

Constitution

ACT Football Federation Incorporated (Capital Football®)

An Association incorporated under the Associations Incorporation Act
1991 (ACT)

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1 Objects of Capital Football

1.1 Objects

The objects for which Capital Football is established are to:

- (a) be the member of FFA in respect of the State and to comply with the constitution and by-laws of FFA;
- (b) govern Football throughout the State and protect Football from abuse;
- (c) prevent infringement of the constitution and by-laws of FFA to the extent that it is able to do so;
- (d) foster friendly relations among the officials and players of Football by encouraging Football games in the State;
- (e) take all reasonable steps to ensure that discrimination or distinction does not occur among Football participants on any grounds regulated under any Equal Opportunity Law;
- (f) promote, provide for, regulate and manage Football tournaments and games in the State;
- (g) promote, provide for, regulate and manage Football players representing the State;
- (h) co-operate with FFA, other members of FFA and other bodies in the promotion and development of, or otherwise in relation to, Football, the Statutes and Regulations and the Laws of the Game; and
- (i) provide and maintain grounds, playing fields, materials, equipment and other facilities for Football in the State.

2 Income and payments

2.1 Capital Football's Application of income

All Capital Football's profits (if any), other income and property, however derived, must be applied only to promote its objects.

2.2 No dividends, bonus or profit to be paid to Members

None of Capital Football's profits or other income or property may be paid or transferred to the Members, directly or indirectly, by any means.

2.3 Payments in good faith

Subject to article 10.19, article 2.2 does not prevent the payment in good faith to an officer or Member, or to a firm of which an officer or Member is a partner:

- (a) of remuneration for services to Capital Football;

- (b) for goods supplied to Capital Football in the ordinary course of business;
- (c) of interest on money borrowed from them by Capital Football at a rate not exceeding the rate fixed for the purposes of this article 2.3 by Capital Football in general meeting; or
- (d) of reasonable rent for premises let by them to Capital Football.

3 Membership

3.1 First Members

- (a) The First Members are:
 - (i) Walter Valeri;
 - (ii) Robert Anthony Reis;
 - (iii) Keith William Knight;
 - (iv) Jose Manual Del Rio;
 - (v) John Charles Logue;
 - (vi) Rachel Mary Harrigan;
- (b) When the last of the individuals referred to in article 3.2 are admitted to membership, the membership of the each of the First Members automatically ceases.

3.2 Members

- (a) The Directors must invite:
 - (i) two individuals elected by the Clubs in each Region (Regional Representative Members); and
 - (ii) the chair of each Standing Advisory Committee,to apply for membership.
- (b) The Directors must admit to membership under this article 3.2 each of those individuals who accept the invitation under article 3.8.

3.3 Duration of membership

An individual admitted to membership under article 3.2(a) will cease to be a Member according to the By-law adopted under article 3.5.

3.4 Zones and Regions

- (a) The State (Capital Football) will function as one Zone and must be divided into Regions.

- (b) The Zone boundary will be fixed by FFA and defined in the By-laws.
- (c) Capital Football will fix the Region boundaries, subject to the approval of FFA. With the consent of FFA, the Directors may redraw the Region boundaries from time to time.
- (d) The Directors must adopt a By-law that defines the Zone and Regional boundaries. The By-law must be in a form approved by FFA.

3.5 Zone Council

- (a) The Directors must establish a Zone Council for Capital Football.
- (b) The Zone Council is to comprise a minimum of two representatives from each Region elected by the Clubs in the Region.
- (c) The Directors must adopt a By-law that provides for the membership, functions and operation of the Zone Council. The By-law must be in a form approved by FFA.

3.6 Registered Participants in Zone

Each Zone Council Member:

- (a) must cause the Zone Council to procure that each Registered Participant who participates in Football competitions in the Zone administered by that Zone Council:
 - (i) agrees to be bound by the Laws of the Game, the Statutes and Regulations, the Football Code of Conduct and those of the By-laws expressed to apply to or in relation to Registered Participants (**Relevant By-laws**);
 - (ii) without limiting article 3.6(a)(i), agrees to pay the fees and subscriptions set out in, or determined under, the Relevant By-laws;
 - (iii) agrees to be bound by the Grievance Procedure and the dispute resolution process set out in article 8.2:
 - (a) while a Registered Participant; and
 - (b) after ceasing to be a Registered Participant, in respect of disputes relating to a matter arising while they were a Registered Participant;
 - (iv) is notified on registration of how and where a copy of the Laws of the Game, the Statutes and Regulations, the Football Code of Conduct, the Relevant By-laws and the Grievance Procedure can be obtained; and
- (b) who does not comply with article 3.6(a), may, at the absolute discretion of the Directors:

- (i) have their membership terminated by the Directors; or
- (ii) have their voting rights suspended under article 6.3.

3.7 Standing Advisory Committees

- (a) The Directors must establish:
 - (i) a referees' Standing Advisory Committee;
 - (ii) a mens' Standing Advisory Committee;
 - (iii) a women's Standing Advisory Committee;
 - (iv) a futsal Standing Advisory Committee; and
 - (v) a junior's Standing Advisory Committee.
- (b) In addition to the Standing Advisory Committees referred to in article 3.7(a), the Directors may, with the consent of FFA, establish any other Standing Advisory Committee they think fit.
- (c) A Standing Advisory Committee is established by a By-law made by the Directors. The By-law must be in a form approved by FFA.
- (d) In respect of each Standing Advisory Committee the By-law must provide for its functions, membership and operation and the election of, vacation of office by, and removal of, members of the Standing Advisory Committee.
- (e) The Directors may, with the consent of FFA, dissolve any Standing Advisory Committee established under article 3.7(b) by repealing the By-law under which it is established.

3.8 Admission of Members

- (a) Before admission as a Member, a person invited by the Directors to apply for membership must sign an application agreeing to be bound by:
 - (i) this Constitution;
 - (ii) the By-laws;
 - (iii) the Statutes and Regulations; and
 - (iv) the Grievance Procedure and the dispute resolution process set out in article 8.2:
 - (A) while a Member; and
 - (B) after ceasing to be a Member, in respect of disputes relating to a matter arising while they were a Member.

- (b) Subject to article 3.2, on receipt by the CEO of the signed application, the applicant becomes a Member.

3.9 Ceasing to be a Member

- (a) A person ceases to be a Member on:
 - (i) resignation;
 - (ii) death;
 - (iii) becoming bankrupt or insolvent or making an arrangement composition or compromise with creditors of the person's joint or separate estate generally;
 - (iv) becoming of unsound mind or a person whose person or estate is liable to be dealt with in any way under a law relating to mental health;
 - (v) the termination of their membership under this Constitution;
 - (vi) the expiry of the term of their membership under article 3.1 or 3.3; or
 - (vii) in the case of a Member admitted referred to in article 3.2(b)(ii), their ceasing to be the chair of the relevant Standing Advisory Committee.
- (b) For the purposes of article 3.9(a)(i), a Member may resign as a member of Capital Football by giving 14 days written notice to the Directors.

3.10 No claim against Capital Football

A Member whose membership ceases has no claim in their capacity as a Member or former Member of Capital Football, against Capital Football or the Directors, for damages or otherwise.

3.11 Limited liability

Members have no liability in that capacity except as set out in article 20.1.

4 General meetings

4.1 Annual general meeting

Annual general meetings of Capital Football are to be held according to the Act.

4.2 Power to convene general meeting

The Directors may convene a general meeting when they think fit and must do so if required under the Act.

4.3 Notice of general meeting

- (a) Notice of a meeting of Members must be given according to Rule 19 of the Act.
- (b) A person may waive notice of any general meeting by notice in writing to Capital Football, where permitted to do so by the Act.

4.4 Attendance at general meetings

- (a) Each Member is entitled to receive notice of and to attend and speak at general meetings.
- (b) A Director is entitled to receive notice of and to attend and speak at general meetings.
- (c) The Directors may invite other persons to attend and speak at general meetings.

4.5 Cancellation, change of venue or postponement of general meeting

- (a) Where a general meeting (including an annual general meeting) is convened by the Directors they may, if they think fit, cancel the meeting, change the venue for the meeting, or postpone the meeting to a date and time they determine.
- (b) If a general meeting is called and arranged to be held under the Act, the Directors may not postpone it beyond the date by which the Act requires it to be held and may not cancel it without the consent of the requisitioning Member or Members.

4.6 Written notice of cancellation, change of venue or postponement of general meeting

Notice of cancellation of, change of venue for, or postponement of, a general meeting must state the reason for doing so and be given to:

- (a) each Member individually; and
- (b) each other person entitled to notice of general meetings under the Act.

4.7 Contents of notice postponing general meeting

A notice postponing a general meeting must specify:

- (a) the new date and time for the meeting;
- (b) the place where the meeting is to be held, which may be either the same as or different to the place specified in the notice originally convening the meeting; and
- (c) if the meeting is to be held in two or more places, the technology that will be used to hold the meeting in that manner.

4.8 Number of clear days for postponement of general meeting

The number of clear days from the giving of a notice postponing a general meeting to the date specified in that notice for the postponed meeting may not be less than the number of clear days' notice of the general meeting required to be given by this Constitution or the Corporations Act.

4.9 Business at postponed general meeting

The only business that may be transacted at a postponed general meeting is the business specified in the notice originally convening the meeting.

4.10 Proxy or attorney at postponed general meeting

Where:

- (a) a proxy or attorney is by the terms of the instrument of appointment authorised to attend and vote at a general meeting to be held on a specified date or at a general meeting or general meetings to be held on or before a specified date; and
- (b) the date for the meeting is postponed to a date later than the date specified in the instrument,

then that later date is substituted for the date specified in the instrument, unless the appointing Member notifies Capital Football in writing to the contrary at least 48 hours before the time at which the postponed meeting is to be held.

4.11 Non-receipt of notice

The non-receipt of notice of a general meeting (or postponed or cancelled meeting) or proxy form by, or a failure to give notice of a general meeting (or postponed or cancelled meeting) or a proxy form to, any person entitled to receive notice of a general meeting does not invalidate the general meeting (or postponed or cancelled meeting) or any act, matter or thing done or resolution passed at the general meeting (or postponed or cancelled meeting) if:

- (a) the non-receipt or failure occurred by accident or error; or
- (b) before or after the meeting, the person waives notice of the meeting where permitted to do so under the Act, or notifies Capital Football of the person's agreement to that act, matter, thing or resolution by notice in writing to Capital Football.

5 Proceedings at general meetings

5.1 Number for a quorum

Subject to article 5.4, 60% by number of those persons who are Members and who are entitled to vote are a quorum at a general meeting.

5.2 Requirement for a quorum

- (a) An item of business may not be transacted at a general meeting, except the election of a Chair and the adjournment of the meeting, unless a quorum of Members is present when the meeting proceeds to consider it.
- (b) If a quorum is present at the beginning of a meeting it is taken to be present throughout the meeting unless the Chair of the meeting (on their own motion or at the request of a Member who is present) declares otherwise.

5.3 Quorum and time

If within 30 minutes after the time appointed for a general meeting a quorum is not present, the meeting:

- (a) if the meeting was convened by or on the requisition of Members, the meeting must be dissolved; and
- (b) in any other case, the meeting stands adjourned to the same day in the next week and the same time and place, or to such other day, time and place as the Directors appoint by notice to those entitled to notice of the meeting.

5.4 Adjourned meeting

- (a) At a meeting adjourned under article 5.3(b), 40% by number of those persons who are Members and who are entitled to vote are a quorum.
- (b) If a quorum is not present within 30 minutes after the time appointed for the adjourned meeting, the meeting is dissolved.

5.5 Chair to preside over general meetings

- (a) The Chair is entitled to preside at general meetings.
- (b) If a general meeting is convened and there is no Chair, or the Chair is not present within 15 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act, the following may preside (in order of entitlement):
 - (i) the Deputy Chair (if any);
 - (ii) a Director chosen by a majority of the Directors present;
 - (iii) the only Director present; or
 - (iv) a Member chosen by a majority of the Members present.

5.6 Conduct of general meetings

The Chair of a general meeting:

- (a) has charge of the general conduct of the meeting and of the procedures to be adopted;
- (b) may require the adoption of any procedure which is in their opinion necessary or desirable for proper and orderly debate or discussion or the proper and orderly casting or recording of votes; and
- (c) may, having regard where necessary to the Corporations Act, terminate discussion or debate on any matter whenever they consider it necessary or desirable for the proper conduct of the meeting.

A decision by the Chair under this article is final.

5.7 Adjournment of general meeting

- (a) The Chair of a general meeting may at any time during the meeting adjourn the meeting or any business, motion, question, resolution, debate or discussion being considered or remaining to be considered by the meeting.
- (b) The adjournment may be either to a later time at the same meeting or to an adjourned meeting at any time and any place.
- (c) The Chair may, but need not to, seek any approval for the adjournment.
- (d) Unless required by the Chair, a vote may not be taken or demanded in respect of any adjournment.
- (e) Only unfinished business is to be transacted at a meeting resumed after an adjournment.
- (f) Where a meeting is adjourned, the Directors may change the venue of, postpone or cancel the adjourned meeting unless the meeting was called and arranged to be held by the Members or the court under the Corporations Act. If a meeting is called and arranged to be held under section 249D of the Corporations Act, the Directors may not postpone it beyond the date by which section 249D requires it to be held and may not cancel it without the consent of the requisitioning Member or Members.

5.8 Notice of adjourned meeting

It is not necessary to give any notice of an adjournment or of the business to be transacted at any adjourned meeting unless a meeting is adjourned for one month or more.

In that case, the same period of notice as was originally given for the meeting must be given for the adjourned meeting.

5.9 Questions decided by majority

Subject to the requirements of the Corporations Act and article 6.2, a resolution is carried if a simple majority of the votes cast on the resolution are in favour of it.

5.10 Equality of votes casting vote for Chair

Except on a resolution to elect a Director, if there is an equality of votes, whether on a show of hands or on a poll, the Chair of the meeting is entitled to a casting vote in addition to any votes to which the Chair is otherwise entitled.

5.11 Declaration of results

- (a) At any general meeting a resolution put to the vote of the meeting must be decided on a show of hands unless, before the vote is taken or before or immediately after the declaration of the result of the show of hands, a poll is properly demanded (and the demand is not withdrawn):
 - (i) by the Chair of the meeting; or
 - (ii) by at least one Member present and having the right to vote on the resolution.
- (b) Unless a poll is properly demanded, a declaration by the Chair that a resolution has on a show of hands been carried or carried unanimously, or carried by a particular majority, or lost, and an entry to that effect in the minutes of the meetings of Capital Football, is conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.

5.12 Poll

If a poll is properly demanded, it must be taken in the manner and at the date and time directed by the Chair and the result of the poll is the resolution of the meeting at which the poll was demanded.

A poll demanded on the election of a Chair or on a question of adjournment must be taken immediately.

A demand for a poll may be withdrawn.

A demand for a poll does not prevent the meeting continuing for the transaction of any business other than the question on which the poll has been demanded.

5.13 Objection to voting qualification

An objection to the qualification of a person to attend or vote at the meeting or adjourned meeting:

- (a) may not be raised except at that meeting; and

- (b) must be referred to the Chair of the meeting, whose decision is final.

A vote not disallowed by the Chair of a meeting under this article 5.13 is valid for all purposes.

5.14 Chair to determine any poll dispute

If there is a dispute as to the admission or rejection of a vote, the Chair of the meeting must decide it and their decision made in good faith is final and conclusive.

6 Votes of Members

6.1 Votes of Members

- (a) At a general meeting, on a show of hands and on a poll, each of the following Members has one vote:
 - (i) a Regional Representative Member; and
 - (ii) a Standing Advisory Committee Member.
- (b) No other Member is entitled to vote at general meetings.
- (c) On a show of hands, where a person present at a general meeting represents personally or by proxy or attorney more than one Member who is entitled to vote, the person is entitled to only one vote despite the number of Members the person represents.
- (d) On a poll, each person present who is a proxy or attorney of a Member has (in addition to any vote or votes to which they are themselves entitled if they are also a Member), for each Member they represent, the number of votes that Member is entitled to cast on a poll.

6.2 Relativity of votes

Despite any other provision in this Constitution whenever each of the Region Council Members present vote in the same way (that is, all for or all against) on a resolution the aggregate of their votes will always be 76% of the votes cast.

6.3 Suspension of voting rights

- (a) The voting rights of a Regional Representative Member may be suspended while the payment of any amount determined under article 3.6(a)(ii) to be payable by a Relevant Region Participant is in arrears.
- (b) No other rights of the Regional Representative Member are affected.

6.4 Right to appoint proxy

- (a) Subject to the Act, a Member entitled to attend a meeting of Capital Football or of any class of Members is entitled to appoint another person as their proxy to attend the meeting in their place.
- (b) In the case of a Standing Advisory Committee Member the appointment of a proxy must be approved by the relevant Standing Advisory Committee.
- (c) A proxy has the same right as the Member to speak and vote at the meeting and may be appointed in respect of more than one meeting.

6.5 Right to appoint attorney

- (a) A Member may appoint an attorney to act on the Member's behalf at all or any meetings of Capital Football or of any class of Members.
- (b) To be effective, an instrument appointing an attorney, together with any evidence of non-revocation the Directors require, must be received by Capital Football at least 48 hours before the meeting.

7 Obligations to FFA

7.1 Constitution and By-laws

- (a) The Members must amend this Constitution, and the Directors must adopt, revoke or amend the By-laws, to promptly adopt changes in the model constitution and by-laws promulgated by FFA from time to time.
- (b) The Members must not otherwise amend this Constitution, and the Directors must not otherwise adopt, revoke or amend any By-laws, without the consent of FFA.
- (c) Any amendment to this Constitution and any adoption, revocation or amendment of any By-law in breach of article 7.1(b) will be invalid.

7.2 Enforcement of rules

- (a) Capital Football must promulgate and comply with the Statutes and Regulations.
- (b) Capital Football must promulgate and enforce the Laws of the Game.

7.3 Register of participants

- (a) Capital Football must maintain a database of each person registered with it in any capacity.
- (b) The database is to be established and maintained in the form, and contain the details, required by FFA from time to time.

- (c) Capital Football must provide FFA with a copy of its database on required due dates each year, certified by the Chief Executive Officer to be true and correct as at the previous 31 December and 30 June respectively.
- (d) Capital Football must permit FFA to audit, or to appoint a third party to audit, a database maintained under this article at its discretion and the Capital Football must co-operate with FFA and its auditor and do everything reasonably required by FFA or its auditor to facilitate the audit.
- (e) In fulfilling its obligations under this article 7.3, Capital Football must comply with all applicable privacy laws and the National Privacy Principles set out in the Privacy Act 1988 (Commonwealth), whether or not Capital Football is otherwise bound to comply with them.
- (f) The Directors may adopt a By-law regulating the steps to be taken by Capital Football in relation to the disclosure of Personal Information collected by it. A By-law adopted under this article 7.3 must be in a form approved by FFA.

7.4 Financial Statements

Capital Football must:

- (a) prepare annual Financial Statements in respect of all of its financial activities for the period ending at the end of its financial year and ensure that the Financial Statement are audited; and
- (b) provide FFA with a copy of the audited Financial Statements no later than 3 months after the end of Capital Football's financial year.

8 FIFA, AFC and FFA

8.1 Compliance and co-operation

Capital Football must:

- (a) comply with this Constitution, all By-laws, the constitution of FFA and all by-laws of FFA;
- (b) comply with, and do everything within its power to enforce compliance with, the Football Code of Conduct, the Statutes and Regulations and the Laws of the Game;
- (c) co-operate with FFA in all matters relating to the organisation of national Football competitions, Capital Football's own Football competitions and Football in general;
- (d) comply with all written notices given to Capital Football by FFA pursuant to article 7.4 of the constitution of FFA; and

- (e) comply with directions given to Capital Football by FFA pursuant to article 7.6 of the constitution of FFA.

8.2 Referral of disputes

- (a) All Grievances must be determined pursuant to and in accordance with the process set out in the Grievance Procedure.
- (b) A Member must comply with the Grievance Procedure and must itself, and must ensure that its Affiliates, refer all Grievances to the dispute resolution body established in accordance with the Grievance Procedure and must not, and must ensure that its Affiliates do not, commence any suit or proceeding in any court or tribunal until the Grievance Procedure has been exhausted.
- (c) This article 8.2 binds Members after they cease to be a Member if the dispute relates to a matter arising while they were a Member.

9 Patrons and Life Members

9.1 Appointment and removal of Patrons

The Directors may appoint and remove Patrons of Capital Football.

9.2 Rights of Patrons

Patrons are:

- (a) entitled to notice of all general meetings;
- (b) entitled to attend and speak at general meetings; and
- (c) not entitled to vote at any general meeting.

9.3 Eligibility for Life Membership

Any Member or Director may nominate an individual for admission as a Life Member.

9.4 Nomination requirements

A nomination under article 9.3 must:

- (a) be in writing in the form determined by the Directors from time to time; and
- (b) set out the reasons why, in the opinion of the nominator, the nominee should be considered for Life Membership.

9.5 Admission to Life Membership

- (a) Nominations for admission to Life Membership are to be considered by the Directors at their next meeting after the nomination is received.

- (b) In their absolute discretion, and without the need to give reasons for doing so, the Directors may recommend the nomination, or decide not to recommend or submit the nomination, to the next annual general meeting for approval.
- (c) A nominee is admitted to Life Membership if:
 - (i) the Directors recommend that the nominee be admitted to Life Membership; and
 - (ii) the recommendation is approved by a majority of two-thirds of Members present at the annual general meeting at which the recommendation is considered.

9.6 Rights of Life Members

A Life Member:

- (a) is not to be counted in a quorum under article 5.1;
- (b) has the right to remain a Life Member until they die or resign their Life Membership;
- (c) subject to any separate agreement with Capital Football to the contrary, has no obligation, and may not be required, to pay any subscription or other amount;
- (d) is entitled to receive notice of general meetings;
- (e) is entitled to attend and speak at general meetings; and
- (f) is not entitled to vote at any general meeting.

9.7 Patrons and Life Members are not Members

Patrons and Life Members are not Members.

10 Directors

10.1 Number of Directors

There are to be no less than five Directors and no more than nine Directors comprised as follows:

- (a) six Directors who, subject to article 10.2, are to be elected under article 10.7 (each an **Elected Director**); and
- (b) up to three other Directors appointed under article 10.16 (each an **Appointed Director**).

10.2 First Directors

The First Directors are:

- (a) John Logue
- (b) Rachel Harrigan
- (c) Alan Bradbury
- (d) Peter Maybury
- (e) Fethon Ileris
- (f) Harry Williams

10.3 Term of office

Subject to article 10.4, an Elected Director will hold office for a term of four years.

10.4 Rotation of Directors

Despite article 10.3, at the 2006 annual general meeting [held in March 2007] and at each second subsequent annual general meeting one-half of the Elected Directors must retire from office.

If the number of Elected Directors is not a whole number which is a multiple of two, the number of Elected Directors is to be rounded down to the next whole number.

10.5 Directors to retire

The Elected Directors to retire at any annual general meeting must be those who have been longest in office since their last election.

As between persons who were last elected as Directors on the same day, those to retire must be determined by lot, unless they otherwise agree among themselves.

10.6 Office held until end of meeting

A retiring Elected Director holds office until the end of the meeting at which that Elected Director retires but, subject to article 10.8, is eligible for re-election.

10.7 Director elected at general meeting

At a general meeting:

- (a) at which an Elected Director retires; or
- (b) at the commencement of which there is a vacancy in the office of a Director (other than a Director appointed under article 10.16),

Capital Football may, by resolution, fill the vacancy by electing someone to that office.

A Director elected under this Constitution takes office at the end of the meeting at which they are elected.

10.8 Maximum term of office

Subject to article 10.9, an Elected Director may not serve more than two consecutive terms as a Director.

If an Elected Director has served two consecutive terms, they may not be elected as a Director again until the second annual general meeting after the end of their second term of office.

10.9 Exception to article 10.8

Despite article 10.8, if an Elected Director has served two consecutive terms as a Director but has not served as Chair, or has served only one of those terms as Chair, that person is eligible for election as Chair for one further consecutive four year term. After the end of that further term, they may not be elected again as a Director until the second subsequent annual general meeting.

10.10 Chair

- (a) The Elected Directors may elect one of their number to the office of Chair of directors (and a Director participating in such a vote will not have a casting vote).
- (b) The person elected to the office of Chair of directors under article 10.10(a) will remain Chair until the next annual general meeting at which an election of directors takes place.

10.11 Deputy Chair

The Directors may elect from amongst their number a Deputy Chair and may also determine the period for which the person elected is to hold that office.

However, a person may hold the office of Deputy Chair only for as long as they are a Director.

10.12 Removal of Deputy Chair from office

A Deputy Chair may be removed from that office by the Directors at their absolute discretion.

10.13 Nomination of persons for election as Directors

- (a) A Member or a Director may nominate a person to stand for election as a Director (**Proposer**).
- (b) Another Member or Director must second the nomination (**Secunder**).
- (c) A nomination must be in writing and signed by the Proposer and Secunder and delivered to Capital Football no later than 21 days

before the scheduled Annual General Meeting in which an election of Directors will be held in accordance with this Constitution.

- (d) The nomination must be accompanied by a statutory declaration made by the nominee confirming that:
 - (i) to the best of their knowledge and belief, they have not been involved in any activities which could materially interfere with their ability to act in the best interests of Capital Football;
 - (ii) to the best of their knowledge and belief, they are free from any interest or relationship which could materially interfere with their ability to act in the best interests of Capital Football; and
 - (iii) if they hold a Disqualifying Position, full details of that Disqualifying Position.

10.14 Application of nomination procedure

The requirements of nomination of persons for election as a Director under article 10.13 apply to all persons proposing to stand for election or re-election, including a First Director proposing to stand for re-election.

10.15 Eligibility

A person who holds a Disqualifying Position at the time they are elected a Director under article 10.7 or appointed a Director under article 10.16 or article 10.17 must cease to hold that Disqualifying Position not more than 7 days after being elected or appointed a Director.:

A Director who accepts a Disqualifying Position must notify the other Directors of that fact immediately and article 10.20(c) applies.

10.16 Procedure for Election of Directors

- (a) The President will unless he or she is standing for election as a non-President Director conduct, as returning officer, the election for Directors.
- (b) If the President is ineligible or unable to act as returning officer, the returning officer will be the Vice-President or if he or she is also standing for re-election, a Director not seeking re-election chosen by a majority of the Members present to be the returning officer.
- (c) If the number of persons who have nominated for election as a Director is equal to less than the number of Directors to be elected, the returning officer will declare each person that has nominated elected.

- (d) If the number of persons who have nominated for election as a Director is greater than the number of persons to be elected, an election for the positions to be filled will be conducted within the annual general meeting amongst the Members entitled to vote.
- (e) The election will be conducted by secret ballot as follows:
 - (i) The returning officer will distribute a ballot paper to each Member entitled to vote that lists each candidate in alphabetical order with a square opposite the name of each candidate;
 - (ii) The ballot paper is to be completed by the Member numbering each candidate's square so as to indicate the Member's order of preference of the candidates with consecutive whole numbers starting at '1';
 - (iii) Each Member will return his or her completed ballot paper to the returning officer who will scrutinise the ballot papers and declare informal any ballot paper that does not comply with the provisions of article 10.16(e)(ii);
 - (iv) The returning officer will then examine each ballot paper that has not been declared informal and calculate the aggregate vote for each candidate using the Borda Count;
 - (v) The returning officer will declare elected as a Director the candidate who receives the largest aggregate vote calculated using the Borda Count and will then progressively declare elected as a Director each candidate who has the next highest aggregate vote until all the vacant elected Director positions have been filled;
 - (vi) If the aggregate vote calculated using the Borda Count for two or more candidates is the same and it is necessary to differentiate between the candidates to determine who is elected as a Director, the successful candidate will be determined by the drawing of lots and the returning officer will declare that candidate elected as a Director.

10.17 Appointed Directors

- (a) In addition to the First Directors and the Elected Directors, the Directors may themselves appoint up to three other persons who do not hold a Disqualifying Position as Appointed Directors.
- (b) Before a person can be appointed as a Director under article 10.16(a) the person proposed to be appointed as a Director must deliver to Capital Football a statutory declaration confirming that, to the best of their knowledge and belief, they:

- (i) have not been involved in any activities which could materially interfere with their ability to act in the best interests of Capital Football; and
 - (ii) they are free from any interest or relationship which could materially interfere with their ability to act in the best interests of Capital Football.
- (c) An Appointed Director hold office for a term of two years or such shorter term as may be determined by the Directors under article 10.17, is eligible for re-appointment.

10.18 Casual vacancy

- (a) The Directors may at any time appoint a person who does not hold a Disqualifying Position to fill a casual vacancy arising when a First Director or an Elected Director ceases to hold office other than at an annual general meeting of Capital Football.
- (b) Before a person can be appointed to fill a casual vacancy, the person proposed to be appointed must deliver to Capital Football a statutory declaration confirming that, to the best of their knowledge and belief, they:
 - (i) have not been involved in any activities which could materially interfere with their ability to act in the best interests of Capital Football; and
 - (ii) they are free from any interest or relationship which could materially interfere with their ability to act in the best interests of Capital Football.
- (c) A Director appointed under this article holds office until the end of the term of the Director in whose place they were appointed. For the avoidance of doubt, before the Director can stand for election at an annual general meeting, the nomination procedure under article 10.13 must be complied with.
- (d) Service as a Director under this article is a full term of office for the purposes of article 10.8.

10.19 Remuneration of Directors

A Director may not be paid for services as a Director but, with the approval of the Directors, may be:

- (a) paid by Capital Football for services rendered to it; and
- (b) reimbursed by Capital Football for their reasonable travelling, accommodation and other expenses when:
 - (i) travelling to or from meetings of the Directors, a Committee or Capital Football; or

- (ii) otherwise engaged on the affairs of Capital Football.

10.20 Vacation of office

The office of a Director becomes vacant when the Act says it does and also if the Director:

- (a) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under a law relating to mental health;
- (b) resigns office by notice in writing to Capital Football;
- (c) accepts appointment to, or becomes the holder of a Disqualifying Position;
- (d) is not present personally at three Directors' meetings without leave of absence from the Directors.

11 Powers and duties of Directors

11.1 Directors to manage Capital Football

The Directors are to manage Capital Football's business and may exercise to the exclusion of Capital Football in general meeting all the powers of Capital Football which are not required, by the Corporations Act or by this Constitution, to be exercised by Capital Football in general meeting.

11.2 Specific powers of Directors

Without limiting article 11.1 the Directors may exercise all Capital Football's powers to borrow or raise money and to charge any property or business or give any other security for a debt, liability or obligation of Capital Football or of any other person.

11.3 Appointment of attorney

The Directors may appoint any person to be Capital Football's attorney for the purposes, with the powers, authorities and discretions, for the period and subject to the conditions that they think fit.

11.4 Provisions in power of attorney

A power of attorney granted under article 11.3 may contain any provisions for the protection and convenience of persons dealing with the attorney that the Directors think fit and may also authorise the attorney to delegate (including by way of appointment of a substitute attorney) all or any of the powers, authorities and discretions of the attorney.

11.5 Minutes

The Directors must cause minutes of meetings to be made and kept under the Corporations Act.

12 Proceedings of Directors

12.1 Directors meetings

- (a) The Directors may meet together for conducting business and may adjourn and otherwise regulate their meetings as they think fit.
- (b) The contemporaneous linking together by telephone or other electronic means of a number of the Directors sufficient to constitute a quorum, constitutes a meeting of the Directors and all the provisions in this Constitution relating to meetings of the Directors apply, so far as they can and with such changes as are necessary, to meetings of the Directors by telephone or other electronic means.
- (c) A Director participating in a meeting by telephone or other electronic means is to be taken to be present in person at the meeting.
- (d) A meeting by telephone or other electronic means is to be taken to be held at the place determined by the chairperson of the meeting provided that at least one of the Directors involved was at that place for the duration of the meeting.

12.2 Questions decided by majority

- (a) A meeting of Directors at which a quorum is present is competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Directors under this Constitution.
- (b) A question arising at a Directors' meeting is to be decided by a majority of votes of the Directors present and entitled to vote and any such decision is for all purposes a determination of the Directors.

12.3 Chair's casting vote

In the case of an equality of votes upon any proposed resolution, the Chair of the meeting of Directors has a casting vote.

12.4 Quorum

- (a) Business may not be transacted at a meeting of Directors unless a quorum of Directors is present at the time the business is dealt with.
- (b) A quorum consists of:
 - (i) if the Directors have fixed a number for the quorum, that number of Directors; and
 - (ii) in any other case, four Directors (at least two of whom are entitled to vote),present at the meeting of Directors.

12.5 Effect of vacancy

- (a) If there is a vacancy in the office of a Director then, subject to article 12.5(b), the remaining Director or Directors may act.
- (b) If the number of Directors in office at any time is not sufficient to constitute a quorum at a meeting of Directors or is less than the minimum number of Directors fixed under this Constitution, the remaining Director or Directors must act as soon as possible:
 - (i) to increase the number of Directors to a number sufficient to constitute a quorum and to satisfy the minimum number of Directors required under this Constitution; or
 - (ii) to convene a general meeting for that purpose,

and, until that has happened, must act only if and to the extent that there is an emergency requiring them to act.

12.6 Alternate directors

- (a) A Director may, with the approval of the Directors, appoint a person to be the Director's alternate director for such period as the Director thinks fit.
- (b) An alternate director must not hold a Disqualifying Position.
- (c) A person may not act as alternate director to more than one Director.
- (d) An alternate director is entitled, if the appointer does not attend a meeting of Directors, to attend and vote in place of and on behalf of the appointer.
- (e) In the absence of the appointer, an alternate director may exercise any powers that the appointer may exercise and the exercise of any such power by the alternate director is to be taken to be the exercise of the power by the appointer.
- (f) The office of an alternate director is vacated if and when the appointer vacates office as a Director.
- (g) The appointment of an alternate director may be terminated at any time by the appointer even though the period of the appointment of the alternate director has not expired.
- (h) An appointment, or the termination of an appointment, of an alternate director must be in writing signed by the Director who makes or made the appointment and does not take effect unless and until Capital Football has received notice in writing of the appointment or termination.
- (i) An alternate director is not to be taken into account in determining the minimum or maximum number of Directors allowed under this Constitution.

- (j) An alternate director, while acting as a Director, is responsible to Capital Football for his or her own acts and defaults and is not to be taken to be the agent of the Director by whom he or she was appointed.

12.7 Convening meetings

A Director may, and the CEO on the request of a Director must, convene a Directors' meeting.

12.8 Notice of meetings of directors

- (a) Subject to this Constitution, notice of a meeting of Directors must be given to each person who is at the time of giving the notice:
 - (i) a Director, other than a Director on leave of absence approved by the Directors; or
 - (ii) an alternate director appointed under article 12.6 by a Director on leave of absence approved by the Directors.
- (b) A notice of a meeting of Directors:
 - (i) must specify the time and place of the meeting;
 - (ii) need not state the nature of the business to be transacted at the meeting;
 - (iii) may be given immediately before the meeting;
 - (iv) may be given in person or by post, or by telephone, fax or other electronic means ; and
 - (v) will be taken to have been given to an alternate director if it is given to the Director who appointed that alternate director.
- (c) A Director or alternate director may waive notice of any meeting of Directors by notifying Capital Football to that effect in person or by post, or by telephone, fax or other electronic means.
- (d) The non-receipt of notice of a meeting of Directors by, or a failure to give notice of a meeting of Directors to, a Director does not invalidate any act, matter or thing done or resolution passed at the meeting if:
 - (i) the non-receipt or failure occurred by accident or error;
 - (ii) before or after the meeting, the Director or an alternate director appointed by the Director waives notice of that meeting under article 12.8(c), notifies Capital Football of their agreement to that act, matter, thing or resolution personally or by post or by telephone, fax or other electronic means; or

- (iii) the Director or an alternate director appointed by the Director attended the meeting.
- (e) The non-receipt of notice of a meeting of Directors by, or a failure to give notice of a meeting of Directors to, an alternate director of a Director on leave of absence approved by the Directors does not invalidate any act, matter or thing done or resolution passed at the meeting if:
- (i) the non-receipt or failure occurred by accident or error;
 - (ii) before or after the meeting, the alternate director or the Director who appointed the alternate director waives notice of that meeting under article 12.8(c) or notifies Capital Football of their agreement to that act, matter, thing or resolution personally or by post or by telephone, fax or other electronic means; or
 - (iii) the alternate director or the Director who appointed the alternate director attended the meeting.
- (f) Attendance by a person at a meeting of Directors waives any objection that person and:
- (i) if the person is a Director, an alternate director appointed by that person; or
 - (ii) if the person is an alternate director, the Director who appointed that person as alternate director,
- may have to a failure to give notice of the meeting.

12.9 Chair to preside at Directors' meeting

- (a) The Chair must (if present within 15 minutes after the time appointed for the holding of the meeting and willing to act) preside as Chair at each meeting of Directors.
- (b) If at a meeting of Directors:
 - (i) there is no Chair;
 - (ii) the Chair is not present within 15 minutes after the time appointed for the holding of the meeting; or
 - (iii) the Chair is present within that time but is not willing to act as Chair of the meeting,

the following may preside (in order of entitlement):

 - (iv) the Deputy Chair (if any); or
 - (v) a Director chosen by a majority of the Directors present.

12.10 Delegation to individual Directors

- (a) The Directors may delegate any of their powers to one or more Directors.
- (b) A Director to whom any powers have been so delegated must exercise the powers delegated in accordance with any directions of the Directors.

12.11 Powers delegated to persons or committees

- (a) The Directors may delegate any of their powers to any person or persons, or to committees, consisting of those persons they think fit, and may vary or revoke any delegation.
- (b) A person or Committee to whom powers have been delegated by the Directors must exercise the powers delegated to them according to the terms of the delegation and any directions of the Directors.
- (c) Powers delegated to and exercised by a person or Committee are taken to have been exercised by the Directors.

12.12 Committee meetings

The provisions of this Constitution applying to meetings and resolutions of Directors apply, so far as they can and with such changes as are necessary, to meetings and resolutions of a committee of Directors.

12.13 Circulating resolutions

- (a) If all of the Directors, other than:
 - (i) any Director on leave of absence approved by the Directors;
 - (ii) any Director who disqualifies himself or herself from considering the act, matter, thing or resolution in question on the grounds that he or she is not entitled at law to do so or has a conflict of interest; and
 - (iii) any Director who the Directors reasonably believe is not entitled at law to do the act, matter or thing or to vote on the resolution in question,

assent to a document containing a statement to the effect that an act, matter or thing has been done or resolution has been passed; and
 - (iv) the Directors who assent to the document would have constituted a quorum at a meeting of Directors held to consider that act, matter, thing or resolution,

then the act, matter, thing or resolution is to be taken as having been done at or passed by a meeting of the Directors.

- (b) For the purposes of article 12.13(a):
 - (i) the resolution is passed on the day on which, and at the time on which, the document was last assented to by a Director;
 - (ii) two or more separate documents in identical terms each of which is assented to by one or more Directors are to be taken as constituting one document; and
 - (iii) a Director may signify assent to a document by signing the document or by notifying Capital Football of the Director's assent in person or by post, or by telephone, fax or other electronic means.
- (c) Where a Director signifies assent to a document otherwise than by signing the document, the Director must by way of confirmation sign the document at the next meeting of the Directors attended by that Director, but failure to do so does not invalidate the act, matter, thing or resolution to which the document relates.

12.14 Validity of acts of Directors

An act done by a person acting as a Director or by a meeting of Directors or a Committee of Directors attended by a person acting as a Director is not invalidated by reason only of:

- (a) a defect in the appointment, election or qualification of the person as a Director;
- (b) the person being disqualified to be a Director or having vacated office; or
- (c) the person not being entitled to vote,

if that circumstance was not known by the person or the Directors or Committee of Directors (as the case may be) when the act was done.

12.15 Interested Directors

- (a) A Director may be or may become a non-executive director of a related body corporate of Capital Football and is not accountable to Capital Football for any remuneration or other benefits received by the Director as a non-executive director of that related body corporate.
- (b) A Director who is required to disclose a material personal interest under the Act must disclose that interest to the other Directors in accordance with the Act.
- (c) A Director who has a material personal interest in a matter that is being considered at a meeting of Directors may be present at that meeting, and may vote on that matter, only if permitted by the Act.

- (d) A contract made by a Director with Capital Football or a contract or arrangement entered into by or on behalf of Capital Football in which any Director may be in any way interested is not avoided or rendered voidable merely because of the Director holding office as a director or because of the fiduciary obligations arising out of that office.
- (e) Subject to the Act, a Director contracting with or being interested in any arrangement involving Capital Football is not liable to account to Capital Football for any profit realised by or under any such contract or arrangement merely because of the Director holding office as a director or because of the fiduciary obligations arising out of that office.

13 Chief Executive Officer

13.1 Appointment of Chief Executive Officer

The Directors must appoint a Chief Executive Officer.

13.2 Powers, duties and authorities of Chief Executive Officer

- (a) The Chief Executive Officer holds office on the terms and conditions (including as to remuneration) and with the powers, duties and authorities, determined by the Directors.
- (b) The exercise of those powers and authorities and the performance of those duties, by the Chief Executive Officer is subject at all times to the control of the Directors.

13.3 Suspension and removal of Chief Executive Officer

Subject to the terms and conditions of the appointment, the Directors may suspend or remove the Chief Executive Officer from that office.

13.4 Chief Executive Officer to attend Directors' meetings

The Chief Executive Officer is entitled to notice of and to attend all meetings of Capital Football, the Directors and any Committees and may speak on any matter, but does not have a vote.

14 Public Officer

14.1 Appointment of Public Officer

There must be a Public Officer of the Capital Football who:

- (a) Must be resident in the Australian Capital Territory; and
- (b) Is to be appointed by the Directors.

14.2 Suspension and removal of Public Officer

The Directors may suspend or remove a Public Officer from that office.

14.3 Powers, duties and authorities of Public Officer

A Public Officer holds office on the terms and conditions (including as to remuneration) and with the powers, duties and authorities, determined by the Directors.

15 By-laws

15.1 Making and amending By-laws

Subject to article 7.1, the Directors may from time to time make By-laws which in their opinion are necessary or desirable for the control, administration and management of Capital Football's affairs and may amend, repeal and replace those By-laws.

15.2 Effect of By-law

A By-law:

- (a) is subject to this Constitution;
- (b) must be consistent with this Constitution; and
- (c) when in force, is binding on all Members.

16 Seals

16.1 Safe custody of common seals

The Directors must provide for the safe custody of any seal of Capital Football.

16.2 Use of common seal

If Capital Football has a common seal or duplicate common seal:

- (a) it may be used only by the authority of the Directors; and
- (b) every document to which it is affixed must be signed by a Director and be countersigned by another Director, a CEO or another person appointed by the Directors to countersign that document or a class of documents in which that document is included.

17 Inspection of records

17.1 Inspection by Members

Subject to the Act, the Directors may determine whether and to what extent, and at what times and places and under what conditions, the accounting records and other documents of Capital Football or any of them will be open for inspection by the Members (other than a Members who are also Directors).

17.2 Right of a Member to inspect

A Member (other than a Member who is also a Director) does not have the right to inspect any document of Capital Football except as provided by law or authorised by the Directors or by Capital Football in general meeting.

18 Service of documents

18.1 Document includes notice

In this Part 18, **document** includes a notice.

18.2 Methods of service

Capital Football may give a document to a Member:

- (a) personally;
- (b) by sending it by post to the address for the Member in the Register or an alternative address nominated by the Member; or
- (c) by sending it to a fax number or electronic address nominated by the Member.

18.3 Methods of service on Capital Football

A Member may give a document to Capital Football:

- (a) by delivering it to the Registered Office;
- (b) by sending it by post to the Registered Office; or
- (c) to a fax number or electronic address nominated by Capital Football.

18.4 Post

A document sent by post:

- (a) if sent to an address in Australia, may be sent by ordinary post; and
- (b) if sent to an address outside Australia, must be sent by airmail,

and in either case is taken to have been received on the day after the date of its posting.

18.5 Fax or electronic transmission

If a document is sent by fax or electronic transmission, delivery of the document is taken:

- (a) to be effected by properly addressing and transmitting the fax or electronic transmission; and
- (b) to have been delivered on the day following its transmission.

19 Indemnity

19.1 Indemnity of officers

Every person who is or has been:

- (a) a Director;
- (b) a Chief Executive officer; or
- (c) a CEO,

is entitled to be indemnified out of the property of Capital Football against:

- (d) every liability incurred by the person in that capacity (except a liability for legal costs); and
- (e) all legal costs incurred in defending or resisting (or otherwise in connection with) proceedings, whether civil or criminal or of an administrative or investigatory nature, in which the person becomes involved because of that capacity,

unless:

- (f) Capital Football is forbidden by statute to indemnify the person against the liability or legal costs; or
- (g) an indemnity by Capital Football of the person against the liability or legal costs would, if given, be made void by statute.

19.2 Insurance

Capital Football may pay or agree to pay, whether directly or through an interposed entity, a premium for a contract insuring a person who is or has been a Director, CEO or Chief Executive Officer against liability incurred by the person in that capacity, including a liability for legal costs, unless:

- (a) Capital Football is forbidden by statute to pay or agree to pay the premium; or
- (b) the contract would, if Capital Football paid the premium, be made void by statute.

20 Winding up

20.1 Contributions of Members on winding up

Each Member must contribute to Capital Football's property if Capital Football is wound up while they are a Member or within one year after their membership ceases.

This contribution is for:

- (a) payment of Capital Football's debts and liabilities contracted before their membership ceased;
 - (b) the costs of winding up; and
 - (c) adjustment of the rights of the contributories among themselves,
- and the amount is not to exceed \$20.00.

20.2 Excess property on winding up

If on the winding up or dissolution of Capital Football, and after satisfaction of all its debts and liabilities, any property remains, that property must be given or transferred to another body or bodies:

- (a) having objects similar to those of Capital Football; and
- (b) whose constitution prohibits (or each of whose constitutions prohibit) the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on Capital Football under this Constitution.

That body is, or those bodies are, to be determined by the Members at or before the time of dissolution or, failing that a determination, by a judge who has or acquires jurisdiction in the matter.

21 Accounts

The Directors must cause the accounts of Capital Football to be audited as required by the Act.

22 Definitions and interpretation

22.1 Definitions

In this Constitution unless the contrary intention appears:

Accredited means a person who has completed a course of relevant training recognised by FFA or Capital Football.

Act means the *Associations Incorporation Act 1991 (ACT)*.

AFC means Asian Football Confederation.

Affiliate means any body or person who is a member of or is affiliated or registered with Capital Football, including without limitation a director, officer, employee, club, committee, referee, manager, coach, player or Registered Participant.

Appointed Director is defined in article 10.1.

Borda Count means the translation of preferences shown on ballot papers under article 10.16 as follows:

(a) a first preference vote will score n points with n being the number of candidates;

(b) a second preference vote will score $n-1$ points; and

(c) each successive preference vote will score one point less than the preceding preference vote,

and calculating the points received by a candidate as the sum of the points that the candidate received for each preference vote.

By-law means a by-law made under Part 15 and a reference to a specific by-law means that by-law as amended from time to time.

Capital Football means the ACT Football Federation Incorporated.

CEO means a person appointed from time to time as a Chief Executive Officer of Capital Football, and where appropriate includes an acting CEO and a person appointed by the Directors to perform all or any of the duties of a CEO of the Capital Football.

Chair means the person elected to the office of Chair of directors from time to time under article 10.10.

Chief Executive Officer means a person appointed as chief executive officer by the Directors under article 13.1.

Committee means a committee established under article 12.10.

Constitution means this constitution as amended from time to time, and a reference to a particular article is a reference to an article of this Constitution.

Deputy Chair means the person (if any) elected to the office of deputy Chair of directors from time to time under article 10.11.

Director means a director of Capital Football and includes the Chair and any Deputy Chair.

Directors means all or some of the directors of Capital Football acting as a board.

Disqualifying Position means:

(a) a position as an employee of Capital Football, a Zone Council, or of FFA; or

(b) any Official Position..

Elected Director is defined in article 10.1.

Equal Opportunity Law means the Sex Discrimination Act 1984 (Cth), Racial Discrimination Act 1975 (Cth), Disability Discrimination Act 1992 (Cth), Age Discrimination Act 2004 (Cth), Human Rights and Equal Opportunity Act 1986 (Cth), Anti-Discrimination Act 1977 (NSW), Anti-Discrimination Act 1991 (Qld), Equal Opportunity Act 1984 (SA), Anti-Discrimination Act 1998 (Tas), Equal Opportunity Act 1995 (Vic), Equal Opportunity Act 1984 (WA), Discrimination Act 1991 (ACT) and Anti-Discrimination Act 1992 (NT), and any regulations made under any of those Acts.

FFA means Football Federation Australia Limited ACN 106 478 068.

FIFA means Federation Internationale de Football Association.

Financial Statements means a statement of financial performance, a statement of financial position, a statement of cash flows and notes to each of those statements.

First Directors means the persons named in article 10.2.

First Members means the persons named in article 3.1.

Football means “Association Football” as recognised by FIFA from time to time. Football includes the games of football, soccer football, indoor or 5 a side (futsal) football and beach football.

Football Code of Conduct means the code of conduct so named published by FFA and notified to members of FFA, as amended from time to time.

Grievance has the meaning given to that term in the Grievance Procedure.

Grievance Procedure means the procedures dealing with Grievances published by FFA and notified to its members, as amended from time to time.

Laws of the Game means the rules of Football referred to in the Statutes and Regulations.

Member means a member of Capital Football.

Official Position means a person who holds a position, whether elected or appointed, as:

- (c) Chair, deputy Chair, CEO, treasurer, director, committee member or member of the governing body (however described) of a club, association (incorporate or unincorporated) or company (including FFA, but excluding Capital Football) conducting, participating in or administering Football or any Football competition in Australia; or
- (d) a member of a Standing Advisory Committee; or
- (e) a member of a Zone Council.

Part means a Part of this Constitution.

Personal Information has the meaning given to it in section 6 of the *Privacy Act 1988* (Clth).

Region means a geographical area determined to be a Zone under article 3.4.

Registered Office means the registered office of Capital Football from time to time.

Registered Participant means a person registered by Capital Football under article 7.3 in the category of:

- (a) player (including junior players) in any competition recognised by FFA or Capital Football;
- (b) Accredited referee; or
- (c) Accredited coach.

Relevant By-Laws is defined in article 3.6(a)(i).

Relevant Zone Participant means a Registered Participant who participates in Football competitions in the Zone administered by the Zone Council of which the Zone Council Member referred to in clause 6.3(a) is a member.

Standing Advisory Committee means a Standing Advisory Committee established by the Directors under the By-laws.

Standing Advisory Committee Member means a Chair of a Standing Advisory Committee invited to apply for membership under article 3.2(b) and admitted as a Member under article 3.8.

State means the Australian Capital Territory and region.

Statutes and Regulations means the Statutes and Regulations of FIFA, AFC and FFA in force from time to time.

Zone means a geographical area determined to be a Zone under article 3.4.

Zone Council means a Zone council established under article 3.5.

Zone Councillor means a member of a Zone Council elected according to the By-law adopted under article 3.8.

22.2 Interpretation

- (a) In this Constitution:
 - (i) **(presence of a Member)** a reference to a Member present at a general meeting means the Member present in person or by proxy, attorney or Representative;

- (ii) **(AGM)** a reference to an annual general meeting in a calendar year (for example, in 2006), is a reference to the annual general meeting required to be held by Capital Football in that calendar year under the relevant section of the Act;
 - (iii) **(document)** a reference to a document or instrument includes any amendments made to it from time to time and, unless the contrary intention appears, includes a replacement.
- (b) In this Constitution unless the contrary intention appears:
- (i) **(gender)** words importing any gender include all other genders;
 - (ii) **(person)** the word “person” includes a firm, a body corporate, a partnership, a joint venture, an unincorporated body or association or an authority;
 - (iii) **(successors)** a reference to an organisation includes a reference to its successors;
 - (iv) **(singular includes plural)** the singular includes the plural and vice versa;
 - (v) **(instruments)** a reference to a law includes regulations and instruments made under it;
 - (vi) **(amendments to legislation)** a reference to a law or a provision of a law includes amendments, re-enactments or replacements of that law or the provision, whether by a State or the Commonwealth or otherwise;
 - (vii) **(signed)** where, by a provision of this Constitution, a document including a notice is required to be signed, that requirement may be satisfied in relation to an electronic communication of the document in any manner permitted by law or by any State or Commonwealth law relating to electronic transmissions or in any other manner approved by the Directors; and
 - (viii) **(writing)** “writing” and “written” includes printing, typing and other modes of reproducing words in a visible form including, without limitation, any representation of words in a physical document or in an electronic communication or form or otherwise.

22.3 Corporations Act

In this Constitution unless the contrary intention appears:

- (a) an expression has, in a provision of this Constitution that deals with a matter dealt with by a particular provision of the Corporations Act, the same meaning as in that provision of the Corporations Act; and

(b) “section” means a section of the Corporations Act.

The provisions of the Corporations Act that apply as replaceable rules are displaced by this Constitution and accordingly do not apply to Capital Football.

22.4 Headings

Headings are inserted for convenience and do not affect the interpretation of this Constitution.

22.5 “Include” etc

In this Constitution the words “include”, “includes”, “including” and “for example” are not to be interpreted as words of limitation.

22.6 Powers

A power, an authority or a discretion reposed in a Director, the Directors, a Committee, Capital Football in general meeting or a Member may be exercised at any time and from time to time.