



SHOW HORSE COUNCIL OF AUSTRALASIA INC.

BY – LAWS

Adopted 1st August 2000

**Updated 6th March 2001, February 2005,
December 11th 2007 January 13th 2009,
September 1st 2009**

April 5th 2011 Issue

1. INTRODUCTION

These By-Laws shall be effective within the boundaries of the S.H.C.'s jurisdiction and be relevant to the Rules of The Show Horse Council Of Australasia Inc. as adopted on 1.8.2000 and as amended from time to time.

2. ALTERATIONS

Alterations, additions and/or deletions to the By-Laws shall come forward only by a written Notice Of Motion, from a S.H.C. Affiliate or Constituent Affiliate.

The Secretary must receive such Notice Of Motion, at least 14 days prior to the Meeting at which it is to be tabled and be recorded in the Minutes of that Meeting. The Notice Of Motion as such will be included on the Agenda of a following Meeting, giving at least 28 days notice of the Meeting at which such Notice Of Motion will be discussed and voted on.

3. MEETING PROCEDURES

- A. The Chairman will reserve the right to admit to the Meeting any matter or person he/she considers should be heard.
- B. The proceedings of all meetings shall be recorded and documented as Minutes. All Motions moved shall be recorded, discussion/comment may not be documented without the approval of the speaker.
- C. The Council may appoint a person other than the Secretary to record the proceedings of a Meeting, the documentation of Minutes shall then be approved by the Secretary &/or Chairperson.
- D. Matters to be dealt with by the Council must be submitted through Affiliates &/or Constituent Affiliates, except where matters are not related to an Affiliates' activities.
- E.1 Any Motion proposed at a meeting of the Council, other than that of an Administrative Motion, shall be handed to the Chairman in a correct written form together with a brief preamble outlining the basis and reasoning for such motion. The Motion and the preamble shall be circulated to all Affiliates for consideration and be placed upon the Agenda for consideration at the Council Meeting two months after it being tabled.
- E.2 Any action to rescind or alter a decision on an item that has been previously circulated to Affiliates and formally adopted and carried by the Council, shall be put forward as a Notice Of Motion &/or included in the Agenda/Minutes and circulated to all Affiliates before being voted upon.
- F. Where an Affiliate's delegate/s are absent from an S.H.C. Meeting and their apologies are submitted, that Affiliate shall be awarded *full* voting entitlement on any previously circulated Motion or item/s of business, providing such Affiliate submits a written vote, together with a copy of the minutes of their meeting which confirms such vote. Notice as such must be received by the Secretary at least 24 hours prior to the Meeting at which the matter is to be raised.
- G. All Delegates of the same Affiliate must vote as a block, where any disagreement arises in relation to an Affiliate's vote, the majority vote of those delegates shall prevail, if a block vote cannot be resolved then that Affiliate shall not be entitled to a vote.

4.0 TRANSFER OF MEMBERSHIP

- A. A member of the S.H.C. may transfer his/her membership to another Affiliate or to a Constituent Affiliate.
- B. A Transfer of Membership Form must be completed by such member and lodged in accordance with the directions contained in such Form.

Upon receipt of the signed Transfer, the Affiliate shall, at the earliest opportunity, place the request for Transfer before its committee, on approval the Transfer shall be granted.

- C. The Secretary of the Affiliate from which the member is transferring will, providing no monies are outstanding, sign the release and delete the member/s name/s from the Affiliate's Roll of Members, send copy of the Form to the Council and the Affiliate which the Membership is being transferred to.
- D. Transfer will only be available to paid up members wishing to transfer in that Financial Year.

4.1 RECIPROCAL RECOGNITION OF SHC MEMBERSHIP

A member may only be a current & financial member with one SHC Affiliate at any one time. Where SHC Membership is a condition of Entry to a SHC Event the following shall apply:

- A. **GENERAL EVENT:** Current Membership of any SHC Affiliate shall be recognised for Entry to an Event being conducted by another SHC Affiliate.
- B. **STATE EVENT:** Current Membership of a SHC Affiliate within a State shall be recognised for Entry to an Event being conducted by another SHC Affiliate within that State.
- C. **NATIONAL EVENT:** Current Membership of any SHC Affiliate shall be recognised for Entry to a SHC National Event.
- D. Proof of membership (i.e. current membership card or copy of membership payment receipt) shall be provided at the time of Entry to these Events.

5. MEMBER LIST

The Secretary shall maintain a Membership List of all Affiliates with a copy provided to the Treasurer.

6. DELEGATES

- A. Any nomination of a delegate, alternate delegate or replacement delegate, shall be notified in writing to the Council. Upon approval by Council, such nomination shall be appointed.
- B. A vacancy in the position of an Affiliate's Delegate shall be notified in writing to the Council within 28 (twenty-eight) days of such vacancy occurring.

7. REPRESENTATIVES TO COUNCIL

The Council may accept a representative from an organization with interests similar to the S.H.C. Such organization may nominate a representative for appointment to the Council. Such representative shall not be eligible to vote or stand for those positions listed under Part V. 39A. (a) of the Rules, unless such person is also a delegate.

8. SUB-COMMITTEES

- A. Sub-Committees shall be formed for "Horse Of The Year", "Grand National", "Training & Youth Development" or other where the Council deems necessary.
- B. Sub-Committees shall be formed by the Council from members of the Council.
- C. The Chairman of the Sub-Committee shall be elected at the first meeting of such Sub-Committee.
- D. With the approval of Council, the Sub-Committee may co-opt any person. The co-opted person may be appointed for such time as the Sub-Committee functions. The co-opted person has the right to vote at that Sub-Committee's

- meeting only.
- E. All decisions of Sub-Committees shall be placed before the Council for approval or ratification.
 - F. No individual or Sub-Committee member shall speak on behalf of the Council.

9. AUTHORITY

A member of Council shall not speak or supply documentation on behalf of the Council without the sanction of Council or the Executive Committee.

**10. GRAND NATIONAL QUALIFICATION SHOWS
SHOW CRITERIA CATEGORIES**

- A. A State Capital Royal Show
- B. A State Horse of the Year Show conducted by the SHC or a Constituent Affiliate. Entry in Horse & Rider events are restricted to horses registered with the National Saddle Horse Register & all Exhibitors/Owners/Lessees /Responsible Officers/ Riders to be current members of the SHC & its Constituent Affiliates.
- C. A SHC approved Show conducted by a S.H.C Affiliate: the level of competition to be of high standard with the location of the Show to be of benefit to S.H.C. Members. Entry in Horse & Rider events restricted to horses registered with the National Saddle Horse Register & the Exhibitors/Owners/Lessees/ /Responsible Officers/ Riders to be current members of the SHC &/or its Constituent Affiliates.
- D. Shows of recognised esteem & long standing, where the standard of competition is considered to be comparable with a H.O.T.Y. or a major Royal Show
- E. Royal Shows other than State Capital Royal Shows & State Agricultural Shows where the level of competition is of a high standard.

11. CRITERIA FOR GRAND NATIONAL QUALIFIER STATUS

- A. Meeting the Application criteria does not guarantee that a show will be accepted as a GN Qualifier. The S.H.C. reserves the right, without recourse, at its discretion, to admit, revoke or reject the acceptance of any Show as a Grand National Qualifier.
- B. At the December Meeting of the S.H.C. the current Qualifiers are considered, providing all requirements have been met these Qualifier Shows are endorsed for the forthcoming year. New Applications for future acceptance are then put forward for consideration; acceptance is at the discretion of the SHC. Taken into consideration will be the number of Qualifiers within a State, any clash of dates with other Qualifiers, impact on existing Qualifiers etc.
- C. New Applications received after the December meeting may be considered at the June Meeting of the SHC.
- D. New Applicants shall complete The Grand National Application Form and The Grand National Policy Document for submission to the Council.
- E. For acceptance as a Grand National Qualifier the Show must meet one of the Show Criteria Categories (See Rule 10).and agree to adhere to the Mandatory Requirements. (Rule 12).

12. MANDATORY REQUIREMENTS

- A. For all horses competing in SHC events where G.N Qualification is applicable a current copy of National Saddle Horse Registration shall be provided.(See 10B)
- B. All exhibits shall hold a current Show Horse Council Annual or Life Measurement Certificate that is appropriate to the class or section in which the Horse is to compete - or be measured at the Show.

- C. The height to be identified on the Breast Plate stamped & signed by the Measuring Official to confirm eligibility for Entry in the Class. The Breast Plate to be checked by the Marshal/Ring Steward for compliance and eligibility prior to the horse entering the Ring to compete at the Show.
- D. Invitation to compete at the Grand National will only be extended to the Winners/Runner Ups of sections that are relevant & in line with the Horse & Rider Events as listed in the Grand National Show Schedule. The Show Schedule & Entry Documentation will be available on the SHC Website, other source as approved by SHC or on request from the Show Secretary.
- E. Where it is found that any of the Mandatory Requirements have not been met, the S.H.C. may, at any time, without assigning a reason, cancel a Show's status as a Grand National Qualifier.
- F. The S.H.C. does require that Drug Testing be carried out at shows that are accepted as G.N. Qualifiers. If a Body does not conduct Drug Testing at a Grand National Qualifier the acceptance of the Show in this case will be at the discretion of the Show Horse Council.
- G. The show secretary shall provide in writing, to the SHC secretary, the Show Results detailing:
 - > In the case of a Rider event **a)** the award applicable **b)** the rider's name **c)** current SHC member number **d)** the rider's address
 - > In the case of a Horse event **a)** the award applicable **b)** the name and NSH registration number of the horse with the name of the owner/s agreeing with that shown on the Entry Form **c)** the Exhibitor's address.
 - > Any irregularity with SHC membership or NSH Registration at the time of competition at the GN qualifying show may render a rider or horse ineligible for Invitation &/or acceptance..
- H. All horses eligible for invitation to compete at the Grand National Saddle Horse & Riding Championships will be required, at the time of Entry for the Grand National be registered with the National Saddle Horse Register , the name of the owner/s agreeing with that shown on the GN Entry Form
- I. At the time of Entry for the Grand National all Exhibitors/ Owners/ Lessees//Responsible Officers/Riders shall be members of the SHC &/or its Constituent Affiliates.

13. JUDGE SELECTION CRITERIA will operate for all Grand National Qualifying Shows conducted under the jurisdiction of the SHC.

- A. Shall have extensive Judging experience, credibility and a high level of personal presentation.
- B. Shall not have judged more than (2) two Grand National Qualifying Events, which may include a Royal but held in different States, in the twelve month period preceding the show for which they are being nominated..
- C. Nominated Judges of Grand National Qualification "Classes" shall be selected from the SHC Royal/State/National Show List; or in a State where no SHC List exists then a nomination may come from an approved Horse Judges List in that State.
- D. Nominated Judges of Non Grand National Qualification "Classes" shall be selected from either the current SHC General or Royal/State/National Show Judges Lists **or in** a State where no SHC List exists then a nomination may come from an approved Horse Judges List in that State.
- E. Interstate judge selections to equal or predominate in number. e.g. 2 out of 3, 2 out of 4, 3 out of 6
- F. Judge selections shall not made if Judge resides closer than 150 km to the Event

- 14. FINAL JUDGE SELECTION PROCESS** For SHC Affiliates in N.S.W. (or Interstate if requested) that have been granted approval to conduct a Grand National Qualifying Event.
- A. Council requests Affiliates to supply the name of one qualified first choice Judge together with one second choice Judge for each section of the respective Show in accordance with the above Judge Selection Criteria process 13 A-F).
 - B. Judge names shall be provided in writing to the Judges Coordinator with copy to the Secretary (letter or recorded in Affiliate's minutes) *a minimum of three days* prior to the meeting at which the selection process is to be undertaken;
 - C. At the designated time (Agenda Item) at the meeting at which the respective judge selection process is to be undertaken the Judges Co-ordinator shall submit the authenticated selections:
 - D. All nominated first choice Judge names are to be displayed (placed on white board or similar) under each section for which they were nominated by Affiliates.
 - E. The Council Chairman shall request Delegates to review listed names and identify any that, in the opinion of any Delegate, do not meet the criteria for the classes/show for which they were nominated. If the delegates present at the meeting agree, any such name shall be removed from the list. Should an Affiliate's first choice be removed from the list that Affiliate's second choice name may be added should that name be suitable to the meeting.
 - F. The Judge selection process for each section will be undertaken by a draw from all names remaining listed under that section.
 - G. There shall be three (3) first choice Judge names and three reserves Judge names drawn for each Section.
 - H. To establish availability of Judges, the person nominated to contact the Judges shall do so at the earliest opportunity, this approach to be from first choice List in order of the committee's preference. If unsuccessful, the Reserve List may then be turned to with the same selection process being followed. Should the drawn First choice Judges or Reserve Judges of the Section be unavailable then unused drawn Judges or Reserves from remaining Sections may be approached in order of committee's preference.
- 15. PROCEDURAL TIMETABLE FOR S.H.C. GN QUALIFIER SHOWS in N.S.W. & ACT** (or Interstate if requested).
- A. **Application for Show Date.**
The Affiliate shall apply to Council for approval of Show date at least three (3) months prior to proposed date. The Council, at the meeting when the Application is tabled, shall consider approval of the Date.
 - B. **Provision Of Documentation**
(Schedule, Conditions Of Entry, Rules & Regulations & Entry Forms):
Affiliate to provide documentation to Council for its consideration at least three (3) months prior to the approved Show Date.
 - C. **Judge Selection:**
At least one (1) month prior to judge selection, the Council secretary shall call for nominations from Affiliates. The Council to undertake selection process at least three (3) months prior to the approved Show date. Cancelled or rescheduled Shows are exempt from this Rule with selection in first instance to be taken from all previous submissions for that Show.
 - D. **Appointment of Council Measurer(s), S.H.C. Representative & Steward(s)**
Council to make appointments at least **one** month prior the approved Show date.
 - E. **Appointment of S.H.C. Representative to Ground Jury:**
Council to make appointment at least **one** months prior the approved Show date