

**CONSTITUTION**

**OF A UNIFIED CYCLING BODY**

**REGION**

**GAUTENG NORTH**

November 2013

## 1. NAME

- 1.1 The name of the Regional Association shall be “**Gauteng North**”, herein after referred to as “**GNC**”.
- 1.2 GNC is a unified association affiliated to Gauteng Cycling representing all cycling disciplines including road, track, recreational cycling, mountain biking and BMX in the region of Gauteng North and any agreed area/s.

## 2. LEGAL PERSONALITY AND STATUS

- 2.1 The Association shall be a distinct and separate legal entity and body corporate with perpetual succession.
- 2.2 The Association shall be an association not for gain.
- 2.3 The income and property of the Association shall be applied solely towards the promotion of the Association as set out in the Constitution.

## 3. HEAD OFFICE

The Head Office of GNC shall be in Pretoria and the address that of the Administrator.

## 4. DEFINITIONS

- 4.1 GNC shall be a body as constituted under clause 5.3 of this Constitution.
- 4.2 “**Executive Committee**” shall mean the body constituted under clause 5.3.1 of this constitution.
- 4.3 “**Provincial Body**” shall mean the unified elected controlling body in Gauteng Province
- 4.4 “**National Body**” shall mean the unified elected controlling body for the Republic of South Africa.
- 4.5 “**UCI**” shall mean Union Cycliste Internationale.
- 4.6 “**GNCOU**” shall mean the Gauteng North Cycling Officials Union.
- 4.7 “**Rules**” shall mean the rules of Gauteng North Cycling, those of the Provincial and National Body and of the UCI.

In this constitution, unless inconsistent with the context, all words and expressions imparting the masculine shall include the feminine gender, and those signifying the singular shall include the plural and vice versa.

## **5. MEMBERSHIP**

5.1 Membership to GNC consists of:

5.1.1 Club membership, being groups of cyclists who have formed a club and who have agreed to be bound by the Constitution and any rules and regulations made hereunder, and provided that such club has been accepted;

5.1.2 Any other class of membership, be it temporary or permanent, as may be determined from time to time by the Executive Committee.

5.1.3 Individual members which can only be Honorary members duly elected as per paragraph 10

## **5.2 GENERAL**

5.2.1 All applications for membership by clubs or bodies shall be in writing and shall be accompanied by the prescribed affiliation fee and a constitution having as one of its objectives the fostering of cycling and a willingness to comply with the constitution, rules, regulations and by-laws of GNC and the Provincial and National Body as existing from time to time. Application can be considered at any GNC meeting. GNC reserves the right to accept or reject such application which acceptance shall not be unreasonably withheld.

5.2.2 A club accepted for membership to Gauteng North Cycling must within six months probationary period have a minimum of 10 (ten) active cyclists. It will remain at the discretion of GNC to decide whether continued affiliation is warranted, which affiliation shall not be unreasonably withheld.

5.2.3 All applications for affiliation of new clubs to GNC and the National controlling body shall be submitted to the Administrator of the GNC for processing.

### 5.3 GNC STRUCTURE

GNC shall consist of an Executive Committee, a Management Committee, Discipline Commissions, members (affiliated clubs) and Honorary Members (affiliated riders and officials).

#### 5.3.1 Executive Committee

The Executive Committee shall be comprised of the following:

- Chairman
- Vice Chairmen (one to be elected from the Discipline Commissioners)
- Elected Commissioners (or what number is operational in Region)
- Administrator

The Executive can co-op any person whom they deem necessary for a specific task.

#### 5.3.2 Management Committee

The Management Committee shall be comprised of the following:

- Executive Committee
- Members (clubs) represented by their elected Delegates.

Affiliated clubs shall be entitled to representation by 2 delegates of which 1 is compulsory

#### 5.3.3 Discipline Commissions

The Commission shall be comprised of the respective Discipline who shall act as the Commission Chairmen, three Commissions Members, three Discipline Selectors, a Discipline Statistician and the Discipline Coach(es) may attend in an advisory capacity at the discretion of the Commission Chairmen.

#### 5.3.4 Ordinary Members

The members of GNC are the Clubs represented in GNC by the elected delegates.

### 5.3.5 Individual Members

The Individual Members of GNC are the Cyclists or Riders and Officials who are represented in GNC by the Clubs through the elected delegates and by the Commissions through the elected commission members and Commission Chairmen.

## 6. OBJECTIVES OF GNC

### 6.1 GENERAL OBJECTIVES

The general objectives of GNC are to:-

- 6.1.1 Encourage, nurture, care for, control and promote development of all cycling disciplines and cyclists, within the geographical boundaries of GNC and any other agreed areas
- 6.1.2 Be a representative body in Gauteng North Region and other agreed areas for the furtherance of the interest of cycling;
- 6.1.3 Improve conditions for cyclists with particular regard to their safety;
- 6.1.4 Arrange, assist members to arrange cycle tours, fun rides, races and outings;
- 6.1.5 Co-ordinate cycling races and events in respect of all cycling disciplines,
- 6.1.6 Maintain an amicable relationship with all affiliated cycling clubs and individual members, nurturing a spirit of friendly, rivalry in competition;
- 6.1.7 Establish contact and liase with and, where appropriate affiliate with other organizations, particularly at Provincial and National level, having similar or complementary interests and objectives; and
- 6.1.8 Assist affiliated clubs for the successful promotion of cycling.

### 6.2 SPECIFIC OBJECTIVES

#### 6.2.1 MANAGEMENT AND CONTROL

The objective of GNC shall be to arrange, control and improve cycling in the areas as prescribed by the Provincial and National Body.

#### 6.2.2 PERMISSION TO CLUBS, ETC.

To grant permission to clubs, affiliated bodies or sports promoting bodies to hold cycling events under guidance of GNC and against prior payment of such fees as may from time to time be decided upon by GNC or requested by Provincial/National Body.

- 6.2.3 **OBSERVANCE OF RULES AND REGULATIONS OF THE NATIONAL BODY**  
To grant permission for staging of events throughout the Gauteng North region under the rules and regulations of the Provincial/National Body.
- 6.2.4 **CYCLE RACES**  
To Stage an annual Cycling Championship in all disciplines and such other events as may be deemed advisable with the right to allocate Gauteng North Regional Championship status to cycling events held by affiliated clubs, bodies or parting promotion bodies holding their events under guidance from GNC.
- 6.2.5 **SELECTION OF CYCLISTS**  
To arrange for the selection of competitors to officially represent Gauteng North Region.
- 6.2.6 **KEEPING OFFICIAL RECORDS**  
To provide for the keeping of officials lists of records or all cycling performances in Gauteng North. All clubs, bodies, or promoting bodies staging the events will be responsible for furnishing GNC with lists of performances of each participant within seven days of the staging of each event.
- 6.2.7 **RELATIONS WITH AUTHORITIES**  
To maintain good relations and negotiate with provincial, through Gauteng Cycling and local Authorities to foster cycling.
- 6.2.8 **FRAMING OF RULES AND REGULATIONS**  
To frame rules, regulations and definitions in Gauteng North Region and to compliance thereof.
- 6.2.9 **APPLICATIONS FOR MEMBERSHIP**  
To consider application for membership.
- 6.2.10 **MAINTENANCE OF FIXED PROPERTY**  
To take over from the Local Authority on such terms and conditions as may be laid down by the Local Authority as Trustee, any grounds, buildings, conveniences and equipment to be provided by the Local Authority or State Department and provide for the maintenance and upkeep thereof.

#### 6.2.11 MOVABLE PROPERTY

To purchase and sell all manner of GNC's apparatus and equipment to the advantage of it's members.

#### 6.2.12 ADMISSION CHARGES

To charge for admission to any portion of GNC's grounds or premises, subject to the obligations under clause 6.2.10 thereof.

#### 6.2.13 CYCLING OFFICIALS

Matters pertaining to Cycling Officials will be delegated to G.N.C. Officials commission who will carry out these functions on behalf of GNC. If the GNC.officials Commission should disband the Gauteng North Cycling Executive Committee to ensure that a new GNC commission is formed

#### 6.2.14 PUBLIC BENEFIT ORGANISATION

GNC shall be a Public Benefit Organization and as such shall not have a profit motive. All funds generated by GNC shall be utilized in the best interest of the Members of GNC.

### 7. AFFILIATION FEES

#### 7.1 FEES PAYABLE

A club or body shall pay the GNC an annual affiliation fee as may be decided upon by GNC from time to time at an Executive Committee meeting. GNC may decide, based on circumstances, however, to grant a body affiliation without the payment of a fee, or at a reduced fee, or based on a tariff per entries at cycling events organized by affiliated clubs, bodies or approved promoting bodies. Such decision to be taken at a monthly Executive meeting where business was put to vote.

In the event of GNC staging National Championships it will be on the basis of Cycling SA's constitution and/or agreement.

#### 7.2 DATE OF PAYMENT

Race fees per rider per event shall be payable 30 days after an event was hosted. In the case of clubs using on-line entry systems where payment of entry fees are delayed, such club need to request extension of payment from the province within the 30 day window. In the event of a loss at any event it is the responsibility of the

club to apply for an extension of payment of the fees within a period of 30 days after the event upon presentation of a full set of financial statements.

Failure of any affiliation fees being fully paid up, such club will not be eligible to vote at such meeting or any other meeting of GNC. A penalty of 10% to be added after the 1<sup>st</sup> 30 day period and thereafter 2.5% for each additional 30 days the fees are outstanding.

## **8. ELECTION OF OFFICE BEARERS**

### **8.1 EXECUTIVE COMMITTEE**

The Chairman of GNC shall be elected at the Annual General Meeting of GNC by the Members present. The Vice Chairman shall be appointed by the Executive Committee from the Discipline Commissioners. The Chairman and Administrator may not be related, stay in the same household or belong to the same Club.

The Administrator shall be appointed by the Executive Committee.

The Discipline Commissioners, of which one shall be of colour subject to the availability and willingness of such a nominated person, are elected at the Annual General Meeting of GNC by the Members. The Legal Representative is appointed by the Executive Committee as and if required.

The Committee so elected shall be responsible to GNC. No member of the Executive Committee may occupy more than one position during the same term of office and may also not serve on the Executive Committee of a club. Only members who reside within the Geographical boundaries of GNC will be eligible for selection as members of the Executive Committee of GNC.

### **8.2 PERIOD OF OFFICE**

Members of the Executive Committee shall be elected to office for a period of two years or until the second Annual General Meeting after election. In the event of forfeiture of office or vacancy arising, the provisions of Section 9 shall apply.

### **8.3 MANAGEMENT COMMITTEE**



Delegates of clubs shall be elected by the members at their own Annual General Meeting to be held prior to the AGM of GNC each year.

## **9. VACATION OF SEATS OF EXECUTIVE COMMITTEE MEMBERS**

### **9.1 VACANCY CAUSED BY**

The seat of Executive members of GNC or any of its committee shall become vacant upon:

9.1.1 Resignation;

9.1.2 Absence from more than three consecutive meetings without any reasonable excuse;

9.1.3 A vote of no confidence that is carried;

9.1.4 Suspension or incompetence;

9.1.5 Death;

9.1.6 Insanity

### **9.2 NEW APPOINTMENTS**

In the event of a vacancy in the Executive Committee arising, the Management Committee can co-opt a suitable replacement until the next election.

## **10. HONORARY MEMBERSHIP**

### **10.1 HONORARY LIFE MEMBERSHIP**

GNC may elect by ballot as a Honorary Individual Member any person who has conferred some special benefit on GNC. Such member shall be entitled to membership without payment of any subscriptions but he/she shall have no vote.

### **10.2 HONORARY LIFE PRESIDENTS**

GNC shall have the power to elect by ballot any person who has been a past Chairman of Gauteng North Cycling as a Honorary Life President of the GNC, one or more clubs should motivate such a proposal. Such a person shall be entitled to membership without payment of any subscription. He shall have no vote. There shall be not more than 5 Honorary Life Presidents.

### **10.3 REGISTER OF HONORARY MEMBERS**

GNC shall keep a register of its Honorary Life Presidents and Honorary Life Members. Such register shall give a short resume of the reasons for bestowing the said memberships.

## **11. MANAGEMENT MEETINGS**

### **11.1 CONVENING OF MEETINGS**

The Management Committee of GNC shall meet every second month, but may in special circumstances be summoned by the Chairman or Administrator to meet at any time at any place with reasonable notice given of such meeting.

### **11.2 CHAIRMAN TO PRESIDE**

The Chairman, or in his absence the Vice-Chairman shall preside at all meetings of GNC.

### **11.3 ABSENCE OF CHAIRMAN AND VICE-CHAIRMAN**

Should both the Chairman and Vice-Chairman be absent, the members present shall elect one of their fellow members to the chair for that particular meeting.

### **11.4 DUTIES OF CHAIRMAN**

The Chairman shall enforce the observance of the Constitution of GNC and sign all approved minutes. He shall also perform such other duties as by usage or custom pertaining to his office. Ex Officio he shall be a member of all committees.

### **11.5 DELEGATES**

Delegates of clubs or bodies must be specified in writing.

### **11.6 QUORUM**

11.6.1 Four members of the Executive plus representatives of 33% of affiliated clubs shall form a quorum.

11.6.2 Should no quorum be present, the meeting shall be adjourned for 10 (ten) minutes and those delegates present at the adjourned meeting shall form a quorum.

### **11.7 ORDER OF BUSINESS**

The order of business at GNC meetings shall be:

- 11.7.1 To approve the minutes of the previous meeting
- 11.7.2 To deal with matters arising from the minutes
- 11.7.3 To present the financial report
- 11.7.4 To deal with correspondence
- 11.7.5 To deal with matters for which notice had been given
- 11.7.6 General
- 11.7.7 The appointment of co-opted members as and when required
- 11.7.8 The appointment of delegates to the National Body

#### 11.8 ATTENDANCE BY NON-DELEGATES

Members of clubs or affiliated bodies may attend meetings but shall not be entitled to a vote.

#### 11.9 METHOD OF VOTING

The voting shall be by show of hands unless a ballot is demanded and the majority of votes shall in all cases be decisive. In the case of any equality of votes, the Chairman of the meeting shall have a casting vote in addition to his normal vote as a member of the executive.

The votes shall be opened and counted in front of everyone present at the meeting.

##### 11.9.1 Members of the Executive Committee

Members of the executive Committee may not represent clubs as ordinary members at any meeting of GNC and may not vote as Ordinary Members of clubs in addition to the vote of the Executive Committee. The Discipline Commissions shall each have three votes; similar to the votes allocated to clubs with more than 50 members.

##### 11.9.2 Persons entitled to vote

Only delegates of the various bodies as recognized by GNC shall be entitled to vote at any meeting of GNC.

##### 11.9.3 Number of votes per Delegate

Members or other recognized bodies shall be entitled to only one vote per delegate present at any meeting of GNC. Voting by proxy is not permitted.

#### 11.10 MINUTES

- 11.10.1 The proceeding of meetings shall be preserved in the form of typewritten minutes authenticated after confirmation at the next meeting by signature of the Chairman.
- 11.10.2 The minutes of each meeting shall contain a résumé of the subject of the matters dealt with and such motions and amendments have been proposed and adopted or rejected.
- 11.10.3 Minutes signed by the Chairman of any meeting to which such minutes related, or by the Chairman of any succeeding meeting of the same body, shall be sufficient evidence of the fact herein stated.
- 11.10.4 The Administrator shall send to each affiliated club or body, and members of the Executive body a copy of the minutes of all the meetings as soon as practicable after such meeting.

## **12. EXECUTIVE COMMITTEE MEETINGS**

### **12.1 CONVENING OF MEETINGS**

The Executive shall meet on alternative months as the Management meetings or as and when required and the Chairman or Administrator may call a meeting at any time or place and on request of any other Executive member.

### **12.2 CHAIRMAN OR VICE-CHAIRMAN TO PRESIDE**

The Chairman, or in his absence, the Vice-Chairman shall preside at all meetings of the Executive.

### **12.3 MINUTES OF MEETINGS**

Refer point 11.10.1

### **12.4 QUORUM**

Four members of the Executive, of whom one shall be either the Chairman or Vice-Chairman, shall constitute a quorum.

### **12.5 VOTING**

The majority of votes shall in all cases be decisive. In the case of an equality of votes, the Chairman of the meeting shall have a casting vote in addition to his normal vote as a member of the Executive.

### **13. ANNUAL GENERAL MEETINGS**

#### **13.1 DATE OF MEETING**

The Annual General Meeting of GNC shall be not later than 30<sup>th</sup> November each year.

#### **13.2 NOTICE OF MEETING**

The Administrator of GNC shall, in writing, give at least 30 (thirty) day's notice to all affiliated clubs and bodies of the date and place where the meeting shall be held.

#### **13.3 AGENDA**

The notice of the meeting shall be accompanied by the Agenda of the meeting together with the minutes of the previous Annual General Meeting, as well as a list of nominations for election to the following term's Executive Committee and other elected officials, as received in writing.

#### **13.4 BUSINESS OF A SPECIAL NATURE**

Any business of a special nature, of which an affiliated club or body has given the Administrator of GNC at least 14 (fourteen) days notice prior to the date of the Annual General Meeting, may be discussed and voted on. Upon receipt of such notice, the Secretary of GNC shall in turn immediately give notice to all affiliated clubs and bodies.

#### **13.5 ELIGIBILITY TO VOTE**

As at GNC meetings.

#### **13.6 ORDER OF BUSINESS**

13.6.1 To receive in writing delegates' credentials

13.6.2 To read and confirm the minutes of the previous Annual General Meeting and to deal with matters arising there from

13.6.3 To receive the Chairman's report

13.6.4 To receive and approve the audited statement of accounts

- 13.6.5 Election of executive officers
- 13.6.6 Appointment of Auditor
- 13.6.7 To deal with any special business of which due notice has been given as herein provided.
- 13.6.8 To deal with any proposed changes to the Constitution of GNC.

### 13.7 QUORUM

- 13.7.1 The quorum shall be representatives of 50% of all clubs and bodies with voting powers plus one club, registered with GNC.
- 13.7.2 Should no quorum be present, the meeting shall be adjourned for 10 (ten) minutes and those delegates present at the adjourned meeting shall form a quorum provided that at least representatives of 10 clubs are presented by the delegates so present.

### 13.8 VOTING

Voting-shall be as follows:

- 13.8.1 One delegate for a unit of 1-19 members and officials
- 13.8.2 Two delegates for a unit of 20-49 members and officials
- 13.8.3 Three delegates for a unit of 50 – 99 members and officials
- 13.8.4 Four delegates of a unit of 100 or more members and officials

### 13.9 MINUTES

Minutes shall be kept as prescribed in 11.10.

## 14. SPECIAL GENERAL MEETING

### 14.1 CONVENING OF MEETINGS

The Administrator of GNC shall convene a Special General Meeting of GNC upon:

- 14.1.1 A resolution of GNC, or
- 14.1.2 A written request by at least 5 affiliated clubs or bodies.

### 14.2 NOTICE OF MEETINGS

Within seven days of after a resolution of GNC or receiving a written request signed by at least five affiliation clubs, stating the purpose for which the meeting is required, the administrator shall send out notices calling a Special General Meeting for a date not less than 14 (fourteen) or more than 30 (thirty) days from the date of

dispatch, and shall specify in the agenda all matters to be discussed or voted on at such meeting. Such notice shall be sent to every affiliated club or body.

#### 14.3 ORDER OF BUSINESS

14.3.1 To receive delegates' credentials

14.3.2 To deal with the business of which proper notice has been given

#### 14.4 QUORUM AND VOTING

This shall be as at an AGM.

### 15. POWERS OF GNC

GNC shall have full powers to carry out all its objectives as set out in paragraph 6 above. Without limiting the generality of the foregoing, GNC shall have the power to:

15.1 Purchase, own, dispose of and otherwise deal with moveable and immovable property;

15.2 Sue or be sued in its own name;

15.3 Establish rules and regulations, not inconsistent with this Constitution, for the admission, suspension and termination of membership of GNC;

15.4 Establish rules and regulations for the governance and conduct of cycling events and activities;

15.5 Take measures, developed the skills and competence of cyclists through the equation and implementation of coaching technique and training systems and programs;

15.6 Take disciplinary action against any affiliated club or individual member which includes the power to suspend or reprimand cyclists, officials or members of committees, or to hear and adjudicate upon appeal against the decisions of clubs or officials in terms of the regulations of the Provincial/National Body of South Africa and the U.C.I. Activities for clubs that can lead to disciplinary process is, but not

limited to, not adhering to GNC constitution, not communicating to their members, not attending GNC meetings and not responding to requests for information from GNC.

- 15.7 Appoint sub-committees for any purpose deemed necessary and to receive, consider and deal with reports from such committees;
- 15.8 Raise funds and operate banking accounts with all powers required by such operation;
- 15.9 To expend the funds of GNC in such a manner, which is deemed fit in the interest of GNC;
- 15.10 To supervise the organization of all cycling discipline events organized by affiliated clubs;
- 15.11 If in the opinion of GNC, it is felt that the organization of any particular event is not satisfactory or according to set standards, GNC may take over any further organization of such event or cancel GNC sanctioning of such an event.

## **16. APPOINTMENT AND DUTIES OF OFFICIALS**

### **16.1 THE VICE CHAIRMEN**

- 16.1.1 The Discipline Commissioners of GNC will act as ordinary members during GNC meetings and will act in the interest of the disciplines for which they have been elected as well as in the broader interest of all aspects of cycling and GNC in the Region.
- 16.1.2 Commissioners will be responsible for conducting Commission meetings and reporting the actions, activities or recommendations of the Commissions to GNC for ratification or further action.
- 16.1.3 The Commissioners in conjunction with the Administrator of GNC shall be responsible for the organization of GNC Championship events in their respective disciplines, for the completion and circulation of race notices and the keeping of a register of all recognized records created by their discipline within GNC



## 16.2 THE ADMINISTRATOR

- 16.2.1 The Administrator shall conduct all correspondence, make and preserve correct minutes of all proceedings of GNC and shall produce same when required to do so by GNC.
- 16.2.2 Every record created, when approved by the Executive, must be recorded in the minutes. He/she shall in co-operation with the Chairman, draw up the Annual Report for submission at the Annual General Meeting.
- 16.2.3 The Administrator shall be responsible for the processing of all applications for membership of clubs or individuals.
- 16.2.4 The Administrator shall be responsible for the effective communication within GNC with all members and with the Provincial and National Body.
- 16.2.5 The Administrator shall co-ordinate arrangements for all Executive, Management-, General- and Special meetings, functions and other events. The Administrator shall also be responsible for communicating these arrangements to all members of GNC.
- 16.2.6 The Administrator shall receive all GNC moneys and shall make such payments as shall be authorized by GNC. The Treasurer shall keep a complete and readily comprehensible record of the financial transactions of GNC. These transactions shall be open to inspection at every meeting of GNC or of the Executive Committee together with the bills and supporting documents. At every annual General Meeting a financial statement, duly audited by the Auditor, shall be submitted.
- 16.2.7 The Administrator shall present the “physical” bank statements together with the reconciliation sheet at all meetings in order to prevent the submission of fraudulent reconciliations. The e-mailed bank statements shall be forwarded to all Clubs.
- 16.2.8 The Administrator shall issue a receipt for all monies received and shall deposit same in GNC’S accounts at GNC’S duly appointed financial institutions.

## 16.3 THE COMMISSIONS

16.3.1 The Commissions shall assist the relevant and shall be responsible for the organization of GNC events in their respective disciplines, for the completion and circulation of race notices, the keeping of a register of all recognized records created by their discipline within GNC, the selection of teams, the award of colors, and the conducting of development programmes in conjunction with the Development Commission.

Copies of the above documentation to be given to the Administrator for record purposes.

16.3.2 The following Commissioners could be elected as determined by the needs of GNC:

- Road Commission
- Track Commission
- Mountain Bike Commission
- BMX Commission
- Recreational Cycling Commission
- Development Commission
- Technical Commission – Road
- Technical Commission – MTB
- Coaching Commission

16.3.3 In the event that a discipline is not currently represented in the Region a person will be elected to monitor the discipline and to further the interests of the specific discipline.

#### 16.4 FIXTURES COMMITTEE

16.4.1 A Fixture Committee consisting of one member from each affiliated club and the relevant Commissioner, who will be the convenor, will meet as and when required to arrange GNC's Fixtures List.

16.4.2 The Fixture Committee shall be elected at the 1<sup>st</sup> meeting after the Annual General Meeting.

16.4.3 The Fixtures Committees shall compile all programmes for events organized by GNC, it's members and affiliated bodies.

## 16.5 SELECTION COMMITTEE

16.5.1 Each discipline Commission shall be responsible to elected Selectors for the respective disciplines. This Selection Committee should convene as and when required to select riders for Interprovincials, etc.

16.6 Each member of the Executive Committee shall have a job description.

## 16.7 DELEGATES TO NATIONAL BODY MEETINGS

Delegates to the Meetings of the National Body shall be appointed at a monthly Executive meeting of GNC prior to the relevant meeting of the National Body.

## 17. FINANCE AND BANKING

### 17.1 FINANCIAL YEAR

GNC's financial year shall be from 1 October to 30 September of each year.

### 17.2 MONIES RECEIVED

All monies received shall be applied to the carrying out of the objective of GNC and defraying the expenses of Management in accordance with these regulations.

### 17.3 BANKING ACCOUNT

A Banking Account shall be opened in the name of GNC. GNC shall designate at least one person authorized to operate upon GNC's banking account.

### 17.4 BANKING OF MONEYS

All moneys received on behalf of GNC shall be paid into GNC's banking account without abatement of undue delay.

### 17.5 EXCESS FUNDS

The Administrator shall regularly transfer excess funds from the current (cheque) account to a Reserve Fund (savings account). Transfers to fixed deposits must have the prior approval of the Executive Committee.

## 18. PROPERTY

**18.1 TRUSTEES**

The Chairman and Administrator in their capacity as such shall be trustee of and for all intents and purposes legal holders of all moneys, trophies, cups and other property of GNC, and shall deal with same as GNC may from time to time decide.

**18.2 INVENTORY**

GNC shall cause an Inventory of its assets to be taken at the end of the GNC's financial year.

**19. APPEALS**

An appeal may be made to the Executive Committee against any decisions by any sports committee, club or body or upon any matter which any person feels aggrieved. Such appeal, however, shall be made in writing within 7 (seven) days of the decision or matter appealed against and shall be accompanied by a fee as determined by the Executive Committee from time to time which shall be returned if the appeal is upheld and forfeited to GNC if disallowed. The Executive Committee shall call a meeting to consider such an appeal within 7 (seven) days from receipt thereof.

**20. CHAMPIONSHIPS**

20.1 Annual Discipline Championship events shall be held.

20.2 Track Championship events shall be held once a year in sufficient time to allow selection of Provincial representatives to be made before the closing date for entries to the South African Championships.

20.3 Mountain Bike Championships

Provincial Championship events shall be staged approximately two to three weeks before each National Championship event as determined annually for the purpose of selecting riders to represent Gauteng North Region at the National Championships.

20.4 All Provincial Championships shall be held within the Geographical boundaries of GNC or elected areas.

**21. OFFICIALS FOR EVENTS**

The appointment of officials for all open track, road and MTB competitions shall be made by the GNC Officials Commission in terms of the Rules and Regulations of the National Body.

**22. COLOURS**

Refer to Colours policy document

**23. REGISTRATION OF CLUB COLOURS**

Every club or body affiliated to GNC shall where applicable register with GNC, its colour, which shall at all times be subject to the approval of GNC and Cycling SA.

**24. FINANCE OF CLUBS**

Clubs shall keep proper books of account and furnish GNC with a copy of their balance sheet within 7 (seven) days of their Annual General Meeting.

GNC shall not be held liable for any liabilities by any of its affiliated clubs, officers or members.

**25. MINUTES OF CLUBS OR BODIES**

Affiliated clubs or bodies shall forward to GNC a copy of the minutes of their AGM meetings as soon as practicable after the particular meeting.

**26. SPONSORSHIP OF CLUBS OR INDIVIDUALS**

Copies of sponsorship agreements must be lodged with GNC for approval before final acceptance by clubs, according to the Rules and Regulations of the National Body.

**27. DISSOLUTION OF CLUBS**

27.1 Should a club dissolve, all its assets, after fulfillment of its financial obligations, shall revert to GNC unless otherwise stated in the particular clubs constitution.

27.2 Should a club cease to function due to a lack of membership and desire not to dissolve, a twelve month period will be given to restructure the club failing which the club will then be dissolved.

**28. GNC NOT LIABLE FOR COMPENSATION FOR INJURY AND DAMAGE TO BICYCLES**

28.1 GNC shall not be liable to compensate any competitor or official for any injury suffered by him or for any financial loss occasioned by him as a result of such injury whilst training for or competing in any event under its jurisdiction or whilst representing GNC in any event or any cycle meeting under the jurisdiction of any other body.

28.2 GNC shall not be liable to compensate any competitor for any damage caused to his bicycle of any part thereof whilst training for or competing in any like cycle meeting aforementioned.

**29. INDEMNITY OF OFFICERS**

The officers of GNC shall be and are hereby indemnified against any financial loss which might be occasioned by them in the bona fide performance of their duties as such and GNC shall have the authority to have any officer defended in any action at law which might be taken against him in respect of any matter arising out of the performance of his duties.

Any claim arising under this clause shall be dealt with by GNC and the decision of GNC thereon shall be final.

**30. LIABILITY OF AFFILIATED MEMBERS**

In the event of GNC being wound up there shall be no liability incurred by any member other than in respect of his unpaid subscriptions and/or any other moneys he may be owing to GNC.

**31. DISSOLUTION OF GNC**

- 31.1 GNC may be dissolved by resolution passed by a 75% (seventy five percent) majority of the ordinary members present at a Special General Meeting of GNC.
- 31.2 After payment of its just debts, the assets of GNC shall be disposed of in such a manner as may be decided by a 75% (seventy five percent) majority of the ordinary members present at the aforementioned meeting.

**32. ENFORCEMENT AND AMENDMENT OF CONSITUTION**

Every affiliated club, association or body, their members and competitors shall at all times be subject to this Constitution and rules of GNC. The Constitution may only be added to, varied, altered, amended or modified at an Annual General Meeting or Special General Meeting of GNC, duly convened as herein before provided, at which the resolution or resolutions in relation to such addition, repeal or alteration, is carried by two-thirds of the eligible votes presented at such meeting.

**33. INTERPRETATION OF CONSTITUTION**

In case of doubt as to the meaning or the interpretation of any of the clauses of this constitution, the National Body shall be the final arbiter and its decision shall be binding upon all members.

**APPROVED:**

**DATE:**