



CONSTITUTION OF WICKLOW ROWING CLUB

1. Name

The Club will be called **WICKLOW ROWING CLUB** and will be affiliated to Rowing Ireland.

2. Aims and Objectives

The aims and objectives of the club will be:

- To offer coaching, competitive, and recreational opportunities in Rowing.
- To promote the club within the local community and the Rowing community.
- To manage the **CLUBHOUSE at North Pier Wicklow Harbour**
- 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
- To Maintain and promote the long tradition of coastal rowing in Wicklow and its environs and to develop the sport of rowing at a national and international level.

3. 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 any codes of practice that the club has adopted.

Members will be enrolled in one of the following categories:

- Full member
- Associate member
- Junior member
- Life member
- Family Member group

4. Membership Fees

Membership fees will be set annually and agreed by the Committee at the first meeting after the AGM ..

Fees will be paid: annually 4 weeks before the first regatta . This can be paid in full or instalments via bank transfer

5. Officers of the Club

The officers of the club will be:

- Chair
- Vice Chair
- Honorary Secretary
- Treasurer
- Club Captains
- Publicity Officer
- Volunteer Coordinator
- Club Designated Safeguarding/ Children's Officer
- Junior Coordinator
- Safety Adviser
- Any other committee member

Officers will be elected annually at the AGM.

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

6. Committee

The club will be managed through the Committee consisting of:

- The above listed club officials
- Only these committee members will have the right to vote at meetings of the Club Committee.
- The club Committee meetings will be called by the Chair and convened by the Secretary of the club and held no less than 6 per year.
- The quorum required for business to be agreed at Club Committee meetings will be 50% .
- The Club Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- The Club Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.
- The Club Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Club Committee will be responsible for taking any action of suspension or discipline following such hearings.
- The Executive committee shall be comprised of the Chair Vice Chair Secretary and Treasurer
- The role of the Executive committee is to deal with matters that arise outside of normal scheduled committee meeting times where decisions are required in a speedy manner
- The Club Committee shall be informed of any issues that arose at the next scheduled meeting.

7. Finance

- All club 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.
- The financial year of the club will end on **31st OF DECEMBER**.
- An audited statement of annual accounts will be presented by the Treasurer at the AGM.
- Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other officers.

8. Annual General Meetings

- Notice of AGMs will be given by the Club Secretary. Not less than 21 clear days notice to be given to all members.
- The AGM will receive a report from officers of the Club Committee and a statement of the audited accounts.
- Nominations for officers of the Club Committee will be sent to the Secretary prior to the AGM.
- Elections of officers and committee members are to take place at the AGM. All members have the right to vote at the AGM.
- The quorum for AGMs will be **12**.
- The Club Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.
- Conflict of Interests . Members who are also members of other local rowing clubs are deemed to have a conflict of interest thus can not hold an officer or committee role within the club.

9. Safeguarding children and vulnerable persons

This sports club/organisation is fully committed to safeguarding the well being of its members. Every individual in the club/organisation 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 organisation and the guidelines provided by Rowing Ireland and contained in the Code of Ethics and Good Practice for Children's Sport.

10. Equity Policy

- 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 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.
- Please refer to the club's Equity Policy for more information.

11. Discipline and Appeals

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

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and vulnerable persons will be recorded and responded to swiftly and appropriately in accordance with the club's Safeguarding /Code of Ethics policy and procedures. The club Designated Safeguarding/Children's Officer is the lead contact for all members in the event of any safeguarding concerns. (j)

The Club Committee will meet to hear complaints within **14** 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 should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within **14** days of the hearing.

There will be the right of appeal to the Club Committee following disciplinary action being announced. The committee should consider the appeal within **14** days of the Secretary receiving the appeal.

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 Club trustees who shall ensure that it is maintained on behalf of the people of Wicklow .**

13. Amendments to the Constitution

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