

# CLUB CONSTITUTION

## ISLAND WHEELERS CYCLING CLUB

### 1 Name

The Club will be called **ISLAND WHEELERS CYCLING CLUB** and will be affiliated to **CYCLING IRELAND**, the Governing Body for the sport of cycling in Ireland.

### 2 Aims and Objectives

The aims and objectives of the Club will be:

- To offer coaching, as well as competitive and leisure opportunities in cycling.
- To adhere to all relevant Cycling Ireland policies.
- To promote the Club and cycling within the local community.
- 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 Membership

Membership shall be open to everyone, regardless of age, ability, gender, race, ethnicity, religious or political belief, sexuality or social/economic status.

Anyone under the age of sixteen years wishing to join the Club must have a parent or guardian who is a member of the Club. In exceptional circumstances this may be reviewed by the committee.

All members shall receive fair and equal treatment.

All members shall be subject to the regulations of the Constitution and by joining the Club will be deemed to accept these regulations, all codes of practice that the Club has adopted and any duty requested by the Committee to further the aims and objectives of the Club. (Club duties shall be defined as carrying out any duty requested by the Committee at any cycling event, Competitive or Leisure, organised by, or on behalf of, or for the benefit of IWCC. Riding a bicycle shall not be considered to be a club duty.)

Members will be enrolled in one of the following categories:

- Full member
- Associate member
- Junior member
- Life member

All Club members shall hold a current Cycling Ireland license.

All adult members shall have full voting and membership rights.

The Committee reserves the right to veto any application for membership of the Club, including from existing or past members.

## **4 Membership Fee**

The membership fee shall be set annually by the Committee and announced to members at the Annual General Meeting (AGM).

The membership fees will be paid on an annual basis. The period of annual membership shall run from January 1<sup>st</sup> to December 31<sup>st</sup>.

## **5 Officers of the Club**

The officers of the club shall be:

- Chair
- Vice Chair
- Secretary
- Assistant Secretary / Club Registrar
- Treasurer
- Assistant Treasurer
- Race Organiser
- Assistant Race Organiser
- Off Road Officer
- Assistant Off Road Officer
- Leisure Officer
- Child Protection Officer
- Kit Officer

Officers shall be elected annually at the AGM.

All Officers shall retire each year but shall be eligible for re-appointment.

## **6 Committee**

The Club shall be managed through the Committee consisting of Club Officers and a general Committee of members (elected annually at the AGM).

- The Committee shall be convened by the Secretary of the Club (normally on a monthly basis).
- The quorum required for business to be agreed at Committee meetings shall be 6.
- The Committee shall be responsible for adopting new policy, codes of practice and rules that affect the organisation, running and well-being of the Club.
- The Committee shall have powers to appoint sub-committees as necessary and appoint advisers to the Committee as necessary to fulfil its business.
- The Committee shall be responsible for disciplinary hearings of members who infringe the Club rules/regulations/Constitution. The Committee shall be responsible for taking any action of suspension, expulsion or discipline following such hearings.

## 7 Finance

- All Club monies shall be banked in an account held in the name of the Club.
- The Club Treasurer shall be responsible for the finances of the Club.
- An audited statement of annual accounts shall be presented by the Treasurer at the AGM.
- Any cheques drawn against Club funds MUST have the signatures of the Treasurer plus up to two other officers.

## 8 Annual General Meetings

- Notice of AGMs shall be given by the Club Secretary. Not less than 21 days notice shall be given to all members.
- The AGM shall receive a report from Officers of the Club and a statement of the audited accounts.
- Nominations for posts as Officers of the Club shall be sent to the Secretary prior to the AGM.
- Elections of Officers shall take place at the AGM. All adult members shall have the right to vote at the AGM.
- The election of officers shall be by simple majority.
- A simple majority of those voting are required to make changes to the Constitution.
- The Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs shall be the same as for the AGM.

## 9. Safeguarding children

The Club is fully committed to safeguarding the well being of its members. Every individual in the Club should, at all times, show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the Club and the guidelines provided by Cycling Ireland, our governing body and contained in the Code of Ethics and Good Practice for Children's Sport.

The club will have a Child Protection Policy in place. This is available for all members to view.

## 10 Equity Policy

- The 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 Northern Ireland 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, regardless of age, ability, gender, race, ethnicity, religious or political belief, sexuality or social/economic status.
- The Club is committed to everyone having the right to enjoy their cycling 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.

## 11 Discipline and Appeals

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 safeguarding children and young people policy and procedures. The Club Child Protection Officer is the lead contact for all members in the event of any safeguarding concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

The Committee shall meet to hear complaints within **7** days of a complaint being lodged. The Committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing shall be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within **7** days of the hearing.

There shall be the right of appeal to the Committee following disciplinary action being announced. The Committee shall consider the appeal within **7** days of the Secretary receiving the appeal. The Appeal to be chaired by a member of the Committee who did not take part in the initial disciplinary process.

## 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 remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having aims and objectives similar to the aims and objectives of the Club as the Committee may decide.

## 13 Amendments to the Constitution

The Constitution will only be changed through agreement by majority vote at an AGM or EGM.

The constitution should be reviewed every year so that it remains relevant to all new and existing members.

## 14 Indemnity

The Club shall indemnify and keep indemnified every Officer, member, volunteer and employee of the Club from and against all claims, demands, actions and proceedings (and all costs and expenses in connection therewith or arising there from) made or brought against the Club in connection with its activities, the actions of its Officers, members, volunteers or employees, or in connection with its property and equipment

but this indemnity shall not extend to liabilities arising from wilful and individual fraud, wrongdoing or wrongful omission on the part of the Officer, member, volunteer or employee sought to be liable. The Treasurer shall effect a policy of insurance in respect of this indemnity.