



## **National Arena Swimming League Western Region**

### **Constitution for the Competition Year 2017**

#### **1. Name**

- a. The League shall be called "The National Swimming League Western" (NSLW) (The League) "Sponsored by ARENA"
- b. The NASLW through The National Arena Swimming League shall be affiliated to the ASA.

#### **2. Objectives**

- a. To arrange galas so as to give the maximum number of teams in the League the opportunity to compete against each other.
- b. To find the premier teams of the above league each year to compete in the National Arena Swimming League A & B finals.

#### **3. FINA Rules and ASA Laws & Regulations.**

- a. The FINA Technical Rules, with the Laws and Regulations of the Amateur Swimming Association shall apply to the League
- b. The League will observe the ASA Child Protection procedure and all persons involved in affairs of the League shall comply with such procedures.
- c. The ASA Code of Ethics and Disciplinary Procedures shall apply to the League

#### **4. Management.**

- a. The league shall be managed by an Executive Committee comprising of Chairman, Vice Chairman (*if one is elected*), Hon Secretary, Treasurer, plus one representative from each division if appointed at the AGM.
- b. The officers of the League shall be: (i) The Chairman (ii) The Secretary (iii) The Treasurer (iv) Venue co-ordinator
- c. The officers of the League shall be appointed annually at the AGM by election by the member clubs. Outgoing officers are eligible for re-election. Nominations may be made at the AGM. If an officer retires or resigns between meetings of the AGM the Executive Committee will have the power to appoint substitute
- d. The Executive Committee will meet once a year in sufficient time to plan for the AGM and also meet as and when required.

- e. The Executive Committee will produce and revise the Promoter's Conditions as and when necessary, subject to ratification by the AGM.
- f. Any contingency not covered by the Constitution/Promoter's Conditions of the League shall be referred to the Officers of the League for interpretation and decision; all such decisions shall be final except as provided by the FINA Rules or ASA Laws & Regulations as detailed in Paragraph 3.
- g. Any decisions do not include those that fall within the ASA Judicial Laws.
- h. The Executive Committee shall have power to co-opt members if required.
- i. Where no representative from a division is appointed, the Chairman shall advertise the post to the clubs in that division and shall have the power to appoint a substitute.

#### **5. Annual General Meeting.**

- a. An Annual General Meeting (AGM) shall be held between 1 May and 31st July each year to:
  - i. Elect the officers of the League as defined in 4c.
  - ii. Elect the representatives of the divisions as defined in 4 (a) if any.
  - iii. To appoint an accounts examiner who shall **not** be a member of the Executive Committee or a relative of a member of the Executive Committee
  - iv. Review and revise the Constitution as necessary and ratify the Promoter's Conditions, if required.
  - v. Conduct the draw for the first round of competition as detailed in the Promoter's Conditions. Changes that take place following the AGM will be handled as laid down in the Promoter's Conditions.
  - vi. Carry out any other business as per agenda or items otherwise previously notified to the Secretary.
- b. Any proposed changes to the Constitution or Promoter's Conditions other than those proposed by the Executive Committee shall be sent to the Hon Secretary by 1 April prior to the AGM by a registered club and duly seconded by another registered club in the League.
- c. Notice of the Annual General Meeting with all relevant papers shall be circulated to all clubs who are eligible to attend including the waiting list clubs. At least 28 days prior to the AGM.

- d. All alterations, amendments, additions to the Constitution must carry at least a two thirds majority of those present at the meeting and voting, (One vote per competing team. No one person may represent more than one team).

**6. A Special General Meeting.**

- a. May be summoned by the Executive Committee at a time the executive Committee will specify, subject to the time requirement in (iv).
- b. By requisition signed by not less than 10% of competing clubs stating the reason for the meeting. In this case the meeting must be held within six weeks of the Hon Secretary receiving the request.
- c. Notice must be sent to all participating Clubs in the League at least 14 days prior to the date of the meeting

**6. Finance**

- a. The financial year shall be from 1 April to 31 March.
- b. All clubs entering a team shall pay an annual fee as agreed by resolution at the AGM.
- c. Failure to pay affiliation 14 days prior to the date of the AGM will indicate a lapse of membership and may result in a team having to reapply and being demoted to the bottom of the lower division or to the waiting list.
- d. All financial dues are to be confirmed at the AGM.
- e. New applications to the waiting list from clubs/teams who are not or have ceased to be affiliated to any other league of the National Arena Swimming League shall forward a fee renewable annually as determined by the AGM.
- f. All new applications will be taken in strict rotation, except that where two clubs apply to join the League preference will be given to clubs without a team already competing in the League.
- g. New applications are subject to approval by the AGM.
- h. All receipts from Galas less permitted expenses are the property of the League and shall be forwarded to the Hon Treasurer within seven working days of the event. In the event of any losses being incurred this shall be met by the League's general fund.
- i. The league will provide all host clubs/teams with event programmes to be sold on behalf of the League and all proceeds are to be returned to the Hon Secretary or Treasurer within seven days of the event. The cost will be determined and confirmed by resolution at the AGM.

- j. In extenuating circumstances the League reserves the right to impose a levy on all Clubs/Teams to cover any loss on Galas against hire charges.
- k. All Clubs that owe monies at the end of the financial year shall not have their affiliation renewed.
- l. Clubs that have previously competed in any other League shall not be accepted for affiliation unless all outstanding debts have been discharged.
- m. In the event of dissolution of the League the remaining funds shall be devoted to the objectives as determined by the members of the Executive Committee.

## **7. Travel Levy**

- a. There will be **no** travel levy paid from 2015 onwards as agreed in the National Swimming Leagues Western AGM 2014
- b. The League shall consider making a contribution as determined by the AGM towards the expenses of the teams representing the NASLW at the National ARENA Swimming League Inter League Finals.

## **8. Clubs**

- a. Clubs entering teams must be registered in the name of that club with either the ASA or Swim Wales.
- b. Clubs may enter more than one team. These teams will bear the name of the club and be designated the A team, B team etc.
- c. Clubs that swim as a conglomerate (more than one club) shall pay the league an affiliation fee equal to a single club fee multiplied by the number of clubs making up the conglomerate team or squad.

A clubs that have been affiliated to the league on or before the league's Annual General Meeting in June 2014 will be exempt from 8 (c) above

- d. A club that changes its name must inform the Secretary as soon as possible. Its position and the position or positions of its team or teams will remain unaltered.
- e. The new club shall retain the status of the highest placed club/team in the previous year of competition.
- f. If the newly formed club wishes to enter a second team that team shall be entered into the division, decided by the AGM based on the criteria of the standard of new club.
- g. Clubs which have registered more than one team will comply with the Promoter's Condition 8b

- h. If the newly formed club wishes to enter more than two teams, the teams in excess of the two must apply to join the league and pay the waiting fee. Applications to join the league will be entered into the lowest division.

## **9. Dates**

All divisions of the League shall be swum on the same days in the months of October, November, and December. (The second Saturday/Sunday in each month)

## **10. Conformity to the Rules of the National League.**

If the National Committee of the League changes any of the Promoter's Conditions for entry into the National Final, the Western League Promoter's Conditions will be automatically altered in respect of the Premier Division only. Such changes will be notified to the clubs with teams in the Premier Division.

## **11. Communications**

- a. Communications with clubs relating the rounds may take place by e-mail. It is the responsibility of clubs to ensure that they report an up-to-date e-mail address or e-mail addresses to the Secretary and to ensure that e-mail is checked regularly.
- b. Clubs should also provide telephone numbers for use in emergency.
- c. Other than for the annual meeting of the Executive Committee, the Executive Committee decisions may be taken by e-mail.
- d. Decisions of the **Officers** of the League may be taken by e-mail.