



Proxy voting explained

October 2025

Introduction

Proxy voting allows you to delegate your vote to another voting representative of a member group, to ensure your voice is heard if you are unable to attend The Conservation Council's Annual General Meeting (AGM). You are able to inform your 'proxy' of your voting intentions, and they can vote on your behalf on all matters raised at the AGM.

Rules 30 and 31 of the Constitution of the CCACT regulate the process of nominating a proxy to vote during an AGM.

30. VOTING

- (a) Subject to subrules (c) and (d), on any question arising at a general meeting of the association a member organisation has 1, 2 or 3 votes as set out in rule 3(b).
- (b) All votes must be given personally or by proxy but no nominated representative may hold more than 5 proxy votes.
- (c) If the votes on a question at a general meeting are equal, the person presiding is entitled to exercise a second or casting vote.
- (d) A member organisation or proxy is not entitled to vote at any general meeting of the association unless all money due and payable by the member organisation to the association has been paid, other than the amount of the annual subscription payable for the then current year.

31. APPOINTMENT OF PROXIES

- (a) Each nominated representative is entitled to appoint another nominated representative as proxy by notice given to the secretary no later than 24 hours before the time of the meeting for which the proxy is appointed.
- (b) The notice appointing the proxy must be in the form set out in appendix 1.



CONSERVATION COUNCIL ACT REGION

When are you/ is your organisation entitled to nominate a proxy?

- 1) You are a nominated representative of your member group/organisation (note that you are only able to be a nominated representative for one member group).
- 2) You are unable to attend the AGM but still want to vote on new board members, constitutional changes, etc..

Who can be nominated as a proxy?

- 1) Only a nominated representative of one of the CCACT's member organisations can become a proxy.
- 2) The same proxy can be the proxy for 5 member organisations and can therefore hold a maximum of 5 proxy votes.

How do you nominate a proxy?

By filling in the proxy form:

<https://conservationcouncil.org.au/wp-content/uploads/CC-AGM-Proxy-Form-2021.docx> and emailing it to secretary@conservationcouncil.org.au

When?

No later than 24 hours before the AGM. Cut-off time is **Wednesday 19 November 2025 at 6.00pm.**