



**RACING
QUEENSLAND**

Racing Queensland Board (trading as Racing Queensland)

Country Racing Panel Charter

1. Date Charter was Made

This Charter was made on 3 February 2017.

2. Date this Charter Commences

This Charter commences on 3 February 2017.

3. Establishment of the Country Racing Panel

- (a) The Country Racing Panel (the **Panel**) is established by Racing Queensland (**RQ**) to undertake the functions described in this Charter.
- (b) The Panel will continue for the period determined by the RQ Board.

4. Country Racing Associations

- (a) Subject to section 4(b), the RQ Board acknowledges the following unincorporated associations:
 - i. South East Country Racing Association;
 - ii. Eastern Downs Country Racing Association;
 - iii. Downs Country Racing Association;
 - iv. Capricornia Country Racing Association;
 - v. Central West Country Racing Association;
 - vi. Leichhardt Country Racing Association;
 - vii. North West Country Racing Association; and
 - viii. Far North Country Racing Association,(the **Associations**).
- (b) The RQ Board will continue to acknowledge an Association where the Association complies with the following requirements:
 - i. the Association represents non-UBET thoroughbred clubs (as defined in section 12(4) of the *Racing Act 2002* (Qld)) within the geographical boundaries identified in Annexure A;
 - ii. the Association adopts the model charter outlined in Annexure B (the **Model Charter**);
 - iii. the Association complies with the Model Charter;
 - iv. the Association provides a copy of the minutes of each meeting of the Association to the RQ Board within one month of the meeting; and
 - v. the Association holds a general meeting every 2 years (at a minimum) to elect a chairperson and secretary to represent the Association.

5. Chairperson of the Panel

The Chairperson of the Panel is the person appointed by the RQ Board from time to time.

6. Secretary of the Panel

The Secretary of the Panel is the person appointed by the RQ Board from time to time.

7. Composition of Panel

- (a) The Panel shall comprise representatives appointed by the RQ Board including:
 - i. the chairperson of each of the Associations; and
 - ii. other persons from time to time.
- (b) A representative may resign from the Panel by providing a signed written notice to the Chairperson of the Panel.
- (c) RQ may remove a representative from the Panel in its absolute discretion.
- (d) RQ may (but is not obliged to) replace a representative that:
 - i. has resigned pursuant to section 7(b);
 - ii. has been removed from the Panel pursuant to section 7(c); or
 - iii. is ineligible to be a representative pursuant to section 7(g),with another representative.
- (e) In the event that an Association ceases to operate, RQ may change the composition of representatives appointed to the Panel under section 7(a).
- (f) RQ may change the number of representatives appointed to the Panel in its absolute discretion.
- (g) A person is ineligible to be a representative of the Panel if the person:
 - i. is affected by bankruptcy action;
 - ii. has a disqualifying conviction (as that term is defined in the *Racing Act 2002* (Qld));
 - iii. is subject to an exclusion action under any control body's rules of racing;
 - iv. is disqualified from managing corporations, under the *Corporations Act 2001* (Cth), part 2D.6; or
 - v. is a chairperson of an Association and has resigned from that Association.
- (h) A representative of the Panel must promptly notify the Chairperson of the Panel in writing if at any time the representative is "ineligible" pursuant to section 7(g).
- (i) At all times each Association shall be entitled to have representation on the Panel.

8. Functions and Powers of Panel

- (a) The functions of the Panel are to:
 - i. assist in the development of strategies designed to foster and develop Country Racing;
 - ii. review and provide feedback on proposals intended to be introduced by RQ management which are presented to the Panel for its consideration;
 - iii. formulate proposals to RQ for its consideration; and
 - iv. notify RQ of feedback or suggestions received from other industry stakeholders relevant to the functions of the Panel.
- (b) Any recommendations, feedback, proposals or decisions made by the Panel will be taken into consideration by RQ but will not be binding on RQ.
- (c) The Panel does not operate as an alternate decision making body to the RQ Board or undertake or supersede the tasks performed by RQ administration.

9. Presiding at Meetings

- (a) The Chairperson of the Panel must preside at all meetings of the Panel.
- (b) If the Chairperson of the Panel is absent from a meeting of the Panel, a representative (or such other person) nominated by RQ must preside.

10. Times and Places of Meetings

- (a) The Panel must meet at least three times per calendar year at a location nominated by RQ in the State of Queensland.
- (b) Additional meetings may be conducted at the discretion of the Chairperson of the Panel.

11. Agendas

Issues that will form the agenda of each meeting of the Panel will be prepared by the Secretary of the Panel and distributed to each representative of the Panel a reasonable time before the meeting.

12. Quorum

A quorum for the Panel is the number equal to two-thirds of the number of its representatives or, if two-thirds is not a whole number, the next highest whole number.

13. Attendance by Proxy

A representative of the Panel is, with the prior approval of the Chairperson of the Panel, entitled to attend a meeting by proxy.

14. Conduct of Meetings

- (a) If RQ requests the Panel to provide a recommendation on a certain matter, and if the representatives of the Panel are unable to reach a unanimous view on the matter, the Secretary of the Panel will note the views of each Panel Member.
- (b) The Panel may hold meetings, or allow representatives to take part in its meetings, by using any technology that reasonably allows representatives to hear and take part in discussions as they happen.
- (c) A representative who takes part in a meeting under section 14(b) is taken to be present at the meeting.

15. Conflict of Interest

Any representative of the Panel who has an interest that will be affected by a recommendation, proposal or decision by the Panel shall disclose their interest to the Panel.

16. Minutes and Reporting

- (a) The Secretary of the Panel must keep:
 - i. minutes of meetings of the Panel;
 - ii. a record of recommendations, feedback, proposals and decisions made by the Panel at each meeting; and
 - iii. a record of matters discussed by the Panel that must be kept confidential.
- (b) The minutes of the proceedings of every meeting:
 - i. shall be entered in the minute book of the Panel; and
 - ii. shall identify matters that are to remain confidential in accordance with section 17 below.
- (c) A copy of the minutes must be provided to the Panel within one month after the date of the meeting.
- (d) The Chairperson of the Panel shall regularly update the RQ Board about Panel activities and make appropriate recommendations.
- (e) The minutes of each meeting of the Panel will be tabled at the next meeting of the RQ Board.
- (f) At the discretion of the Chairperson of the Panel, any relevant matters deemed to be of major importance should be referred to the RQ Board for its attention.

17. Confidentiality

- (a) The Chairperson of the Panel may identify matters discussed and/or pertaining to the Panel as being confidential from time to time (**Confidential Information**).
- (b) The Panel must keep Confidential Information, confidential.
- (c) Each representative of the Panel must ensure that no Confidential Information is disclosed other than with RQ's prior written permission.

18. Intellectual Property and Moral Rights

- (a) RQ owns all Intellectual Property Rights which may arise in respect of, or as a result of, the activities of the Panel or the performance of any work pertaining to the Panel.
- (b) Each representative of the Panel:
 - i. must do everything required to give RQ, or RQ's nominee, full legal ownership of the Intellectual Property Rights referred to in section 18(a) above or to protect those rights; and
 - ii. is not entitled to an assignment fee or similar payment.
- (c) Each representative of the Panel consents to RQ infringing any moral rights that the representative of the Panel may have or become entitled to in any work created, developed, modified or enhanced in the course of the Panel activities. For the purposes of this consent, "work" has the meaning given to that term in the *Copyright Amendment (Moral Rights) Act 2000* (Cth) and "moral rights" refers to any right arising under the provisions of that legislation, or similar legislation.

For the purposes of this Charter, "**Intellectual Property Rights**" means any and all beneficial and legal ownership and intellectual and industrial protection rights throughout the world, both present and future, including rights in respect of or in connection with any Confidential Information, copyright (including future copyright and rights in the nature of or analogous to copyright), moral

rights, inventions (including patents, trademarks, service marks, designs, circuit layouts and performance protection) whether or not now existing and whether or not registered or registrable, and includes any right to apply for the registration of such right and all renewals and extensions.

19. Charter review

- (a) The Panel must review this charter at least annually and update it as needed to respond to new needs and any changes in regulatory or other requirements.
- (b) The Chairperson of the Panel must submit the updated charter to the RQ Board for approval before any changes take effect.

20. Version History

Current Version:	1	Date Made:	03 / 02 / 2017	Effective Date:	03 / 02 / 2017
Charter Owner:	General Manager Racing			Review due by:	03 / 02 / 2018
Enquiries to:	General Manager Racing				

Version	Effective	Enquiries to	Charter Owner	Changes Made
[X]	[d/m/yyyy]	[Role/Position, (Dept.)]	[Role/Position Dept.]	[Brief description]

Annexure A

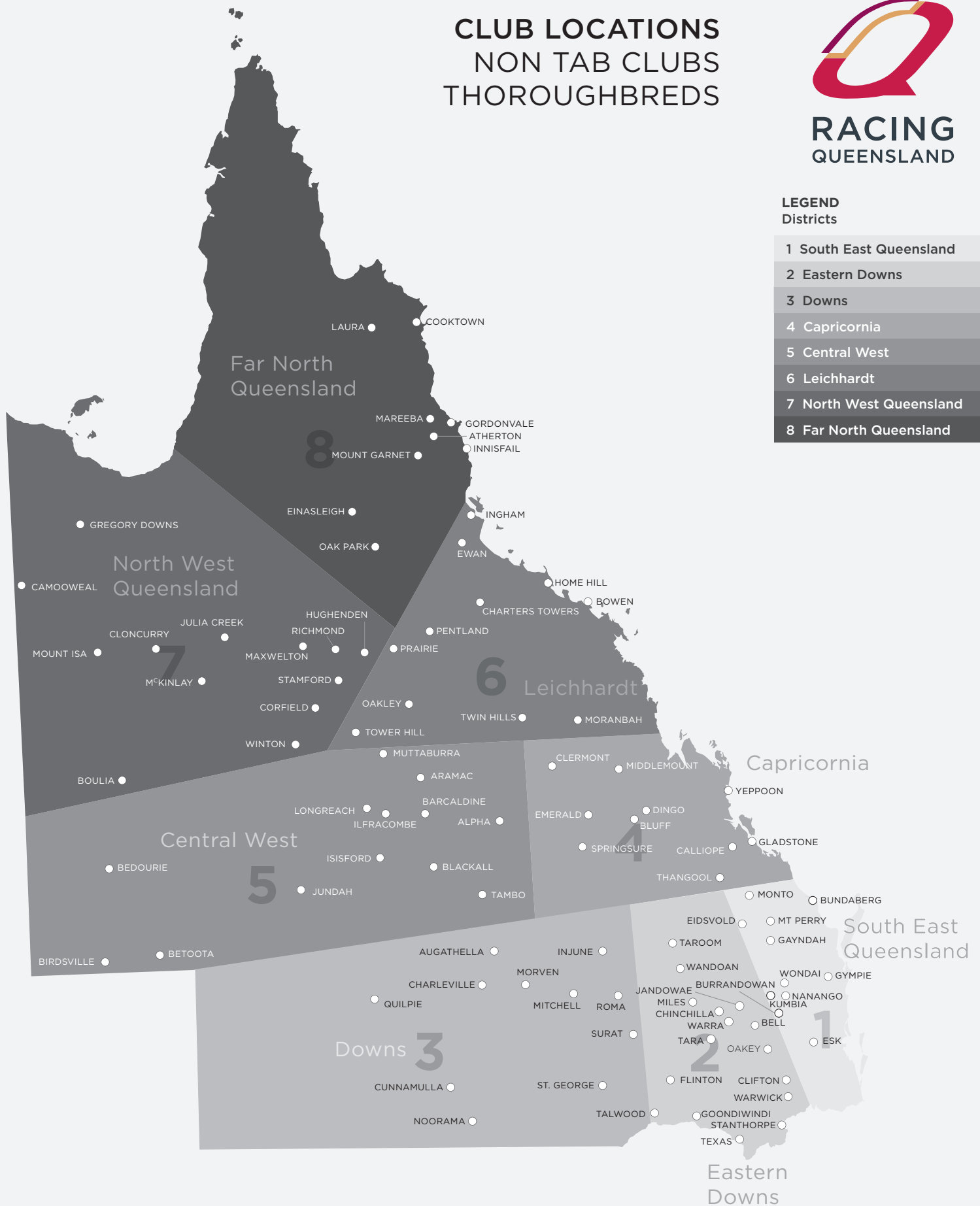
CLUB LOCATIONS NON TAB CLUBS THOROUGHBREDS



RACING
QUEENSLAND

LEGEND Districts

- 1 South East Queensland
- 2 Eastern Downs
- 3 Downs
- 4 Capricornia
- 5 Central West
- 6 Leichhardt
- 7 North West Queensland
- 8 Far North Queensland



Annexure B



RACING
QUEENSLAND

Racing Queensland Board (trading as Racing Queensland)

Model Country Racing Association Charter

1. Date Charter was Made

This Charter was made on 1 June 2010.

2. Date this Charter Commences

This Charter commences on 1 July 2010.

3. Amendment

This Charter was amended on 3 February 2017.

4. Establishment of the Country Racing Association

The Association is established to undertake the functions described in this charter.

5. Name

The name of the Association is [].

6. Composition of the Association

- (a) The Association represents non-UBET thoroughbred clubs (as defined in section 12(4) of the *Racing Act 2002* (Qld)) within the geographical boundaries identified in Annexure A. The geographical boundaries may be varied from time to time by Racing Queensland (**RQ**) after consultation with the Country Racing Panel (the **Panel**).
- (b) The Association shall comprise:
 - i. a representative nominated by each registered Queensland Non TAB thoroughbred race club located within the geographical boundaries of the Association;
 - ii. a representative nominated by the Association from each of the following groups:
 - A. trainer;
 - B. jockey;
 - C. bookmaker; and
 - D. owner.
- (c) For the purpose of this charter, the definition of a "Non TAB thoroughbred race club" is a club that conducts a minimum of 50% of its race meetings as Non TAB events.
- (d) To be eligible to be a Member of the Association, a nominated person must reside within the Association's geographical boundaries.
- (e) A Member may resign from the Association by providing a signed written notice to the Chairperson of the Association.
- (f) A person is ineligible to be a Member of the Association if the person:
 - i. is affected by bankruptcy action;
 - ii. has a disqualifying conviction (as that term is defined in the *Racing Act 2002* (Qld));
 - iii. is subject to an exclusion action under any control body's rules of racing; or
 - iv. is disqualified from managing corporations, under the *Corporations Act 2001* (Cth), part 2D.6

- (g) A Member of the Association must promptly notify the Chairperson of the Association in writing if at any time the Member is “ineligible” pursuant to section 6(f).

7. Functions of the Association

The functions of the Association are to:

- (a) provide advice to the Panel and RQ on matters related to Non TAB country racing in Queensland and any other matter presented to the Association for its consideration;
- (b) assist in the development of strategies designed to foster and develop Country Racing; and
- (c) review and provide feedback on proposals intended to be introduced by RQ management which are presented to the Association for its consideration.

8. Chairperson of the Association:

- (a) The Association must hold a general meeting every 2 years (at a minimum) to elect a Chairperson to represent the Association.
- (b) The Chairperson must be elected for a two (2) year term with the election to be conducted by, and the term to commence from, the 1st July of any given year.
- (c) The Chairperson of the Association is eligible to claim up to \$1,000 per calendar year for the costs associated with performing the Chairperson function. This allowance will be paid in accordance with RQ policy.

9. Secretary of the Association

- (a) The Association must hold a general meeting every 2 years (at a minimum) to elect a Secretary to represent the Association.
- (b) The Secretary must be elected for a two (2) year term with the election to be conducted by, and the term to commence from, the 1st July of any given year.
- (c) The Secretary of the Association is eligible to claim up to \$1,000 per calendar year for the costs associated with performing the Secretarial function. This allowance will be paid in accordance with RQ policy.

10. Presiding at Meetings

- (a) The Chairperson of the Association must preside at all meetings of the Association.
- (b) If the Chairperson of the Association is absent from a meeting of the Association or the office is vacant, a Member nominated by the Members present at the meeting must preside.

11. Times and Places of Meetings

- (a) The Association must meet at least once per calendar year at a location nominated by the Chairperson of the Association in the State of Queensland.
- (b) Additional meetings may be conducted at the discretion of the Chairperson of the Association.

12. Agendas

Issues that will form the agenda of each meeting of the Association will be prepared by the Secretary of the Association and distributed to each Member of the Association a reasonable time before the meeting.

13. Quorum

A quorum for the Association is the number equal to one-third of the number of its Members or, if one-third is not a whole number, the next highest whole number.

14. Attendance by Proxy

A Member of the Association is, with the prior approval of the Chairperson of the Association, entitled to attend a meeting by proxy.

15. Conduct of Meetings

- (a) Any question, which meets the guidelines for consideration at a meeting of the Association, is decided by a majority of the votes of the Members present.
- (b) Each Member present at a meeting has a vote on each question to be decided and, if the votes are equal, the Member presiding also has a casting vote.
- (c) A Member present at a meeting who abstains from voting is taken to have voted for the negative.
- (d) If RQ requests the Association to provide a recommendation on a certain matter, and if the Members of the Association are unable to reach a unanimous view on the matter, the Secretary of the Association will note the views of each Member.
- (e) The Association may hold meetings, or allow Members to take part in its meetings, by using any technology that reasonably allows Members to hear and take part in discussions as they happen.
- (f) A Member who takes part in a meeting under subsection 14(e) is taken to be present at the meeting.
- (g) A resolution is validly made by the Association, even if it is not passed at a meeting, if:
 - i. notice of the resolution is given under procedures approved by the Association; and
 - ii. at least 50% plus one (1) of the Members of the Association give written agreement to the resolution.

16. Conflict of Interest

Any Member of the Association who has an interest that will be affected by a recommendation, proposal or decision made, or proposed to be made, by the Association shall disclose their interest to the Association.

17. Minutes

- (a) The Secretary of the Association must keep:

- i. minutes of meetings of the Association; and
 - ii. a record of recommendations, feedback, proposals and resolutions made by the Association at each meeting.
- (b) The minutes of the proceedings of every meeting shall be entered in the minute book of the Association.
- (c) The minutes shall be an account of the business of the meeting and must contain such detail as is necessary to record the essential elements of the meeting including:
 - i. the nature of the meeting;
 - ii. the date, time and place of the meeting;
 - iii. the names of those present at the meeting;
 - iv. the wording of all motions and amendments that are proposed;
 - v. the names of the movers and seconders of all motions and amendments;
 - vi. whether proposals are carried or rejected; and
 - vii. if requested by a Member, the numbers voting for and against the motion or amendment.
- (d) A copy of the minutes of each meeting of the Association must be provided to the RQ Board within one month of the meeting.

18. Charter Review

RQ must review this charter and update it as needed to respond to new needs and any changes in regulatory or other requirements.

Annexure A

CLUB LOCATIONS NON TAB CLUBS THOROUGHBREDS



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LEGEND Districts

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