About the Alliance

Lake Macquarie Sustainable Neighbourhood Alliance

The Lake Macquarie Sustainable Neighbourhood Alliance (the Alliance) supports local Sustainable Neighbourhood groups across the City of Lake Macquarie.

The Alliance is registered as a not for profit incorporated association under NSW Fair Trading.

Alliance Objectives

The primary aim of the Alliance is to assist the Sustainable Neighbourhood network to function as an independent community network. This includes:

- supporting the Sustainable Neighbourhood network and mentoring new groups;

- communicating between Sustainable Neighbourhood groups and sharing information, tools, case studies, connections, project plans etc; and

- providing advice and advocacy on Sustainable Neighbourhood issues to all three levels of government.

Support for local Sustainable Neighbourhood groups

The Alliance:

- develops and manages common policies, systems, procedures, and relevant training. For example volunteer management, risk management, and work health and safety;

- maintains insurance coverage to enable eligible local groups to implement agreed activities in their Sustainable Neighbourhood Action Plans (SNAPs);

- seeks funding and submits applications for grants to support common activities of local groups. Auspices and manages applications and grant funds for local groups, where appropriate;

- invites and receives contributions and raises funds where appropriate, to finance the work of the Alliance;

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- partners with a range of community groups and other stakeholders to encourage cooperative programs and initiatives and share resources;

- addresses issues common to all member groups;

- represents the interests of the Sustainable Neighbourhood network to all levels of government, and other bodies involved in sustainability issues; and

- employs staff and volunteers as necessary to undertake activities of the Alliance.

Membership

Active Sustainable Neighbourhood volunteers, that is, those who organise or lead Sustainable Neighbourhood events and activities, are required to become financial members of the Alliance. Insurance cover for Sustainable Neighbourhood activities is dependent on the organisers being current financial members, and adherence to [Alliance policies and procedures](#).

People who participate casually in Sustainable Neighbourhood activities may become financial members, but are not required to.

Financial membership is an important indication of our committed volunteer base. Financial membership is also required for a Sustainable Neighbourhood volunteer to:

- be nominated as a candidate for the Alliance Board;

- vote on matters at the Alliance annual general meeting, including elections to the Alliance Board;

- submit agenda items for ordinary Board meetings of the Alliance; and

- attend ordinary Alliance Board meetings, by invitation as observers.

Become a member

A person may apply to become a member of the Alliance.

1. **Submit the completed membership application form**
   The form may be submitted to a local Sustainable Neighbourhood Group, or directly to the Alliance Board at admin@sustainableneighbourhoods.org.au.

2. **Payment of the annual membership fee**
   The amount of the annual membership fee may vary.
   The annual fee may be set by the local Sustainable Neighbourhood Group (variable for each group), or by the Alliance Board - currently $5.
   You can pay your membership fee to either your local Sustainable Neighbourhood group or directly to the Alliance.

Membership term and renewals

Membership remains valid for the duration of the financial year, commencing on 1 July and ending on the following 30 June each year.

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Membership can be renewed each financial year by payment of the annual membership fee as above.

A person ceases to be a member of the Alliance if the person:
- dies, or
- resigns membership, or
- is expelled from the association, or
- fails to pay the annual membership fee as above within 3 months after the fee is due.

Governance

The Constitution of the Lake Macquarie Sustainable Neighbourhood Alliance details the governance, objects, membership, Board and meeting procedures of the organisation.

The Alliance is governed by a Board of up to twelve elected representatives from the membership. The Board members represent the collective interests of the Lake Macquarie Sustainable Neighbourhood network, rather than the interest of their local group.

Alliance Board members are elected by the financial members of the Alliance at the annual general meeting of the Alliance.

All Alliance members are required to abide by Alliance policies and procedures when organising or participating in Sustainable Neighbourhood activities.

Insurance

The Alliance can provide insurance coverage for eligible Sustainable Neighbourhood activities. For an activity to be endorsed by the Alliance, the following conditions must be met.

1. The person responsible for organising the event or activity must be a financial member of the Alliance.

2. The activity must be endorsed by the local Sustainable Neighbourhood group, or the Alliance Board, and noted in the group's meeting minutes.

3. The activity must contribute to the vision and objectives set out in the group's Sustainable Neighbourhood Action Plan and/or the Sustainable Neighbourhoods Strategic Plan.

4. The activity must be planned and implemented according to the procedures and training set out by the Alliance.

5. The activity must be subject to adequate risk management and governance procedures.

6. The group must notify the Alliance of their activities, events and projects using the Activities Notification and Risk Assessment Form, for approval by the Alliance Board.

7. Any insurance coverage is always subject to the discretion of the Insurer.

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Council support for the Alliance

Lake Macquarie City Council established the Sustainable Neighbourhood Program in 2008 to empower residents to act on local environmental and sustainability issues.

In 2011, a group of Sustainable Neighbourhood volunteers established the Lake Macquarie Sustainable Neighbourhood Alliance as an incorporated association, to support the growing number of members and groups across the City.

Sustainable Neighbourhood activities are organised by volunteers and financed through funding from grants, collaboration and community fundraising, and managed and governed through the Alliance.

Council continues to provide direct support for the program, including provision of secretariat services and a small amount of operational support.

Contact

For support or further information contact the Lake Macquarie Sustainable Neighbourhood Alliance.

Email: admin@sustainableneighbourhoods.org.au

Telephone: 4921 0117 or 0466 748 333

Website: www.sustainableneighbourhoods.org.au