

Member Group Representative explained

April 2026

Introduction

When your organisation becomes a member group of the Conservation Council ACT Region we ask you to nominate/authorise one to three representatives to represent your organisation. They are entitled to vote on all matters raised at Conservation Council AGMs.

What does your organisation need to do?

- 1) Provide us with the name(s) and contact details of your organisation's nominated representative(s).
- 2) Confirm these details before renewing your membership in June each year.
- 3) Inform us of any changes to your nominated representative's and/or their details.

How many nominated representatives can your group have?

The size of your organisation and therefore the number of nominated representatives is determined by the number of members in your organisation.

- Small Group: up to 50 members → **one representative**
- Medium Group: 51-100 members → **two representatives**
- Large Group: over 100 members → **three representatives**

What do nominated representatives do?

Most importantly, your organisation's representative(s) are entitled to vote on all matters raised at Conservation Council AGMs. Please read our [constitution](#) to learn more. **Other members of your organisation are not eligible to vote.**

If a nominated representative is unavailable to attend an AGM, they can nominate a [proxy](#) to vote on their behalf. **Only a nominated representative of one of the CCACT's member organisations can become a proxy.** If your organisation has multiple representatives, one of your other representatives can be a proxy. Otherwise you can reach out to the CCACT office and we can assist in finding proxies. Read more about proxies [here](#).

Who can be a nominated representative?

Your organisation can determine anyone to be a nominated representative, **as long as they are not a nominated representative for another member group of the CCACT already.**

They **don't need to be** the contact person of your organisation.