



Membership Policy

(July 2021)

Membership Year

The Society's membership year commences on 1 September and runs to 31 August of the following calendar year.

Membership

See Section 5 of the Constitution: **Attachment 1**

<https://www.scl.org.au/resources/socla-constitution>

Admission to Membership

See section 6 of the Constitution: **Attachment 2**

<https://www.scl.org.au/resources/socla-constitution>

Types of Membership

There are three types of membership

Individual membership	\$220.00 (inc GST) per annum
Student membership (proof of student status required)	\$82.50 (inc GST) per annum
Corporate individual membership	\$110.00 (inc GST) per member per annum

Student Membership

Individuals studying relevant courses (either full time or part time) are entitled to join the Society as student members.

In mid July each year all current student members are required to show proof of study – whether part time or full time.

If a student has finished completion of their studies (but not yet graduated) then they are no longer a student.

If a student takes a break from study and is not an active student they will not be able to utilise the student rate until they commence studying again.

Corporate Individual Membership

Corporate Individual membership is only available to employees of current Corporate Affiliates.

Corporate Affiliates

A company may become a Corporate Affiliate by paying an annual corporate payment of \$550 (inc GST) which then allows individual members (from the one corporation but anywhere within Australia) to join as a corporate individual.

The concept of the Corporate Affiliate is for the purpose of calculating the membership fee and is not a category of membership in itself (it is the individuals within the corporate firm who are members of the

Society). It does not result in the organisation being a member of the Society however SoCLA will recognise the organisations that have Corporate Affiliate status on the [website](#) and at certain events (ie the conference).

If a member leave the employ of a Corporate Affiliate during the year, the membership remains with that member. We will, however, offer a replacement membership to another employee at the Corporate Affiliate for the unexpired portion of the membership

The major benefit of corporate membership is a financial one. The cost of five individual memberships (5 x \$220) is the same as a corporate membership with five members (\$550 + [5 x \$100]). Once a corporate firm has more than five members of SoCLA they are saving \$110.00 per member on membership fees.

If there is a 'members only' event or benefit it is the individual who can participate in the event or enjoy the benefit. This entitlement is not transferrable to another individual in the organisation where that individual is not a member of the Society.

Other benefits for Corporate Affiliates are:

- **Sponsorship Opportunities** – priority release of the annual sponsorship prospectus which will be issued to the corporate members before distribution to the broader industry so that Corporate Affiliates can get the first opportunity to take up sponsorship opportunities;
- **Use of Logo and publication of affiliation** – permission to use the SoCLA logo, only in relation to your corporate affiliation of the Society (note not to be used for events or other commercial activities unless approved by SoCLA);
- **Recognition by SoCLA** – all Corporate Affiliates will be listed on the SoCLA website– in addition SoCLA will acknowledge their Corporate Affiliates at the conference and other key events.
- **Account manager** – a dedicated account manager to assist the Corporate Affiliate with any queries that it may have;

See Policy on Corporate Affiliates –**Attachment 3**

Calculation of New Membership Fees

New memberships are charged per quarter on a pro-rata basis with the membership year ending on August 31st.

Pro rata rates are as follows:

- | | |
|--|---|
| • First quarter of membership year (1 September – 30 November) | 100 % of the full year fee |
| • Second quarter of membership year (1 December – 29 February) | 75% of the full year fee |
| • Third quarter of the membership year (1 March – 31 May) | 50% of the full year fee |
| • Fourth quarter of the membership year (1 June – 31 August) | |
| ○ 1 June – 31 July | 25% of the full year fee |
| ○ 1 August - 31 August | Full year fee for membership to 31 August of the following year |

Members can join either online at <https://www.scl.org.au/participate/membership> or by downloading and completing the application form (<https://www.scl.org.au/sites/default/files/SoCLA%20membership%20form%20%282016%29.pdf>).

Members are encouraged to register online rather than by paper form (even new corporate individual members) as this reduces administration.

Details of payment options are below.

Membership Renewals

Individual, Student and International Members are emailed a reminder to renewal on 1 August. This email contains a link requesting that they check their details are correct and then make payment.

Corporate Individual member renewals arranged through the corporate contact at each corporate affiliate firm.

Payment of Membership Fees

Credit card payment of membership renewals can be made by members after logging in to the SoCLA website and accessing their Account Page or by following the link in the email sent on 1 August. A sample of the email is contained in the Membership Procedure.

Cheques should be made payable to the Society of Construction Law Australia Limited and forwarded to

Administration Assistant, Society of Construction Law Australia
Ground Floor, 180 Phillip Street, SYDNEY NSW 2000

Electronic transfer details:

Bank SA
BSB: 105 900 Account No: 198 861 840
Account Name: Society of Construction of Law Australia
(if paying by EFT please ensure your name is used as the reference)

Removal and Cessation of Membership

See Section 7 of the Constitution: **Attachment 4**

Fee Waiver Policy

The Society has a Fee Waiver Policy. See **Attachment 5**

International Members

If you are an international member, please contact admin@scl.org.au for a refund of GST.

As international members are welcomed by email, a lapel pin is not posted. They are welcome to collect one from the National Secretariat in Sydney.

There is no discount offered to members of other SCLs. You are encouraged to join SoCLA.

Privacy

The Society has a procedure in place in relation to the privacy of member details.

Before changing any members from individual membership to corporate individual membership consent must be obtained for disclosure of their name and State of residence to the corporate contact at the relevant organisation and other individual at the relevant organisation who are also members of the Society.

The Member list is only distributed to the Executive of the Board and not to any consultants or suppliers unless specific approval has been granted by the Chair.

Under no circumstances will the member list be provided to anyone for the purpose of third party advertising or third party mail out lists. If organisations wish to advertise, this must be done through SoCLA communication channels and with the individual's consent where required.

The Society's Privacy Policy is **Attachment 6**

Use of Logo

- (a) Use of the SoCLA logo by corporate members is permitted where the logo is used only for the purpose of confirming corporate membership with SoCLA and where use of the logo has been approved by the membership sub committee chair.
- (b) Use of the SoCLA logo by individual members is allowed only in relation to their membership of the Society (not to be used for events or other commercial activities unless approved by SoCLA).
- (c) An individual SoCLA member is able to use the logo on their personal website profile within a company's website but not on the main page of their company's website (unless the company is a corporate affiliate).

Attachment 1

5 Membership

5.1 Classes of membership

- (a) Unless otherwise resolved by the company in a general meeting, the membership of the company will consist of Ordinary members, Honorary members and Student members.
- (b) Notwithstanding section 246B(2) of the Corporations Act, but otherwise subject to the other provisions of the Corporations Act, the company may vary or cancel rights conferred on a member of a class of members under this Constitution, or convert a member from one class to another, by special resolution of the company duly passed at a general meeting amending the appropriate provision (including amendment by way of variation or abrogation of those rights).

5.2 General Eligibility

All members of the company must either be natural persons over the age of 18 years or a body corporate.

5.3 Ordinary members

The Ordinary members of the company are the financial ordinary members of the Society at the date of incorporation of the company and those persons who:

- (a) have paid such of the financial Ordinary membership fee (if such a fee applies to the person) relevant to the person in accordance with the policy or policies adopted by the board; and
- (b) have been admitted by the board to membership of the company as Ordinary members after making an application for Ordinary membership and satisfying any eligibility criteria set out in this constitution or as adopted by the board.

5.4 Student Members

The Student members of the company are those persons who: Constitution

- (a) have paid such of the Student membership fee (if such a fee applies to the person) relevant to the person in accordance with the policy or policies adopted by the board; and
- (b) have been admitted by the board to membership of the company as Student members after making an application for Student membership and satisfying any eligibility criteria set out in this constitution or as adopted by the board.

5.5 Honorary Members

- (a) The board may confer an Honorary membership on any person who in the opinion of the board has provided long or distinguished service to the company or to the field of construction law or to the construction industry generally.
- (b) When Honorary membership is conferred on a person, that membership is conferred for life, subject to the other provisions of this constitution.

- (c) An Honorary member is not obliged to pay any entrance or subscription fees.
- (d) An Honorary member does not have the right to receive notice of, or vote at, a general meeting, or stand for election as a director, in their capacity as a Honorary member.

5.6 **Members rights**

Subject to rules 5.1(b) and 5.5(d), a member has:

- (a) the right to receive notices of and to attend and be heard at any general meeting of the company; and
- (b) the right to vote at any general meeting of the company.

5.7 **Form of application**

Any person may apply in writing to be a member of the company. A person's application for membership must be accompanied by such documents or evidence as to eligibility as the board requires in accordance with rules 5.3 and 5.4.

5.8 **Membership not transferable**

No membership interest, benefit or right of any member is capable of being sold or transferred in any manner whatsoever and a membership interest shall automatically lapse if there is any such purported sale or transfer or agreement to effect same

5.9 **Certificates**

- (a) The company may issue to each member, free of charge, one certificate evidencing that person as a member.
- (b) The company may issue a replacement certificate to a member if the company receives and cancels the existing certificate for that person's membership or the company is satisfied that the existing certificate is lost or destroyed, and the member pays any fee as the board resolve.

<https://www.scl.org.au/sites/default/files/Constitution%20Amended%20by%20Resolution%2020%20March%202018.pdf>

Attachment 2

6. Admission to membership

6.1 Consideration of application by the board

If a person makes an application that complies with rule 5 the board, or its delegate, must consider that application for membership as soon as practicable after its receipt and determine, in their discretion or at the delegate's discretion, the acceptance or rejection of that application for membership.

6.2 Acceptance or rejection of membership application

- (a) If an application for membership is accepted:
 - (i) the secretary must notify the applicant of admission; and
 - (ii) the name and details of the applicant must be entered in the register as membership details of the applicant in accordance with the Corporations Act.
- (b) If an application for membership is rejected the secretary must notify the applicant that the application has been rejected.
- (c) The board, or its delegate, does not have to give reasons for rejecting or accepting an application for membership.

<https://www.scl.org.au/sites/default/files/Constitution%20Amended%20by%20Resolution%2020%20M%20arch%202018.pdf>

Attachment 3

Corporate Affiliates

1. The Board has developed a procedure in relation to the arrangements by which Corporate Affiliates of the Society may pay for the membership of Ordinary members in their employment or otherwise connected to them.
2. The procedure is administered by the Board of the Society in accordance with this Policy.
3. The Board shall from time to time set fees associated with Corporate Affiliates which fees may include:
 - 3.1. A Corporate Affiliate's fee
 - 3.2. An adjusted membership fee for Ordinary and/or Student members nominated by Corporate Affiliates; and/ or
 - 3.3. Such other matters as the Board may resolve.
4. Those persons nominated by Corporate Affiliates as Ordinary and/or Student members for whom the relevant fee is paid shall be admitted to the relevant class of membership for the membership year or part thereof.
5. A Corporate Affiliate may advise the Society that a person previously nominated is no longer nominated by the Corporate Affiliate. In that situation the person formerly nominated shall remain a member in the appropriate category until expiration of the current membership cycle and may then attend to renewal of their membership in the normal way or through an alternative Corporate Affiliate.

Attachment 4

7 Removal and cessation of membership

7.1 Resignation

- (a) A member may resign from membership of the company by leaving written notice to that effect at the registered office addressed to the secretary.
- (b) Unless the notice provides otherwise, the resignation of a member is deemed to take effect from the date such notice is left at the registered office.

7.2 Expulsion of member

- (a) Subject to rule 7.2(c) the board may resolve (for the purposes of this rule 7 only, such board resolution may only be made if two thirds or more of the board members at the board meeting are in favour of the resolution) to expel a member if:
 - (i) an Expulsion Event occurs in respect of the member; and
 - (ii) the company gives that member at least 10 Business Days notice in writing stating the Expulsion Event and that the member is liable to be expelled, and informing the member of their right under rule 7.2(c).
- (b) The board may resolve to expel a member if the member does not pay a fee payable by the member pursuant to this constitution within 20 Business Days after the due date for its payment.
- (c) Before the passing of any resolution under rule 7.2(a), a member is entitled to give the board, either orally or in writing, any explanation or defence of the Expulsion Event the member may think fit.
- (d) Where a resolution is passed under rule 7.2(a) or 7.2(b), the company must give that member notice in writing of the expulsion within 10 Business Days of the resolution.
- (e) A member may by notice in writing to the company within 10 Business Days of receipt of the notice referred to in rule 7.2(d), request that a resolution under rule 7.2(a) be reviewed by the company at the next general meeting. If such a request is made, the board must propose at the next general meeting of the company that a resolution be moved to confirm the expulsion of the member concerned.
- (f) A resolution under rule 7.2(a) takes effect:
 - (i) if the member gives a notice under rule 7.2(e), the date (if any) the resolution is confirmed by a general meeting of the company; or
 - (ii) if the member does not give a notice under rule 7.2(e), the date of the resolution.
- (g) A resolution under rule 7.2(b) takes effect on the date of the resolution.
- (h) The board may reinstate an expelled member on any terms and at any time as the board resolve, including a requirement that all amounts due but unpaid by the expelled member are paid.

7.3 Cessation Events

A person ceases to be a member of the company if a Cessation Event occurs in respect of that member. The estate of a deceased member is not released from any liability in respect of that person being a member of the company.

Attachment 5

Waiver of Membership Fees February 2015

1. The Board has developed a procedure in relation to assisting members who are in temporary financial difficulty and who may be unable to immediately pay the Society's membership fees.
2. The procedure is administered by the Executive of the Society.
3. The Executive may consider a reduction, deferral or waiver of a fee (in part or in full) if:
 - (a) a member is facing difficult financial circumstances;
 - (b) those circumstances are expected to be temporary (12 months or less);
 - (c) the member has been a participant in the affairs of the Society for some time (12 months or more); and
 - (d) the member expects to continue to be a participant in the affairs of the Society for some time (12 months or more).
4. Any application to the Executive should be directed to the secretary of the Society (secretary@scl.org.au).
5. The application should set out the detail of the request (that is whether a reduction, deferral or waiver is sought and if so to what extent) and provide information regarding the applicant's participation in the affairs of the Society.
6. The Board has delegated the administration of this procedure to the Executive so as to enable any request to be dealt with discretely.

Attachment 6

Privacy Policy

This privacy policy describes how the Society of Construction Law Australia (**Society**) protects and makes use of the information you give the Society, including when you use its website www.scl.org.au. This privacy policy is current as at June 2018. If you have any questions about this policy as it relates to the website, please email australia@sclinternational.org. Otherwise, please contact the Society's Chair chair@scl.org.au.

Introduction

We gather and use certain information about individuals in order to administer memberships to the Society, provide services to our members and to enable certain functions on the Society's website. We also collect information to better understand how visitors use the Society's website and to present timely, relevant information to them.

What kinds of personal information does the Society collect?

The kinds of personal information that we collect and hold about you will depend on the circumstances of collection, including whether we collect the information from you as a member or prospective member of the Society, a service provider or a sponsor, or in some other capacity.

For example, we collect the following information:

- (a) Relevant personal details required for membership such as name, address, email, and qualifications.
- (b) Website usage data relating to visitors to our website.

How does the Society use personal information?

Collecting your personal information helps us understand what you are looking from the Society, and enables us to deliver improved services.

We may use personal information for a range of purposes including:

- (a) To administer activities of the Society, and its membership.
- (b) To improve the services we provide.
- (c) To contact our members in response to a specific enquiry.
- (d) To send communications to our members and sponsors.

- (e) To customise the website for visitors to our website.
- (f) To manage our relationships with our sponsors.

When does the Society disclose personal information to third parties?

In administering the activities of the Society, we may sometimes need to disclose personal information to third parties. These include, where appropriate:

- financial institutions for payment processing;
- the Society's service providers, including:
 - information technology service providers;
 - external business advisors (such as auditors and lawyers); and
- the Society's event and conference sponsors in connection with the administration of the Society's events and conferences.

Unless we have your permission or the law requires us to, we will not sell or disclose your personal information to third parties other than for administration or other purposes connected with the Society's work. Being an industry association, such other purposes connected with the Society's work may include the provision of our conference delegate lists to our sponsors and/or the publication of delegate lists in our conference programmes.

Communications

We may use your personal information to contact you with news and information about our events and activities.

You can let us know at any time if you no longer wish to receive these communications, by contacting us using our contact details above. Your consent will be deemed if you do not opt out when we offer you the opportunity to do so, and will remain current until you advise us otherwise.

Cookies and how we use them on our website

What is a cookie?

A cookie is a small file placed on your computer's hard drive. It enables our website to identify your computer as you view different pages on our website. Cookies allow websites and applications to store your preferences in order to present content, options or functions that are specific to you. They also enable us to see information like how many people use the website and what pages they tend to visit.

How we use cookies

We may use cookies on our website to:

- (a) Analyse our web traffic using an analytics package. Aggregated usage data helps us improve the website structure, design, content and functions.
- (a) Identify whether you are signed in to our website. A cookie allows us to check whether you are signed in to the site.
- (b) Test content on our website. For example, 50% of our users might see one piece of content, the other 50% a different piece of content.
- (c) To recognise when you return to our website. We may show your relevant content, or provide functionality you used previously.

Cookies do not provide us with access to your computer or any information about you, other than that which you choose to share with us.

Controlling cookies

You can use your web browser's cookie settings to determine how our website uses cookies. If you do not want our website to store cookies on your computer or device, you should set your web browser to refuse cookies. However, please note that doing this may affect how our website functions. Some pages and services may become unavailable to you.

Unless you have changed your browser to refuse cookies, our website will issue cookies when you visit it. To learn more about cookies and how they are used, visit All About Cookies <http://www.allaboutcookies.org/>.

Controlling information about you

We take reasonable steps to ensure that the personal information we collect, use and disclose is accurate, complete and up to date. You can help us by letting us know about any changes to your details.

You can verify, update and delete the membership information we hold for you by logging in to the website and going to your account. If you would like to access or correct any other personal information we hold about you, please contact us and we will generally provide you with access to your personal information.

Security

We take reasonable steps to ensure we hold your information securely, including by implementing appropriate physical and electronic security safeguards. The website uses HTTPS encryption to protect the transmission of data between your web browser and our server. However, no data transmission over the Internet can be guaranteed as totally secure. Accordingly, the Society cannot ensure the security of any information you transmit to or from the website, and you do so at your own risk.

Links from our site

Our website contains links to other websites. Please note that we have no control of websites outside the scl.org.au domain. If you provide information to a website to which we link, we are not responsible for its protection and privacy. Always be wary when submitting data to websites. Read the site's data protection and privacy policies fully.

Changes to this policy

We may amend this policy from time to time at our discretion. Amended versions will be posted on our website at scl.org.au.