CHARTER

North Island Harness Regional Forum

1. Introduction

1.1 The Forum is called the North Island Regional Forum (NIRF).

1.2 The NIRF is established under Clauses 11.1 to 11.6 of the Constitution of Harness Racing New Zealand (HRNZ) ("Constitution").

1.3 The NIRF's geographical mandate is for members located in the North Island.

1.4 For the avoidance of doubt the NIRF:[1]

(a) does not have separate corporate status;

(b) is consultative forum, not a decision-making body of HRNZ, or another layer of governance; and

(c) is independent of HRNZ in its composition and functioning.

2. Purpose

The purpose of the NIRF includes:

(a) To enhance regional harness racing operational, organisation, and funding matters at a local and regional basis.

(b) To provide communications, coordination, and planning in support of the National Forum functions described in the Annex.

(c) To appoint members to the National Forum.

3. Composition

3.1. The NIRF shall comprise a representative of:[2]

a. the totalisator clubs in the region; and

b. the affiliate or branch of any kindred body in the region or if there is no affiliate or branch a person nominated by the national kindred body for that region; and

3.2 The NIRF may admit as a member of the NIRF a representative of:[3]

(a) Any other registered club or affiliated entity in its region referred to in the First Schedule of the Constitution, and

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[1] Constitution Clause 11.5
[2] Constitution Clause 11.2(a)
[3] Constitution Clause 11.2(b)

(b) Any key stakeholders in the region, including organisations that run trials and workouts.

3.3 One of the NIRF members appointed under clause 3.1 shall be elected chairperson of the NIRF and its executive committee.

3.4 A body entitled to appoint a representative to the NIRF may notify the secretary of the NIRF of the appointment of an alternate representative for a meeting or a period of time.

4. Term

4.1 A member of the NIRF, and an alternate, is appointed for the period and subject to the terms and conditions specified by the appointing organisation and may be removed by the appointing organisation at any time.

4.2 Unless otherwise stated the term of appointment is for three years which may be renewed.

5. Executive Committee, Secretary, Costs, Meetings and Process

5.1 The NIRF shall appoint a secretary who will be responsible to the chairperson for the efficient administration and communications of the NIRF among its members, with HRNZ, and with third parties.

5.2 The NIRF shall establish an executive committee of up to six members which is responsible for the administration and operation of the NIRF and the achievements of its purposes.

5.3 The initial executive committee shall consist of two members nominated by each of the Auckland Trotting Club Inc and the Waikato Bay of Plenty Harness Racing Club Inc and two members nominated by the lower North Island clubs. Those persons shall hold office at the pleasure of their appointing clubs and may be replaced at any time.

5.4 The NIRF will agree on a cost-sharing arrangement for the secretariat costs. Member organisations will cover the costs of their participation in the NIRF.

5.5 The NIRF will meet:

(a) a minimum of four times per calendar year;

(b) at such other times as the chairperson requests;

(c) at the request of the chief executive of the HRNZ in consultation with the chairperson;

(d) at the request of the chairperson of the National Forum in consultation with the chairperson; or

(e) at the request in writing of the majority of the representatives appointed under clause 3.1.

5.6 At least 48 hours' notice shall be given of a meeting of the NIRF a requirement that may be waived if a majority of clause 3.1 representatives agree in advance.

5.7 A quorum for a meeting shall be a majority of current clause 3.1 representatives.

5.8 The NIRF may meet in person or via electronic media or a mix of both.

5.9   The NIRF shall seek to reach decisions by consensus. If consensus cannot be reached each totalisator club in clause 3.1 shall have the votes set out in the Second Schedule of the Constitution of HRNZ and each kindred body one vote.

5.10   The NIRF must ensure minutes of all meetings kept and retained. The minutes shall be circulated the members and to the National Forum and the other regional forums.

5.11   The chairperson may invite any member of the HRNZ board, HRNZ management or staff, industry participant, or a subject matter expert to attend a meeting as an observer to contribute and support the effective conduct of the NIRF.

6.   Reporting

6.1   The NIRF chairperson shall report regularly (at least half yearly) on NIRF activities to the forum members with a copy sent to the chief executive of HRNZ and the chairperson of the National Forum.

6.2   When the NIRF is reporting to the National Forum or HRNZ on a matter they have been consulted on it shall record if the small racing clubs (i.e. three or less totalisator licences) agree or disagree with the submission. If the small racing clubs disagree (in a material or significant way) with the NIRF view then the reasons why should be noted.

7.   Amendments to the Charter

7.1   This Charter will be reviewed every two years but may be amended by the NIRF at any time in consultation with the National Forum and HRNZ on a two-thirds majority vote.

Annex A – National Forum Functions: Clause 12.5 Constitution of HRNZ

The National Forum is a cross-harness racing code body that, with the best collective interests of the New Zealand harness sport at heart, can provide:

 (a)   meaningful input to the selection of members of the Board by providing feedback on the required competencies and skills;

 (b)   the direct appointment of three members of the Directors Nomination Panel, who do not have to be members of the National Forum;

 (c)   perspectives on national matters that will inform the Board's strategic thinking before plans and long-term strategies are finalised;

 (d)   perspectives on the future of harness racing; and

 (e)   a forum for cross-sport conversations and networking across the sport.