



SAA OUT 25/2026.

Full Distribution to Branches and Members

SUBMARINES ASSOCIATION OF AUSTRALIA – 2026 NATIONAL AGM AGENDA & MOTIONS FOR DISCUSSION AT AGM

Reference.

A. SAA Constitution Clause 6.1 (vii)

1. The agenda for the 2026 SAA Annual General Meeting (Annexe A) and the Motions on Notice (Annexe B) are promulgated in accordance with Reference A.

2. The five Motions on Notice (Annexe B) were received prior to the closure of motions on 16 August 2026. All movers and seconders of the motions are either Full Life Members or Financial Ordinary Members of the SAA.

A handwritten signature in black ink, appearing to read "Tony Vine".

Tony Vine
SAA National Vice President
22 August 2026

Annexe ; 2026 SAA National AGM Agenda

Annexe B; Motions on Notice 2026 SAA National AGM



2026 SUBMARINES ASSOCIATION OF AUSTRALIA ANNUAL GENERAL MEETING AGENDA

East Lakes Football Club 3 Oxley St, Griffith ACT 2603
1000 on Sunday the 25th of October 2025

1. Open Meeting – SAA National President.
2. Reading of the names of Australian Submariners who have passed since SUBCON 2025, followed by a minute's silence in memory of departed comrades.
– Secretary
3. Apologies – Secretary
4. Confirmation of Minutes of 2025 AGM.
5. Business Arising from previous minutes of 2025 AGM.
6. Treasurer presents statement of accounts and auditor's report
7. Adoption of Treasurers Report
8. Reports
 - President
 - Vice President
 - Secretary
 - Submarines Association Australia Welfare Successor Foundation
 - Webmaster.
 - Facebook Administrator.
- Other office bearers – as appropriate
9. Adoption of Annual Reports
10. Determination of subscription fees

11. Motions on Notice (Brief synopsis of title)
 - a. Motion 1 . Proposed Constitutional Change – Clarifying Associate Life Membership, raised by National Secretary.
 - b. Motion 2. Proposed Constitutional Change – Removing Administrative Documents from Constitution, raised by National Secretary.
 - c. Motion 3. Formation of Focus Group to identify Submariner Memorial Wall – Raised by D Sparkes.
 - d. Motion 4. That the SAA AGM Minutes be placed on SAA National Website – Raised by Life Member K. Hayton.
 - e. Motion 5. That the SAA National Committee Minutes be placed on the National Website, – Raised by Life Member K. Hayton.

Note: - Motions have been posted to the SAA National Website in the SUBCON 2026 folder since late August.

12. General Business
13. Declaration of next meeting place.
14. Shut & Clip meeting.

A handwritten signature in dark ink, appearing to read 'Anthony Vine', is centered on the page.

Anthony Vine
SAA A/National Secretary
23 August 2026.

NOTICE OF MOTION

I, Anthony John Vine

Of the; SAA National Executive and the NSW Branch

Submit the following Motion to be included in the Agenda of the Annual General Meeting of the SAA

I MOVE THAT:

- a. That the Rights and Privileges of Associate Life Members be further clarified to remove any ambiguity arising from the 2024 amendments which made Life Membership available to Association.
- b. That Associate Life Members be awarded the same SAA Life Membership Badge as Full Life Members.

ARGUMENT FOR THE AMENDMENTS AT ANNEXE A TO THIS MOTION.

This motion seeks to resolve ambiguity and ensure consistent governance by clearly defining the privileges and limitations of Associate Life Membership.

- a. **Voting Rights (Clause 4.2.2):** The amendment explicitly states that the honour of Life Membership does not confer voting rights upon an Associate Member. This preserves the distinction between Ordinary and Associate membership as defined in the Constitution.
- b. **Uniform Recognition (Clause 4.2.2):** It ensures that the esteemed Life Membership badge is identical for all recipients, honouring the contributions of Associate Life Members with the same symbol while maintaining a clear distinction in membership rights. This is also based on financial considerations noting that cost of designing and producing a different Life Membership Badge for Associate Members will be costly based on projected numbers required, noting that the award of Life Membership to an Associate will be a very rare and unique event.
- c. **Eligibility for National Office (Clause 4.2.3):** The amendment clarifies that Associate Members, including those who have been awarded Life Membership, cannot hold the key National Executive offices. This ensures that the strategic leadership of the Association remains with members who have qualified submarine service.

Together, these amendments provide clear, consistent, and equitable rules for the Association, honouring the contributions of all Life Members while protecting the integrity of the Association's governance and leadership roles.

Specific Constitutional Changes to enact this proposal are contained in the annexe to this motion.

Proposer Signature Paul O. Date 26 June 2026

Seconded:.....DAVID THOMPSON IRVING.....
.....
(Full Name)

Signature [Signature]..... Date 29/6/26
.....

Annexe A ; List of proposed constitutional changes required to support this Motion:

NOTICE OF MOTION

I, Anthony John Vine

Of the; SAA National Executive and the NSW Branch

Submit the following Motion to be included in the Agenda of the Annual General Meeting of the SAA

I MOVE THAT:

- a. That the Rights and Privileges of Associate Life Members be further clarified to remove any ambiguity arising from the 2024 amendments which made Life Membership available to Association.
- b. That Associate Life Members be awarded the same SAA Life Membership Badge as Full Life Members.

ARGUMENT FOR THE AMENDMENTS AT ANNEXE A TO THIS MOTION.

This motion seeks to resolve ambiguity and ensure consistent governance by clearly defining the privileges and limitations of Associate Life Membership.

- a. **Voting Rights (Clause 4.2.2):** The amendment explicitly states that the honour of Life Membership does not confer voting rights upon an Associate Member. This preserves the distinction between Ordinary and Associate membership as defined in the Constitution.
- b. **Uniform Recognition (Clause 4.2.2):** It ensures that the esteemed Life Membership badge is identical for all recipients, honouring the contributions of Associate Life Members with the same symbol while maintaining a clear distinction in membership rights. This is also based on financial considerations noting that cost of designing and producing a different Life Membership Badge for Associate Members will be costly based on projected numbers required, noting that the award of Life Membership to an Associate will be a very rare and unique event.
- c. **Eligibility for National Office (Clause 4.2.3):** The amendment clarifies that Associate Members, including those who have been awarded Life Membership, cannot hold the key National Executive offices. This ensures that the strategic leadership of the Association remains with members who have qualified submarine service.

Together, these amendments provide clear, consistent, and equitable rules for the Association, honouring the contributions of all Life Members while protecting the integrity of the Association's governance and leadership roles.

Specific Constitutional Changes to enact this proposal are contained in the annexe to this motion.

Proposer Signature

Date 26 June 2026

Seconded:

(Full Name)

Signature

Date

Annexe A ; List of proposed constitutional changes required to support this Motion:

NOTICE OF MOTION

I, Anthony John Vine

Of the; SAA National Executive and the NSW Branch

Submit the following Motion to be included in the Agenda of the Annual General Meeting of the SAA

Motion: Amendments to multiple sections of the National Constitution to remove administrative documents from the constitution and all references to them.

I MOVE THAT: the Submarines Association Australia (SAA) Constitution be amended to remove the following administrative documents, which are currently included as appendices to the Constitution and to bring the constitution into best practice:

1. The Submarines Association Australia Membership Application Form, Appendix B.
2. Nomination for Life Membership Form, Appendix C.
3. Nomination for National Executive, Appendix D.
4. Notice of Motion for SAA AGM, Appendix E.
5. The Application for Assistance under The Submarines Association Australia Welfare Successor Foundation, Appendix F.

And that these forms, in their current or any subsequently updated version, be hosted on the official SAA website as the primary source for members to access them. In addition to electronically submitted forms, forms will also be available to be downloaded for submission by post if desired.

.....

Argument for the Removal of All Administrative Forms from the SAA National Constitution

Preamble: This argument is advanced on the basis that the Submarines Association of Australia (SAA) is, at the national level, an unincorporated association—a voluntary grouping of individuals bound by a shared purpose, but without independent legal status.

1. The Legal Nature of the SAA's Constitution

For an unincorporated association, the constitution is **not a statutory instrument**, but a **contract between its members**. It establishes the rules by which the members have agreed to be bound. As the SAA is unincorporated nationally, its constitution functions as a private agreement, not a legally enforceable charter in the same manner as an incorporated body's constitution.

2. "Administrative Forms" Encumber Agility and the Spirit of Comradeship

The SAA's history, dating back to 1937, is built on "reunion," "comradeship," and mutual support. The current National Committee operates with a focus on coordination, welfare, and the "esprit de corps".

Mandating specific **administrative forms within the constitution** is fundamentally at odds with this ethos. While some formal documentation is necessary for function, embedding rigid templates in the constitutional contract creates procedural inflexibility.

When an unincorporated association embeds administrative details in its constitution, it is forced to convene a meeting and pass a resolution to change basic operational procedures. This is an unnecessary burden on a volunteer-led organisation.

3. Unincorporated Status Means Administrative Details Are Not Legally Mandated

Legally, an unincorporated association is **not required to have a constitution at all**. The law views unincorporated groups as informal, with governance depending on the "flexible arrangement between members". The courts recognise an unincorporated association by the fact that members have bound themselves together for a common purpose, not because they adhere to a specific bureaucratic form. As noted in *Kibby v Registrar of Titles*, an association is defined by a combination of persons with a "common interest or purpose" and a "degree of organisation"—it does not require prescriptive administrative forms.

If the law does not require these specific administrative forms, inserting them into the governing contract only subjects the membership to internal rules that are burdensome and unnecessary.

4. Prescriptive Forms Create Liability Risks for Members

Without a separate legal identity, the liability of the SAA falls on its individual members—particularly the National Committee. When the constitution prescribes rigid administrative processes members face **increased personal liability** for administrative failures. If a mistake is made in following a constitutionally mandated administrative process, members could be held personally liable for breaches of the contract constituted by the constitution.

By removing these administrative "forms" from the constitution, the SAA reduces the legal exposure of its volunteer leadership while retaining the flexibility to manage operations through best-practice policies outside the constitutional contract.

5. The Constitution Must Focus on Purpose, Not Process

The purpose of the SAA is to serve and support submariners through the "unique esprit de corps" and welfare advocacy. The constitution should only enshrine the core principles—who can be a member, the association's objectives, and how major decisions (like dissolution) are made.

All "administrative forms" should be relegated to **separate policy documents loaded to the SAA National Website where all members can view and download them, and or be in E Form format**. This keeps the constitutional contract clean, focuses on the *objects* of the association, and allows the National Committee to adapt operational procedures without constitutional amendment. This approach aligns with the **Australian Charities and Not-for-profits Commission** guidance that an unincorporated association only needs a basic set of rules, while "other matters can be covered in policies or by-laws".

Conclusion

Removing all administrative forms from the SAA's National Constitution returns the document to its proper place as a governing contract rather than an operational manual. It reduces member liability, increases administrative flexibility, removes unnecessary bureaucratic hurdles for a volunteer body, and refocuses the organisation on the core mission of supporting the submarine community. The SAA exists to preserve the "bond of trust" between submariners, not to manage templated paperwork.

Specific Constitutional Changes (Resolution) to enact this proposal are contained in the annexe to this motion.

Proposer Signature



Date 26 June 2026

Seconded: Peter James Nimmo (SAA ACT Branch Secretary)

Signature



Dated 30 June 2026

Annexe A ; List of proposed constitutional changes required to support this Motion:

LIST OF PROPOSED CONSTITUTIONAL CHANGES REQUIRED TO SUPPORT MOTION:

SUBJECT	DELETE	INSERT
Appendix B Membership application	Index Line “APPENDIX B – Constitution and By-Laws of the Submarines Association Australia - APPLICATION FOR MEMBERSHIP Error! Bookmark not defined. ”	NIL
	Delete Appendix B in its entirety	Nil
	<u>Delete</u> existing paragraph 4.1 (iv) in its entirety.	iv. An application to be admitted as a Member shall be submitted either by; ■ Using the Electronic Membership Application Form on the SAA Website which will can be submitted automatically or by, ■ Downloading and completing a hard copy of the Membership Application Form and submitting it by Australia Post or email to the National Treasurer. ■ Transferring your payment in full to the National Treasurer for the joining fee and annual subscription as set forth in By-Law 5. The Account details are contained on the National website and on the form.

		Applications shall be forwarded to the National Treasurer in the first instance and shall be treated as provisional until endorsed by the Executive.
--	--	--

Appendix C – Nomination for Life membership	Index Line “APPENDIX C – Constitution and By-Laws - NOMINATION FOR THE AWARD OF LIFE MEMBERSHIP ... Error! Bookmark not defined. ”	
	Delete Appendix C – Nomination for Life membership in its entirety	Nil
	Delete Fourth Dot point of Para 4.2.2 LIFE MEMBER	Insert New Fourth Dot point of Para 4.2.2 LIFE MEMBER “Life Membership nomination forms can be downloaded from the SAA National Website – SAA Information Page / SAA Policies and Documents.”

Appendix D. Nomination for National Executive,	Delete Index Line “APPENDIX D – Constitution and By-Laws - NOMINATION FOR NATIONAL EXECUTIVE Error! Bookmark not defined. ”	Nil
	Delete Appendix D in its entirety	Nil
	Delete Paragraph 8.2 v.	Insert Paragraph 8.2 v. v. Nomination Forms for election to the Executive can be downloaded from the SAA National Website – SAA Information Page / SAA Policies and Documents”
	BY- LAW No 7 - SAA ELECTIONS – Clause 8 Delete Sub Para 3.	BY- LAW No 7 - SAA ELECTIONS – Clause 8 Insert New Sub Para 3. “Candidates must be financial members and shall supply such information as required and called for as set out in nomination form which can be Executive can be downloaded from the SAA National Website - SAA Information Page / SAA Policies and Documents”.

Appendix E. Notice of Motion for SAA AGM,	Delete Index Line “APPENDIX E – Constitution and By-Laws Submarines Association Australia - NOTICE OF MOTION Error! Bookmark not defined. ”	
	Delete Appendix E in its entirety	Nil
	Delete Para 6.1 Sub paragraph xii. ,	Insert new Para 6.1 Sub paragraph xii. ‘Motions are to be submitted on the form provided on the SAA Website - SAA Information Page / SAA Policies and Documents’.

Appendix F - The Application for Assistance under The Submarines Association Australia Welfare Successor Foundation	Delete Index Line “APPENDIX F – Constitution and By-Laws Submarines Association Australia - APPLICATION FOR ASSISTAN Error! Bookmark not defined. ”	Nil
	Delete” “APPENDIX F – Constitution and By-Laws Submarines Association Australia - APPLICATION FOR ASSISTANCE	Nil
	Delete Existing Paragraph 3.9.2 APPLICATION FOR ASSISTANCE.	Insert new Para 3.9.2

		“Applicants for assistance from the Foundation shall, in the first instance contact their Branch Secretary/Committee. The procedure for applying for assistance is defined in By-Law 6 - ‘Application Form for Assistance’ which can be downloaded from the Web SAA Website - SAA Information Page / SAA Policies and Documents”
--	--	---

FORMATTING CHANGES	Delete Existing Index Line APPENDIX G – Constitution and By-Laws Submarines Association Australia - SAA NATIONAL ANNUAL GENERAL MEETING MILESTONES 8	Insert: New Index Line “APPENDIX B – Constitution and By-Laws Submarines Association Australia - SAA NATIONAL ANNUAL GENERAL MEETING MILESTONES” 8
	Delete existing sub paragraph 6.1 xv. “A table of milestones for the AGM is contained as APPENDIX G”	Insert new sub paragraph 6.1 xv. “A table of milestones for the AGM is contained as APPENDIX B”
	Delete existing Title of Appendix G “APPENDIX G – Constitution and By-Laws Submarines Association Australia - SAA NATIONAL ANNUAL GENERAL MEETING MILESTONES”	Insert New Title to Milestone Appendix. “APPENDIX B – Constitution and By-Laws Submarines Association Australia - SAA NATIONAL ANNUAL GENERAL MEETING MILESTONES”

Notice Of Motion

I, Deeanne Erika Sparkes,

Of Submarine Association Australia, Queensland Branch,

Submit the following Motion to be included in the Agenda of the Annual General meeting of the SAA

I, move that The National Submarine Association Executive Committee form a Focus Group to undertake a feasible assessment of the proposed locations of a New Submariners' Memorial Wall / Walls.

Supporting argument

Background The current Memorial Wall located at the Submarine Walk Heritage Trail (SWHT) in Teneriffe Brisbane has reached full capacity, with all available plaques and positions already allocated through pre-sale. As a result, consideration needs to be given to providing additional opportunities for current and future commemorations.

The land directly opposite the existing wall has been considered, however, it is not owned by the local council and is therefore not considered a practical or viable option for expansion.

Purpose To identify and evaluate suitable locations for a new Submariners' Memorial Wall that will continue to honour Australian and International submariners while providing long-term capacity for future commemorations.

Potential Locations

The following locations have been identified for consideration:

- **Holbrook** – Building on its established association with Australia's submarine heritage and existing submarine memorials.
- **HMAS Platypus (New)** – Recognising its historical significance as a former submarine base and its potential as a renewed heritage precinct.
- **Naval Association Point Peron** – Reflecting its role as the home of Australia's submarine fleet and providing a memorial presence on the west coast.
- **Dual-site option** – Establishing one memorial on the east coast and one on the west coast to improve accessibility for families, veterans, and the broader submarine community nationwide.

Focus of Group Discussion

The National Submarine Association Focus Group is invited to consider:

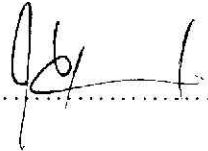
1. Whether a single national memorial or two regional memorials (east and west coast) best serves the submarine community.
2. The relative merits of Holbrook, HMAS Platypus, and HMAS Stirling as potential sites.
3. Criteria that should be used to evaluate each location.
4. Funding models, governance arrangements, and long-term maintenance responsibilities.

5. A proposed timeline for progressing the project.
6. The focus group discussion should include consultation with relevant stakeholders, cost estimates, land availability, planning requirements, and long-term maintenance considerations.

DeeAnne Sparkes
Vice President
SAA Queensland

Proposer Signature  Date 25/07/2026

Seconder Jeremy Nathan Hammond.....

Seconder Signature  Date 25 JULY 2026

**APPENDIX E - Constitution and By-Laws Submarines
Association Australia - NOTICE OF MOTION**

NOTICE OF MOTION

I, KEVIN HAYTON
(Full Name)

of NEW SOUTH WALES Branch

Submit the following Motion to be included in the Agenda of the Annual General Meeting of the SAA

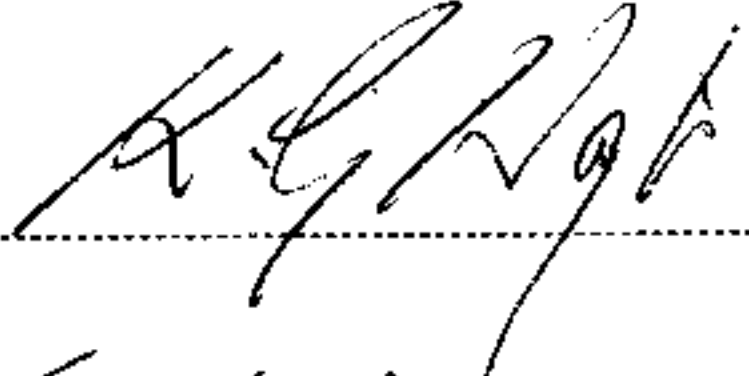
I move,

That the Minutes of an SAA Annual General Meeting be posted in the
'SAA Policies and Document' Section of the SAA Website.

Supporting argument:

By posting the 'SAA Annual General Meeting' Minutes on the SAA website;

1. Will assist members unable to attend an AGM, keep up to date and informed of the actions endorsed at an Annual General Meeting of Association
2. The SAA website will also become an archive of AGM meetings for future generations of the Association.

Proposer Signature  5/7/2026
(Date)

Seconder WARREN FRENCH
(Full Name)

Seconder Signature  5TH JULY 2026
(Date)

Notices of motion for inclusion in the agenda of the Annual General Meeting shall be in the hands of the Secretary no later than Ten (10) weeks before the AGM.

APPENDIX E - Constitution and By-Laws Submarines
Association Australia - NOTICE OF MOTION

NOTICE OF MOTION

I, KEVIN HAYTON
(Full Name)

of NEW SOUTH WALES Branch

Submit the following Motion to be included in the Agenda of the Annual General Meeting of the SAA

I move,

That the Minutes of SAA National Committee Meetings be posted in the 'SAA Policies and Document' Section of the SAA website.

Supporting argument:

By posting the National Committee Minutes on the SAA website will assist in keeping the branches and members up to date on the status of ongoing actions endorsed at an AGM.

Proposer Signature K. Hayton 5/7/2026
(Date)

Seconder WARREN FRENCH
(Full Name)

Seconder Signature [Signature] 5th July 2026
(Date)

Notices of motion for inclusion in the agenda of the Annual General Meeting shall be in the hands of the Secretary no later than Ten (10) weeks before the AGM.