

	<b>MEETING</b>	<b>AYF Federal Assembly</b>
	<b>DATE</b>	<b>Sunday 20 July 2003</b>
	<b>TIME</b>	<b>10.00</b>
	<b>VENUE</b>	<b>Royal Melbourne Yacht Squadron, St Kilda</b>
	<b>AGENDA</b>	<b>MINUTE</b>
<b>A</b>	<b>ATTENDANCE AND APOLOGIES</b>	
	<p>Graeme Ainley      AYF President, Chair  John Allanson  John Flower  David Kellett  Andrew Plympton  Wally Rantanen  Rob Tranent  David Tillett      ISAF Council  Campbell Rose      Apologies</p> <p>Don McMichael      Delegate - YAACT  Gary Martin      Delegate - NTYA  Mike Burke      Delegate - QYA  Rupert Leslie      Delegate - YAWA  Allen Walters      Delegate - YSA  Peter Merritt      Delegate - YV  Nick Hutton      Delegate - TYA  Malcolm Levy      Delegate - YANSW</p> <p>Phil Jones      CEO  Kathryn Adams      Recording Secretary  Michael Brierley      Commercial Manager  Colin Chidgey      Competition Manager</p>	<p>1. A Special General Meeting was held at 10.00 to approve the change of name of the AYF to Yachting Australia, consistent with the new brand. The Federal Assembly unanimously agreed to the change of name of the Australian Yachting Federation to Yachting Australia.</p> <p>2. Norman Saunders from the University of Melbourne had the Sailing simulator on display at RMYS throughout the day for delegates to have a go.</p> <p>3. All MYA delegates are encouraged to attend the Federal Assembly Discussion Forum and provide active input</p>

	<p>John Kennedy  Martin Linsley  Mel Clark  Peter Chilman  Bruce Chapman  David Brookes  Kevan Johnston  Horace Hunt  Jim Cox  Terry Cox  Paul Effenev  Patrick Scharf  Tony Claydon  Alan Tough  John Woollatt  Allen Blenkle  David Woods  Bob Heywood  Diana Liptrot  David Staley  Robert Milner  Ross Coates  Barry Doyle  Richard Fisher  David Graney  Murray Jones  Andrew Hamilton  Roger Hickman</p> <p>Amanda Wheeler</p>	<p>Observer - YAAC  Observer - YAAC  Observer - YAAC  Observer - NTYA  Observer - QYA  Observer - QYA  Observer - QYA  Observer - QYA  Observer - QYA  Observer - QYA  Observer - QYA  Observer - QYA  Observer - QYA  Observer - YAWA  Observer - YAWA  Observer - YSA  Observer - YSA  Observer - YSA  Observer - YSA  Observer - YV  Observer - YV  Observer - YV  Observer - YV  Observer - TYA  Observer - TYA  Observer - TYA  Observer - YANSW  Observer - YANSW  Observer - YANSW</p> <p>Observer - ASC</p>	
<b>1.</b>	<b>MINUTES OF THE LAST MEETING</b>		
	<p>To receive the minutes of the Federal Assembly Discussion Forum meetings held on 12/13 October 2002, 25 March 2003 and 19 May 2003 – previously circulated.</p>	<p>The minutes of the meeting held on 12/13 October 2002 and the teleconferences held on 25 March 2003 and 19 May 2003 were accepted as an accurate record and formally adopted by the Federal Assembly.</p>	

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2. MATTERS ARISING		
	To consider any matters arising not otherwise dealt with in the agenda.	<b>Club and Training Centre Sitelets</b> – It was noted that the development of the sitelets was nearing completion. The accompanying documentation for use of the sitelets was being developed by the Yachting Australia office. It was agreed that the issue should be discussed with MYAs at the next meeting.
3. BRAND ROLL-OUT		
	To consider the process and needs of the MYAs in relation to the roll out of the new Brand for Yachting.	<p>There was general support for the new brand and the Board were congratulated on the initiative. A number of MYAs committed to use of the new brand immediately. The President noted that the Board had agreed to fund the cost of a collateral suite for each MYA. MYA costs would therefore be limited to print and production and not design. The MYAs welcomed this initiative and agreed to liaise with the Yachting Australia office regarding their requirements.</p> <p>It was noted that a Style Guide was under development and it was hoped that this would be available by the end of August. It was agreed that MYAs should liaise with the Yachting Australia office regarding the roll out of the new brand in each State and Territory.</p> <p>It was agreed that the PowerPoint presentation be circulated to MYAs in order for the brand strategy to be explained in detail to Member Clubs and other stakeholders.</p>
4. STRATEGIC PLAN		
(a)	To consider the development of the Strategic Plan for Australian Sailing 2005-2008.	<p>There was an extensive discussion regarding the development of a new Strategic Plan for Sailing. It was generally agreed that good progress had been made in the management of the sport at State and National level. The need was identified to more clearly define the roles and responsibilities of the MYAs and Yachting Australia moving forward.</p> <p>Each MYA gave a brief report on their own Strategic Planning processes. In most cases, State Departments of Sport and Recreation required State Sports Organisations to have a Strategic Plan in place as a condition of funding. In general it was agreed that the Strategic Plans of Yachting Australia and the various MYAs should be linked, even to the extent of there being a number of common strategies across all plans. It was considered that it may be possible to provide a number of strategies which clubs might consider adopting.</p>
(b)	To receive an outline from each MYA on the content and status of the various Strategic Plans in existence or under development.	
(c)	To discuss the process for the establishment of the Strategic Plan with a view to ensuring the full involvement and buy in from all key stakeholders.	
(d)	To consider issues likely to effect the plan environment over the period.	

			It was further agreed that there was a need to put in place an independent review of the structure, planning, funding and promotion of yachting in Australia. The Board were asked to investigate the process for such a review and to establish draft Terms of Reference for consideration by the Federal Assembly. The President invited Wally Rantanen to facilitate the development of the Strategic Plan and Structure Review.
<b>5. MARINE THIRD PARTY LIABILITY SCHEME</b>			
		To receive and consider proposals for the continuation of the MTPL Scheme – to be circulated to MYAs by e-mail prior to the meeting if available.	<p>The Federal Assembly received proposals for the maintenance of the MTPL Scheme which had been endorsed by the Board. Particular note was made of the work done by Andrew Plympton in helping to develop the proposals.</p> <p>A number of MYAs felt that they were not in a position to commit to the proposals or otherwise and more time was sought. It was agreed that a teleconference should be held specifically to discuss the maintenance of the Marine Third Party Liability Scheme within seven days.</p> <p><b>Note:</b> At the teleconference the majority of MYAs were against the proposals put forward and as a result the Scheme was discontinued. MYAs agreed to meet their share of the underwriting costs. MYAs were invited to revert to Yachting Australia with proposals for a MTPL Scheme that they felt might be appropriate.</p>
<b>6. MEMBER PROTECTION POLICY</b>			
	(a)	To note the minute of the AYF Board at their meeting on 16-17 May	<p>The Federal Assembly considered the implementation of a draft Member Protection Policy. It was noted that a number State Departments of Sport and Recreation now required State Sports Organisations to have a Member Protection Policy or similar policy in place. There was agreement that a single national approach was preferable in this area.</p> <p>The difficulties in implementing a National Member Protection Policy under the current Constitutional arrangements were discussed. Under the Federal structure individuals were constitutional members of clubs. As such they were only subject to the rules and regulations of the club concerned. Neither the MYA or Yachting Australia had any jurisdiction to implement a National Member Protection Policy. It would therefore be necessary for the same policy to be adopted by Yachting Australia, the MYAs and all yacht clubs for it to be effective.</p>
	(b)	To consider the principles contained in the draft AYF Member Protection Policy - attached	
	(c)	To determine the process for the establishment of a national MPP for sailing	

			<p>A number of sports were addressing this issue by variation to their constitutions which saw individuals become members of their MYAs and their National Sports Organisation when joining a club. It was felt that such a solution would only be possible in the longer term.</p> <p>It was agreed that MYAs should provide comments on the draft Member Protection Policy and Codes of Conduct and that the matter should be discussed in detail at the next meeting of the Federal Assembly.</p>
<b>7. STATE CLASS ASSOCIATIONS</b>			
	(a)	To note the minute of the AYF Board at the meeting on 16-17 May	<p>The Federal Assembly considered a draft State Class Association Policy following a number of requests from State Based Class Associations wishing to affiliate with Yachting Australia. It was noted that these organisations generally did not fulfil the requirements of the National Class Association Policy.</p> <p>It was agreed that it was preferable to have a uniform policy regarding the affiliation of State Class Associations. Accordingly the draft Policy had been developed by the Competition Manager.</p>
	(b)	To consider the draft policy on the affiliation of State Class Associations (SCAs) by MYAs – draft SCA policy attached.	
			<p><b>RESOLVED THAT:</b></p> <ol style="list-style-type: none"> <li><b>1. The draft State Class Association Policy be endorsed and comments provided by MYAs prior to the next Federal Assembly.</b></li> <li><b>2. Schedule 3 of the Yachting Australia Constitution be reviewed in relation to the affiliation of Class Associations.</b></li> </ol>
<b>8. PROPOSED CHANGES TO THE AYF CONSTITUTION</b>			
		To consider the principles of changes to the AYF Constitution recommended to the AYF Board by the AYF Audit Committee.	<p>The Federal Assembly discussed recommendations from the Yachting Australia Audit Committee recommending changes to the AYF Constitution to provide for:</p> <ol style="list-style-type: none"> <li>1. The Federal Assembly at the AGM in October each year to approve the AYF Membership fee for the subsequent year.</li> <li>2. The AYF to prepare a budget for the subsequent financial year to be adopted by the Board and distributed to the MYAs by the end of May each year.</li> </ol>

			<p>3. The AYF to provide quarterly financial statements to the MYAs for information.</p> <p>The Federal Assembly agreed that approval of the Yachting Australia budget for the subsequent financial year in October was not practical. However there was some disagreement as to whether the Federal Assembly should approve or merely receive the Yachting Australia budget once established.</p>
			<p><b>RESOLVED THAT:</b></p> <p><b>An appropriate change to the Constitution be drafted for consideration by the AGM.</b></p>
<b>9. MEMBERSHIP</b>			
	<b>(a)</b>	To note the action taken in relation to the request at the meeting held on 25 March (item 5(b)) to establish a process to audit the membership figures declared by MYAs	<p>(a) Alan Tough presented the work done by YAWA in obtaining more detailed statistical information on the make up of yacht club membership in their state. It was noted that whilst YAWA had forwarded templates for completion by each MYA, the various States and Territories had not been successful in obtaining information from their member clubs.</p> <p>The Federal Assembly agreed that the information was important in the management of the sport moving forward.</p>
	<b>(b)</b>	To note the schedule of national membership benefits for the year 2003-04	<p>(b) The Commercial Manager outlined the schedule of membership benefits for the financial year 2003-04. These are lodged with these minutes.</p>
			<p><b>RESOLVED THAT:</b></p> <p><b>1. The Federal Assembly resolved to renew efforts to secure the information required from yacht clubs on a national basis.</b></p> <p><b>2. Yachting Australia should re-circulate templates to all MYAs for their use.</b></p>
<b>10. ANY OTHER BUSINESS</b>			
		To note arrangements for sessions being organised by each MYA to brief Yacht Clubs and Training Centres on the new Training Schemes and OnBoard, to take place between late July and late August.	<p><b>Meeting of South East Asian Countries - 11 July</b> - The Board noted that the following countries had met in Fiji on 11 July 2003 to discuss a number of matters of mutual interest in the oceanic region:</p> <p style="padding-left: 40px;">Australia American Samoa</p>

		<p>Cook Island Fiji New Caledonia New Zealand Samoa Solomon Island Tahiti</p> <p>The group also discussed the establishment of an Oceanic Sailing Federation (OSAF). The meeting agreed that an OSAF should be formed with immediate effect. The group agreed that the OSAF should act to coordinate activities in the region and was not seen in any way to conflict with the role of ISAF. A Working Group consisting of Australia, New Zealand, Samoa, Fiji and Tahiti was established to further consider the draft Constitution of the OSAF. This Constitution will be finalised by mid September. The Board agreed that it was essential that the AYF continue to play a role in the development of the OSAF.</p> <p><b>Gender Equity</b> – The need for gender equity at all levels of sport was endorsed. It was noted that Yachting Australia were seeking appropriate representation at Board level.</p> <p><b>AGM October</b> – It was agreed that the Board consider a request to change the date of the AGM as a number of yacht clubs held their opening days during this period making it impossible for MYA Presidents to attend.</p> <p><b>National Youth and Development Committee</b> – It was noted that the formation of a National Youth and Development Committee had been discussed by the Executive Officers. It was further noted that YANSW would be making a submission to the Federal Assembly together with draft Terms of Reference for the Committee.</p> <p><b>Trailable Yacht Committee</b> – It was noted that this matter was now being reconsidered by the Competition Manager who would make recommendations to the Board in due course.</p>
<b>CLOSE OF MEETING</b>		
		The meeting concluded at 15.00