

South Yorkshire Athletics Network Constitution

1. Name

The Organisation shall be titled the South Yorkshire Athletics Network, hereinafter referred to in this document as “The Network”.

2. Aim

To promote and develop athletics in all disciplines, in all age groups across South Yorkshire, supporting club, coach and individual development.

3. Objectives

- To ensure that consistent club / schools & Schools Sports partnership links are in place via devolved authority to the 4 local Athletics Development Groups.
- To operate the network in a democratic and transparent way, ensuring all members have input and voting rights.
- To facilitate high quality Athletics events, competitions and pathways in South Yorkshire.
- To promote partnership working, ensuring that members and stakeholders commit to the network objectives.
- To support & develop the clubs, coaches, officials and athletes in all clubs affiliated to SYCDAA.

4. The Network Group

Membership of the Network shall be open to all athletics clubs and running clubs based in South Yorkshire who are affiliated to England Athletics. Any requests to become new members shall be considered by the Network Group in the interests of South Yorkshire Athletics.

4a) Network Members

Members (full list in Appendices A) of the Network Group shall be made up of representatives of the key areas of the Network:

- Representatives of the defined 6 key clubs.
- The clubs affiliated to SYCDAA – currently 30 or so – will have the ability to attend and input via invitation & AGM attendance.
- The 4 local Athletics Development Groups (If not covered by a Key club rep)
- The County Sports Partnership (SY Sport)
- A rep from the SY Schools
- The NGB (England Athletics) designated representative.
- The FDSO Disability Development Officer
- SYAN Development Officer

Voting members will be, the 6 Club Reps, the SY schools rep and the CSP partnership manager. The quorum will be a minimum of 5 voting members.

4b) Rights and Responsibilities

All full members of the Network will enjoy the rights to:

- Elect a representative onto the Management Group.
- Benefit directly from support from the Network by way of grants approved by the Network Management Group.
- Benefit directly by sending athletes, coaches, officials or administrators on to courses or events organised either directly or indirectly through the Network or one of its partners.

All full members shall be responsible for:

- Ensuring that all agreements are adhered to and that all conditions of such agreements are acted upon.
- Scrutinising the work of the Network – through the Network Management Group - to ensure that all funds are properly accounted for and applied as set out in the Network's agreements.
- Ensuring that all delivery, KPI, reporting, monitoring and evaluation is carried out in line with the funding agreements and England Athletics requirements.
- Electing a chairman at the AGM.

4c) Meetings

- The Network shall appoint a Chair Person with the specific role of chairing Network Group meetings
- The Network Group will agree a schedule of meetings (inc. Location) for the year that will be kept under regular review
- The Network group will meet at least four times each year, in line with the quarterly report deadline dates or more frequently if considered necessary
- Agendas for Network meetings will be sent out at least one week before each meeting
- The agenda will include updates from both Network Employee and the subgroups, as well as a finance report
- Formal minutes will be produced that can be fed back to individual member organisations
- The Network Group will be advised and supported by the local England Athletics Club and Coach Support Officer
- The Board will have discretion to allow others to attend meetings as they see appropriate and necessary, but such individuals will not have a vote.
- For a meeting to be quorate a minimum of 5 voting members must be present.
- A special meeting of the Network will be convened if it is requested by at least two member organisations or England Athletics.

4d) Voting

- Voting on any matter will be limited to one vote per member of the Network Group.
- Voting members will be, the 6 Club Reps, and the CSP partnership manager. The quorum will be a minimum of 5 voting members.

Decisions will be taken on a simple majority vote. In the event of a tied vote the Meeting Chair will have a casting vote

- There will be an Annual Meeting of the Network. All partners (both full and affiliated) will be eligible to attend this meeting but voting will be limited to full members.

4e) AGM

The AGM will take place in June. Members will be notified at least 21 days in advance. The business of the AGM will be as follows:

- To accept the audited accounts of the Group.
- To elect the officers of the Group.
- To co-opt such members as appropriate.
- To consider amendments to the Constitution of the Group. These amendments will not include changes to the objectives of the Group unless they are to be replaced or enhanced by other Charitable Objectives.

4f) Elected Network Officers

- Chairperson: Steve Gaines
- Vice Chair: Kevin Lincoln
- Secretary: Ashley Little
- Treasurer: Steve Marshall

5. Working Sub – Groups

- Working Sub Groups, as recommended by the Network Group, may be established to execute specific aims and objectives of the Network. (Network Structure in Appendices B)
- Working sub groups to include local groups with a specific focus of delivery the network plan to meet local need
- Working Sub groups will report to the Network Group quarterly to support the Networks reporting

6. Safeguarding

The Network advocates safeguarding and the protection of young people and vulnerable adults. All Network members (including working sub groups) to have a clear enhanced Criminal Record Bureau Check. Network Clubs to hold or be working towards club mark which includes the appointment of appropriately trained Welfare Officers.

7. Finance

The Network Group will be responsible and accountable to England Athletics for the proper utilisation of the funds allocated to the Network by EA. This will be delivered in the following ways:

- Production of annual accounts that will operate 1st July each year
- Establishment of project budgets for the component parts of the Networks action plan
- Regular financial reports to each meeting of the Network
- Network funding and HR to be hosted by South Yorkshire Sport via Barnsley MBC their parent organisation
- Network Group to approve expenditure by Network Employee and subgroups

The network will establish a separate network bank account for all locally raised revenue, donations and grants. These reserves will remain the assets of the network, and will not be held, hosted by or returned to the CSP or EA.

8. Funding Agreement

The Network will be funded by England Athletics and may receive contributions from various other partners plus any additional commercial income streams that might from time-to-time be accessed by the Network. The Network will enter into clear and concise written Service Level Agreements with all funders to ensure that all conditions of grants are clearly recorded by the Network and the funder and are clearly acted upon by the Network. In respect of England Athletics funding the agreement shall be between England Athletics and the South Yorkshire Sport County Sports Partnership.

9. Staff

Any member of staff who may be employed on behalf of the Network shall be recruited in fair and open competition against Job Descriptions and Person Specifications as agreed by the Network with South Yorkshire Sport Partnership and England Athletics. The Network will elect from amongst the partners two members of the Recruitment Panel to represent the views of the Network at both the short-listing and interview stages of any recruitment process. Thereafter any staff member (s) will be functionally managed by the CCSO on behalf of England Athletics, whilst employed under terms and conditions of employment as administered by the South Yorkshire Sport County Sports Partnership and Barnsley MBC their parent organisation.

10. Constitution.

This constitution shall become effective once passed by a unanimous decision of the Network's Management Group. Subsequent variations to the Constitution will require referral to the Network partners at a special meeting called for that purpose. Such a meeting will require at least two-thirds of partners to attend and changes will require a majority affirmative vote to be carried.

11. Non compliance

Any member club or organisation not fulfilling their obligations to the rules above will have their network involvement reviewed by the Network Management Group and may have their membership suspended, subject to appeal.

12. Dissolution

In the event of the dissolution of the Network, any remaining assets will be transferred to England Athletics or any subsequent governing body for athletics in England for continuation of the development of athletics in South Yorkshire.

Signed on behalf of the South Yorkshire Athletics Network

Name..... (Chair Person)

Sign

Dated

Appendix A - Full Members List

England Athletics Affiliated

Athletics Clubs:

Other partners (including non-athletic)

**Clubs in Network
(currently engaged)**

Rotherham Harriers AC

Doncaster AC

City of Sheffield

Hallamshire Harriers

Barnsley AC

Wombwell SAC

**Clubs in Network
(future engaged)**

All clubs affiliated to SYCAA (34 in 2009)

Other Partners

South Yorkshire County Sports Partnership

Local Authorities:

Sheffield City Council
Rotherham MBC
Barnsley MBC
Doncaster MBC

FE/HE:

Sheffield Universities
School Sports Partnerships:

Appendix B – Network Structure

