

Team COCO Constitution



1. Name

The club shall be known as Team COCO (hereafter referred to simply as the 'Club').

2. Aims

The Club shall pursue the following aims: -

- 2.1 Encouragement and support for members to raise funds for the charity, COCO (Comrades of Children Overseas) through participation in running and other sporting events and challenges.
- 2.2 Provision of information about forthcoming events and challenges, training advice, and details of COCO's work with vulnerable children overseas.
- 2.3 Affiliation to UK Athletics for all members, enabling them to obtain all associated benefits.
- 2.4 The opportunity to obtain COCO charity numbers in races such as the London Marathon.

3. Admission to Membership

- 3.1 Any person who wishes to be a Member must apply in such form as is determined by the Committee and pay the appropriate subscription.
- 3.2 Membership of the Club is open to all without discrimination and may only be refused where admission to membership would be contrary to the best interests of sport or the good conduct and interests of the Club. No person shall be denied membership of the Club on the grounds of race, ethnic origin, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs. A person may appeal against any denial of membership in accordance with rule 13 detailed below.
- 3.3 The Committee or the Members may from time to time fix the levels of admission fees and annual subscriptions to be paid by different categories of Members provided that the Committee or the Members (as the case may be) shall use its best endeavours to ensure that any such fees or subscriptions do not preclude open membership of the Club.
- 3.4 Membership is not transferable to anyone else.
- 3.5 COCO must maintain a positive public image as a supporter of the welfare of children. Therefore any applicant whom the club management decides is not an appropriate person to represent the club will not be offered membership of Team COCO. A person may appeal against any denial of membership in accordance with rule 13 detailed below.
- 3.6 The Club will keep a list of members and ensure that all paid up members are registered with UK Athletics. Registration will be offered as first or second claim members of the Club as requested.

4. Conditions of Membership

- 4.1 These Rules shall form a binding agreement between each Member and Members shall comply with these Rules.

- 4.2 The Members shall pay any admission fees and annual subscriptions set by the Committee.
- 4.3 A member who has not paid their subscription after twelve months will no longer be eligible for the benefits of membership but may resume eligibility if they bring their subscription up to date.
- 4.4 It is the responsibility of individual members to notify the Club Treasurer or Club Membership Secretary of any change in address.
- 4.5 Subject to these Rules and the general law, the Members shall so exercise their rights, powers and duties and shall where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in furtherance of the Objects and in accordance with the rules and regulations of England Athletics and UKA for the time being in force.

5. Cessation of membership

Membership of the Club shall terminate if:

- 5.1 the Member dies.
- 5.2 the Member, being an individual, is convicted of a criminal offence which involves dishonesty or any other offence, relating to safeguarding, drugs and any crime involving violence (including any convictions relating to children) at the committees discretion.
- 5.3 the Member resigns by notice in writing to the Club by giving at least seven days' notice in writing to the Club provided that upon such resignation the number of Members is not less than one.
- 5.4 Members who do not pay their subscription but continue to use the benefits of membership may be subject to expulsion and removed from the Team COCO mailing list. COCO will not pay the UKA affiliation fee for any member who has not renewed their subscription.

6. Management

- 6.1 The day to day management of the Club shall be vested in the club officers. These will be drawn from the directors and permanent employees of the charity, COCO. These will assume the role of Chair, Treasurer, and Secretary.
- 6.2 Other members of the Club shall be selected by the Club Officers to carry out roles as volunteers, determined on the basis of their contributions to the Club.
- 6.3 The officers shall have the power to further co-opt special members for particular projects but these special members shall not have a management role.
- 6.4 The Chair has the responsibility for decisions on the strategic and operational management of the Club. Matters of serious implications for the management of the Club will be reported to the Directors of COCO.

7. Ethos

7.1 The Club is committed to ensuring that equity is incorporated across all aspects of its operations, activities and development. In doing so, the Club 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.'

7.2 The Club 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.

7.3 The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

7.4 All Members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

8. Reporting

8.1 The Directors of COCO will receive reports where appropriate on the operation of Team COCO.

8.2 The finances of Team COCO will be reported within the overall financial reports on the charity.

8.3 Amendments to the constitution will be made by the club officers.

9. Affiliations

9.1 The Club will be affiliated to UK Athletics through the regional association, England Athletics.

10. Finance

10.1 All subscriptions paid by club members shall be used to meet UK Athletics affiliation fees and the surplus shall go towards COCO's overall objectives.

11. Resignations

11.1 Any member who is affiliated to UK Athletics as a first claim member of Team COCO and who wishes to transfer first claim status to another running club must resign from the Club by writing to the Secretary. In accordance with UKA regulations, the club officers will sign the appropriate transfer forms if the member is not financially indebted to the Club.

12. Misconduct

12.1 Any Member guilty of misconduct (i.e. behaviour contrary to the constitution or conduct considered to be unbecoming of a member of the Club) may be cautioned or expelled by the club officers.

12.2 If appropriate, the name and address of any person so expelled from the Club shall be recorded and sent to the UK Athletics together with details of the alleged misconduct.

13. Complaints and disputes

- 13.1 All concerns, allegations or reports of malpractice or abuse relating to the welfare of children or vulnerable adults will be recorded and responded to swiftly and appropriately in accordance with the UKA's/EA's safeguarding policy and procedures.
- 13.2 Any complaints of misconduct (improper or unprofessional conduct) regarding the behaviour of Members or Officers shall be dealt with by the Club and must be presented in writing to the Secretary. Unless exceptional circumstances apply, the Secretary will hear complaints within fourteen days of receiving a complaint. If the complaint is sufficiently evidenced, the Secretary will appoint 3 (three) Club Members (who have no direct or indirect interest/involvement in the matter) to sit on a disciplinary panel.
- 13.3 Any appeals must be received by the Secretary within 7 (seven) days of receiving the written decision and, if appropriate, the appeals process will be followed.
- 13.4 Any complaints of serious misconduct (including, without limitation, theft, doping violations, fraud, physical violence, safeguarding policy breaches, serious breach of applicable health and safety, gambling and/or ticketing regulations or any act or omission of the Member or Officer which in the opinion of EA, acting reasonably, brings or is likely to bring the sport of athletics into disrepute) regarding the behaviour of Members or Officers shall be reported and dealt with by EA in accordance with its Disciplinary Procedures.
- 13.5 If a dispute arises between any Members or Officers of the Club about the validity or propriety of anything done by any Member or Officer under these Rules and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

14 Personal Risk

- 14.1 Members acknowledge and accept that playing or participating in sport of any kind can be dangerous and may result in injury and damage to property. Members and guests shall take personal responsibility for their own actions and play or participate in the Club's sporting activities at their own risk.
- 14.2 Subject to rule 14.3 below, the liability of the Club and its Officers to any Member is limited to the net assets of the Club.
- 14.3 Nothing in these Rules shall limit or exclude liability:
- 14.3.1 for death or personal injury caused by negligence;
 - 14.3.2 for any loss or damage caused by criminal or fraudulent conduct; or
 - 14.3.3 for any other liability which cannot lawfully be limited or excluded;

15 Dissolution Clause

- 15.1 If the club officers decide that it is necessary to close down the Club, they shall inform the COCO board and, if acceptable, inform all members.

Team COCO Constitution



15.2 Any assets remaining shall be used for the overall aims of COCO.

16 Declaration

16.1 Team COCO hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed

A handwritten signature in black ink, appearing to be 'L. Philipson'.

Chair

[Lucy Philipson]

Signed

A handwritten signature in black ink, appearing to be 'Rosie Smith'.

Secretary

[Rosie Smith]