

**THE BY-LAWS
MADE UNDER
THE CONSTITUTION OF THE WINSTON HILLS LITTLE ATHLETICS CENTRE**

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NOTE AS TO THE BY-LAWS: Rule 3(n) of the Constitution provides that the powers of the Centre shall be, amongst other things:

“To make such by-laws, not being inconsistent with this Constitution and the Objects and rules contained herein, and not being inconsistent in a substantial and material sense with the Constitution of the Club or the Constitution of the LAANSW, as may be considered necessary and appropriate from time to time, by resolution of the Management Committee.”

NOTE AS TO PROCEDURE: As by-laws are made and/or amended from time to time by resolution of the Management Committee:

- (1) the details of any new by-law or any amendment to, or deletion of, a by-law, that is implemented following the commencement of these By-laws, should be recorded *verbatim* in the minutes of the meeting of the Management Committee at which any such by-law is made, amended or deleted;**
- (2) in order that an amendment, deletion or new by-law is properly incorporated in the By-laws, these By-laws should be reproduced in full as the next version, incorporating any such new, amended or deleted by-law, that is agreed by the Management Committee;**
- (3) the current version of these By-laws is the version that is effective from the last date noted on the last page of these By-laws, and**
- (4) an electronic copy of the Constitution and the By-laws, in current form, should be maintained by the Management Committee and be available for inspection on the WHLAC website.**

These Notes are not themselves by-laws or part of a by-law.

BY-LAWS OF THE WINSTON HILLS LITTLE ATHLETICS CENTRE

These are the BY-LAWS made under the Constitution (as defined in Rule 4(1) of the Constitution, of the Winston Hills Little Athletics Centre), on the thirteenth day of January 2008, and as subsequently made and amended from time to time, pursuant to Rule 3(n) of the Constitution. These BY-LAWS include and incorporate the by-laws made by the Management Committee on 12 August, 2007, as set out in the minutes of the meeting held on that date.

1. Application for Membership

The administrative procedure, process or other means of dealing with applications for membership, to achieve substantial compliance with Rule 6 of the Constitution, shall be the procedure, process or other means adopted by the Centre from time to time, without the need for any formal resolution as to detail, by the Management Committee, unless the Management Committee resolves otherwise. (See Rule 6)

2. Junior Membership

A junior member of the Centre ceases to be a member of the Centre, when that junior member ceases to be registered with the Centre under the Rules and these By-laws. (See Rule 8)

3. Register of Members of the Centre

The register of members of the Centre shall be audited and reconciled with the register of members of the Club, pursuant to Rule 12.4 of the Constitution, as soon as possible after the conclusion of the Little Athletics summer season but before the holding of the Annual General Meeting of the Centre. The Registrar, or the Secretary in the absence of the Registrar, shall report in writing to the Management Committee, immediately the audit has been carried out, bringing to attention any anomalies, discrepancies and irregularities that are found, and if possible, briefly the circumstances giving rise to them. (See Rule 12.4). The Management Committee shall as soon as possible and preferably before the Annual General Meeting, remedy any such anomalies, discrepancies and irregularities, and take such other action, if any, as it considers to be necessary and desirable in the circumstances.

4. Designation of Management Committee Positions and Portfolio of Responsibilities

Other than the office-bearers, each position on the Management Committee, and the responsibilities and functions assigned to each such position, as required to be described in general terms in these By-laws, shall be the positions, and the portfolio of functions and responsibilities attached to each of them, as determined by the Management Committee, at the first meeting of the Management Committee, following the Annual General Meeting, each year. A list of positions, including those of the office-bearers, and the titles and nominated functions and responsibilities attached to each of them, must be compiled and published to the members of the Centre, in the manner determined by the Management Committee, as soon as possible after such Management Committee meeting has been held, and thereafter as and when amended from time to time. The compilation and publication of the list of positions is deemed to be sufficient compliance with Rule 14.3 of the Constitution. Positions, other than the office-bearers, may be created, abolished or amended from time to time by resolution of

the Management Committee, and the functions and responsibilities for any such position, other than a the position of an office-bearer, may be redefined, deleted or amended from time to time, by resolution of the Management Committee. (See Rule 14.3).

5. Delegation of Powers, Functions, Duties and Responsibilities to the Executive

Subject to Rule 18(1) of the Constitution, the Executive shall have the same powers, functions, duties and responsibilities of the Management Committee and may exercise all such powers, functions, duties and responsibilities, except as and if determined from time to time, by the Management Committee. Subject to Rule 18(1) of the Constitution, the Management Committee may revoke or amend any decision of the Executive in the exercise of those powers, functions, duties and responsibilities, in the same manner as it may do so in relation to its own exercise of those powers, functions, duties and responsibilities. The Executive shall exercise the powers, functions, duties and responsibilities of the Management Committee, to the extent that it is necessary, convenient and appropriate to do so, outside of a meeting of the Management Committee. (See Rules 3(o), 18(1), 18(2), 18(3), 18(4) and 18(5)).

6. Register of Members

The register of members shall be maintained in accordance with Rule 12 of the Constitution.

7. Meetings of the Management Committee

The Management Committee shall meet as and when required, and in accordance with the requirements prescribed in Rules 25 and 26 of the Constitution.

8. Club Captains

The Management Committee shall appoint one male and one female Club Captain each year. The appointment of Club Captains shall be made as soon as possible after the first running day of the season, from the ranks of the under 15 age group. The Management Committee, if it thinks fit, may also appoint one male and one female Club Vice Captain in any year, as soon as possible after the first running day of the season, from the ranks of the under 15 age group.

9. Use of Facilities and Equipment of the Centre for or by non-members of the Centre

No accredited coach or other person, whether a member of the Centre or not, may utilize, take possession of or occupy the facilities and equipment of the Centre, for the purpose of coaching any athlete who is not a member of the Centre, without the express permission in writing of the Management Committee. The Management Committee may impose any terms and conditions that it thinks fit, in granting permission for any such use.

10. Perpetual Trophies

- (a) The name or title of each perpetual trophy awarded by the Centre, the criteria for nominating and awarding each perpetual trophy, and the manner of making the award, shall be in accordance with the requirements of these By-laws.

- (b) Unless otherwise stated, and except for awards decided on a 'point-score' basis, the Management Committee shall decide the nominated athlete or athletes, who is/are to receive each award, and no negotiations or appeal as to any such decision may be undertaken or made by any person, or entertained by the Management Committee. In the case of the Don McDougall Trophy, the same provisions apply to a decision of the Management Committee to award the trophy to a nominated adult or adults.
- (c) Except for awards decided on a 'point-score' basis, the Management Committee may withhold the award of any perpetual trophy in any season, and no negotiations or appeal as to any such decision may be undertaken or made by any person, or entertained by the Management Committee.
- (c) Except for an award decided on a 'point-score basis', a nomination for the award of a perpetual trophy must be made in writing, and must name the athlete so nominated and give brief reasons in support of such nomination. The nomination must be submitted to the Secretary of the Centre on or before the Saturday following the Little Athletics State Championships, each year.

The Queen Elizabeth II Trophy

Background and criteria:

His Royal Highness Prince Phillip presented this trophy to the Winston Hills Little Athletics Centre to commemorate the success of our athletes at a Gala Day held in his presence.

This trophy is awarded to an athlete to recognize his or her positive commitment to Little Athletics, and who has demonstrated a determination to develop and improve by regular training, attendance and participation weekly in all Centre events or when representing the Centre. The aim is to encourage each athlete to do his or her best at all times, and is also intended to encourage him or her to continue to participate in athletics beyond Little Athletics. The trophy may be, but is not necessarily awarded to the best performing or most talented athlete.

Eligibility:

Athletes from the under 14 age group or above are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Any financial member of the Centre may nominate an athlete for this award.

The Spirit of Little Athletics Trophy

Background and criteria:

This trophy is awarded for outstanding achievement at any level of competition. It is the Centre's highest award and may be awarded to a boy and a girl annually. To achieve the award, an athlete must display good sportsmanship; compete regularly in all events; have a good attendance record at Centre events, and display a positive and respectful attitude towards other competitors, age managers, coaches and officials.

The athlete must stand out as one who persistently strives for excellence in performance, commitment and attitude.

The athlete must have displayed a sustained commitment to the Centre and should be widely regarded as a role model for other athletes in the Centre.

The trophy is not awarded as a matter of course and will not be awarded in any year, to any boy or girl, if in the opinion of the Management Committee, the criteria are not met in all respects.

Eligibility:

Male and female athletes from the under 15 age group and above are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Management Committee members, and Age managers of the under 15 age group or above may nominate an athlete for this award.

The Kathy Bail Sprints Trophy

Background and criteria:

This trophy is awarded to an athlete who reaches a high level of achievement in competition. (Kathy Bail is a former sprinter at the Centre, who donated this trophy).

Eligibility:

Athletes who are regular competitors in any one or more of the 70 metres, 100 metres, 200 metres and 400 metres running events are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers and Centre Sprint Coaches may nominate an athlete for this award. Significant weight should be given to a nomination made by a Centre Sprint Coach.

The Ray Clarke Middle Distance Trophy

Background and criteria:

Ray Clarke was a middle distance Coach at the Centre for the season 1982/83 through to the late 1990s. He dedicated many hours of his own time to the athletes of the Centre and remained as a Coach after his own children had ceased competition in and for the Centre. He encouraged and promoted fitness, sound preparation and proper training so that athletes competing in middle distance events were always able to meet the demands placed upon them. This trophy is awarded to an athlete who competes regularly and most conscientiously in the middle distance events.

Eligibility:

Athletes in the under 10 and above age groups, who are regular competitors in one or more of the 800 metres, 1500 metres and 3000 metres running events are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers and Centre Middle Distance Coaches may nominate an athlete for this award. Significant weight should be given to any nomination made by a Centre Middle Distance Coach.

The Wayne Clark Hurdles Trophy

Background and criteria:

Wayne Clark has been a Centre Throws and Hurdles Coach since 1982/83. In 1996/97 he was nominated as the Coach of the Year in the Hills area, and was honoured in recognition of his contribution to athletes in the Hills. This trophy is awarded to an athlete who competes regularly and most conscientiously in Hurdles competition, and who has represented the Centre in competition.

Eligibility:

Athletes in any age group, who are regular competitors in one or more of the 60 metres, 80 metres, 90 metres, 100 metres and 200 metres hurdles events, are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers and Centre Hurdles Coaches may nominate an athlete for this award. Significant weight should be given to any nomination made by a Centre Hurdles Coach.

The Kerry Arkins Walks Trophy

Background and criteria:

Kerry Arkins was a Walks Coach at Winston Hills throughout the 1990s, and has produced many fine walkers during this period. This trophy is dedicated to Kerry's love for this walks events and to commemorate the time and effort that she has devoted to the young athletes of our Centre. The trophy is awarded to the athlete who has shown the most consistent improvement at Centre level and who has progressed to represent the Centre at Regional or State Championships in the season of his or her nomination. The athlete must also have regularly attended Walks coaching in that year.

Eligibility:

Athletes in age groups under 9 and above, who are regular competitors in Walks events are eligible for this award.

The trophy may be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers and Centre Walks Coaches may nominate an athlete for this award. Significant weight should be given to a nomination made by a Centre Walks Coach.

The Dave Bruce Throws Trophy

Background and criteria:

Dave Bruce is a former Centre President and is a Throws Coach at the Centre. He has been very successful in ensuring that WHLAC is a leading Throws Centre. This trophy is an award for excellence and achievement, and is awarded to the athlete who regularly and most conscientiously competes in Throws competition and who has shown substantial improvement throughout the season.

Further, the athlete should demonstrate the technical skills and attitude necessary to allow him or her to perform consistently well in shot put and discus events. The athlete should have achieved the most outstanding results of any Centre competitor in shot put and/or discus while representing the Centre. Club records and results at Regional and State levels will be taken into account. Relevant information will be obtained from the Officer for Records and Rankings and will be taken into account.

Finally, the athlete should have displayed good sportsmanship at all times, have a good record of attendance and participation in relevant Centre events, and display good and respectful attitudes to other competitors, age managers, coaches and officials.

The recipient of this award should stand out as an athlete who consistently strives for excellence.

Eligibility:

Athletes in any age group, who are regular competitors in shot put and discus events, are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers and Centre Throws Coaches may nominate an athlete for this award. Significant weight should be given to a nomination made by a Centre Throws Coach.

The Winston Hills Javelin Throwers Award

Background and criteria:

This trophy is an award for excellence and achievement, and is awarded to the athlete who regularly and most conscientiously competes in Javelin Throwing competition and who has shown substantial improvement throughout the season.

Further, the athlete should demonstrate the technical skills and attitude necessary to allow him or her to perform consistently well in javelin events. The athlete should have achieved the most outstanding results of any Centre competitor in javelin while representing the Centre. Club records and results at Regional and State levels will be taken into account. Relevant information will be obtained from the Officer for Records and Rankings and will also be taken into account.

Finally, the athlete should have displayed good sportsmanship at all times, have a good record of attendance and participation in relevant Centre events, and display good and respectful attitudes to other competitors, Age Managers, Centre Coaches and other officials.

Eligibility:

Athletes in the under 13 age group and above, who are regular participants in javelin events, are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers and Centre Javelin Throws Coaches may nominate an athlete for this award. Significant weight should be given to a nomination made by a Centre Javelin Throws Coach.

The Austral Mortgage Jumps Trophy

Background and criteria:

This trophy is awarded to the athlete who has shown the greatest commitment to training and competition in long jump and triple jump events in the Centre and who thereby demonstrates a commensurate level of improvement in his or her performance throughout the season. The athlete must compete regularly in either or both of the long jump and triple jump events.

Eligibility:

Athletes in any age group, who are regular competitors in any or both of the long jump and triple jump events, are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers and Centre Long Jump and Triple Jump Coaches may nominate an athlete for this award. Significant weight should be given to a nomination by a Centre Long Jump or Triple Jump Coach.

The Winston Hills High Jump Trophy

Background and criteria:

This trophy is awarded to the athlete who has shown the greatest commitment to training and competition in high jump events in the Centre and who thereby demonstrates a commensurate level of improvement in his or her performance throughout the season. The athlete must compete regularly in high jump events.

Eligibility:

Athletes in any age group, who are regular competitors in high jump events, are eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers and Centre High Jump Coaches may nominate an athlete for this award. Significant weight should be given to a nomination by a Centre High Jumps Coach.

The Nicholas Fortuna Memorial Trophy

Background and criteria:

The late Nicholas Fortuna was an athlete in the under 8 age group at the Centre. His family presents this trophy each year in his memory. This trophy is presented to the athlete who best excels in commitment and performance, as an 'all-rounder'.

Eligibility:

Any athlete in the under 6, under 7 and under 8 age groups is eligible for this award.

The trophy may not be awarded to any athlete more than once.

Nomination:

Committee members, Age Managers, and Centre Coaches may nominate an athlete for this award. Significant weight should be given to a nomination made by an Age Manager. Results must be obtained from the Records and Rankings Officer, and must be taken into account in determining this award.

The Winston Hills State Relays Trophies

Background and criteria:

These trophies are awarded to the track relay team and the field relay team that achieved the best results at the State Relays.

Eligibility:

Track relay teams and field relay teams in any age group are eligible for these awards.

A relay team, or any member of a relay team, may be awarded these trophies more than once.

Nomination:

The awards are made by the Management Committee on the basis of the relevant State Relays results, as advised by the Championships Officer.

The Winston Hills Veterinary Cross Country Trophy

Background and criteria:

This trophy is awarded to the athlete who achieves the highest point score in the season. In the event that more than two or more athletes tie for first place, on the point score system, multiple trophies will be awarded.

Eligibility:

Athletes of any age group are eligible for this award.

This trophy may be awarded to an athlete more than once.

Nomination:

Formally determined by the Committee, on the basis of the point scores, certified as correct, and submitted by the Cross Country Convenor.

The Don McDougall Trophy

Background and criteria:

Don McDougall was the founding President of the Centre. This trophy is awarded in his honour. This trophy is awarded to an adult or adults whose participation in and contribution to the Centre activities, have gone well beyond the call of duty and who has or have contributed in a significant and exceptional way to the Centre's success, growth or development. It is reserved for outstanding contributions and demonstrably deserving cases.

Eligibility:

Any adult, whether he or she is, or is not, a current financial member of the Centre, who meets or exceeds the criteria, is eligible for this award.

This trophy may not be awarded to any person more than once.

Nomination:

Nominations may be made by any member of the Management Committee, or any other financial member of the Centre.

WHLAC Excellence in Athletics Trophy

Background and criteria

This trophy is awarded annually for excellence in athletics demonstrated by outstanding achievement in performance by an athlete, or a team of athletes competing together in a specific event or events.

Eligibility

The trophy is available to be awarded to both a boy and a girl who are registered athletes of the centre, and/or a team of boys and a team of girls so registered, as the case may be. It may be awarded in any season, notwithstanding that a person or persons may receive any other award in the same season. The trophy may be shared by more than one boy or more than one girl in any year, whether each is a member of a team or not.

The trophy may be awarded to any person or persons more than once.

Nomination

The Management Committee, in consultation with any official or member of the Centre if and as it thinks fit, shall decide the athlete or athletes to whom the award shall be made. As this award is for outstanding achievement only, the Management Committee may decide in any season, that the trophy is not to be awarded, should it reach the conclusion that achievement in that season, has not reached a standard of excellence.

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[Version 1 effective from 13 January 2008]

[Version 2 effective from 10 February 2008]