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HARNESS RACING ADVISORY COUNCIL CHARTER

1. Introduction

- 1.1. The Council will be called the Harness Racing Advisory Council (HRAC).
- 1.2. HRAC is a body established under s44B of the Racing Act 1958.
- 1.3. HRAC is established by the Board of Harness Racing Victoria (HRV) in accordance with s44B (1) of the Racing Act 1958.
- 1.4. The members of HRAC are appointed by the Board of HRV.
- 1.5. The Board must consult the Minister for Racing before appointing a person to be a member of the HRAC.

2. Composition

- 2.1. HRAC shall comprise two members of the HRV Board.
- 2.2. One of the HRV Board members shall be appointed Chair.
- 2.3. The HRAC shall comprise at least three members who are nominees of organisations or persons who are representatives of the Victorian harness racing industry.
- 2.4. The organisations referred to in clause 2.3 are:
 - Trots Clubs Victoria (clubs)
 - Harness Breeders Victoria (breeders)
 - Victorian Harness Racing Club (owners)
 - Victorian Harness Racing Trainers and Drivers Association (licensees)
 - Victorian Square Trotters Association (trotters)
- 2.5. HRAC shall comprise up to two members who have experience or interest in the Victorian harness racing industry.
- 2.6. The Chair may, from time to time, invite subject matter experts to add to discussion at a HRAC meeting.

3. Process of appointment

- 3.1. The HRV Board will nominate the two members referred to in clause 2.1.
- 3.2. Each of the industry bodies listed in clause 2.4 may nominate a representative to fill the positions referred to in clause 2.3.
- 3.3. Selection of the two members referred to in clause 2.5 will be through an expression of interest process and selection by the Board.

3.4. The Board will establish a selection committee for this purpose.

3.5. The selection committee will recommend appointments to the HRV Board.

3.6. The Board may appoint a person to fill a casual vacancy, having regard to the composition of the council specified in clause 2, should a member's position become vacant during the member's term of office.

3.7. A person who is subject to any form of disqualification by any controlling body, principal racing authority or equivalent racing regulatory authority, or engages in any way that brings the sport into disrepute, is not eligible to be a member of HRAC and their term of office will cease.

3.8. HRAC members are required to maintain strict confidentiality regarding any sensitive information that may be disclosed during their tenure. This includes, but is not limited to, proprietary information, strategic plans, financial data, and any other information designated as confidential by the Board or HRV. Members shall not disclose any confidential information to third parties without the explicit written consent of the Board or HRV. Any breach of confidentiality or trust by a member, including unauthorised disclosure of confidential information or any actions that compromise the integrity of the Board, shall be subject to review by the Board. The Board reserves the right to take appropriate action in response to any breach, which may include, but is not limited to, issuing a warning, requesting the return of confidential materials, or expulsion of the member from HRAC. Any decision of the Board shall be final and binding.

4. Term/Remuneration

4.1. A member of HRAC is appointed for the period and subject to the terms and conditions specified in the instrument of appointment.

4.2. The term of appointment is for two years.

4.3. A member of HRAC is entitled to be paid travelling and other allowances that the Board determines.

5. Functions

5.1. The functions of HRAC are set out in s44BA of the Racing Act 1958.

5.2. They include:

- Advise the Board on matters concerning harness racing;
- Facilitate consultation between the Board and harness racing participants;
- Consider any matter referred to it by the Board.

6. HRAC meetings and process

6.1. HRAC will meet quarterly (at least four times per calendar year).

6.2. The Chair of HRAC may also convene ad hoc meetings as required or if requested by the Chair of the HRV Board.

6.3. A quorum for a meeting shall be a majority of HRAC members and so long as there is a majority of independent members (that is, members who are not members of the HRV Board). For clarity, if HRAC comprises nine members, a quorum is five, of which at least three must be independent members.

6.4. HRV must cause minutes of all HRAC meetings to be made and retained.

6.5. The HRAC Chair may invite any member of HRV management or staff to attend HRAC meetings as observers to support the effective conduct of HRAC.

6.6. A person approved by the board as an alternate member is subject to the same duties and responsibilities as the appointed member. The Board may appoint an alternate member in consultation with the minister at the same time as the member's appointment.

7. Reporting

7.1. The HRV Board must report on the activities of HRAC in each year's Annual Report to Parliament.

8. Directions

8.1. In accordance with s44BA (3) of the Racing Act 1958, the Board is required to issue general directions (which must be published on the HRV website) for the operations of HRAC. This charter fulfils such purpose.

8.2. Apart from its functions as listed in clause 5.2 HRAC may consult with representatives of the organisations as listed below:

- Trots Clubs Victoria (clubs)
- Harness Breeders Victoria (breeders)
- Victorian Harness Racing Sports Club (owners)
- Victorian Harness Racing Trainers and Drivers Association (licensees)
- Victorian Square Trotters Association (trotters)

8.3. HRAC may meet with other representative bodies as it sees fit.

9. Amendments to the charter

9.1. This charter will be reviewed bi-annually, but may be amended by the HRV Board at any time.

Approved: 1 January 2025