

# By-Laws

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ACT Football Federation Incorporated

(Registered as Capital Football®)

As adopted 23 June 2010

# **ACT Football Federation Incorporated**

## **By-law 1**

### **Election of Regional Representative and Standing Advisory Committee members**

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#### **1 Status**

This By-law is made by the Directors of the Board under the powers conferred on them by the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 1.

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#### **2 Interpretation**

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### **3 Purpose**

This By-law provides for the election of Regional Representative Members and Standing Advisory Committees.

There will be two Regional Representative Members elected by clubs from each Region. The members of each Standing Advisory Committee will be elected from the pool of eligible candidates nominated across all Regions in accordance with the By-laws.

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#### **4 Eligibility - Regional Representative Members**

##### **4.1 Eligibility for election**

A person is eligible to be a Regional Representative Member if they are:

- (a) 18 years of age or over; and
- (b) nominated according to paragraph 11.2; and
- (c) not an employee (or contractor) of Capital Football or of FFA.

##### **4.2 Eligibility to vote**

Subject to paragraph 11.1, only Clubs that are assigned to a Region may vote for the Regional Representative Member of that Region.

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## **5 Eligibility - Referees' Standing Advisory Committee**

### **5.1 Eligibility for election**

A person is eligible to be a member of the Referees' Standing Advisory Committee if they are:

- (a) 18 years of age or over; and
- (b) nominated according to paragraph 11.2; and
- (c) not an employee (or contractor) of Capital Football or of FFA.

### **5.2 Eligibility to vote**

Subject to paragraph 11.1, the following persons have the right to vote:

a Registered Participant who is registered in the category of Accredited referee and is aged 18 years or over.

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## **6 Eligibility - Coaches' Standing Advisory Committee**

### **6.1 Eligibility for election**

A person is eligible to be a member of the Coaches' Standing Advisory Committee if they are:

- (a) 18 years of age or over; and
- (b) nominated according to paragraph 11.2; and
- (c) not an employee (or contractor) of Capital Football or of FFA.

### **6.2 Eligibility to vote**

Subject to paragraph 11.1, the following persons have the right to vote:

a Registered Participant who is registered in the category of FFA Accredited coach and is aged 18 years or over.

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## **7 Eligibility - Women's Standing Advisory Committee**

### **7.1 Eligibility for election**

A person is eligible to be a member of the Women's Standing Advisory Committee if they are:

- (a) 18 years of age or over; and
- (b) nominated according to paragraph 11.2; and
- (c) not an employee (or contractor) of Capital Football or of FFA.

## **7.2 Eligibility to vote**

Subject to paragraph 11.1, votes may only be cast by Clubs fielding teams in Capital Football's women's league competitions. These clubs must be participating in such competitions at the date of the relevant election, or have participated in those competitions within the 12 months preceding that date.

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## **8 Eligibility - Futsal Standing Advisory Committee**

### **8.1 Eligibility for election**

A person is eligible to be a member of the Futsal Standing Advisory Committee if they are:

- (a) 18 years of age or over; and
- (b) notice of their appointment is made according to paragraph 11.2;
- (c) not an employee (or contractor) of Capital Football or of FFA.

### **8.2 Eligibility to vote**

Subject to paragraph 11.1, votes may only be cast by Clubs fielding teams in Capital Football Futsal competitions or others sanctioned by Capital Football. These clubs must be participating in such competitions at the date of the relevant election, or have participated in those competitions within the 12 months preceding that date.

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## **9 Eligibility – Juniors' Standing Advisory Committee**

### **9.1 Eligibility for election**

A person is eligible to be a member of the Juniors' Standing Advisory Committee if they are:

- (a) 18 years of age or over; and
- (b) nominated according to paragraph 11.2; and
- (c) not an employee (or contractor) of Capital Football or of FFA.

### **9.2 Eligibility to vote**

Subject to paragraph 11.1, votes may only be cast by Clubs fielding teams in Capital Football's junior league competitions for players under 18 years of age. These clubs must be participating in such competitions at the date of the relevant election, or have participated in those competitions within the 12 months preceding that date.

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## **10 Eligibility - Men's Standing Advisory Committee**

### **10.1 Eligibility for election**

A person is eligible to be a member of the Men's Standing Advisory Committee if they are:

- (a) 18 years of age or over; and
- (b) nominated according to paragraph 11.2; and
- (c) not an employee (or contractor) of Capital Football or of FFA.

### **10.2 Eligibility to vote**

Subject to paragraph 11.1, votes may only be cast by Clubs fielding teams in Capital Football's men's league competitions.. These clubs must be participating in such competitions at the date of the relevant election, or have participated in those competitions within the 12 months preceding that date.

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## **11 Elections generally**

### **11.1 No right to multiple votes**

Despite any other provision of this By-law, at an election held for the purposes of this By-law, a person (including a Club):

- (a) may vote at each election for which that person is eligible to vote; but
- (b) may not at any election:
  - (i) vote for Regional Representative Members in more than one Region;
  - (ii) vote more than once for any Standing Advisory Committee.

### **11.2 Nominations**

A person who is eligible for election according to paragraphs 4.1, 5.1, 6.1, 7.1, 8.1, 9.1 or 10.1 must be nominated for election by either of the following, as appropriate:

- (a) a Club affiliated with Capital Football; or
- (b) two persons associated with Clubs affiliated with Capital Football, or in the case of the Referee's Standing Advisory Committee, two registered senior referees with Capital Football

eligible to vote at the relevant election according to paragraphs 4.2, 5.2, 6.2, 7.2, 8.2, 9.2 or 10.2 (respectively).

A Club may only nominate one candidate for each of the following:

- (a) appointment to the men's, women's, Futsal and juniors' Standing Advisory Committees; and
- (b) Regional Representative Member for the Region in which the Club resides.

A nomination must be:

- (c) in writing;
- (d) signed by the nominator(s) and the nominee;
- (e) specify the Region or Standing Advisory Committee in respect of which the nominee is standing for election; and
- (f) be lodged at the Registered Office by the time and date specified in the notice calling for nominations.

### **11.3 Statements by candidates**

Each candidate may provide the Board with a statement supporting their candidacy.

Statements are to be received at the Registered Office by the date for the close of nominations according to paragraph 11.2.

Statements which are received within time are to be made available to Registered Participants in the same way as ballot papers are made available under paragraph 11.6.

The Board need not make available a statement under this paragraph if it is more than 1,000 words long or is, in the opinion of the Board, defamatory.

### **11.4 Need for a poll**

If the number of candidates for election is equal to the number required to be elected, those candidates are taken to be elected and a declaration by the Board to that effect is final.

If the number of candidates for election is less than the number required to be elected those candidates are taken to be elected and a declaration by the Board to that effect is final.

If the number of candidates for election is greater than the number required to be elected, a poll will be held according to this By-law.

### **11.5 Ballot papers**

The Board must arrange for ballot papers to be published for:

- (a) Regional Representative Member candidates in each Region; and
  - (b) Standing Advisory Committee members,
- in respect of which an election is required.

Ballot papers will be in the form and contain information the Board think fit.

### **11.6 Distribution of ballot papers**

Ballot papers will be made available to eligible electors in the manner the Board think fit, including:

- (a) at the Registered Office;
- (b) on Capital Football's website; and
- (c) at major competition venues.

### **11.7 Voting**

Votes are to be recorded on ballot papers as follows:

- (a) electors must place consecutive whole numbers starting at “1” in the number of candidate squares equal to the number of candidates to be elected so as to indicate preferences; and
- (b) electors may place further consecutive whole numbers in additional candidate squares so as to indicate additional preferences.

### **11.8 Return of ballot papers**

Completed ballot papers must be returned to the Registered Office by the date stipulated on the ballot paper.

Any ballot paper which is received after that time will not be counted.

### **11.9 Scrutiny of ballot papers**

Except as provided in this paragraph, a ballot paper is formal and effect must be given to the elector’s intention as far as that intention is clear.

A ballot paper is informal if:

- (a) in the opinion of the Board, or the Board’ nominee, it is not authentic;
- (b) no first preference is marked; or
- (c) a first preference is marked for two or more candidates.

The Board, or the Board’ nominee, must examine each ballot paper and those ballot papers which are formal must be counted.

A decision by the Board, or the Board’ nominee, under this paragraph is final.

### **11.10 Counting votes**

- (a) Setting aside from the count as informal any ballot paper not in accordance with By-law 11.9:
- (b) Counting a vote for each candidate for every number marked 1 to the number of vacancies to be filled on the ballot paper admitted to the count;
- (c) Vacancies being filled in order of candidature who polls the highest number of votes until all vacancies are filled;
- (d) Where there is a tie for the last vacancy/s it will be determined by the candidate/s who polled the highest number of first preference votes being elected to the vacancy/s. If the candidates are still tied the candidate chosen during the drawing of lots will be declared elected.

### **11.11 Declaration of results**

As soon as possible after results of an election are ascertained, the Board will:

- (a) declare the successful candidates elected;

- (b) notify the candidates of the results of the election; and
- (c) publish the results in any manner they consider appropriate.

A declaration made by the Board under this paragraph is final.

## **12 Term of office and casual vacancies**

### **12.1 Term of office**

Each member of a Standing Advisory Committee will serve a two year term and is eligible for re-election.

Each Regional Representative Member will serve a two year term and is eligible for re-election.

### **12.2 Casual vacancy or other shortfall in members**

A casual vacancy will be filled by the Board. However, in filling a casual vacancy, the Board are to have regard to the results of the most recent election.

A person appointed under this paragraph holds office until the end of the term of the person in whose place they were appointed.

In addition, the Board may appoint persons to be Standing Advisory Committee members in either of the following situations:

- (a) after an election of a Standing Advisory Committee, if the number of candidates for election to a Standing Advisory Committee was less than the minimum required number of members for that Standing Committee; or
- (b) at any time, if the Standing Advisory Committee had less than the maximum number of members.

In the case of such appointments, the Board may appoint any number of members they deem appropriate, provided that the Standing Advisory Committee does not as a result have greater than the maximum number of members permitted by the By-laws. All persons appointed to fill a shortfall of members holds office as if they were elected at the immediately preceding election of Standing Advisory Committee members.

## **13 Timing of election of Standing Advisory Committee members**

Elections for Standing Advisory Committee members are to be held every two years and will coincide with every Regional Representative Member election.

# **ACT Football Federation Incorporated**

## **By-law 2**

### **Regional Representatives**

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#### **1 Status**

This By-law is made by the Board under the powers conferred on them by the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 2.

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#### **2 Interpretation**

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### **3 Purpose**

This By-law establishes, and prescribes the functions and obligations of Regional Representative Members.

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#### **4 Membership**

There will be two Regional Representative Members for each Region, elected or appointed according to By-law 1.

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#### **5 Functions and obligations**

##### **5.1 Functions**

Regional Representative Members must:

- (a) seek and maintain membership of Capital Football for so long as they remain a Regional Representative Member;
- (b) uphold and promote the objects of Capital Football and the FFA;
- (c) attend all general meetings of Capital Football reasonably practicable;
- (d) in their capacity as a member of Capital Football receive and consider all reports and business discussed at general meetings;
- (e) represent their Region at Capital Football functions and meetings;
- (f) represent Capital Football at all relevant Region functions and meetings;
- (g) facilitate the implementation of Capital Football policy, programs and initiatives;
- (h) act as a conduit for the flow of information and issues of relevance from Capital Football to the Region and from the Region to Capital Football.;
- (i) carry out such other reasonable functions as requested by Capital Football.

# **ACT Football Federation Incorporated**

## **By-law 3**

### **Referees' Standing Advisory Committee**

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#### **1 Status**

This By-law is made by the Board under the powers conferred on them by the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 3.

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#### **2 Interpretation**

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### **3 Purpose**

This By-law establishes, and prescribes the functions, membership and method of operation of, the referees' Standing Advisory Committee.

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#### **4 Establishment**

There is established a Standing Advisory Committee of ACT Football Federation Incorporated to be called the **ACT Referees' Standing Advisory Committee**.

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#### **5 Functions**

The ACT Referees' Standing Advisory Committee is to advise the Board and the Chief Executive Officer on strategic and policy matters relating to Football (including Futsal) referees and refereeing.

The Board, the Chief Executive Officer or the Members may refer any matter relating to Football (and Futsal) referees or refereeing to the ACT Referees' Standing Advisory Committee for advice.

The ACT Referees' Standing Advisory Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Board and the Chief Executive Officer on:

- (a) measures to promote, develop and improve Football (and Futsal) refereeing in the State or Australia, including accreditation of referees and referees' instructors;
- (b) policies and processes for the selection of referees;
- (c) measures to identify, and promote the development of, talented referees;
- (d) policies and processes to ensure the consistent application of the Laws of the Game by referees;
- (e) refereeing standards and referee behaviour; and
- (f) any other matter relating to referees such as the Referees Handbook.

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## **6 Membership**

The members of the ACT Referees' Standing Advisory Committee will comprise persons elected or appointed according to By-law 1. The Standing Advisory Committee shall not have less than 5 nor greater than 7 members. At least one of these members will be nominated to specifically represent the interests of Futsal referees.

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## **7 Proceedings**

### **7.1 Meetings**

The members of the ACT Referees' Standing Advisory Committee may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.

The ACT Referees' Standing Advisory Committee will meet at least three times in each year preferably in February, June and October or at other times approved by the Board.

### **7.2 Chair**

The members of the ACT Referees' Standing Advisory Committee must elect one of their number as chair and may determine the period for which that person is to hold office.

### **7.3 Deputy Chair**

The members of the ACT Referees' Standing Advisory Committee must elect one of their number as deputy chair and may determine the period for which that person is to hold office.

### **7.4 Absence of Chair at Standing Advisory Committee meeting**

The chair is entitled to preside at meetings of the ACT Referees' Standing Advisory Committee.

If the chair is not present and able and willing to act within 15 minutes after the time appointed for a meeting or has indicated their intention not to be present and able and willing to act, the following may preside (in order of entitlement):

- (a) the deputy chair;
- (b) a member of the ACT Referees' Standing Advisory Committee chosen by a majority of the members present.

### **7.5 Use of technology**

A meeting of the ACT Referees' Standing Advisory Committee may be called or held using teleconferencing or video conferencing facilities or any other technology agreed to by all its members. The agreement may be a standing one. A member of the ACT Referees' Standing Advisory Committee may only withdraw their agreement within 48 hours before the meeting.

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## **8 Membership of the ACT Football Federation**

The person who occupies the position of chair of the ACT Referees' Standing Advisory Committee:

- (a) agrees to apply for membership of ACT Football Federation Incorporated (Capital Football) according to the Constitution;
- (b) agrees that, once admitted as a member of ACT Football Federation Incorporated (Capital Football) they will maintain that membership for as long as they remain the chair of the ACT Referees' Standing Advisory Committee; and
- (c) automatically ceases to be a member of ACT Football Federation Incorporated (Capital Football) upon vacating the chair (for whatever reason) of the ACT Referees' Standing Advisory Committee.

# **ACT Football Federation Incorporated**

## **By-law 4**

### **Coaches' Standing Advisory Committee**

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#### **1 Status**

This By-law is made by the Board under the powers conferred on them by the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 4.

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#### **2 Interpretation**

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### **3 Purpose**

This By-law establishes, and prescribes the functions, membership and method of operation of, the Coaches' Standing Advisory Committee.

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#### **4 Establishment**

There is established a Standing Advisory Committee of ACT Football Federation Incorporated to be called the **ACT Coaches' Standing Advisory Committee**.

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#### **5 Functions**

The ACT Coaches' Standing Advisory Committee is to advise the Board, the Chief Executive Officer and the Technical Director on strategic and policy matters relating to Football coaches.

The Board, the Chief Executive Officer, the Technical Director or Members may refer any matter relating to coaches to the ACT Coaches' Standing Advisory Committee for advice.

The ACT Coaches' Standing Advisory Committee may give any advice requested of it, and make recommendations to the Board, the Chief Executive Officer and the Technical Director on:

- (a) methods for implementing club coach development initiatives;
- (b) methods for improving player development pathways;
- (c) methods for improving:
  - (i) talent identification of players;
  - (ii) elite player development; and
  - (iii) coaching knowledge of football;
- (d) delivery of coach accreditation courses and levels;
- (e) continuous improvement of coaches, coaching standards, coach behaviour and safety matters.

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## **6 Membership**

The members of the ACT Coaches' Standing Advisory Committee will comprise persons elected or appointed according to By-law 1. The Advisory Committee shall not have less than 5 nor greater than 7 members.

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## **7 Proceedings**

### **7.1 Meetings**

The members of the ACT Coaches' Standing Advisory Committee may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.

The ACT Coaches' Standing Advisory Committee will meet at least three times in each year preferably in February, June and October or at other times approved by the Board.

### **7.2 Chair**

The members of the ACT Coaches' Standing Advisory Committee must elect one of their number as chair and may determine the period for which that person is to hold office.

### **7.3 Deputy Chair**

The members of the ACT Coaches' Standing Advisory Committee must elect one of their number as deputy chair and may determine the period for which that person is to hold office.

### **7.4 Absence of Chair at Standing Advisory Committee meeting**

The chair is entitled to preside at meetings of the ACT Coaches' Standing Advisory Committee.

If the chair is not present and able and willing to act within 15 minutes after the time appointed for a meeting or has indicated their intention not to be present and able and willing to act, the following may preside (in order of entitlement):

- (a) the deputy chair;
- (b) a member of the ACT Coaches' Standing Advisory Committee chosen by a majority of the members present.

### **7.5 Use of technology**

A meeting of the ACT Coaches' Standing Advisory Committee may be called or held using teleconferencing or video conferencing facilities or any other technology agreed to by all its members. The agreement may be a standing one. A member of the ACT Coaches' Standing Advisory Committee may only withdraw their agreement within 48 hours before the meeting.

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## **8 Membership of the ACT Football Federation**

The person who occupies the position of chair of the ACT Coaches' Standing Advisory Committee:

- (a) agrees to apply for membership of the ACT Football Federation Incorporated (Capital Football) according to the Constitution;
- (b) agrees that, once admitted as a member of ACT Football Federation Incorporated (Capital Football), they will maintain that membership for as long as they remain the chair of the ACT Coaches' Standing Advisory Committee; and
- (c) automatically ceases to be a member of ACT Football Federation Incorporated (Capital Football) upon vacating the chair (for whatever reason) of the ACT Coaches' Standing Advisory Committee.

# **ACT Football Federation Incorporated**

## **By-law 5**

### **Women's Standing Advisory Committee**

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#### **1 Status**

This By-law is made by the Board under the powers conferred on them by the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 5.

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#### **2 Interpretation**

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### **3 Purpose**

This By-law establishes, and prescribes the functions, membership and method of operation of, the Women's Standing Advisory Committee.

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#### **4 Establishment**

There is established a Standing Committee of ACT Football Federation Incorporated to be called the **ACT Women's Standing Advisory Committee**.

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#### **5 Functions**

The ACT Women's Standing Advisory Committee is to advise the Board and the Chief Executive Officer on strategic and policy matters relating to women's Football.

The Board, the Chief Executive Officer or Members may refer any matter relating to women's Football to the ACT Women's Standing Advisory Committee for advice.

The ACT Women's Standing Advisory Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Board and the Chief Executive Officer on:

- (a) measures to promote, develop and improve women's football in the State;
- (b) measures to identify, and promote the development of, talented women Football players in the State;
- (c) consistency of application of rules, programs and structures, and equality of opportunity, for women in Football; and
- (d) any other matter relating to women's Football such as League Rules.

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## **6 Membership**

The members of the ACT Women's Standing Advisory Committee will comprise persons elected or appointed according to By-law 1. The Standing Advisory Committee shall not have less than 5 nor greater than 7 members.

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## **7 Proceedings**

### **7.1 Meetings**

The members of the ACT Women's Standing Advisory Committee may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.

The ACT Women's Standing Advisory Committee will meet at least three times in each year preferably in February, June and October or at other times approved by the Board.

### **7.2 Chair**

The members of the ACT Women's Standing Advisory Committee must elect one of their number as chair and may determine the period for which that person is to hold office.

### **7.3 Deputy Chair**

The members of the ACT Women's Standing Advisory Committee must elect one of their number as deputy chair and may determine the period for which that person is to hold office.

### **7.4 Absence of Chair at Standing Advisory Committee meeting**

The chair is entitled to preside at meetings of the ACT Women's Standing Advisory Committee.

If the chair is not present and able and willing to act within 15 minutes after the time appointed for a meeting or has indicated their intention not to be present and able and willing to act, the following may preside (in order of entitlement):

- (a) the deputy chair;
- (b) a member of the ACT Women's Standing Advisory Committee chosen by a majority of the members present.

### **7.5 Use of technology**

A meeting of the ACT Women's Standing Advisory Committee may be called or held using teleconferencing or video conferencing facilities or any other technology agreed to by all its members. The agreement may be a standing one. A member of the ACT Women's Standing Advisory Committee may only withdraw their agreement within 48 hours before the meeting.

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## **8 Membership of the ACT Football Federation**

The person who occupies the position of chair of the ACT Women's Standing Advisory Committee:

- (a) agrees to apply for membership of ACT Football Federation Incorporated (Capital Football) according to the Constitution;
- (b) agrees that, once admitted as a member of ACT Football Federation Incorporated (Capital Football), they will maintain that membership for as long as they remain the chair of the ACT Women's Standing Advisory Committee; and
- (c) automatically ceases to be a member of ACT Football Federation Incorporated (Capital Football) upon vacating the chair (for whatever reason) of the ACT Women's Standing Advisory Committee.

# **ACT Football Federation Incorporated**

## **By-law 6**

### **Futsal Standing Advisory Committee**

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#### **1 Status**

This By-law is made by the Board under the powers conferred on them by the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 6.

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#### **2 Interpretation**

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### **3 Purpose**

This By-law establishes, and prescribes the functions, membership and method of operation of, the Futsal Standing Advisory Committee.

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#### **4 Establishment**

There is established a Standing Advisory Committee of ACT Football Federation Incorporated to be called the **ACT Futsal Standing Advisory Committee**.

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#### **5 Functions**

The ACT Futsal Standing Advisory Committee is to advise the Board and the Chief Executive Officer on strategic and policy matters relating to Futsal.

The Board, the Chief Executive Officer or a Member may refer any matter relating to Futsal to the ACT Futsal Standing Advisory Committee for advice.

The ACT Futsal Standing Advisory Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Board and the Chief Executive Officer on:

- (a) measures to promote, develop and improve Futsal in the State;
- (b) methods for improving talent identification and development and development pathways;
- (c) consistent application of Futsal rules, programs and standards within the State;
- (d) selection of Futsal teams representing Capital Football; and
- (e) any other matter relating to Futsal such as League Rules.

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## **6 Membership**

The members of the ACT Futsal Standing Advisory Committee will comprise persons appointed according to By-law 1. The Standing Advisory Committee shall not have less than 5 nor greater than 7 members.

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## **7 Proceedings**

### **7.1 Meetings**

The members of the ACT Futsal Standing Advisory Committee may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.

The ACT Futsal Standing Advisory Committee will meet at least three times in each year preferably in February, June and October or at other times approved by the Board.

### **7.2 Chair**

The members of the ACT Futsal Standing Advisory Committee must elect one of their number as chair and may determine the period for which that person is to hold office.

### **7.3 Deputy Chair**

The members of the ACT Futsal Standing Advisory Committee must elect one of their number as deputy chair and may determine the period for which that person is to hold office.

### **7.4 Absence of Chair at Standing Advisory Committee meeting**

The chair is entitled to preside at meetings of the ACT Futsal Standing Advisory Committee.

If the chair is not present and able and willing to act within 15 minutes after the time appointed for a meeting or has indicated their intention not to be present and able and willing to act, the following may preside (in order of entitlement):

- (a) the deputy chair;
- (b) a member of the ACT Futsal Standing Advisory Committee chosen by a majority of the members present.

### **7.5 Use of technology**

A meeting of the ACT Futsal Standing Advisory Committee may be called or held using teleconferencing or video conferencing facilities or any other technology agreed to by all its members. The agreement may be a standing one. A member of the ACT Futsal Standing Advisory Committee may only withdraw their agreement within 48 hours before the meeting.

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## **8 Membership of the ACT Football Federation**

The person who occupies the position of chair of the ACT Futsal Standing Advisory Committee:

- (a) agrees to apply for membership of ACT Football Federation Incorporated (Capital Football) according to the Constitution;
- (b) agrees that, once admitted as a member of ACT Football Federation Incorporated (Capital Football) they will maintain that membership for as long as they remain the chair of the ACT Futsal Standing Advisory Committee; and
- (c) automatically ceases to be a member of ACT Football Federation Incorporated (Capital Football) upon vacating the chair (for whatever reason) of the ACT Futsal Standing Advisory Committee.

# **ACT Football Federation Incorporated**

## **By-law 7**

### **Juniors' Standing Advisory Committee**

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#### **1 Status**

This By-law is made by the Board under the powers conferred on them by of the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 7.

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#### **2 Interpretation**

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### **3 Purpose**

This By-law establishes, and prescribes the functions, membership and method of operation of, the ACT Juniors' Standing Advisory Committee.

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#### **4 Establishment**

There is established a Standing Advisory Committee of ACT Football Federation Incorporated to be called the **ACT Juniors' Standing Advisory Committee**.

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#### **5 Functions**

The ACT Juniors' Standing Advisory Committee is to advise the Board and the Chief Executive Officer on strategic and policy matters relating to juniors' Football.

The Board, the Chief Executive Officer or Members may refer any matter relating to junior Football to the ACT Juniors' Standing Advisory Committee for advice.

The ACT Juniors' Standing Advisory Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Board and the Chief Executive Officer on:

- (a) inter-Zone and state competitions for junior Football players, including school competitions;
- (b) any matters affecting participation by, and the development of, junior Football players; and
- (c) any other matter relating to junior Football such as League Rules.

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## **6 Membership**

The members of the ACT Juniors' Standing Advisory Committee will comprise persons elected or appointed according to By-law 1. The Standing Advisory Committee shall not have less than 5 nor greater than 7 members.

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## **7 Proceedings**

### **7.1 Meetings**

The members of the ACT Juniors' Standing Advisory Committee may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.

The ACT Juniors' Standing Advisory Committee will meet at least three times in each year preferably in February, June and October or at other times approved by the Board.

### **7.2 Chair**

The members of the ACT Juniors' Standing Advisory Committee must elect one of their number as chair and may determine the period for which that person is to hold office.

### **7.3 Deputy Chair**

The members of the ACT Juniors' Standing Advisory Committee must elect one of their number as deputy chair and may determine the period for which that person is to hold office.

### **7.4 Absence of Chair at Standing Advisory Committee meeting**

The chair is entitled to preside at meetings of the ACT Juniors' Standing Advisory Committee.

If the chair is not present and able and willing to act within 15 minutes after the time appointed for a meeting or has indicated their intention not to be present and able and willing to act, the following may preside (in order of entitlement):

- (a) the deputy chair;
- (b) a member of the ACT Juniors' Standing Advisory Committee chosen by a majority of the members present.

### **7.5 Use of technology**

A meeting of the ACT Juniors' Standing Advisory Committee may be called or held using teleconferencing or video conferencing facilities or any other technology agreed to by all its members. The agreement may be a standing one. A member of the ACT Juniors' Standing Advisory Committee may only withdraw their agreement within 48 hours before the meeting.

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## **8 Membership of the ACT Football Federation**

The person who occupies the position of chair of the ACT Juniors' Standing Advisory Committee:

- (a) agrees to apply for membership of ACT Football Federation Incorporated (Capital Football) according to the Constitution;
- (b) agrees that, once admitted as a member of ACT Football Federation Incorporated (Capital Football), they will maintain that membership for as long as they remain the chair of the ACT Juniors' Standing Advisory Committee; and
- (c) automatically ceases to be a member of ACT Football Federation Incorporated (Capital Football) upon vacating the chair (for whatever reason) of the ACT Juniors' Standing Advisory Committee.

# **ACT Football Federation Incorporated**

## **By law 8**

### **Men's Standing Advisory Committee**

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#### **1 Status**

This By-law is made by the Board under the powers conferred on them by the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 8.

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#### **2 Interpretation**

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### **3 Purpose**

This By-law establishes, and prescribes the functions, membership and method of operation of, the ACT Men's Standing Advisory Committee.

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#### **4 Establishment**

There is established a Standing Advisory Committee of ACT Football Federation Incorporated to be called the **ACT Men's Standing Advisory Committee**.

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#### **5 Functions**

The ACT Men's Standing Advisory Committee is to advise the Board and the Chief Executive Officer on strategic and policy matters relating to men's Football.

The Board, the Chief Executive Officer or Members may refer any matter relating to men's Football to the ACT Men's Standing Advisory Committee for advice.

The ACT Men's Standing Advisory Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Board and the Chief Executive Officer on:

- (a) measures to promote, develop and improve men's football in the State;
- (b) consistency of application of rules, programs and structures, and equality of opportunity, for men in Football; and
- (c) any other matter relating to men's Football such as League Rules.

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## **6 Membership**

The members of the ACT Men's Standing Advisory Committee will comprise persons elected or appointed according to By-law 1. The Advisory Committee shall not have less than 5 nor greater than 7 members.

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## **7 Proceedings**

### **7.1 Meetings**

The members of the ACT Men's Standing Advisory Committee may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.

The ACT Men's Standing Advisory Committee will meet at least three times in each year preferably in February, June and October or at other times approved by the Board.

### **7.2 Chair**

The members of the ACT Men's Standing Advisory Committee must elect one of their number as chair and may determine the period for which that person is to hold office.

### **7.3 Deputy Chair**

The members of the ACT Men's Standing Advisory Committee must elect one of their number as deputy chair and may determine the period for which that person is to hold office.

### **7.4 Absence of Chair at Standing Advisory Committee meeting**

The chair is entitled to preside at meetings of the ACT Men's Standing Advisory Committee.

If the chair is not present and able and willing to act within 15 minutes after the time appointed for a meeting or has indicated their intention not to be present and able and willing to act, the following may preside (in order of entitlement):

- (a) the deputy chair;
- (b) a member of the ACT Men's Standing Advisory Committee chosen by a majority of the members present.

### **7.5 Use of technology**

A meeting of the ACT Men's Standing Advisory Committee may be called or held using teleconferencing or video conferencing facilities or any other technology agreed to by all its members. The agreement may be a standing one. A member of the ACT Men's Standing Advisory Committee may only withdraw their agreement within 48 hours before the meeting.

---

## **8 Membership of the ACT Football Federation**

The person who occupies the position of chair of the ACT Men's Standing Advisory Committee:

- (a) agrees to apply for membership of ACT Football Federation Incorporated (Capital Football) according to the Constitution;
- (b) agrees that, once admitted as a member of ACT Football Federation Incorporated (Capital Football), they will maintain that membership for as long as they remain the chair of the ACT Men's Standing Advisory Committee; and
- (c) automatically ceases to be a member of ACT Football Federation Incorporated (Capital Football) upon vacating the chair (for whatever reason) of the ACT Men's Standing Advisory Committee.

# ACT Football Federation Incorporated

## By-law 9

### Regions

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#### 1 Status

This By-law is made by the Board under the powers conferred on them by the Constitution of ACT Football Federation Incorporated (**Constitution**). It is to be known as By-law 9.

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#### 2 Interpretation

Words and phrases defined in the Constitution have the same meanings in this By-law, which is to be read in conjunction with (and subject to) the Constitution.

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#### 3 Purpose

This By-law establishes the Regions within the Zone of Capital Football and identifies their boundaries.

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#### 4 The Regions

The Clubs as listed for each Region are those identified in the **attachment A** to this By-law.

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#### 5 Clubs must be assigned to Regions

Capital Football must:

- (a) maintain a register of all Clubs; and
- (b) assign each Club to a Region and records that fact in the register.

## Attachment A

### CAPITAL FOOTBALL as a ZONE for competition purposes

**Encompassing the area of the Australian Capital Territory as well as Cooma, Queanbeyan-Monaro, Goulburn, Gundaroo and Yass geographic areas)**

**AND**

### REGIONS (with designated Clubs) as at 23 June 2010

<b>NORTH REGION</b>	<b>SOUTH REGION</b>
ACT Academy of Sport (J/W&M) ADFA (M&W) ANU FC (M) ANU WSC (W) Belconnen United FC (M&W) Belnorth FC (J, M&W) Belsouth JSC (J&W) Belwest FC (J, M&W) Canberra City FC (M&W) Crossroads FC (M) Goulburn Strikers (M) Gundaroo Bullocks (M) Gungahlin Juventus (M) Gungahlin United FC (J, M&W) Majura SC (J) Monaro Panthers SC (J&M) North Canberra Futsal (F) O'Connor Knights (M&W) Queanbeyan City (M) Radford College (J, M&W) UCU Pumas (M&W) Yass FC (J, M&W)	Boomerangs FC (F) Brindabella Blues (J, M&W) Burns Club (M) Canberra FC (J, M&W) Canberra Girls Grammar School (J&W) Canberra Grammar School (J) Canberra Olympic SC (J&M) Capital FC (J) Capital Futsal (F) Cooma Tigers (J, M&W) Lanyon United FC (M&W) Marist College (J) Narrabundah SC (M) Players FC (J) South Canberra Futsal (F) St Edmunds College (J) Tuggeranong United SC (M) Tuggeranong JSC (J) Tuggeranong WSC (W) Weston Creek (J, M&W) White Eagles (M) Woden Valley FC (M&W) Woden Valley Soccer Club (J)

Key: J – junior league    W – women's league    M – men's league  
 F – Futsal \* with other clubs also participating in CF Futsal PL competitions