

THE AUSTRALIAN LABOUR AND EMPLOYMENT RELATIONS ASSOCIATION - CONSTITUTION

(As at 6 October 2011)

1. **NAME**

The name of the Association is "The Australia Labour and Employment Relations Association", hereinafter referred to as The National Association.

2. **OFFICE**

The office of the National Association will be situated in such Capital City in Australia as the Council shall from time to time determine. The first office shall be situated in Sydney in the State of New South Wales.

3. **OBJECTS**

The objects of the National Association are to organise and foster discussions, research, education and publication within the field of industrial relations; co-ordinate with the activities of constituent Societies/Associations; and liaise with international Associations in the international area of industrial relations including affiliation with such bodies as the Council considers appropriate and participation in the activities of such international bodies.

4. **MEMBERSHIP**

The members of the National Association shall consist of the members from time to time of the following -

The Industrial Relations Society of New South Wales

The Industrial Relations Society of Queensland

The Industrial Relations Society of South Australia

The Industrial Relations Society of Victoria

The Industrial Relations Society of Western Australia

The Industrial Relations Society of Tasmania

The Australian Labour and Employment Association of the Australian Capital Territory

The Australian Labour and Employment Association of the Northern Territory

Such bodies are herein referred to as the constituent Societies/Associations.

5. **COMPOSITION OF COUNCIL**

(a) There shall be a Council of the National Association which shall consist of four representatives from each constituent Society/Association to be appointed by the Executive Committee of each constituent Society/Association or as otherwise decided by each constituent Society/Association, together with the immediate Past-President of the National Association.

(b) The Secretary of each constituent Society/Association may notify the Secretary-Treasurer of the National Association of its representatives at least seven (7) days prior to the commencement of Council Meetings.

- (c) At its Annual General Meeting the Council shall elect a President and a Secretary-Treasurer who shall be members of the National Association and who if not representatives appointed by a constituent Society/Association shall ex-officio be members of the Council.

6. ATTENDANCE AT COUNCIL MEETINGS

- (a) If any representative is unable to attend a Meeting of the Council, the constituent Society/Association by whom he was appointed may appoint as his substitute a member of the National Association.
- (b) A constituent Society/Association may appoint additional non-voting representatives who may attend National Association Meetings and participate by leave of Council.
- (c) The Council of the National Association may invite any other person, who may or may not be a member of a constituent Society/Association, to attend part/s of a Council Meeting and address the Meeting.
- (d) If any constituent Society/Association considers it desirable for such a person to attend a Council Meeting, they shall communicate this in writing to the Secretary-Treasurer at least seven (7) days prior to the date of the Council Meeting.
- (e) The President shall decide whether or not the person shall be allowed to attend the Council Meetings.

7. OFFICERS

- (a) The Officers of the Council shall consist of a President, four Vice-Presidents and a Secretary-Treasurer. These Officers shall be elected during each calendar year by the Council and shall be elected from representatives appointed to the Council by each constituent Society/Association provided that the President and/or the Secretary-Treasurer may be elected from members of the Society/Association other than representatives.

Nominations for the positions provided for in this sub-clause shall be made, in writing, by a constituent Society/Association, to be received by the Honorary Secretary/Treasurer at least four weeks prior to the date of the meeting of the Council at which such officers are to be elected.

- (b) In addition, the Council may appoint an Honorary Assistant Secretary-Treasurer who shall be a member of the Committee of the constituent Society/Association to which the Honorary Secretary-Treasurer belongs. The Assistant Secretary-Treasurer shall not be, ex officio, a delegate to the Council and shall not be entitled to vote at Meetings of the Council unless a representative appointed by a constituent Society/Association.

The Assistant Secretary-Treasurer shall perform such duties as are delegated to him by the Secretary-Treasurer be unable to carry out the duties of his office, he shall authorise the Assistant Secretary-Treasurer to perform those duties until the Secretary-Treasurer is able to resume his duties or, failing such resumption, the next Meeting of the Council.

8. MANAGEMENT OF THE ASSOCIATION

- (a) The business and affairs of the National Association shall be under the control and management of the Council.

- (b) The funds of the National Association shall be applied by resolution of the Council to further the objectives of the National Association as the Council sees fit.
 - (i) The National Association may, by resolution establish such committee or committees of the Council as it sees fit;
 - (ii) Each resolution shall specify the powers and functions of the Council which are delegated to the committee to be exercised and discharged by that committee;
 - (iii) The National Association may, at any time, revoke or vary any such resolution; and
 - (iv) The establishment of a committee shall not derogate from the power of the National Association to exercise its powers or discharge its functions in relation to any matter referred to such committee, notwithstanding the existence of that committee.

9. VOTING AT COUNCIL MEETINGS

- (a) Resolutions, other than resolutions pursuant to Clause 10(b) herein, shall be voted on, subject to Clause 9(c) hereunder, by each representative on the Council having a single deliberative vote.
- (b) Each constituent Society/Association may furnish, in writing, to the Secretary-Treasurer, prior to the commencement of any Meeting of the Council, an authorisation for a representative of the constituent Society/Association appointed pursuant to Clause 5 or a substitute appointed pursuant to Clause 6(a) or any other member of the Council to exercise, on behalf of that constituent Society/Association, a number of votes so that the number of votes being exercised by representatives of that constituent Society/Association on behalf of that constituent Society/Association or by proxy on behalf of that constituent Society/Association shall not exceed four in number.
- (c) The President and Secretary-Treasurer shall have one deliberative vote and, if required, the President shall have a casting vote.
- (d) A quorum at Council Meetings shall be seven provided that at least four Associations have a representative present.

10. RESERVATION OF MATTERS BY CONSTITUENT SOCIETIES/ASSOCIATIONS

- (a) In the event of any constituent Society/Association or a member of the Council appointed by a constituent Society/Association declaring personally at a Meeting of the Council or by letter or telegram received by the President or Secretary-Treasurer at a Meeting or before the commencement of a Meeting that a matter is of vital interest to or a purely domestic concern of that constituent Society/Association, no decision or resolution thereon shall be made or carried into effect without the concurrence of that constituent Society/Association.
- (b) Provided that, should such concurrence not be received by the following Meeting of the Council, the Council may resolve, by a majority of constituent Societies/Association so voting, to consider and determine the matter reserved pursuant to (a) herein.

11. CONTRIBUTIONS

The funds of the National Association shall be provided by an annual contribution to be made by each constituent Society/Association in such sum or sums as may from time to time be determined by the Council. No resolution shall be passed by the Council varying the amount of annual contribution without one month's notice of any resolution proposed for consideration at any Meeting of the Council in that regard being given to each constituent Society/Association.

12. DISSOLUTION

Should the National Association be dissolved, the assets shall be divided between the constituent Societies/Association in proportion to their last paid annual contribution made pursuant to Clause 11 herein.

13. AUDITOR

There shall be an Auditor who shall be appointed by the Council at the time of each election of officers. The Auditor shall audit and certify a Statement of the Finances of the National Association for each Council Meeting. A casual vacancy in the appointment of an Auditor shall be filled by resolution of the Council.

14. AMENDMENT OF CONSTITUTION

The Constitution may be amended from time to time by resolution of the Council but no resolution shall be passed by the Council amending the Constitution unless one month's notice of any such resolution shall have been given to and such resolution has been approved by each constituent Society/Association in writing to the Secretary-Treasurer.

15. LIFE MEMBERSHIP

- (a) The Council of the National Association may admit to life membership any member who has, in the view of the Council, made a significant and lasting contribution to industrial relations in Australia and the activities of the National Association.
- (b) No resolution to admit a member to life membership shall be passed by the Council unless one month's notice of any such resolution shall have been given to and such resolution has been approved by each constituent Society/Association in writing to the Secretary-Treasurer.
- (c) A nomination for like membership of the National Association may only be brought before the Council by resolution of the Committee of a constituent Society/Association.
- (d) The number of life members admitted at any time shall be at the discretion of the Council.