CLYDESIDE ORIENTEERS CONSTITUTION

1. The club shall be called 'Clydeside Orienteers' and its registered abbreviation shall be CLYDE.

2. The club shall be affiliated to British Orienteering and shall be a member of the Scottish Orienteering Association.

3. The aim of the club shall be to encourage participation in orienteering by:

a. Holding competitions.

b. Holding training and coaching sessions.

c. Entering teams for relays and other events determined by the committee.

d. Advertising and recruitment.

4. Membership of the club shall be open to all who support the aim of the club.

5. Renewal membership subscriptions shall become due on 1st January each year and shall be at rates set and agreed by committee meeting. Membership shall cease automatically if renewal subscription is not paid by 1st March each year.

6. An Annual General Meeting shall be held annually in November or December. Notice of the AGM and the agenda shall be notified to club members via the club website at least fourteen days in advance.

7. The quorum for a General Meeting shall be 10 voting units. Each adult individual member (over the age of 18) and adult family member shall have one vote. Associated clubs or groups shall have one vote.

8. All motions at General Meetings shall be decided by a simple majority of the voting units present. The Chair shall have a casting vote only.

9. The standing officers of the club shall be a Chairperson, Secretary, Treasurer and Club Captain. They shall be elected at the AGM and take office at the close of the AGM at which they are elected. They shall hold office until the next AGM and are eligible for re-election.

10. The day-to-day management of the club shall be vested in a committee, which shall comprise the officers of the club and four other members elected at the AGM. The committee shall have the power to co-opt additional members as it sees fit and to fill vacancies occurring between AGMs. A quorum for a committee meeting shall be four committee members.

11. The funds of the club shall be deposited in a bank or similar financial institution, at the discretion of the club committee. All cheque payments shall be signed by two of the members of the committee.

12. The financial year shall end on 31st October each year. Accounts shall be maintained by the Treasurer in respect of each financial year. These shall be examined annually, by a person that is independent of the committee and not related to a committee member. These accounts shall be presented annually at a Club AGM and approved by club members.

13. A Special General Meeting shall be held on receipt by the Secretary of a written request, signed or supported by at least twenty percent of the voting units and shall be governed by Rules 7 and 8 above. The business of the Special General Meeting shall be confined to the purpose for which it was called. Fourteen days notice of such a meeting shall be given to the membership via the club website.

14. Amendments to this club constitution shall be made only at a properly constituted General Meeting of the club.

15. The Club Secretary shall ensure minutes of all General Meetings and committee meetings are taken and preserved.

16. Matters not covered by the club Constitution shall be decided by the club committee who shall inform the club membership of any major decision taken on their behalf.

17. The club’s data privacy policy shall be approved by the club committee and published on the club website.

18. **Safeguarding Children & At-risk Adults**

a. Clydeside Orienteers adopts the British Orienteering Safeguarding Policy & Procedures, and the Scottish Orienteering Association child protection policy published on the SOA website.

b. All individuals involved in orienteering through Clydeside Orienteers at every level, including participants,

Officials, Instructors/Coaches, Administrators, Club Officials or spectators (where it is feasible to manage) agree to abide by the *British Orienteering Code of Ethics and Conduct* ("Code") and all such individuals participating or being involved in orienteering through Clydeside Orienteers in one of the aforementioned roles or in a role which comes within the intended ambit of this paragraph and the *British Orienteering Safeguarding Policy & Procedures* generally are deemed to have assented to and as such recognise and adhere to the principles and responsibilities embodied in the Code.

19. Notwithstanding the provisions of clauses 7 and 13 above, the affairs of the club may be wound up at any time by a resolution supported by a majority of the membership. Any remaining funds and assets of the club shall be used for the benefit of orienteering.

20. **BOF policies, procedures, rules and regulations**

a. Clydeside Orienteers agrees to adopt the up to date British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.

b. All individuals involved in orienteering in the UK through Clydeside Orienteers, in any competing or volunteering capacity, are deemed to have assented to and abide by and adhere to the British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.

c. Both Clydeside Orienteers and its members agree to abide by the final outcome of any disciplinary and appeal proceedings.

Effective – 24 November 2016