



## South Australian Regional Advisory Committee Charter

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### Definitions

**Board** means the board of Australian Sailing.

**Chair** means the Representative elected by the Committee to chair the Committee.

**Committee** means the Regional Advisory Committee.

**Constitution** means the constitution of Australian Sailing Limited.

**Delegate** means the Representative appointed under clause 5 of this Charter.

**Member Club** means a club in the State that is a Voting Member of Australian Sailing and has paid its Membership Fees.

**Representative** means a member of a Member Club who has been elected or appointed to the Committee in accordance with this Charter.

**State** means the state or territory of Australia in which the Member Clubs the Committee represents are located.

## 1. Regional Advisory Committee

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Clubs in Australia are represented by either an incorporated legal entity in their State (MYA) or where there is no MYA in a State, by a Regional Advisory Committee established and recognised by Australian Sailing under the Constitution.

The Committee is a committee of the Australian Sailing Board and will only have powers as delegated by the Board. The Committee role is to engage with AS at a strategic level to:

- (a) provide guidance and support to Australian Sailing and constructive feedback on Australian Sailing initiatives; and
- (b) enable the Delegate to fulfil his/ her role as representative of Member Clubs under the Constitution.

The role of the Committee does not extend to day to day operational matters.

## 2. Objectives

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The objectives of the Committee are to:

- (a) represent the views and interests of Member Clubs in the State;

- (b) assist Australian Sailing in achieving its strategic objectives for the betterment of sailing in Australia generally and specifically within the State; and
- (c) provide transparency and advice on State operations with a focus on the strategic priorities of Australian Sailing and the application of those within the State.

### **3. Duties**

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Duties of the Committee are as follows:

- (a) appoint the Delegate to represent the Member Clubs;
- (b) represent the views of the Member Clubs;
- (c) advocate and promote sailing and Australian Sailing;
- (d) act as ambassadors for Australian Sailing and uphold its values;
- (e) contribute to the development of the Australian Sailing strategic plan;
- (f) provide local guidance and advise on state specific issues;
- (g) assist with government and industry advocacy;
- (h) engage with and provide feedback from clubs;
- (i) assist with review of affiliation fee appeals;
- (j) form a voting panel for state awards;

In addition, the Committee shall consider any other matters referred to it by the Board.

### **4. Structure and appointment**

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- (a) The Committee shall consist of not less than three (3) and no more than six (6) elected Representatives.
- (b) On establishment of the Committee, the Representatives will comprise the individuals who were last elected to the board of Yachting South Australia at the time it ceased to be incorporated. A call for the nomination of new Representatives will first occur in 2024.
- (c) A call for nominations for Representatives will be advertised to Member Clubs by 1 May each year.
- (d) Each Member Club is entitled to nominate one (1) person, who is a financial member of the Member Club, to a position of Representative.
- (e) Nominations must be submitted through the method approved by the Board and received not later than 15 June or such other date specified by the Board.
- (f) All nominations will be reviewed by the Committee who will either ratify or reject a nomination at its discretion. The Committee will, prior to publishing or confirming any nomination provide details of the ratified nominations to the Board. The Board

may, in exceptional circumstances (and on reasonable grounds), veto any nomination ratified by the Committee.

- (g) If the number of ratified nominations exceeds the number of vacant positions, a vote of Member Clubs will be held by ballot.
- (h) The number of votes each Member Club is entitled to cast will be determined by the formula set out in Annexure A of this charter.
- (i) The Representatives will be appointed to vacant positions based on a simple majority of votes cast.
- (j) Representatives will be appointed for a two (2) year term, commencing on 1 July each year and if appointed at any time after 1 July, the first year of their term will end on 30 June.
- (k) Representatives may be nominated for re-election at the end of their term but no Representative may serve more than four (4) consecutive two (2) year terms or a total of eight (8) years.
- (l) The Committee may appoint up to three (3) Representatives. The number of appointed Representatives must not exceed the number of elected Representatives. Appointed Representatives terms are for a period of 12 months from the time of appointment and for a maximum of 24 months.
- (m) A vacancy caused by the resignation of an elected Representative may be filled by the Committee in accordance with the procedure in clause 4(f), except that the Committee will make a nomination at its discretion. The Representative filling a vacancy under this clause will be deemed to be an elected Representative and the term of the Representative will end on 30 June after the vacancy is filled.
- (n) Employees of a Member Club are not permitted to be appointed to the Committee.

## **5. Appointment and role of the Chair/ Delegate**

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- (a) At each Annual Meeting, the Committee will elect from their number a Representative to act as Chair for the ensuing year.
- (b) The Chair will chair Committee meetings and fulfil the role of Delegate of the Member Clubs under the Constitution.
- (c) The Chair will, as Delegate:
  - (i) fulfil the obligations and requirements of the Delegate under the Constitution;
  - (ii) attend General Meetings of Australian Sailing as a representative of the Member Clubs in the relevant State;
  - (iii) exercise the voting rights of the Member Clubs as a Voting Member of Australian Sailing in accordance with the Constitution.

## **6. Committee meetings**

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- (a) Committee meetings will be held as and when required, with a minimum of four (4) per year.
- (b) The Chair will call a meeting of the Committee as requested by any Representative, the Board, the Chief Executive Officer of Australian Sailing or if a meeting is requested by a minimum of five (5) Member Clubs.
- (c) The Company Secretary of Australian Sailing will be given notice of all Committee meetings.
- (d) At least one Australian Sailing representative will attend all Committee meetings.
- (e) The Regional Manager, in consultation with the Chair, will prepare the agenda of each Committee meeting, which will be circulated to all Representatives and attendees at least one week prior to the meeting.
- (f) In addition to the Australian Sailing representative, members of the Board and/or the CEO of Australian Sailing and or their delegates will have the right to attend and speak at Committee meetings.
- (g) Member Clubs may send one representative to a Committee meeting. The Member Club representative will only be allowed to speak at the Committee meeting when invited by the Chair to do so.
- (h) A quorum for a Committee meeting is three (3) Representatives.
- (i) Committee decisions will be made by a simple majority of Representatives present.
- (j) If any vote is equal, the Chair will be entitled to an additional casting vote.
- (k) All records, including minutes and any reports or recommendations will be prepared and kept by the Australian Sailing representative attending the meeting.

## **7. Reviews**

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To determine whether it is functioning effectively and achieving the Objectives, the Committee and CEO will once each year:

- (a) review this charter; and
- (b) undertake an evaluation of the Committee's performance.

**Annexure A**  
**South Australian Club voting rights**

<b>Club name</b>	<b>Fee band</b>	<b>Votes</b>
Arno Bay Yacht Club	22	2
Ceduna Sailing Club	22	2
Christies Sailing Club	20	2
Clayton Bay Boat Club	19	2
Coffin Bay Yacht Club	22	2
Cruising Yacht Club of SA	6	2
Brighton & Seacliff Yacht Club	11	2
Garden Island Yacht Club	18	2
Goolwa Aquatic Club	20	2
Goolwa Regatta Yacht Club	14	2
Goolwa Vintage Boat Club	22	2
Henley Sailing Club	20	2
Lacepede Bay Sailing Club	22	2
Lake Bonney Yacht Club	22	2
Largs Bay Sailing Club	12	2
Adelaide Sailing Club	12	2
Meningie Sailing Club	22	2
Milang Regatta Club	22	2
Normanville Sailing Club	22	2
Port Adelaide Sailing Club	14	2
Port Augusta Yacht Club	22	2
Port Lincoln Yacht Club	16	2
Port MacDonnell Sailing Club	22	2
Port River Sailing Club	21	2
Port Vincent Sailing Club	20	2
Rivoli Bay Sailing Club	22	2
Robe Yacht Club	22	2
Royal Port Pirie Yacht Club	22	2
Royal SA Yacht Squadron	6	2
Somerton Yacht Club	20	2
Tumby Bay Yacht Club	22	2
Victor Harbor Yacht Club	20	2
Wallaroo Sailing Club	21	2
Whyalla Yacht Club	21	2