



AERA Sub-Committee Terms of Reference

Name of Sub-committee Governance Sub-committee

Membership and appointment

The Governance Sub-committee is a sub-committee of the Australian Endurance Riders Association Inc (AERA).
Membership is open to Management Committee members, Delegates and any other persons as determined to meet the requirements of the Committee purpose
The Governance Sub-committee will continue to operate until AERA determines that the subcommittee is no longer required.

Chairing

The Chair of the AERA Governance Sub-committee is appointed by the AERA Management Committee at the meeting immediately following the Annual General Meeting.

Frequency of meetings and quorum

The Governance Sub-committee will meet on a frequency to be determined.

Record of meetings

Report based on meeting actions.

Reporting mechanisms

All activities conducted by the Governance Sub-Committee will be reported back to the AERA Management Committee.

Functions and delegated authority

The role of the Governance Sub-committee is to:

1. Review and propose amendments to the AERA Constitution as required
2. Ensure that special resolutions are processed as required
3. Create, review and amend the Bylaws of AERA as required
4. Create, review and amend any Governance documents as requested by the AERA Management Committee

Any amendments to the Governance documents of AERA will be subject to the express approval of the AERA Management Committee and/or Delegates as appropriate.