
CONSTITUTION AND RULES OF THE SHORE REGIONAL ORGANISATION OF COUNCILS INCORPORATED (SHOROC)

1. Name

The name of the Organisation is the Shore Regional Organisation of Councils Incorporated (in this Constitution, “the Organisation”), which may be referred to as either Shore Regional Organisation of Councils or SHOROC.

2. Definitions

In this Constitution:

Commissioner means the Commissioner of the Office of Fair Trading.

Constitution includes rules.

Mayor includes, where a member Council has been dismissed by the Governor-in-Council of New South Wales, the Administrator of that council

Region means the combined local government areas of the member Councils of the Organisation.

secretary means

- (a) the person holding office under this constitution as secretary of the Organisation, or
- (b) if no such person holds that office – the public officer of the Organisation.

Special general meeting means a general meeting of the Organisation other than an annual general meeting.

the Act means the *Associations Incorporation Act 1984*.

the Regulation means the *Associations Incorporation Regulation 1999*.

3. Objectives

The objectives of the Organisation are as follows:

- **Planning and collaboration:**

To plan and collaborate to address regional needs, problems, opportunities and challenges.

- **Cooperation and resource sharing**

To improve the quality, efficiency and cost effectiveness of councils services and facilities through cooperation and resource sharing where there are benefits to the councils and their communities in so doing.

- **Advocacy and regional leadership**

To seek to attract funds and resources and to influence the decisions of other levels of government, the private and the non-government sector to meet social, economic, service and infrastructure needs of the region and its residents and to protect the area's environment and lifestyle.

4. Membership and Membership Qualifications

- i. For the purposes of section 7(1) of the *Associations Incorporation Act 1984* (NSW), the Organisation shall consist of the total number of:
 - (a) the following number of constituent council members (in this Constitution, "member Councils"), being:
 - Manly Council,
 - Mosman Council,
 - Pittwater Council,
 - Warringah Council, and
 - such other New South Wales local councils as may be accepted as constituent council members by unanimous resolution of the Boardwhich shall be represented by the various several persons referred to in paragraph (b); and
 - (b) the following number of individual members (in this Constitution, "delegates" or "member delegates"), being the total number of the various and several persons who hold office or position from time to time as the Mayor and the General Manager of each of the above mentioned Councils.
- ii. A register of members for the time being of the Organisation shall be kept at the principal place of administration of the Organisation.

5. Nominations for Membership

- (1) A nomination for membership of the Organisation as a constituent council member:
 - (a) may only be made by a local council duly constituted under the laws of the Parliament of New South Wales
 - (b) must be in writing and lodged with the Secretary
 - (c) shall, as soon as practicable after receipt, be submitted by the Secretary to a meeting of the Board for its determination, and
 - (d) in order to be approved, required a unanimous resolution of the Board.
- (2) As soon as practicable after the Board makes its determination with respect to a nomination for membership, the Secretary must notify the applicant Council that the Board has either approved or refused the nomination.
- (3) No nomination for membership of the Organisation is required in the case of a delegate.

6. Membership entitlements not transferable

A right, privilege or obligation which a person has by reason of being a member of the Organisation:

- (a) is not capable of being transferred or transmitted to another person, and
- (b) terminates on cessation of the person's membership. te

7. Resignation of membership by a Member Council

- (1) A member council of the Organisation is not entitled to resign that membership except in accordance with this clause.
- (2) A member council of the Organisation that has paid all amounts payable by the member council and its member delegates to the Organisation in respect of the member councils and member delegates membership may resign from membership of the Organisation by first giving to the secretary written notice of at least six months (or such other period as the committee may determine) of the member council's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.
- (3) If a member of the council Organisation ceases to be a member under clause (2), and in every other case where a member council ceases to hold membership, the secretary must make an appropriate entry in the register of members recording the date on which the member council and persons who are member delegates by virtue of the office or position held in a member council ceased to be a member.
- (4) When such resignation takes effect, no contribution shall be refunded, no funds will be distributed and the Constitution remains in force between the remaining member Councils of the Organisation.

8. Termination of the Organisation

The Organisation may, by resolution passed at a special general meeting of the Organisation, resolve to terminate the Organisation. Upon termination of the Organisation the debts and liabilities of the Organisation shall be discharged out of the assets of the Organisation, with any shortfall in debts and liabilities unable to be paid from the assets of the Organisation to be shared equally by member councils. The balance of the assets and any income shall be shared equally by the remaining member councils immediately before the termination of the Organisation.

9. Amalgamation

The Organisation may, by resolution passed at a special general meeting of the Organisation, resolve to amalgamate the Organisation with one or more other organisations having similar objects to the Organisation, but only where:

- (a) the Organisation is of the opinion (and so resolves) that such amalgamation would promote the objects of the Organisation, and
- (b) the other organisation or organisations have rules prohibiting the distribution of their assets and income to their members (except only

in the case of termination of the organisations) and are otherwise exempt from income tax.

10. Register of members

- (1) The secretary of the Organisation must establish and maintain a register of members of the Organisation specifying the name and address of each member delegate and each member council of the Organisation together with the date on which the person became a member delegate or a council became a member council.
- (2) The register of members must be kept at the principal place of administration of the Organisation and must be open for inspection, free of charge, by any member of the Organisation at any reasonable hour.
- (3) A member of the Organisation may obtain a copy of any part of the register.

11. Fees and subscriptions

- (1) A member of the Organisation must, on admission to membership, pay to the Organisation a fee of \$1 or, if some other amount is determined by the Board, that other amount.
- (2) In addition to any amount payable by the member under clause (1), a member of the Organisation must pay to the Organisation an annual membership fee of \$2 or, if some other amount is determined by the Board, that other amount:
 - (a) except as provided by paragraph (b), before 1 July in each calendar year, or e
 - (b) if if
the member becomes a member on or after 1 July in any calendar year – on becoming a member and before 1 July in each succeeding calendar year.

12. Members' liabilities

The liability of a member of the Organisation to contribute towards the payment of the debts and liabilities of the Organisation or the costs, charges and expenses of the winding up of the Organisation is limited to the amount, if any, unpaid by the member in respect of membership of the Organisation as required by rule 11.

13. Disciplining of members

- (1) A complaint may be made to the Executive by any person that a member of the Organisation:
 - (a) has persistently refused or neglected to comply with a provision or provisions of this Constitution, or

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- (b) has persistently and wilfully acted in a manner prejudicial to the interests of the Executive
- (2) On receiving such a complaint, the Executive:
- (a) must cause notice of the complaint to be served on the member concerned; and
 - (b) must give the member at least 14 days from the time the notice is served within which to make submissions to the Executive in connection with the complaint, and
 - (c) must take into consideration any submissions made by the member in connection with the complaint.
- (3) The Executive may, by resolution, expel the member from the Board or suspend the member from membership of the Board if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved.
- (4) If the Executive expels or suspends a member, the secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the Executive for having taken that action and of the member's right of appeal under rule 15.
- (5) The expulsion or suspension does not take effect:
- (a) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
 - (b) if within that period the member exercises the right of appeal, unless and until the Board confirms the resolution under rule 14(5),
- whichever is the latter.

14. Right of Appeal

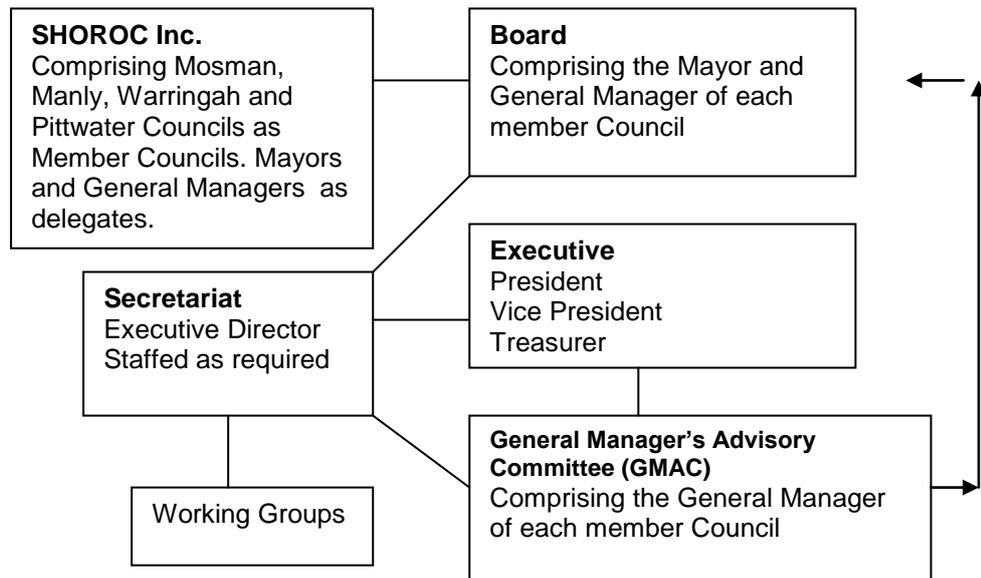
- (1) A member may appeal to the Board against a resolution of the Executive under rule 13, within 7 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.
- (2) The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.
- (3) On receipt of a notice from a member under clause (1), the secretary must notify the President who is to convene a special meeting of the Board in respect of the appeal to be held within 28 days after the date on which the secretary received the notice.
- (4) At a special meeting of the Board convened under clause (3):
 - (a) no business other than the question of the appeal is to be transacted, and

- (b) the Executive and the member must be given the opportunity to state their respective cases orally or in writing, or both, and
 - (c) the members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- (5) If at the special meeting the Board passes a resolution that is passed by three-fourths or more of the members voting at the meeting duly convened in accordance with this Constitution, being a resolution in favour of the confirmation of the resolution of the Executive under rule 13, the resolution of the Executive under rules 13 is confirmed.

15. Dispute Resolution

- i. Where disputes between delegates (in their capacity as members) of the Board, and disputes between delegates and the Board are still unable to be resolved, they are to be referred to a community justice centre for mediation in accordance with the Community Justice Centres Act 1983.
- ii. At least seven days before a mediation session is to commence, the parties are to exchange statements of the issues that are in dispute between them and supply copies to the mediator.

16. Organisational Structure



17. Powers of Organisation

- i) The Organisation shall, for the mutual benefit of the areas of the member Councils have power, in accordance with this Constitution, to:
 - a. Make submissions and representations to Governments and other agencies in respect of the areas of the member Councils, consistent with the objectives of the Organisation, adopted Business Plans, adopted policies and plans of the Organisation and any resolution of the Board;
 - b. Carry out the activities and projects consistent with the objectives of the Organisation; and
 - c. Receive funds in respect of the:
 - i. staffing of the Organisation
 - ii. carrying out of projects or studies agreed by the Organisation
 - iii. for any purpose that may be authorised by the Organisation.
- ii) The above shall not affect the right of an individual Council acting in its own right on any matters.
- iii) The control, regulation, maintenance and management of the exercise of these powers is vested in the meetings of delegates in accordance with this Constitution subject to any delegation of authority which may have been granted by the Board.
- vi) By resolution, and within limits defined in such resolution, to authorise the Board, a member Council's representative, a staff delegate or a properly appointed sub-committee consisting either whole or part of elected representatives, staff or other persons to exercise or perform on behalf of the Organisation any power, authority, duty or function other than any power, authority, duty or function, the Organisation, by resolution, reserves for itself.

18. Role of the Board

- (i) Delegates to the Organisation shall collectively be known as the Board.
- (ii) Subject to the Act, the Regulation and this constitution and to any resolution passed by the Organisation in a general meeting:

The Board is to control and manage the affairs of the Organisation including:

- (a) Monitor the performance of the Organisation
- (b) Adopt a business plan
- (c) Adopt annual estimate of revenue and expenditure having regards to the business plan on advice from General Managers Advisory Committee
- (d) Approve additional resources for priority regional projects from time to time as recommended by General Managers' Advisory Committee
- (e) Make broad policy decisions within the objectives of the Organisation

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- (f) Exercise such other functions as may be exercised by the Organisation other than those functions that are required to be exercised by a general meeting.

19. Board Representation

- i. A member Council will be represented on the Board by its delegates as follows:

The Mayor and the General Manager
- ii. The office of delegate shall become vacant if the delegate:
 - (a) dies
 - (b) ceases to hold office or a position at his/her Council;
 - (c) is replaced by his/her Council at any time.
 - (d) Is expelled from the Organisation
- iii. Where the office of a delegate becomes vacant, the Council shall appoint another delegate.
- iv. Where the Mayor of a Council is unable to attend a meeting of the Board, the Council may only be represented by the Deputy Mayor; in the Deputy Mayor's absence a Council may be represented by a Councillor duly authorised by the Mayor for the purpose of being an alternative delegate.
- v. Where the General Manager of a Council is unable to attend the meeting of the Board, the Council may be represented by another senior representative of the Council duly authorised by the General Manager for the purpose of being an alternative delegate.

20. Delegation by Board to sub-committee

- (1) The Board may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the Organisation as the Board thinks fit) the exercise of such of the functions of the Board as are specified in the instrument, other than:
 - (a) this power of delegation, and
 - (b) a function which is a duty imposed on the Board by the Act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- (3) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
- (4) Despite any delegation under this rule, the Board may continue to exercise any function delegated.

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- (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the Board.
 - (6) The Board may, by instrument in writing, revoke wholly or in part any delegation under this rule.
 - (7) A sub-committee may meet and adjourn, as it thinks proper.

21. Executive of the Board and Office Bearers of the Organisation

- (1) The Executive of the Board shall consist of the Office Bearers of the Organisation
- (2) The Office Bearers of the Organisation are to be:
 - (a) The President
 - (b) The Vice President
 - (c) The Treasurer
- (3) The election of the Office Bearers is to take place at the Annual General Meeting. The positions of the President and Vice President shall only be filled by elected representatives and the position of Treasurer from officers of Councils.
- (4) Each Office Bearer is, subject to this Constitution, to hold office until the conclusion of the annual general meeting following the date of the Office Bearers election, but is eligible for re-election.
- (5) In the event of a casual vacancy occurring for the office bearer, the Board may appoint a member of the board to hold office, subject to this Constitution, until the conclusion of the annual general meeting next following the date of appointment.

22. Election of Office Bearers

- (1) Nomination of candidates for election as office bearers of the Organisation may be made either (a) in writing signed by two members of the Organisation and accompanied by the written consent of the candidate and submitted to the Secretary prior to the commencement of the Annual General Meeting or (b) moved and seconded by members and agreed to by the member verbally at the Annual General Meeting.
- (2) Motions to nominate a person who is absent at the Annual General Meeting and thus unable to agree to the nomination will not be accepted.
- (3) If insufficient nominations are received, any vacant office bearers are taken to be a casual vacancy.
- (4) If only one nomination is received for any position, the person nominated is taken to be elected.
- (5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.

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- (6) The ballot for the election of office bearers is to be conducted at the Annual General Meeting in such usual and proper manner as the Board may direct.

23. Casual Vacancies

- (1) If a person who is an office bearer ceases to be a delegate then a casual vacancy occurs.
- (2) A casual vacancy can be filled at an ordinary meeting of the Board in such proper manner as the Board may direct.

24. Role of the Executive

Between meetings of the Board the role of the Board shall be to determine matters relevant to the Board's responsibility in circumstances where:

- a. in the opinion of the Board the matter is such that it must be determined prior to the next ordinary meeting of the Board, and
- b. it would be impractical to convene an extraordinary meeting of the Board.

This role does not have the authority to vary the adopted SHOROC Business Plan and Budget or review a regional policy or position that have been adopted by unanimous decision of the Board.

25. Role of the President

- i. The President shall preside at all meetings of the Board.
- ii. The President, unless otherwise directed by resolution of the Board shall:
 - a) Chair meetings of the Board.
 - b) Act as spokesperson for the Organisation representing one voice on regional issues where councils have adopted a unanimous decision of SHOROC
 - c) Exercise leadership and give direction to the Organisation.
 - d) Represent the Organisation to other Agencies and Governments.
 - e) Present the Organisation and its decisions in a positive way to the community, media, government and other interested groups.
 - f) Together with the GMAC authorise the expenditure of funds provided within the adopted budget.
 - g) Call special general meetings as required.

26. General Managers' Advisory Committee (GMAC)

Delegates of each Council who are General Managers shall comprise the General Manager Advisory Committee ("GMAC"). One General Manager shall be appointed chairperson.

27. The Role of the GMAC

- (1) The role of the GMAC will be to:
 - i. Advise on administrative and planning matters.
 - ii. Exercise general supervision of the Organisation's staff and resources including the authorisation of expenditure within the budget approved by the Board.
 - iii. Submit reports and recommendations to the Board for policy decision.
 - iv. Prepare and submit a Business Plan to the Board for adoption.
 - v. Have general supervision of projects and activities in the Business Plan.
 - vi. The exercise of such functions as the Board may delegate to GMAC from time to time by resolution.
- (2) Where the General Manager of a Council is unable to attend a meeting of the GMAC, the Council may be represented by another senior representative of the Council duly authorised by the General Manager for the purpose of being an alternative delegate.

28. The Role of Secretary

- (1) The Executive Director will perform the role of Secretary.
- (2) It is the duty of the secretary to keep minutes of
 - (a) the names of the Board Members present at a Board meeting or a general meeting, and
 - (b) all proceedings at Board meetings and general meetings.
 - (c) all meetings of General Managers Advisory Committee.
- (3) The Secretary shall also be the Public Officer.

29. The Role of Treasurer

- (1) The Board shall elect from member delegates who are a General Manager, a Treasurer of the Organisation.
- (2) It is the duty of the treasurer of the Organisation to ensure:
 - (a) that all money due to the Organisation is collected and received and that all payments authorised by the Organisation are made, and
 - (b) that correct books and accounts are kept showing the financial affairs of the Organisation, including full details of all receipts and expenditure connected with the activities of the Organisation.

30. Board Meetings

The Board shall meet at least four times per year in February, May, August and November.

- i. The Financial Statements and Annual Report of the Organisation shall be submitted to a meeting of the Organisation to be held not later than 30 November each year.
- ii. Meetings shall be held, in turn, at an office of each member Council or as decided by the Board
- iii. At every Board meeting the President shall preside but if he/she is not present the Vice President shall preside or if he/she is not present the members shall elect a Chairperson to preside at that meeting.
- iv. Any elected representative of a member Council may attend and speak at a Board meeting. Any senior officer of a Council that is a member may also attend and speak at Board meetings with the consent of a delegate of his/her Council and the President or meeting Chairperson.
- v. Business conducted at a Board meeting shall consist of:
 - Matters of which due notice has been given.
 - Matters which the President determines to be of urgency.
 - Consideration of recommendations, reports and correspondence which are consistent with the objectives of the Organisation.

31. Notice for Board Meetings

Each member council and delegate shall be notified of a Board Meeting not less than 6 days before each meeting.

32. Quorum

- (1) A quorum at a Board meeting shall consist of a number being half the number of delegates plus one.
- (2) A quorum of a Sub-Committee of the Board shall be a majority of members appointed.

33. Procedure

The procedure at a Board meeting shall be in conformity as far as possible with the procedure for meetings of Council and Committees as prescribed by regulations made under the Local Government Act 1993, and in accordance with standing orders adopted by the Organisation which are not in conflict with the above.

34. Board Voting

- (1) At Board meetings each delegate, and each bona fide alternative delegate representing a delegate, shall be entitled to vote. Each member Council shall therefore have two votes.
- (2) The President shall have both a deliberative vote and, in the event of equality of votes, a casting vote.
- (3) A unanimous vote is when at least four elected members, one representing each member council at the meeting, agree.
- (4) All votes must be given personally and there is no provision for voting by proxy.

35. General Meetings - Annual General Meeting

- (1) The Annual General Meeting is to be held in November of each year at a time and place as the Board thinks fit.
- (2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:
 - (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting,
 - (b) to receive and adopt reports on the activities of the Organisation during the last preceding financial year,
 - (c) to elect office-bearers of the Organisation
 - (d) to receive and consider the statement which is required to be submitted to members under section 26(6) of the Act.
- (3) An annual general meeting must be specified as such in the notice convening it.

36. General Meetings - Special General Meeting

- (1) The Board may, whenever it thinks fit convene a special general meeting of the Organisation.
- (2) The Board must, on the requisition in writing of a member council, convene a special general meeting
- (3) A requisition for a special general meeting:
 - (a) must state the purpose/purposes of the meeting
 - (b) must be signed by both the member delegates from the member council
 - (c) must be lodged with the secretary
 - (d) may consist of several documents in similar form, each signed by one or more of the member delegates making the requisition

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- (4) If the Board fails to convene a special general meeting to be held within one month after the date on which a requisition of member councils is lodged with the secretary, one or more of the member councils who made the requisition may convene a special general meeting to be held no later than one month after that date.

37. Notice

- (1) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Organisation, the secretary must, at least 7 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Organisation, the secretary must, at least 14 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under clause (1), the intention to propose the resolution as a special resolution.
- (3) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under rule 35(2)

38. Presiding Member

- (1) The president or, in the president's absence, the vice-president, is to preside as chairperson at each general meeting of the Organisation.
- (2) If the president and the vice-president are absent or unwilling to act, the members present must elect one of their number to preside as chairperson at the meeting.

39. Special Resolution

For the purposes of any general meeting of the Organisation, a resolution is a special resolution if it is passed unanimously by member delegates at a general meeting of which at least 14 days written notice specifying the intention to propose the resolution as a special resolution was given in accordance with this Constitution.

40. Quorum and Voting

- (1) A quorum at a general meeting of the Organisation shall consist of a number being half the number of delegates plus one.
- (2) On any question arising at a general meeting of the Organisation a delegate has only one vote.
- (3) All votes must be given personally or by proxy. No delegate may hold more than one proxy.
- (4) Each delegate is to be entitled to appoint another delegate as proxy by notice given to the secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.
- (5) The notice appointing the proxy is to be in the form set out in Appendix 1 to the constitution.

41. Funds

- (1) The funds of the Organisation are to be derived from entrance fees and annual subscriptions of members, contributions from member councils in accordance with resolution from the Board or from GMAC, grants, donations and, subject to any resolution passed by the Organisation in general meeting, such other sources as the Board determines.
- (2) All money received by the Organisation must be deposited as soon as practicable and without deduction to the credit of the Organisation's bank account.
- (3) The Organisation shall determine, prior to 31st May each year, an Annual Budget which will include:
 - (i) the amount of proposed expenditure by the Organisation;
 - (ii) the amount in hand available for such expenditure; and
 - (iii) any additional amount required to be raised to meet such expenditure.
- (4) The financial contribution by member Councils towards administrative and/or project costs of the Organisation shall be equal or as otherwise agreed as adopted by unanimous decision of SHOROC Board.
- (5) The Organisation shall pay monies received by it to a bank account held in the name of the Organisation and shall use such monies for the purpose of, and subject to, the terms of the Constitution.
- (6) All accounts shall be operated upon in such manner and by such persons as the organisation shall from time to time determine.
- (7) The accounts of the organisation shall be kept according to the same principles as the accounts of a member Council and in such books and form as are approved by the auditors to the Organisation.
- (8) The Organisation shall appoint an auditor who shall annually audit the accounts of the Organisation.
- (9) The audited accounts shall be presented to a meeting of the Organisation prior to 30th November each year.
- (10) The assets and income of the Association shall be applied solely in furtherance of its above mentioned objectives and no portion shall be distributed directly or indirectly to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of the Association.

42. Financial Year

The Organisation's financial year shall commence on 1 July and terminate on 30 June of the following year.

43. Annual Report

The Organisation shall submit an Annual Report to each of the with the notice of the Annual General Meeting.

44. Co-operation

For the purpose of performing any powers, duties or functions, the Organisation may make use of the services of an employee of a member Council if the prior approval of the Council's General Manager is obtained.

45. Alterations of Constitution

The statement of objects and this Constitution may be altered, rescinded or added to only by a special resolution of the Organisation.

46. Custody of books

Except as otherwise provided by this constitution, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to the Organisation.

48. Inspection of books

The records, books and other documents of the Organisation must be open to inspection, free of charge, by a member of the Organisation at any reasonable hour.

Constitution adopted on this eighteenth day of May, 2011

Signed on behalf of
MANLY COUNCIL

Cr Jean Hay

Mr Henry Wong, General Manager

Signed on behalf of
MOSMAN COUNCIL

Cr Anne Connon

Mr Viv May, General Manager

Signed on behalf of
PITTWATER COUNCIL

Cr Harvey Rose

Mr Mark Ferguson, General Manager

Signed on behalf of
WARRINGAH COUNCIL

Cr Michael Regan

Mr Rik Hart, General Manager

APPENDIX 1

(Rule 40)

**SHORE REGIONAL ORGANISATION OF COUNCILS INCORPORATED
(SHOROC)**

FORM OF APPOINTMENT OF PROXY

I,.....of

(full name)

(address)

being a delegate of Shore Regional Organisation of Councils Incorporated hereby appoint

.....of

(full name of proxy)

(address)

also being a delegate of Shore Regional Organisation of Councils Incorporated, as my proxy to vote for me on my behalf at the general meeting of Shore Regional Organisation of Councils Incorporated (annual general meeting or special general meeting, as the case may be) to be held on theday of..... and at any adjournment of that meeting.

* My proxy is authorised to vote in favour of/against (delete as appropriate) the resolution (insert details).

* to be inserted if desired.

.....

Signature of delegate appointing proxy

Date.....