



# **THE ROYAL ENGINEER YACHT CLUB**

FOUNDED 1846

## **RULES 2019**

(For AGM on 4 Oct 19)

### **DATA PROTECTION**

Membership of the REYC and acceptance of these Rules by the Member will be deemed to constitute consent to holding their relevant personal data for the purposes of the General Data Protection Regulation 2018.

A Charitable Incorporated Organisation registered in England and Wales.  
Number 1178311

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## **CHARACTER OF THE REYC**

This section is included as an introduction to the Club and these Rules.

### **History**

The Royal Engineer Boat Club was formed in 1846 at Chatham “to encourage sailing and boating among the officers of the Corps”. It became the Royal Engineer Yacht Club (the Club) in 1864. The Club sponsored and owned both sailing yachts and sculls for racing and recreation. After the Club yacht Fulmar came second in the first Ocean (Fastnet) Race, her crew were founding members of the Royal Ocean Racing Club (RORC), and Ilex won the second Race in 1926. In 1945 the REYC Germany Branch was formed in Stickenhorn harbour, Kiel for Baltic sailing, with the British Kiel Yacht Club, also formed in 1945, relocating there in 1951. The rowers broke away in 1950 and became the Royal Engineer Rowing Club. In 1947 the Army recognised sailing as an official sport and the Army Sailing Association (ASA) was set up to control it. In 1963 the Corps of Royal Engineers (the Corps) and the REYC formed the Royal Engineer Sailing Association (RESA), open to all ranks, with complementary objects and affiliated to the ASA. The RESA became responsible for Corps Sailing as an Army sport in 1980. This arrangement continued until 1992 when the REYC assumed responsibility for all aspects of Corps Sailing, the RESA was disbanded and the REYC was opened to all ranks. The first volume of the Club history was written by Maj Gen Sir Gerald Duke KBE, CB, DSO in 1982.

### **Ethos**

The function of the REYC is to facilitate sailing and seamanship as a means of promoting the efficiency of the armed forces, especially in the Corps of Royal Engineers. The Club does this by providing sailing boats, equipment and facilities, and sponsoring activities, thereby developing Royal Engineer team spirit and esprit de corps for those serving in the Sappers. Members who are retired from active service or are Associate Members support the Club by taking part in its activities as like-minded people who enjoy marine pursuits, contributing knowledge, experience and continuity, and financially. Older Members' organisational and practical skills benefit younger, less experienced members, and those who use the Club's boats and equipment help to maintain the fleet in good condition.

The Club has always been at the fore-front of skills training and has raced enthusiastically, inshore and offshore. It is believed that we are the only club to enter a yacht in every Fastnet Race. Members are helped and encouraged to develop their skills to instructor and examiner level under Royal Yachting Association (RYA), ASA and British Kite Sports Association (BKSA) schemes. Corps yacht, dinghy and board sailors have a fine record competing in Service regattas, as well as civilian events. The Club organises its own Adventurous Training, and strongly supports blue water Service sailing expeditions. In addition, a quarter of our members own yachts which race and cruise extensively round the UK, Europe and even around the world.

### **Traditions**

Our Patron since 1952 is HRH The Prince Philip, The Duke of Edinburgh, KG, KT, OM, GBE, ONZ, QSO, AC, GCL, CC, CMM, PC. The Club sends loyal greetings at the time of the Annual Dinner.

We are one of few yacht clubs privileged to wear an undefaced Blue Ensign by permission of a Warrant first received in 1872, and the only Army and first Service yacht club to do so; a transcript is in Annex B.

The Club holds an Annual General Meeting and a formal Dinner which has normally been held in the Royal Engineer Headquarter Mess, open to all members and their guests with official guests from other clubs and organisations. The Club Grace, and the Club annual prizes and awards, are recorded in the Annexes. Other less formal events are the Lymington Meet in the Solent and the Mary Cup on the River Medway. A long-standing fixture is the Ilex Trophy match against the Royal Navy, racing yachts, dinghies and boards for a silver model of the original Ilex. There are arrangements with other Associations and Clubs, including affiliation and honorary membership. The Year Book is sent to all Members and, with the Website, keeps them in touch with activities.

### **Service Sailing Organisations**

The REYC as an ASA affiliated Club is represented on its Council by the Commodore who provides an annual report on Club activity. The ASA is appointed by the Army Board through the Army Sport Control Board (ASCB) as the authority, advisor and coordinator for all sailing matters. The Club thus receives advice, guidance and support from the ASA including access to

grants and sponsorship, use of its training facilities and the award of formal qualifications, participation in Army sailing events, and Club membership of the RYA (the national sailing authority) with associated benefits. The ASA also acts as the voice of Army sailing with the other Services, the Ministry of Defence and civilian sailing bodies; eg RYA and RORC.

The Association of Service Yacht Clubs (ASYC) acts in a similar manner to the ASA at the Services level, reporting to the UK Armed Forces Sports Board (AFSB). The AFSB reviews at regular intervals the status of sports in the Armed Forces, the duty status of personnel participating and the eligibility for public funding of individual sports within the Services. ASA affiliated clubs are represented on the ASYC Council by the ASA Flag Officers.

The REYC is an Corps Sports Committee responsible for inshore and offshore sailing in accordance with Corps Sports Policy. Annual reports are required by the designated Corps Board from which grants and other support may be obtained.

REYC boats are also available for charter through reciprocal arrangements to Royal Naval Sailing Association (RNSA), ASA and Royal Air Force Sailing Association (RAFSA) club members.

## **REYC RULES 2019**

### **PREAMBLE**

1. These Rules are made by the Trustees in accordance with Clause 26 of the Constitution for the proper conduct and management of the Club. If circumstances arise when interpretation is inconsistent with the Constitution, the Constitution shall prevail.
2. The purpose of the Rules is to provide direction and guidance to the Main Committee on how the Club is to deliver its Object, and thereby give visibility to Members. The Rules and any other regulations authorised by them shall be binding on all Members. The Main Committee will maintain Policies and Procedures in support of these Rules.
3. References to Clauses in these Rules are references to the Constitution. Reference to Full Members is to those at Clause 9. (1) as distinct from other categories of membership authorised by these Rules.
4. It shall be the practice of the Club that any new or amended Rules, changes to the Yacht fleet and major expenditure be brought to the attention of Members at a General Meeting.

### **ORGANISATION**

#### **ELECTED TRUSTEES**

5. The eligibility for Elected Charity Trustees who are appointed in accordance with the Constitution by voting Members at an Annual General Meeting shall be:
  - a. Two Trustees who are Full Members of the Club who should previously have served as Flag Officers and be experienced sailors.
  - b. One further Trustee.

## FLAG OFFICERS

6. The Principal Flag Officers shall be the Commodore, Vice Commodore, and three Rear Commodores (Inshore, Offshore and Regions). Additional Branch Rear Commodores may be appointed for management of Club affairs in the UK and overseas, if such Branches are of sufficient standing to justify a flag appointment. Normally only serving senior Full Members of the Club are eligible for election, with the exception of the Rear Commodore (Regions), who will normally be a retired Regular Army Full Member of the Club.
7. All Principal Flag Officers shall be elected at an ordinary General Meeting of the Club, normally the Annual General Meeting. Those for overseas shall be confirmed by an Ordinary General Meeting of the Club on nomination by the Branch concerned. They shall normally hold office for three years.
8. In the event of the Commodore or Vice Commodore retiring from the Regular Army or resigning before expiry of their tenure of office, the Trustees shall co-opt a replacement until the next General Meeting, when a new election shall take place. In the event of a Rear Commodore retiring from the Army or resigning before expiry of their tenure of office, the Commodore may co-opt a replacement until the next General Meeting, when a new election shall take place.
9. **Honorary Rear Commodores.** In addition, six Honorary Rear Commodores of the Club may be nominated at the discretion of the Trustees for election at an Annual General Meeting. The Honorary Rear Commodores will be elected for a period of five years. They may be re-elected for a further term of five years. All Members of the Club are eligible for election as Honorary Rear Commodores. The criteria for election shall be distinguished service to the Club and willingness to give advice and guidance to the Club on request. Honorary Rear Commodores may resign their appointment at any time during their tenure.

## DELEGATED MATTERS

10. Under Clause 18, responsibility for day to day management of the Club is delegated to the Main Committee. This is to be in accordance with

law, Charity Commission requirements, Ministry of Defence regulations, best practice (eg Maritime and Coastguard Agency (MCA) and RYA) and these Rules. Particular matters that shall be addressed on behalf of the Trustees are:

- a. Use, inspection and maintenance of Club and any loan boats and equipment, including charters and Club moorings.
- b. Management of risks, health and safety. Any incidents notifiable to authorities or which may impact on the Club's reputation are to be reported to the Trustees immediately and investigated as necessary.
- c. Financial plan, annual budget, accounts, financial controls, asset register and insurance.
- d. Programme of events, training and development.
- e. Capital investment programme.
- f. Management policies and procedures (reviewed annually).
- g. Annual awards and prizes.
- h. Club records and archives.

The associated policies and procedures will be reviewed by the Board of Trustees on a regular basis. The Club's principal policies and procedures, maintained by the Main Committee, are listed in Annex D.

11. The Main Committee may incur expenditure on behalf of the Trustees for current expenses and maintenance of Club assets. They may also incur new capital expenditure up to the approved budget for the year. The Main Committee is not empowered to buy or sell Club yachts unless previously approved by a General Meeting of the Club.



## **MAIN COMMITTEE**

12. The Main Committee is to comprise:
  - a. The Principal Flag Officers
  - b. The Honorary Secretary
  - c. The Honorary Treasurer
  - d. The Membership Secretary
  - e. Two non-commissioned Full Members
  - f. Information and Communications Officer
  - g. Others co-opted at the discretion of the Commodore
13. The Chairman shall be the Commodore or in his absence the Vice Commodore. The Chairman shall have a casting vote. If neither is present 30 minutes after the appointed time, the meeting shall be rescheduled.
14. All members of the Main Committee shall be Full Members of the Club. All shall normally be serving members of the Corps. The Main Committee may co-opt additional committee members to represent particular aspects of Corps sailing. The appointment of other Club Main Committee members shall be subject to endorsement at a General Meeting.
15. Flag Officers may be represented in Committee, but those representatives may only vote in accordance with the Flag Officers' instructions.
16. A quorum shall consist of five persons of whom four must have either been elected, or whose appointment has been endorsed, at the appropriate General Meeting.
17. The Main Committee shall provide notice of its meetings and agenda in advance to the Trustees and Honorary Rear Commodores. Honorary

Rear Commodores may be in attendance at their own request or by invitation. The acts and proceedings of the meetings shall be brought to the attention of Trustees and Honorary Rear Commodores as soon as reasonably practicable.

18. Meetings of the Main Committee shall be called at least three times a year.
19. The Main Committee may be supported when appropriate by specific sub-committees.

## **BRANCHES**

20. Members of the REYC may, with the approval of the Main Committee, form a Branch of the Club in any District, Garrison or Station in the UK or overseas. The affairs of the Branch should be organised by a Committee to consist of a Branch Captain, a Secretary, a Treasurer and such other members as shall be desirable, and managed in a similar manner to the Main Committee; e.g. meetings, etc. The Branch is to be overseen by a Principal Flag Officer, normally Rear Commodore (Regions). At least one Committee member should be a serving member of the Corps; the other Committee Members are to be Full or Associate Members of the Club.
21. REYC Branches may manage Club boats, equipment and other assets on behalf of the Main Committee. Branch accounts shall form part of the Club finances.
22. If a Branch of the Club is to be closed down, recommendations for the distribution or disposal of any Club assets and of the Branch records shall be agreed by the REYC Main Committee and approved by the Trustees.

## **MEMBERSHIP**

23. In addition to Full Membership, non-voting categories are available under Clause 9 (6), as described below.
24. Associate Membership is available to those ineligible for Full Membership but who are closely associated with the Club, support its

Objects and Functions and whose application is supported by two Full Members. Those who may apply include:

- a. Serving or retired officers and soldiers of other Arms and Services.
  - b. Civilians who are closely associated with the Corps of Royal Engineers and the Club.
  - c. Part-owner(s) of a boat part-owned by an REYC Full Member. When that partnership ceases, Associate Membership also ceases.
  - d. Family of a Full Member, over the age of 18.
25. **Reciprocal Membership.** Any member of another Service Yacht Club, including RNSA, ASA, RAFSA and the other Army Yacht Clubs is considered to be a Reciprocal Member of the REYC. On establishing proof of membership of one of these Clubs, Reciprocal Members may use REYC boats and equipment at the discretion of the appropriate Rear Commodore at the relevant rates payable. Reciprocal Members have no other Club privileges.
26. **Honorary Membership.** Honorary Membership may be conferred upon anybody for special services to the Club. There is no automatic entitlement to Honorary Membership Status. Nominations are not limited by age, status within the Club or status within the Corps of Royal Engineers. Nominations are to be made in writing to the Main Committee, which, in turn, will present those considered worthy of election to the next Annual general Meeting.
27. Membership is not transferable.
28. **Termination of membership.** Clause 9.(4) of the Constitution shall apply to all categories of Membership.
29. **Application and Approval.** Any person who is eligible for membership may apply in the appropriate form to the Membership Secretary, who is authorised by the Main Committee to approve such applications providing they meet the appropriate criteria. Exceptions will be referred

by the Main Committee, with recommendations, to the Board of Trustees for a decision.

30. **Affiliation and Honorary Membership.** There are arrangements with other Associations and Clubs, including affiliation and honorary membership for certain club officials and members which may be reciprocated. The principal ones are the ASA, ASYC and the RYA, the latter through the ASA. These arrangements are reviewed annually by the Main Committee, agreed at a General Meeting and recorded in the Year Book.

## **SUBSCRIPTIONS**

31. Full and Associate Members will pay an annual subscription. There will be two rates; a lesser one for those who are serving and a higher one for those who are not. Subscription rates will be reviewed annually by the Main Committee and form part of the annual budget.
32. Honorary Members pay no subscription.
33. Reciprocal Members will pay no subscription but will pay a higher charter rate for use of Club boats and equipment as specified by the Main Committee.
34. All subscriptions are due annually on 1 February and should normally be paid by Direct Debit. A member elected between 1 January and 31 August shall pay an initial subscription for that season. Hulls Fund donations are collected with subscriptions.

## PRIVILEGES

35. Members have the following privileges:

<b><i>Membership Privilege</i></b>	<b><i>Full</i></b>	<b><i>Associate</i></b>	<b><i>Honorary</i></b>	<b><i>Reciprocal</i></b>
<i>ASA/RYA Umbrella Agreement</i>	Yes	Yes	No	No
<i>Vote at General Meetings</i>	Yes	No	No	No
<i>Yearbook &amp; Newsletters</i>	Yes	Yes	Yes	No
<i>Club Facilities</i>	Yes	Yes	Yes	Yes
<i>Lower Boat Charter Rate</i>	Yes	Yes	No	No
<i>Blue Ensign</i>	Yes	Yes	Yes	No
<i>Club Moorings</i>	Yes	Yes	Yes	No
<i>Attendance at the Annual Dinner</i>	Yes	Yes	Yes	No

Allocation when shortage exists is in order Full, Associate, Honorary and Reciprocal, with those serving having priority within these categories.

## FINANCE

36. The Club's finances including insurance shall be the responsibility of the Vice Commodore. He will be assisted by the Honorary Treasurer who is authorised to deputise on Club financial matters. Where deemed necessary, subordinate accounts may be delegated to Rear Commodores for activities for which they are responsible with further delegation to nominated Branch representatives where appropriate. When authorised, subordinate accounts are to be managed in accordance with the policy prescribed by the Vice Commodore.
37. All accounts are to be maintained in accordance with Clause 25(1).
38. The Vice Commodore is to chair the Finance Sub-Committee. It is to meet at least annually. In addition to the Chairman, the Finance Sub-Committee shall consist of representatives of all Rear Commodores

and Branches where appropriate, and the Honorary Treasurer shall be the Secretary. Records of financial decisions made shall be recorded in writing.

39. The Finance Sub-Committee is to produce and maintain a 12-year financial plan detailing the Club's projected income and expenditure. It will prepare an annual budget recommendation and financial management framework setting out financial controls and delegations. The financial plan, budget, management framework and Asset Register are to be agreed by the Main Committee prior to presentation to the Board of Trustees for approval before the commencement of each accounting year.
40. Accountancy services and annual audit arrangements for REYC accounts will be provided by Corps Funds. In accordance with Corps Charities' policy, the Trustees delegate day-to-day operation of the accounts to the Corps Treasurer, with the Corps Colonel and Corps Secretary as additional account signatories. The Commodore, Vice Commodore, Rear Commodores and nominated Branch representatives may authorise expenditure within their respective budgets and delegations, with transactions effected by the Club's nominated Treasurers.
41. The Club accounts are to be subject to independent examination or audit annually as at 31 December. The resulting statement of accounts and the Trustees' annual report are to be presented to the next following Annual General Meeting.
42. **The Hulls Fund.** The Hulls Fund is a Restricted Fund for the Club's equipment replacement programme. Income to this fund comes from the following sources:
  - a. **Members' Donations.** All Club members are encouraged to donate to the Hulls Fund. Hulls Fund donations will be collected annually.
  - b. **Charter Fees.** A percentage, to be set annually, of all charter fees is to be passed back annually to the Hulls Fund.

43. **Sub-Account Net Income.** In closing down the Club Sub-accounts each year, the Sub-Account is to transfer all funds less a float for the next season to the REYC Main Account. The value of the float is to be approved by the Board of Trustees.
44. **Charges.** Charges for charters, ensign permits and other benefits will be reviewed annually by the Main Committee and form part of the annual budget.
45. **Insurance.** The Vice Commodore shall review Club insurance policies annually to ensure appropriate cover is provided for all Club activities. A report, together with any recommendations, shall be agreed by the Main Committee prior to presentation to the Board of Trustees for approval. Club boats, equipment and other assets are provided solely for the use of Club Members and this is to be reflected in the insurance cover provided.

#### **OFFSHORE ACTIVITIES**

46. **Activities.** The three strands of the Club's offshore activities are Offshore and Inshore Racing, Training (including Sail Training and Adventurous Training) and Cruising. Details of these activities should be published in advance on-line and in the Year Book.
47. **Rear Commodore (Offshore).** The Rear Commodore (Offshore) is responsible for the management and coordination of the Club's Offshore activities and is appointed ex-officio the Managing Agent (MA) of the Club's yachts. The Rear Commodore (Offshore) must be qualified at least as a RYA Yachtmaster Coastal and must have completed successfully the RYA's Professional Practice and Responsibilities Course before taking over as MA. Ownership of the yachts is vested in the Club, and the MA will report to and take direction from the Commodore. The Rear Commodore (Offshore) should report on all offshore activity to the Annual General Meeting.
48. **Offshore Fleet.** The Club should aim to provide yachts for all three Offshore Activities, but the priority should be to maintain a yacht suitable for the Fastnet Race.

#### 49. **Fleet Management.**

- a. **Registration and Coding.** All Yachts purchased by the Club are to be registered on Part 1 of the UK Ship Register as Commercial Vessels and are to be coded as Small Commercial Vessels (SCV) at the time of purchase. As such, they are to be managed and maintained in accordance with the appropriate procedures and to the standards set by the MCA. Although Coded and managed as SCVs, the Club's yachts are not to be used for commercial charters.
- b. **Chartering.** Rear Commodore (Offshore) is to provide the necessary instructions for the use and chartering of yachts. Skippers are to abide by these instructions.
- c. **Safety.** When on charter, responsibility for the safety of yachts and their crew rests with the Skipper. When racing or cruising, Skippers and Charterers are expected to follow RYA guidance and the relevant racing regulations, including those on Lifejackets and Lifelines. When those on board are Service Personnel on Duty the guidance given in extant Service Regulations is to be followed. In no circumstances shall the Skipper allow the maximum combined weight of Cargo and Persons, as shown on the yacht's SCV Certificate, to be exceeded.
- d. **Crew and Equipment.**
  - (1) **Racing.**
    - (a) Club yachts shall only be raced by skippers who are authorised by the Rear Commodore (Offshore) and with appropriately qualified crew. While racing, the skipper should not normally helm.
    - (b) Yachts may be manned and equipped in accordance with the Racing Rules for that particular event, but the Club's Rules for manning and for the Skipper's and crew's qualifications as set out in the Club's management policies must always be observed.



- (2) **Charters and Adventurous Training.** When used for Charters and Adventurous Training, Club Yachts shall be manned and equipped in accordance with the SCV Certificate. Limitations for use and manning requirements are set out in the SCV Certificate and the Club's management policies.
50. Only the Rear Commodore (Offshore) or in their absence, the Deputy Rear Commodore (Offshore), may authorise derogations from these Rules.

### INSHORE ACTIVITIES

51. **Activities.** The three strands of Inshore Activities are Dinghy Sailing, Windsurfing and Kite Surfing. Details of these activities should be published in advance online and in the Club's Year Book.
52. **Rear Commodore (Inshore).** The Rear Commodore (Inshore) is responsible for the management and coordination of the Club's Inshore activities and for managing the Club's dinghies, and Wind and Kite-Sports equipment. The Rear Commodore (Inshore) should be an experienced sailor, preferably qualified as a RYA Dinghy or Windsurfing Instructor, and who, working with the ASA as necessary:
- a. **For dinghy sailing and windsurfing:** understands racing and the ASA and RYA's Training Schemes and policies on health and safety.
  - b. **For Kite-Surfing:** understands racing and the ASA's and the British Kite-Sports Association's training and management procedures.
  - c. Ensures that all Inshore Activities are properly organised, conducted and supervised by suitably qualified personnel.
  - d. Ensures that all sailors comply with the relevant regulations on lifejackets and buoyancy aids.
53. The Rear Commodore (Inshore) should report on all inshore activity to the Annual General Meeting.

54. **Boats and Equipment.** The Club should provide a mixture of boats and equipment to support Inshore Activities. Rear Commodore (Inshore) is responsible for:
- a. Recommending to the Main Committee any changes required to the Club's Inshore boats and equipment. The Main Committee may authorise boats and equipment purchases and disposals within its financial delegations.
  - b. Providing written procedures that cover the use, inspection and maintenance of Inshore boats and equipment.
  - c. Ensuring that all Inshore boats and equipment are properly used, inspected, maintained and documented.

### **REGIONS ACTIVITIES**

55. **Activities.** The three strands of the Club's regional activities are the Club's Branches, the Club's Regional events and the Club's Port Officers.
56. **Rear Commodore (Regions).** The Rear Commodore (Regions) is responsible for the Club's regional activities. The Rear Commodore (Regions) will normally be a long-standing retired member of the Club who knows the Club well and has a good knowledge of the wider sailing world.
57. The Club's Regional Activities should be published in advance on-line and in the Yearbook. Rear Commodore (Regions) should report on Regional Activities to the Annual General Meeting.

### **INCIDENTS AND ACCIDENTS**

58. Incidents or accidents during Club events or involving Club Members or those using Club boats or equipment are to be reported to the Commodore as soon as possible and normally within 48 hours via the relevant Principal Flag Officer and investigated as directed by the Commodore.

- a. When those involved are service personnel on duty, Service Procedures, including any necessary disciplinary action, are to be followed.
  - b. In other cases, the Principal Flag Officer concerned is to ensure that the relevant civil authorities are informed as necessary, and that the Club assists them in their inquiries thereafter. As well as the Emergency Services these authorities may include the MCA, the Marine Accident Investigation Branch (MAIB), the RYA and the BKSA.
  - c. If a Club boat or other equipment is found to have been damaged as a result of negligence or carelessness, after suitable investigation by the Commodore, the Skipper, Charterer or User will normally be asked to contribute to its inspection and repair. In the case of a dispute, it will be referred to the Board of Trustees.
  - d. If the competence of qualified persons is called into question, advice should be sought from the MCA, the RYA or BKSA, or the ASA.
59. Any matter reported to a Flag Officer which might have brought or might bring the Club into disrepute, or incur significant expenditure of Club resources, is to be reported to the Commodore and, if necessary, to the Board of Trustees. The Commodore should decide how the matter should be investigated. A non-involved flag officer (including an Honorary Rear Commodore) may be asked to look into the matter and report to the Commodore recommending appropriate action. Sanctions may include restriction of Club privileges or requiring a member to resign from the Club.

## **FLAGS**

60. Members of the REYC are privileged to wear a Blue Ensign of Her Majesty's Fleet by permission of a Warrant received from the Lord High Admiral of the United Kingdom of Great Britain and Ireland on 2 April 1872. The Club expects Members to respect this privilege and observe the conditions of the Permit which may be obtained from the Honorary Secretary. Conditions include the Permit holder being in effective control and the obligation to maintain a valid certificate of British

Registration, and having this and the Permit on board. Members are expected to conform to the rules and customs associated with the flying of flags on boats. Further guidance is in Annex A and on the Club website.

61. The REYC Burgee is quarterly azure and argent, in the first three guns in pale, and in the fourth a lion passant gardant, all or. Flag Officers, serving and retired, are entitled to fly distinguishing Burgees. General Meetings of the Club can award Club Members the right to fly the Special Flag. The Club Burgee must be flown when the Blue Ensign is worn.

### **AWARDS AND CORPS COLOURS**

62. Club prizes and trophies are shown in Annex C. These will be awarded annually by the Main Committee, along with Corps colours. They are normally presented at the Annual Dinner.

Annexes:

- A. Flags and Flag Etiquette.
- B. Blue Ensign Warrant.
- C. Prizes and Trophies.
- D. Policies and Procedures.
- E. Governance Structure (Association Model).
- F. Club Grace.

## **ANNEX A**

### **FLAGS AND FLAG ETIQUETTE**

1. The flying of flags on boats is governed by longstanding custom and tradition, and by Ministry of Defence and International Regulations. Flying flags incorrectly can upset the traditionally minded and, in theory, constitutes an offence under the Merchant Shipping Act. In foreign countries it can not only cause offence but also lead to difficulties with maritime officials.

#### **The Ensign**

2. The Secretary of State for Defence is authorised under the provisions of Section 2 of the Merchant Shipping Act 1995 to authorise the wearing of Blue Ensigns. Administration of the associated Permits was delegated to the RYA from 1 April 1985, from whom the Honorary Secretary receives Permits and their validation. The conditions are printed on the Permit. Any Member eligible by Club Rules and who meets these conditions may apply for a Permit for their boat; the fee and period will be agreed at a General Meeting of the Club. The Permit ceases to be valid when either the Permit or the boat registration certificate becomes out of date. Club owned yachts have appropriate Permits aboard authorising the wearing of a Blue Ensign by eligible Members; when the person in charge is not eligible a Red Ensign shall be worn, as expected of any British boat.
3. There are many accepted procedures associated with wearing Ensigns, and Members are expected to comply:
  - a. They should be prominently displayed, normally from a staff at the stern, by day and night, unless participating in a recognised race (lowered and a Class Flag flown from the 5 minute gun); observance may be relaxed outside pilotage waters.
  - b. When in harbour or an anchorage they should be hoisted and lowered at morning and evening colours: hoisted at 0800 local time from 15 February to 31, or 0900 local time from 1 November to 14 February; lowered at sunset, at 2100 local time or when the Permit holder goes ashore, whichever is the earliest.

- c. They may be dipped to half-mast when passing British and foreign warships. The other vessel acknowledges by dipping and re-hoisting her Ensign, upon which the saluting boat re-hoists hers.
  - d. Others include national or private mourning and conforming to local conditions.
4. **Courtesy Ensign.** The Ensign of a country being visited should be worn in a position which is inferior only to the yacht's own national Ensign. In single-masted yachts this is at the starboard lower cross-tree on the main mast. It is normally flown at all times when within the territorial waters of a foreign country.

### **The Burgee**

5. The REYC Club Burgee may be flown when an entitled Member is aboard any boat and is encouraged when they are in effective control, and must be flown when the Blue Ensign is worn by an entitled Member aboard their personal or a Club owned yacht. The Burgee shall be worn at any place on the main mast, preferably at the truck or from the lower starboard spreader. If a country Courtesy Ensign or other international flag is worn, these shall take precedence, with the Club Burgee preferably worn on the lower port spreader. Flag Officers and holders of the Special Flag may substitute their Burgee or Flag for the Club Burgee.
6. Flag Officers are entitled to fly the following distinguishing Burgees: Commodore, a swallow-tailed flag displaying the same devices as the Burgee; Vice-Commodore, a flag similar to that of the Commodore with one white ball in the first quarter; Rear Commodores, Additional and Honorary Rear Commodores, a flag similar to that of the Commodore with two white balls horizontally alongside each another in the first quarter. On retirement, they are entitled to fly the appropriate Burgee with the swallow-tails removed; ie rectangular in shape.
7. When the Special Flag is held, it shall be flown in a similar manner to the Club Burgee. It is rectangular, quarterly azure and argent in the first quarter 3 guns in pale and in the fourth quarter a lion passant gardant over all in fesse point a grenade all or.

## **Dressing Overall**

8. An owner or skipper may dress their yacht overall when at anchor or on moorings for any good reason, and to conform with national occasions and local custom. They should be dressed and undressed at morning and evening colours respectively. There is a normal order for stringing the International Code Flags (equally spaced from stem head/pulpit to top of mast to stern/pushpit). REYC boats are particularly encouraged to dress overall if they are in commission on the Monarch's Official Birthday and the Club Patron's Birthday.

## **References**

9. Further information on flag etiquette may be found in:
  - a. REYC web site and Club policies.
  - b. RYA Flag Etiquette Book (available on the RYA website).
  - c. Reeds Nautical Almanac.

## ANNEX B

### TRANSCRIPT OF REYC BLUE ENSIGN WARRANT 2 APRIL 1872

By the Commissioners for  
Executing the Office of Lord High  
Admiral of the United Kingdom of  
Great Britain and Ireland

Whereas we deem it expedient  
that the vessels belonging to  
the Royal Engineer Yacht Club  
shall be permitted to wear  
the blue ensign of Her Majesty's  
Fleet on board their respective  
vessels with the distinguishing  
marks of the Club in the  
Burgee only. We do by virtue  
of the power and authority  
vested in Us, hereby warrant  
and authorize the blue ensign  
of Her Majesty's Fleet, with  
the distinguishing marks  
of the Club in the burgee, to  
be worn on board the respective  
vessels belonging to the  
Royal Engineer Yacht Club  
accordingly.

Given under the hands and the Seal of the  
Office of Admiralty this second day of April 1872.

J W Tarleton  
S C Dacres

By Command of their Lordships  
Vernon Lushington

#### Notes:

1. From the list of the Lord Commissioners of the Admiralty, the signatories are probably:

John Walter Tarleton, Junior Naval Lord  
Sir Sydney Colpoys Dacres, First Naval Lord  
Vernon Lushington, Permanent Secretary to the Admiralty.

2. The original Warrant is held in the Corps' Museum in Chatham.



## ANNEX C

### PRIZES AND TROPHIES

1. **The Anderson Trophy (1959)** The cup was presented to the REYC in memory of Lt Col E P Anderson DSO in 1959. It is awarded annually to a Club member, selected by the Main Committee, for outstanding results or services to the club.
2. **The REYC Seamanship Trophy (1969)** The trophy was established in 1969 by the Royal Engineer Sailing Association Main Committee. It is awarded annually to a serving soldier of the REYC, sailing in a Club boat or any other boat, who in the opinion of a Select Committee, put up the all-round best performance during the season in respect of racing or cruising, or care of boats.
3. **The Brewer Trophy (1986)** The trophy was presented by Maj W Brewer in January 1986. It is to be awarded annually to the REYC Member who, in the opinion of the Rear Commodore (Inshore), has produced the most consistent results throughout the year in dinghy or sail board racing.
4. **The Blagden Trophy (1986)** The trophy was presented in July 1986 by Brig P M Blagden CBE. It is to be awarded annually to a young officer (below the rank of Capt) who, in the view of a Select Committee, has been the most enthusiastic sailor of that year.
5. **The Jardine Trophy (1990)** The trophy was presented by Lt Col S Jardine OBE in January 1990. It is to be awarded annually to a junior soldier (Cpl or below) who, in the opinion of the Rear Commodore (Inshore), has contributed most in either results or general participation in dinghy sailing.
6. **The Carlier Trophy (2009)** The trophy was presented by Maj Gen A N Carlier CB OBE in July 2009. It is to be awarded to the skipper of the best-placed REYC yacht entered in the Fastnet Race.
7. **The Torch Trophy (2012)** The trophy was proposed by the Rear Commodore (Regions) and approved at the REYC Annual General Meeting in 2012. It is to be awarded for the best log, in the opinion of a

Select Committee, for a cruise in mainly coastal (or inland) waters, with a duration of 7 days or more.

8. **The Avalanche Trophy (2012)** The trophy was proposed by the Rear Commodore (Regions) and approved at the REYC Annual General Meeting in 2012. It is to be awarded for the best log, in the opinion of a Select Committee, for a cruise containing a passage longer than 1,000 nautical miles.
9. **The Mary Cup (1864/1965), The Sheerness Regatta Tankard (1864)** The Cutter Mary, skippered by Lt Frere, won the REYC regatta in May 1864, and the four members of the crew each received a finely engraved pewter tankard. In 1964, one of these was found in private ownership at East Malling and presented to the REYC. Accordingly, the first race for the Mary Cup was raced on the Medway following a course similar to the original race in September 1965. A matching tankard in disrepair was found that year in Wyke Regis, was repaired by the Pewterers' Guild and also presented to the REYC to be competed for in the same race. In 2015, the 50th anniversary of the Mary Cup race was celebrated with the presentation of the Sheerness Regatta 1864 Tankard originally owned by Col Jack Bucknill, first Honorary Rear Commodore of the REYC. This has been added to the trophies presented at this event.
10. **The Ithnan Cup (1949)** Awarded to the winning REYC skipper at the annual REYC Lymington Meet, this trophy is the bequest of Col J T Bucknill and named after the yacht Ithnan, which he owned. It has been competed for since the inception of the REYC Solent Meet in about 1949. Prior to the Meet settling on its present venue, it was held at Yarmouth and was at the time known as the REYC Yarmouth Meet.
11. **The Ilex Trophy (1950)** The Club, with the approval of the Corps Committee, commissioned a silver model of the Club's yacht Ilex which, together with a ship's bell, was presented to HMS Ilex at a ceremony in Portsmouth Harbour in 1937. When she was paid off at the end of the war, the model and bell went to HMS Pembroke, then the shore barracks at Chatham, for safe custody. In 1950, at the suggestion of the local RN Commander in Chief, it was agreed that the model would be put up as a challenge trophy for which the REYC and RNSA Chatham would compete each year on the River Medway, the types of boats to be used and other details to be decided by mutual agreement. When the

RN presence at Chatham ended in 1983, the regatta moved to Portsmouth Harbour and the Solent. In the early days the competition was sailed in dinghies, changing in 1961 onwards to include yachts and in 2003 wind surfing was added. With RNSA agreement, the model is in the custody of the RE HQ Mess at Chatham, and can be seen by a generation of REYC members to whom this great yacht would otherwise be merely a name. Also in the Mess is the picture of Ilex rounding the Fastnet Rock in 1926, coming first in the race and winning the Fastnet Bowl.

12. **The Fryer Cup (1952)** In 1952, the trophy presented by Maj Gen W G Fryer, was awarded to the winner of the REYC Keelboat Regatta sailed at the Seaview YC in the Mermaid Class. Past winners have included medal-winning and aspirant Olympic sailors of the REYC. Bill Fryer won the trophy himself, and it is worth noting that he was Mate of the crew of Ilex in 1931, when she competed in the first Transatlantic Ocean Race. The Fryer Cup race is no longer staged as an REYC event and the trophy is in storage in the RE HQ Mess.
13. **The Carlier Plate (1997)** The Plate was presented by Maj Gen A N Carlier CB OBE in 1997 to recognise the connection between the REYC and the Royal Lyminster Yacht Club, and thereby encourage participation both afloat and ashore at the annual REYC Solent Meet. To be awarded to the winning Club in a match between the Clubs sailed during the Lyminster Meet, the arrangements to be decided by mutual agreement, eg three yachts with similar racing handicaps from each Club.
14. **The Peter Clarke Memorial Trophy, a Corps of Royal Engineers Trophy (1991)** The award of the Peter Clarke Memorial Trophy is to recognise endeavour in relation to one of the sports with which the late Maj Peter Clarke was particularly associated, namely gliding, private flying, sailing, skiing and sub-aqua. One award may be made annually in each of the sports and the names recorded in the memorial book. Anyone who has shown dedication in perfecting their own skills in the sport and assisting others to benefit as well, is eligible. Those selected may not have performed outstandingly well at the sport themselves, but will have made a contribution of an outstanding nature. To be awarded annually to a Club Member selected by the Main Committee.

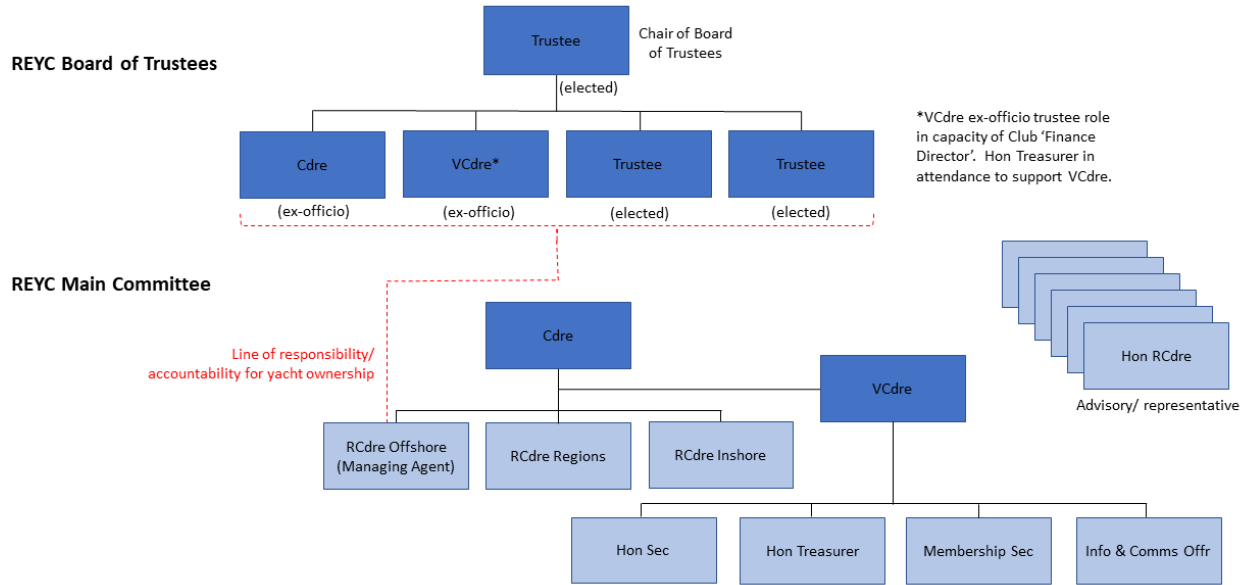
## **ANNEX D**

### **POLICIES AND PROCEDURES**

1. The following is a list of the principal policies and procedures maintained by the Club:
  - a. GDPR/Data Protection
  - b. Safeguarding (Child and Vulnerable Persons' Protection)
  - c. Boat, Inshore and Offshore, Inspection and Maintenance
  - d. Boat, Inshore and Offshore, Operation and Safety Management (including Charter arrangements and Lifejackets/Buoyancy Aids)
  - e. Club Moorings (including associated shore facilities)
  - f. Flag Etiquette including Blue Ensign
  - g. Investment
  - h. Strategic Risk Assessment
  - i. Health and Safety for the Club's Adventure Training Instructors (Bosuns)
  - j. Principal Flag Officer and other Main Committee member duties.
2. The Main Committee also follow other informal guidelines, developed over the years, but not recorded here.

# ANNEX E

## REYC CIO GOVERNANCE STRUCTURE (Association Model)



\*VCdre ex-officio trustee role in capacity of Club 'Finance Director'. Hon Treasurer in attendance to support VCdre.

REYC Sub-Committees support and report to RCdres Offshore, Inshore and Regions with Branch Captains reporting to RCdre Regions.

## **ORGANISATION PRINCIPLES**

1. Role of the Board of Trustees:
  - a. Oversight of the REYC as a Charitable Incorporated Organisation.
  - b. Strategic planning.
  - c. Direction to Main Committee.
  - d. To be answerable to Members.
  
2. Role of the Main Committee:
  - a. Development of strategic options for consideration by the Board of Trustees.
  - b. Operational Management of REYC (including alignment with Corps Sports Policy).
  - c. Oversight of routine Club activities managed by Vice Commodore, Rear Commodores and their sub-committees.
  - d. Reporting to Board of Trustees.
  
3. The Main Committee chaired by the Commodore is the Club's principal management body. However, Members should understand the charitable nature of the Club and the role of the Board of Trustees. External relations (eg with Army Sailing Association, and other Clubs and organisations) should be conducted predominantly by the Main Committee. All relationships with the Charity Commission must be conducted through the Board of Trustees and the Board will run Annual General Meetings in order to meet Charity Commission requirements. That will not preclude reports being presented by Main Committee members.
  
4. The relationship between the Board of Trustees and the Main Committee could be considered analogous to the business relationship between a Board of Directors (led by Chairman) and the Executive Committee (led by Chief Executive Officer).

5. The role of Managing Agent for Club-owned yachts rests formally with Rear Commodore (Offshore). He/She is answerable directly to the Board of Trustees as the corporate owners; however, he/she will work to the Commodore for other management issues. Rear Commodore (Inshore) has similar responsibilities for Club-owned assets operated and maintained for the Club's inshore activities.

## **ANNEX F**

### **CLUB GRACE**

For the spirit of adventure, which takes us to sea  
For the Grace of God, which brings us safely to shore  
For the spirit of fellowship, which brings us together tonight  
For the gift of the food we are now to eat  
For these and all His mercies  
God's Holy Name be praised