

DERBYSHIRE COUNTY ATHLETIC ASSOCIATION CONSTITUTION

1. TITLE

This County of the North of England Athletic Association (NoEAA) shall be called Derbyshire County Athletic Association;

The colours shall be maroon and green diagonals on a white background.

2. DEFINITIONS

The words 'County', when used hereafter, shall mean the County of Derbyshire as geographically defined.

3. OBJECTIVES

The objects of the County shall be

- (i) to promote Championships in Track and Field, Cross Country, Road Running, Walking and Fell Running events ;
- (ii) to organise and select teams and individuals to represent the County in Inter-County and other approved competitions;
- (iii) to be affiliated to the North of England Athletic Association (NoEAA), and to United Kingdom Athletics (UKA), and such bodies as approved by the Executive Committee;
- (iv) to be responsible for the governance, implementation and operation of the rules and policies relating to Athletics within the County of Derbyshire as laid down by the IAAF, UKA, the AAA of E and the NEAA.
- v) To act as a Sub-Committee of the NEAA

4. POWERS AND DUTIES

In addition to general or, specific powers conferred from time to time by the General Committee of the NoEAA, and the right to promote athletic events within its boundaries, the County Association shall

- a) support the development of athletics and encourage Clubs to become affiliated to the NoEAA;
- b) process applications for affiliation and make recommendations to the NoEAA Management Committee regarding acceptance or rejection;
- c) consider all proposals to hold athletic events within its boundaries and issue appropriate approval after ensuring that the timing of such events will not result in clashes to the disadvantage of the sport within the Region ;
- d) monitor, as far as possible, all athletic events held within its boundaries, both in the interests of athletes and Clubs to ensure that appropriate laws and rules for competition are observed;
- e) investigate any instances of alleged breach of rules, misconduct or improper practice in respect of events taking place within its boundaries and take or recommend appropriate action to its Officers and to the NoEAA Management Committee respectively;
- f) investigate applications for re-qualification and reinstatement from persons residing within its boundaries and make recommendations to the NoEAA Management Committee;
- g) ensure, as far as possible, that affiliated clubs fulfil their obligations to members and competitors in accordance with UKA, AAAoE and NoEAA Laws;
- h) assist in resolving problems related to the membership of individual athletes, as regards first claim matters, conduct, affiliation and arrears of subscriptions;
- i) encourage the recruitment and training of Officials and Coaches;
- j) support the development of Awards and Standards scheme
- k) delegate the administration of (i) Endurance Running, (ii) Fell Running, (iii) Track and Field and (iv) Sportshall and Mini Leagues to committees which shall be responsible to and whose budgets shall be subject to, the approval of the General Committee. The General Committee will receive written reports at each General Committee meeting;
- l) approve the Development Sub-committee, and approve co-opted members who may not be members, directly or indirectly, of affiliated clubs and organisations, and receive its written report at each General Committee meeting. The Development Sub-committee will elect, from its members, a Chairman and a Secretary.
- m) appoint and approve other committees as and when deemed necessary. Committees shall submit written reports to each General Committee meeting.
- n) support the Derbyshire Sport Partnership in co-operation with the clubs, schools and local authorities within the County in the promotion and development of athletics at all levels.

5. MEMBERSHIP

Membership of the County shall be open to

- a) all affiliated Clubs, Schools, Societies and Organisations with their Headquarters within the County shall have automatic membership and shall have voting rights at General Meetings in accordance with NoEAA Rule 5 (d) (see Appendix). Associate Membership(?) maybe granted to individual schools, within the County of Derbyshire, upon written application;
- b) any person who is an amateur according to the definition of UK Athletics provided that he/she
 - I was born in the County
 - II has residence in or, has business in the County or,
 - III has in the opinion of the Executive Committee rendered meritorious service to athletics in the County.

6. ELECTION OF MEMBERS

All Clubs, Schools and Organisations affiliated to the NoEAA and having their Headquarters within the County, shall have automatic membership of the County but, shall apply in writing. Individual Membership applications shall be considered by the Executive Committee who have the power to elect with a majority of those voting being necessary for election

7. MANAGEMENT

Management of the County shall be vested in an Executive Committee consisting of : -

- A) President - who will be elected annually and may normally only serve for a maximum of three consecutive years;
- B) Chairperson - who will be elected annually but, shall not be eligible for re-election ;
 - I Vice-Chairperson who will be elected annually and to become the Chairperson the following year;
 - II Vice-Presidents - a maximum of three for a period not exceeding three years;
 - III Honorary Secretary;
 - IV Honorary Treasurer;
 - V Honorary Officials Secretary;
 - VI Honorary Coaching Secretary;
 - VII Honorary Statistician;
 - VIII Honorary Championship Secretary;
 - IX Honorary Permit Secretary;
 - X Club Representatives shall be in accordance with AAAoE Rule 10 (A) - see Appendix.

a) The **Executive Committee** and its sub-committees shall have power to co-opt such persons as they seem desirable. Co-opted members shall not be entitled to vote.

The Executive Committee shall meet on at least four occasions annually;

voting rights at any meeting of the County shall be in accordance with NoEAA Rule 5 d) - see Appendix.

The Executive Committee shall consist of representatives of affiliated clubs, schools and local authorities within the County.

b) There will be an **Emergency Sub-Committee** which shall consist of the Chairperson, Vice-Chairperson, Hon. Secretary, Hon. Treasurer and one other member, who will refer their decision to the Executive Committee.

The Emergency Committee shall have the powers of the Executive Committee delegated to them.

c) There will be a **Selection Sub-Committee** consisting of the members of the Emergency Committee, the appropriate Championship Secretary, Team Managers and the Hon. Statistician;

d) There will be a **Development Sub-Committee** which will be accountable to the Executive Committee for the development of athletics and shall consist of representatives of the clubs, schools and local authorities, one of whom will be Chairperson and another Secretary elected by the Sub-Committee. The Sub-Committee shall implement and oversee the application of policies and monies in accordance with the rules of governance of athletics. Regional Officers will be ex-officio members

e) Other Sub-Committees may be set up as directed by the Executive Committee in accordance with policies of the governing bodies or as is deemed necessary for the good management of athletics.

8. ANNUAL GENERAL MEETING

The Annual General Meeting of the County shall be held not less than 31 days prior to the NoEAA Annual General Meeting (i.e. July/August) at such time and place as the Executive Committee determine. The Honorary Secretary will notify the Secretary of each affiliated Club of the proposed date, time and place of the meeting at least 42 days in advance, requiring that nominations and other business for the meeting be notified at least 28 days before the meeting is due to take place.

The Honorary Secretary shall, at least 14 days before the meeting, notify the Secretary of each affiliated Club, School and Organisation the business to be transacted at the meeting which shall include only the following :-

- a) to receive the Honorary Secretary's Report;
- b) to receive the audited accounts and balance sheets;
- c) to confirm or, amend the Rules of the County;
- d) to elect the Officers and the Executive Committee for the ensuing year as indicated by Rule 7 (a) ;
- e) to elect 2 Honorary Auditors;
- f) to elect representatives to the General Committee, Track and Field, Cross Country and Road Running, Walking and Fell Running Committees of the NoEAA in accordance with Rules 7 (g), 10 (b) (iii) and 13 (b) (iii) of the NoEAA ;
- g) to elect representatives to such bodies as the Meeting may decide;
- h) to conduct other appropriate notified business.

9. EXTRAORDINARY GENERAL MEETING

- a) The Officers of the Executive Committee may convene an Extraordinary General Meeting at any time.
- b) An Extraordinary General Meeting shall be called by the Honorary Secretary on receipt of a written request from ten Clubs, Schools or Organisations in full membership or, 25% of member Clubs, Associations or Societies whichever is least, stating the purpose of the meeting ;
- c) In relation to (a) and (b) above
 - I) 14 clear days notice must be given to all Clubs and Members stating the purpose of the meeting;
 - II) the agenda to consist of no other matters than that stated when calling the meeting.

10. REPRESENTATION AT GENERAL MEETINGS

Each Club, School or Organisation in full membership shall be entitled to representation in accordance with AAA o E Rule 10 (A) (see Appendix). Such representatives shall be entitled to vote. Individual Members, as defined in Rule 5 (b), are entitled to attend General Meetings but, shall not be entitled to vote.

11. NOTICE OF MOTION

Any Club, School or Organisation entitled to vote at General Meetings may submit a resolution for consideration at General Meetings, provided that a notice of motion, in writing, shall have been deposited with the Honorary Secretary, in accordance with Constitution Rules 8 and 9. All such resolutions to be circulated to all Clubs, Associations and Societies in accordance with the procedures outlined in Constitution Rules 8 and 9.

12. QUORUM

- a) No business shall be transacted at any General Meeting unless a quorum is present when the meeting proceeds to business. The quorum to be 6 of those entitled to vote;
- B) The quorum for a meeting of the Executive Committee to be 6.

13. ANNUAL SUBSCRIPTION

County Associations are **NOT**(?) empowered to impose an affiliation fee on member Clubs, Associations or, Societies but, may charge an entry fee to Clubs, Schools or Organisations and individuals wishing to take part in their events.

The Executive Committee may levy an entry fee on all Clubs, Associations and Societies (including schools) whose members participate in County promotions.

14. RESIGNATIONS

Any member may resign from the County by giving notice, in writing, to the Honorary Secretary.

15. FINANCIAL YEAR AUDIT

The books of the County shall be audited at the end of each financial year. The Financial Year will commence on 1st May annually.

16. SPONSORSHIPS

The Executive Committee shall have the power to make suitable arrangements with sponsors.

17. TROPHIES

All trophies for County Championships must be Challenge Trophies, which cannot be won outright and will remain the property of the County

18. COUNTY CHAMPIONSHIPS

County Team and Individual Championships are only open to those competitors who have County qualification as laid down in the UK Athletics Rules of Competition.

19. LIABILITY

All Clubs, Schools or Organisations shall be held equally liable to any debts that may be incurred by the County which undertakes to refund the amount subscribed towards such debts at the first available opportunity.

20. DISSOLUTION

In the event of the County Association being dissolved for whatever reason all records will be submitted to the Regional Governing Body (North of England Athletic Association). Any assets and monies shall be passed to the NoEAA to be used for the furtherance of the sport or, any other charitable purpose deemed suitable.

21. EQUAL OPPORTUNITIES POLICY

The County Association is opposed to all forms of discrimination, whether on the grounds of race, gender, sexuality, religion or any form of disability except for the requirements of the athletic activity.

The County Association is committed to ensure that athletics is equally available to all people in all forms of activity and at all levels. The County will resist and challenge acts of discrimination within the County's geographical borders.

22. CHILD PROTECTION POLICY

The County Association will implement the UKA Child Protection Policy within the County as published by the AAAoE. A Child Protection Officer will (NOT?) be appointed (AND?), all members of the Association shall be made aware of their responsibilities towards the protection of children at all times and in all situations. Where possible the County should encourage and pursue courses aimed at Child Protection for all individual members and its club membership.

APPENDIX

AAAoE Rule 10 (A)

Subject to the provision of these Articles, affiliated Clubs and Bodies shall be entitled to the number of votes determined by their registered membership as determined by the Register of Members maintained pursuant to Article 3 (F) above as follows : -

1 – 100	1 vote
101 - 200	2 votes
201 - 300	3 votes
301 - 400	4 votes
Over 400	5 votes
Other affiliated bodies	1 vote

NoEAA Rule 5 (d)

Voting at General Meetings

Voting rights at General Meetings shall be in accordance with the AAA o E Rule 10 (A). In addition, the officers shall be entitled to vote and in the event of an equality of votes, the Chairperson shall have a second or, casting, vote. Votes may be cast only by persons present at the meeting and no person may cast more than one vote. Voting at General Meetings shall be by a show of hands unless otherwise requested. All matters shall be decided by a simple majority.

Amended July 2005