

The Constitution of Black Sheep Manchester Ultimate

1. NAME

1.1 The Club will be called Black Sheep Ultimate, or Black Sheep (hereinafter referred to as the Club) and it will be bound by the rules of the World Flying Disc Federation, UK Ultimate and the traditional Spirit of the Game.

2. OBJECTIVES

2.1 The objectives of the Club will be to run training sessions and compete in tournaments to allow the people of Manchester and beyond to learn, enjoy and develop their skills in Ultimate Frisbee (hereinafter referred to as Ultimate). This will be done through open-to-all training sessions, specific fitness training, UKU and non-UKU tournaments, meetings, social events and other activities such as the Club determines suitable (hereinafter referred to as Club events).

2.2 The Club is committed to encouraging the highest ethical and competitive standards. All individuals involved in the Club should conduct themselves with integrity, transparency and accountability, in keeping with the Spirit of the Game that traditionally has guided players in the sport of Ultimate.

3. MEMBERSHIP

3.1 Membership to the Club will be open to players of any skill and experience level, provided they are considered to demonstrate the qualities and behaviors outlined in [2.2]. In order to be considered a member of the Club in a given season, they must attend at least three training sessions with the Club or fulfil the UKU's stipulated requirements for being a member of the Club (at the time of writing, this includes obtaining at least 'Basic' UKU membership and joining the Black Sheep roster on the UKU website).

3.2 There will be no fee charged to be considered a member of the Club, nor will there be a fee per training session to cover the time or the expenses of the Club's voluntary coaches. However, there may be charges associated with training sessions for which additional facilities, equipment or coaches have been paid for by the Club. In cases where a fee will be charged for a session, this will be announced before the session begins.

3.3 Membership will be open to all interested individuals who are willing to be bound by the terms of this constitution and the regulations of the bodies as listed in [1.1].

3.4 Membership will be governed by the Executive Committee. Should they have cause for concern over the conduct of any member, they will (in most circumstances) issue a warning (which may be verbal) to the member, stating the unacceptable behavior and steps needed to improve. Should this improvement not occur within a reasonable time frame, the Executive Committee may relieve the individual of their membership and request that they do not attend Club events for a given period.

3.5 In cases of extreme misconduct, the relieving of membership may be carried out by any individual member of the Executive Committee (acting independently of the Committee) without a warning being given. However, in such cases, the individual will have the opportunity to appeal to the Executive Committee to have the decision withdrawn.

3.6 An individual will be considered to be affiliated with the club following their attendance at any Club event. This status is intended for those who wish to engage with the Club on a social basis only. Upon attending their third training session within a given season, they will be considered a member.

4. MANAGEMENT

4.1 The Club is a non-profit making organisation. All profits and surpluses will be used to maintain, improve or develop the Club's facilities or equipment, to improve the quality of the training provision, or to support the objectives of Club as stated in [2.1].

4.2 The Club will be managed and led by an Executive Committee which will consist of Officers as specified in an official communication from the Club's Secretary. In addition, there will be a number of members who hold positions of responsibility who are not part of the Executive Committee, again as specified in an official communication from the Club's Secretary. The following points [4.3-4.6] may be subject to change should the roles on the Committee be changed.

4.3 The Executive Committee members will be elected at the AGM each year by the attendees. The newly elected Executive Committee will officially take up positions either 7 days after the AGM is held or on 1st September, whichever is later. Elections shall be conducted by standard Alternative Voting processes.

4.4 All Executive Committee members will be considered members of the Club.

4.5 The Executive Committee members will also be the trustees ex officii of the Club who will hold any property belonging to the Club in their name and will further be entitled to sue and be sued on behalf of the Club as trustees ex officii.

4.6 The duties of Executive Committee members will be set out in the official communication from the Secretary referred to in [4.2]. However, in addition, the Executive Committee members will be held accountable for the following:

- President: The overall direction taken by, and success of, the Club against its objectives (as set out in [2]) and the decisions made at General Meetings, except in the case where Club members have acted independently to undermine the above unless there is evidence to suggest the President knowingly took no action. All communications and relationships with external bodies and entities.
- Treasurer: The monitoring of the Club's bank account and highlighting of any concerns as soon as they are identified. Providing regular financial status reports (including money in account, money owing, money owed and any exceptional debtors) as demanded by the President, and at least every Executive Committee meeting.

- Secretary: The timely communication of any exceptional training events, including the coordination of logistics. The provision of minutes from all meetings by, at the latest, the next meeting of the same category (General or Executive).
- Tour & Tournament Secretaries: The timely communication of tournament dates as they are released and of tournament arrangements. Entering and ensuring timely payment for teams. Coordinating logistics for tournaments.
- Juniors & Safeguarding Secretary: Ensuring the club's committee, members and activities conform to appropriate guidelines as set out by the UKU and other relevant bodies regarding safety and safeguarding. Widening access to the sport for juniors.
- Social Secretary: The timely communication of upcoming social events. Ensuring that the range of social events meet the wide range of needs of all members. Arranging venues for major events such as General Meetings and events at tournaments.
- Kit Secretary: The provision of Club branded sports kit in line with the needs and expectations of the Club and its members, including the timely advertising of kit offerings and prices, gathering of orders and placing of orders with chosen suppliers.
- All Executive Committee members may be required to carry out activities that can be reasonably be expected of them in the support of other Executive Committee members.

4.7 If the Executive Committee consider a fellow Executive Committee member to be unable or unwilling to fulfill their duties, they may remove the individual from their position by the following process. They must hold an Executive Committee meeting offering reasonable flexibility to the individual. At this meeting, the individual will have an opportunity to present reasons why they should remain in post. Following this, a private vote will be held (in which the individual may take part). If a majority vote to relieve the individual, the individual will be required to step down from their position.

5. GENERAL MEETINGS

5.1 The Club will hold at least two General Meetings per year. An Annual General Meeting held at the end of the outdoor season (end of August) and an Ordinary General Meeting held at the start of the outdoor season (end of March). In addition, it may be necessary to hold Extraordinary General Meetings.

5.2 All General Meetings will be open to all individuals affiliated with the Club.

5.3 All decisions made by vote will be done by simple majority.

5.4 All changes to the Constitution will be required to be agreed by standard voting procedures at a General Meeting and will be followed by a 'cooling off' period (the length of which will be advertised) during which time, counter changes may be suggested by members with the potential to instigate another vote. If no changes are made during the 'cooling off' period, the Constitutional changes will stand.

6. FINANCE AND ACCOUNTS

6.1 The club will have its own bank account, on which two individuals will be signatories. One of these will always be the current Treasurer. The other signatory will be the President,

or another Executive Committee member (who is not the Treasurer) as announced by the President at the first formal meeting of the incoming Executive Committee at the start of each new season.

6.2 All members of the Club will be jointly responsible for the financial liabilities of the Club, unless such liabilities are the result of the actions of an individual acting independent of the decisions made by the Club at either a General or Executive meeting.

7. JUNIORS

7.1 The Club believes that a growth in the number of young 'Junior' Ultimate players locally would be of benefit to the Club itself, Ultimate's growth and development in the Manchester area and the wider Ultimate Community. It also believes that it should seek to make efforts to play a part in driving engagement in Ultimate among these young people.

7.2 The Club recognises that, in order to work with young people, it is necessary to put additional safeguards and processes in place to ensure the physical and emotional wellbeing of young people who the Club chooses to engage with while undertaking activities in line with [7.1]. These safeguards and processes will (at least) satisfy guidance issued by the formal bodies listed in [1.1]. Breach of these safeguards by any member may be a cause for disciplinary action, including (but not limited to) procedures outlined in [3.4] and [3.5].

7.3 In line with UK Ultimate advice, and to offer support to the Club and its Executive Committee, regarding Club activities involving juniors, the Club will maintain status as an Affiliated Club of UK Ultimate for as long as it intends to involve juniors in its activities.

7.4 In support of [7.2], the Club will always have two individuals designated to be its Safeguarding Officers. One of these will always be the current Juniors & Safeguarding Secretary. The other will be either the Club President, or another willing and capable member of the Executive Committee as agreed between said Committee member and the President, and announced at the first formal meeting of the incoming Executive Committee at the start of each new season. It is recognised that such a role carries a high level of responsibility and, as a result, any Club member standing for the role of President should be willing to take on safeguarding responsibility should another willing member of the Executive Committee not be found.

7.5 Both of the Club's designated Safeguarding Officers and Lead Coaches will be required to obtain DBS clearance with the Club and will be provided with adequate and suitable training in line with their needs and preferences upon entering into their roles. The costs of such training will be covered by the Club unless it is considered to be surplus to that which is necessary in order to perform the role to the required standard.

7.6 The Club's Safeguarding Officers are responsible for monitoring the activities of the Club (particularly those involving Juniors) and have authority to require reasonable changes to be made to any activity (including the cancellation of, or the removal of Juniors from, the activity) should they feel it may present unnecessary risk to the wellbeing of Club members.

7.7 In order to manage and communicate regarding the Club's junior-focused activities, a separate Club email account will be used. Access to this account will be restricted to Executive Committee members who have obtained DBS clearance with the Club. It is expected that these individuals will be the two Safeguarding Officers and the General Secretary (should they also have obtained DBS clearance).

7.8 All electronic confidential documentation concerning juniors will be stored on the password-regulated cloud storage attached to the juniors-specific email account. All hard copy confidential documentation concerning juniors will be stored in a locked container within a secure and safe place at all times. Any suspected breach of either of these locations should be reported to the Club's Juniors & Safeguarding Officer for investigation and escalation to the relevant authorities as appropriate.

7.9 The Club will own a pay-as-you-go mobile phone to act as an emergency contact number for the parents and guardians of junior members. This phone must be present and active during all activities where juniors are present. Outside of these times, parents and guardians will be advised to use the junior's email account as the primary method of contact.

8. DISSOLUTION

8.1 No profit or surplus will be distributed other than to another non-profit making body on a winding-up or dissolution of the Club.

8.2 If, upon the winding up or dissolution of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever, it will be transferred to some other organisation or organisations having objectives similar to the objectives of the Club.

8.3 The bodies and organisations referred to in [7.1-7.2] will be identified and selected by the remaining members of the Executive Committee or, in the absence of a Committee, by the most senior member of the Club (Executive Committee members (in order listed on the official communication referred to in [4.2]), non-Executive holders of Positions of Responsibility (in order listed on the official communication referred to in [4.2]), then members (in order of time with the Club)).