

By-Laws

ACT Football Federation Incorporated

ACT Football Federation Incorporated

By-law 1

Election of Zone Representatives and Standing Committee members

1 Status

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

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.

3 Purpose

This By-law provides for the election of Zone Representatives and Standing Committees.

There will be two Zone Representatives elected from each Zone. Other than with respect to the Futsal Standing Committee, the members of each Standing Committee will be elected from the pool of eligible candidates nominated across all Zones in accordance with the By-laws.

4 Eligibility - Zone Representatives

4.1 Eligibility for election

A person is eligible to be a Zone Representative 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 the Association or of FFA.

4.2 Eligibility to vote

Subject to paragraph 11.1, only Clubs that are assigned to a Zone may vote for the Zone Representatives of that Zone.

5 Eligibility - Referees' Standing Committee

5.1 Eligibility for election

A person is eligible to be a member of the Referees' Standing 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 the Association or of FFA.

5.2 Eligibility to vote

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

- (a) a Registered Participant who is registered in the category of Accredited referee and is aged 18 years or over; and
- (b) a parent or guardian of a Registered Participant who is registered in the category of Accredited referee and is under 18 years of age.

6 Eligibility - Coaches' Standing Committee

6.1 Eligibility for election

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

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

6.2 Eligibility to vote

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

- (a) a Registered Participant who:
 - (i) is identified in the category of FFA Accredited coach; and
 - (ii) is coaching a Football team participating in a competition that is sanctioned by the Association or a team that represents the Association and who is aged 18 years or over.

7 Eligibility - Women's Standing Committee

7.1 Eligibility for election

A person is eligible to be a member of the Women's Standing 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 the Association or of FFA.

7.2 Eligibility to vote

Subject to paragraph 11.1, votes may only be cast by Clubs fielding teams in women's senior or open competitions that are recognised or sanctioned by the Association. These teams 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.

8 Eligibility - Futsal Standing Committee

8.1 Eligibility for election

A person is eligible to be a member of the Futsal Standing 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 the Association or of FFA.

8.2 Eligibility to vote

Subject to paragraph 11.1, votes may only be cast by Clubs fielding teams in Futsal competitions that are recognised or sanctioned by the Association. These teams 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.

9 Eligibility – Juniors' Standing Committee

9.1 Eligibility for election

A person is eligible to be a member of the Juniors' Standing 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 the Association or of FFA.

9.2 Eligibility to vote

Subject to paragraph 11.1, votes may only be cast by Clubs fielding teams in competitions that are recognised or sanctioned by the Association for players under 18 years of age. These teams 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.

10 Eligibility - Men's Standing Committee

10.1 Eligibility for election

A person is eligible to be a member of the Men's Standing 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 the Association or of FFA.

10.2 Eligibility to vote

Subject to paragraph 11.1, votes may only be cast by Clubs fielding teams in men's senior or open competitions that are recognised or sanctioned by the Association. These teams 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.

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 Zone Representatives in more than one Zone;
 - (ii) vote more than once for any Standing 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; or
- (b) two persons,

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 Committees; and
- (b) Zone Representative for the Zone within which the Club resides.

A nomination must be:

- (c) in writing;
- (d) signed by the nominator(s) and the nominee;
- (e) specify the Zone or Standing 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 Directors 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 Directors 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 Directors, 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 Directors 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 Directors 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 Directors must arrange for ballot papers to be published for:

- (a) Zone Representative candidates in each Zone; and
- (b) Standing Committee members,

in respect of which an election is required.

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

11.6 Distribution of ballot papers

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

- (a) at the Registered Office;
- (b) on the ACT Football Federation Incorporated 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 Directors, or the Directors’ nominee, it is not authentic;
- (b) no first preference is marked; or
- (c) a first preference is marked for two or more candidates.

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

A decision by the Directors, or the Directors' nominee, under this paragraph is final.

11.10 Quota – deleted as per Board decision and FFA acceptance in June 2005.

11.11 Counting votes – new clause adopted in June 2005.

- (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.

11.12 Declaration of results

As soon as possible after results of an election are ascertained, the Directors 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 Directors under this paragraph is final.

12 Term of office and casual vacancies

12.1 Term of office

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

Each Zone Representative will serve a two year term and are eligible for re-election.

12.2 Casual vacancy or other shortfall in members

A casual vacancy will be filled by the Directors. However, in filling a casual vacancy, the Directors 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 Directors may appoint persons to be Standing Committee members in either of the following situations:

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

In the case of such appointments, the Directors may appoint any number of members they deem appropriate, provided that the Standing 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 Committee members.

13 Timing of election of Standing Committee members

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

ACT Football Federation Incorporated

By-law 2

Zone Representatives

1 Status

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

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.

3 Purpose

This By-law establishes, and prescribes the functions and obligations of Zone Representatives.

4 Membership

There will be two Zone Representatives for each Zone, elected or appointed according to By-law 1.

5 Functions and obligations

5.1 Functions

Zone Representatives must:

- (a) seek and maintain membership of the Association for so long as they remain a Zone Representative;
- (b) uphold and promote the objects of the Association and the FFA;
- (c) attend all general meetings of the Association reasonably practicable;
- (d) in their capacity as a member of the Association receive and consider all reports and business discussed at general meetings;
- (e) represent their Zone at all Association functions;
- (f) represent the Association at all relevant Zone functions;
- (g) facilitate the implementation of Association policy, programs and initiatives;

- (h) act as a conduit for the flow of information and issues of relevance from the Association to the Zone and from the Zone to the Association;
- (i) carry out such other reasonable functions as requested by the Association.

ACT Football Federation Incorporated

By-law 3

Referees' Standing Committee

1 Status

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

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.

3 Purpose

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

4 Establishment

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

5 Functions

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

The ACT Referees' Standing Committee is to assist the Directors and the Chief Executive Officer in the appointment of referees to games in all competitions sanctioned or recognised by the Association.

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

The ACT Referees' Standing Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Directors 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.

6 Membership

The members of the ACT Referees' Standing Committee will comprise persons elected or appointed according to By-law 1. The Standing Committee shall not have less than 6 nor greater than 9 members. At least one member will be appointed to specifically represent the interests of Futsal referees.

7 Proceedings

7.1 Meetings

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

The ACT Referees' Standing Committee must meet at least twice in each year.

7.2 Chair

The members of the ACT Referees' Standing 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 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 Committee meeting

The chair is entitled to preside at meetings of the ACT Referees' Standing 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 Committee chosen by a majority of the members present.

7.5 Use of technology

A meeting of the ACT Referees' Standing 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 Committee may only withdraw their agreement within a reasonable period before the meeting.

8 Membership of the Association

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

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

ACT Football Federation Incorporated

By-law 4

Coaches' Standing Committee

1 Status

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

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.

3 Purpose

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

4 Establishment

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

5 Functions

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

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

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

- (a) methods for improving club coach development and retention;
- (b) methods for improving club player retention and 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.

6 Membership

The members of the ACT Coaches' Standing Committee will comprise persons elected or appointed according to By-law 1. The Standing Committee shall not have less than 6 nor greater than 9 members.

The ACT Coaches' Standing Committee will appoint at least one member to represent the interests of coaches within the following football groups:

- Grass roots
- Premier league
- High performance
- Futsal, and
- School football.

7 Proceedings

7.1 Meetings

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

The ACT Coaches' Standing Committee must meet at least twice in each year.

7.2 Chair

The members of the ACT Coaches' Standing 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 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 Committee meeting

The chair is entitled to preside at meetings of the ACT Coaches' Standing 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 Committee chosen by a majority of the members present.

7.5 Use of technology

A meeting of the ACT Coaches' Standing 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 Committee may only withdraw their agreement within a reasonable period before the meeting.

8 Membership of the Association

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

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

ACT Football Federation Incorporated

By-law 5

Women's Standing Committee

1 Status

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

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.

3 Purpose

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

4 Establishment

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

5 Functions

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

The ACT Women's Standing Committee is to assist the Directors and the Chief Executive Officer in the conduct of all women's competitions sanctioned or recognised by the Association.

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

The ACT Women's Standing Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Directors 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.

6 Membership

The members of the ACT Women's Standing Committee will comprise persons elected or appointed according to By-law 1. The Standing Committee shall not have less than 6 nor greater than 9 members.

7 Proceedings

7.1 Meetings

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

The ACT Women's Standing Committee must meet at least twice in each year.

7.2 Chair

The members of the ACT Women's Standing 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 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 Committee meeting

The chair is entitled to preside at meetings of the ACT Women's Standing 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 Committee chosen by a majority of the members present.

7.5 Use of technology

A meeting of the ACT Women's Standing 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 Committee may only withdraw their agreement within a reasonable period before the meeting.

8 Membership of the Association

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

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

ACT Football Federation Incorporated

By-law 6

Futsal Standing Committee

1 Status

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

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.

3 Purpose

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

4 Establishment

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

5 Functions

The ACT Futsal Standing Committee is to advise the Directors and the Chief Executive Officer on policy issues, strategic directions and regulations governing Futsal.

The ACT Futsal Standing Committee is to provide advice to the Directors and the Chief Executive Officer on the conduct of Futsal competitions sanctioned or recognised by the Association.

The Directors, the Chief Executive Officer or a Zone Council may refer any matter relating to Futsal to the ACT Futsal Standing Committee for advice.

The ACT Futsal Standing Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Directors 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 the Association; and
- (e) any other matter relating to Futsal.

6 Membership

The members of the ACT Futsal Standing Committee will comprise persons appointed according to By-law 1. The Standing Committee shall not have less than 6 nor greater than 9 members.

7 Proceedings

7.1 Meetings

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

The ACT Futsal Standing Committee must meet at least twice in each year.

7.2 Chair

The members of the ACT Futsal Standing 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 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 Committee meeting

The chair is entitled to preside at meetings of the ACT Futsal Standing 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 Committee chosen by a majority of the members present.

7.5 Use of technology

A meeting of the ACT Futsal Standing 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 Committee may only withdraw their agreement within a reasonable period before the meeting.

8 Membership of the Association

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

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

ACT Football Federation Incorporated

By-law 7

Juniors' Standing Committee

1 Status

This By-law is made by the Directors 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.

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.

3 Purpose

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

4 Establishment

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

5 Functions

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

The ACT Juniors' Standing Committee is to assist the Directors and the Chief Executive Officer in the conduct of all junior competitions sanctioned or recognised by the Association.

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

The ACT Juniors' Standing Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Directors 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 juniors' Football.

6 Membership and involvement of schools

The members of the ACT Juniors' Standing Committee will comprise persons elected or appointed according to By-law 1. The Standing Committee shall not have less than 6 nor greater than 9 members.

The chairman of the Standing Committee must invite representatives of the following organisations to attend and participate (but not vote) at committee meetings:

- (a) those bodies governing or materially participating in the provision of Football to primary and secondary schools in the ACT and surrounding regions; and
- (b) such other bodies relevant to juniors' or schools' Football as the Chairman thinks fit.

Such invitations may be on standing basis or applicable only to specific meetings.

7 Proceedings

7.1 Meetings

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

The ACT Juniors' Standing Committee must meet at least twice in each year.

7.2 Chair

The members of the ACT Juniors' Standing 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 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 Committee meeting

The chair is entitled to preside at meetings of the ACT Juniors' Standing 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 Committee chosen by a majority of the members present.

7.5 Use of technology

A meeting of the ACT Juniors' Standing 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 Committee may only withdraw their agreement within a reasonable period before the meeting.

8 Membership of the Association

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

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

ACT Football Federation Incorporated

Attachment A

1 Status

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

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.

3 Purpose

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

4 Establishment

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

5 Functions

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

The ACT Men's Standing Committee is to assist the Directors and the Chief Executive Officer in the conduct of all men's competitions sanctioned or recognised by the Association.

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

The ACT Men's Standing Committee may give any advice requested of it, and may (whether or not requested to do so) make recommendations to the Directors 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.

6 Membership

The members of the ACT Men's Standing Committee will comprise persons elected or appointed according to By-law 1. The Standing Committee shall not have less than 6 nor greater than 9 members.

7 Proceedings

7.1 Meetings

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

The ACT Men's Standing Committee must meet at least twice in each year.

7.2 Chair

The members of the ACT Men's Standing 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 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 Committee meeting

The chair is entitled to preside at meetings of the ACT Men's Standing 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 Committee chosen by a majority of the members present.

7.5 Use of technology

A meeting of the ACT Men's Standing 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 Committee may only withdraw their agreement within a reasonable period before the meeting.

8 Membership of the Association

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

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

ACT Football Federation Incorporated

By-law 9

Zones

1 Status

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

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.

3 Purpose

This By-law establishes the Zones and identifies their boundaries.

4 The Zones

The Zones and their boundaries are those identified in the **attachment A** to this By-law.

5 Association must assign Clubs to Zones

The Association must:

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

ACT Football Federation Incorporated

Attachment A

ZONE STRUCTURE (with Clubs) as at 20 June 2008

NORTH ZONE	SOUTH ZONE
<p><u>Ginninderra Region</u></p> <p>ACTAS Belconnen United FC Belnorth FC Belsouth JSC Belwest FC Gungahlin United FC Gungahlin Juventus Radford College UCU Pumas Yass FC North Canberra Futsal</p> <p><u>Limestone Region</u></p> <p>ADFA ANU FC ANU WSC Canberra City FC Crossroads FC Gundaroo Bullocks Majura SC Monaro SC O'Connor Knights Queanbeyan City Southern Tablelands FA</p>	<p><u>Namadgi Region</u></p> <p>Brindabella Blues FC Burns Club CF Academy Cooma Tigers Lanyon United FC Tuggeranong United SC Tuggeranong JSC Tuggeranong WSC Weston Creek Capital Futsal South Canberra Futsal</p> <p><u>Central Region</u></p> <p>Canberra Boys Grammar School Canberra Girls Grammar School Canberra FC Canberra Olympic SC Players FC Marist College Narrabundah SC St Edmunds College White Eagles FC Woden Valley FC Woden Valley SC</p>