PRESENTER



Claire Tyler, Partner, Rainey Collins, Wellington

Claire is a Partner in the Personal and Property Legal Services Team, focusing on assisting clients with opportunities and challenges in relation to Commercial contracts and transactions, including Joint Ventures, Limited Partnerships, Company advice and structuring, Leases, Shareholders' Agreements and buying and selling businesses. She is also experienced in the areas of Residential and Commercial Property and often advises Bodies Corporate regarding unit title issues. Claire also works in the area of Wills, Trusts and Estates.

The statements and conclusions contained in this booklet are those of the author(s) only and not those of the New Zealand Law Society. This booklet has been prepared for the purpose of a Continuing Legal Education course. It is not intended to be a comprehensive statement of the law or practice, and should not be relied upon as such. If advice on the law is required, it should be sought on a formal, professional basis.

CONTENTS

1.	INTRODUCTION	1
2.	WHAT YOU NEED IN ORDER TO BE AN "EFFECTIVE" BODY CORPORATE	3
	THE TERM "BODY CORPORATE"	3
	WHAT DO YOU NEED TO DO TO BE AN "EFFECTIVE" BODY CORPORATE?	
	INSURANCE	3
	ACCOUNTS	
	LONG-TERM MAINTENANCE PLAN	
	BODY CORPORATE RULES	
	Limitations on what can be included in Rules	7
3.	ROLES IN GOVERNANCE OF BODIES CORPORATE	9
	THE BODY CORPORATE	9
	CHAIRPERSON	10
	COMMITTEES	
	Delegation to Committee	12
4.	MEETINGS	13
	BODY CORPORATE MEETINGS	13
	RESOLUTIONS	13
	ANNUAL GENERAL MEETINGS	
	EXTRAORDINARY GENERAL MEETINGS	15
5.	LIABILITY AND DIRECTORS' AND OFFICERS' INSURANCE	17
6.	CONCLUSION	19