

## Standard 1: Club Constitution

A constitution forms the basis of the internal governance rules of a corporation, it is an important document that will facilitate the smooth running of your greyhound racing club. All clubs must be incorporated entities and have a constitution that meets the requirements of the applicable legislation as outlined in the table below:

Club Legal Status	Relevant Legislation and Authority
Incorporated Associations	Associations Incorporation Act (NSW) 1984 <i>Department of Fair Trading</i>
Companies Limited by Guarantee	Corporations Act (Cth) 2001 <i>ASIC (Australia Securities and Investments Commission)</i>

You should review your constitution annually to ensure it is up-to-date and provides an appropriate governance framework for the club.

### Templates

This Standard contains two different model constitutions, one applicable to Companies Limited by Guarantee and one applicable to Incorporated Associations.

A model constitution template for Companies Limited by Guarantee and Incorporated Associations can be found on the Club Resource CD-ROM supplied with your Operating Standards and Guidelines folder.

Both model constitution templates have been prepared by our legal advisers Blake Dawson Waldron.

### Tools and Assistance

Any questions regarding this standard should be directed to the General Manager, Member & Club Services, at GRNSW on (02) 8767 0500.

### What GRNSW Requires From Your Club

If your club has updated or changed its constitution within the last year, you must provide a copy of the new club constitution to GRNSW to be compliant with this standard.



### **Why Does Your Club Need a Constitution?**

Every greyhound racing club in NSW is required to have a constitution. This is the document that contains the rules of an organisation and describes its basic structure and processes.

The constitution should outline the internal governance rules, which specify the following:

- The aims of the club;
- How the members of the club are admitted;
- The rights and obligations of members;
- Appointment, removal and powers of the Committee members / office-bearers;
- How general meetings of members and meetings of the club are convened and conducted; and
- How the club is managed, especially its finances.

### **Why Would You Need to Change Your Constitution?**

It is important that your constitution accurately reflects how your club operates in practice. There is no use having a constitution that no one looks at or follows, as this may result in problems. So if this is the case, you may need to change your constitution to bring it up to date.

You may also need to change your constitution to implement a new structure or to alter the way in which the club operates. This may occur because the club's circumstances have changed or it is taking on new activities.

Further, a change or amendment to the *Associations Incorporation Act (NSW) 1984* or the *Corporations Act (Cth) 2001* may necessitate changes to your club constitution.

