

REPORTING STRUCTURE

The Interim Committee (henceforth the IC) will make its recommendations to the Victorian clubs and to the ABF. The recommendations will be presented to all clubs for approval. When the recommendations have been accepted (with or without amendment) by a majority of clubs an election for the new State body will take place.

RESPONSIBILITIES

The IC is charged with investigating all aspects of reform in governance of Bridge in Victoria. The objective is to formulate a firm proposal for reform, and options for implementation, and a process for implementation, of that reform. The IC must actively seek input from all stakeholders, including metropolitan and country clubs, regions, private (for profit) clubs, and the large number of non-affiliated clubs, social groups, and players.

The areas to be covered in its review will include, but not be limited to:

- The naming of the new body.
 - In documents previously circulated the name 'Bridge Victoria' has been suggested. The IC may choose to make other recommendations.
- The conduct of representational events
 - Any changes recommended by the IC will be submitted to the VBA for review and sign-off.
- Goals/objectives/mission statement for the new body
 - The following list of topics is neither exhaustive nor definitive but should be considered during the IC's deliberations -
 - improving Bridge representation at the top level within Victoria, at State, at country, and at national events
 - promotion of Bridge within Victoria
 - promotion should include newspapers, TV, radio, libraries, the Internet, and schools at a minimum
 - encouraging non-affiliated clubs and players to affiliate
 - provision of Directing and Teacher seminars and a recruitment program to encourage new directors and teachers
 - mentoring of new Directors to assist their development
 - assistance to new and emerging clubs, which may include financial help as well as advice, etc
- Constitution and Structure
 - A new constitution must be developed. This may be done from scratch or by adapting an existing constitution, such as one used by another state body.

- If deemed necessary a constitutional lawyer could be co-opted to the IC to assist.
- State body organisation
- A structure for the new State body is required. This should include, but need not be limited to:
 - number of members of the committee/council
 - tenure of office bearers and frequency of rotation and elections
 - possible sub-committees – Match and Tournament, Promotion, Financial
 - provision of positions for State delegates to the ABF
 - provision of State Director, role and responsibilities
 - provision of State body office staff, their roles and responsibilities
 - provision of premises and/or office space if required
- Electoral method
 - Consideration must be given to the election of the State body. A number of options are suggested in this context -
 - a straight universal vote
 - voting by region
 - delegate voting where clubs appoint one or more delegates based on the number of home club, registered members. In turn, this requires a determination of whether there should be a single club delegate carrying all a club's votes, or multiple delegates.
 - availability and mechanism to support proxy voting
- Transition to independent operation
 - the IC must consider how the transition to independent operation will be managed. This will in all likelihood require patience and care, and must involve the VBA during the transitional period.
 - the IC should consider how best both it and the new state body will keep all stakeholders informed during the transitional period
 - the IC must consider what, if any, existing state assets should be transferred to the new State body, and how this may be effected. The IC should be aware that the ABF noted in its provisional draft sent to clubs that the new body will have no claim on present VBA assets.
- Financial considerations

- the IC must consider the State fee structure, in terms of affiliation and/or congress fees, and levies and the implication of any increases
- the IC must generate financial plans, and identify potential income and expenditure during the transitional period, and make provision for the new State body to manage them.

INTERIM COMMITTEE COMPOSITION AND PROCESS

Composition

The Interim Committee shall comprise a chair and 8 ordinary members. Other offices and office-bearers may be identified.

The 9 members will consist of 2 representatives from the FABCV, 2 from the VBA, 1 from each of the Eastern, Northern, Western and Peninsula regions, and 1 from the private clubs.

The officers will be elected by the IC from its members.

Additional members may be co-opted where necessary.

Funding of the IC

The IC shall be funded jointly by the FABCV and the VBA, possibly from the 'Future Bridge' fund and/or the ABF. It is expected the demand for funds will be limited to travel expenses, possible meal costs for extended meetings, and some paper and postage expenses.

Required capabilities and experience

Committee members should have sufficient time at their disposal to attend meetings, and a willingness to take on the tasks outlined in this document.

Reporting

The IC should consider regular reports to stakeholders, as outlined earlier, informing them of progress.

A progress report should be made available to all relevant stakeholders after not later than 3 months of deliberations. This report should include a statement of the target completion date for the IC's work.

It is recognised that during the IC's deliberations areas that are not covered in these Terms of Reference may arise. These TOR are guidelines only and changes in the IC's brief may be necessary.

Tenure

The IC will disband after the first election of the new State body, unless its life is extended by agreement of all parties.

No member of the IC is prevented from standing for election to the new State body.

We the undersigned do so in the full knowledge that we were involved parties in the creation of this document and recognise that is an agreed guide to some of the processes and steps the Interim Council IC should undertake.

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