

## **DTL Sub Committee**

Document approved at June 2017 Council Meeting

### **Aims and Objectives:**

To foster DTL shooting within the NZCTA arena. To look for and identify areas of improvement and advancement with DTL shooting

### **Composition:**

- 8 members max - 4 per Island (geographically spread if suitable candidates available)
- 1 councillor representative from each Island (joint conveyors) NZ President ex officio.
- Selection /nomination for positions of suitable candidates by each Island conveyor.
- Final confirmation of members by full NZCTA Council executive.
- Positions for an initial 24 month period, then further 12 month period with re selection / confirmation annually.

### **Process:**

- Sub Committee to meet collectively initially to establish; Procedures, Processes and Protocols for ;
- Investigative processes.
- Reporting methods.
- Final compilation of proposals for submission to council executive (who & when)
- Goals and targets (agreed), set specific subject matter and priority positions.
- Vehicles for discussion process (to be agreed by sub committee members).
- Method for establishing discussion and investigation subject matter e.g. referred from council, flagged to council as a recommendation for investigation (this would require a reply back from executive approving implementation of discussion and investigation.
- submissions to executive to be; balanced, fully investigated and a detailed proposal for implementation, including proposed costs.
- Sub committee to canvas, discuss, explain proposal information with general shooting population where possible or as appropriate, before final submission compiled to council. This to gauge support for change and proposal content
- Sub committee to also recommend their thoughts to council executive if changes just require implementation or should go back to AGM to gauge level of support for proposals.

### **Executive Council Obligations:**

- Full consideration of proposals.
- Detail in writing back to sub committee any further details or explanations required. This to include details of why this request being made back to sub committee.
- Confirmation of acceptance and implementation of any proposal plus timelines or indeed the need to refer to general membership AGM for voting to establish levels of support.
- Within 14 days of completion of council meetings communication in writing to be sent back to sub committee confirming outcomes of proposals and recommendations.

### **Methods for discussions and investigations:**

- Maximum of 2 face to face meetings (of subcommittee) in the first year of members, then annually.
- Meetings to be arranged at a place economically balanced for costs.
- Meetings to be timely programmed to allow investigation and proposal compilation for presentation to executive council meetings.
- Travel costs for meetings to be met by NZCTA, via reimbursement on production of GST receipts.
- Where meetings timed as stand-alone above applies.
- However where possible meetings may well be timed to coincide with larger DTL events where most committee members would be attending to compete. Where these meetings are arranged the day before or after such events a 50% airfare refund will be payable (on production of GST receipt).
- Additional nights accommodation required to attend would be reimbursed also.
- All proposed meetings, with Agenda items and likely costs incurred must be flagged to NZCTA Executive Officer in the first instance, to establish approval to go ahead. If for any reason there is doubt about meeting agreed guidelines the NZCTA President to be advised and his approval or not to be acquired.
- Advice of approval from NZCTA to sub committee of go ahead or not must be advised within 48 hours of receipt.
- Budget of an annual figure approved for maximum allocation in any one year. This will be set by

council executive at April meeting each year on recommendation from the Convenor.  
- Administration of this budget staying within allocation will be the conveyors joint responsibility in conjunction with advice from executive officer.