

Rules of

Group Water Scheme Co-operative Society Limited

Rules for Societies registered under the Industrial & Provident Societies Acts 1893 – 2014

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ONLY FOR USE BY GROUP WATER SCHEMES SEEKING TO REGISTER AS A CO-OPERATIVE SOCIETY FOR THE FIRST TIME.

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SECTION I GENERAL QUALIFICATIONS AND INTERPETATIONS

1. General Qualification and Interpretation

In construing these Rules, the following words and expressions shall have, respectively, the meanings herein stated, provided that such meaning does not conflict with the subject matter of the Rule or the context:

- a) Words importing the singular or plural number include the plural and singular numbers.
- b) Words importing the masculine gender shall include the feminine gender.
- c) "Member" shall mean an individual (or individuals in instances of joint membership) or a Society or other Body Corporate duly admitted to membership of the Society and holding the requisite number of shares.
- d) "The Society" shall mean the Society to which these rules refer.
- e) The "Special Members" shall mean the signatories to the original application for registration of the Society.
- f) "The Board" shall mean the Board of Directors for the time being as appointed in accordance with Section VI of this Rule book.
- g) "The Acts" shall mean the Industrial and Provident Societies Acts 1893 to 2014 or any other Acts altering or amending or re-enacting the same and "the Act of 1893" shall mean the Industrial and Provident Societies Act 1893 and so on for each other of the Acts passed in a particular year.
- h) "A Society" shall mean a Society registered under the Acts.
- i) The expression "he", "she", "him", "her", "his", "they" and "person", shall include a Society or other Corporate Body.
- j) "Registrar" shall mean the Registrar of Friendly Societies.
- k) "Special Resolution" shall mean a Resolution passed in accordance with Section 51 of the Act of 1893.
- l) "ICOS" shall mean Irish Co-operative Organisation Society Limited.
- m) A "Group Water Scheme" shall mean any Society, Company or Unincorporated body, comprising two or more members, which provides a private supply of water, including water for drinking and domestic use, to its members by means of a common or shared source of supply, and/or related distribution network.
- n) "Operating Regulations" shall mean a set of written regulations subsidiary to the Rules recommended by the Board and approved by the members in general meeting that detail specific duties, responsibilities, obligations, standards, procedures, guidelines and sanctions which are applicable to Members to assist in ensuring the efficient and effective operation of the society's services and its management on a day to day basis.
- o) "Registered address" shall mean the address of a member in the register of members.
- p) "Standing Orders" shall mean the Standing Orders (if any) adopted by the Board for the purpose of regulating procedure at General Meetings and Board meetings.
- q) "The National Federation" and "NFGWS" shall mean the National Federation of Group Water Schemes Society Limited.
- r) "County Federations of Group Water Schemes" (hereafter known as County Federations) shall mean corporate or unincorporated bodies recognised by the National Federation and established for the purposes of co-ordinating, servicing and representing the interests of Group Water Schemes at county, or more than one county, level. Group Water Schemes from the relevant county or counties who have paid the NFGWS affiliation fee in respect of the previous calendar year, shall be entitled to send a delegate with voting rights to the Annual General Meeting of the County Federation. Any such group water scheme with an affiliated membership exceeding 200 members shall be entitled to send an extra delegate for each 200 members over the first 200 members or part thereof (subject to a maximum of four voting delegates for any Group Water Scheme).
- s) "Water Charges" shall mean a monetary subscription towards operational, maintenance and management costs, decided upon by the Board from time to time and to be paid annually by the Member or in such other manner and on such other terms and conditions as the Board may decide from time to time.
- t) "Upgrade Charge" shall mean a monetary subscription to assist with the capital costs of upgrading projects.

- u) "NFGWS Affiliation Fee" shall mean the annual financial contribution that the Society shall contribute to the National Federation as determined by the Annual Delegate Meeting of the National Federation from time to time.
- v) "ICOS Annual Affiliation Fee" shall mean the financial contribution, if any, that the Society may contribute to the Irish Co-operative Organisation Society Limited as determined by the Annual General Meeting of the Irish Co-operative Organisation Society Limited.
- w) "clear days" in relation to a period of notice shall mean that period excluding the day on which the notice is received (which shall be deemed to be the day after the notice is posted, electronically sent or published) and the day for which it is given.

SECTION II NAME, REGISTERED OFFICE, OBJECTS

2. Name

The name of the Society shall beLIMITED

3. Registered Office

The registered office of the Society shall be at:

The Board may change the registered office. Any such change shall be notified to the Registrar within fourteen days.

4. Objects and Powers

- a) To source, protect, manage, and provide Members with a reliable and environmentally sustainable piped water supply of an adequate volume to meet Members' domestic and commercial requirements, and of a quality that conforms to all statutory regulatory standards.
- b) To organise and manage the Society in a manner that maintains ownership and control in the hands of members who use the Society's services.
- c) To promote and improve drinking water supply standards through education, training, and development programmes for Members and others.
- d) To improve and develop the quality of water supply and distribution for Members.
- e) To negotiate with all State, Semi-State and EU bodies and/or their representatives on behalf of the Society.
- f) To participate in all National and EU support schemes that are advantageous to the Society and its members.
- g) To negotiate with any company, society, individual, or group with a view to improving the range of services provided to and by the Society.
- h) To develop formal and informal associations between group water schemes at local, county, regional, national and international level with a view to group purchasing of goods and services, group management and generally promoting the interests of group schemes.
- i) Subject to the provisions of Section 6 of the Industrial and Provident Societies (Amendment) Act 1978, the Society shall have power to borrow or raise money by way of loan, to an extent not exceeding such amount which shall have been determined by a General Meeting or which shall from time to time be authorised by a General Meeting of the Society, which may be secured in accordance with these Rules.
- j) To acquire, lease, sub-lease, purchase, hold, sell, rent, manage and develop and otherwise deal with land, buildings and property of every description.
- k) To establish, regulate and discontinue agencies and to undertake and transact all kinds of agency business.
- l) To hire or supply labour for the carrying out of relevant management, maintenance, administration and other work for the Society and others.
- m) To make arrangements with persons engaged in any trade, business, or profession for the concession to members of the Society of any special rights, privileges and advantages, and in particular in regard to the supply of goods and services.
- n) To guarantee the payment or repayment of monies or the performance of any contract liability or obligation by any person, company, society, association or concern where the giving of such guarantee is in the opinion of the Board directly or indirectly conducive or incidental to the business or trade of the Society.

- o) To engage in currency exchange and interest rate transactions, including but not limited to dealings in foreign currency, spot and forward rate exchange contracts, futures, options, forward rate agreements, swaps, caps, floors, collars and other foreign exchange or interest rate hedging arrangements and such other instruments as are similar to, or derived from any of the foregoing whether for the purpose of making a profit or avoiding a loss or managing a currency or interest rate exposure or any other exposure or for any other purpose.
- p) Generally to engage in any business or transaction which may seem to the Society directly or indirectly conducive to the interests or convenience of its members or in pursuance thereof, and to do all things which may be necessary or expedient from time to time for accomplishing the aforesaid objects or any of them.
- q) To provide or arrange for the provision of any service or services which may be for the benefit of the members and others including the arranging of suitable training courses.
- r) To lease, sub-lease, purchase, hold, sell, rent, mortgage, manage acquire and develop and otherwise deal with land of any tenure and to make all necessary provision for the erection, repair, alteration or removal of all buildings, walls, fences and so forth.

It is hereby declared that (a) the objects set forth in each sub clause of this Rule shall not be restrictively construed but the widest interpretation shall be given thereto and, (b) except where the context expressly so requires none of the several sub-clauses of this Rule, or the objects therein specified, or the powers thereby conferred shall be limited by, or be deemed merely subsidiary or auxiliary to, any other sub - clause of this Rule, or the objects in such other sub-clauses specified, or the powers thereby conferred.

SECTION III MEMBERSHIP

5. Membership

- a) The membership of the Society shall consist of such persons and of such other Societies, Companies registered under the Companies Acts or other bodies corporate incorporated under any other Act of the Oireachtas as the Special Members and subsequently the Board may admit to membership. Applicants for membership shall subscribe for one share in the Society. Every Society, Company or other corporate body admitted to membership may be represented by one delegate at the General Meeting of the Society on completion of Form F in the appendix to these rules to the satisfaction of the Board and that delegate shall be entitled to exercise all the rights of that Member as if he/she were in attendance at the General Meeting including the right to seek nomination for election to the Board.
- b) No Member shall hold an interest exceeding one ordinary €1 share in the shares of the Society.
- c) Every application for admission to membership of the Society shall be made by individuals in Form A in the appendix, the use of Form A shall include applications made by two or more individuals on a joint basis and by bodies corporate in Form B in the appendix or in forms respectively as near Forms A and B as the Board, in its absolute discretion, may from time to time approve. The Board shall consider no application for membership unless it has been duly completed and signed and unless the applicant has supplied the Board with any such additional information and documentation that it may request from time to time.
- d) Applications for membership shall be considered and determined by the Board, or a sub-committee of the Board, as soon as practicable after the same shall have been received. Notice of admission or otherwise shall be duly notified to the applicant after the meeting at which the application is decided on. If the application is granted the name of the applicant shall be entered in the Register of Members.
- e) Members may be required to pay Water Charges to assist with the management, operating and maintenance costs of the Society and such other monetary charges as the board may deem necessary from time to time. The Board shall determine the amount of the Water Charges, taking into account the charging policy of the society as approved by a general meeting of members from time to time.
- f) Members may be required to pay Upgrade Charges to assist with the capital costs of specific upgrading projects from time to time. The amounts of such charges shall be determined by the Board and approved by a general meeting of members.
- g) The failure by a Member to pay Water Charges, Upgrade Charges or any other such charges as may be determined by the Board, within the time limit set by the Board and notified to the Member, shall result in the Member;
 - (i) losing the right to attend and participate at meetings of the Society and the right to be eligible for election to the Board and the right to nominate a person for election to the Board during the period of arrears.

And

- (ii) where the period of arrears is greater than six months after the due date, and the member has not complied with the relevant operating regulations then current, his/her Membership and his/her access to the Society's services shall be automatically terminated and the full amount paid or credited upon the share held by that Member, less such sums as may be due by him/her to the Society, shall be paid to him/her and an entry of the cancellation of his/her share shall be made in the Share Register.
- h) Notwithstanding the provisions of paragraph g), clauses i and ii, where representations have been made to the Board and the Board are of the opinion that there are mitigating circumstances relating to the Member's arrears of payment they shall have the discretion to waive, allow payment by instalment over an agreed period or otherwise vary the requirement that the Member pay Water Charges, Upgrade Charges or any other such charges for such period as they see fit and to exempt the Member from any loss of membership rights including the termination of his/her membership.
- i) Failure by a member to comply with a variation to payment terms agreed in accordance with Rule 5(h), his/her Membership and his/her access to the Society's services shall be automatically terminated and the full amount paid or credited upon the share held by that Member, less such sums as may be due by him/her to the Society, shall be paid to him/her and an entry of the cancellation of his/her share shall be made in the Share Register.

6. General undertaking:

With or without an explicit declaration to that effect, in signing the application form an applicant is deemed to undertake, in the event of becoming a Member, to accept the obligations of membership set out in these rules and to comply with the Rules and Operating Regulations of the Society and any amendments thereto which may be duly made, to act in accordance with any instructions of the Board issued from time to time, and to assist the Society in every way to accomplish its objects.

7. Expulsion

A member may be expelled or have some or all their membership rights suspended if found guilty of conduct detrimental to the Society, provided:

- a) That he/she shall have received in writing, one month previously, complete particulars of the charge alleged against him/her.
and
- b) That he/she is offered the opportunity to make representations to the Special General Meeting in writing or orally.
and
- c) That he/she is offered the opportunity of being accompanied at the Special General Meeting by a representative whose name and occupation has been provided to the Board at least three clear days in advance of the meeting.
and
- d) That two-thirds of the members present and voting at a Special General Meeting vote for his/her expulsion.

and

- e) That the Board have regard for any other aspect of due process and fairness of procedure that they deem appropriate.

The full amount paid or credited upon the share held by an expelled member, less such sums as may be due by him/her to the Society, shall on expulsion be forfeited and the nominal value of that shareholding shall be transferred to a reserve account of the Society and an entry of the cancellation of his/her share shall be made thereupon in the Share Register.

An expelled member shall only be re-admitted by the vote of two-thirds of the members present and voting at a General Meeting and on a motion of which seven clear days' notice has been given.

8. Cessation Of Membership

A person shall cease to be a member of the Society if:

- a) He/she dies,
- b) He/she transfers all his/her share to another person,
- c) He/she is in breach of the provisions of Rule 5 in respect of Water Charges, Upgrade Charges or any other such charges and has not been granted a waiver or variation by the Board,
- d) He/she is expelled under Rule 7 of these Rules,

- e) He/she shall wilfully refuse or neglect to comply with the provisions of the Rules of the Society or of any Operating Regulations, Bye-laws, rules or membership regulations made thereunder and for the time being in force,
- f) The Board approves an application from the Member to cease membership and have his/her share forfeited and the nominal value of that share shall be transferred to a reserve account of the Society. Every application for cessation of membership, including joint membership, of the Society shall be made by individuals in Form G in the appendix and by bodies corporate in Form H in the appendix or in forms respectively as near Forms G and H as the Board, in its absolute discretion, may from time to time approve.

A Member shall not otherwise be entitled to withdraw from the Society.

SECTION IV CAPITAL

9. Shares

- a) The Share Capital of the Society shall consist of ordinary shares to the nominal value of one euro each issued to persons upon admission to membership of the Society. Each member shall hold one share. The liability of members shall be limited to their share.
- b) Shares shall be transferable or redeemable subject to the approval of the Board but shall not be withdrawable. An application to transfer shares should be made on Form C or D given in the Appendix to these Rules or as near thereto as the Board allows. On receipt of such application, the Board shall decide on the request and, on agreement, the transfer shall be noted in the Share Register.
- c) A Share Register book shall be kept by the Society in which shall be recorded all details regarding the allocation, ownership and transfer of shares. The particulars contained in the share register shall be prima facie evidence of the member's shareholding. The Share Register may be held electronically by the Society.

10. Joint Holders of Shares

- a) Two or more persons may be registered as joint holders of a share. In such cases all persons named as joint holders of a particular share on the Register of Members shall be entitled to attend at any general meeting of the Society and shall be notified accordingly, provided, however, that the first-named person on the Register of Members only shall have the right to vote where two or more of the joint holders of a share attend any meeting of the Society and provided also that the first named person on the Register of Members shall have the right to stand for election unless he/she notifies the Secretary in writing that he/she is ceding that right to another named person who is listed as a joint holder of that share. However;
 - (i) in circumstances where only one of the joint holders of a share is present when a general meeting of the Society is declared quorate and has commenced and that person, is not the first named person on the Register of Members, that person shall be entitled to vote on any resolutions proposed to the general meeting and the first named person on the Register of Members shall be deemed to have forfeited that right for the duration of that general meeting.
 - (ii) in circumstances where two or more joint holders of a share are present when a general meeting of the Society is declared quorate and has commenced and neither of those persons being the first named person on the register of members, the joint holders of a share that are present may agree among themselves as to which of them shall be entitled to vote and failing such an agreement the Chairperson of the meeting or a person authorised by him/her to do so shall draw lots as and between the joint holders of a share that are present and the joint shareholder whose name is first drawn shall be entitled to vote at that meeting.
- b) Any of the joint holders shall have power to give a valid receipt for any interest or dividends payable thereon.
- c) On the death of a joint holder of any share in circumstances where there are only two joint holders of that share, such share shall be transferred into the name of the survivor on his/her application. Where more than two persons are joint holders of a share and one of the joint holder of that share dies, the share shall be jointly owned by the surviving joint holders of that share.

11. Investment

The Board may invest any portion of the Society's capital as follows:

- a) In any security in which Trustees are for the time being authorised by law to invest;

- b) In the shares of, or on the security of any other Society or Company provided such Society or Company shall be one with limited liability.
- c) In the shares of, and loans (secured on property) to any other Society or Company which is a member of this Society provided such Society or Company shall be one with limited liability.
- d) The Society shall not receive monies on deposit.

12. Appointment of Representative

The Board may, subject to the Rules or Articles of Association of the body to which loans have been made or in which Capital has been otherwise invested, appoint one or more of their number and/or one or more members of the staff of the Society to vote on its behalf at Meetings and to sit on the Board of any Society or Company in which portion of the Society's funds are invested.

13. Borrowing

The members in general meeting shall authorise the maximum borrowing powers of the Society from time to time. The Board shall, subject to the foregoing and subject to the provisions of Section 6 of the Industrial and Provident Societies (Amendment) Act 1978, have power to borrow money for the purpose of the Society in whatsoever manner it may determine, including the issue of loan stock to such an extent, on such conditions, against such security, for such periods and at such rates of interest as shall be authorised by the Board from time to time. The Board may secure the repayment of any such loan and any interest thereon by a mortgage or charge on all or any of the physical assets of the Society or by the issue of Bonds, Agreements, or Promissory Notes.

14. Opening of Bank Account

The Board shall have power to open and to operate as it may determine an account or accounts in the name of the Society with any bank(s) or financial institution(s) as it may think fit.

SECTION V GENERAL MEETINGS

15. Annual and Special General Meetings

- a) General Meetings of the Society shall be Ordinary or Special. Representative(s) of the NFGWS may attend meetings of the Society on the invitation of the Board.
- b) An Ordinary General Meeting of the Society, to be called the Annual General Meeting, shall be held at least once in each calendar year.
- c) A Special General Meeting may be convened by the Board at any time, on their own authority or upon a requisition addressed to the Board Chairperson or Secretary signed by at least half the number of Members of the Society for the time being eligible to participate in meetings of the Society.
- d) All general meetings of the Society shall be subject to such standing orders, if any, as the Board may adopt.

16. Notice of Special and General Meetings

Notice of a General Meeting shall be deemed to have been duly given if left at or posted or sent electronically to the registered address of the member.

Notice of every Annual or Ordinary or Special General Meeting shall be given at least seven clear days before the day fixed for the meeting and shall state the time and place at which it shall be held, provided however that where the Board deem the need for a Special General Meeting to be urgent it may call such a meeting after giving at least three clear days notice.

17. Quorum

The quorum for General Meetings of the Society shall be ten members or such other figure as may be determined from time to time by a General Meeting provided notice of such change shall have been given to the members in advance of this meeting.

18. Business of the Annual General meeting

The following business shall be transacted at every Annual General Meeting:

- a) The minutes of the immediately preceding Annual General Meeting and of every other unconfirmed General Meeting (if any) held subsequent thereto during the period intervening between the two Annual General Meetings, shall be read by the Secretary, if present, or if the Secretary be absent by such other person as may be appointed for the purpose by the

presiding chairperson of the meeting and shall be signed by such chairperson when the meeting confirms the minutes as read or altered.

- b) The transactions of the Society, its condition or the state of its affairs generally, or in any particular, shall be made the subject of a statement, either written for circulation amongst the Members or otherwise, to the meeting by the chairperson, or if at the instance of the Board by the General Manager or other person appointed by it and the meeting may take such action thereon as it may decide provided, however, that no resolution on such statement shall take precedence over the adoption of the audited financial statements.
- c) The financial statements, as certified by the Society's Auditor for the immediately preceding statutory financial year or period and for such other periods or years in respect of which any audit may have been completed and which has not already been submitted to a General Meeting of the Society and adopted thereat, shall if correct, be adopted.
- d) An Auditor in accordance with law, the Regulations and Rule 48 shall be appointed to carry out the statutory audit of the Society's accounts for the financial year then current and to do such other work as the Board may deem necessary. The Board shall have power to fill any casual vacancy occurring in the office of Auditor until the next Annual General Meeting.
- e) Elections to the Board, if the number of valid nominations exceeds the number of Board vacancies.
- f) Authorisation of Borrowing Powers.
- g) The consideration of and if thought fit the approval of Operating Regulations as recommended by the Board.
- h) Any other business arising of an incidental or ancillary nature that may be deemed by the Chairperson proper and expedient, subject always to Rules 42 and 47, provided that the Secretary has received at least four clear days notice of it beforehand but the Chairperson may, if he/she thinks fit waive this proviso and concede to the meeting such right of discussion and action in reference to any matter raised under this heading at any Annual General Meeting as he/she may consider adequate. The determination of the Chairperson in relation to any matter referred to in this paragraph shall be final and conclusive.

19. Adjournment

Any General meeting may be adjourned from time to time for any period not exceeding twenty-eight clear days. No business shall be transacted at an adjourned meeting except what relates to the original agenda of such meeting. If a Special General Meeting is adjourned, not less than four clear days notice shall be given to the members of the date fixed for the adjourned meeting.

20. Adoption of Operating Regulations

The members present and voting at General Meetings of the Society may on a recommendation from the Board adopt or rescind or alter, by a resolution passed by a simple majority, Operating Regulations to govern or facilitate the operation of the activities of the Society. Such Operating Regulations when adopted shall be binding upon all members of the Society provided they have been circulated to the registered address of the members unless there is a specific exclusion provided in the operating regulation for named members or categories of members."

21. Voting

Each member present and entitled to vote at any meeting of the Society shall have only one vote, except the Chairperson, who shall have a casting vote whenever the votes are equal except in any ballot relating to the election of a Board member or officer of the Society. All questions shall be decided in the first instance by a show of hands unless one fifth of members present demand a ballot, in which case a ballot shall be taken. No proxy voting shall be admissible.

22. Business to be transacted at a Special General Meeting

No business shall be transacted at a Special General Meeting save that for the purpose of which the meeting is convened and of which full particulars shall be given in the notice convening every such meeting.

SECTION VI GOVERNANCE

23. Board Powers

The business and affairs of the Society shall be conducted by the Board of Directors, who shall have the control of all business carried on by or on account of the Society other than business that is required by the Acts or by these Rules to be conducted by the Members in General Meeting.

24. Discounts and Rebates

The Board may at any time and from time to time grant a discount, rebate or bonus to Members in respect of amounts paid or payable by them on account of their purchases from the Society, such discount or rebate or bonus to be calculated by reference to the said amounts or to the magnitude of the said purchases.

25. Board Size, Term of Office & Nomination Procedure for Board Members

- a) The Board shall comprise such number of members as is decided by the General Meeting from time to time.
- b) The Board members shall be elected at the Annual General Meeting or at a Special General Meeting called for that purpose.
- c) One third of the Board or as near thereto as is practical shall retire each year but shall be eligible for re-election subject to Rule 27. At the first meeting of the Board after the registration of these rules or as soon as practical thereafter, board members shall draw lots or agree in such other manner as they may determine, the retirement pattern for each Board seat, such that one third of the Board members or as near thereto as is practical shall retire each year.
- d) Retiring Board members shall be eligible for re-election without nomination.
- e) Nominations for the Board other than retiring members shall be in writing, signed by two members, shall contain a statement by the member nominated, of his or her willingness to be elected and shall be forwarded to the Secretary to be received by him/her not later than three clear days before the notified starting date of the general meeting at which the elections in question are due to take place.

26. Election Procedure

At any meeting at which an election of a Member or Members to the Board or of the Chairperson, Vice-Chairperson or other Officer pursuant to Rules 25, 33 and 34 is to take place the procedure set out in this Rule shall apply.

- a) The Secretary or other person authorised by the Board shall act as returning officer for all elections of the Society under this Rule.
- b) Voting in all elections of the Society under this Rule shall be by secret ballot. The chairman of the meeting shall not be entitled to exercise a second or casting vote if there is an equality of votes in any election.
- c) Where one or more Board seat is the subject of an election at any general meeting of the Society the following procedure shall apply;
 - (i) The names of all candidates eligible for election shall be inserted on the ballot paper.
 - (ii) All Members eligible to vote and present at the General Meeting shall be entitled to cast votes for the number of candidates that equates with the number of Board seats that are subject to election or such lesser number of votes as the Member shall decide. No candidate may receive more than one vote from each such Member.
 - (iii) The candidate who receives the highest number of votes shall be deemed elected and where more than one Board seat is being filled, the candidate receiving the next highest number of votes shall be deemed elected and so on until all vacant Board seats are filled.
 - (iv) Where two or more candidates receive an equal number of votes and as a consequence no candidate can be declared elected the returning officer shall draw the equivalent number of names of candidates by lot as there are seats remaining to be filled and those candidates shall be deemed elected.
- d) The Board shall have power to make such regulations and standing orders, not being inconsistent with the provisions of these Rules, as may be necessary or desirable for the conduct of meetings at which an election is to take place including the conduct of a ballot.

27. Eligibility for Election to the Board

A Member shall not be eligible for election, or re-election, to the Board if;

- a) he/she is not a Member of the Society at the date of his/her nomination or
- b) he/she is in breach of the provisions of Rule 5 in respect of Water Charges, Upgrade Charges or any other such charges or he/she has not paid any other outstanding amounts owed and due by him/her to the Society on or before the date of his/her nomination or before the date of the meeting at which the election or re-election is to take place or

- c) he/she is a bankrupt whose bankruptcy still subsists or
- d) he/she has been convicted on indictment of any offence involving fraud or dishonesty or
- e) he/she is an employee or in a place of profit with the Society. The receipt by Board members of agreed expenses from the Society or the payment by the Society of an emolument to the Secretary shall not be deemed to constitute an employment or a place of profit for the purposes of this Rule.

28. Casual Vacancies

Any casual vacancy occurring in the Board may be filled by co-option, but any person co-opted shall retain office only until the next Annual General Meeting of the Society, when he/she shall retire, but shall be eligible for re-election.

29. Removal of a Board Member from Office

Any Board Member or all of them may be removed from office by a two-thirds majority vote passed at a Special General Meeting called for the purpose.

30. Board Meetings and Special Board Meetings

- a) There shall be at least four Ordinary Board Meetings each year. The Board may regulate its ordinary board meetings and proceedings as it deems fit.
- b) Special Board Meetings shall be convened at any time by the Secretary at the request of the Chairperson or by the Secretary at the request of not less than one third of the Board members for the time being or where the Secretary fails to properly convene a Special Board Meeting when instructed to do so a Special Board Meeting shall then be convened by any Board Member duly instructed by the Chairperson or by not less than one third of the Board Members for the time being. At least three clear day's notice of such meetings shall be given to each Board member. A Special Board Meeting shall transact no business other than that outlined with the notice convening the meeting. Notice of Special Board Meetings may be given by post, electronically or by telephone.
- c) No business shall be conducted at any Board Meeting unless Board members representing one third of the total Board size as determined from time to time under the provisions of clause (a) of Rule 25 are present.

31. Board Member's Expenses

The Members of the Board, or any of them, shall receive such expenses (if any) for their services as may be agreed upon by the Board provided that the aggregate amount paid as expenses to Board members in any accounting year is declared in the audited accounts of the Society.

32. Disqualification of a Board Member

A Board Member shall be disqualified and shall vacate his/her position on the Board if;

- a) he/she is in breach of the provisions of Rule 5 in respect of Water Charges, Upgrade Charges or any other such charges or
- b) he/she is adjudged a bankrupt or
- c) he/she is convicted on indictment of any offence involving fraud or dishonesty or
- d) he/she becomes an employee or is found to be in a place of profit with the Society or
- e) He/she fails to attend three successive meetings of the Board and has not provided any reason for his/her absence that is acceptable to the Board.

33. Chairperson

The Board shall appoint and have the power to remove a Chairperson who shall also be the Chairperson of the Society and shall preside at all meetings of the Society. They may also appoint a Vice-Chairperson. The Chairperson and Vice-Chairperson shall hold office for one year but shall be eligible for re-election.

34. Secretary and Treasurer

The Board shall appoint and have the power to remove a Secretary who shall be Secretary of the Society and shall have such functions and powers and emolument as the Board shall from time to time direct. The Board may appoint and shall have the power to remove a Treasurer who shall have such functions and powers and emolument, as the Board shall from time to time direct.

35. General Manager/Administrator

The Board may appoint and remove a General Manager or Administrator who shall have such functions, powers and remuneration as the Board shall from time to time direct. The Board may delegate their authority in regard to the appointment and dismissal of staff employed by the Society, other than the General Manager or Administrator, to the General Manager or Administrator.

36. Removal from Office

The removal from office of the General Manager or Administrator or of any elected or appointed officer of the Society shall be done only at a Special Board Meeting of which notice shall have been duly given to the person whom it is proposed to remove from office, and at which two thirds of Board Members present and voting vote for such a removal. In addition to providing the person whom it is proposed to remove from office with notice of the Special Board meeting, that person shall also be notified in writing of his/her right to make a written submission to the Board in advance of the meeting and/or to be in attendance at the Board meeting alone or in the company of a representative of his/her choosing provided that the Secretary has been advised in writing at least three clear days in advance of the notified date of the Board meeting of the intention of the person to attend and the name, address and occupation of the person, if any, that will accompany him/her at the Special Board Meeting.

37. Special Members

Until the first Board shall have been appointed according to these Rules, the Special Members shall constitute the Board of the Society and have all the powers of such Board.

38. Collective Responsibility

When a majority of the Board present and voting at a duly convened meeting has arrived at a decision on any matter all members of the Board shall be bound by the collective decision and obliged to support it in all respects.

39. Confidentiality

All directors and Officers of the Society, including members of the Board or committees appointed by the Board, shall respect the confidentiality of information to which they become privy in the course of their appointment and shall have access to, use and disclose such information only in ways compatible with the purpose for which it was furnished to the Society.

40. Sub-Committees

The Board may appoint a Sub-Committee or Sub-Committees composed of such persons as it determines including ordinary members and persons who are not members of the Society. Each sub-committee shall have such functions and powers as are given to them by the Board and shall conform in all respects to such terms of reference and instruction as may be given to them from time to time by the Board. The Board shall appoint one of its members as Chairperson of any sub-committees, which are established under this rule.

SECTION VII APPLICATION OF SURPLUS

41. Application Of Surplus

Any surplus or profits arising in the Society shall be applied in any or all of the following ways:

- a) To creating and maintaining a general reserve for the continuation and development of the Society;
- b) To paying a bonus to members taking into account their level of trading with the Society during the previous financial year;
- c) To paying interest on shareholdings up to an amount not exceeding that decided by the members in General Meeting from time to time on the recommendation of the Board;
- d) To providing funding for social or charitable purposes or for relevant services among the members and the community generally.

SECTION VIII STATUTORY OBLIGATIONS AND MISCELANEOUS

42. Amendments To Rules

Rules may be made, altered, rescinded or amended by a majority of two thirds of the members present and voting at a Special General Meeting called for the purpose. No new Rule shall be made nor shall any of the Rules be repealed or altered until the consent of the

ICOS has been obtained in writing in accordance with the prefatory note to these Rules, nor until the text of the proposed new Rules or amendments shall have been circulated with the notice convening the meeting. Every alteration or amendment shall be duly registered with the Registrar of Friendly Societies and on registration, issued with the rules of the Society for the time being.

43. Affiliation to ICOS

The Society may, at the discretion of the Board, affiliate to the ICOS and pay such annual affiliation fee as may be agreed between the ICOS and the society. In the event that the society affiliates to the ICOS, the books and accounts of the Society shall be open to the inspection of any duly accredited representative of the ICOS during business hours. On payment of the agreed affiliation fee, the Society shall be entitled to such privileges as may be available from the ICOS from time to time.

44. Affiliation to the National Federation

The Board may, at all times pay whatever annual affiliation fee the Society is obliged to pay by reason of its membership of the National Federation and the Board may make such arrangements as appear to it to be desirable for the payment of these amounts.

45. Name

The registered name of the Society shall be kept displayed in a conspicuous place at the registered office of the Society and at any other place at which the business of the Society is carried on and shall be printed on all of the Society's correspondence.

46. Seal

The Society shall have its name engraved in legible characters upon a seal, which shall be in the custody of the Secretary. It shall only be used under the authority of a Resolution of the Board and shall be attested by the signatures of two members of the Board and the Secretary.

47. Change of Name, Amalgamation, Conversion, Dissolution

The Society may, by Special Resolution in accordance with the provisions of Section 51(a) of the Industrial and Provident Societies Act 1893 or any other Acts altering or amending or re-enacting the same:

- a) Change its name;
- b) Amalgamate with or transfer its engagements to another Society or Company, or accept a similar transfer;
- c) Convert itself into a Company;
- d) Voluntarily dissolve by Resolution to wind up under the Companies Acts.

Voting on Special Resolutions shall be on the basis of one vote per member present and voting.

48. Audit and Accounts

- a) The accounts of the Society, together with a balance sheet showing the receipts, expenditure, funds and effects of the Society, and all necessary vouchers, shall be submitted once in every year for audit to one of the Public Auditors authorised by section 187 of the Companies Act 1990, who shall be selected in accordance with Rule 18 (d) and shall not hold any other office in connection with the Society.
- b) The Auditor shall have access to all the accounts, books, deeds, documents and vouchers of the Society and shall present statements of accounts in such form and for such periods as are prescribed by the Acts. The auditor shall duly fulfil the obligations imposed, and enjoy the rights conferred, on public auditors by the Acts and Regulations and shall do such other work as the Board may deem necessary. The Board shall have power to fix the Auditor's remuneration and expenses for such work he/she may be engaged to do.
- c) The Auditor shall be appointed annually by the Annual General Meeting and shall be eligible for re-appointment.
- d) Subject as hereinafter provided, at any Annual General Meeting a retiring Auditor, however appointed, shall be re-appointed without any resolution being passed unless:
 - (i) He/she is not qualified for appointment; or
 - (ii) a resolution has been passed at the meeting appointing somebody instead of him/her or providing expressly that he/she shall not be re-appointed; or
 - (iii) he/she has given to the Secretary of the Society at least 28 days notice in writing of his/her unwillingness to be re-appointed.

- e) Where notice is given of an intended resolution to appoint some other person in place of a retiring Auditor and by reason of the death, incapacity or disqualification of that person the resolution cannot be proceeded with, the retiring Auditor shall not be automatically re-appointed by virtue of paragraph (d) above.
- f) At least three days notice in writing to the Society shall be required for a resolution at the Society's Annual General Meeting appointing as Auditor a person other than a retiring Auditor or providing expressly that the retiring Auditor shall not be re-appointed. On receipt of notice of such an intended resolution, the Society shall forthwith send a copy thereof to the retiring Auditor.
- g) Where notice is given proposing a resolution that the retiring Auditor shall not be re-appointed the retiring Auditor may make representations in writing to the Society and may request that he/she be heard orally at the meeting or may request that the representations shall be read at the meeting of the Society, provided that nothing herein contained shall be construed as to secure needless publicity for defamatory matter.
- h) The Board shall have power to fill any vacancy existing or occurring in the office of Auditor until the next Annual General Meeting.

49. Annual Return

The Board shall in each year forward to the Registrar the Form of Annual Return covering the period and in the manner prescribed by the Acts and the Regulations, accompanied by a copy of every Auditor's Report and Balance Sheet made during the period included in the Return before;

- a) 31st October, where the date of its last published balance sheet falls between 1st January and 30th June of the preceding year
- b) 30th April, where the date of its last published balance sheet falls between 1st July and 31st December of the preceding year.

50. Member and Return

A copy of each Annual Return shall be delivered gratuitously on application to every member or person interested in the funds of the Society.

51. Balance Sheet

A copy of the last Annual Balance Sheet for the time being, together with the Auditor's Report, shall be kept hung up in a conspicuous place in the Society's registered office.

52. Supplying Copies of the Rules

A copy of the Society's Rules shall be supplied to members of the Society on demand and on payment of a fee of five Euro.

53. Inspection of Accounts by Members

Any member or person interested in the funds of the Society may inspect his/her own account and the Register of Members, books containing the names of the Members and their holdings in the Society, whether in shares or loans during business hours at the Society's registered office.

54. Inspection of Books by Non-members & Application to Registrar to Appoint an Accountant to Inspect the books

- a) Any person shall be allowed to inspect the books of a registered society containing the names of the members, and their holdings in shares, at all reasonable hours at the registered office of the society, or at any place where the same are kept, subject to such regulations as to the time and manner of such inspection as may be made from time to time by the General Meeting of the Society, on payment of €10, or such lesser sum as the Society may prescribe.
- b) Any person may require a copy of the books mentioned in subsection (i) of this Rule, or any part thereof, on payment of €10, or such lesser sum as the Society may prescribe.
- c) The Society shall cause any copy so required by any person to be sent to that person within a period of ten days commencing on the day next after the day on which the requirement is received by the society.
- d) Any ten members may, in accordance with Section 18 of the Industrial and Provident Societies Act 1893, apply to the Registrar to appoint an accountant to inspect the books of the Society and to report thereon.

55. Application to Registrar

Members may make application to the Registrar in accordance with the Acts:

- a) To appoint one or more inspectors to examine into and report upon the affairs of the Society; or
- b) To call a Special Meeting of the Society.

SECTION IX MINORS, NOMINATIONS, DECEASED MEMBERS, MEMBERS OF UNSOUND MIND

56. Minors

A person under full age within the meaning of the Age of Majority Act 1985, but above the age of 16, may be a member of the Society and enjoy all the rights of a member (except as by the Acts provided) and may execute all instruments and give all acquittances necessary to be executed or given under the Rules, but shall not be a member of the Board, Manager or Treasurer of the Society.

57. Nomination

The provisions of the Acts as regards nominations by Members shall be deemed to be incorporated in full in the Rules provided however that the monetary sums referred to in the Acts shall be the maximum permitted by law and approved from time to time by the Board.

58. Deceased Members

- a) If any member entitled to property in the Society in respect of shares or loans, not exceeding in the whole, at his/her death €10,000, dies intestate, without having made any nomination thereof then subsisting, the Board may, without letters of administration, distribute the same among persons as appear to them, on such evidence as they deem satisfactory to be entitled by law to receive the same.
- b) Upon the death of a member who has an interest in the Society exceeding €10,000 and a Notice in writing given by his/her Executors or Administrators to the Secretary of the Society, stating the death of such member, and the first name, surname, profession or business of such legal representative and specifying the nature and amount of his/her interest or claim; and the production, if the case requires, of the Probate of the Will of such member, or letters of administration of his/her estate and of such evidence (if any) of his/her death as may be required by the Board, the Board, after satisfying any nomination made by such member, shall either transfer the shares, or other interest of the member specified in such Notice in the books of the Society to his legal representative, or shall pay to him/her the sum which represents the amount paid on such Shares and the value of such other property, if any, and may make such transfer or payment at their discretion, unless the transfer would increase the share capital of the transferee in the Society to more than such maximum amount as is fixed from time to time by law in which case they shall make the payment of any such excess in money.

59. Members of Unsound Mind

If a member or person claiming through a member becomes of unsound mind, and no committee of his estate or Trustee of his/her property has been duly appointed, the Society, acting through its Board, may, when it is proved to the satisfaction of the Board of the Society that it is just and expedient so to do, pay the amount of the shares and loans belonging to such member to any person whom they shall judge proper to receive the same on his/her behalf, whose receipt shall be a good discharge to the Society for any money so paid.

60. Transfer to or on Behalf Of Deceased or Bankrupt Members or Members of Unsound Mind

- a) All payments or transfers made by the Board, under the above provisions, with respect to payments or transfers to or on behalf of a deceased member or member of unsound mind to any person who at the time appears to the Board to be entitled thereunder shall be valid and effectual against any demand made upon the Board or Society by any other person.
- b) If any member becomes bankrupt, his/her property in the Society shall be transferable or payable to the Trustee of his/her property or to his/her assignee in bankruptcy.
- c) Every nominee or other person to whom any share is transferred under this section shall thereby become a member of the Society, if not previously a member.

SECTION X NOTICES, OPERATING REGULATIONS, DISPUTES AND ARBITRATION

61. Notices

- a) All notices to Members under the provisions of these Rules shall be sent by post to the Registered Address of each member. Notices may also be sent electronically.
- b) Every Member shall be taken to have due notice of every meeting, resolution or other matter of which notice is required by these Rules to be given or served, on notice thereof being posted or sent electronically to the registered address of such Member.
- c) No meeting shall be invalidated by the non-receipt of notice thereof by any Member.
- d) Notwithstanding anything contained in these Rules, it shall not be necessary to serve notice of any General Meeting on any Member who the Board has reason to believe is deceased, is resident outside of Ireland or is not resident at the registered address of such Member.

62. Amendment of and Application of Operating Regulations

- a) The Operating Regulations appended to these Rules shall be the Operating Regulations in force at the date of registration of these Rules and shall apply in full to all Members subject to their being consistent with the Rules.
- b) Amendments to the Operating Regulations may be adopted only on the basis of a resolution of a General Meeting of the Society where notice of the intention to propose such a resolution is contained in the notice convening the meeting. Such a resolution may be adopted in those circumstances on the basis of a simple majority.
- c) No amendment to the Operating Regulations shall become operational until a copy of the amendment has been posted or sent electronically to the registered address of each Member.

63. Disputes and Arbitration

Every dispute between the Society and a Member or any person aggrieved who has ceased for not more than six months to be a Member, or any person claiming under the Rules of the Society, if not amicably resolved, shall be submitted for arbitration, in accordance with the arbitration Acts 1954-1980 (as amended) to the Board of ICOS. The Board of ICOS may either arbitrate the case itself or appoint some person or persons to arbitrate it on its behalf. The costs of the arbitration shall be borne as the Board of ICOS or the arbitrator, as the case may be, directs, and such sum in respect of such costs as said Board or arbitrator decides shall be deposited prior to the hearing of the case. The award so made on every such arbitration shall be final and binding on all parties without appeal, and shall not be removable into any court of law or restrainable by injunction and application for the enforcement thereof may be made to the Circuit Court. No dispute shall be referred to the Registrar.

64. Examinership

The Society, if required, shall be entitled to avail of the Examinership Provisions contained in the Companies Act 2014 in the manner specified in the Friendly Societies and Industrial and Provident Societies (Miscellaneous Provisions) Act 2014 (Part 4).

APPENDICES

FORM A APPLICATION FOR MEMBERSHIP, AN ORDINARY SHARE AND WATER CONNECTION BY AN INDIVIDUAL OR JOINTLY

I/We, the undersigned, hereby apply for

- i. Membership of the above named Society
- ii. One Ordinary Transferable Shares of one Euro each in the above named Society
- iii. A water connection at _____ (state address of proposed connection) at the location indicated on the attached map.

In respect of this application I/We agree to supply any further additional information and documentation required by the Board and to make any payments required by the rules and operating regulations of the Society and otherwise to be bound thereby.

Signature(s) of applicant(s): _____

Address: _____

Witness: _____

Date: _____

FORM B APPLICATION FOR MEMBERSHIP, ORDINARY SHARES AND WATER CONNECTION BY A SOCIETY OR OTHER BODY CORPORATE

We, the undersigned, secretary and two members of the Committee/Board of _____ Limited hereinafter called the applicant, in virtue of a resolution thereof dated _____ hereby apply on its behalf for

- i. Membership of the above named Society
- ii. One Ordinary Transferable Share of one Euro each in the above named Society
- iii. A water connection at _____ (state address of proposed connection) at the location indicated on the attached map.

In respect of this application we agree to supply any further additional information and documentation required by the Board and to make any payments required by the rules and operating regulations of the Society and otherwise to be bound thereby.

In witness whereof we have signed our names hereto by the authority of the applicant.

Signed on behalf of _____ Limited having its Registered Office at _____.

_____ Member of the Committee /Board¹

_____ Member of the Committee /Board

_____ Secretary

_____ Date

¹ Where the corporate entity has only one director, it shall be sufficient for that Director and the Secretary of that entity to sign this application.

FORM C FORM OF TRANSFER BETWEEN INDIVIDUALS

This instrument, made the _____ Day of _____ 20__ between _____ of _____ and _____ of _____ witnesses that in consideration of the sum of € _____ paid by the said _____ to me/us, I/we, the said _____ hereby transfer to the said _____ his/her Executors, administrators and assigns, the _____ Ordinary Share, numbered _____ (here insert the share numbers as per the Share Register) now standing in my/our name(s) in the books of the above-named Society, to hold the said share upon the same conditions on which I now hold the same; and that I/we, the said _____ hereby accept the said share, subject to the said conditions.

In witness whereof we have hereto set our hands.

Signature of Transferor(s): _____

Signature of Transferee(s): _____

FORM D FORM OF TRANSFER BETWEEN SOCIETIES OR OTHER BODIES CORPORATE

This instrument, made the _____ day of _____ 20__ between _____ Limited, vendor, of the one part, and _____ Limited, established at _____, hereinafter called the purchaser, of the other part, in consideration of the sum of _____ Euro paid by the purchaser to the vendor, witnesses that the vendor hereby transfers the _____ ordinary share numbered _____ now standing in the name of the vendor in the books of the above-named Society, to the purchaser and the assigns of such purchaser, to hold the same upon the same conditions on which they are held by the vendor; and that the purchaser accepts the said share subject to the said conditions. In witness whereof the seals of the said Societies are hereto attached, by the resolutions of the Committee/Board thereof, dated respectively the _____ day of _____ 20__ and _____ day of _____ 20__

Seal of the Vendor

_____ Member of Committee /Board of the Vendor

_____ Member of Committee /Board of the Vendor

_____ Secretary

Seal of the Purchaser

_____ Member of Committee /Board of the Purchaser

_____ Member of Committee /Board of the Purchaser

_____ Secretary

FORM E FORM OF NOMINATION TO BE COMPLETED BY APPLICANT

I _____, should I be accepted as a shareholder of the above named Society, do hereby nominate the following:

Name(s) _____ Occupation(s) _____

ADDRESS _____

Person(s) to whom shall be transferred at my decease such share in the above named Society as may be mine at the time of my decease.

MEMBERS SIGNATURE _____

WITNESS SIGNATURE _____

WITNESS ADDRESS _____

-----**FOR OFFICE USE ONLY**-----

Board Meeting Date: _____

Board Member Signature: _____

Secretary Signature: _____

Share Certificate Number(s): _____

Date Certificate(s) Issued: _____

Date Register Updated: _____

Other Comments: _____

FORM F FORM OF APPOINTMENT OF A DELEGATE

We, the undersigned, duly authorised officer(s) and the secretary of _____ Limited, by the authority of a resolution of its committee of management/board dated _____ hereby nominate and appoint _____ of _____ to represent the society / company / body corporate at all meetings of _____ Co-operative Society Limited , and to vote thereat until this authority is duly withdrawn or cancelled.

in witness whereof the seal of _____ Limited was affixed hereto the _____ day of _____ 20_____.

Secretary _____ SEAL

FORM G APPLICATION FOR CESSATION OF MEMBERSHIP BY AN INDIVIDUAL OR JOINT MEMBERS,

I/We, the undersigned, hereby apply to cease membership of Group Water Scheme Society Limited and understand that upon cessation of membership of the Society being approved by the Board that all my/our rights of membership including my/our right to a supply of water from the Society shall cease forthwith and my/our shareholding in the Society shall be forfeited and the nominal value of that shareholding shall be transferred to a reserve account of the Society.

In respect of this application I/We agree to supply any further additional information and documentation required by the Board including verification, if sought, that all outstanding debts owed by me/us to the Society have been paid or dealt with to the satisfaction of the Board

Signature(s) of member(s) applying to cease membership; (In the case of joint membersip, all of the joint members must sign the application to cease membership)

.....

.....

FORM H APPLICATION FOR CESSATION OF MEMBERSHIP BY A SOCIETY, COMPANY OR OTHER CORPORATE BODY

I/We, the undersigned, by virtue of a resolution adopted by the Board ofLtd (hereinafter 'the entity' hereby apply to cease membership of Group Water Scheme Society Limited and understand that upon cessation of membership of the Society being approved by the Board that all rights of membership of thte entity including the right to a supply of water from the Society shall cease forthwith and the entities shareholding in the Society shall be extinguished and the nominal value of that shareholding shall be transferred to a reserve account of the Society.

In respect of this application the entity agrees to supply any further additional information and documentation required by the Board including verification, if sought, that all outstanding debts owed by the entity to the Society have been paid or dealt with to the satisfaction of the Board

Signed for and on behalf of Ltd

..... Director²

..... Director

..... Secretary

² Where the corporate entity has only one director, it shall be sufficient for that Director and the Secretary of that entity to sign this application.

THE FOREGOING ARE THE RULES OF THIS SOCIETY

NAME OF SOCIETY: **LIMITED**

ADDRESS OF REGISTERED OFFICE:.....

SIGNATORIES:

1. Special Member

2. Special Member

3. Special Member

4. Special Member

5. Special Member

6. Special Member

7. Special Member

8.Secretary

DATE:.....

ACKNOWLEDGEMENT OF REGISTRATION

NAMES AND ADDRESSES OF SPECIAL MEMBERS AND SECRETARY
(Print in Capitals and insert in same order as signatures on previous page)

SPECIAL MEMBERS	ADDRESS
1	
2	
3	
4	
5	
6	
7	
SECRETARY	
8	

OPERATING REGULATIONS

Each Member of the society accepts, by virtue of such membership, the following Operating Regulations and agrees to be bound by their terms.

1. All actions/decisions of the Board as provided for in these Operating Regulations shall be informed and guided by the policy decisions adopted by the members at any General Meeting of the society.
2. Any Member's accepting a connection or already connected to the water supply, and their successors, shall be furnished with a copy of these Operating Regulations of the Society.
3. In the event of a Member failing to comply with any of these Operating Regulations, the Board reserves the right to withdraw the supply of water from that member and no liability will attach to the Board or any of its members individually or otherwise for any damage arising in any manner howsoever from the withdrawal of the water supply.
4. The Board is empowered to take whatever action is necessary in an emergency or otherwise to safeguard the interests of the Society and its Members.
5. The Board shall have the right to institute any legal proceedings it may deem necessary in order to enforce any of the Operating Regulations herein contained and the proceedings shall be instituted in the name of the society.
6. The group water scheme network (including pipes, fittings, valves, meters, main-line and other associated infrastructure and equipment), are the property of the Society and cannot be operated or interfered with by any individual without the permission of the Board or its duly authorised agent.
7. It is the responsibility of the Members to ensure that his/her own system (from the point of connection to the group water scheme network) is maintained in a proper fashion. It is also the responsibility of the member/shareholder to meet the cost of any such maintenance and to meet any costs that may arise as a result of a lack of or insufficient maintenance.
8. The water supply must not extend beyond the house or farmyard without the provision of a floating ball-cock system. No manual taps are permitted beyond the house or farmyard.
9. All connections from the main supply will be governed by these Operating Regulations and the cost of such connections will be determined by the Board and approved by general meeting from time to time
10. It is the responsibility of the Member to ensure that the society is notified of any change of his/her address.
11. Upon the sale/transfer of property to which the Society has provided a connection, it is the responsibility of the Member to notify the society as to the name and address of the new owner.
12. The Board reserves the right to restrict, withdraw and disconnect supply, following the issue of written notice to the member concerned outlining the reasons. These may include *inter alia*:
 - a) where a debt has not been cleared as regards annual charges, fines, development charges, upgrading charges, connection fees or any other such charges as agreed at a general meeting or special general meeting of the society.
 - b) where reasonable access has been denied to the society's appointed agents to examine fittings, extensions, pipes and equipment.
 - c) where it is reasonable to assume that the society's property was interfered with in contravention of these Operating Regulations.
13. The Board reserves the right to install meters for any of the following reasons-
 - a) to monitor and manage supply and demand.
 - b) to detect wastage.
 - c) to calculate charges where agreed at a general meeting of the society.
14. Applications for permanent or temporary connections must be made to the society's secretary and must be approved by the Board. If approval is granted and the necessary financial provisions have been complied with, the society's agent will arrange connection.
15. Any member giving an unauthorised temporary or permanent supply to another party will be liable for a fine of **€500** and the Board is entitled to, in accordance with Operating regulation 12, disconnect that member's property or premises until such fine is paid and the unauthorised connection is terminated or regularised. The Board may review the amount of this fine from time to time.
16. A reconnection fee of **€500** shall be charged in all cases. The Board may review this fee from time to time.

- 17. The provision of fire hydrants and other special services shall be the sole function of the Board.
- 18. The Board is empowered to appoint an agent or agents or to contract for the maintenance and upkeep of the society's network and associated infrastructure and to decide on remuneration and terms for same. Any member found to be abusing or obstructing any member of the Board or its appointed agents may be subject to sanctions as set out in operating regulation 12.
- 19. The Society, its Board and members shall not be liable to any Member or Members for any failure to supply water or to procure the supply of water to a Member or any other party, nor shall the Society, its Board or its Members be responsible in respect of the loss of any other material or service intended to be supplied by virtue of an arrangement made with a Member or Members where the loss has resulted from an Act of God or other circumstances beyond the control of the Society, its Board or Members, and the Society, its Board and Members shall not be liable for any expenses or consequential losses whatsoever sustained by a Member or Members in those circumstances. This exclusion of liability shall apply in respect of any delay in arranging supply and in respect of termination of supply for whatever reason. Each member accepts, by virtue of such membership, the provisions of this clause.

Signed: _____ (*Representative of society's Board*)

Date: _____

These are the current Operating Regulations of the Society subject to Rule 62 and are applicable from
.....(**Insert date**).