elected annually by the bodies entitled to elect such members pursuant to paragraph (iv a and b) of his Clause.
 - iv. The Committee shall consist of members as follows:
 - (a) Two (2) members elected from each of the Cricket Councils granted affiliation in accordance with paragraph 3(i) of this Constitution.
 - (b) Zone Administrator
 - (c) Riverina Umpires Delegate as selected by CNSW
 - (d) Riverina Chairman of Selectors

Cessation of Membership

5. A person shall cease to be a member of the Committee if the person:-

- (a) dies;
- (b) resigns his membership;
- (c) is expelled from the Committee;
- (d) is absent without leave from two consecutive meetings of the Committee;
- (e) ceases to be a member of the body which elected him in accordance with Clause 4 of this Constitution.

Membership Entitlements Not Transferable

6. A right, privilege or obligation which a person has by reason of being a member of the Committee is personal and:-
- (a) is not capable of being transferred or transmitted to another person; and
 - (b) subject to the provisions of Clause 11 of this Constitution, terminates upon cessation of that person's membership.

Resignation of Membership

7. i. A member of the Committee is not entitled to resign that membership except in accordance with this Clause.
- ii. A member of the Committee may resign from the Committee by first giving notice (being not less than one month or not less than such other period as the Committee may determine) in writing to the Zone Administrator of the member's intention to resign and, upon the expiration of the period of notice, the member shall cease to be a member.
- iii. Where a member of the Committee ceases to be a member pursuant to paragraph (ii) of this Clause, and in every other case where a member ceases to hold membership, the Zone Administrator shall make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

Life Membership

8. i. A candidate for election as a Life Member shall be nominated in writing by the Committee.
- ii. The nomination of a person for election as a Life Member is a matter within the sole discretion of the Committee having regard to whether the candidate has, in the opinion of the Committee rendered exceptional or outstanding service to the Zone.
- iii. A person shall only become a Life Member upon being elected as a Life Member by a resolution carried by a three-quarters majority of Members who are present in person or by proxy and are entitled to vote and do vote at a general meeting of the Zone.
- iv. No election of a life member shall be valid unless twenty-one (21) days notice of the meeting and of the resolution to elect the Life Member has been given to the Members.

- v. Any Member may request the Committee by written notice delivered to the Zone Administrator to exercise its discretion to nominate a person for election as a Life Member. The Committee is obliged to consider such a request but is not obliged to nominate the relevant person.
- vi. A Life Member shall not : -
 - (a) take part in the proceedings of any meeting of the Zone except by leave of the meeting;
 - (b) be entitled to receive notice of any meeting of the Zone other than the Annual General Meeting; or
 - (c) be entitled to vote on any matter at a meeting of the Zone, unless the Life Member is a Delegate Member or a member of the Committee.
- vii. A person shall cease to be a Life Member if : -
 - (a) that person dies;
 - (b) that person resigns as a Life Member
 - (c) the Zone resolves by a special resolution in general meeting to remove that person as a Life Member and the Life Member was given an opportunity to address that general meeting prior to the resolution being passed.
- viii. A Life Member may resign as a Life Member by notice in writing delivered to the Zone Administrator. The resignation shall be effective upon receipt by the Zone Administrator of that notice.

Register of Members

- 9.
 - i. The Public Officer or the Zone Administrator of the Committee shall establish and maintain a register of members of the Committee specifying the name and address of each person who is a member of the Committee together with the date on which the person became a member.
 - ii. The register of members shall be kept at the principal place of administration of the Committee and shall be open for inspection, free of charge, by a member of the Committee at any reasonable hour on any business day.

Fees, Subscriptions, Etc.

- 10. A member of the Zone Committee shall not be required to pay any fee on becoming a member, nor shall any member be liable to pay any annual subscription to the Zone Committee.

Member's Liabilities

11. The Liability of a member of the Committee to contribute towards the payment of the debts and liabilities of the Committee or the costs, charges and expenses of winding up of the Committee is limited to an amount of \$1.00 and every person who becomes a member of the Committee is deemed to have undertaken to pay such amount if so required, in the event that the Committee is wound up while he is a member or within a period of one year after ceasing to be a member thereof.

Disciplining of Members

12.
 - i. The Executive, as described in Part III hereof, may take such action as the Executive deems fit in the event, that in the opinion of the Executive any affiliated Council or its affiliated Associations or their Clubs or teams or Ordinary Members of such Council, Associations, Clubs or teams does any act or thing which in the opinion of the Executive is contrary to the laws or spirit of the game or is detrimental to the Zone or brings the game into disrepute. The Executive has the power to disqualify, suspend or fine such Council, Association, Club, team or Ordinary Member subject to the provisions of this Clause and Clause 13.
 - ii. A resolution of the Executive under paragraph (i) of this Clause shall be of no effect unless the Executive, at a meeting held not earlier than 14 days and not later than 28 days after service on the member of a notice in accordance with paragraph (iii) of this Clause, confirms the resolution in accordance with this clause.
 - iii. Where the Executive passes a resolution in accordance with paragraph (i) of this Clause, the Zone Administrator shall as soon as practicable, cause notice in writing to be served on the member:-
 - (a) setting out the resolution of the Executive and the grounds on which it is based;
 - (b) stating that the member may address the Executive at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
 - (c) stating the date, place and time of that meeting; and
 - (d) informing the member that the member may do either or both of the following:-
 - (1) attend and speak at the meeting;
 - (2) submit to the Executive at or prior to the date of that meeting written representations relating to the resolution.
 - iv. At a meeting of the Executive held as referred to in paragraph (iii) of this Clause, the Executive shall:-
 - (a) give to the member an opportunity to make oral representations;
 - (b) give due consideration to any written representations submitted to the Executive by the member at or prior to the meeting; and
 - (c) by resolution determine to confirm or to revoke the resolution.

- v. Where the Executive confirms a resolution under paragraph (iv) of this Clause the Zone Administrator shall, within 7 days after that confirmation, by notice in writing inform the member of the fact and of the member's right of appeal under Clause 13.
- vi. A resolution confirmed by the executive under paragraph (iv) of this Clause does not take effect:-
 - (a) until the expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period; or
 - (b) where within that period the member exercises the right of appeal, unless and until the Committee confirms the resolution pursuant to Clause 13 (iv).

Right of Appeal of Disciplined Member.

- 13. i. A member may appeal to the Committee in general meeting against a resolution of the Executive which is confirmed under Clause 12 (iv) within 7 days after notice of the resolution is served on the member, by lodging with the Zone Administrator a notice in writing to that effect.
- ii. Upon receipt of a notice from a member under paragraph (i) of this clause the Executive which shall convene a general meeting of the Committee to be held within 21 days after the date on which the Zone Administrator received the notice.
- iii. At a general meeting of the Committee convened under paragraph (ii) of this clause:-
 - (a) no business other than the question of the appeal shall be transacted;
 - (b) the Executive and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
 - (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- iv. If at the general meeting of the Committee passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.
- v. If the resolution is confirmed in accordance with paragraph (iv) or this Clause the Member may, within seven days of the date of the meeting of the Committee at which the resolution was confirmed, lodge with the Zone Administrator of the Committee a further appeal to the New South Wales Country Cricket Association and the Zone Administrator shall forthwith send such appeal to the Secretary of the New South Wales Country Cricket Association for consideration by that Association.
- vi. The decision of the New South Wales Country Cricket Association on any such appeal shall be final and no further appeal shall be made to any other body or Court other than on a point of law.

PART III - THE EXECUTIVE

Powers, Etc of the Executive

14. The Committee of Management shall be called the Executive of the Zone Committee and Subject to the Act, the Regulations and this Constitution and to any resolution passed by the Zone Committee in general meeting:-
- (a) shall control and manage the affairs of the Committee.
 - (b) exercise all such functions as may be exercised by the Committee other than those functions that are required by this Constitution to be exercised by a general meeting of members of the Committee;
 - (c) has power to perform all such acts and do all such things as appear to the Executive to be necessary or desirable for the proper management of the affairs of the Zone.

Constitution and Membership of the Executive

15. i. Subject in the case of the first members of the Executive to Section 21 of the Act the Executive shall consist of:-
- The Office Bearers
- ii. The office bearers shall be:-
- The Chairman, Deputy Chairman and Zone Administrator.
- iii. Each member of the Executive shall, subject to this Constitution, hold office until the conclusion of the Annual General meeting following the date of the member's election, but is eligible for re-election subject to qualification in accordance with Clause 4 (iv a and b).
- iv. In the event of a casual vacancy occurring in the membership of the Executive, the Executive may appoint a member of the Committee to fill the vacancy and the member so appointed shall hold office, subject to this Constitution, until the conclusion of the Annual General Meeting next following the date of the appointment.

Election of Office Bearers

16. i. Nominations of Candidates for election as office-bearers of the Committee:-
- (a) shall be made in writing, signed by 2 members of the Committee and accompanied by the written consent of the candidate (which) may be endorsed on the form of the nomination; and
 - (b) shall be delivered to the Zone Administrator not less than 7 days before the date fixed for the holding of the Annual General Meeting at which the election is to take place.
- ii. If a nomination or nominations are not received for the position of an office-bearer nominations shall be received at the Annual General Meeting.
- iii. If a nomination or nominations are not received in accordance with paragraph (i) and (ii) of this Clause, any vacant positions remaining shall be deemed to be casual vacancies.
- iv. If the number of nominations received is equal to the number of vacancies to be filled the persons nominated shall be deemed to be elected.

- v. If the number of nominations received exceeds the number of vacancies to be filled, a ballot shall be held.
- vi. The ballot for the election of office-bearers shall be conducted at the Annual General Meeting in such usual and proper manner as the Executive may direct.
- vii. A nomination of a candidate for election under this Clause is not valid if that candidate has been nominated for and elected to another office at the same election.

Zone Administrator

- 17. i. The Zone Administrator of the Committee shall, as soon as practicable after being appointed as Zone Administrator, lodge notice with the Committee of his or her address.
- ii. It is the duty of the Zone Administrator to keep minutes of:-
 - (a) all appointments of office-bearers and members of the Executive.
 - (b) the names of members of the Executive present at an Executive meeting or general meeting; and
 - (c) all proceedings at Executive meetings and general meetings.
- iii. Minutes of proceedings at a meeting shall be signed by the Chairman of the meeting or by the Chairman of the next succeeding meeting.
- iv. It is the duty of the Zone Administrator to ensure that:-
 - (a) all money due to the Committee is collected and received and that all payments authorized by the Committee are made.
 - (b) correct books and accounts are kept showing the financial affairs of the Committee including full details of all receipts and expenditure connected with the activities of the Committee.

Casual Vacancies

- 18. For the purpose of this Constitution, a casual vacancy in the office of a member of the Executive occurs if the member:-
 - (a) dies;
 - (b) ceases to be a member of the Committee;
 - (c) becomes an insolvent under the administration within the meaning of the Companies (New South Wales) Code;
 - (d) resigns office by notice in writing given to the Zone Administrator;
 - (e) is removed from office under Clause 19;
 - (f) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the law relating to mental health;
 - (g) is absent without consent of the Executive from two consecutive meetings of the Executive.

Removal of Member

19.
 - i. The Committee in general meeting may by resolution remove any member of the Executive from the office of member before the expiration of the member's term of office and shall by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
 - ii. Where a member of the Executive to whom a proposed resolution referred to in paragraph (i) of this Clause relates makes representations in writing to the Zone Administrator or Chairman (not exceeding a reasonable length) and requests that the representations be notified to the members of the Committee the Zone Administrator or the Chairman may send a copy of the representations to each member of the Committee or, if they are not sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

Meetings and Quorums

20.
 - i. The Executive shall meet at least once in each year at such place and time as the Executive may determine.
 - ii. Additional meetings of the Executive may be convened by the Chairman or by any member of the Executive.
 - iii. Oral or written notice of meeting of the Executive shall be given by the Zone Administrator to each member of the Executive at least 48 hours (or such other period as may be unanimously agreed upon by the members of the Executive) before the time appointed for the holding of the meeting.
 - iv. Notice of a meeting given under paragraph (ii) of this Clause shall specify the general nature of the business other than that business shall be transacted at the meeting, except business which the Executive members present at the meeting agree to treat as urgent business.
 - v. Two members of the Executive shall constitute a quorum for the transaction of the business of a meeting of the Executive.
 - vi. No business shall be transacted by the Executive 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 stands adjourned to the same place and at the same hour of the same day in the following week.
 - vii. If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.
 - viii. At the meeting of the Executive the Chairman or, in the Chairman's absence, the Deputy Chairman shall preside.

Delegation by Executive to Sub-Committee

21.
 - i. The Executive may, by instrument in writing, delegate to one or more sub-committees (consisting of such members of the Committee as the Executive thinks fit) the exercise of such of the functions of the Executive as are specified in the instrument, other than:-
 - (a) this power of delegation; and
 - (b) a function which is a duty imposed on the Executive by the Act, by any other law or by this Constitution.

- ii. A function the exercise of which has been delegated to a sub-committee under this clause may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- iii. A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function the subject thereof, or as to time or circumstances, any be specified in the instrument of delegation.
- iv. Notwithstanding any delegation under this Clause, the Committee may continue to exercise any function delegated.
- v. Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this Clause has the same force and effect as it would have if it had been done or suffered by the Executive.
- vi. The Executive may, by instrument in writing, revoke wholly or in part any delegation under this Clause.
- vii. A sub-committee may meet and adjourn as it thinks proper.

Voting and Decisions

- ii. Each member present at a meeting of the executive or of any sub-committee appointed by the Executive (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.
- iii. Subject to Clause 21 (v), the executive may act notwithstanding any vacancy on the Executive.
- iv. Any act or thing done or suffered, or purporting to have been done by the Executive or by a sub-committee appointed by the Executive, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment of qualification or any member of the Executive or sub-committee.

PART IV - GENERAL MEETINGS

- 23. The annual general meeting of the Committee shall be held no later than the 31st of July in each year.
- 24. The regular business of the annual general meeting shall be:-
 - (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting;
 - (b) to receive reports on the activities of the Committee during the last preceding financial year;
 - (c) to receive and consider the financial statement;
 - (d) to elect Office-Bearers;

- (e) to elect from the members elected in accordance with Clause 4 (iv a) and the Zone Administrator two Delegates to the New South Wales Country Cricket Association as the Committee is entitled to elect in accordance with the Articles of Association of the New South Wales Country Cricket Association one of which shall ipso facto become a member of the NSWCCA Committee of Management and a delegate to the New South Wales Cricket Association;
- (f) to elect a Finance Committee comprising three members, one of whom shall be the Zone Administrator;
- (g) to elect Selector's
- (h) to determine affiliation fees as required.

All other business at an Annual General Meeting shall be special business.

Other General Meetings of the Committee

25. All meetings other than annual general meetings and regular general meetings shall be special general meetings. The Executive may convene regular general meetings of the Committee as necessary.

Special General Meetings - Calling Of

26. i. The Executive may, whenever it thinks fit, convene a special general meeting of the Committee.
- ii. The executive shall, on the requisition in writing of not less than five members convene a special general meeting of the Committee.
- iii. A requisition of members for a special general meeting:-
- (a) shall state the purpose or purposes of the meeting;
 - (b) shall be signed by the members making the requisition;
 - (c) shall be lodged with the Zone Administrator; and
 - (d) may consist of several documents in similar form, each signed by one or more of the members making the requisition.
- iv. If the Committee fails to convene a special general meeting to be held within one month after that date on which a requisition of members for the meeting is lodged with the Zone Administrator, any one or more of the members who made the requisition may convene a special general meeting to be held not later than three months after that date.
- v. A special general meeting convened by a member or members as referred to in Paragraph (iv) of this Clause shall be convened as nearly as is practicable in the same manner as general meetings are convened by the Committee and any member who thereby incurs expense is entitled to be reimbursed by the Committee for any expense so incurred.

Notice

27.
 - i. Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Committee the Zone Administrator shall, at least seven days before the date fixed for the holding of the general meeting, cause to be sent by pre-paid post to each member at the member's address appearing in the register of members, a notice specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
 - ii. Where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Committee the Zone Administrator shall, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be sent to each member in the manner provided in paragraph (i) of this clause specifying, in addition to the matter required under paragraph (i) of this Clause, the intention to propose the resolution as a special resolution.
 - iii. No business other than that specified in the notice convening a general meeting shall be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted pursuant to Clause 24 of this Constitution.
 - iv. A member desiring to bring any business before a general meeting may give notice in writing of that business to the Zone Administrator who shall include that business in the next notice calling a general meeting after receipt of the notice from the member.

Procedure

28.
 - i. No item of business shall be transacted at a general meeting unless a quorum of members entitled under this Constitution to vote is present during the time the meeting is considering that item.
 - ii. Five (5) members present in person (being members entitled under this Constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
 - iii. If within half an hour after the appointed time for the commencement of a general meeting the quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other case shall stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
 - iv. If at the adjourned Meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being not less than eight) shall constitute a quorum and if eight members are not so present the meeting shall be dissolved.

Presiding Member

29.
 - i. The Chairman or, in the Chairman's absence, the Deputy Chairman, shall preside as Chairman at each general meeting of the committee.
 - ii. If the Chairman and Deputy Chairman are absent from a general meeting or unwilling to act, the members present shall elect one of their number to preside as chairman at the meeting.

Adjournment

30.
 - i. The Chairman of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place but no business shall be transacted at an adjourned meeting other than business left unfinished at the meeting at which the adjournment took place.
 - ii. Where a general meeting is adjourned for fourteen days or more, the Zone Administrator shall give written or oral notice of the adjourned meeting to each member of the Committee stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
 - iii. Except as provided in paragraph (i) and (ii) of this Clause, notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

Making Decisions

31.
 - i. A question arising at a general meeting of the Committee shall be determined on a show of hands and, unless before or on the declaration of the show of hands, a poll is demanded, a declaration by the Chairman that a resolution has, on show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the Committee, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
 - ii. At a general meeting of the committee, a poll may be demanded by the Chairman or by not less than three members present in person.
 - iii. Where a poll is demanded at a general meeting, the poll shall be taken:-
 - (a) immediately in the case of a poll which relates to the election of the Chairman of the meeting or to the question of an adjournment; or
 - (b) in any other case, in such manner and at such time before the close of the meeting as the chairman directs, and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on the matter.

Special Resolution

32. A Resolution of the Committee is a special resolution if:-
 - (a) it is passed by a majority which is not less than a three-quarters of such members of the Committee in attendance as being entitled under this Constitution so to do, vote in person at a general meeting of which not less than twenty-one days written notice specifying the intention to propose the resolution as a special resolution was given in accordance with this Constitution; or
 - (b) where it is made to appear to the Department of Fair Trading that it is not possible or practicable for the resolution to be passed in the manner specified in paragraph (a) - the resolution is passed in a manner specified by the Department.

Voting

33.
 - i. Upon any question arising at a general meeting of the Committee a member has one vote only.
 - ii. All votes shall be given personally or in the case of members elected in accordance with Clause 4 by proxy provided that the proxy is held by a member in accordance with Clause 34 and that member may hold no more than one proxy.
 - iii. In the case of an equality of votes on a question at a general meeting, the Chairman of the meeting may exercise a second or casting vote.

Appointment of Proxies

34.
 - i. A member elected in accordance with Clause 4 shall be entitled to appoint another person also elected in accordance with Clause 4 as proxy by notice given to the Zone Administrator prior to the time set down for the commencement of the meeting in respect of which the proxy is appointed. Any person so appointed as a proxy must be a member of the body which elected the member of the Council for whom the proxy is to act and the document appointing such a proxy must be countersigned by the Councils Secretary or other authorized body. (See Appendix)

PART V - MISCELLANEOUS

Insurance

35.
 - (i) In respect to the insurance required to be maintained by the Committee pursuant to section 44 of the Act, it shall be a function of the Committee to ascertain whether or not the Committee is covered by a policy held by the New South Wales Cricket Association every year and, if not so covered, to effect such insurance forthwith and ensure that the Committee maintains such insurance either on its own account or by a policy held by the New South Wales Cricket Association.
 - (ii) In addition to the insurance required under paragraph (i) of this Clause the Committee may effect and maintain such other insurance as it deems necessary either on its own account or through policies held by the New South Wales Cricket Association.

Funds Source and Management

36.
 - (i) The funds of the Committee shall be derived from such sources as the Committee determines.
 - (ii) All money received by the Committee shall be deposited as soon as practicable and without deduction to the credit of the Committee's Bank or Society Account.
 - (iii) The Committee shall, as soon as practicable after receiving any money issue an appropriate receipt.
37.
 - (i) The funds of the Committee shall be used solely in pursuance of the objects of the Committee.
 - (ii) All cheques, drafts bills of exchange, promissory notes and other negotiable instruments shall be signed by any two of the Chairman, Deputy Chairman and Zone Administrator jointly.

38. (i) The Zone Administrator shall maintain proper books of account in which shall be recorded all the financial transactions of the Committee.
- (ii) At the end of each financial year the Zone Administrator shall prepare all such statements as are required to be presented to the annual general meeting in accordance with the provisions of Section 26(6) of the Act and shall present such statements together to the annual general meeting.
39. The financial year of the committee shall end on the 31st May in each and every year.
40. The statement of objects and these rules may be altered, rescinded or added to, only by a special resolution of the Committee with the prior approval of the New South Wales Country Cricket Association.

Common Seal

41. (i) The Common Seal of the Committee shall be kept in the custody of the Zone Administrator.
- (ii) The Common Seal shall not be affixed to any instrument except by the authority of the Executive and the affixing of the Common Seal shall be attested by the signatures of 2 members of the Executive.

Custody of Books, Etc.

42. Except as otherwise provided by the rules, the Zone Administrator shall keep in his or her custody or under his or her control all records, books and other documents relating to the Committee.

Inspection of Books, Etc.

43. The records, books and other documents of the committee shall be open to inspection free of charge, by a member of the Committee at any reasonable hour, on any business day.

Service of Notices

- 44 (i) For the purpose of this Constitution, a notice may be served by, on behalf of the Committee upon any member either personally or by sending it by post to the member at the member's address shown in the register of the members.
- (ii) Where a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of this Constitution to have been served on the person at the time in which the letter would have been delivered in the ordinary course of post.

Protests Disputes and Appeals

45. (a) All Protests Disputes shall be adjudicated on by the Executive
All Appeals will be adjudicated on by the Appeals Committee
The Appeals Committee will be elected by the Executive
The Quorum of the Appeals Committee will be three (3)
The Appeals Committee shall solely determine the procedure to be followed at the Appeals hearing save and except that they must provide an opportunity for the appellant to be heard prior to determining the Appeal.

- (b) The Appeals Committee after hearing the Appeal in accordance with Clause 45 (a) may
 - (a) Dismiss the Appeal and confirm the disciplinary decision
 - (b) Uphold the Appeal and quash the disciplinary decision or
 - (c) Vary the disciplinary decision and impose any other determination or penalty that they deem appropriate.

- (c) The Riverina Zone Administrator upon the determination being made will forward to the relevant Council(s) Association(s) Club(s) or Member(s) a copy of the decision.

- (d) The following parties, and no other party, may Appeal a decision of the Appeals Committee to the New South Wales Country Cricket Association
 - (a) The Relevant Council(s)
 - (b) The Relevant Association(s)
 - (c) The Executive of the Relevant Association(s)
 - (d) The Relevant Club(s) against whom such disciplinary action was taken
 - (e) The Relevant Member(s) against whom such disciplinary action was taken

- (e) Such Appeal must be in writing and lodged with the New South Wales Country Cricket Associations Secretary/Administrator or relevant position by 4pm on the seventh day after the Appeals Committee hands down its decision

- (f) The decision of the New South Wales Country Cricket Association on any such appeal shall be final and no further appeal shall be made.

46. Any decision made on any matter not covered in these rules, shall not be inconsistent with any rule or by-law contained in the Constitution of the New South Wales Country Cricket Association.

Surplus Property

47. In the event of the winding up or cancellation of the incorporation of the Committee all the surplus property of the Committee shall vest in the New South Wales Country Cricket Association.

By-Laws

48. By-Laws will be able to be added each year.

All By-Laws in relation to Carnivals will be voted on by the Executive only.

All other By- Laws can be voted on at an Annual General Meeting, Special General Meetings or General Meetings.

All By-Laws must be of a two thirds majority to be carried.

By-Laws will be able to be submitted to the Executive by any of the Members of the Committee or the Executive itself via email or phone.

Appendix

FORM OF APPOINTMENT OF PROXY

I,
Of
Appoint

(Full name of Proxy) (Address of Proxy)

As my proxy to vote for me and on my behalf at the General Meeting

(Annual General Meeting or Special General Meeting as the case may be)

To be held on

And at any adjournment of that Meeting

- My Proxy is authorized to vote in favour/against (delete as appropriate) the resolution
- Or I give my proxy to my appointed to vote in whichever way they wish

Signature of Member

Date

Signature of Secretary (Authorized Body)

Date