

## **Beranghi Village Site allocation and registration information.**

### **Registration of sites—information**

Members may register more than one site if they would be **equally** happy with any one of those they have registered. This may save members' time, if there are other applicants for one particular site (note: who gets which site would still have to be agreed between the applicants).

Registration is not binding; members may change their minds at any stage before building is commenced (movements within and between villages after building has commenced can be discussed at a GM).

All levies must be up to date or an agreement reached with the members of the cooperative for a payment plan for unpaid levies. The following process is proposed for registration of sites:

- ® Member chooses a village;
- ® Member chooses a site in communication with others who have chosen the same village, if necessary and appropriate;
- ® Site is registered using standard site registration form;
- ® Member registers the site by posting the form by recorded mail or handing the form to the member of the co-operative nominated as site registrar;
- ® Site registrar numbers and records registrations in order in which they are received, and issues receipt (by email, mail, hand) with lodgement number;
- ® Requests for sites are dealt with in the order in which they are received;
- ® List of new site registrations is published in each newsletter;
- ® If there is no other request for that site after publication and before the next GM then 'ownership' of that site can be confirmed at the next general meeting following publication of registrations in the newsletter;
- ® All confirmed site registrations are published in the newsletter giving village name and site number following the GM at which 'ownership' was confirmed;
- ® All site disputes are sorted out between the disputing parties unless this proves impossible, at which time the dispute is brought to a GM.

### **Competition for sites**

Should there be a dispute between members over claim to a dwelling site the members must first attempt to resolve the issue themselves and, if appropriate, in consultation with others in their village. They could, for example, agree to draw straws, or they could engage in a dispute resolution process. If they fail to reach agreement the members who are in competition for a site may choose to bring their dispute to a general meeting for resolution. The meeting may make a decision by drawing straws, by asking someone from another village to mediate or by using some or all of the criteria below.

NOTE: the decision making criteria are suggested to help the cooperative reach a decision in situations where all else has failed.

#### *Decision making criteria*

- ® Have both parties been active members of the cooperative (i.e. attended meetings in person or by proxy; paid levies regularly; worked for the cooperative)?
- ® Are there any special needs to be considered?
- ® How long has each disputing party been recognised as a member of that particular village?
- ® How long has each disputing party been a member of the co-operative?
- ® Date and time of lodgement of registration

### **Responsibilities of a site 'owner'**

Once allocated a site by the co-operative the site 'owner' has the responsibility to develop the site area only within the Beranghi Co-operative agreed rules and by-laws and to council requirements.

### **Village and site registration form**

The site registration form is to be lodged with the co-operative as outlined above. It can be used solely to register intention to join a particular village (or withdraw from one village and join another) or to join a village and register a claim of 'ownership' over a specific site.

**THIS FORM SUPERCEDES ALL PREVIOUS FORMS. CURRENT FROM APRIL 25, 2015**