

TERMS OF REFERENCE FOR THE SAILING COMMITTEE OF THE ROYAL SOLENT YACHT CLUB

1. Title

Sailing Committee.

2. Chairperson and Secretary

The Rear Commodore Sailing is Chair of the Committee and the Sailing Secretary is the Committee Secretary.

3. Appointment

The Rear Commodore Sailing may appoint GC members and individuals of the membership as a whole according to the expertise required to fulfill the tasks and responsibilities required to serve on the Sailing Committee. Each RSYC Sailing class (i.e., XOD, YOD, etc.) should be represented if possible.

The membership of the Sailing Committee should take into account the advantages of continuity when the Rear Commodore Sailing's term of office is over and a new Rear Commodore Sailing is installed.

A vacancy arising on the Sailing Committee may be filled by another General Committee member or individual from the membership appointed by the Rear Commodore Sailing until the next AGM.

The General Committee should ratify all members of the Sailing Committee.

4. Specific tasks and activities undertaken by the Sailing Committee

- 4.1 Organising the sailing programme in conjunction with the Rear Commodore Sailing, Sailing Secretary and Chief Race Officer.
- 4.2 Organising and supervising club regattas, race management, junior sailing, and the requirement for club support boats together with their ongoing maintenance.
- 4.3 The identification of new sailing and waterborne activities in conjunction with the Sailing Secretary.
- 4.4 Encouraging and supporting the involvement and training of member volunteers to help with sailing events, ensuring that their activities and those of the Club staff are coordinated and complementary.
- 4.5 Encouraging and supporting the involvement and training of junior members and potential members.
- 4.6 Ensuring health & safety on the water through up-to-date risk assessments, equipment, policies and procedures in line with RYA guidance.

5. Roles & Responsibilities of the Sailing Committee

Publications and Media: Contributing to Club magazines, newsletters and other marketing material aimed at the promotion and retention of membership and the long-term interests of the Club.

6 Sailing Committee Meetings

Are normally held monthly and should be attended by the Club's Boatman.

The meeting minutes should also be circulated to the Secretary and General Committee.

7 Reporting

The Sailing Committee reports to the General Committee.

8 Executive Action

Executive actions are conducted through both the Club Secretary and the Sailing Secretary.

9 Review of this TOR document

This document should be reviewed every 5 years.

Approved by the GC on 30th April 2021