



Surf Casting and Angling Club of W.A. (Inc.)

MEMBERS HANDBOOK

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SURF CASTING AND ANGLING CLUB OF W A (Inc.)
Established 1952

Historical Notes

The Surf Casting and Angling Club (SCAC) is a dry casting and land based recreational fishing club with a proud history. The Club was originally formed in Western Australia in 1952 by a dedicated group of amateur fishermen. Over the past 70 plus years the culture of the Club has developed as a friendly group of people who enjoy fishing and the opportunity to fish in a variety of locations while being prepared to both share their knowledge and experience and to learn from others.

The Club continues to cater for competitive & non-competitive anglers alike and has always included families whose diverse lifestyles all encompass a common interest in fishing.

Over the years the Club has had many State and National champions in various disciplines anglers amongst its membership.

This booklet is a guide to members and includes the following;

- a). Code of Governance.
- b). Information for Members.
- c). Club Rules (Constitution)
- d). Club Competition Rules
- d). Guidelines for Best Practise
- e). Club Policy Documents.

CODE OF GOVERNANCE

Introduction.

The members of the Surf Casting and Angling Club of WA Inc., (SCAC), aspire to high standards of Club Governance. The members have established a framework of governance, which they review on a regular basis. A description of the Club's governance is set out below.

Officers and Committee.

To assist the Club in fulfilling its responsibilities the membership elects Club officers being: President, Vice President, Secretary, Treasurer, and other officers as the Club sees fit to elect.

To assist the officers of the Club a committee is elected which comprises the officers being: Field Day Officer, Assistant Field Day Officer, Dry Casting Officer, Assistant Dry Casting Officer, Records Officer and two Committee members.

Non-Committee positions are;

Web Site Manager, Reel Talk Editor, Social Organizer, Membership Coordinator

Other members may be co-opted from time to time.

Ethical Standards.

The members of SCAC have adopted a Code of Conduct that deals with:

1. Obligations under legislation
2. Personal Behaviour
3. Conflict of Interest
4. Membership, income, expenses and benefits
5. Records, information and communication
6. Safety
7. Environment

CODE OF CONDUCT FOR RECREATIONAL FISHING IN W A

A Code of Conduct has been adopted by SCAC for its members to observe. It provides guidance as to standards of behaviour to be observed in carrying out Club activities. Its hallmarks are to act with integrity, professionalism, fairness, proper consideration and to avoid conflicts of interest.

Obligations under Legislation.

1. Members shall comply with the Fish Resources Management Act (FRMA) and its Regulations and associated By-Laws, and with the Department of Conservation, Biodiversity and Attractions Act and Regulations, and By-Laws.
2. Members shall comply with the requirements of the Road Traffic Act and its associated regulations.
3. Members shall comply with the requirements of the Off Road Vehicle Act and its regulations

Personal Behaviour

1. All members will adhere to a maximum speed limit of 50Kph on tracks and beaches except in the case of passing people on the beach when a maximum speed limit of 15Kph will apply.
2. When travelling in convoy ample room between vehicles must be maintained to enable safe passing.
3. All gates must be left as found. If travelling in a convoy it is the responsibility of the convoy to leave gates as found.
4. All public and private property shall be respected and permission obtained before entering private property.
5. The carrying of firearms is prohibited at all SCAC functions.
6. It is desirable to wear Club Badges at all Club events.
7. Club members cannot deny their membership whilst fishing privately.
8. Members are expected to share their knowledge.

Weigh-ins are to be conducted under the authority of the Field Day Officer and members are expected to conduct themselves in a professional and dignified manner.

Conflict of Interest.

Every member is expected to act in accordance with Club rules and to the benefit of the Club. Any member who has a conflict of interest with the Club's goals is required to declare their interest so responsible decision-making can be completed.

Commercialization of a catch is considered a conflict of interest of the Club's goals.

Membership, income, expenses and benefits.

1. All members will agree to and will abide by the Constitution of the Club.
2. All members agree to the democracy of majority rule as outlined by the rules and regulations of the Club
3. Every member has a duty to uphold the Code of Practice of SCAC
4. Membership fees, donations and fund-raising activities generate club income.
5. Expenses need to be approved in accordance with Club Rules and correctly accounted for.
6. Club benefits are to be available to all members without favour.

The Club is considered to be a family club and therefore adequate consideration is to be provided to meet the needs women and children.

Records, information and communication.

1. All meetings shall be minuted and the minutes made available to the membership.
2. Club membership includes entitlement to a monthly newsletter and should the circumstances be warranted, additional communications are encouraged.
3. The development of the Club web site is considered essential to Club and public communication.

Safety:

1. Every member is responsible for his / her own safety.
2. Every member has a duty of care to advise others if they consider a location unsafe.
3. Known areas of danger and risk should be avoided.
4. The area to be fished should be made known to the Field Day Officer and other members.
5. Fishing alone from reef and rocks should be avoided.
6. Waders are considered dangerous around rocks and reef. Wetsuits are recommended when fishing around reef and rocks.
7. All locations, which are considered risky, should be viewed with consideration to areas of escape, should danger arise.
8. Rock and reef fishing requires considerations for the provision of appropriate footwear, rope with floats, life jacket or inflatable vest.
9. No member or visitor shall leave an event without notifying another member of his intention or movements.
10. Safety equipment required for driving in beach sand & sand tracks generally includes;
 - a. Air compressor
 - b. Air compressor air hose with fitting to fit Schrader valve.
 - c. Air pressure gauge.
 - d. Water for vehicle & personal use (minimum 10 litres)
 - e. Jump start kit or jumper cables.
 - f. Fire extinguisher (dry powder type)
 - g. Recovery trax (e.g. Maxx trax)
 - h. Recovery strap (e.g. "Snatch-Em" Strap)with appropriately rated shackles and damper .
Note: Correct rated tow hooks to be fitted to vehicle chassis front & rear using high tensile bolts.
 - i. Hydraulic jack
 - j. Board capable of taking hydraulic jack & vehicle weight
 - k. Wheel spanner.
 - l. Spare wheel
 - m. Shovel
 - n. Comprehensive socket, open end & ring spanner set.
 - o. Pair of 10" vice grips.
 - p. UHF or CB radio.
 - q. Emergency medical kit.
 - r. Mobile phone.
11. Field days that require pre-meetings or log-ins must be strictly adhered to.

Environment

1. The membership of SCAC acknowledges the changing community views on matters environmental. Members of SCAC want to be seen as leaders in the area of environmental activities as they apply to SCAC activities. To that end the membership acknowledges and generally supports the activities of Department of Conservation, Biodiversity and Attractions and other government authorities.
2. All vehicles should carry containers for removal of waste. All waste should be removed from beaches. Plastic bait bags are not to be discarded into the ocean or estuary waterways. Club members are required to remove all fishing line and tackle from fishing areas to protect the public and wild life.
3. Use existing tracks and don't damage trees, shrubs, beach vegetation or wild life.
4. Local water supplies will be respected and water is not to be wasted.
5. All fish waste is to be correctly handled and disposed of in an appropriate manner.
6. Strict care is to be taken in relation to the lighting of fires and the extinguishing of fires. Club members are required to abide by fire restrictions as determined by the Fire Authorities.
7. Undersize, unwanted and catch in excess of Club and legal limits are to be returned to the water promptly.

The activities of the SCAC are based on fellowship, goodwill, education, competition, family values and sound environmental attitudes.

The Code of Governance adopted by the members of SCAC ensures the Club is a leader in its field and has a stable long-term future.

INFORMATION FOR MEMBERS

1. Committee Meetings

Committee meetings are scheduled prior to the General Meetings in January, April, July and October, unless there is special business requiring committee attention outside of these times. The committee meets at the Croatian Club in Wishart Street, Gwelup.

2. Field Days.

- a. Field Days are held each month generally on the weekend following the General Meeting.
- b. Field Day venues are decided each year by the committee who are to be obliged to heed Members suggestions. These suggestions are submitted on the form provided.
- c. Field Day venues can be locations as far north as Kalbarri or as far southeast to Esperance with all points in between.
- d. The more distant venues are reserved for 'long' (three day) weekends with closer venues being used for 'normal' (two day) weekends.
- e. Venues can call for camping on the beach or for more formal accommodation at campgrounds or caravan parks or other accommodation.
- f. Lines Down and Lines Up times are advised at the General Meeting prior to the event and published in Reel Talk prior to the Field Day event.
- g. Fish must conform to the State fishing regulations and are identified and weighed and allocated points as per the Competition Rules.
- h. The Club Field Day Officer is responsible for the conduct of the Field Day and his or her word is final.

i. Club Safari.

The club may arrange a Club Safari to a distant destination over an extended period. This is determined by members interested in fishing the location. If the period coincided with a club Field Day then a period shall be set aside for the Safari members to fish as per the club competition.

3. Structure and Management of the Club.

- a. The Surf Casting and Angling Club of WA (Inc.), is a non-profit body incorporated under the W.A Associations Incorporation Act.
- b. The Club is managed by a committee elected annually at the Annual General Meeting
- c. The Club operates in accordance with a Constitution, By-Laws, Rules and Procedures all of which can be found elsewhere.
- d. **Rules & By-Laws** should be read by all Members as they contain important provisions applying to the conduct of Members while participating in Club activities.

4. Club Year

The Club year starts on the first of July & finishes on the thirtieth of June each year.

The competition year starts on the first of May & finishes on the thirtieth of April

5. Club Meetings

a. General Meeting

Held on the second Wednesday of the month, starting at 8 PM at the premises of the Croatian Club in Wishart Street, Gwelup. The meeting is preceded by a meal with members sitting down at 7PM.

b. Annual General Meeting

The Annual General Meeting is to be held within 6 months of the end of the Club's financial year on the 30th of June. Generally, the Annual General Meeting is held in August in conjunction with the General Meeting. The Annual General Meeting will be held at the premises of the Croatian Club in Wishart Street, Gwelup.

6. Trophies, Certificates and Certificates of Appreciation.

- (a) Trophies are awarded annually as follows;
- i.) a) Overall Club Champion – Angling
 - b) Overall Club Champion – Casting
 - ii.) Men’s Club Angling Champion
 - iii.) Ladies Club Angling Champion
 - iv.) Veterans Club Angling Champion
 - v.) Junior Club Angling Champion
 - vi.) Individual Field Day winners
 - vii.) Open Angling Species (as per species list)
 - viii.) Overall Club Casting Champion.
 - ix.) Men’s Club Casting Champion
 - x.) Ladies Club Casting Champion
 - xi.) Veterans Club Casting Champion
 - xii.) Junior Club Casting Champion.

(b.) **Certificates of Appreciation:**

Certificates of Appreciation are awarded to those individuals who through outstanding efforts have assisted the Club in some way.

7. Membership Subscriptions:

- i.) Annual Membership Fees are decided each year by the Club Committee and passed at the Annual General Meeting.
- ii.) Fees must be paid by the General Meeting following the Annual General Meeting at which the fees were set.
- iii.) Fees not paid within three months of the due date may result in revocation of membership.

8. Membership Types:

- i.) Single Membership is for those members aged 18 or over elected in accordance with clause 5 of the Club Rules or those graduating from Junior ranks.
- ii.) Family Membership is for family members including the member, spouse and dependent student children under 21 years of age living at the same address.
- iii.) Associate membership is for persons wishing to be associated with the club and partake in some events held by the club. Associate memberships are not afforded voting rights.
- iv.) Junior Membership is for persons aged under 18 years of age and over 12. Junior members are not afforded voting rights.
- v.) Life Members are persons, who in the opinion of a 75% majority of financial members present and voting at an Annual General Meeting, are elected to Life Membership following dedicated service to the club for an extended period.

9. Fund Raising:

In addition to membership subscriptions the Club may wish to raise funds for its activities by selling raffle tickets, holding fund raising BBQ's or other such events as it sees fit.

10. Social Events:

The Club will hold an Annual Presentation Night at the conclusion of its competition year. The date for this event will be decided by the Committee and advertised to members at least one month prior to the event.

Other events will be arranged in accordance with members wishes and advised to all members at least one month ahead of the event.

CODE OF CONDUCT FOR RECREATIONAL FISHING IN WESTERN AUSTRALIA

Recreational fishing is an intrinsic part of Australian culture and has proven health and wellbeing benefits. Recreational fishing is important within a social and economic context, with millions of dollars invested in fishing equipment and associated tourism every year. With appropriate sustainability, fish welfare and fisheries management practices in place, recreational fishing will continue to be one of Australia's most popular pastimes well into the future.

This is a voluntary Code of Conduct (Code) that represents the use of best practices relating to fish welfare. This Code is based on scientific information and seeks to maintain high quality fishing experiences while also maintaining fish welfare. This Code outlines a set of practices which recreational fishers can implement to ensure they maintain the welfare and quality of fish they interact with during the course of their fishing activities.

Objectives

The objective of this Code of Conduct is to:

- Promote awareness of best practice methods to maintain fish welfare;
- Ensure the welfare of fish to be released;
- Ensure the welfare of fish to be held alive; and,
- Ensure humane dispatch of fish to be kept.

Catching fish

The objective of these guidelines is to minimise the potential for unnecessarily harming a fish.

- Where practicable, use artificial or dead baits, rather than live baits and where practicable use lures rather than baits as this reduces the chance of gut hooking;
- Do not leave fishing gear unattended and retrieve fish as quickly as parameters such as depth will permit;
- Use gear of appropriate size for the target species, larger hooks reduce the chance of deep hooking, as well as catching smaller non-target species.
- Use barbless hooks, as these are easier to remove and reduce handling time.
- Use circle hooks with a minimum offset (the hook is in line with the shank), this reduces the chance of gut hooking.
- Use the heaviest class of line appropriate to the fish being targeted, as this reduces retrieval time and the chance of fish breaking off and retaining gear.
- Use soft, knotless landing nets, as this reduces the damage to scales and the protective slime of the fish.

If you plan to keep your catch, the following guidelines should be followed:

Humane dispatch

The objective of these guidelines is to dispatch of retained fish in a fast and humane manner.

- Humanely dispatch fish immediately if you plan to keep them, rather than retaining them alive only to kill them later, as this reduces stress on the fish and increases the quality of the flesh;
- Minimise handling prior to dispatch, as this reduces stress on the fish;

Methods for the humane dispatch of fish include:

- Ike-jime (spiking), which involves driving a spike through the brain and, when done correctly, this method results in immediate death and high quality flesh, and can be used on fish, crustaceans and cephalopods;
- Cranial concussion with a blunt object and a blow of appropriate force for the size of the fish should render the fish unconscious and it can then be bled out. When done correctly, this method ensures the fish is unconscious at the time of death and a high quality flesh results from the bleeding out;
- For tropical fish, place in ice bath of a 3:1 ratio of crushed ice to salt water at a temperature of minus 1 degree Celsius for 20-30 minutes, depending on the species;

If you plan to release your fish, the following guidelines should be followed:

Handling fish

The objective of these guidelines is to minimise the duration and stress resulting from the direct handling of fish caught.

- Minimise fish handling as much as possible;
- Keep the fish in the water for as long as possible and, if practicable, remove the hook while the fish is in the water, as this reduces stress on the fish and the potential for damage to the fish while handling;
- If removing a fish from water, hold its body rather than its tail or gills and always try to support its body horizontally, as this will reduce the chance of damage to the gills and spine;
- If handling a fish, always handle fish with wet hands or wet gloves (cotton or untextured), as this reduces the chance of damage to scales and mucus;
- If you must place a fish on a surface, place it on a cool, soft, wet surface where practicable, as this reduces the chance of damage to scales and mucus;
- If placing a fish on a surface, ensure the area is clear of obstacles and that the fish is restrained with a firm grip, as this will avoid self-harm from the fish flailing around;
- It is best to weigh fish on a cool, wet, horizontal surface rather than using a device such as lip-grips which can cause spinal damage resulting from the fish being held vertically;
- If using a fish grip to assist with handling the fish, ensure the fish remains horizontal, as this avoids spinal damage to the fish;
- If taking samples to assist with scientific studies, ensure appropriate procedures are followed which minimise handling time and the extent of interactions with the fish;
- Use long-nosed pliers to assist in hook removal, as this reduces handling time and damage to fish when removing hooks.

Releasing fish

- The objective of these guidelines is to maximise the chance of survival of released fish.
- Remove mouth hooks using appropriate gear and try to do so quickly, as this will ensure the hook won't be dislodged later and swallowed;
- If a fish is throat or gut hooked, cut the line as close to the mouth as possible, as this avoids excessive damage from attempting to remove a deep hook and the fish will usually eject or dislodge the hook itself within a few weeks;
- If attempts to minimise fight time or handling time have been ineffective and the fish appears exhausted, place it horizontally in the water and push it through the water to move water over its gills; Don't push it backwards and forwards as this damages the gill structure.
- Where practicable, release fish in locations that will increase their chances of survival such as in fast running or well-aerated water or away from any visible top predators, as this will aid recover and avoid predation on the fish.

Retaining live fish, for later release

The objective of these guidelines is, where retention of live fish is required, to minimise stress and maximise the welfare of fish that are to be retained alive.

- Ensure you have an appropriate aeration system such as aerator pumps, air stones or spray bars, as this will increase the dissolved oxygen, which reduces stress on the fish;
- Use aeration systems that release smaller air bubbles, as this will result in more oxygen being diffused into the water;
- If fish are seen gasping at the surface and crowding around inlets, exchange the water, as this will increase dissolved oxygen levels.



SURF CASTING AND ANGLING CLUB OF WA INC

RULES

(As amended at the Annual General Meeting 23rd August 2023)

CONTENTS

1. PRELIMINARY	3
2. INTERPRETATION	3
3. POWERS OF THE ASSOCIATION	4
4. NOT FOR PROFIT	4
5. BECOMING A MEMBER	4
6. LIABILITY AND ENTITLEMENTS OF MEMBERS	5
7. CEASING TO BE A MEMBER	7
8. MEMBERSHIP REGISTER	9
9. MEMBERSHIP FEES	9
10. POWERS AND COMPOSITION OF THE COMMITTEE	10
11. ROLE AND RESPONSIBILITIES OF COMMITTEE MEMBERS	11
12. APPOINTING COMMITTEE MEMBERS	13
13. CEASING TO BE A MEMBER OF THE MANAGEMENT COMMITTEE	14
14. COMMITTEE MEETINGS	15
15. REMUNERATION OF COMMITTEE MEMBERS	16
16. SUB-COMMITTEES AND DELEGATION	16
17. GENERAL MEETINGS	17
18. SPECIAL GENERAL MEETINGS	18
19. MAKING DECISIONS AT GENERAL MEETINGS	18
20. MINUTES OF MEETINGS	20
21. FUNDS AND ACCOUNTS	20
22. FINANCIAL YEAR OF THE ASSOCIATION	21
23. ANNUAL GENERAL MEETINGS	21
24. RULES OF THE ASSOCIATION	22
25. BY-LAWS OF THE ASSOCIATION	22
26. AUTHORITY REQUIRED TO BIND ASSOCIATION	22
27. THE ASSOCIATION'S BOOKS AND RECORDS	23
28. RESOLVING DISPUTES .	23
29. CANCELLATION AND DISTRIBUTION OF SURPLUS PROPERTY	25

1. PRELIMINARY

1.1 Name of Association

The name of the Association shall be the Surf Casting and Angling Club of WA (Incorporated)

1.2 Objects of Association

The Objects of the Association shall be:

- (a) To conduct rock and beach angling, dry casting and related social activities for the benefit of the members
- (b) To promote the exchange of knowledge and education in the instruction of all matters pertaining to angling and dry casting.
- (c) To maintain an active interest in the conservation of all fish and fauna.
- (d) To provide within the resources of the Association, accommodation and facilities for the recreation of angling and casting.
- (e) To conduct, organise and participate in activities or competitions connected with fishing and casting. In particular assist and promote members to participate in club, inter-club and State or National events.
- (f) To amalgamate and or associate with any other body or association in the furtherance of any of these objects.

1.3 Quorum for Committee Meetings

Any four (4) Committee Members shall constitute a quorum for the conduct of the business at a Committee Meeting.

1.4 Quorum for General Meetings

Ten of Members personally present (being Members entitled to vote under these Rules at a General Meeting) will constitute a quorum for the conduct of business at a General Meeting.

1.5 Financial Year

The Association's Financial Year will be the period of 12 months commencing on 1 July and ending on 30 June of each year.

2. INTERPRETATION

2.1 Definitions

In these Rules, unless the contrary intention appears:

"Act" means the Associations Incorporation Act 2015;

"AGM" means the annual general meeting convened under rule 23.1;

"Books of the Association" has the meaning given to it in section 3 of the Act and includes all of the registers; financial records, financial statements or financial reports, as each of those terms is defined in section 62 of the Act, however compiled, stored or recorded; minute books and documents and securities of the Association.

"By-laws" are additional arrangements or processes adopted by members by Ordinary Resolution of the Association to supplement these Rules. They do not form part of the Rules and are not required to be lodged with the Commissioner.

"Commissioner" means the person designated as the "Commissioner" from time to time under the Act;

"Committee" means the Management Committee required by the Act which is the body responsible for the management of the affairs of the Association;

"Committee Meeting" means a meeting referred to in rule 14.1;

"Financial Records" has the meaning given to it in section 62 of the Act and includes: invoices, receipts, orders for the payment of money, bills of exchange, cheques, promissory notes and vouchers; documents of prime entry; and working papers and other documents needed to explain the methods by which financial statements are prepared; and adjustments to be made in preparing financial statements;

"Financial Report" has the meaning given to it in sections 62 and 63 of the Act;

"Financial Statements" has the meaning given to it in section 62 of the Act;

"Financial Year" has the meaning given to it in Rule 1.5;

"General Meeting" means a meeting of the association which all Members (including Associate Members) are invited to attend;

"Member" means a person (including a body corporate) who becomes a Member of the Association and includes all classes of membership under Rule 6.1

“Ordinary Resolution” means a resolution to decide a question, matter or resolution at a General Meeting that is not a Special Resolution;

“Poll” means voting conducted in written form which may include, but is not limited to a secret ballot (as opposed to general agreement or a show of hands);

“Rules” mean these rules of the Association as amended from time to time under Rule 24.2;

“Special Resolution” is a resolution of the Association passed in accordance with rule 19.1;

“Surplus Property” has the meaning given to it in the Act and means the property remaining when the association is wound up or cancelled after satisfying :the debts and liabilities of the Association; and the costs, charges and expenses of winding up the Association, but does not include books pertaining to the management of the Association;

2.2 Notices

(a) A notice or other communication connected with these Rules has no legal effect unless it is in writing and given as follows:

- (i) delivered by hand to the nominated address of the addressee;
- (ii) sent by post to the nominated postal address of the addressee; or
- (iii) sent by e-mail or any other method of electronic communication (including facsimile) to the nominated electronic address of the addressee.

(b) Any notice given to a Member under these Rules, must be sent to Member’s address as set out in the Register referred to in Rule 8.1.

3. **POWERS OF THE ASSOCIATION**

Subject to the Act, the Association may do all things necessary or convenient for carrying out its objects or purposes in a lawful manner.

4. **NOT FOR PROFIT**

The property and income of the Association must be applied solely towards promoting the objects or purposes of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any Member, except in good faith in promoting those objects or purposes.

5. **BECOMING A MEMBER**

5.1 Minimum Number of Members

The Association must have at least six Members with full voting rights.

5.2 Qualifications for Membership

(a) Subject to rules 5.2(b) and (c) any person who supports the purposes of the Association is eligible to apply for membership.

(b) The by-laws of the Association made under rule 25 may require members to hold specified educational, trade or professional qualifications;

(c) The Association must comply with all legal and regulatory obligations that apply to the Association when assessing eligibility of an applicant for membership; and

(d) A person under the age of 16 years is not to belong to a class of membership that confers voting rights.

5.3 Applying for Membership

(a) A person who wants to become a member must:

- (i) apply in writing to the Association; and
- (ii) be nominated for membership by a member.

(b) All application forms must be signed by the Applicant and the nominee.

(c) If the Association has more than one class of membership, the application form must specify the applicable class of membership.

(d) The name and suburb of the applicant shall be published in the Association Magazine “Reel Talk” to enable members to provide any comments to the Committee.

5.4 Deciding Membership Applications

(a) The Committee will consider and decide whether to approve or reject any membership application.

(b) Subject to rule 5.4(c) applications will be considered and decided in the order they are received by the Association.

(c) When considering a membership application, the Committee may seek clarification of any matter or further information in support of the application, and may delay its decision to allow for that material to be provided and proceed to consider and decide other applications.

(d) The Committee must not approve a membership application unless the Applicant:

(i) meets all the eligibility requirements under rule 5.2; and

(ii) applies under rule 5.3.

(e) The Committee may refuse to accept a membership application even if the Applicant has applied in writing and complies with all the eligibility requirements under rule 5.5 (a).

(f) As soon as is practicable after the Committee has made a decision under rule 5.4(a), the Committee must notify the Applicant in writing of the outcome of their membership application but is not obliged to provide reasons for the decision.

5.5 Becoming a Member

(a) An Applicant becomes a Member if:

(i) the Applicant is eligible for membership under rule 5.2;

(ii) the Applicant applies in writing to the Association under rule 5.3;

(iii) the Committee approves the Applicant's application for membership; and

(iv) the Applicant pays any fees due under rules 9.1 and 9.2.

(b) The Applicant immediately becomes a Member and is entitled to exercise all the rights and privileges of membership, including the right to vote (if applicable), and must comply with all of the obligations of Membership under these Rules, when rule 5.5 (a) has been fulfilled.

5.6 Recording membership in the register

The Secretary must enter a person's name in the Register within 28 days after the person becomes a Member.

6. LIABILITY AND ENTITLEMENTS OF MEMBERS

6.1 Classes of Members

(a) The membership of the Association consists of:

(i) Ordinary Members are defined as being eligible financial members aged 16 and over.

(ii) Family members; includes Spouse, Partner or dependent student child under 21 who reside at the same address as the Primary Member; also includes a Primary Member's grandchild under the age of 16 years.

Family members over the age of 16 have the same voting rights as an ordinary member.

Individuals covered by a family membership will be classed as Ordinary members, Junior or Mini Junior members according to their age.

(iii) Concessional membership is for members who are of 60 years of age, and are not in paid employment.

(iv) Mini Junior and Junior Member: Mini Junior Members shall be defined as being under the age of twelve and Junior Members shall be defined as being under the age of sixteen years.

(v) Special Members shall be defined as being eligible members with no voting rights, to participate in a nominated activity or activities.

(vi) Associate membership is available on application to the Committee by a person who is a financial member of another club approved by the Committee. Associate members shall pay a nomination fee and an annual membership fee as fixed from time to time by the Committee. Associate members may compete in any Association events, but are not eligible to vote, or to receive trophies for the annual Fishing, Dry Casting or Open Competitions.

(vii) Honorary Membership: Any member who has been a member of the Association for at least five consecutive years and who is unable to participate consistently in normal club activities may be deemed an Honorary Member subject to the unanimous decision of the Management Committee. Such a member does not pay fees and does not have voting rights. Such Honorary Membership can be reviewed at any Committee meeting.

(viii) Life Membership: Life Membership is the highest Award available to recognise the exceptional contribution of individuals to the Association. It is therefore only to be awarded in exceptional circumstances

Any financial member may nominate another member for consideration for the life membership award. Nominations must be submitted in writing & must be signed by two current financial members (unrelated members) of the club.

The nomination should be prepared so as to set out the achievements and activities of the nominee and at a minimum must meet the award criteria as set out below. Nominations must be received by the Committee no later than the 1st of July in the year which the nomination is to be considered. In considering the award of Life Membership an individual should have demonstrated significant, sustained and high quality service enhancing the reputation of the Association.

The points will be taken into account when considering any nomination:

The nominee's length of membership shall be at least 15 years, minimum of ten years served as an officer of the Committee

The general attitude and overall demeanour of the nominee to ensure that the attitude is one that reflects a dedication to the values of the Association.

The nominee will have provided valued leadership and/or been an outstanding role model to the members in general. The nominees' service must reflect favourably on and brought credit to the Club.

The Management Committee will assess any nomination for Life Membership based on the established criteria. The Committee will discuss and consider the application prior to the Annual General Meeting. The Committee in its absolute discretion, through a decision carried by a minimum of 75% of those present and voting shall submit the recommendation to the Annual General Meeting for voting by the eligible financial members. with a minimum of 75% of membership present and voting by poll to carry a recommendation for conferring of life membership.

Should the recommendation for Life Membership not be recommended by the Committee or not be supported by 75% or more of financial members present and voting, then no further application for Life Membership of said member shall be considered until a further two year period has passed.

(b) No member can belong to more than one class of membership.

(c) An ordinary Member has all rights provided to Members under the Rules, including the right to vote, and other rights and benefits as determined by the Committee or by resolution of Members at a General Meeting.

(d) The maximum number of ordinary Members is unlimited unless the Association in General Meeting decides otherwise.

6.2 Membership Voting Rights of Members

Each ordinary Member of the Association has one vote at a General Meeting of the Association.

6.3 Liability of Members

(a) A Member is only liable for their outstanding membership fees payable under rules 9.1 and 9.2, if any.

(b) Subject to rule 6.3(a), a Member is not liable, by reason of the person's Membership, for the liabilities of the Association or the cost of winding up the Association.

(c) Rule 6.3(b) does not apply to liabilities incurred by or on behalf of the Association by the Member before incorporation.

6.4 Payment to Members

(a) Subject to rule 6.5(b), no portion of the income or property of the Association may be paid directly or indirectly, by way of dividend, bonus or otherwise to the Members.

(b) Rule 6.5(a) does not prevent:

(i) the payment in good faith of remuneration to any officer, employee or Member in return for any services actually rendered to the Association or for goods supplied in the ordinary and usual course of business;

(ii) the payment of interest at a rate not exceeding the prevailing market rate published by the Reserve Bank of Australia as the "Cash Rate Target" from time to time on money borrowed from any Member;

(iii) the payment of reasonable and proper rent by the Association to a Member for premises leased by the Member to the Association; or

(iv) the reimbursement of expenses incurred by any Member or any Committee Member on behalf of the Association.

6.5 Membership Entitlements not Transferable

A right, privilege or obligation that a person has because he or she is a Member of the Association:

(a) is not capable of being transferred to any other person; and

(b) ends when the person's membership ceases.

7. CEASING TO BE A MEMBER

7.1 Ending Membership

(a) A person's membership ends, if the person:

(i) dies;

- (ii) ceases to be a member under rule 9.2(d);
- (iii) resigns as a member under rule 7.2; or
- (iv) is expelled from the Association under rule 7.3.

(b) For a period of one year after a person's membership ends, the Secretary must keep a record of:

- (i) the date on which a person ceases to be a member under rule 7.1(a); and
- (ii) the reason why the person ceases to be a member.

7.2 Resigning as a Member

(a) A Member who has paid all amounts payable by the member to the Association in respect of their membership, may resign from membership by giving written notice of their resignation to the Secretary.

(b) The Member resigns:

- (i) at the time the Secretary receives the notice; or
- (ii) if a later time is stated in the notice, at that later time.

(c) Any Member who resigns from the Association remains liable to pay to the Association any outstanding fees which may be recovered as a debt due to the Association by the Member.

7.3 Suspending or Expelling Members

(a) The Committee may, by resolution, suspend or expel a member from membership if:

- (i) the Member refuses or neglects to comply with these Rules; or
- (ii) the Member's conduct or behaviour is detrimental to the interests of the Association.

(b) The Committee must hold a Committee Meeting to decide whether to suspend or expel a member.

(c) The Secretary must, not less than 14 days before the Committee Meeting referred to in rule 7.3(b), give written notice to the Member:

- (i) of the proposed suspension or expulsion and the grounds on which it is based;
- (ii) of the date, place and time of the Committee Meeting;
- (iii) that the Member, or the Member's representative, may attend the Committee Meeting; and
- (iv) that the Member, or the Member's representative, may address the Committee at the meeting and will be given a full and fair opportunity to state the Member's case orally, or in writing, or both.

(d) At the Committee Meeting referred to in rule 7.3(b) the Committee must:

- (i) give the Member, or the Member's representative, a full and fair opportunity to state the Member's case orally;
- (ii) give due consideration to any written statement submitted by the Member; and
- (iii) determine whether or not the Member should be:
 - a) expelled from the Association; or
 - b) suspended from membership, and if so, the period that the Member should be suspended from membership.

(e) Once the Committee has decided to suspend or expel a member under rule 7.3(d), the member is immediately suspended or expelled from membership.

(f) The Secretary must inform the member in writing of the decision of the Committee and the reasons for the decision, within 7 days of the Committee Meeting referred to in rule 7.3(d).

7.4 Right of Appeal of against Suspension or Expulsion

(a) If a Member is suspended or expelled under rule 7.3, the person may appeal the Committee's decision by giving written notice to the Secretary within 14 days of receiving notice of the Committee's decision under rule 7.3(f) requesting the appointment of a mediator under rule 28.2(c)

7.5 Reinstatement of a Member

If the Committee's decision to suspend or expel a Member is revoked under these Rules, any act performed by the Committee or Members in General Meeting during the period that the Member was suspended or expelled from Membership under rule 7.3(e), is deemed to be valid, notwithstanding the Member's inability to exercise their rights or privileges of Membership, including voting rights, during that period.

7.6 When a member is Suspended

- (a) If a member's membership is suspended under rule 7.3(e), the Secretary must record in the Register:
- (i) the name of the member that has been suspended from membership;
 - (ii) the date on which the suspension takes effect; and
 - (iii) the length of the suspension as determined by the Committee under 7.3(d)(iii)b.
- (b) A member that has been suspended under rule 7.3(e) cannot exercise any rights or privileges of membership, including voting rights, during the period they are suspended from membership.
- (c) Upon the expiry of the period of a member's suspension, the Secretary must record in the Register that the member is no longer suspended.

8. MEMBERSHIP REGISTER

8.1 Register of Members

- (a) The Secretary or a person authorised by the Committee from time to time must maintain a register of Members and make sure that the Register is up to date.
- (b) The Register must contain:
- (i) the full name of each Member;
 - (ii) a contact postal, residential or email address of each Member;
 - (iii) the class of membership held by the Member; and
 - (iv) the date on which the person became a Member;
- (c) Any change in membership of the Association must be recorded in the Register within 28 days after the change occurs.
- (d) The Register must be kept and maintained at the Secretary's place of residence, or at such other place as the Committee decides.

8.2 Inspecting the Register

- (a) Any Member is able to inspect the Register free of charge, at such time and place as is mutually convenient to the Association and the Member.
- (b) A Member must contact the Secretary to request to inspect the Register.
- (c) The Member may make a copy of details from the Register but has no right to remove the Register for that purpose.

8.3 Copy of the Register

- (a) A Member may make a request in writing for a copy of the Register.
- (b) The Committee may require a Member who requests a copy of the Register to provide a statutory declaration setting out the purpose of the request and declaring that the purpose is connected with the affairs of the Association.
- (c) The Association may charge a reasonable fee to the Member for providing a copy of the Register, the amount to be determined by the Committee from time to time.

8.4 When Using the Information in the Register is Prohibited

A Member must not use or disclose the information on the Register:

- (a) to gain access to information that a Member has deliberately denied them (that is, in the case of social, family or legal differences or disputes);
- (b) to contact, send material to the Association or a Member for the purpose of advertising for political, religious, charitable or commercial purposes unless the use of the information is approved by the Committee, or
- (c) for any other purpose unless the purpose:
 - (i) is directly connected with the affairs of the Association; or
 - (ii) relates to the provision of information to the Commissioner in accordance with a requirement of the Act.

9. MEMBERSHIP FEES

9.1 Nomination Fee

- (a) The Committee may from time to time determine the amount of the entrance fee, if any, to be paid by each Member or each class of Members upon becoming a Member.

9.2 Annual Membership Fee

- (a) The Committee may from time to time determine the amount of the annual membership fee, if any, to be paid by each Member or each class of Members.

- (b) Each Member must pay the Member's annual membership fee determined under rule 9.2(a) to the Treasurer, or a person authorised by the Committee to receive payments, as and when decided by the Committee.
- (c) If a Member pays the annual membership fee within 3 months after the due date, the Member retains all the rights and privileges of a Member for the purposes of these Rules during that time, including the right to vote.
- (d) Subject to rule 9.2(e), if a person fails to pay the annual Membership fee within 3 months after the due date, the person ceases to be a Member.
- (e) If a person ceases to be a member under rule 9.2(d), and subsequently pays to the Association all the Member's outstanding fees, the Committee may, if it thinks fit, reinstate the Member's rights and privileges from the date on which the outstanding fees are paid, including the right to vote.

10. POWERS AND COMPOSITION OF THE COMMITTEE

10.1 Powers of the Committee

- (a) The governing body of the Association is to be called the Committee and it has authority to control and manage the affairs of the Association.
- (b) Subject to the Act, these Rules and any by-law or lawful resolution passed by the Association in General Meeting, the Committee:
- (i) may exercise all powers and functions as may be exercised by the Association, other than those powers and functions that are required by these Rules to be exercised by General Meetings of the Members; and
 - (ii) has power to perform all acts and do all things as appear to the Committee to be necessary or desirable for the proper management of the business and affairs of the Association.

10.2 Committee Members

- (a) The Committee is to consist of:
- (i) the office holders of the Association; and
 - (ii) not less than one other Member.
- (b) The maximum number of other Members of the Committee is to be thirteen or as determined by the membership at an Annual General Meeting
- (c) The office holders of the Association are:
- (i) the President / Chairperson;
 - (ii) the Vice President / Deputy-Chairperson;
 - (iii) the Secretary; and
 - (iv) the Treasurer;
- (d) A Committee Member must be:
- (i) a natural person;
 - (ii) over 18 years in age; and
 - (iii) a Financial Member.
- (e) No person shall be entitled to hold a position on the Committee if the person has been convicted of, or imprisoned in the previous five years for:
- (i) an indictable offence in relation to the promotion, formation or management of a body corporate;
 - (ii) an offence involving fraud or dishonesty punishable by imprisonment for a period of not less than three months; or
 - (iii) an offence under Part 4 Division 3 or section 127 of the Act; unless the person has obtained the consent of the Commissioner.
- (f) No person shall be entitled to hold a position on the Committee if the person is, according to the Interpretation Act section 13D, a bankrupt or a person whose affairs are under insolvency laws unless the person has obtained the consent of the Commissioner.

11. ROLE AND RESPONSIBILITIES OF COMMITTEE MEMBERS

11.1 Obligations of the Committee

- (a) The Committee must take all reasonable steps to ensure the Association complies with its obligations under the Act and these Rules.

11.2 Responsibilities of Committee Members

- (a) A Committee Member must exercise his or her powers and discharge his or her duties with a degree of care and diligence that a reasonable person would exercise in the circumstances.

(b) A Committee Member must exercise his or her powers and discharge his or her duties in good faith in the best interests of the Association and for a proper purpose.

(c) A Committee Member or former Committee Member must not improperly use information obtained because he or she is a Committee Member to:

- (i) gain an advantage for himself or herself or another person; or
- (ii) cause detriment to the Association.

(d) A Committee Member or former Committee member must not improperly use his or her position to:

- (i) gain an advantage for himself or herself or another person; or
- (ii) cause detriment to the Association.

(e) A Committee Member having any material personal interest in a matter being considered at a Committee Meeting must:

- (i) as soon as he or she becomes aware of that interest, disclose the nature and extent of his or her interest to the Committee;
- (ii) disclose the nature and extent of the interest at the next General Meeting of the Association; and
- (iii) not be present while the matter is being considered at the Committee Meeting or vote on the matter.

(f) Rule 11.2(e) does not apply in respect of a material personal interest that:

- (i) exists only because the Committee Member belongs to a class of persons for whose benefit the Association is established; or
- (ii) the Committee Member has in common with all, or a substantial proportion of, the members of the Association.

(g) The Secretary must record every disclosure made by a Committee Member under rule 11.2(e) in the minutes of the Committee Meeting at which the disclosure is made.

(h) No Committee Member shall make any public statement or comment or cause to be published any words or article concerning the conduct of the Association unless the person is authorised by the Committee to do so and such authority is recorded in the minutes of the Committee Meeting.

11.3 Chairperson

The Chairperson:

(a) must consult with the Secretary regarding the business to be conducted at each Committee Meeting and each General Meeting;

(b) may convene special meetings of the Committee under rule 14.1(c);

(c) may preside over Committee Meetings under rule 14.3;

(d) may preside over General Meetings under rule 17.4; and

(e) must ensure that the minutes of a General Meeting or Committee Meeting are reviewed and signed as correct under rule 20.1(c).

11.4 Secretary

The Secretary must:

(a) co-ordinate the correspondence of the Association;

(b) consult with the Chairperson about all business to be conducted at meetings and convene General Meetings and Committee Meetings, including preparing the notices of meetings and of the business to be conducted at each meeting;

(c) keep and maintain in an up to date condition the rules of the Association as required by rule 24.1 and any by-laws of the Association made in accordance with rule 25;

(d) maintain the register of the Members, referred to in rule 8.1;

(e) maintain the record of office holders of the Association, referred to in rule 11.6;

(f) ensure the safe custody of the Books (with the exception of the Accounting Records) of the Association under rule 27.1;

(g) keep full and correct minutes of Committee Meetings and General Meetings; and

(h) perform any other duties as are imposed by these Rules or the Association on the Secretary.

11.5 Treasurer

The Treasurer must:

- (a) ensure all moneys payable to the Association are collected, and that receipts are issued for those moneys in the name of the Association;
- (b) ensure the payment of all moneys referred to in rule 11.5(a) into the account or accounts of the Association as the Committee may from time to time direct;
- (c) ensure timely payments from the funds of the Association with the authority of a General Meeting or of the Committee;
- (d) ensure that the Association complies with the account keeping requirements in Part 5 of the Act;
- (e) ensure the safe custody of the Financial Records of the Association and any other relevant records of the Association;
- (f) coordinate the preparation of the Financial Statements of the Association prior to their submission to the annual general meeting of the Association;
- (g) assist the reviewer or auditor (if any) in performing their functions; and
- (h) perform any other duties as are imposed by these Rules or the Association on the Treasurer.

11.6 Record of Office Holders

(a) The Secretary or a person authorised by the Committee from time to time must maintain a record of office holders.

(b) The record of office holders must include:

- (i) the full name of each office holder;
- (ii) the office held and the dates of appointment and (if applicable) cessation of the appointment; and
- (iii) a current contact postal, residential or email address of each office holder.

(c) The record of office holders must be kept and maintained at the Secretary's place of residence, or at such other place as the Committee decides.

11.7 Inspecting the Record of Office Holders

(a) Any Member is able to inspect the record of office holders free of charge, at such time and place as is mutually convenient to the Association and the Member.

(b) The Member may make a copy of details from the record of office holders but has no right to remove the record for that purpose.

12. APPOINTING COMMITTEE MEMBERS

12.1 Appointment to the Committee

Committee Members are appointed to the Committee by:

- (a) election at an AGM; or
- (b) appointment to fill a casual vacancy under rule 13.1(b).

12.2 Nominating for Membership of the Committee

(a) A Member who wishes to be a Committee Member must be nominated by one other Member as a candidate for election.

(b) Nominations for election to the Committee shall close at least 7 days before the AGM.

(c) The Secretary must send a notice calling for nominations for election to the Committee and specifying the date for the close of nominations to all Members at least 14 days before the date for the close of nominations.

(d) The nomination for election must be:

- (i) in writing; and
- (ii) delivered to the Secretary on or before the date for the close of nominations.

12.3 Electing Committee Members

(a) If the number of valid nominations received under rule 12.2 is equal to the number of vacancies to be filled for the relevant position on the Committee, the Member nominated shall be deemed to be elected at the AGM.

(b) If the number of valid nominations exceeds the number of vacancies to be filled for the relevant position on the Committee, elections for the positions must be conducted at the AGM.

(c) If there are not enough valid nominations to fill the number of vacancies for the relevant positions on the Committee, the candidates nominated (if any) shall be deemed to be elected and further nominations may be received from the floor of the AGM.

(d) Where the number of nominations from the floor exceeds the remaining number of vacancies on the Committee, elections for those positions must be conducted.

(e) If an insufficient number of nominations are received from the floor for the number of vacancies on the Committee that remain, each relevant position on the Committee is declared vacant by the person presiding at the AGM and rule 13.1(b) applies.

(f) The elections for office holders or ordinary Committee Member are to be conducted at the AGM in the manner directed by the Committee.

(g) A list of candidates, names in alphabetical order, with the names of the Members who nominated each candidate, must accompany the notice of the AGM.

12.4 Voting in Elections for Membership of the Committee

(a) Subject to rule 19.3(e), each member present and eligible to vote at the AGM may vote for one candidate for each vacant position on the Committee.

(b) A Member who nominates for election or re-election may vote for himself or herself.

12.5 Term of Office of Committee Members

(a) The Committee Members appointed on incorporation of the Association will hold office until the conclusion of the first AGM of the Association and will be eligible for re-election.

(b) At each AGM of the Association, the appointment of the Committee Members at the AGM will be for a term of one year.

(c) Subject to rule 12.5(a), a Committee Member's term will commence on the date of his or her:

(i) election at an AGM; or

(ii) appointment to fill a casual vacancy that arises under rule 13.1(b).

(d) All retiring Committee Members are eligible, on nomination under rule 12.2, for re-election.

13. CEASING TO BE A MEMBER OF THE MANAGEMENT COMMITTEE

13.1 Vacant Positions on the Committee

(a) A casual vacancy occurs in the office of a Committee Member and that office becomes vacant if the Committee Member:

(i) dies;

(ii) ceases to be a member;

(iii) becomes disqualified from holding a position under rule 10.2 (f) or (g) as a result of bankruptcy or conviction of a relevant criminal offence;

(iv) becomes permanently incapacitated by mental or physical ill-health;

(v) resigns from office under rule 13.2;

(vi) is removed from office under rule 13.3; or

(vii) is absent from more than:

A. three consecutive Committee Meetings without a good reason; or

B. three Committee Meetings in the same Financial Year without tendering an apology to the person presiding at each of those Committee Meetings, where the Member received notice of the meetings, and the Committee has resolved to declare the office vacant.

(b) If a position on the Committee is declared vacant under rule 12.3(e), or there is a casual vacancy within the meaning of rule 13.1(a), the continuing Committee Members may:

(i) appoint a member to fill that vacancy until the conclusion of the next AGM; and

(ii) act despite the vacant position on the Committee.

(c) If the number of Committee Members is less than the number fixed under rule 1.3 as the quorum for Committee Meetings, the continuing Committee Members may act only to:

- (i) increase the number of Members on the Committee to the number required for a quorum; or
- (ii) convene a General Meeting of the Association.

13.2 Resigning from the Committee

(a) A Committee Member may resign from the Committee by giving written notice of resignation to the Secretary, or if the Committee Member is the Secretary, to the Chairperson.

(b) The Committee Member resigns:

- (i) at the time the notice is received by the Secretary or Chairperson under rule 13.2(a); or
- (ii) if a later time is stated in the notice, at the later time.

13.3 Removal from Committee

(a) Subject to rule 13.1(a)(vii), a Committee Member may only be removed from his or her position on the Committee by resolution at a General Meeting of the Association if a majority of the Members present and eligible to vote at the meeting vote in favour of the removal.

(b) The Committee Member who faces removal from the Committee must be given a full and fair opportunity at the General Meeting to decide the proposed resolution, to state his or her case as to why the Member should not be removed from his or her position on the Committee.

(c) If all Committee Members are removed by resolution at a General Meeting, the Members must, at the same General Meeting, elect an interim Committee. The interim Committee must, within two months, convene a General Meeting of the Association for the purpose of electing a new Committee.

14. COMMITTEE MEETINGS

14.1 Meetings of the Committee

(a) The Committee must meet at least three times in each year.

(b) The Committee is to determine the place and time of all Committee Meetings.

(c) Special meetings of the Committee may be convened under rule 14.2 by:

- (i) the Chairperson; or
- (ii) any two Committee Members.

14.2 Notice of Committee Meetings

(a) The Secretary must give each Committee Member at least 48 hours' notice of each Committee Meeting before the time appointed for holding the meeting.

(b) Notice of a Committee Meeting must specify the general nature of the business to be transacted at the meeting.

(c) Subject to rule 14.2(d), only the business specified on the notice of the Committee Meeting is to be conducted at that meeting.

(d) Urgent business may be conducted at Committee Meetings if the Committee Members present at a Committee Meeting unanimously agree to treat the business as urgent.

14.3 Chairing at Committee Meetings

(a) The Chairperson or, in the Chairperson's absence, the Deputy-Chairperson is to preside as chairperson of each Committee Meeting.

(b) If the Chairperson and the Deputy-Chairperson are absent or unwilling to act, the remaining Committee Members must choose one of their number to preside as chairperson at the Committee Meeting.

14.4 Procedure of the Committee Meeting

(a) The quorum for a Committee Meeting is specified at clause 1.3. The Committee cannot conduct business unless a quorum is present.

(b) If, within half an hour of the time appointed for the meeting, a quorum is not present the meeting is to stand adjourned to the same time, day and place in the following week.

(c) If at a meeting adjourned under rule 14.4(b), a quorum is not present within half an hour of the time appointed for the meeting, the Committee Members personally present will constitute a quorum.

(d) Committee Meetings may take place:

- (i) where the Committee Members are physically present together; or

(ii) where the Committee Members are able to communicate by using any technology that reasonably allows the Committee Member to participate fully in discussions as they happen in the Committee Meeting and in making decisions, provided that the participation of the Member in the Committee Meeting must be made known to all other Members.

(e) A Committee Member who participates in a meeting as set out in rule 14.4(d)(ii):

(i) is deemed to be present at the Committee Meeting; and

(ii) continues to be present at the meeting for the purposes of establishing a quorum, until the Committee Member notifies the other Committee Members that he or she is no longer taking part in the Committee Meeting.

(f) Subject to these Rules, the Committee Members present at the Committee Meeting are to determine the procedure and order of business to be followed at a Committee Meeting.

(g) All Committee Members have the right to attend and vote at Committee Meetings.

(h) All Members, or other guests, may attend Committee Meetings if invited by the Committee but the person shall not have any right to comment without invitation, or any right to vote, or to be provided with copies of any agenda, minutes of meetings, or documents presented to such meetings.

(i) The Secretary or a person authorised by the Committee from time to time must keep minutes of the resolutions and proceedings of all Committee Meetings together with a record of the names of persons present at each meeting.

14.5 Voting at Committee Meetings

(a) Each Committee Member present at a Committee Meeting has a deliberate vote.

(b) A question arising at a Committee Meeting is to be decided by a majority of votes, but if there is an equality of votes, the chairperson of the Committee Meeting as set out in rule 14.3 is entitled to exercise a second or casting vote.

(c) Decisions may be made by general agreement or a show of hands.

(d) A poll by secret ballot may be used if the Committee prefers to determine a matter in this way and the person presiding over the Committee Meeting is to oversee the ballot.

14.6 Acts not Affected by Defects or Disqualifications

Any act performed by the Committee, a sub-committee or a person acting as a Committee Member is deemed to be valid even if the act was performed when:

(a) there was a defect in the appointment of a Committee Member, sub-committee or person holding a subsidiary office; or

(b) a Committee Member, a sub-committee member or a person holding a subsidiary office was disqualified from being a Member.

15. REMUNERATION OF COMMITTEE MEMBERS

(a) The Association may pay a Committee Member's travelling and other expenses as properly incurred:

(i) in attending Committee Meetings or sub-committee meetings;

(ii) in attending any General Meetings of the Association; and

(iii) in connection with the Association's business.

(b) Committee Members must not receive any remuneration for their services as Committee Members other than as described at rule 15(a).

16. SUB-COMMITTEES AND DELEGATION

16.1 Appointment of Sub-Committee

(a) The Committee may appoint one or more sub-committees as considered appropriate by the Committee from time to time to assist with the conduct of the Association's operations.

(b) Sub-committees may comprise (in such numbers as the Committee determines) Members and non-members.

(c) Subject to these Rules, the sub-committee members present at the sub-committee meeting are to determine the procedure and order of business to be followed at the sub-committee meeting.

16.2 Delegation by Committee to Sub-Committee

(a) The Committee may delegate, in writing, to any or all of the sub-committees, any authority, power or functions and may cancel any authority, powers or functions, as the Committee sees fit from time to time.

(b) Despite any delegation under this rule, the Committee may continue to exercise all its functions, including any function that has been delegated to a sub-committee and remains responsible for the exercise of those functions at all times.

16.3 Delegation to Subsidiary Offices

- (a) The Committee may create and fill such subsidiary office as may be necessary for the proper and efficient management of the Association's affairs.
- (b) The Committee may delegate, in writing, to any person holding a subsidiary office any authority, power or functions and may cancel any authority, powers or functions, as the Committee sees fit from time to time.
- (c) Despite any delegation under this rule, the Committee may continue to exercise all its functions, including any function that has been delegated to a subsidiary office and remains responsible for the exercise of those functions at all times.

17. GENERAL MEETINGS

17.1 Procedure for General Meetings

- (a) General Meetings may take place:
 - (i) where the Members are physically present together; or
 - (ii) where the Members are able to communicate by using any technology that reasonably allows the Member to participate fully in discussions as they happen in the General Meeting and in making any decisions, provided that the participation of the Member in the General Meeting must be made known to all other Members.
- (b) A Member who participates in a meeting as set out in rule 17.1(a)(ii):
 - (i) is deemed to be present at the General Meeting; and
 - (ii) continues to be present at the meeting for the purposes of establishing a quorum, until the Member notifies the other Members that he or she is no longer taking part in the General Meeting.

17.2 Quorum for General Meetings

- (a) The Quorum for General Meetings is specified in rule 1.4.
- (b) Subject to rules 17.2(c) and (d), no business is to be conducted at a General Meeting unless a quorum of Members entitled to vote under these Rules is present at the time when the meeting is considering that item.
- (c) If, within half an hour of the time appointed for the commencement of a General Meeting, a quorum is not present:
 - (i) in the case of a Special General Meeting, the meeting lapses; or
 - (ii) in the case of an AGM, the meeting is to stand adjourned to:
 - A. the same time and day in the following week; and
 - B. the same place unless another place is specified by the Chairperson at the time of the adjournment or by written notice to the Members given before the day to which the meeting is adjourned.
- (d) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the commencement of the meeting, the members present are to constitute a quorum.

17.3 Notice of General Meetings and Motions

- (a) The Secretary must give at least:
 - (i) Seven (7) days' notice of a General Meeting to each Member, or
 - (ii) Fourteen (14) days' notice of a General Meeting to each Member if a Special Resolution is proposed to be moved at the General Meeting.
- (b) The notice convening a General Meeting must specify:
 - (i) the place, date and time of the meeting; and
 - (ii) the particulars and order of the business to be conducted at the meeting.
- (c) The notice convening a General Meeting or any notice of motion must be issued in the manner prescribed by rule 2.2.

17.4 Presiding Member

- (a) The Chairperson or, in the Chairperson's absence, the Deputy-Chairperson is to preside as chairperson of each General Meeting.
- (b) If the Chairperson and the Deputy Chairperson are absent or unwilling to act, the remaining Committee Members must choose one of their number to preside as chairperson at the General Meeting.

17.5 Adjournment of General Meetings

(a) The person presiding over a General Meeting, at which a quorum is present, may adjourn the meetings from time to time and place to place with the consent of a majority of Members present at the meeting.

(b) No business is to be conducted at an adjourned meeting other than the unfinished business from the meeting that was adjourned.

(c) When a General Meeting is adjourned for 14 days or more, the Secretary must give notice of the adjourned meeting in accordance with rules 2.2 and 17.1 as if that General Meeting was a new General Meeting.

18. SPECIAL GENERAL MEETINGS

18.1 Special General Meeting

(a) The Committee may at any time convene a Special General Meeting of the Association.

(b) The Secretary must convene a Special General Meeting of the Association within 28 days after receiving a written request to do so from at least 20 per cent of the total number of Members.

18.2 Request for Special General Meeting

A request by the Members for a Special General Meeting must:

(a) state the purpose of the meeting;

(b) be signed by the required number of Members making the request as specified in rule 18.1(b); and

(c) be lodged with the Secretary.

18.3 Failure to Convene Special General Meeting

(a) If the Secretary fails to convene a Special General Meeting within the 28 days referred to in rule 18.1(b), the Members who made the request; may convene a Special General Meeting within 3 months after the original request was lodged as if the Members were the Committee.

(b) A Special General Meeting must be convened in the same or substantially the same manner as General Meetings are convened by the Committee and the Association must pay the reasonable expenses of convening and holding the Special General Meeting.

19. MAKING DECISIONS AT GENERAL MEETINGS

19.1 Special Resolutions

(a) A Special Resolution must be moved at a General Meeting where notice of the Special Resolution has been given under rule 19.1(c).

(b) A Special Resolution of the Association is required to:

(i) amend the name of the Association;

(ii) amend the Rules, under rule 24.2;

(iii) affiliate the Association with another body;

(iv) transfer the incorporation of the Association;

(v) amalgamate the Association with one or more other incorporated associations;

(vi) voluntarily wind up the association;

(vii) cancel incorporation; or

(viii) request that a statutory manager be appointed.

(c) Notice of a Special Resolution must:

(i) be in writing;

(ii) include the place, date and time of the meeting;

(iii) include the intention to propose a Special Resolution;

(iv) set out the wording of the proposed Special Resolution; and

(v) be given in accordance with rule 2.2.

(d) If notice is not given in accordance with rule 19.1(c), the Special Resolution will have no effect.

(e) A Special Resolution must be passed at a General Meeting at which there is a quorum and be supported by the votes of not less than three-fourths of the Members present, in person and eligible to cast a vote at the meeting.

19.2 Ordinary Resolutions

Subject to these Rules, a majority of votes will determine an Ordinary Resolution.

19.3 Voting at meetings

(a) Subject to these Rules, each ordinary Member has one vote at a General Meeting of the Association.

(b) A person casts a vote at a meeting either by voting at the meeting either in person or through the use of technology as under rule 17.1(a)(ii); or

(c) In the case of an equality of votes at a General Meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.

(d) A Member is not entitled to vote at any General Meeting of the Association unless all money due and payable by the Member to the Association has been paid in accordance with rules 9.1 and 9.2.

(e) A Member is only entitled to vote at a General Meeting if the Member's name is recorded in the Register as at the date the notice of the General Meeting was sent out under rule 17.3.

19.4 Manner of Determining Whether Resolution Carried

(a) Unless a Poll is demanded under rule 19.5, if a question arising at a General Meeting of the Association is determined by general agreement or a show of hands, a declaration must be made by the chairperson of the General Meeting that the resolution has been:

(i) carried unanimously;

(ii) carried by a particular majority; or

(iii) lost.

(b) If the declaration relates to a Special Resolution, then subject to rule 19.1(c), the declaration should state that a Special Resolution has been determined.

(c) The declaration made under rule 19.4(a) must be entered into the minute book of the Association.

(d) The entry in the minute book of the Association under rule 19.4(c) is evidence of the fact that the resolution has been determined, without proof of the number or proportion of the votes recorded in favour of or against that resolution.

19.5 Poll at General Meetings

(a) At a General Meeting, a Poll on any question may be demanded by either:

(i) the chairperson of the meeting; or

(ii) at least three Members present in person

(b) If a Poll is demanded at a General Meeting, the Poll must be taken in a manner as the chairperson of the meeting directs and a declaration by the chairperson of the result of the Poll is evidence of the matter so declared.

(c) If a Poll is demanded at a General Meeting, the Poll must be taken:

(i) immediately in the case of a Poll which relates to electing a person to preside over the meeting;

(ii) immediately in the case of a Poll which relates to adjourning the meeting; or

(iii) in any other case, in the manner and time before the close of the meeting as the chairperson directs.

20. MINUTES OF MEETINGS

20.1 Minutes of Meetings

(a) The Secretary or a person authorised by the Committee from time to time must keep minutes of the resolutions and proceedings of all General Meetings and Committee Meetings together with a record of the names of persons present at each meeting.

(b) The minutes are to be taken and then to be entered within 30 days after the holding of each meeting, into a minute book kept for that purpose.

(c) The Chairperson must ensure that the minutes of a General Meeting or Committee Meeting under rule 20.1(a) are reviewed and signed as correct by:

(i) the chairperson of the General Meeting or Committee Meeting to which those minutes relate; or

(ii) the chairperson of the next succeeding General Meeting or Committee Meeting.

(d) When minutes have been entered and signed as correct under this rule, they are, until the contrary is proved, evidence that:

(i) the General Meeting or Committee Meeting to which they relate was duly convened and held;

(ii) all proceedings recorded as having taken place at the General Meeting or Committee Meeting did in fact take place at the meeting; and

(iii) all appointments or elections purporting to have been made at the meeting have been validly made.

(e) The minutes of General Meetings may be inspected by a member under rule 27.2.

(f) The minutes of Committee Meetings may be inspected by a member under rule 27.2 unless the Committee determines that the minutes of Committee Meetings generally, or the minutes of a specific Committee Meeting are not to be available for inspection.

21. FUNDS AND ACCOUNTS

21.1 Control of Funds

(a) The funds of the Association must be kept in an account in the name of the Association in a financial institution determined by the Committee.

(b) The funds of the Association are to be used in pursuance of the objects of the Association.

(c) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments of the Association must be signed by:

(i) any two Committee Members; or

(ii) one Committee Member and a person authorised by the Committee.

(d) All expenditure above the maximum amount set by the Committee from time to time must be approved or ratified at a Committee Meeting.

21.2 Source of Association Funds

(a) The funds of the Association may be derived from entrance fees and annual membership fees of Members, donations, fund raising activities, grants, interest, and any other sources approved by the Committee.

(b) The Association must, as soon as practicable:

(i) deposit all money received by the Association, to the credit of the Association's bank account, without deduction; and

(ii) after receiving any money, issue an appropriate receipt.

21.3 Financial Records

(a) The Association must keep Financial Records that:

(i) correctly record and explain its transactions, financial position and performance; and

(ii) enable true and fair financial statements to be prepared in accordance with Part 5 of the Act.

(b) The Association must retain its Financial Records for at least 7 years after the transactions covered by the records are completed.

21.4 Financial Statements and Financial Reports

(a) For each financial year, the Association must ensure that the requirements under Part 5 of the Act are met.

(b) Without limiting sub rule (a), those requirements include –

(i) if the Association is a Tier 1 Association, the preparation of the Financial Statements;

(ii) if required, the review or auditing of the Financial Statements or Financial Report (whichever is applicable);

(iii) the presentation of the Financial Statements to the annual general meeting of the Association;

22. FINANCIAL YEAR OF THE ASSOCIATION

The financial year of the association is at rule 1.5.

23. ANNUAL GENERAL MEETINGS

23.1 Annual General Meeting

(a) Subject to rule 23.1(b), the Association must convene an AGM each calendar year:

(i) within 6 months after the end of the Association's Financial Year; or

(ii) within a longer period as the Commissioner may allow.

(b) If the Association requires the approval from the Commissioner to hold its AGM within a longer period under rule 23.1(a)(ii), the Secretary must apply to the Commissioner no later than four months after the end of the Association's Financial Year.

23.2 Notice of AGM

The notice convening an AGM must specify that it is the AGM of the Association and otherwise must comply with rules 2.2 and 17.3 (as applicable).

23.3 Business to be Conducted at AGM

(a) Subject to rule 23.1, the AGM of the Association is to be convened on a date, time and place as the Committee decides.

(b) At each AGM of the Association, the Association:

(i) must confirm the minutes of the last preceding AGM and of any Special General Meeting held since that meeting if the minutes of that Special General Meeting have not yet been confirmed;

(ii) must receive the Financial Statements of the Association for the preceding Financial Year;

(iii) if applicable, must appoint or remove a reviewer or auditor in accordance with the Act;

(iv) if applicable, must present a copy of the report of the review or the auditor's report to the Association; and

(v) must elect or appoint the office holders and ordinary Committee Members.

24. RULES OF THE ASSOCIATION

24.1 Rules of the Association

(a) These Rules bind every Member and the Association and each Member agrees to comply with these Rules.

(b) The Association must provide, free of charge, a copy of the Rules in force, at the time Membership commences, to each person who becomes a Member under rule 5.5.

(c) The Association must keep a current copy of the Rules.

24.2 Amendment of Rules, Name and Objects

(a) The Association may alter, rescind or add to these Rules by Special Resolution in accordance with rule 19.1 and not otherwise.

(b) When a Special Resolution amending the Rules is passed, the required documents must be lodged with the Commissioner within:

(i) one month after the Special Resolution is passed; or

(ii) a longer period as the Commissioner may allow.

(c) Subject to rule 24.2(d), an amendment to the Rules does not take effect until the required documents are lodged with the Commissioner under rule 24.2(b).

(d) An amendment to the Rules that changes or has the effect of changing:

(i) the name of the Association; or

(ii) the objects or purposes of the Association, does not take effect until the required documents are lodged with the Commissioner under rule 24.2(b) and the approval of the Commissioner is given in writing.

25. BY-LAWS OF THE ASSOCIATION

25.1 The Members of the Association may make, amend and repeal by-laws for the management of the Association by Ordinary Resolution at a General Meeting provided that the by-laws are not inconsistent with the Rules or the Act.

25.2 The by-laws made under rule 25.1:

(a) Do not form part of the Rules;

(b) May make provision for:

(i) classes of Membership and the rights and obligations that apply to each class of Membership;

(ii) requirements for financial reporting, financial accountability or audit of accounts in addition to those prescribed by the Act and the Rules;

(iii) restrictions on the powers of the Committee including the power to dispose of assets;

(iv) a requirement for members to hold a specified educational, trade or professional qualification; and

(v) any other matter that the Association considers necessary or appropriate; and

(c) Must be available for inspection by Members.

26. AUTHORITY REQUIRED TO BIND ASSOCIATION

26.1 Executing Documents

(a) The Association may execute a document without using a common seal if the document is signed by:

(i) any two Committee Members; or

(ii) one Committee Member and a person authorised by the Committee.

26.2 Use of the Common Seal

(a) If the Association has a common seal on which its corporate name appears in legible characters:

(i) the Secretary or any other person as the Committee from time to time decides must provide for its safe custody; and

(ii) it must only be used under resolution of the Committee.

(b) The Association executes a document with its common seal, if the fixing of the seal is witnessed by:

(i) any two Committee Members; or

(ii) one Committee Member and a person authorised by the Committee.

(c) Every use of the common seal must be recorded in the Committee's minute book.

27. THE ASSOCIATION'S BOOKS AND RECORDS

27.1 Custody of the Books of the Association

(a) Except as otherwise decided by the Committee from time to time, the Secretary must keep in his or her custody or under his or her control all of the Books of the Association with the exception of the Financial Records which, except as otherwise directed by the Committee from time to time, are to be kept under the custody or control of the Treasurer.

(b) The Books of the Association must be retained for at least 7 years.

27.2 Inspecting the Books of the Association

(a) Subject to these rules, and in particular rule 20.1(f), a Member is able to inspect the Books of the Association free of charge at such time and place as is mutually convenient to the Association and the Member.

(b) A Member must contact the Secretary to request to inspect the Books of the Association.

(c) The Member may copy details from the Books of the Association but has no right to remove the Books of the Association for that purpose.

27.3 Prohibition on Use of Information in the Books of the Association

(a) A Member must not use or disclose information in the Books of the Association except for a purpose:

(i) that is directly connected with the affairs of the Association; or

(ii) related to the provision of the information to the Commissioner in accordance with a requirement of the Act.

27.4 Returning the Books of the Association

(a) Outgoing Committee Members are responsible for transferring all relevant assets and Books of the Association to the new Committee within 14 days of ceasing to be a Committee Member.

28. RESOLVING DISPUTES

28.1 Disputes Arising under the Rules

(a) This rule applies to:

(i) Disputes between Members; and

(ii) Disputes between the Association and one or more Members that arise under the rules or relate to the rules of the Association.

(b) The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.

(c) If the parties are unable to resolve the dispute, any party to the dispute may initiate a procedure under this rule by giving written notice to the Secretary of the parties to, and details of, the dispute.

(d) The Secretary must convene a Committee Meeting within 28 days after the Secretary receives notice of the dispute under rule 28.1(c) for the Committee to determine the dispute.

(e) At the Committee Meeting to determine the dispute, all parties to the dispute must be given a full and fair opportunity to state their respective cases orally, in writing or both.

(f) The Secretary must inform the parties to the dispute of the Committee's decision and the reasons for the decision within 7 days after the Committee Meeting referred to in rule 28.1(e).

(g) If any party to the dispute is dissatisfied with the decision of the Committee they may elect to initiate further dispute resolution procedures as set out in the Rules.

28.2 Mediation

(a) This rule applies:

(i) where a person is dissatisfied with a decision made by the Committee under rule 28.1; or

(ii) where a dispute arises between a Member or more than one Member and the Association and any party to the dispute elects not to have the matter determined by the Committee.

(b) Where the dispute relates to a proposal for the suspension or expulsion of a Member this rule does not apply until the procedure under rule 7.3 in respect of the proposed suspension or expulsion has been completed.

(c) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by rule 28.1(c), or a party to the dispute is dissatisfied with a decision made by the Committee under rule 28.1(f) a party to a dispute may:

(i) Provide written notice to the Secretary of the parties to, and the details of, the dispute;

(ii) Agree to, or request the appointment of, a mediator.

(d) The party, or parties requesting the mediation must pay the costs of the mediation.

(e) The mediator must be:

(i) a person chosen by agreement between the parties; or

(ii) in the absence of agreement:

(a) if the dispute is between a Member and another Member – a person appointed by the Committee; or

(b) if the dispute is between a member or more than one Member and the Association, the Committee or a Committee Member then an independent person who is a mediator appointed to, or employed with, a not for profit organisation.

(f) A Member can be a mediator, but the mediator cannot be a member who is a party to the dispute.

(g) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.

(h) The parties are to exchange written statements of the issues that are in dispute between them and supply copies to the mediator at least 5 days before the mediation session.

(i) The mediator, in conducting the mediation, must:

(i) give the parties to the mediation process every opportunity to be heard;

(ii) allow all parties to consider any written statement submitted by any party; and

(iii) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.

(j) The mediator must not determine the dispute and the mediation must be confidential. Information provided by the parties in the course of the mediation cannot be used in any other legal proceedings that may take place in relation to the dispute.

28.3 Inability to Resolve Disputes

If a dispute cannot be resolved under the procedures set out in the Rules, any party to the dispute may apply to the State Administrative Tribunal to determine the dispute in accordance with the Act or otherwise at law.

29. CANCELLATION AND DISTRIBUTION OF SURPLUS PROPERTY

(a) The Association may cease its activities and have its incorporation cancelled in accordance with the Act if the Members resolve by Special Resolution that the association will:

(i) apply to the Commissioner for cancellation of its incorporation; or

(ii) appoint a liquidator to wind up its affairs.

(b) The association must be wound up under rule 29(a)(ii) and Part 9 of the Act before cancellation can take place if it has outstanding debts or any other outstanding legal obligations, or is a party to any current legal proceedings.

(c) Upon cancellation of the Association, the Surplus Property must only be distributed to one or more of the following:

(i) an incorporated association under the Act;

(ii) a body corporate that at the time of the distribution is the holder of a licence under the charitable collections legislation in Western Australia;

(iii) a company limited by guarantee that is registered as mentioned in section 150 of the Corporations Act 2001 (Cwth);

(iv) a company holding a licence that continues in force under section 151 of the Corporations Act 2001(Cwth);

(v) a body corporate that:

(a) is a member or former member of the Association; and

(b) at the time of the Surplus Property is distributed, has rules that prevent the property being distributed to its members;

(vi) a trustee for a body corporate referred to in rule 29(c)(v); or

(vii) a co-operative registered under the Co-operatives Act 2009 that, at the time of the distribution, is a non-distributing co-operative as defined in that Act.



Surf Casting and Angling Club of W.A. (Inc.)

Competition Rules

Effective May 2023 to April 2024

As At April 2023

Website: www.scac.net.au

Email:- secretary@scac.net.au

PO Box 2056, Marmion, WA 6020.

Surf Casting and Angling Club of W.A. (Inc.)

Surf Casting and Angling Club of W.A. (Inc.) Competition Rules. Contents

1	General	25
1.1.1	Disclaimer	25
1.1.2	Visitors	1
1.1.3	Visitors Points	1
1.1.4	Protests	25
1.1.5	Amendment to These Competition Rules	25
2	Field Days	1
2.1	Field Day Rules	1
2.1.1	Sign On	1
2.1.2	Late Sign On	1
2.1.3	Weigh In Times	25
2.1.4	Fishing Times	25
2.1.5	Field Day Boundaries	26
2.1.6	Open Field Days	26
2.1.7	Cancellation Of Field Day	26
2.1.8	Local Field Days	26
2.1.9	Field Days during Safaris	2
2.1.10	Safety Of Members And Visitors	26
2.1.11	Juniors And Mini Juniors:	26
2.1.12	Fishing Alone	26
2.1.13	Notifying Others	2
2.2	Fishing Equipment	26
2.2.1	Exclusive Use Of Gear	Error! Bookmark not defined.
2.2.2	Type Of Gear	26
2.2.3	Number Of Rods Or Lines	27
2.2.4	Line Breaking Strain	3
2.2.5	Single Handed Equipment	3
2.3	Eligible Fish	3
2.3.1	Eligible Species	3
2.3.2	Numbers Of Fish And Field Day Bag Limit	3
2.3.3	Undersized Fish	27
2.3.4	Mutilated Fish	27
2.3.5	Presentation Of Fish For Weigh In	27
2.3.6	Catch And Release	4
2.3.7	Estimated Weights Of Sharks	4
2.3.8	Field Day Categories	28
2.4	Field Day Point Scoring	5
2.4.1	Weigh In Points For Field Days	5
3	Dry Casting Rules	5
3.1	Attendance	5
3.1.1	Competition Start Times	5
3.1.2	Supervision For The Day	5
3.2	Etiquette At Dry Casting Day	5
3.2.1	Practice Casting	5
3.2.2	Casting Order	6
3.2.3	Casting Arena	6
3.2.4	Permission To Cast	6
3.2.5	Completing A Cast	6
3.2.6	Safety Of Markers And Others	6
3.2.7	Juniors And Mini Juniors	6
3.2.8	Veterans	6
3.3	Dry Casting Equipment	6
3.3.1	Double Handed Equipment	6
3.3.2	Single Handed Equipment	6
3.3.3	Weights	6
3.3.4	Leaders	7
3.3.5	Line And Terminal Knots	7
3.3.6	Artificial Bait Rigs	7
3.3.7	Plastic Tube And Pompoms	7
3.3.8	Safety Gear	7
3.3.9	Accuracy Targets	7

3.3.10	Measuring Tapes	8
3.4	Dry Casting Events	8
3.4.1	Level Line Distance Casting	8
3.4.2	Double Handed Accuracy	8
3.4.3	Single Handed Accuracy.....	8
3.4.4	Handicapping System for Dry Casting	8
3.5	Lane Sizes / Target Distances.....	8
3.5.1	Distance Lane	8
3.5.2	Double Handed Accuracy Target Distances	9
3.5.3	Single Handed Accuracy Target Distances	9
3.6	Scoring System	9
3.6.1	Marking Of Casts	9
3.6.2	Scoring Of Level Line Distance Casts	9
3.6.3	Scoring Of Double Handed Accuracy Casts.....	10
3.6.4	Scoring Of Single Handed Accuracy Casts	10
3.6.5	Overall Score For The Day	10
3.7	Miscasts And Disqualification	10
3.7.1	Foot Fault	10
3.7.2	Break Off	10
3.7.3	Miscast	10
3.7.4	Casters Not Complying With The Rules	11
3.7.5	Dry Casting Officers Discretion.....	11
3.8	General	11
3.8.1	Champion Caster	34
4	Line Ratio, Game Fish, Club Record And Open Competitions.....	34
4.1	Entries	34
4.2	Photographs	34
4.3	Other Details Required.....	35
4.4	Weighing	35
4.5	Leader	Error! Bookmark not defined.
4.6	Eligibility Of Species.....	11
4.7	Game Fish Badge	11
4.8	Open Competition Minimum Weights	12
4.9	Presentation Of Badges	12
4.10	Open Competition Eligibility	13
5	Species Competition	13
5.1	Species Competition.....	13
5.2	Species Competition Eligible Species.....	13
6	Club Champions	13
6.1	Points For Field Days.....	13
6.2	Points For Dry Casting Days.....	13

1. General

1.1.1 Disclaimer

This Club accepts no responsibility whatsoever for any injury or damage caused to, or by, members or visitors whilst attending any club event.

The safety of Members and visitors is the responsibility of the individuals concerned and no liability is accepted by the Club or any individual member of the Club.

1.1.2 Visitors

Any member has the right to bring a visitor or visitors to any club event. The visitor may enter the Club competition providing they comply with the Club and Competition rules.

1.1.3 Visitors Points

Where a visitor pays the membership fee to become a member, points earned while a visitor will be awarded.

1.1.4 Protests

Members should discuss any problems with the Field Day Officer or the Dry Casting Officer, or with the Recorder for the Open Competition and all other awards.

When the member considers, in their opinion, that there is not a satisfactory resolution, the member has the right to lodge a protest in writing with the Secretary.

Any such protest shall be brought to the notice of the Committee by way of a written communication handed, emailed or posted to the Secret within fourteen (14) days of the event.

The Committee shall, if deemed necessary, appoint a Disputes Committee of not less than three (3) members, not including the Officer of the Day. The member lodging the protest shall present their case to this Committee, and all relevant parties are to be present. The Disputes Committee's decision shall be final.

1.1.5 Amendment to These Competition Rules.

The Club's "Competition Rules" are different from the "Rules of the Association" as set out in the Constitution

All proposed amendments to the Competition Rules must be notified to members in writing before the meeting at which voting takes place.

All amendments made to the Competition Rules must be notified to all members prior to the commencement of the first affected event in any competition year.

The Competition Rules may be amended and applied part way through a competition year providing this is notified to and is endorsed by members of the Club, by a majority vote from eligible financial members present and voting at the meeting.

The Competition Rules shall be confirmed prior to the commencement of the competition year. The Competition Rules may be amended at a General Meeting held prior to the commencement of each competition year by a majority vote from eligible financial members present and voting at the meeting.

2 Field Days.

2.1 Field Day Rules

2.1.1 Sign On

All participating members and visitors must Sign on and advise the Field Day officer if they plan to compete.

2.1.2 Late Sign On

Should a member arrive late for a Field Day due to unforeseen circumstances the Field Day Officer will sign the member on and weigh in the catch and points will be awarded.

2.1.3 Weigh-In Times

Weigh in times will be advised by the Field Day Officer at the Sign on or General Meeting.

Should a member arrive at the weigh in after the designated weigh in time the Field Day Officer can decide if the bag will be accepted and arrange for the results to be added to the field day weigh in sheet. See also Rule 1.1.4 - Protests.

2.1.4 Fishing Times

Fishing times for each Field Day will be published in Reel Talk. Fish hooked prior to commencement of the Field Day and landed during the competition times are not eligible for the weigh-in. Fish hooked during the Field Day Competition and landed after its conclusion may be included in the weigh-in.

2.1.5 Field Day Boundaries

The boundaries for the Field Day will be published in Reel Talk. Boundaries may be changed at the sign on at the discretion of the Field Day Officer and by consensus of the majority of the participating members. Any competitor fishing outside the boundaries during the fishing times shall be disqualified.

2.1.6 Open Field Days

Open Field Days shall include all Western Australian waters. All areas will be accessible to all SCAC members on the days of the field day.

2.1.7 Cancellation of Field Day

Any Field Day may be cancelled due to inclement weather or otherwise at the discretion of the Field Day Officer. In the event of a cancellation the Field Day will be held at the same venue one week later. In the event of a second cancellation, the field day for that month will be abandoned.

2.1.8 Local Field Days

Local Field days will be on the same dates and use the same fishing times as the Trip Field Day. Results should be given to the Field Day Officer ASAP.

2.1.9 Field Days during Safaris

Any Club Safari will include a Field Day if the safari falls on or near a normal club Field Day and makes attending the normal club Field Day difficult and/or impossible.

2.1.10 Safety of Members and Visitors:

The Field Day Officer or Dry Casting Officer can consider the safety of members and visitors, and as such is empowered to report or refer the member to the Committee if such member refuses to comply with a reasonable request from them concerning safety. The member has the right to protest and appeal to the Committee against this decision. This appeal must be in writing and submitted within 14 days of the incident.

See also Rule 1.1.1 Disclaimer and Rule 1.1.4 - Protests.

2.1.11 Juniors and Mini Juniors

Juniors (under 16 years of age) and Mini Juniors (under 12 years of age) must be accompanied by either their parent or guardian, or person *in loco parentis* (being responsible for a child while the child's parents are absent) with written consent from either their parent or legal guardian.

2.1.12 Fishing Alone

Where ever possible members are required to not fish alone.

2.1.13 Notifying Others

Members are to notify someone of your intended fishing locality, so you may be located promptly in an emergency or break down.

2.2 Fishing Equipment

2.2.1 Exclusive Use of Gear

For club records and all other competitions, including Field Days, the member must either cast the bait, balloon the bait, utilize a drift or live bait, hook and play the fish unaided, from shore, jetty, groyne or wharf. Gaffing of fish by another person is permitted.

Drone fishing is allowed but all fish captured will only be eligible for the Drone fishing section of the Field Day and Open competition, The fish caught by using a drone during a field day

will not be included in the normal field day bag of fish. All use of drones by members must be within the applicable Australian CASA rules for the safe use of drones.

2.2.2 Type of Gear

All fish must be caught on a line and hook and incorporate the use of rod and reel or handline. All angling gear, including flight of hooks and trebles, must comply with Aquatic Resources Management Act 2016 (ARMA).

The use of treble hooks on rigs is not permitted for any Club competition or event.

2.2.3 Number of Rods or Lines

Members shall comply with all the requirements of the State Fisheries Legislation which is the Aquatic Resources Management Act 2016 (ARMA) in relation to fishing, e.g. number of rods in use, number of hooks and rigs.

2.2.4 Line Breaking Strain

A competitor may use any gauge or breaking strain of line, except on Single Handed gear where it shall not exceed 4.0 kg to be eligible for a Section Application.

2.2.5 Single Handed Equipment.

Single handed equipment shall be defined as a rod that is cast with only one hand on the rod during the cast and the reel shall be loaded with line of no more than 4 kg breaking strain.

Fly fishing equipment shall be classed as single handed equipment, and to be eligible for Field Day Category 13 and Open Category 8 the leader section shall include a length of line that is no more than 4 kg breaking strain.

2.3 Eligible Fish

2.3.1 Eligible Species

Only fish listed on the Recfishwest app or the current Recreational Fishing Guide as issued by DPIRD may be weighed in.

Mutilated fish and all fish nominated as "Protected" by the Department of Fisheries are not eligible for weigh-in. All fish weighed in must be the minimum legal size or weight as listed in the Aquatic Resources Management Act 2016 (ARMA). See also Rule 2.3.2.

2.3.2 Numbers of Fish and Field Day Bag Limit

All anglers shall comply with the State fishing rules as per the Aquatic Resources Management Act 2016 (ARMA) or Recfishwest fishing app in relation to possession limits and species limits (e.g. a maximum of 2 days bag limit for any species)

An angler may weigh-in or claim a release for a maximum of the equivalent of a two days bag limit at any Field Day as long as these fish have been caught during the lines down times and on 2 different days (including Long Weekends), see also 2.3.1 Eligible Species List.

Any competitor presenting more than a two day bag limit of fish at a weigh-in will have a bag of fish, chosen by the Field Day Officer, weighed in.

2.3.3 Undersized Fish

Any competitor presenting any undersized fish shall have that bag rejected in total by the Field Day Officer.

2.3.4 Mutilated Fish

Mutilated fish are not eligible for weigh-in. The decision of a mutilated fish is at the discretion of the Field Day Officer. Any protest to the decision of the FDO is to be handed to the Secretary in writing along with photographic evidence within 14 days of the event. Refer Section 1.1.4 Protests.

2.3.5 Presentation of Fish for Weigh In

All fish presented at the weigh in must be gilled and gutted, clean, and washed and be in edible condition.

All fish to be weighed must be presented in a natural fibre bag such as hessian or cloth based bag. The use of plastic, woven plastic or woven fiberglass bags is prohibited. Fish may be brought to the weigh in area in eskies or damp natural fibre bags.

All fish and species must be counted prior to weigh-in and gently emptied into the scale weighing container by the Field Day Officer or assistant for verification and weighing.

2.3.6 Catch and Release

A member may catch and release any eligible species per Rule 2.3.1 Eligible Species List. The following weight will be allocated whereby any fish released, including nominated bag fish numbers, must comply with all obligations incorporated in Rule 2.3.1 Eligible Species.

A released fish will be allocated a weight based on the average of the weight of "all" fish of that species weighed in for that field day.

If the number of fish of that species weighed in for that field day is less than three, then the previous month(s) total bag for that species per field day will be included in the calculation.

The objective of ensuring fish survival is for the fish to be released immediately upon capture with minimal handling, preferably with wet hands or a wet rag and in the "shortest" time possible.

A witness to the capture/release may be nominated at the weigh-in, however for some venues or fishing activity this may not be possible. An honour system shall apply where a witness to the capture is not immediately available.

If a photo is taken of the fish (see rule 4.2 Photographs) or you have a reliable witness to verify the fish length the field day officer can use the estimated weight less 10% (to allow for gilling and gutting) for larger fish and less commonly caught fish.

Rules & Guidelines for Local Weigh-in and Open Section fish captures

For fish released by a competitor fishing at a "Local" venue then the honour system shall apply.

This approach and guidelines shall be utilized by persons submitting an Open Section fish capture.

2.3.7 Estimated Weights of Sharks

A shark may be released without being weighed but the species of shark should be identified, the length and if possible the girth recorded and a clear photograph taken wherever these are possible. and preferably a witness to confirm these details.

2.3.8 Field Day Categories

Section	For	Min. Weight
Section 1A	Best Scale Fish (1st 6 Months)	4.0 Kg Min
Section 1B	Best Scale Fish (2nd 6 Months)	4.0 Kg Min
Section 2	Most Meritorious Fish (decided by Committee)	
Section 3	Best Garfish	0.3 Kg Min
Section 4	Best King George Whiting	0.75 Kg Min
Section 5	Best Flathead	1.0 Kg Min
Section 6	Best Black Bream	0.5 Kg Min.
Section 7	Best Australian Herring	0.5Kg Min
Section 8	Best Mackerel	2.0 kg Min
Section 9	Best Mulloway	4.0 Kg Min
Section 10	Best Pink Snapper	3.5 kg Min
Section 11	Best Australian Salmon	4.5 Kg Min
Section 12	Best Shark	5.0 Kg Min
Section 13	Best Skipjack Trevally	1.0 Kg Min
Section 14	Best Tailor	1.5 Kg Min
Section 15	Best Tarwhine	0.75 Kg Min
Section 16	Best Whiting (Yellowfin, Sand or Western School)	0.3 Kg Min
Section 17	Best Yellowtail Kingfish, Samsonfish or Amberjack	5.0 Kg Min
Section 18	Best Dart	0.5 Kg Min
Section 19	Best Tuna	3.0 Kg Min
Section 20	Best scale fish other than above (Committee to decide)	
Section 21	Best Fish on Single Handed Rod (4 Kg Line Max)	
Section 22	Best Fish using a lure on a S/H rod (4 Kg Line Max) (Using a soft plastic or hard bodies lure)	
Section 23	Best Fish Caught on a Fly Rod	
Section 24	Best fish caught using a drone	

The minimum weights and species listed in the section categories can only be changed at the beginning of the competition year.

The minimum weights and species as recommended by the committee shall be ratified at the April General Meeting each year and published in Reel Talk.

2.4 Field Day Point Scoring

2.4.1 Weigh- In Points for Field Days

Points are awarded for the following:-

1. 10 points per eligible species.
2. 10 points per kilogram weighed in or released.
3. 1 point for each fish weighed in or released.

3 Dry Casting Rules

3.1 Attendance

3.1.1 Competition Start Times

Competition start time shall normally be 8:30 am. In summer (December to March inclusive) start time shall be 08:00 AM. Times may be changed to suit casters and weather conditions at the discretion of the casters present on the day.

3.1.2 Supervision or The Officer of the Day

Casting shall be under the supervision of the Dry Casting Officer of the Day.

3.2 Etiquette at Dry Casting Day

3.2.1 Practice Casting

Practice shall be allowed on any part of the course providing caution is exercised at all times.

3.2.2 Casting Order

Casting shall be as per "List of Competitors

3.2.3 Casting Arena

By definition the casting arena is the area behind the base line required for a caster to complete the cast safely and without interference or obstruction.

3.2.4 Permission to Cast

No cast shall be made until the all clear is signalled.

3.2.5 Completing A Cast

Upon completing a cast, the caster is to immediately vacate the casting arena and move clear to rewind the line.

3.2.6 Safety of Markers and Others

By the nature of the sport, care must be exercised when casting. The caster shall ensure the arena is clear and no persons are in or potentially going to move into an area where they may be in danger from the cast. This includes the area behind and adjoining to the caster performing pendulum type casts.

Markers shall pay special attention when casts are about to be made. Markers must stand to the side of the target area in accuracy events, not behind, and shall stand still while the cast is being made. There shall be two (2) markers for each event.

3.2.7 Juniors and Mini Juniors

Juniors (under 16 years of age) and Mini Juniors (under 12 years of age) must be accompanied by either their parent or elected guardian. Juniors and Mini Juniors are not permitted to mark.

3.2.8 Veterans

A Veteran must be 60 years of age or over at the commencement of the competition year. A veteran may choose to compete with the senior members, but may only do so at the beginning of a competition year or at the first attendance at Dry Casting during a competition year.

3.3 Dry Casting Equipment

3.3.1 Double Handed Equipment

All level line distance and double handed accuracy events will be contested with standard double handed fishing equipment using level line throughout.

3.3.2 Single Handed Equipment

The single handed events shall use a standard single handed fishing rod. A single handed rod shall be defined as a rod that is used in only one hand and must not be braced in any manner during the cast. Fly fishing equipment shall not be used for Single Handed Accuracy.

3.3.3 Weights

Weights using lead alloys shall be manufactured from the "standard" mould. Weights are available in sizes 56 grams, 84 grams and 112 grams. The weight nominated in the event is the maximum weight allowed.

For 112 gram events, casters may use the 56, 84 or 112 gram weight.

Weights up to 112 grams may be used for Double Handed Accuracy events, and up to 56 grams for single handed events.

For accuracy events, any weight and not necessarily made from standard mould, up to the nominated maximum weight may be used.

3.3.4 Leaders

A heavy leader is optional for all events. The breaking strain of all leaders shall be a minimum of 20 kg and a maximum of 50 kg, shall be monofilament line with one clip, one loop and/or one swivel to be used.

For 56 gram, 112 gram and accuracy events the leader must not be more than 380 mm in length. In Artificial Bait rigs, the length of the leader from the terminal knot to the weight shall not exceed 1,000 mm.

3.3.5 Line and Terminal Knots

The breaking strain of main line used is at the discretion of the caster. The gauge of the line shall be consistent diameter throughout. Any leader must comply with rule 3.3.4

The style or type of knot used to attach any weight or dowel shall be at the discretion of the caster.

Terminal knots shall not exceed 100 mm in length, The knot length shall be measured from the end edge adjacent any weight, dowel or swivel affixed to the line.

3.3.6 Artificial Bait Rigs

The Artificial Bait shall be made of wooden doweling 90 mm long and nominal 13 mm in diameter. It shall be attached to a swivel, ring or dropper loop by a line of minimum length of 230 mm.

The weight shall be on a separate leader of maximum length 1000 mm and must hang completely under the dowel.

Weights may be up to 112 grams. The line between the swivel and the dowel or the weight may be of any gauge.

No modifications are allowed to the dowel other than painting or identification.

3.3.7 Plastic Tube and Pompoms

Plastic tubing must be used for all level line distance events. The plastic tubing shall be of a soft flexible material, of minimum length of 200 mm and maximum length of 250 mm. The diameter shall be nominally 2.5 mm inside diameter to 4.5 mm maximum inside diameter. Colour shall be fluorescent pink.

A visual aid in the form of a pompom shall be used for double handed accuracy events. Pompoms shall be dark in colour with a maximum overall length of 100 mm and a minimum overall length of 50 mm and consist of a minimum of thirty (30) strands of 8-ply wool or equivalent.

Pompoms may be securely attached to the casting weight with any method of fastening such as a clip or swivel clip combination or a solid or a split ring, monofilament line, thread or wire.

Any such item used for fastening which does not form an inline or weight bearing part of the leader shall not count for the application of rule 3.3.4. For Single Handed Accuracy a pompom with a minimum overall length of 50 mm and a minimum of twenty (20) strands of 8-ply wool or equivalent shall be used.

3.3.8 Safety Gear

All markers shall wear protective head gear at all times when marking.

3.3.9 Accuracy Targets

The Double Handed Accuracy target shall consist of a cone with a base a 500 mm diameter and a height of 300 mm. The cone shall be made of tin plate and must be a fluorescent pink. The target shall be mounted on a steel locating peg and supported at the cone apex. The locating peg shall be driven into the ground until the cone base lightly touches the ground to allow the measuring tape (stretched from a ring on the locating peg) to slide under the cone. For Single Handed Accuracy, the same target cones shall be used as for Double Handed Accuracy.

3.3.10 Measuring Tapes

a) Measuring – Distance

Laser measuring equipment shall be used to lay out the court and measure the distance of level line casting . Alternatively standard commercial measuring tapes in metres may be used.

b) Measuring Tapes - Double Handed Accuracy

Standard tape material shall be used with a length in excess of 6.25 metres. At one end shall be a metal ring. The tape shall be marked in increments of 250 mm from the centre of the ring. The first increment from the ring centre to the first mark shall read 25, the second increment from first mark to the second mark shall read 24, and so on.

- c) Measuring Tapes - Single Handed Accuracy
 Standard tape material shall be used with a length in excess of 3.0 metres. At one end shall be a metal ring. The tape shall be marked in increments of 300 mm from the centre of the ring. The first increment from the ring centre to the first mark shall read 10, the second increment from first mark to the second mark shall read 9, and so on.

3.4 Dry Casting Events

3.4.1 Level Line Distance Casting

Each member taking part is allowed two (2) casts in the following events:

- a) Up to 112 grams
- b) Up to 112 grams Artificial Bait
- c) Up to 56 grams.

The sequence of casting the distance events shall be 56 gram, then Artificial Bait, then 112 gram.

3.4.2 Double Handed Accuracy

Two (2) casts will be made at a target at four different distances, a total of 8 casts.

3.4.3 Single Handed Accuracy

Two (2) casts will be made at a target at two different distances, a total of 4 casts.

3.4.4 Handicapping System for Dry Casting

The method of scoring dry casting to level the playing field is adjusted to incorporate a handicap system.

Scores from the previous year's casting results are to be averaged and the difference between the top score and each individual score for that year is the handicap.

This will allow for any caster to have the opportunity to win the day on handicap.

This handicapping system will be implemented at the first casting day of the competition year.

Persons not having a 'handicap' will be required to cast for 3 casting days to record and establish a score for which they will be 'handicapped' on.

This system should put every caster on an equal footing and make for a closer competition.

3.5 Lane Sizes / Target Distances

3.5.1 Distance Lane

The lane utilised for level line distance casting shall be a "V" court. Ropes and / or flags shall be used to form and mark the "V". The point of cast shall be behind a base board or base line at the "V" apex. All casts must be released from behind the base board or line.

The "V" court shall be based on the following measurements. From the apex of the "V", measure out 100 metres. From this point, measure out twenty (20) metres each side of this point, at right angles. The "V" court shall intersect these points, (i.e. at a distance out of 100 metres, the "V" court is 40 metres wide).

3.5.2 Double Handed Accuracy Target Distances

In the Double Handed accuracy event, the target distances from the base line shall be decided by drawing one of the following groups:-

a)	For the open section				
Group	1	2	3	4	5
Metres	30	33	36	39	42
Metres	46	49	52	55	58
Metres	61	64	67	70	73
Metres	76	79	82	85	88

(b)	For Ladies, Juniors and Veterans sections,				
Group	1	2	3	4	5
Metres	30	35	30	36	38
Metres	40	42	37	43	46
Metres	50	49	45	52	54
Metres	60	56	53	59	61

(c)	For Mini Junior Section				
Group	1	2	3	4	5
Metres	20	25	20	26	28
Metres	30	35	30	36	38

3.5.3 Single Handed Accuracy Target Distances

In the single handed accuracy event, targets shall be set between 20 and 40 metres. For the open section, the target distances from the base line shall be decided by drawing one of the following groups:-

Group	1	2	3	4	5
Metres	20	22	24	23	21
Metres	40	38	37	35	36

For Ladies, Juniors and Veterans casting at the furthest target, the caster shall move forward by 10 metres (i.e. 30 metre maximum cast).

For Mini Juniors the caster shall cast at the closest target only, two casts from the base line (i.e. 25 metres) then move forward by 10 metres (i.e. 15 metre cast.)

3.6 Scoring System

3.6.1 Marking of Casts

Accuracy points are to be allocated from where the weight first strikes the ground, not to where it bounces. Distance events are measured from where the weight comes to rest. Competitors must not touch or move the weight until the marker has completed the task of identifying and/or measuring distances. Should the weight be moved by either the wind or retrieved by the competitor before the measurement can be completed, the marker will use this final position of rest as the position for measurement for level line distance events.

3.6.2 Scoring of Level Line Distance Casts

To score full points, the weight cast must come to rest in the "V" court marked by ropes and flags. For 56 gram and 112 gram level line the weight must remain attached to the line, and for 112 gram Artificial Bait, the weight and dowel must both remain attached to the line. Any cast which comes to rest outside the "V" court receives zero score, however for Juniors and Mini Juniors a penalty loss of ten (10) metres is imposed.

3.6.3 Scoring of Double Handed Accuracy Casts

The point score shall be the mark on the tape from where the point of impact of the weight is in relation to the target. The tape marks are:

1st increment (i.e. a bull)	- 25 points
2nd increment	- 24 points
3rd increment	- 23 points
and so on	
25th increment	- 1 point
Outside of tape marking	- No Score

Two (2) casts will be made at each target in the order of 3, 1, 4, .2. i.e. a total of 8 casts for a maximum of 200 points.

3.6.4 Scoring of Single Handed Accuracy Casts

The point score shall be the mark on the tape from where the point of impact of the weight is in relation to the target.

The tape marks are:

1st increment (i.e. a bull)	- 10 points
2nd increment	- 9 points
3rd increment	- 8 points and so on to
10th increment	- 1 point
Outside of tape markings	- No Score

Two (2) casts will be made at each target alternately, i.e. total of four (4) casts for a maximum of 40 points.

3.6.5 Overall Score for The Day

The overall score for the day shall be calculated from the declared events for the day.

Double handed accuracy event 8 Casts (Except Mini Juniors will have 4 casts)

Single handed accuracy event 4 Casts

Level line 112 gram (max) 2 Casts

Level line Artificial bait 2 Casts

Level line 56 gram (max) 2 Casts

For accuracy events the points scored shall be added.

For level line distance events, the length of the two casts in metres will be added.

Scores are calculated on the points scored in the event and are summed with the handicap for that event.

The overall winner on the day is the person with the highest score including handicap.

3.7 Miscasts and Disqualification

3.7.1 Foot Fault

Only casts made from behind the official casting plate or line shall be accepted. Stepping on or over the official casting plate or line shall be called a foot fault and all the score from such a cast shall be forfeited.

3.7.2 Break Off

The object being cast, weight, and / or artificial bait, must leave the rod tip and stay attached to the main line to count as a scoring cast, i.e. a break off does not qualify for a score in that event. In the event of a break off it is the responsibility of the caster concerned to retrieve the weight etc., immediately after the event.

3.7.3 Miscast

A miscast shall count as a cast only if the weight or dowel touches the ground in front of the casting plate or line.

3.7.4 Casters Not Complying with The Rules

Casters not complying with the rules shall be reported by the Officer of the Day to the Committee for adjudication. The decision of the Committee is final. Other casts made are to be allowed. See also Rule 1.1.4 - Protests.

Note: Measurements or score and the reason for disqualification shall be recorded in case these are needed for a successful protest.

3.7.5 Dry Casting Officers Discretion

A competitor may be allowed to have another cast, should there be in the opinion of the Dry Casting Officer of the day or his Appointed Assistant, any doubts about the cast in question. This decision shall be at the sole discretion of the Dry Casting Officer.

3.8 General

3.8.1 Champion Caster

To determine the Champion Caster for each competition year, the monthly scores of each caster shall be accumulated by the addition of the member's best eight (8) monthly casting day totals. This addition shall show each member's progressive score for the competition year.

4. Line Ratio, Game Fish, Club Record and Open Competitions.

4.1 Entries

Entries must be lodged with the Recorder within thirty (30) days of capture on the appropriate form available from the Club. Entries not fully completed will be rejected.

4.2 Photographs

Any application for a club record must be accompanied with several clear full frame photographs of the fish. Photographs of fish need to be taken as soon as possible after capture. Get good light on the fish with no shadows on it.

For identification purposes the recorder needs to have clear focused full frame picture of just the fish. The more fish in the frame, the less distractions. Photograph the capture against a neutral background that is in contrast to the fish.

After capture keep the fish moist and cool and flat. Lay the fish out straight with the dorsal pectoral and tail fins spread out as when the fish is swimming This is to allow a fin ray count to be made. In some species and fin colour and shape is important.

Other points to consider include;

- Place the tape measure or ruler to measure the fish dimensions close to the fish
- Position the fish so that no shadows fall on the fish when you photograph it.
- Photograph the fish from directly above..
- If fish is very thick through the body, focus half way through the fish. Use the tail as the focus point.

4.3 Other Details Required

Length and girth of fish must be supplied plus place and date of capture and breaking strain of the line and description of the type of bait/lure used.

4.4 Weighing

All fish entered should be weighed on Certified Scales (where possible) with proof of weight supplied with the application. If certified scales are not available, the actual scales used must be supplied for subsequent testing within thirty (30) days of capture.

4.5 Leader

A nylon or wire leader of any breaking strain is allowed, providing it does not exceed twice the length of the rod (measured from the tip to the bottom of the butt) on which it is being used.

4.6 Eligibility of Species

Only fish actually caught in any waters under Western Australian jurisdiction including still or flowing freshwater streams, rivers or lakes or the open ocean, bay or inlet, are eligible for Club competitions. All species must be taken from a shore based location. This includes all islands under Western Australia jurisdiction.

See also rules - **2.3.1 Eligible Species List.**

4.7 Game Fish Badge

Any of the following fish, with a minimum weight of 4.5 kg may be entered for a Game Fish Badge

Albacore	Cobia	Mulloway	Saratoga
Amberjack	Eagle Ray	Pink Snapper	Spearfish
Australian Salmon	Mangrove Jack	Mackerel (all species)	Trevally (all species)
Barracuda	Mahi Mahi	Queenfish (all species)	Tuna (all species)
Barramundi	Mako Shark	Sailfish	Wahoo
Bonefish (min 2 kg)	Marlin	Samson Fish	Yellowtail Kingfish

A member can qualify to win only one (1) Game Fish Badge.

4.8 Open Competition Minimum Weights

Fish may be weighed whole without gutting and gilling

Section	For	Minimum Weight
Section 1A	Best Scale Fish (1st 6 Months)	4.0 Kg Min
Section 1B	Best Scale Fish (2nd 6 Months)	4.0 Kg Min
Section 2	Most Meritorious Fish (decided by Committee)	
Section 3	Best Garfish	0.3 Kg Min
Section 4	Best King George Whiting	0.75 Kg Min
Section 5	Best Flathead	1.0 Kg Min
Section 6	Best Black Bream	0.5 Kg Min.
Section 7	Best Australian Herring	0.5 Kg Min
Section 8	Best Mackerel	2.0 kg Min
Section 9	Best Mulloway	4.0 Kg Min
Section 10	Best Pink Snapper	3.5 kg Min
Section 11	Best Australian Salmon	4.5 Kg Min
Section 12	Best Shark	5.0 Kg Min
Section 13	Best Skipjack Trevally	1.0 Kg Min
Section 14	Best Tailor	1.5 Kg Min
Section 15	Best Tarwhine	0.75 Kg Min
Section 16	Best Whiting (Yellowfin, Sand or Western School)	0.3 Kg Min
Section 17	Best Yellowtail Kingfish, Samsonfish or Amberjack	5.0 Kg Min
Section 18	Best Dart	0.5 Kg Min
Section 19	Best Tuna	3.0 Kg Min
Section 20	Best scale fish other than above (Committee to decide)	
Section 21	Best Fish on Single Handed Rod (4 Kg Line Max)	
Section 22	Best Fish using a lure on a S/H rod (4 Kg Line Max) (Using a soft plastic or hard bodies lure)	
Section 23	Best Fish Caught on a Fly Rod	
Section 24	Best fish caught using a drone	

The minimum weights and species listed in the section categories can only be changed at the beginning of the competition year as recommended by the committee and will be ratified at the April General Meeting and published in Reel Talk.

4.9 Presentation of Badges

All line ratio and Game Fish badges shall be presented at the Presentation Night after verification.

4.10 Open Competition Eligibility

The Open Competition is for fish caught other than on Club Gazetted Field Days
Members entering fish in the Open competition shall qualify entries by attending at least three (3) Club meetings, Field or Casting Days within the current May to April Club season.

5 Species Competition

5.1 Species Competition.

The Club Species competition will be run under the Competition Rules.

1. Entries to be submitted to the Recorder on the appropriate form.
2. Fish may be caught at any time including Club Field Days.
3. Must capture any ten of the listed species to qualify.
4. Fish must be a minimum of 20 cm or comply with DPIRD minimum length if these are greater.
5. Weighing of fish, photographs and witnesses to weight are optional.

Species Competition Eligible Species:

1	Whiting (all species)	12	Black Bream
2	Herring	13	Pink Snapper
3	Skipjack Trevally	14	Samson Fish
4	Tarwhine	15	Mackerel (All)
5	Pilch	16	Wrasse
6	Tailor	17	Amberjack
7	Garfish	18	Dart (All)
8	Flounder	19	Yellowtail Kingfish
9	Flathead	20	Pike / Snook
10	Mulloway	21	Banded Sweep
11	Salmon	22	Western Rock Blackfish

6 Club Champions**6.1 Points for Field Days**

Points for fishing Field Days will be awarded at 10 points per kilo, 10 points per species, and one point per fish caught or released. Points for fishing Field Days shall be determined by summing the points per kilo, and points for each species and points for number of fish caught or released in accordance with the Competition Rules. The winner of the day shall be determined as being the highest point scorer.

6.2 Points for Dry Casting Days

Points for dry casting shall be determined by taking the scores of each caster and adding the handicap score and summing the scores for each event. The winner of the day shall be determined as being the highest point scorer.

Points for the Caster of the Year shall be determined by summing the monthly scores for the best 8 scores over the year and the Caster of the Year shall be the person who has scored the highest overall score.

CLUB RULES AND PROCEDURES

These rules and procedures are to be read in conjunction with the Rules (Constitution) of the Surf Casting and Angling Club (Inc) and the Club Competition Rules. Where the Club Rules and Procedures conflict then the Rules prevail.

1. Rules and Procedures:

- 1.1 A general meeting may make rules and procedures necessary for the proper administration of the club.
- 1.2 Such rules and procedures will incorporate three documents:
Club Rules and Procedures,
Code of Governance and,
Competition Rules.
- 1.3 Rules and Procedures so made shall not be repealed, added to or amended until a notice of motion is given to appeal, alter or amend in accordance with clause 2.

2. Changes to Rules and Procedures

- 2.1 Changes to Rules and Procedures shall only be made by the club in a General Meeting. The Committee may however make changes in response to changes in Government regulations concerning, e.g., fish sizes, bag limits etc.
- 2.2 In accordance with rule 1.3, a Notice of Motion will be moved and seconded by two financial members and circulated to members, prior to being put to the vote at a General Meeting.
- 2.3 The motion shall be discussed (for and against) at the General Meeting after the meeting at which it was proposed.
- 2.4 The motion will be voted on at the second general meeting after the meeting at which it was proposed.
- 2.5 A simple majority of greater than 50% of the financial members present at the meeting and voting in favour of the motion is required for the motion to be carried.

3. Certificates of Appreciation

- 3.1 A member who has rendered long and/or valuable service to the club may be presented by the club with a framed certificate of appreciation in a format approved by the committee.
- 3.2 Members may make a recommendation to the committee that a member be awarded a certificate of appreciation.
- 3.3 A recommendation, proposed and seconded by financial members shall be made to the Secretary in writing and shall set out the reasons for the recommendation.
- 3.4 The committee shall have the power to decide whether to accept the recommendation and is not required to give the reasons for its decision.
- 3.5 Wherever possible Certificates of Appreciation should be presented to the recipients at a suitable occasion attended by a majority of club members.

4. Voting

- 4.1 Members must be present at the appropriate meeting in order to cast a valid vote.
- 4.2 In the case of ordinary meetings of the club and where there is an equality of votes the chairperson is not entitled to a second or casting vote and the relevant motion shall be lost.
- 4.3 Members voting at the Annual General Meeting must be financial members prior to the commencement of the AGM.

5. Life membership

- 5.1 Exceptional and meritorious service is the major criteria with respect to consideration of nominations for life membership. Long service even coupled with good and consistent service to the club is not sufficient, this is what is expected of every club member.
" Exceptional Service" will be out of the ordinary and clearly outstanding. It will be profound i.e. insightful, based on good knowledge and understanding of the event and issues. It will be thoughtful. It must be discernible i.e., able to be distinguished or clearly tell apart from simply being good. It may be measurable in either size or quantity and it will by its outcome bring positive results for both the individual and the club. It will achieve lasting or at least long term benefits for the club.

Exceptional Service may be achieved:

1. In the fishing arena where the above characteristics will be clearly evident both within the club and in outside competition.
2. Within the administrative area of the clubs activities where the exceptional event or events may be achieved within either a short period of time or over a longer period of time.
3. Within the financial well-being of the club.
4. By improving the clubs standing and recognition within the wider community whether that be the fishing community or the general community.
5. By improving the ethos of the club. This involves the characteristic spirit of the club i.e. fair competition, willingness to help others and being protective of family values.

Meritorious service is clearly commendable and praiseworthy service which is expected of all club members and which by itself is not sufficient for consideration for life membership.

6. Order of Business at General Meetings

- 6.1 Meeting opened
- 6.2 New members and visitors welcomed
- 6.3 Apologies
- 6.4 Minutes of previous meeting, confirmed
- 6.5 Business arising from previous meeting
- 6.6 Outward and inward correspondence
- 6.7 Business arising from correspondence
- 6.8 Treasurers report and accounts for payment
- 6.9 Business arising from treasurers report
- 6.10 Committee reports
- 6.11 Field Day Officer's Report
- 6.12 Special Business and Notices of Motion
- 6.13 General business
- 6.14 Guest speaker or education
- 6.15 Meeting closed
- 6.16 Raffle Draw

7. Club Year

The club year shall be the financial year i.e., 1st July to 30th June each year.

8. Insurance

The club does not carry any insurance. Responsibility for all activities lays in the hands of individual members.

9. External Organizations

The club may affiliate with external organizations such as Recfishwest.

GUIDELINES FOR BEST PRACTISE

Vehicles

All vehicles entering or leaving the beach should preserve vegetation at all times and keep to made tracks where ever possible.

Offer aid and assistance to any fisherman or motor vehicle in trouble on the beach.

Camping and Environment

Respect local, state and national statutes and the rights of property owners, particularly in regard to camping.

Do not litter the beach or campsites. Use rubbish bins when available, or take your rubbish with you to prevent pollution and to protect wildlife.

Leave the campsite clean and tidy.

Our Fishery

A club competitor shall comply with all the requirements of the State Fisheries Legislation as listed in the Aquatic Resources Management Act 2016 (ARMA).

Observe the rules of common courtesy on the beach

Quickly, carefully and correctly return unwanted or illegal catch to the water.

Use only legal tackle, attend your gear and value your catch.

Treat fish humanely.

The philosophy of "Catch and Release" should be encouraged at all times.

Discipline

The Management Committee shall have the full power to suspend, expel or impose any other penalty, which it may deem fit, upon any member of the Club.

Leaving a Field Day Venue

If a member requires to leave a venue before the stated weigh in time they shall notify the Field Day Officer or another member who agrees to notify the Field Day Officer, they may leave their bag with another member to be presented and weighed at the weigh in, and points will be awarded.

Use of Vehicles

Vehicles using beaches or accessing beaches shall be encouraged to use a pole carrying a flag or bunting which shall be a minimum of three (3) metres from ground level on all field trips whilst off road.

The maximum speed on the beach or tracks shall not exceed 50 km per hour.

Members must always drive with caution when there are other people sighted on any beach.

Local By-Laws

All members shall observe local City or Shire By-Laws at all times.

Annual Information Update

All members should annually complete an Application for Membership Form complete with their next of kin details and current address, email address, phone numbers and contact details. This is to ensure that the club has accurate details of the members details as required by the Act.

Surf Casting and Angling Club of W A (Inc.)

POLICIES

GOVERNING PROCESS POLICIES

- Privacy Policy Statement
- Committee Terms of Reference
- Code of Ethics and Proper Practice
- Policy Making
- Governing Process Policy
- Conflict of Interest Policy
- Meeting Process Policy
- Risk Management Policy
- Committee Members' Expenses Policy
- Child Protection Policy
- Member Protection Policy
- Health Policy

PRIVACY POLICY STATEMENT

At Surf Casting and Angling Club of W A (Inc.) (SCAC) we are committed to respecting the privacy of individuals. Personal information is collected, held, used, corrected, disposed of or transferred in accordance with the National Privacy Principles and Privacy Act 1988 as amended.

Personal information about individuals will, where possible, be collected from the individual; themselves. Where it is not possible, SCAC will ensure that the individual is aware of the collection of the personal information and the use to which it may be put.

Any personal information sent to SCAC by you, either electronically or in printed form may be retained by SCAC. It will be used only for the purpose for which you tell SCAC it can be used, or to contact you to respond to your needs and enquiries. Personal information will be treated with respect and will not be provided to any individuals or organisation unconnected with SCAC without your express prior consent, unless we are required by law to do so.

You have the right to access your personal information held by SCAC. If you wish to gain access to this information, or to lodge a complaint about the privacy practices of SCAC, please put your request or complaint in writing and send it to: The Secretary; SCAC, PO Box 2056, Marmion WA 6020.

COMMITTEE TERMS OF REFERENCE

The SCAC Committee is the legal authority for the organisation. Members of the Committee are trustees representing the interests of the organisation's owners both constitutional and moral. As such, both the Committee and its members are entrusted to ensure that the organisation is soundly managed for the benefit of all.

Governance

The role of the Committee is governance and management. Governance focuses on the organisation's wider issues of organisational purpose, including the setting and monitoring of strategic direction, and the establishment and monitoring of policies. The Committee works to ensure that its objectives and goals are achieved.

In order for members of the SCAC Committee to carry out their governance role they must be familiar with the organisation's policies, plans, and priorities and be able and prepared to demonstrate this familiarity through debate and participation in all areas of the Committee's responsibilities.

Requirements For SCAC Committee Membership

A commitment to work for the greater good of the organisation.

Members will bring knowledge, expertise and influence relevant to the organisation's affairs. Members will be required to serve on sub-committees or working parties from time to time. There is an expectation that Committee members will make every effort to attend all Committee meetings and devote sufficient time to become familiar with the organisation's affairs and the wider environment within which it operates.

Effectiveness Evaluation

The Committee will undertake an assessment of its effectiveness on an annual basis based on the achievement of its own plans established for the year and on the fulfilment of its overall responsibilities as defined in this Terms of Reference and in its policies.

Term Of Office

Members of the Committee are elected in accordance with the Rules.

Members appointed by the Committee to fill a casual vacancy are appointed for the same term as the member replaced.

Policy to be Reviewed - Annually

CODE OF ETHICS AND PROPER PRACTICE

Policy

The Committee is committed to the adoption of ethical conduct in all areas of its responsibilities and authority and is bound by the Constitution and the Associations Incorporation Act 1987 at all times.

Members Of the Committee:

Shall act honestly and in good faith, and with due care and diligence at all times in the interest of the organisation and its stakeholders, ensuring that all stakeholders, particularly those who are members of the organisation are treated fairly according to their rights.

Shall carry out their duties in a lawful manner and ensure that the organisation carries out its business in accordance with the law and the Constitution.

Shall avoid conflicts of interests in as far as this is possible. Where such a conflict arises the member/s concerned must act within the terms of the conflict of interest policy.

Shall be diligent, attend Council meetings and devote sufficient time to preparation for Council meetings to allow for full and appropriate participation in the Council's decision making.

Shall observe the confidentiality of non-public information acquired by them in their role as members and not disclose to any other person such information that might be harmful to the organisation.

Shall act in accordance with their fiduciary duties, complying with the spirit as well as the letter of the law, recognising both the legal and moral duties of the role.

The Committee:

Shall ensure that the independent views of members are given due consideration and weight.

Shall ensure that stakeholders are provided with an accurate and balanced view of the organisation's performance including both financial and service provision.

Shall regularly review its own performance as the basis for its own development and quality assurance. Individual members should also review their own performance with a view to ensuring a suitable contribution to Committee's deliberations and decision making and, if found lacking, should either pursue training or assistance to improve their performance or resign.

Carry out its meetings in such a manner as to ensure fair and full participation of all members.

Shall ensure that the organisation's reserves/assets are protected via a suitable risk management strategy.

Policy to be Reviewed - Annually

POLICY-MAKING

Policy

Policies are designed to provide clear, unambiguous guidelines for the implementation of the various operational elements of the organisation. Policies provide continuity and a consistent point of accountability.

Policy-making shall therefore follow set procedures to ensure the efficacy of the process and the overall policy framework.

Procedures – Committee Level Policies

All Committee-level policies will be approved by the Club at a formally constituted General Meeting. The need for new policies can be notified by individual members of the Club.

Whenever possible, policies should be developed in response to the potential for future use or in advance of an event rather than in response to an event, crisis or problem.

All policies will be programmed for review to be carried out by an approved policy review working group or subcommittee.

All Club policies shall be available to all members.

Policy to be Reviewed - Annually

GOVERNING PROCESS POLICY

Policy

The Committee will adopt as its guiding principle a governing approach to its stewardship; it will make every effort to separate the roles of governance and management and maintain a focus on strategic or long-term issues and policy matters.

Procedures

The Committee will:

Utilise its Terms of Reference as the base document from which it takes its operational direction.

Keep its focus on the strategic implications and required outcomes of programmes and services.

Maintain an emphasis on the policy implications of all matters coming before it. All policies will stem from the mission, vision and values established by the Club and will be framed to achieve the intentions of these high level statements.

Maintain a commitment to excellence in all matters coming before it.

Accept the principle that the Committee speaks with one voice, that no one member shall publicly express his/her own opinion should this deviate from an agreed Committee position or decision.

Accept responsibility for maintaining confidentiality on issues discussed by the Committee when appropriate.

Accept a level of accountability that automatically accompanies Committee membership. The Committee is accountable to its members for the organisation's actions and decisions.

Policy to be Reviewed – Annually

CONFLICT OF INTEREST POLICY

Policy

The Committee places great importance on making clear any existing or potential conflicts of interest for its members.

Members must not be involved in a discussion or decision with the knowledge that there is an opportunity to further the member's direct or indirect pecuniary interest.

Members will not make improper use of information gained through their position, or improper use of the position itself to gain directly or indirectly any advantage for personal or for any other person or organisation.

All such conflicts of interest shall be declared by the member concerned and documented in the meeting minutes.

Procedures

Members are to declare any conflict or potential conflict of interest at meetings. Individual members aware of a real or potential conflict of interest of another member have a responsibility to bring this to the notice of the meeting.

Where a conflict of interest is identified the member concerned is not permitted to participate in any discussion on that topic or topics felt by the meeting to be closely related. Preferably the member concerned should leave the room during such discussions.

When the Chairman is aware of a real or potential conflict of interest involving a member, the Chairman must take whatever steps are necessary to ensure that the conflict is managed in an appropriate manner according to this policy.

Policy to be Reviewed – Annually

COMMITTEES POLICY

Policy

The Club recognises that there are times when a sub-committee can act more effectively than can the full Committee. As a general rule, the Committee will establish sub-committees only in response to its own work. There will be a minimal number of standing committees.

Procedures

The Committee has the authority to establish both standing and ad hoc committees to assist it in its work, but cannot delegate its individual or collective responsibilities to a committee.

Unless explicitly empowered by the full Committee, sub-committees cannot make binding decisions. For the most part the function of committees is to solve problems for and/or make recommendations to the Committee on which the latter, and only the latter, has the power to make decisions or policy.

Committees shall develop their own terms of reference, endorsed by the General Meeting, clearly defining their role, procedures and functions, and the boundaries of their authority.

Committees may co-opt outside members from time to time in order to bring additional skills, experience or networks.

All ad hoc committees are automatically disestablished once they have completed their work and have reported to the Committee.

All standing sub-committees shall review their terms of reference annually including their membership and the results of their work and so report to the Committee.

Policy to be Reviewed - Annually

RISK MANAGEMENT POLICY

Policy

The Club is committed to the management of risks throughout its operations to protect its members, assets and professional reputation.

The Club will implement a risk management framework which is designed to identify the sources of upside and downside risk, quantify the impact and control/minimise downside risk through practical and cost effective control measures.

Definition

Risk is defined as the potential consequence of action, whether positive or negative, taken to realise the organisation's mission, vision and values.

Responsibilities

The Committee is responsible for:

- determining the organisation's risk management policy;
- identifying areas of significant business risk;
- ensuring effective systems and controls are in place to manage identified risks
- developing and implementing a risk management process.
- establishing a risk-aware culture within the organisation
- integrating a structured business risk management system so that members clearly understand their responsibilities for risk management.

Procedure

The Committee will:

- review, define and adopt on an annual basis its risk management framework
- ensure that external risks are appropriately monitored and managed
- establish the level of acceptable risk,
- take all actions necessary to minimise negative impact and maximise positive opportunities from risk taking
- utilise external specialist advice as appropriate.

Policy to be Reviewed - Annually

HEALTH POLICY

The Health Policy is based on these precepts:

1. Angling is an outdoor sport and recreation, and the Club therefore should ensure that its members are aware of all generally available information with regard to sun protection.
2. Where food is provided at Club functions and activities, healthy food must be made available as a large proportion of the food offered.
3. Sports safety must be considered at all events, and members must be encouraged to ensure that a comprehensive first-aid kits are provided.

First-aid kits must be available at all Club events.

The Club should ensure that at least one first-aid trained person should be available at all events.

Policies are to be circulated to all member to ensure that all are aware of the requirements of the policies at all times.

Policy to be Reviewed - Annually