

Club Constitution

SOUTH LEEDS LAKERS

Previous Version	Date
Version 1	July 2016
Version 2	Sept 2019

1. Name

The club will be called South Leeds Lakers and have the following sub sections:

- South Leeds Lakers Running Club, which will be affiliated to England Athletics.
- South Leeds Lakers Cycling Club, which will be affiliated to British Cycling.
- South Leeds Lakers Walking Group.
- South Leeds Lakers Juniors.

- All additional sub sections must be formally agreed by the membership at the AGM/EGM.

2. Aims and objectives

The aims and objectives of the club will be:

- To improve the health, wellbeing and aspirations of the local community by setting a positive example and having fun.
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair to everyone.

3. Club Equity Statement

This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

- The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment

and abuse.

- All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.
- To improve the health, wellbeing and aspirations of the local community by setting a positive example and having fun.

4. Membership

To ensure all present and future members receive fair and equal treatment. Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted. (See section 15 for further details).

Members will be enrolled in one of the following categories each year (April to March):

- **Social Member** – any non-affiliated person who runs/cycles/walks with the Club in a social capacity and has registered as a member of the Club in the current year.
- **Affiliated Member** – this is granted to anyone completing the Run England/British Cycling registration form and payment of governing bodies' membership fee.
- **Junior Member** – any junior aged between 8 and 14 years of age and has registered as a member of the South Leeds Lakers Juniors Section in the current year.

Social and Affiliated Members will be aged 15+.

All benefits and rights associated with the South Leeds Lakers will be the same for Social and Affiliated members.

Only affiliated members will receive the individual benefits as documented on the governing bodies' websites e.g. only affiliated members will be eligible for the free marathon place and discount on race entry fee. LOCAL RULE?

5. Membership enrolment and fees

All members will be enrolled annually. Failure to do so will negate any previous year membership.

- Social Member – Free

To be a social member you must provide the following information annually:

Name
Address
Telephone
Email
Emergency Contact Name
Emergency Contact Tel.
Date of Birth

- Affiliated Member – £x/year (£x is set to cover the cost of the governing bodies i.e. England Athletics/ British Cycling membership with no additional charge).
- Junior Member – Free

Junior members must comply with the Junior Contract (see section 15).

6. Officers of the Club

The management committee will consist of the following officers:

- Chair
- Governance Secretary
- Treasurer
- Welfare Officer
- Inclusivity & Diversity Officer
- Run Club Representative
- Cycling Club Representative
- Walking Group Representative
- Junior Section Representative

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

All officers must be 18+ in age.

An individual may hold any 2 of the above positions. There must be a minimum of 4 people on the management committee.

7. Management Committee

The Club will be managed through the Management Committee:

- Only these posts will have the right to vote at meetings of the Management Committee.
- The Management Committee meetings will be convened by the Governance Secretary of the club and held no less than 3 times per year.
- The quorum required for business to be agreed at Management Committee meetings will be all the named officers.
- The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- The Management Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business
- The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution.
- The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.
- All members 18+ are eligible to be elected to the Management Committee.

8. Finance

All club/section monies will be banked in an account held in the name of the club.

The Club Treasurer will be responsible for the finances of the club and present interim reports to the Management Committee.

The financial year of the club will end on *31 March*.

An **audited** statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signature of the Treasurer.

Approval of spend by each section requires the approval of the Chairman or Governance Secretary, the Treasurer and the appropriate Section Representative.

9. Sub Section Committees

Each sub section will determine their own committee structure to best support their individual requirements. However, as a minimum they will appoint the following:

- Activity Coordinator
- Sub-Section Secretary

One of these positions will be fulfilled by the elected Management Committee Representative.

10. Annual General Meetings (AGM) & Extraordinary General Meetings (EGM)

Notice of AGM & EGMs will be given by the Governance Secretary. Not less than 21 clear days notice to be given to all members.

Nominations for officers of the Management Committee will be sent to the Governance Secretary prior to the AGM.

Elections of officers are to take place at the AGM. In the event officers are unopposed the appointments will be formally ratified at the AGM.

All Affiliated and Social members registered prior to the 21-day notice period have the right to vote at the AGM/EGM. Junior members do not have voting rights.

The quorum for AGM/EGMs will be *a minimum of 10 members*.

Members must be in attendance to vote i.e. no proxy votes.

The AGM agenda will cover the following:

- Chairperson Address
- Treasurer Report (including statement of the audited accounts)
- Review of the Year
- Election/Ratification of Management Committee
- The Year Ahead

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM.

Members also have the right to call an EGM, subject to demonstrating an appropriate level of support i.e. the backing of 20 other members.

Procedures for EGMs will be the same as for the AGM.

11. Discipline and appeals

11.1 All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection form. The club welfare officer is the lead contact for all members in the event of any child protection concerns.

11.2 All formal complaints regarding the behaviour of any members should be presented and submitted in writing to the Secretary or Welfare Officer in accordance with the Club Discipline and Appeals Process (see section 15).

12. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of the governing bodies *or some other club or group with similar objectives to those of the Club.*

13. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM. This will take the form of an "in room" secret ballot.

14. Declaration

South Leeds Lakers hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.


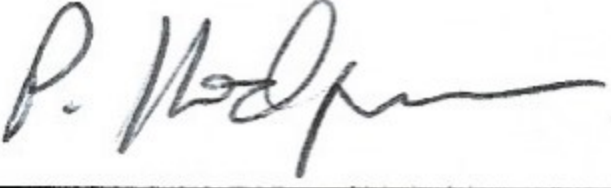
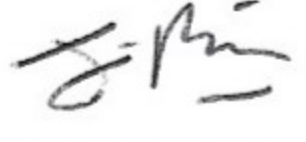
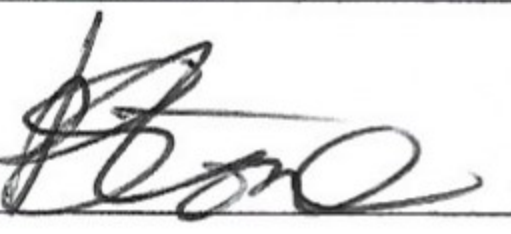
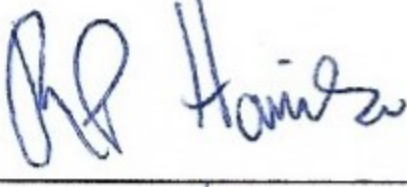


15. Club Policy and Procedures Documents

The following documents are available on request from the Club Secretary:

- 15.1 South Leeds Lakers Health & Safety Policy
- 15.2 South Leeds Lakers Safeguarding Policy
- 15.3 South Leeds Lakers Parental Code of Conduct
- 15.4 South Leeds Lakers Junior Contract
- 15.5 South Leeds Lakers Club Discipline and Appeals Process
- 15.6 South Leeds Lakers Child Protection Referral Form
- 15.7 South Leeds Lakers Athletics Safeguarding Flowchart
- 15.8 South Leeds Lakers Social Media Policy
- 15.9 South Leeds Lakers Runners, Leaders, Coaches Code of Conduct

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South Leeds Lakers hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name: Martin Lee	Signature: 
Position: Chairperson (Interim)	Date: 02/06/2021
Name: Phil Hodgson	Signature: 
Position: Governance Secretary	Date: 2/6/2021
Name: Ian Pickles	Signature: 
Position: Run Club Representative	Date: 2/6/21
Name: Kevin Stone	Signature: 
Position: Treasurer	Date: 2.6.21
Name: Richard Harrison	Signature: 
Position: Junior Section Representative	Date: 5/6/21
Name: Linda Featherstone	Signature: 
Position: Walking Group Representative	Date: 02/06/2021
Name: Claire Harrison	Signature: 
Position: Cycling Club Representative	Date: 02/06/2021.