



netballorkney

NETBALL ORKNEY CONSTITUTION

1. Name

The name of the organisation shall be Netball Orkney, hereinafter referred to as N.O.

2. Affiliation

Every player shall be affiliated to N.O. and N.O. shall be affiliated to Netball Scotland.

Comment [LK1]: Remove this clause and include in Membership. Each clause will need re-numbered accordingly

3. District Colours

The colours of the Orkney Team shall be red, black and white. The organisation of N.O shall wear the colours of red with the addition of black and white.

Comment [LK2]: Re-worded

4. Objectives

4.1 The objectives of N.O. shall be:

- 4.1.1 To promote, encourage and develop netball throughout Orkney and to foster friendly relations amongst its members and the local community.
- 4.1.2 To arrange inter-county and other representative matches and to select players to represent Orkney in these matches.
- 4.1.3 To co-operate with other associations within and outwith the county.

4.1.4 To offer coaching and competitive/recreational opportunities in to its members Netball.

Comment [LK3]: Addition to current objectives

4.1.5 To provide all its services in a way that is fair to everyone.

4.2 N.O. is committed to encouraging the highest ethical standards

4.3 All individuals involved in the organisation should conduct themselves with integrity, transparency, accountability and in fair and equitable manner. Including through online and social media use.

Comment [LK4]: Addition to current wording

5. Membership

5.1 All members must be affiliated to both Netball Orkney and Netball Scotland are subject to the constitution of N.O. and the regulations of their National Governing Body. guidelines of Netball Scotland and must be affiliated to both organisations.

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Comment [LK5]: Re-worded

5.1.2 Members are subject to the constitution of N.O. and the guidelines of Netball Scotland.

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5.2.3 Membership of N.O. shall be unlimited —and shall consist of the honorary members, playing members and non-playing members.

5.3.4 Membership of N.O. shall be open to any team / individual in Orkney wishing to participate in the sport of netball. provided they comply with the Constitution and the regulations of their National Governing Body.

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5.45.5 Representatives of the member age groups shall form part of the N.O. Committee.

5.55.6 ~~It shall be competent for the N.O. committee~~ **will have the authority** at any meeting to expel or suspend any member whose conduct is detrimental to the good of N.O.

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5.65.7 All member teams / individuals ~~will have access to~~ **will receive** a copy of the relevant Code of Conduct, a copy of N.O.'s Child Protection Policy and a copy of the Constitution.

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6. Management

6.1 The affairs of N.O. shall be conducted by an Executive Committee which shall consist of the officers plus a number of ordinary members, including a Child Protection Officer.

6.2 The officers of N.O., who shall be honorary, shall be:

6.2.1 Chairperson

6.2.2 Vice Chairperson

6.2.3 Secretary

6.2.4 Treasurers (senior and junior accounts)

6.3 The posts of Chairperson and Vice Chairperson shall hold office for a minimum of two years

6.4 The Secretary and Treasurers shall ~~retire annually, but are eligible for re-election~~ **hold office for a minimum of two years.**

Comment [LK6]: Re-worded

6.5 If the post of any officer or ordinary member should become vacant after such an election, the Executive Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.

6.6 The Executive Committee shall have full power to deal with all matters relating to N.O. not reserved to a General Meeting under the terms of this Constitution.

6.7 Sub-Committees may be formed as the Executive Committees determines which will be of benefit to the committee, for example junior section, fundraising or trips.

6.8 Any complaints to ~~the N.O.~~ must be made in writing **or emailed** to the Secretary for the consideration of the Committee, ~~who will then~~ **which has the power to take whatever action is considered necessary.**

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6.9 Deal with, or ~~suspend~~ **any member who has infringed the club constitution, or who is indebted to the club or whose conduct is likely to bring the club into disrepute, in accordance with the complaints and disciplinary procedures.**

Comment [LK7]: Addition of three clauses

6.10 Determine any dispute/objections arising from the club competition.

6.11 Levy any such extra ordinary charges or fees as may from time to time become necessary.

7. Minutes of Meeting

7.1 Minutes of every meeting shall be recorded and these shall be submitted at the next meeting of the appropriate committee for approval. ~~The minutes of each meeting will be available for all members to see on request.~~

Comment [LK8]: Addition to wording

8. General Meetings

8.1 Annual General Meetings

An Annual General Meeting will be held annually on a date agreed by the management ~~committee.~~

Comment [LK9]: Addition to wording

- 8.1.1 Approve minutes of the previous year's Annual General Meeting;
- 8.1.2 Receive reports from the Chairperson and/or Secretary;
- 8.1.3 Receive reports from the Treasurers and to approve annual accounts;
- 8.1.4 Select Office Bearers, which shall be honorary, including the Child Protection Officer;
- 8.1.5 ~~Fix subscription fees for the ensuing year.~~
- 8.1.6 Consider changes to the Constitution;
- 8.1.7 Review and consider any bye-laws, for example Code of Conduct;
- 8.1.8 Deal with any other relevant business.

Comment [LK10]: Take out? To be decided prior to AGM and announce at AGM. CJ checking this.

8.2 Extraordinary General Meeting

- 8.2.1 An Extraordinary General meeting shall be called by an application in writing ~~or by email~~ to the Secretary supported by at least four of the members of N.O.. The Executive Committee also has the power to call an Extraordinary General Meeting by decision of a simple majority of it's members.

Comment [LK11]: Addition to wording

8.3 Notice of Meeting

- 8.3.1 At least 14 days ~~7 days~~ notice must be given to all members. The agenda shall be given to all voting members of any General Meeting fourteen days before the meeting also. No business shall be conducted unless fair notice thereof is contained in the Agenda.

Comment [LK12]: Amendment to wording

8.4 Voting

- 8.4.1 Any decision put to a vote shall be resolved by a simple majority of those present at the General Meeting.
- 8.4.2 The Chairperson of N.O. shall hold a deliberative as well as a casting vote at General and committee meetings, in each case at the time the meeting commences its business.

8.5 Quorum

- 8.5.1 The quorum at General Meetings shall be at least five of the members.

9. Finance and Accounts

9.1 The financial year shall run from ~~1 April to 31 March~~ 1 May to 30 April each year.

Comment [LK13]: Amendment

9.2 There shall be two bank accounts

9.2.1 The Netball Orkney account will be for all the senior income and expenditure;

9.2.2 The Netball Orkney – Junior Section account will be for all junior income and expenditure, including primary netball.

9.3 The treasurers shall be responsible for preparation of the Annual Accounts.

9.4 The Accounts shall be verified annually by an appropriate independent person.

9.5 All cheques payments drawn against the Committee funds shall be authorised signed by the Treasurer and another committee member ~~or one other nominated office bearer, with the~~ Treasurer and another committee member having access to online banking.

Comment [LK14]: Amendments to wording

Comment [SRJ15]: Authorised limits to be confirmed

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9.6 All members of the Committee (excluding juniors) shall be jointly and severally responsible for the financial liabilities of N.O.

10. Insurance

10.1 The N.O will hold a current Public Liability Insurance Policy, which will carry a limit of £1 million

10.2 This insurance will meet the compensation entitlement, costs and expenses of any member of N.O., or member of the public who has suffered personal injury, illness or damage to property as a result of N.O.'s negligence at Common Law

10.3 Cover will include damage to any premises leased, hired or rented by N.O.

10.4 Cover will also include member-to-member liability for one N.O. member to another.

10.5 Any injury, illness or property damage not attributed to N.O. or N.O. member's negligence is not insured and is out with responsibility of N.O.

10.6 It is therefore the responsibility of each member to safeguard their own property and act

11. Changes to the Constitution

11.1 ~~Any change to the constitution shall require two-thirds majority of those present, eligible to vote and voting at a General Meeting~~

11.2 ~~A proposal to change the Constitution shall be submitted in writing to the Secretary who shall circulate the proposal to all members and allow seven days for submission of any amendments before calling a meeting in accordance with rule 8.3 above.~~

11.3 ~~All proposals for changes to the constitution shall be signed by two members eligible to vote at General Meetings~~

11.3

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11.4 This constitution may only be amended by a proposal passed by a majority of members present

and entitled to vote at an Annual or Extra-ordinary General Meeting.

Special Powers

The management committee shall have the power to deal with any matter not specifically provided for in the constitution or of such urgency as would preclude the calling of an Extra-ordinary General Meeting provided that their action is reported to such a meeting at an early stage.

Comment [LK16]: Replace whole clause with this sentence

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Comment [LK17]: New clause

12. Dissolution

- 12.1 N.O is a non-profit making organisation
- 12.2 All profits and surpluses shall be used to carry out the objectives of the Committee
- 12.3 No profit or surplus will be distributed other than to another non-profit making body on the winding-up or dissolution of N.O.
- 12.4 In the event of the dissolution of the Committee, any assets thereof shall be donated to a dedicated organisation in Orkney, chosen by Executive Committee.
- 12.5 Failing that, a donation shall be given to a chosen charity by the Committee
- 12.6 Any resolution to dissolve the Committee may be passed at any General Meeting, provided that the terms of the proposed resolution are received by the secretary at least forty two days before the meeting at which the resolution is to be brought forward

13. Declaration

- 13.1 It is hereby certified that this document represents a true and most up to date version of the Constitution of Netball Orkney.

Signatures:

Chairperson Joanna Sinclair
Date 26.05.09

Secretary Evie Donaldson
Date 26.05.09