

CANTERBURY AUSTRALIAN FOOTBALL LEAGUE INC



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DEFINITIONS

“League” means Canterbury Australian Football League Incorporated

“Other Leagues” means other affiliated Australian Football Leagues

“Football” means Australian Football

“AGM” means Annual General Meeting

“Council” means New Zealand Australian Football Council

“Club” shall mean an affiliated football club

“Committee” shall mean management committee

“The League Area” shall mean area of control as defined by the Council

“The Canterbury Area” shall mean the Canterbury Region as defined by Local Government Legislation

“Members” shall be the persons, clubs and Leagues defined in Rule 1

THESE RULES RESCIND ALL PREVIOUS RULES AS AT 18TH MAY 2021

1 NAME

This body shall be called the Canterbury Australian Football League Incorporated.

The League and members thereof shall be –

- a) The elected officers of the League ;
- b) Clubs as defined herein ;
- c) Other Leagues as defined herein ;
- d) Playing and non playing members and officers of the Clubs and other Leagues ;
- e) Elected life Members of the League, and/or
- f) Non playing persons, volunteers and honorary members of the League.

2 OFFICE AND PLACE OF BUSINESS

The office and principal place of business of the League shall be Canterbury Sports House, 70 St Asaph Street, Christchurch, or such other place as the League Committee shall from time to time direct.

3 RESPONSIBILITIES

The responsibilities shall be –

- a) The control and management of the Australian game of football played by members of the League, and by all Clubs and other Leagues ;
- b) Encouragement and advancement of the Australian game of football ;
- c) The doing of all acts and deeds the League considers conducive to furthering the interests of the Australian game of football ;
- d) To manage and promote the highest possible standard Premier Club competition in the Canterbury Area that will attract players, supporters and sponsors and will maximize the profile and hence progress of Australian Football.

4 POWER

- a) The arrangement of Provincial matches with other leagues and of all matches played by Clubs and other Leagues ;
- b) The arrangement of terms and conditions with the proprietors or trustees for use of any ovals or playing grounds or part thereof ;
- c) The choosing of all representative League teams ;
- d) The leasing or acquiring of any oval or ground ;
- e) The designation and delineation of districts and boundaries and the alteration or amendment thereof from time to time ;
- f) The consideration and decision of appeals, disputes and matters in which the League or any Club or affiliated body to the League or any member, official or player thereof shall be concerned with ;
- g) The acquiring of money by way of subscription or otherwise from Clubs, other Leagues and any other affiliated bodies ;
- h) The income and property of the League, howsoever derived, shall be applied solely towards the promotion of the objects of the League, and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus, or otherwise, howsoever by way of profit to members of the League ;
- i) The appointment of a disciplinary committee that has the power to discipline or expel any Member of the League ;

- j) The control of all gate receipts from all matches involving members of the League ;
- k) To adopt, determine, amend and develop By Laws.

5 COLOURS

The colours of the League shall be Red and Black.

6 UNIFORMS

The design and uniform of the League shall be, such as the Committee shall from time to time determine.

7 ELECTION OF OFFICERS AND MANAGEMENT COMMITTEE

The officers of the League shall consist of –

Voting Members

- PRESIDENT
- VICE PRESIDENT
- SECRETARY
- TREASURER
- GENERAL COMMITTEE MEMBERS (MAXIMUM OF 5)

Non Voting Members

- A REPRESENTATIVE (DELEGATE) FROM THE CAFL UMPIRES
- ONE REPRESENTATIVE (DELEGATE) FROM EACH CLUB (AS NOMINATED BY THE CLUB)

The position of President shall be for a period of two (2) years at any one time, with a maximum of three (3) consecutive terms or six (6) years in total. At the conclusion of three consecutive terms the President must stand down and shall not hold any office, other than general committee for a period of 2 years, after which time he or she may nominate for election to any office of the Canterbury AFL Executive.

Other such officers are to be elected each year at the Annual General Meeting, with the exception of the delegate from each Club, who shall be the President of the Club or an elected member of the Club, and for this purpose whose name has been submitted to the League President prior to the first committee meeting following the Annual General Meeting.

When the situation occurs that a person is elected to more than one office, they are only entitled to one vote at any meeting, except for the President (or person performing the role of chairman in the absence of the President), who in the event of votes cast on any motion or amendment being equally divided, shall have the casting vote.

The Committee elected at the AGM shall hold office until the next AGM, or until a successor or successors shall be elected in their stead.

Nominations for the above positions must be in writing, signed by the proposer and a seconder, and must be in the Secretary's possession seven (7) days before the AGM.

Should more than the required number of nominations be received for any office, election shall be by ballot.

The President of the league shall act as Chairman of the Committee and preside as Chairman of the AGM until the close of that meeting. In the absence of the Chairman at any meeting, the Vice-President shall act as Chairman. If the Vice-President is absent, provided a quorum is present, the Chairman shall be elected for the meeting by a majority of the Committee members present.

Should any office of the League become vacant by death, resignation or otherwise, the Committee shall have the power to appoint a successor who shall hold office until the date of the next AGM.

8 TENURE OF OFFICE

The officers and Committee members elected as aforesaid shall be in office until the next AGM of the League when all shall retire, but shall be eligible for re-election. Any Officer or member may be removed from office, or suspended or expelled from membership, by a three-quarters (75%) majority resolution of the members at a Special General Meeting of the League.

9 NON-ATTENDANCE AT COMMITTEE MEETINGS

Any member of the Committee, other than the President, absenting himself or herself from three consecutive Committee meetings without forwarding a satisfactory explanation in writing shall be deemed to have vacated his or her office. The Committee may fill the vacancy so created at its next meeting. The Committee may in such circumstances grant leave of absence.

10 DUTIES OF OFFICER AND COMMITTEE

The management and control of the affairs of the League are vested in the Committee who, without limiting the generality of the foregoing, shall have the following powers and duties –

- a) All the powers set out in rule 4 herein ;
- b) To appoint sub-committees comprising of such persons as the Committee may think fit to investigate or deal with any matter in any way relating to the affairs of the League or to perform specific duties. The Committee may delegate any of its powers or duties to any sub-committee ;
- c) To keep a correct and proper account of all monies and other assets belonging to the League, and to ensure that all monies received by the League are promptly deposited with a bank approved by the Committee, and to authorise the President and Treasurer and/or one other of the Committee to sign or endorse cheques on any such bank account ;
- d) To keep and maintain proper books of account for the League and balance them for the purposes of an annual audit if so resolved, and if so, to prepare and submit annual accounts to the auditors and to furnish every voting member and Club with a copy of such accounts when audited ;
- e) To invest monies of the League not immediately required for any specific purpose with such institution as the Committee shall deem appropriate ;
- f) To sell, lease, assign or transfer any real or personal property of the League whether for cash or on terms, and by auction or by private contract to exchange any real or personal property of the League for any other property, and to buy or take on exchange or otherwise acquire any real or personal property for the league on such terms and conditions as the Committee may think fit ;
- g) To borrow money and give security thereof by way of mortgage or charge over property of the League ;
- h) To give receipts, releases and other discharges for money payable to the League ;
- i) To enter into negotiations and contracts for any purpose conducive with the responsibilities of the League, and to rescind and vary all such contracts and execute and perform any act, deed or things as the Committee may from time to time consider necessary for the proper performance of their duties
- j) To create and appoint a lead of each functional duty area. To review the plans of each of the functional area leads.
 - Umpire Advisor ;
 - Women’s Premier League lead ;

- Men's Premier League Lead ;
- Youth Premier League Lead ;
- Promotions Lead (to include social media) ;
- Fundraising/ Sponsorship Lead ;
- Social Grade Lead ;
- Disciplinary Committee Lead.

11 AUDITORS

Prior to the AGM each year, the Committee of Management may, at their discretion, appoint an auditor to assist the treasurer in preparing a Statement of Financial Position (SFP) for presentation at the AGM, or an SGM called for that purpose. The auditor's remuneration shall be set at said meeting. The SFP must meet the minimum requirements set out in the Incorporated Societies guidelines. The auditor must have a demonstrated understanding of auditing practices, need not be a chartered accountant and must not be a standing member of the committee.

12 PRESIDENT AND VICE PRESIDENT

a) President

The President of the League shall **preside** as Chairman at each meeting of the Committee and shall see that such meetings are conducted in an orderly and proper manner. The President shall have a deliberate and where there is equality of voting, a casting vote ;

b) Vice President

The Vice President shall take the chair **if** the President **is** not present at any meeting.

13 SECRETARY

The Secretary shall attend all meetings and give notice to all offices and Committee members of the date, time and place of each meeting of the Committee, and notice to all members of all other meetings, and shall keep the minutes of all meetings and table all correspondence.

The Secretary shall be responsible for the safekeeping of all records of the League, replying to all correspondence, arranging stationery, keeping a register of all members and documents relating to affiliated Clubs and Leagues, to call for nominations where required, and generally carry out the instructions of the Committee. They will also prepare a plan for the use of technology to carry out the operations of the committee.

14 TREASURER

The Treasurer shall attend all meetings and be responsible for –

- a) Receipt and undertake prompt banking of all monies due to the League ;
- b) To check and submit accounts to the Committee for payment approval. In administering all cheques, the Treasurer shall complete the name of payee, the amount in words and figures and note it “not negotiable” before tendering for signature ;
- c) Where appropriate, liaise and co-ordinate with the League’s Auditor ;
- d) Preparing and submitting to the AGM a balance sheet (audited if required) showing the true financial position of the League, and
- c) Generally drawing attention of the League of any financial matter requiring attention.

15 AGENDA

The following will be the order of business at all meetings of the Committee –

- a) Confirmation of minutes of prior meeting ;
- b) Business arising out of the prior meeting ;
- c) Outward and inward correspondence and accounts ;
- d) Passing for payment of accounts and statement of income ;
- e) Receipt of written notice of motions ;
- f) Reports of sub-committees, delegates, and other reports, and
- g) General Business.

16 PATRON AND VICE-PATRON

At each AGM of the League, a Patron and Vice-Patron may be elected by a majority of the members present and voting, who shall hold the position for twelve months.

17 QUORUM

At all AGMs and SGMs, Quorum to be calculated as number of current management committee members plus one other (i.e. If committee is 9, Quorum is 10 ... 9 + 1); Quorum for general management committee meetings to be 70% of current committee (i.e. 7 in the event of a 9 person committee).

17a QUORUM AND VIRTUAL MEETINGS

Quorum can be achieved via virtual attendance to a committee meeting. The technology selection will be stated in advance of all committee meetings.

18 PROCEEDINGS OF MANAGEMENT COMMITTEE

The Committee shall meet at such times and places as they determine from time to time, but usually on the first Tuesday of the Month (second Tuesday if first is a Public Holiday) at least nine (9) times per year, with meetings to be held no more than 6 weeks apart in period May – February.

Except as otherwise provided in these rules, questions arising at any committee meeting shall be decided by a majority of votes.

19 CONFLICT OF INTEREST

Any member of the Committee having a personal interest in any matter being considered by the Committee shall declare that interest at the meeting and shall not vote on the issue unless all members present agree.

20 NOTICES

Notices to clubs, players and officials from the Committee shall be deemed to be received when emailed to the club delegate.

21 SEAL

The Secretary shall provide for safe custody of the seal, which shall only be used by the authority of the Committee. The persons authorised to use the common seal shall be the President and the Secretary.

22 LIFE MEMBERS

The committee may resolve to nominate, as honorary Life Members in each year, such person or persons as they shall deem desirable. Such nominations shall be tabled at the next AGM and require a three-quarters majority vote to be passed. The distinction shall carry with it the right to attend and speak at all meetings of the League, but not to vote unless otherwise qualified.

23 ALTERATION OF RULES

These rules shall not be altered, repealed or added to except upon a resolution carried by a majority of an AGM or Special General Meeting. Fourteen (14) days written notice, together with a copy of the proposed alteration, amendment or new rule, must be given to the Secretary if to be decided at an AGM.

25A No addition to or alteration of the non-profit arms, personal benefit clause or the winding up clause shall be approved without the approval of Inland Revenue.

25B The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

24 RULES-INTERPRETATION

The Committee, whose decision thereon shall be final and binding, shall decide any question of interpretation of Rules.

25 FINANCIAL YEAR

The financial year of the League shall close on the last day of March in each year.

26 ANNUAL GENERAL MEETING

The AGM of the League shall be held each year in the month of April. The date, time and place of the AGM shall be decided prior to the commencement of the season and determined by the Committee. Notices thereof shall be posted to each member, no later than 14 days prior to the date of such meeting. Such notice may alternatively be made by electronic mail.

At the AGM, the following business shall be dealt with –

- a) Consideration of the Annual Report as presented by the President ;
- b) Consideration of the Statement of Accounts as presented by the Treasurer ;

- c) Election of Officers for the ensuing year ;
- d) Determination of club levies of ensuing year ;
- e) General Business, and
- f) Any business for which appropriate notice is required and has been given, received, and circulated to the Members.

27 VOTING AT MEETINGS

Voting rights at the AGM or Special General Meeting are confined to the following:

- All elected officers of the League and five representatives from each affiliated club.

Voting rights at monthly committee meetings are confined to the applicable officers of the League as stated in Rule 7 of this Constitution.

Voting shall be via show of hands, except in the case of election of officers, which shall be by ballot, one vote per member. The Chairman may however, if circumstances dictate, require voting by ballot. In the event of votes cast on any motion or amendment the result be equally divided, the Chairman of the meeting shall have the casting vote.

28 SPECIAL GENERAL MEETING

A special general meeting may be called at any time giving seven (7) days notice in writing to the Secretary of the League, and such meeting must be called within twenty- one (21) days of the receipt by the Secretary of a requisition by –

- a) Four members of category 1(a) and (b) herein.

Such requisition shall be accompanied by a copy of the resolution to be proposed. No other business, other than that arising out of the matters set forth in the Notice of Meeting, shall be transacted at such meeting.

29 COLOURS

Every club upon admission to the League shall apply for and obtain permission of the Committee to use the club name, colours, uniform and design under which the club proposes to play, and the same when approved by the League, shall be registered by the Secretary of the League. There shall be no change without prior written approval.

30 REGISTRATION OF CLUBS AND LEAGUES

Every club and other League admitted to the League shall deposit with the Secretary, forthwith upon admission or affiliation being granted, a copy of the Rules of such Club or League certified by the President and Secretary of such Club or League, and shall also deposit with the Secretary a copy of every amendment thereof certified as aforesaid within fourteen days (14) after such amendment shall have been made.

Other League as stated in Rule 1(c) is to include Womens or Youth competitions, where they are not directly governed by or operated under the banner of the existing CAFL committee. If they are considered to be a sub-league of the existing CAFL league, then such requirements outlined herein would not be enforced, as they would be considered to fall under the existing CAFL Constitution rules.

It shall be a prerequisite for any member or existing member that their constitution or amendment comply with these Rules of the League.

31 FAILURE TO REGISTER RULES

If any Club or other League shall fail to register its Rules as provided in Rule 32 thereof, such Club or League shall not be entitled to make any complaint against any player for a breach of the Rules of such Club or League to the League, nor to obtain the assistance of the League to prevent any infringement of such rules. Where such rules are inconsistent or contrary to the Rules of the League, such rules shall be null and void for any purpose of the League.

32 UMPIRE'S BOARD

An Umpires Advisor shall be appointed by the League, and he/she shall be responsible for training the panel of Umpires, including the goal and boundary umpires.

33 ARRANGEMENT, MANAGEMENT AND CONTROL OF FOOTBALL

The League shall control all football played in its area of control as defined by the Council.

The League's Premiership shall consist of Clubs based in the Canterbury Area. The Canterbury Area shall be divided into zones, as defined from time to time in the By-Laws. New players shall be made aware of the existence of all Clubs in the league and their training and playing grounds, and shall be encouraged to join the Club whose zone the new player resides in.

33a ADMISSION OF NEW CLUBS

Any incorporated body based in the League's area and not affiliated to any other body affiliated to the League may apply for membership of the League. Such a club may be admitted to the League, if such membership is consistent with the objectives of the League, or may be admitted as a club affiliated to a member club.

The Committee shall prescribe all rights and obligations imposed on such clubs which shall, unless otherwise resolved by a three-quarter majority of the Committee, have no voting whatsoever in the affairs of the League.

A club may be affiliated to any Club also affiliated to the League and may be invited to attend meetings of the Committee.

34 LAWS OF THE GAME

a) In all League competitions, the laws of the Australian Game of Football as adopted by the national Australian Football Council from time to time, shall be complied with by the clubs playing in such competitions. The laws of the game now in force are more particularly set forth in the First Schedule annexed to these rules.

b) The disciplinary code shall be established at a committee meeting prior to the commencement of each season. It shall include, but not be limited to:

- Penalties affixed for offences ;
- Structure and conduct of the tribunal ;
- Reporting and Notification procedure, and
- Advertising of procedure to league officials and playing personnel.

35 DISTRICT CLUB FOOTBALL

The Committee may, from time to time as the circumstances shall require within the League's area, define and delineate districts and boundaries, and may alter or vary such districts and boundaries from time to time.

36 QUALIFICATIONS OF CLUBS

Any club which desires to be admitted to the League as a member, must represent a district as defined and delineated by the Committee. The Committee reserves its right and discretion to include or exclude any applicant for any reason whatsoever. Should a club seek admission where it does not directly represent a specific district or area within Canterbury, it will be considered an exception to the above paragraph.

The applying club will then be required to provide evidence satisfactory to the current committee at the time of their application of no direct or negative impact to any of the existing clubs in place, with respect their recruitment and/or retention of playing personnel.

37 RESIGNATION

Any member of the league may resign from membership from the League by notice in writing to the League. Resignation shall be effective on receiving the notice provided that no refund of membership fees shall be payable, without prejudice to the league's right to recover any monies outstanding to the League by the member. Such monies shall be recoverable as a liquidated debt.

38 DISOLUTION

The League may, at any time, be wound up by the passing of a resolution to that effect by a simple majority of members at an annual or special meeting of the League called for that purpose. In the event of the passing of such a resolution, or if the league is dissolved by the Registrar of Incorporated Societies, the Committee shall realize the assets and pay all liabilities of the League. Any surplus funds shall be paid to the New Zealand Australian League Inc as they think fit for the purpose.