

MEMBERSHIP CONDITIONS.

The ethos of Royal Manor of Portland AC (RMPAC) is to be an all inclusive club that encourages people of all abilities and ages to run in a safe, structured and supportive environment. All club coaching sessions will be led by an experienced coach, most will have a leader in running fitness qualification(LIRF) and the overall coaching is overseen by licensed coaches (CIRF). The CIRF's are also active in developing skills and coaching abilities to share with the run leaders to develop the coaching sessions RMPAC is committed to ensuring that equity is incorporated across all aspects of its operations, activities and development.

In doing so, RMPAC acknowledges and adopts the following Sport England 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. RMPAC respects the rights, dignity and worth of every person and shall treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status. RMPAC is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse. All members of RMPAC have a responsibility to oppose discriminatory behaviour and promote equality of opportunity. RMPAC will deal with any incidence of discriminatory behaviour seriously according to RMPAC's disciplinary procedures.

RMPAC TRAINING NIGHTS - RMPAC hold one regular weekly training night on a Tuesday night, meeting at the YMCA Reforne, 18:15 for a 18:30 start. Where possible the training sessions are split into three groups. The 4 milers, 5 milers and 6 milers. These group names are for guideline only and DO NOT mean that you will run this distance at the training session. If you have any doubt in what group to run with then please discuss this with a coach before hand. The different groups aim to cater for all abilities of runner within RMPAC. RMPAC may organise other sessions from time to time for athletic or social purposes and alter the structure of the training as the coaching team seem fit. In addition to the coached nights one Tuesday a month RMPAC host a time trial. Other social events are organised for all Members from time to time throughout the year and announce via the official RMPAC Club Members page.

There is also a Portland Social Runs page. This page is to encourage social running, cycling etc between members, but is in no way governed or regulated by RMPAC and is totally independent to RMPAC.

The above sessions may change due to coaching availability and other governing factors. All runners are to read the RMPAC risk assessment and comply with it when running with the club.

MEMBERSHIP - To ensure all present and future members receive fair and equal treatment. Membership consists of officers and members of RMPAC. All members will be subject to the regulations of the rules and by joining RMPAC will be deemed to accept these regulations and codes of practice that RMPAC has adopted. All members are responsible for their own health and safety. RMPAC only accepts members of 16 years of age and above. Membership fees will be set annually and agreed by the Committee or determined at the Annual General Meeting. The membership period is from 1 April-31st March to run in conjunction with English Athletic Affiliation. The membership period expires on the 31st March in the current year no matter when in the year you join, with the exception of renewing/joining RMPAC in March where your membership will expire on 31st March the following year. Following the vote at the 2018 AGM, fees including the weekly fee will now be paid annually. Club fees may reduced in the final six months of the membership year as agreed by the committee. When members are invited to renew their membership, annual subscriptions shall be paid within two months of the renewal date.

The 2021/2022 membership will be available via from 15th March 2021. Any member who has not paid their annual subscription within this renewal period shall be deemed no longer to be a member of RMPAC. No refunds of subscriptions will be made to a resigning member unless approved by majority vote of the committee. All non members will be removed from the RMPAC members only social media pages and email circulation, except for certain instances as agreed by the majority of the committee.

OFFICERS OF RMPAC

Chair person

Vice-Chair

Secretary

Treasurer

The above mentioned are the core executive committee. Other positions are held and additional posts may be added as agreed by the committee and members. Officers will be elected bi-annually at the Annual General Meeting. In the case of an officer standing down during the course of the year, the committee will seek to appoint a replacement officer for formal appointment at the next available AGM or organise an EGM. All officers will retire after a two year period, (On even years, ie, 2022, 2024 etc), but are eligible for re-appointment RMPAC will be managed through RMPAC committee consisting of the above officer positions and in accordance with the requirement of England Athletics. Only officers of RMPAC have the right to vote at meetings of Club Committee however the vote will normally include all members at the committee meetings. Committee meetings are normally held every other month, but will be held no less than four times per year. Standard committee meetings and the AGM are open to all club members and nominated committee members. Decisions will be taken based on a majority vote of those present. The RMPAC Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of RMPAC. The RMPAC Committee will have powers to appoint as necessary advisers to the RMPAC Committee, from the general membership, as necessary to fulfil its business. The RMPAC Committee will be responsible for disciplinary hearings of members who infringe RMPAC constitution. The RMPAC Committee will be responsible for taking any action of suspension or discipline following such hearings.

RMPAC BANK ACCOUNTS - All RMPAC monies will be banked in accounts held in the name of RMPAC. The RMPAC Treasurer will be responsible for the finances of RMPAC. The financial year of RMPAC will end on 31st March. The statement of annual accounts will be presented by the Treasurer at the Annual General Meeting. Any purchase exceeding £25 needs to be agreed by three committee members. Any electronic bank transfers need to be approved by two approved club officers and cheques drawn against club funds should hold the signatures of two approved club officers. The club accounts are to be independently audited at least once every 24 months.

ANNUAL GENERAL MEETINGS - Notice of Annual General Meetings (AGM) will be given by RMPAC Secretary for the AGM to be held in April and 21 days notice will be given to all members. Nominations for officers of RMPAC Committee will be sent to the Secretary at least 14 days prior to the AGM and an agenda will be circulated at least 7 days in advance of the AGM, with a note of those standing down as officers and those seeking election/re-election. Elections of officers are to take place at the AGM. The AGM will receive a report from RMPAC Chair and a statement of the audited accounts RMPAC Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM. **DISCIPLINES AND APPEALS** All members are expected to follow the rules of this constitution. All complaints regarding the behaviour of members should be presented and submitted in writing to the Chair or Vice-Chair. RMPAC Committee will meet to hear complaints within 28 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 7 days of the hearing. There will be the right of appeal to RMPAC Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

LONDON MARATHON PLACES - RMPAC is affiliated to England Athletics and may be allocated guaranteed entries in the London Marathon. The allocation of any places received will be through a draw normally held prior to the Christmas Handicap unless otherwise advised. To qualify to go into the draw for a London Marathon place, you need to meet the following criteria.

- Be a first claim affiliated RMPAC member.
- Been a member of RMPAC for a minimum of 1 year at the time of the draw.
- Have a current rejection slip from the current years London Marathon Ballot. All slips or rejection emails are to be emailed to the club secretary prior to the draw.
- Have marshaled for at least one RMPAC event (Hard Way Half, Portland 10, Round the Rock 10K, Dumble Bimble). To be eligible for the drawer a club member has to assist for the duration of the race, not just before or after. If you, as a club member do not marshal at one of the events, you may nominate a non club member prior to the race, to marshal on your behalf.

HEALTH & SAFETY - Any Safety issues should be brought initially to your coach during any training session, to the safety officer, or a committee member for the appropriate action to be taken. There are risk assessments covering RMPAC training nights that are shown on RMPAC web site and are available on request.

RMPAC RACES - At present RMPAC host 4 races a year. These races are used to promote RMPAC. As a club member you agree in the terms and conditions of your membership, to marshal at, at least one event. Without marshals the events cannot happen. If we have insufficient marshals to hold a safe event and to comply with the conditions of our race licenses, then the committee and race directors reserve the right to cancel club members entries to the race and request that they marshal instead. This would only be done only in extreme circumstances and RMPAC, would as a committee, try and do this as fairly as possible.

DISSOLUTION - A resolution to dissolve RMPAC can only be passed at an AGM or EGM through a majority vote of the membership. In the event of dissolution, any assets of RMPAC that remain will become the property of a charity to be nominated at an AGM/EGM. **AMENDMENTS TO THE CONSTITUTION** The constitution will only be changed through agreement by majority vote at an AGM or EGM.

DECLARATION - Royal Manor of Portland Athletics Club, hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Nic Taylor & Gary Haylock
March 2021