



**WA Model Aircraft State Centre  
T/A: WA Model Aircraft Sports Centre (Inc.)  
By-Laws**

**(August 2023)**

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## **By-law 1**

### **Confirmation of AWA and MAAA membership**

The Club Committee, its authorized representative or any nominated safety officer, shall have the power to confirm, by whatever means deemed appropriate, the A.W.A. Inc./M.A.A.A Inc. membership status of any and all Members as defined in Sub - rule 2 of the Constitution.

## **By-law 2.a**

### **Complimentary visits by AWA associate or MAAA associate members**

That unless the Executive decides otherwise , individual A.W.A. Inc. Associate Members or M.A.A.A. Inc. Associate Members from interstate Clubs or Associations, shall be permitted three (3) complimentary flying visits in any financial year. On each and every occasion, the Visitors Book shall be signed by the visitor and counter signed by a Member, who will in so counter signing, acknowledge that he or she accepts full responsibility for the said visitor for the duration of the visit. After completing three complimentary flights, a visitor must then join the WAMASC Club by payment of appropriate fees.

## **By-law 2.b**

### **Complimentary visits by non AWA or MAAA members**

Non A.W.A. Inc. or M.A.A.A. Inc. Associate Members (e.g. trial flight for prospective members) will be permitted two (2) complimentary visits on the preceding principal (By-law 2.a.) with the proviso that they be accompanied by either a safety officer or a competent Member designated by a safety officer at all times whilst the visitor is in control of an aircraft.

## **By-law 3.a**

### **Payment of joining fees**

That unless the Committee decides otherwise, any Member who allows his or her membership fees to fall into arrears for a period of twelve (12) months or more, shall be required to pay the full joining fees on re-joining.

## **By-Law 3.b**

### **New Membership Application Declined**

All Applications for membership are approved by the Committee, should an application be declined a majority vote of 80% of committee members in attendance at that meeting will be required to decline the application. (ratified 3/10/15)

## **By-law 4**

### **Smoking**

That unless the Committee decides otherwise, smoking is not permitted within 5 metres of any building, pits area, petrol powered machine or non-consenting member. (4/8/99)

**By-law 5**  
**Paid Tuition**

That all Paid Tuition can be carried out from Monday to Friday excluding Public Holidays at the discretion of the Committee. Prior written permission is to be sort from Committee to sanction this activity. (4/8/99) When such official approval is granted by Committee, a WAMASC card identifying this permission shall be issued to members that have been given approval to conduct paid tuition. (2/8/2000)

**By-law 6**  
**Emergency Contacts**

An Emergency Contacts Board outside the transmitter compound with phone numbers for Whiteman Fire Contact, Hospital & Police is to be maintained in good order.

**By-law 7**  
**Transmitter frequency**

All flying will be conducted at WAMASC employing transmitter frequencies in the 36 MHz band with a 20 KHz frequency spacing. (4/4/2001) and the 2.4 GHz band (14/8/2009).

**By-law 8**  
**Discipline**

The following policy is to be followed when a member is deemed to be causing problems. WAMASC must be notified in writing by a member by making a signed formal complaint, giving all details of the complaint. All such complaints must be lodged using Form MAAA036 Confidential Record of Formal Complaint. This form can be downloaded from the MAAA (Forms page) or WAMASC (Member Resources page) websites.

The committee will appoint an independent complaints tribunal of a minimum of two members to investigate any complaint lodged. The tribunal will then come to the committee with a recommendation for consideration.

WAMASC Committee will then decide what (if any) action must then be taken pursuant to its obligations under the Constitution Part 9: Expulsion and Penalties or Part 10: Suspension of Member as appropriate. (Ratified 7/5/2013).

**By-law 9**  
**Safety Officers**

Any MAAA qualified Flying Instructor or adult member who has attained Bronze Wings can also act as a Safety Officer with the full authority of the WAMASC Committee. The Chief Safety Officer for leaseholder purposes is the President/Chairperson unless this position is formally delegated to another member.

**By-law 10**  
(Repealed 4/12/2013)

## **By Law 11 Use of Noticeboards**

The following rules shall apply for the use of State Centre Notice Boards.

The noticeboard(s) in the public area is/are only to be used for advertisements and other notices of interest to members. No detailed club matters, minutes or determinations of a sensitive nature are to be posted on this board.

The noticeboard within the transmitter compound is for use by committee for posting sensitive or confidential members only matters not appropriate for post on the outside noticeboard in public view.

Advertisements and other notices placed on the public area noticeboard(s) by members:

1. Shall bear the full name and contact phone number of the poster
2. Shall include the date the notice was posted on the noticeboard
3. Shall have a 60 day life after which they shall be removed
4. Not bearing any one or all of the full name, contact details or date requirements shall be immediately removed from the notice board.

## **By Law 12 (added 02/05/12)**

### **Procedures for conduct of an Appeal against decisions under Rule 9.5 or 10.5.**

These instructions are to be followed when a Committee of Peers pursuant to Clause 9.5 or 10.5 of the Constitution is required by committee to hear an appealed matter.

These procedures do not apply to disciplinary outcomes of the MAAA resulting from matters dealt by that body. For appeal procedures against those matters reference should be made to MAAA MOP 28 for guidance.

An application for an appeal setting out the reasons upon which the appeal is being made may be lodged through the Secretary within seven (7) days of disciplinary action being served upon a member. The grounds for an appeal must be legitimate. An appeal cannot be granted simply because the member does not agree with the outcome.

It must be borne in mind that a Committee of Peers primary function is to determine that procedural fairness was achieved in the matter at hand for the member seeking redress. The Committee of Peers is not charged with re-hearing the matter nor determining if the penalty was just, only that the decision was fairly arrived at. To do this the President, The Club Committee and or the Committee of Peers shall comply with the following:

(i) The Committee of Peers shall be comprised of up to seven members or an uneven number decided by the executive in order that a decision can be reached without impasse.

(ii) All Committee of Peers members including the person chairing shall have one substantive vote only.

(iii) In order to avoid an impasse, the members comprising the Committee of Peers shall be able to vote on the matter at hand in the affirmative to legitimise the decision process or in the negative to dismiss the decision process as faulty. No abstention votes are acceptable.

(iv) One additional member shall be appointed to advise the Peers on National Rules, State and Club Constitutional and By-Laws matters and shall be appointed by the Club President to the Committee of Peers. The adviser does not have a vote in the proceedings and is only there to assist the Peers with interpretation of points contained within those documents.

(v) One additional member shall be appointed (if requested by the Committee of peers) as Scribe for the hearing and shall faithfully record all proceedings. It is preferable that the scribe augment his/her note taking with the use of a suitable audio recording device. Such written and electronic records shall be transferred to the Club Secretary's custody after the proceedings have been declared closed and shall remain the property of the Club. The Scribe does not have a vote.

(vi) The appointment of members of the Committee of Peers shall be by volunteering. Such volunteers' names shall be placed in a hat (sic) and the appropriate number to man the Committee plus two reserves shall be drawn out until reaching the agreed number in (i) of members to serve on that committee plus their reserves.

(vii) Should the appellant also be a member of an affiliated member legacy club, then a maximum of two volunteers only from the appealing member's affiliated legacy club may be appointed to the seven member Committee of Peers or a maximum of one affiliate club member for any appointment of a lesser number of Committee of Peers than seven.

(viii) The member seeking appeal shall be apprised only of the identity of his/her peers selected to hear the appeal (but not the identities of the reserves) and shall have the once only right to change any two members of the Committee of Peers prior to convening of the hearing without giving reasons for such change to the President. If this is required then the two reserves shall be called for duty. Excepting if the reserves then infringe the requirements of (vii) then further volunteer names shall be drawn until the limitations of (vii) can be met. This privilege is not reversible, recognises that it is a benefit for the member and anonymity of reserves promotes fairness and reinforces the gravity and import of this once only privilege.

(ix) All selected Committee of Peers members (and reserves) shall be financial members of the State Centre club of at least twelve months standing, have reached the age of majority, not hold a position on the club committee and not have participated in the original finding against the member.

(x) In the event an affirmative vote is decided, no further action is required and the Committee of Peers is then dissolved.

(xi) In the event a negative vote is decided, the Club Committee will be required to review and take whatever remedial action is needed in order to resolve and correct the matter.

(xii) The Committee of Peers decision will be final and cannot be overturned by the Club executive or committee.

(xiii) The appellant cannot appeal a determination made by a Committee of Peers.

### **Conduct of proceedings**

A) Prior to convening for the hearing, the Committee of Peers members shall elect a Chairperson from among their number.

B) The Chairperson shall preside over all matters and maintain decorum throughout the hearing and decide the order of business. C) The meeting will be convened.

D) The hearing is not a spectacle and will not entertain visitors if the appellant does not wish them to be present. The Chairperson can remove any member at any time for disrupting proceedings.

E) A person wishing to speak shall raise their hand and after being recognised by the Chair, the Chairperson shall yield the floor to that speaker.

- F) The Chair can reclaim the floor at any time by giving such notice to a speaker after which the speaker has two minutes to conclude his/her point. When two minutes has lapsed, the speaker will immediately yield the floor to the Chair without delay and resume his seat.
- G) The Chair is then in a position to use the floor himself or recognise another petitioner to speak.
- H) The Chairperson shall ask the appellant to table his evidence before the committee and answer any and all questions that may be put to him/her by that committee in a truthful manner.
- I) Should any statement by the appellant be determined by the Committee of Peers to be false, the hearing will immediately be aborted and the original finding shall stand.
- J) The appellant may not table statements from other members, but can call other members as witnesses should the Chair deem it necessary to clarify a point. Once that point has been clarified to the Committee's satisfaction, the witness shall be asked to leave the chamber.
- K) Should any statement by the witness member be revealed to be false, the hearing will immediately be aborted and the original finding shall stand.
- L) The hearing venue will be cleared and the Committee of Peers will retire and reach a decision.
- M) The appellant will be recalled and advised of the outcome.
- N) The Hearing will be closed.
- O) The Chair of the appeal should convey to WAMASC Secretary in writing, within seven (7) days, the decision reached so that the matter may be closed. This letter shall be tabled as "Correspondence In" at the next scheduled committee meeting.

#### **By-Law 13 (added 7/8/16)**

#### **Social Membership -non-flying parents / guardians of junior members or Social junior members.**

Due to legislative requirements for working with children, the West Australian Model Aircraft Sports Centre (Inc.) Club is unable to offer services to unsupervised minors.

Should a minor be accepted to undertake flight training or become a Social Member pairing (parent flying) the following requirements apply:

- (i) A junior member's parent or guardian who does not wish to fly shall become a Social Member as defined in the Constitution.
- (ii) The Parent or Guardian shall enter and remain within the pits to supervise their ward for the duration of their ward's visit.
- (iii) The Social member, parent, guardian or junior may not venture out to any other part of the precinct referred to as "airside" without a Safety Officer escort. "Airside" is defined as and includes but is not necessarily limited to the area bounded by the lease perimeter to the south, east and west and by the fence adjacent to the taxiway separating the pits from the 30 metre buffer zone of the airfield.
- (iv) While within the defined pits area or airside, the ward shall:
  - be in company at all times with either their parent/guardian when not flying,
  - their designated flight instructor for the duration of each instructional flight, but remain in view of their parent/guardian
  - and then return immediately to their parent/guardian upon completion of each such instructional flight.
- (v) Social Member fee is set from time to time by the committee and is currently \$5 per year.
- (vi) Social members are not permitted within the pit area at organised events or events declared exempt by the Committee.

## **By-law 14**

### **WAMASC Instructors**

14.1 All training activities at the WAMASC field are to be administered by the WAMASC Chief Instructor.

14.2 The WAMASC Chief Instructor is to coordinate training and will keep a register of all student pilots under instruction at the WAMASC field.

14.3 Training is only to be conducted by Club Instructors or current MAAA Instructors. All Club Instructors are to be approved by the WAMASC Chief Instructor.

14.4 MAAA Instructors teaching students may if no other instructor is available on the day test and award wings for their students.

14.5 Training is not to commence until the student has joined WAMASC, completed an Induction process and is covered under insurance. (visitor and trial flights excepted when signed in as a visitor)

## **By-law 15 (added 16/10/16)**

### **Committee positions**

Only WAMASC members who are Full Members of WAMASC are eligible to nominate for Committee or Executive positions. Affiliate members are not eligible.

## **By-law 16 (added 16/10/16)**

### **Membership**

16 (1) In order to ensure appropriate management of WAMASC memberships, MAAA and Insurance obligations, all WAMASC members who use the WAMASC Facility as their **home flying field** shall become Senior, Full or Junior WAMASC Members and join WAMASC and pay the MAAA fees through WAMASC. This does not restrict or limit any WAMASC member becoming a member of any affiliated clubs or social groups. The minimum age for a Junior Member is 8 Years Old.

## **By-law 17 (added 16/10/16)**



## **Animal Safety**

No Dogs are permitted within the flying area, ie all areas past the public fence line. Dogs are to be on leads and controlled by their owners within public areas.

### **Amendments:**

#### **Added:**

**3/6/15 Committee Approved Bylaw**

**By-Law 3.b  
Membership Application Declined**

**By-Law 3.b**

**Amended 3/10/15**

**By-Law 14**

**Added 2/7/16 AGM**

**By-Law 13**

**Amended 7/8/16**

**By-Law 15**

**Added 16/10/16**

**By-Law 16**

**Added 16/10/16**

**By-Law 17**

**Added 16/10/16**

**Amended By Law 16.0 Include Minimum Junior Age 01/05/2021**

**By Law 1.a Added 24/02/2022**

**By Law 1.a Removed 06/04/2022**

**By Law 14.4 Wings Testing allowed 01/09/2022**