



## Constitution 2020

1. The Club shall be called the “North Worcestershire Lifeguard Club”, hereinafter referred to as the Club, The abbreviated “North Worcs Lifeguards”, “NWLGC” or “North Worcester – Lifesavers” is also covered by the statement.

### 2. OBJECTIVES

The objectives of the Club are

- To advance the knowledge of the public through the provision of education and training in life saving, life support, water safety, resuscitation and first aid.
- To encourage participation in the Award schemes and competitions of the RLSS, SLS- GB and SLSA Wales.
- To provide an efficient lifeguard cover for safer indoor and outdoor bathing as requested by recognised bodies.
- The teaching of lifesaving.
- The promotion of interest by competitions.

### 3. AIMS

The aims of the Club shall be: -

- (a) To delivery a quality, customer focused culture that permeates every aspect of the Club
- (b) To provide facilities for and promote participation of the whole community in lifesaving and lifeguarding
- (c) To create greater opportunities for the general public to become involved in all aspects of the Club’s work
- (d) To promote the wider benefits of Lifesaving as a healthy, fun and worthwhile recreational activity and competitive world class sport



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- (e) To promote, publicise and communicate information about the RLSS UK, SLS-GB and SLSA Wales to present a positive image of the Club.
- (f) To promote and maintain the highest standards of technical competence and safety in the sport
- (g) To provide equal opportunities for successful participation by all sections of the community
- (h) Junior and associate members cannot patrol unless accompanied by senior members as approved by the patrol officer. No member shall patrol alone and no member shall attempt a rescue in open water without the support of proper equipment and fellow members whilst on patrol duty (abiding by rules of governing body.)

#### 4. **AFFILIATION AND MEMBERSHIP**

The Club shall maintain affiliation to the RLSS Hereford and Worcester Branch, RLSS UK, SLS-GB AND SLSA Wales, Sandwell sports Council and any other associations that may be deemed advisable to further the interests of the club, ensuring that membership does not lapse.

#### 5. **RLSS UK SAFEGUARDING AND PROTECTING CHILDREN REGULATIONS**

As taken from Paragraphs 1 to 3 of the RLSS UK Safeguarding and Protection Children Regulations the following statements must be included, under a child protection heading, in each of the bye-laws and constitution of RLSS UK, its affiliated Clubs and all other affiliated bodies involved in Lifesaving in the United Kingdom which provide the opportunity to work (either on a paid or voluntary basis) with children and young people up to the age of 18 (individually as “The Affiliated Body” and collectively referred to as “The Affiliated Bodies”) to ensure the same is binding throughout the sport.

- (a) The NWLGC agrees to adopt the RLSS UK Safeguarding and Protecting Children policies and procedures which can be found at <https://www.rlss.org.uk/safeguarding>



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- (b) All individuals involved in Lifesaving through NWLGC at every level, including participants, Officials, Trainers/Assessors, Volunteers, Administrators, Club Officials or spectators agree to abide by the RLSS UK Code of Ethics and Conduct (“Code”) and all such individuals participating or being involved in Lifesaving through NWLGC in one of the aforementioned roles or in a role which comes within the intended ambit of this paragraph and the RLSS UK Safeguarding and Protecting Children policies and procedures generally are deemed to have assented to and as such recognise and adhere to the principles and responsibilities embodied in the Code.
- (c) Each and every constituent member of NWLGC including without limitation all Clubs and disciplines, shall be responsible for the implementation of the RLSS UK Safeguarding and Protecting Children policies and procedures in relation to their members.
- (d) Any member on or over the age of 16 in a volunteer capacity, accepts that he/she may be CRB checked.

## 6. **MEMBERSHIP OF THE CLUB**

- (a) All members are subject to the Constitution of the Club and the regulations of the National Governing Bodies.
- (b) Membership of the Club is open to all individuals over the age of 8 provided they comply with this Constitution and have paid the annual subscription.
- (c) No person shall be refused application to membership or membership on the grounds of race, ethnic origin, religion, age, sex, sexual orientation, impairment or disability
- (d) Any minor’s (under the age of 18) application for membership should be signed by the applicants parent or guardian
- (e) Acceptance of membership shall be in at the discretion of the Committee but other person(s) authorised by the Committee may make recommendation as to the applicants’ acceptability. The Committee shall not be required to give reasons for the refusal of any application for membership



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- (f) All members will have access to a copy of the relevant Code of Conduct and Policy Statements, Child Protection Policy and Constitution
- (g) All applications for membership shall be accompanied by the appropriate documentation and annual membership fee which shall thereafter be payable on demand
- (h) The total membership of the Club shall not normally be limited. If however the Management Committee considers that there is a good reason to impose any limit from time to time then the Management Committee shall put forward appropriate proposals for consideration at the General Meeting of the Club.
- (i) The members shall have the right to impose (and remove) from time to time any limits on total membership (or any category of membership) of the Club
- (j) Any persons who assist in any way with the Club's activities should become members of the Club or the relevant governing bodies. Assisting with the Club's activities shall include, but not be restricted to, administrators, associate members, voluntary instructors, teachers and coaches, committee members, helpers.
- (k) Such membership fee shall be set annually and agreed by the Management Committee or determined at the Annual General Meeting
- (l) It is the responsibility of the member to ensure that membership of the Club does not lapse. If such a lapse of 30 days or more occurs, membership may be suspended by the Management Committee from all or some of the activities until such payment is made
- (m) Members shall be enrolled in one of the following categories:

- Adult membership
- Youth membership (age 15 to 17)
- Junior (Rookie) membership (age 8 to 14)
- Associate Membership (one per family)
- University students living away (vacation only)
- Competition only (Swim under NWLGC)
- Children (school holidays only)

Households with three or more members are entitled to a 10% discount.



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- (n) Each fully paid up member aged 15 and over shall be entitled to attend and vote at General or Annual General Meetings and Emergency General Meetings, except for the appointment of the Under 18 representative, where only members under 18 shall be entitled to vote. A member of the Club may notify the name of a representative entitled to speak and vote on their behalf, to the Secretary prior to the commencement of a general meeting, if they are unable to personally attend. Such representative must be a member of the Club. A member of the Club may also register their vote on any proposal or election of Executive Committee members with the Secretary prior to the commencement of a general meeting and the Secretary will then vote on the member's behalf, in accordance with their instructions
- (o) All Club members must agree to participate and assist the Club in activities that the Club undertakes.
- (p) Guests may be signed in by a member for land instruction and/or water session for a maximum of three weeks (Third week paying pool fee only) Where after the said guest will be required to pay the membership fee.
- (q) Club members may be co-opted onto the committee at any general meeting. Decisions taken by committee members present at each meeting shall be final and accepted by those not present. General conduct at all meetings to be in line with accepted "club law".
- (r) All requests for services of the club shall be made via any committee member, who shall present the request at any official meeting.

## 7. CLUB DISCIPLINE AND APPEALS CLUB

All complaints regarding the behaviour of members should be submitted in writing to the Secretary (this does not include Safeguarding concerns which must in every case be submitted to the Club Welfare officer)

The Executive Committee will meet to hear complaints within fourteen days of a complaint being lodged.

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The Executive Committee may by unanimous vote, and for good reason, terminate the membership of any individual, provided that the individual concerned shall have the right to be heard by the Executive Committee, accompanied by a friend/representative, before a final decision is made. The Club may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or RLSS UK, SLS-GB or SLSA Wales into disrepute.

An appeal against such a decision may be made to the Club's members and decided by a majority vote. Such Appeal should be considered within fourteen days of the Secretary receiving such request

## 8. EXECUTIVE COMMITTEE

- a. The Executive Committee should consist of at least five members for a quorum, a Chairman, Secretary, Treasurer, and in addition where the membership consists of members under 18 years of age there must be a Representative and Club Welfare Officer in post reporting into the Executive Committee
- b. Any additional posts that are deemed necessary by the Executive Committee should be proposed and appointed at the Annual General Meeting
- c. Fully paid up members having attained the age of 18 may be elected and serve on the Executive Committee.
- d. Each member of the Executive Committee will retire annually but are eligible for re-appointment at the Annual General Meeting.
- e. A member cannot be elected into the position of Chairman unless he/she has served on the Executive Committee for a minimum of 2 years
- f. Should any Executive Committee member wish to resign their post during their term of office they may do so by writing to the Club Secretary
- g. Should the resignation mean that the Executive Committee number is less than five, then the Executive Committee should offer the post to the general membership



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- h. An Extraordinary General Meeting should be held within thirty days of the post becoming vacant to elect the replacement Executive Committee member

## 9. ANNUAL GENERAL MEETINGS

- (a) The Annual General Meeting shall be held within 26 weeks of the financial year-end
- (b) The Annual General meeting shall be called by the Club Secretary ensuring that the Club members have not less than twenty one clear days notice of the intended meeting date
- (c) All members of 15 years or over shall have the right to one vote
- (d) Nominations for Officers of the Executive Committee shall be sent in writing to the Secretary no later than fourteen days prior to the Annual General Meeting
- (e) Should nominations exceed vacancies, election shall be by ballot
- (f) Ballot papers to be drawn up by the Secretary
- (g) The quorum for Annual General meetings shall be not less than 25% of the Club's total membership
- (h) The Executive Committee shall present the report and annual accounts of the Club for the preceding year
- (i) Proposals in writing need to be submitted to the Secretary of the Executive Committee no later than fourteen days prior to the Annual General Meeting.
- (j) The Secretary or other person specially appointed by the Executive Committee, shall keep a full and accurate record of proceedings at such meeting

## 10. EXTRAORDINARY GENERAL MEETINGS

The Executive Committee has the power to call an Extraordinary General Meeting of the Club at any time, stating the business to be considered. The Secretary shall call such a meeting and at least fourteen day's clear notice shall be given. The procedures for an Extraordinary General Meeting shall be the same as for an Annual General Meeting



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## 11. ALTERATIONS TO THE CONSTITUTION

Proposals of a non-constitutional nature shall be passed by a simple majority of the members present and voting. The Constitution may be altered by a Resolution passed by not less than two thirds of the members present and voting at an Annual General Meeting or Emergency General Meeting.

## 12. PROPERTY

The Executive Committee shall cause the title of all land or investments held by, or in trust for, the Club, to be vested in not less than three individuals, appointed by them as holding Trustees, or to be held in the name of a clearing bank, trust corporation or any stock broking company. Holding Trustees may be removed, by the Executive Committee, at their pleasure and shall act in accordance with the lawful directions of the Executive Committee

## 13. CONFLICT OF INTEREST

Many members of Club Committees will have a relevant interest in the outcome of debates or decisions made by the committee. Our system is simply to enable the committee to be open and transparent in coming to those decisions and making sure that individuals do not profit from decisions which they have taken without declaring that they have a relevant interest in the subject matter.

'A relevant interest' is perhaps best understood by considering the dictionary definition of a Conflict of Interest.... 'a conflict of interest occurs when an individual(s) or organisation is involved in multiple interests, one which could possibly corrupt the motivation for an act in the other.'

We expect that people should declare any particular interest or conflict in any pertinent subject that is being discussed at a meeting. The individual may choose to exclude themselves at this point; however, there is no harm in them contributing to the discussion, providing everyone understands their position and that this is recorded in the minutes. In many cases there may not be a vote but if there is, the interested party should abstain from voting. The committee reserves the right to question a suspected non-declaration.





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## 14. DISSOLUTION

A resolution to dissolve the Club can only be passed at an Annual General Meeting or Extraordinary General Meeting by not less than two thirds of the members present and voting

In the event of dissolution, any assets of the Club that remain after the payment of debts and liabilities shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more approved non profit making Charitable bodies or organisations having similar aims and objectives of this Club

A copy of the statement of Accounts, or account and statement, for the final accounting period of the Club, must be published and made available to Club member

## DECLARATION

North Worcestershire Lifeguard Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of its members.

CHAIRMAN SIGNED:

DATE:

SECRETARY SIGNED:

DATE: