

**ZONE NOMINATION FORM**

NAME OF ZONE			
We wish to nominate the following Representative/s to the Sub-Committee named below			
NAME OF SUB-COMMITTEE			

FIRST PREFERENCE			
NAME OF NOMINEE			
ADDRESS			
SIGNATURE OF NOMINEE		PHONE	EMAIL

NAME OF NOMINEE			
ADDRESS			
SIGNATURE OF NOMINEE		PHONE	EMAIL

NAME OF NOMINEE			
ADDRESS			
SIGNATURE OF NOMINEE		PHONE	EMAIL

NAME OF NOMINEE			
ADDRESS			
SIGNATURE OF NOMINEE		PHONE	EMAIL

SIGNED: ZONE PRESIDENT		SIGNED ZONE SECRETARY / COACH CO-ORDINATOR	

Return to

Pony Club Association of Western Australia Inc  
State Equestrian Centre, Cathedral Avenue  
BRIGADOON WA 6069

Fax: 9296 1545

Email: [office@pcawa.com](mailto:office@pcawa.com)

**CLOSING DATE:**

**3rd February 2010 or at your earliest convenience**

## **PONY CLUB ASSOCIATION OF WESTERN AUSTRALIA INC**

### *SUB-COMMITTEES OF THE PONY CLUB COUNCIL*

All Sub-Committees meet as required to coordinate all rules, tests and conditions for their respective discipline within the Pony Club Association of Western Australia Inc.

It is important to remember that Sub-Committees are not autonomous; they are part of the overall Pony Club movement, which in Australia is governed by the Australian Pony Club Council. Decisions made by Sub-Committees must therefore be in accordance with Pony Club rules and regulations.

If a Sub-Committee wishes to make any changes to existing Pony Club policy, it needs to be borne in mind that such a change will not only impact on its own discipline, but on every other discipline and every Pony Club member. This is one of the reasons for the requirement that Sub-Committees decisions cannot be effective until ratified by Council.

Each Sub-Committee is responsible for the appointment of selectors, selection and training of State Squads and individual International representatives for their respective disciplines. Representatives, elected by the Dressage, Eventing and Showjumping Sub-Committees shall form a Selection Panel, when required, to choose an Interpacific representative.

All Sub-Committees are appointed annually by Council at the March Council Meeting. The Sub-Committees have the power to co-opt (with the approval of Council) but at no time may the co-opted members outnumber those appointed. Council may appoint additional members to a Sub-Committee. Sub-Committees must provide a written report to every quarterly Council meeting on their activities.

All members of Sub-Committees have one vote on their respective Sub-Committees, with the Chairperson having a casting vote also.

No Zone shall be represented by more than one quarter of the members of a Sub-Committee, unless no other nominations are received. A quorum of any Sub-Committee shall be one more than half the number of members of the Sub-Committee.

Zones may nominate up to four (4) representatives to each Sub-Committee. The nominee listed first on the Zone's nomination form will become a member of that Sub-Committee. The total members of a sub-committee should not exceed in number the number of Zones. Should there be insufficient nominations; each Sub-Committee will then be able to co-opt additional members, to a maximum number (the same as the number of Zones).

Should there be more nominees than vacancies on a Sub-Committee after each Zone's preferential nominee has been appointed, the PCAWA will forward a ballot paper to each person nominated and these nominees will elect the remaining representatives to that Sub-Committee, from the nominations provided by the Zones.

The elections will be held in accordance with the PCAWA Constitution.

Nominees from Zones do not need to be a member of that Zone, but must be a current financial member of a Club affiliated with the PCAWA. Zones are also requested to nominate representatives to Sub-Committees where those representatives have a particular interest in, or knowledge of, the discipline concerned and those representatives must be

willing to participate on the Sub-Committee by attending meetings and undertaking allocated tasks.

In accordance with Clause 16 of the PCAWA Constitution, any member of a Sub-Committee that:

Is absent from more than -

1. 3 consecutive meetings; or
2. 3 meetings in the same financial year without tendering an apology to the person presiding at each of those meetings; of which meetings the member received notice, and the office has been declared vacant;
3. Ceases to be a member of the Association or;
4. Is subject of a resolution passed by a general meeting of members terminating his or her appointment as an Executive member.

Ceases to be a member of the Sub-Committee.

Copies of Minutes of all Sub-Committees must be forwarded to PCAWA Headquarters, within fourteen days of the date of the meeting, where they will be kept on file. **The decisions of Sub-Committees must be approved and ratified by the Council.**

The Chairpersons of the Sub-Committees may be invited to attend Executive Meetings as Observers.

#### **SUB-COMMITTEES**

**Dressage, Festival, Eventing, Showjumping, Novelties, Prince Phillip Mounted Games, Tetrathlon**

Co-ordinates the rules, tests and conditions for all PCAWA Discipline competitions.

Responsible for ensuring all members of the Sub-Committee are aware of the current EFA & FEI Rules for each discipline and informing Members of any amendments relevant to Pony Club competition.

The Sub-Committee is also responsible for maintaining lists of appropriate Judges for Pony Club disciplines and for encouraging Judges to become accredited.

Co-ordinates the selection of representatives for National and International competition in discipline.

Coordinate each discipline State Championship

#### **OTHER SUB-COMMITTEES**

May be convened from time to time, as required.

For example, in alternate years, a Taskforce Sub-Committee has been convened to coordinate arrangements for the National Championships (Towards 2000 [1995], One Step Closer [1997], The Final Countdown [1999] and Beyond 2000 [2002]).

Usually comprise representatives from the Sub-Committees of the disciplines involved, plus other invited representatives, according to areas of expertise (eg fundraising, etc).