

CONSTITUTION

1. Name

The name of the organisation shall be Grampian Orienteers, hereinafter referred to as the 'Club'.

2. Objectives

The club is established to pursue the following objectives:

- a) Participation in the sport of orienteering, hereinafter referred to as the 'sport'.
- b) The organisation, management and development of orienteering for all members of the Club.
- c) Membership of appropriate organisations and leagues for the purpose of establishing regular competition.
- d) The provision for training and competition maps and equipment for its members.
- e) Promoting and maintaining the highest standards of technical competence and safety in the sport.
- f) Upholding the rules of the sport.
- g) Providing equal opportunities for successful participation by all sections of the community.
- h) The promotion of the sport.

3. Affiliation

The Club shall be affiliated to the Scottish Orienteering Association and the British Orienteering Federation. The club shall be aligned to British Orienteering's Policies and Procedures.

4. Membership

All members are subject to the Constitution of the Club and the regulations of the National Governing Bodies.

- a) Membership of the club is open to all individuals provided they comply with this Constitution.

- b) No person shall be refused membership on the grounds of race, colour, creed, religion, sex, sexual preference, impairment or disability.
- c) All applications for membership shall be accompanied by the appropriate annual membership fee, which shall thereafter be payable on demand.
- d) Each fully paid up member shall be entitled to attend and vote at General or Annual General Meetings.
- e) Fully paid up members may be elected and serve on the Executive Committee.
- f) A copy of any relevant Codes of Conduct, a copy of the Club's Child Protection Policy, Data Protection Policy and a copy of the Constitution will be made available to all members.
- g) Members shall be enrolled on one of the following categories:
 - i. Senior Member
 - ii. Junior Member
 - iii. Family Membership
 - iv. Honorary Life Membership

5. Suspension, Refusal or Termination of Membership

1. The Executive Committee shall be entitled to:

- i. Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the club as set out in Rule 2 of this constitution.
 - ii. For good and sufficient reason to refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the full Executive Committee before a final decision is made.
- b) The member may apply for reinstatement at the next general meeting.
 - c) Any member who fails to pay their fees by the date required shall forfeit their right to representation on the Executive Committee and at general meetings, and shall be suspended from the club until such fees are paid.
 - d) The Executive Committee shall inform the member in writing of any decision to terminate their membership.
 - e) Notification of the termination of a membership will be forwarded to the Governing Body.

6. General Meetings

a) Annual General Meeting (AGM)

The AGM shall be held each year at such time and place as determined by the Executive Committee, at approximately twelve monthly intervals, but no more than fourteen months after the date of the previous AGM. At each AGM the following business shall be conducted.

- i. Receive and confirm the minutes of the previous AGM.
- ii. Presentation of the clubs financial accounts for the year.
- iii. Presentation of clubs projected financial situation for the forthcoming year, and the setting of fees.
- iv. Presentation of Chairpersons report.
- v. Election of officers to the Executive Committee.
- vi. Any other business brought before the meeting which has been submitted in writing to the secretary not less than seven days prior to the AGM, and any other business deemed relevant by the chairperson.

Notice for an AGM shall be a minimum of 21 days.

A quorum for an AGM shall be 10 members or one quarter of the membership with voting rights whichever is the lesser. Each member present at the AGM, except honorary life members, shall have one vote.

b) Extraordinary General Meeting (EGM)

An EGM may be called upon the written demand of:

- i. 33% of the membership or,
- ii. The Chairperson or,
- iii. 2/3 majority of the Executive Committee.

Notice for an EGM shall be of a minimum of fourteen days notice, and stating the business to be discussed.

7. Rules for General Meetings

- a) A minimum of twenty one days notice in writing shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
- b) The Chairperson, or in his/her absence a member selected by the meeting, will take the Chair.
- c) All members shall register with the Secretary prior to the start of the meeting.

- d) Each member present, except honorary life members, shall have one vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) The quorum shall be one quarter of those eligible to vote, or 10 eligible members, whichever is the smaller.
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

8. Election of Officers to the Executive Committee

- a) The members of the Executive Committee shall be drawn from the membership, as defined in clause 4 of this constitution.
- b) Candidates shall be elected by show of hands at the AGM, and shall be members of the Executive Committee from the conclusion of that AGM until the conclusion of the following AGM.
- c) All nominations of candidates for election shall: have the consent of the nominee; be in writing; be seconded; be received by the secretary not less than fourteen days before the AGM.
- d) Uncontested posts may be filled by nomination(s) and election at the AGM.
- e) The Secretary shall send all members a list of all nominations not less than seven days prior to the AGM.

9. Members of the Executive Committee

- a) The Executive Committee shall consist of the following Officers:
 - i. Chairperson
 - ii. Secretary
 - iii. Treasurer
 - iv. Safeguarding Officer
 - v. At least 1 and up to five additional members.
- b) The Chair, Secretary, Treasurer and Safeguarding Officer must be over the age of 18 years. At least one of these four executive officers must be a member of British Orienteering Federation (BOF). No more than two of these four officers may be related. No more than two of these four officers may be cohabiting. All Officers on the Executive Committee must be a member of the Protecting Vulnerable Groups (PVG) scheme before taking on their role (including the additional members (v)); outgoing officers will remain in post until the incoming officer has had their PVG scheme membership confirmed.

- c) All the above shall be entitled to one vote each at General Meetings, except the Chair.
- d) The committee may co-opt any member to any unfilled post until the conclusion of the following AGM, providing that the number of co-optees shall not exceed one third of the total number of persons serving on the committee at that time.
- e) The Executive Committee may appoint members to assist with club business without the member being part of the Executive Committee. All significant decisions about club business must be agreed by the Executive Committee. Club business may include (but need not be limited to): membership, fixtures, IT, equipment, mapping, coaching, and communications.
- f) The Executive Committee may appoint any sub-committees it may deem necessary to deal with the matters of the club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the Executive Committee by a representative elected by that sub-committee.
- g) All coaches must be a member of the Protecting Vulnerable Groups (PVG) scheme before taking on their role.

10. Rules of the Executive Committee

- a) The Chairperson shall chair the meeting, or in his/her absence one of either the Secretary or Treasurer or a nominee from the committee in the event of all those mentioned being absent.
- b) Fourteen days notice of any meeting of the Executive Committee shall be given by the Secretary, except when: i) The date of the meeting had been agreed at the previous Executive Committee meeting, in which case seven days notice shall be given. ii) In an emergency the Chairperson may call a meeting at four days notice.
- c) The quorum shall be four of those Officers entitled to vote, as listed at Rule 9. a)
- d) All members of the Executive Committee as listed at Rule 8. a) shall be entitled to vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) Meetings shall be open to all members of the club.

11. Finance

- a) The income and property of the club, however derived, shall be applied solely towards the objectives of the club as set out in Rule 2, of this constitution.

- b) The club shall have the power to raise money by means of yearly affiliation fees and competition fees as determined by the Executive Committee at the Annual General Meeting.
- c) All monies shall be lodged in a bank account in the name of the club.
- d) The Chairperson, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the club, of which two signatories shall be needed.
- e) The financial year of the club shall run from 1 December to 30 November
- f) Annual accounts shall be prepared by the Treasurer, scrutinised independently of the Treasurer, and made available to members to describe how money has been spent.

12. Amendments to the Constitution

This Constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.

13. The Dissolution of the Club

- a) Any resolution to dissolve the club may be passed at any General Meeting provided that:
 - I. the terms of the proposed resolution are received by the Secretary at least forty two days before the meeting at which the resolution is to be brought forward, and that
 - II. at least twenty eight days of the proposed resolution shall be given in writing by the secretary to all members, and that
 - III. such a resolution shall receive the assent of two thirds of those present and entitled to vote.
- b) Upon dissolution of the club, after all club and Trustee liabilities have been cleared, all remaining financial and material assets shall be given or transferred to the Scottish Orienteering Association, as determined by the meeting, to be employed for the development of the sport.

- c) All the above shall be entitled to one vote each at General Meetings, except the Chair.
- d) The committee may co-opt any member to any unfilled post until the conclusion of the following AGM, providing that the number of co-optees shall not exceed one third of the total number of persons serving on the committee at that time.
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14. Declaration

It is hereby certified that this document represents a true and most up to date version of the Constitution of Grampian Orienteers.

SIGNATURES

Chair Person



Date

21/8/25

Secretary



Date

21/8/25