

TERMS OF DELEGATION

SLALOM TECHNICAL COMMITTEE

1. The Slalom Canoeing Technical Committee (STC) has been established by the Board under Rule 33.3 of the Australian Canoeing (AC) Constitution.
2. The STC consists of the following members (as of 1 March 2008):

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| Chair: | Sue Lyons |
| Treasurer: | Steve Etheridge |
| Officiating Coordinator: | Gill Milne |
| Coaching Award Coordinator: | Sue Natoli |
| Events Coordinator and Oceania Representative: | Sue Natoli |
| Communications and Website: | Graeme Caudry |
| Penrith Development Coordinator: | Colin Borrows |

Ex officio members of the STC are:

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|----------------------------|-------------|
| High Performance Director: | Richard Fox |
| National Slalom Coach: | Myriam Fox |

3. The members of the STC will be appointed for a fixed term. The Board may at that time and prior to the expiration of the committee members' term, remove a committee member from the STC. There should be an agreed rolling program of new members to ensure continuity.
4. The STC has been established to administer and perform some of the obligations of AC in relation to the Slalom Canoeing discipline. In particular, the Slalom Canoeing Technical Committee shall have the following duties, functions and powers:

4.1 Competition Rules and Regulations

Make recommendations to the Board of Directors on rules, regulations and guidelines for the conduct of slalom canoeing competitions in Australia.

4.2 Calendar

The STC will compile an annual calendar of events to include international, national and state races, officiating and coaching courses. This calendar will be published on the AC website.

4.3 National Ranking Series of Races

The STC will manage and maintain a national ranking system and in so doing will award national ranking trophies to Senior and Junior winners in all boat classes at the end of each season.

4.4 Australian National Championships

- 4.4.1 Develop criteria for the selection of the host venue for Australian National Championships that meet the requirements of Australian Canoeing Strategic Plan and any applicable Bylaws and/or policies. Such criteria are subject to approval by the Board.
- 4.4.2 Assess applications from State Associations to host Australian National Championships against the established criteria; and subsequently make recommendations to the Board on appropriate State associations or other organizations to host the Australian National Championships.
- 4.4.3 Monitor the organization of Australian National Championships and where deemed necessary by the STC or the General Manager inspect the venue and meet with the host organization to ascertain the readiness and its preparations to conduct the Championship.
- 4.4.4 Receive, consider and respond to reports relating to Australian National Championships and to refer such reports to the Board with appropriate comments and recommendations.

4.5 Other Competitions

- 4.5.1 In conjunction with the High Performance Department, oversee the planning, organization and conduct of all national selection races, ICF and AC events and any World Series events hosted in Australia.
- 4.5.2 Ensure that all selection events for Australian Team are conducted fairly and equitably.
- 4.5.3 Assist AC with bids for World Championships and other ICF competitions.

4.6 Sport Development

- 4.6.1 Design training programs for officials and the implementation of programs for officials' training, accreditation and development. The STC will guide and advise State Technical Committees.

- 4.6.2 Design training programs for coaches and the implementation of programs for coach training, accreditation and development. The STC will guide and advise State Technical Committees.
- 4.6.3 Support programs that help to grow participation in the sport and to retain athletes, coaches and officials.

4.7 Australian Teams

- 4.7.1 Provide advice to the Board and Management on policies relating to the operations of Australian Slalom Teams and squads.
- 4.7.2 Monitor the conduct of Australian Team selection events to ensure that selection is undertaken in accordance with the selection policy as approved by the Board.

4.8 High Performance

The STC will work with the High Performance Program to ensure on-going, two-way communication and dialogue about high performance. The National High Performance Director and the Head Slalom Coach are both *ex officio* members of the STC. In particular, the STC will:

- 4.8.1 Agree all financial matters with the High Performance Director that relate to shared or delegated responsibilities.
- 4.8.2 Advise and recommend approval of all Selection policies and documentation for national teams.
- 4.8.3 Approve the appointment of team managers for national teams.
- 4.8.4 Receive reports of the performance of all national teams.

4.9 Other Responsibilities

- 4.9.1 Establish criteria to enable appropriate nominations for the ICF for ICF Officials' Examinations;
- 4.9.2 Recommend to the Board proposals and ideas for submission to the ICF for changes to the ICF Rules.
- 4.9.3 Act as a resource for State Slalom Canoeing Committees.

The STC shall ensure that in the exercise of such delegated powers, it conforms to any directions of the Board.

5. The proceedings of the STC shall be as follows:

5.1. STC to Meet

The STC shall meet as often as is deemed necessary in every calendar year for the dispatch of business and may adjourn and, subject to these Terms of Delegation, otherwise regulate its meetings as it thinks fit. The Chair shall, on the requisition of two committee members, or the General Manager, convene a meeting of the STC within a reasonable time. (Note: the STC meets four times a year, one of these meetings (held at the Australian Nationals) receives annual reports from state technical committees.)

5.2. STC Decisions

Subject to these Terms of Delegation, questions arising at any meeting of the STC shall be decided by a majority of votes and all questions so decided shall for all purposes be deemed a determination of the STC. All committee members shall have one vote on any question. The Chair shall also have a casting vote where voting is equal.

5.3. Resolutions not in Meeting

- a) A resolution by electronic mail that has been signed or assented to by all the STC members shall be as valid and effectual as if it had been passed at a meeting of the STC duly convened and held. Any such resolution may consist of several documents in like form each signed by one or more of the committee members
- b) Without limiting power of the STC to regulate their meetings as they think fit, a meeting of the STC may be held where one or more of the committee members is not physically present at the meeting provided that:
 - (i) All persons participating in the meeting are able to communicate with each other effectively, whether by means of telephone or other form of communication;
 - (ii) Notice of the meeting is given to all the committee members entitled to notice in accordance with the usual procedures agreed upon or laid down from time to time by the STC and such notice specifies that committee members are not required to be present in person;
 - (iii) In the event that a failure in communications prevents condition (i) from being satisfied by that the number of committee members which constitutes a quorum, and none of such committee members are present at

the place where the meeting is deemed by virtue of further provisions of this clause to be held, then the meeting shall be suspended until condition (i) is satisfied again. If such condition is not satisfied within fifteen minutes from the interruption the meeting shall be deemed to have terminated.

- (iv) Any meeting held where one or more of the committee members is not physically present shall be deemed to be held at the place specified in the notice of meeting provided a committee member is there present and if no committee member is there present the meeting shall be deemed to be held at the place where the Chair is located.

5.4. Quorum

At meetings of the STC the number of committee members whose presence (or participation under clause 5.3) is required to constitute a quorum is the majority of the committee members [but shall be a minimum of three committee members].

5.5. Notice of STC Meetings

Unless all committee members agree to hold a meeting at shorter notice (which agreement shall be sufficiently evidenced by their presence) not less than seven days' oral or written notice of the meeting of the STC shall be given to each committee member by the Chair. The agenda shall be forwarded to each committee member not less than three days prior to such meeting.

5.6. Validity of STC Decisions

A procedural defect in decisions taken by the STC shall not result in such decision being invalidated.

5.7. Chair of the STC Meeting

The Chair appointed by the Board shall preside at every meeting of the STC. If the Chair is not present, or is unwilling or unable to preside, the committee members shall choose one of their number to preside as chair for that meeting only.

- 6. The following clauses will apply in relation to conflicts of the committee members.

6.1. Committee Member Interests

A committee member other than the General Manager is disqualified by holding any place of profit or position of employment in AC, any State Association or in any company or incorporated association which AC is a shareholder or otherwise interested or form contracting with AC either as a vendor, purchaser or otherwise

except with express resolution of approval of the technical committee or the Board. Any such contract or any contact agreement entered into by or on behalf of AC in which any committee member is in any way interested will be voided for such reasons.

6.2. Conflict of Interest

A committee member shall declare his or her interest in any:

- a) Contractual matter;
- b) Selection matter;
- c) Disciplinary matter; or
- d) Other matter;

In which a conflict of interest arises or may arise, and shall, unless otherwise determined by the STC, absent him/herself from discussions of such matter and shall not be entitled to vote in respect of such matter. If the committee member votes, the vote shall not be counted. In the event of any uncertainty as to whether it is necessary for a committee member to absent himself/herself from discussions and refrain from voting, the issue should be determined immediately by vote of the STC, or if this is not possible, the matter shall be adjourned or deferred.

6.3. Disclosure of Interests

The nature of the interest of such committee member must be declared by the committee member at the meeting of the STC at which the contract or other matter is first taken into consideration if the interest then exists or in any other case at the first meeting of the technical committee after the acquisition of the interest. If a committee member becomes interested in a contract or other matter after it is made or entered into the declaration of the interest must be made at the first meeting of the STC held after the committee member becomes so interested.

6.4. General Disclosure

A general notice that a committee member is a member of any specified firm or company and is to be regarded as interested in all transactions with that firm or company is sufficient declaration under clause 6.3 as regards such committee member and the said transactions. After such general notice it is not necessary for such committee member to give a special notice relating to any particular transaction with that firm or company.

6.5. Recording Disclosures

Any declaration made or any general notice given by a committee in accordance with clause 6.3 and 6.4 must be recorded in the minutes of the STC.

7. The STC shall keep minutes of the resolutions and proceedings of each STC meeting, together with a record of the names of persons present at all meetings. Within fourteen days of any meeting of the STC, a copy of the minutes and any supporting documents will be sent to all STC members, chairs of state slalom technical committees and other relevant AC personnel.
8. The Board may recall or revoke wholly or in part any delegation made under these Terms of Delegation. Further, the Board may repeal or veto any decision made by the STC under these Terms of Delegation.