

WEST LoTHIAN SPORTS COUNCIL

CONSTITUTION

1. NAME

The name of the group shall be West Lothian Sports Council hereafter referred to as WLSC.

2. OBJECTIVES

The objectives of WLSC are:-

- Support and enhance the provision of sporting opportunities in the area.
- Support development of member clubs
- Provide a collaborative forum for sports clubs
- Work with West Lothian Council Sports and Physical Recreation Services and other partner organisations to achieve these objectives

3. AFFILIATIONS

Any individual, club or organisation connected with sport and recreation in the area and be a recognised sport by SportScotland may apply for membership of WLSC subject to their undertaking to abide by the rules and regulations of said Council. WLSC shall reserve the right to reject any application for membership or to withdraw membership on any grounds which to them appear reasonable. An annual membership fee will be applicable. Affiliation year will run from 1st April – 31st March. Fees will be set each year at the A.G.M.

4. OFFICE BEARERS

The Office Bearers will consist of a Chairperson, a Vice Chairperson, Treasurer and Secretary all elected annually and serving up to 5 years.

5. EXECUTIVE COMMITTEE

The executive committee shall consist of:

- 4 office bearers – chair, vice chair, treasurer and secretary elected annually serving up to 5 years.

- Up to 10 additional committee members from member clubs with no more than two from any club and/or sport.
- One member representing disability sport.
- 1 Representative from West Lothian Council. (non voting)
- 1 Representative from Scottish Association of Local Sports Council. (SALSC) (non voting)
- 1 Representative from West Lothian Active Schools. (non voting)
- 1 Representative from West Lothian Leisure. (non voting)
- The Executive of the Sports Council may co-opt to the committee or to the Executive as may be suitable in pursuit of the aims of the group

6. RULES AND REGULATIONS

- The Sports Council may only make rules and regulations which pertain to the execution of it's polices.
- The Sports Council shall not become involved in domestic affairs or management of other organisations.
- If, for any reason, not all the committee positions are filled at the AGM then the executive committee can appoint individuals from member clubs to the remaining positions.
- The executive committee has the authority to create and appoint members to working groups and set the terms and conditions by which these are governed.
- The Sports Council may where requested nominate members to serve on other organisations.
- Every member club shall retain its independence and individuality. Membership of the Sports Council shall not inhibit any club from using its own initiative and endeavours in furthering its own particular interests as long as this is done in a legal and transparent manner and does not prohibit the development of sport in West Lothian.
- The income and property of the Sports Council where so ever derived shall be applied solely towards the promotion of the objectives of the group as set forth in this constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise to the members of the group. Provided that nothing herein shall prevent the payment in good faith of reasonable and proper remuneration to any officer of the Sports Council or to any member of the Sports Council in return for any services rendered to the said group.
- The Sports Council Executive will adhere to West Lothian Council Child Protection Policy. Affiliated clubs must be able to provide copies of their own Child Protection Policies upon request.

7. MEETINGS

- The executive committee shall meet a minimum of 4 times a year.
- The Chairman whom failing the Vice Chairman shall preside at all meeting of the Sports Council and Executive meetings. In the absence of both,

those present at the meeting shall appoint one of their members to take the chair.

- The Secretary will be responsible for the writing of the minutes of all executive and general committee meetings. All minutes shall be open to inspection by all members.
- One third of the membership or four which ever is the lesser shall constitute a quorum for a general meeting of the Sports Council and one third of the voting members shall constitute a quorum for an executive committee meeting.

8. FINANCE

- The financial year shall run from 1st April – 31st March.
- A summary of audited accounts shall be prepared by the Treasurer and presented to the A.G.M.
- The Treasurer and either the Chairman or the Secretary shall sign all cheques drawn against West Lothian Sports Council funds.

9. ANNUAL GENERAL MEETING/EXTRAORDINARY GENERAL MEETING

- The A.G.M. shall be held within 15 months of the last AGM.
- Clubs must be notified of the date at least 30 days prior to the meeting
- Changes to the Constitution and notices of motion must be with the Secretary at least 21 days prior to the meeting.
- An E.G.M. may be convened by either the Executive committee or on the requisition of twenty percent of the membership in writing.
- Any such meeting to be held within one month of the request being received.

10. DISSOLUTION

- The Sports Council shall only be dissolved by resolution if it is carried by two thirds of the total membership of the Sports Council at a Special General Meeting called for that purpose.
- In the event of the Sports Council being dissolved, all funds of the Sports Council shall be passed to the Local Authority under the condition that it is used to continue the objectives defined in section 2.