



**BY-LAWS OF  
NORTHERN TERRITORY  
ATHLETICS**

**November 2022**

The following rules shall bind all members of the Association and those who compete in events under the Auspices of ATHLETICS NORTHERN TERRITORY.

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## **1 Preliminary**

These By-Laws constitute the Regulations of the Association as adopted pursuant to Rule 32.1 of the Constitution of the Association.

### **1.1 Definitions**

In these By-Laws, words defined in the Constitution of the Association have the same meaning in these By-laws.

### **1.2 Registered Office**

The registered office of the Association shall be

**Office Hours:** Monday to Friday 9.00am to 4.00pm

**Address:** Arafura Athletics Stadium, 40 Abala Road, Marrara

PO Box 40375, Casuarina NT 0811 Australia

**Telephone:** (08) 8945 1979

### **1.3 Jurisdiction**

The Association, in conformity with the Articles of Association of Athletics Australia claims absolute jurisdiction within the Northern Territory in the following:

- (a) running including hurdling, steeplechasing, cross-country running, road running, mountain running;
- (b) walking including road walking;
- (c) jumping and pole vaulting; and
- (d) throwing including but not limited to, shot put, discus, javelin, weight throw and hammer throw.

### **1.4 Interpretation**

Any question of interpretation of these by-laws shall be referred to the Board for decision. The Board may take such qualified advice as they deem necessary to enable them to make such decision.

## **1.5 Amendments to By-laws**

Any Affiliate member of the association may forward a resolution to add or change a bylaw, any such proposal shall be accompanied with supporting evidence and any other relevant material. Proposal of a resolution shall not be considered acceptance of the change

The Board may, by resolution, amend these by-laws, but such amendment shall not take effect unless and until:

(a) 28 days' notice in writing of the proposed amendment has been given to all voting members who may within the 28 days, lodge at the registered office of the Association objection in writing to the proposed amendment; and

(b) Objections are not received from more than 50% of voting Members within the time prescribed. Should objections be lodged by 50% or more of voting Members within the time prescribed such amendment shall have no force or effect unless a resolution in favour of such amendment is passed by a simple majority at a General Meeting of the Association.

## **2 Members**

### **2.1 Membership**

Membership of the Association, shall be in accordance with the terms of the Constitution of the Association, and these By-Laws

### **2.2 Names and Uniforms of Member Clubs**

A Member may not change its name, colours or style of competition uniform without the approval of the Board. No name, colour or style of competition uniform will be approved if in the opinion of the Chief Executive Officer that name, colour or style is identical or similar to those of another Member

### **2.3 Constitutions of Members**

No amendment to the constitution of a Member or by-laws made pursuant to such constitution shall be operative until approved by the Board. Copies of all such amendments and new rules and by-laws shall be lodged with the Association within 14 days after the passing thereof.

### **2.4 Annual Reports**

Every Member shall hold a General Meeting before 31 October each year except by special permission of the Board, for the purpose of presenting an annual report and financial statement. One copy of each of the annual report and financial statement shall be lodged with the registered office of the Association within 28 days of the date of such meeting.

## **3 Fees and Levies**

### **3.1 Affiliations**

The Board shall determine annual affiliation fees payable by Members to the Association, and may set such conditions applicable thereto as they think fit.

### **3.2 Registration Fees**

The Board shall determine annual fees payable by members of Member Clubs and individuals for registration with the Association and may set different classes of registrations, age groups and such other classifications as they think fit.

### **3.3 Payment of Fees**

(a) Affiliation fees are payable on 1<sup>st</sup> February in each year. Any Member whose affiliation fees remain unpaid on 28<sup>th</sup> February shall be subject to such penalty as the Board determines.

(b) A Member is not entitled to vote at a General Meeting unless all sums of money payable by that Member to the Association which have been payable for not less than one month prior to the date of the meeting have been paid.

(c) A member of a Member club shall not be deemed to be registered until the registration fee payable has been paid to the Association.

### **3.4 Levies**

(a) The Board may at any time impose a levy on Members or separate classes of Members for any purpose.

(b) Any such levy imposed in accordance with this by-law shall be recoverable in the same manner as affiliation fees, and if not paid within 2 months from the date of imposition the penalties set out in by-law 3.3(a) and (b) shall apply.

### **3.5 Other Fees**

The Board may set fees which are payable to the Association for any other purpose, including but not limited to:

- (a) transfers,
- (b) competition entries,
- (c) representation fees,
- (d) Stadium user fees.
- (e) Sub-Lease fees,

## **4 Registration and Representation**

### **4.1 State Representation**

No person unless and until registered with the Association shall represent Northern Territory in any representative competition.

### **4.2 Eligibility for Registration**

The rules regarding eligibility to compete laid down by Athletics Australia in their by-laws shall apply to all registered athletes.

### **4.3 Classes of Athlete Registration Offered by the Association**

#### **4.3.1 Full Registration;**

Full registration shall allow any athlete to compete within any competition or event offered by the Association, (once entry fees, if any, for such competitions or events are paid)

Full registration shall be offered to, Junior {athletes to 13 years old}, Senior, {athletes competing in under 14 to open events} and Masters {all those wholly competing within masters events only}

#### **4.3.2 Recreational runner Registration;**

A recreational runner is defined as a non-competitive athlete runner

As such entry into any competition or event offered by the association, is for events 800M and over, only and at the discretion of the competition/ event management

No entry for field events or competition shall be accepted from a registered recreational runner

Recreational runner registration shall be offered to, Junior {athletes to 13 years old} , Senior, {athletes competing in under 14 to open and masters }

### **4.4 Registration Procedure**

Registration of members of Member clubs shall be in accordance with procedures as laid down from time to time by the Board and shall be accompanied by the appropriate registration fee.

All Committee Members, coaches and officials of a member shall be registered under the same process, there will be no fee or levy for these registrations

### **4.5 Period of Registration**

A registration shall be in force for such period as the Board shall determine, but shall in any case expire on 31<sup>st</sup> December of each year. A registration may be extended for such period as the Board shall determine.

### **4.6 Individual Registration**

(a) A person who is not a member of a Member club or affiliated body may become a registered member on payment of the registration fee, but shall not be eligible to vote at a General Meeting of the Association nor appoint a representative to do so.

(b) A person may only register as an individual if that person:

(1) resides in the country area more than 100 kilometres from the headquarters of the closest Member club,

(2) registers as an official,

(3) registers as a coach with Athletics Australia

(c) a person competing as an individual shall compete in either an all-white uniform or uniform approved by competition management

## **4.7 Transfers**

(a) A person who is or has been within the three years prior to the date of application a registered member of a Member club and who is desirous of becoming a registered member of another Member club shall make application for permission to transfer on the prescribed form which shall be accompanied by the relevant transfer fee when applicable.

(b) A person whose registration has expired and who has not renewed registration through the former Member club in the following registration period shall not be required to pay a transfer fee, but shall follow on all other respects the provisions of this by-law.

(c) A person who has already registered with one Member club and seeks to transfer to another Member club within that registration period may be subject to payment of the prescribed transfer fee.

(d) A person who has outstanding fees or other debts to any member club must settle all debts with that club prior to requesting a transfer with the Association office.

(e) All applications for transfer made pursuant to this by-law 4.6 shall be made to the Association office who shall advise their decision within 14 days.

## **5 Advisory Panels and Officers**

### **5.1 Officers**

There may be appointed by the Board as required;

- (a) Records Officer; to keep a correct record of all state competition records
- (b) Technical delegate; to advise the board on issues of a technical relevance
- (c) Any other officer as required

### **5.2 Advisory Panels**

(a) The Board may, at its discretion, set up and maintain Advisory Panels such as:

Track and Field Competition Advisory Panel  
Out of Stadium Competition Advisory Panel  
Development Advisory Panel  
Officials Advisory Panel  
Coaching Advisory Panel

(b) The duties of each Advisory Panel shall be as set out in by-law 5.3, and each panel shall be responsible to the Chief Executive Officer for its function and performance.

(c) Members of the Advisory Panels shall be appointed by the Board after following the procedure laid down in by-law 5.7.

(d) The conveners of the Advisory Panels shall be appointed by the Chief Executive Officer.

(e) Frequency and location of meetings of the Advisory Panels shall be as determined by the convener.



(f) A quorum shall be defined as half the Advisory Panel members plus one.

### **5.3 Duties and Composition of Advisory Panels**

The duties and composition of each Advisory Panel are as follows:

(a) Track and Field Competition Advisory Panel shall advise the Board generally on matters relating to track and field competition

(b) Out of Stadium Advisory Panel shall advise the Board generally on matters relating to out of stadium competition.

(c) Development Advisory Panel shall advise the Board generally on matters relating to development.

(d) Officials Advisory Panel shall advise the Board generally on matters relating to officiating

(e) Coaching Advisory Panel shall advise the Board generally on matters relating to coaching

### **5.4 Duration of Appointments**

(a) Except as provided in these by-laws, all appointments of officers and membership of committees shall be for a term of up to two (2) years. Or as directed by the board

### **5.6 Temporary Appointments**

(a) The Board may at any time appoint any number of temporary committees and appointments found necessary for the implementation of the objects of the Association.

(b) The Board shall appoint the convenor or chairperson of all temporary committees.

### **5.7 Nomination for Advisory Panel Appointments**

Where the position is subject to appointment as in by-law 5.2(c).

(a) All voting Members shall be advised in writing at least 6 weeks prior to the date of the Board meeting at which the appointments are to be made, seeking nominations or expressions of interest for those positions.

(b) Nominations or expressions of interest for any appointment shall be delivered to the registered office of the Association or to such other place as the notice mentioned in by-law 5.7(a) specifies not later than 12 noon on the seventh day prior to the date of the Board meeting.

(c) Nominations and expressions of interest need not be proposed and seconded, but shall be accompanied by the written consent of the nominee.

(d) A nomination or expression of interest may be accompanied by a short résumé of the nominee and qualifications for the position.

(e) The Board at the meeting specified in the notice in by-law 5.7(a) shall make the necessary appointments taking into consideration but not restricted to nominations and expressions of interest received and ensuring that athletes' interests are adequately represented.

## **5.8 Casual Vacancies**

(a) Any vacancy in an office due to insufficient nominations or any other reason shall be filled by the Board,

(b) Notice of any vacancy occurring shall be given to all voting Members 21 days prior to the date of the meeting at which the vacancy is to be filled.

(c) Nominations which shall comply with the provisions of by-law 5.7(a) shall close at 12 noon on the day of such meeting at the registered office of the Association or at such other place as may be specified on the notice.

(d) At the boards discretion persons suitable for the position may be co-opted from registered membership or from other associations without formal nomination

(d) Unless specified to the contrary any person appointed to fill a casual vacancy shall hold such position for the balance of the duration of the appointment of the original appointee.

## **5.9 Nomination to AA or other advisory panel**

The board, at any time required, will nominate a suitably qualified person to any advisory, or other described, panel as required by a governing body of Athletics NT. That person shall report to and receive instruction from the CEO of Athletics NT

## **6 Competition**

### **6.1 General**

(a) Athletics competitions may be organised by the Association, for persons whether or not they are registered members in accordance with Part 4 hereof. Also this may include school sports

(b) All Members conducting competition must obtain approval from the Association, prior to holding such competition.

(c) The Board and/or Competition Manager may make competition rules to cover the conduct of athletic competition.

### **6.2 Competition Rules**

(a) All competitions held by the Association or Member shall be conducted under the competition rules for the time being in force.

(b) NT Competition rules shall be approved by the board and published as required

(c) Events suitable to be offered to junior ages will be approved by the board and published as required

(d) specifications shall be taken from Athletics Australia, Australian Masters Association, school sports and/or Australian Little Athletics in that order of precedence

### **6.3 Competition Uniform**

An athlete shall in all competitions other than that set out in by-law 10.4 wear the approved uniform of the athlete's Member club including the athlete's registration number displayed in full.

### **6.4 Colours and Badge**

(a) The colours of the Association shall be ochre

(b) The badge shall be as determined by the Board from time to time.

### **6.5 NT Competition Uniform**

(a) The NT competition uniform of the Association shall be determined by the Board from time to time.

(b) The NT competition uniform shall be worn by all competitors selected to represent the state at national or representative events.

(c) Competitors selected by Northern Territory Institute of sport or its equivalent may wear a competition uniform approved by Athletics Australia at Athletics Australia events.

## **7 Territory representative teams**

A territory representative team may be selected by a territory selection panel for events organised by Athletics Australia

The territory selection panel shall consist of members co-opted by the board with relevant experience  
Athletics NT shall provide team management including coaching staff as required

## **8 Complaints**

### **8.1 Suspensions and Disqualifications**

No person may be permitted to compete in any event conducted by the Association or Members or conducted under the control of or with the consent of the Association while disqualified or under suspension by the Association or any recognised body governing sport, provided such body recognises suspension and disqualification made by the Association.

### **8.2 Nature of Misbehaviour**

Any person who shall infringe these rules or shall be guilty of any misbehaviour or unfair practice in connection with athletics, whether relating to competition or not, shall be liable to suspension or disqualification for such period as the Board may determine.

### **8.3 Notification of Complaints**

All complaints shall be made in writing to the Chief Executive Officer within 21 days of the date upon which the conduct complained of occurred.

## **8.4 Investigation Procedures**

Unless otherwise specified in the Corporations Law or the Constitution of the Association, the investigation procedure as laid down by Athletics Australia shall be followed in all instances.

## **8.5 Right to appeal**

Any member, club or individual, has a right to appeal any finding of discipline, a tribunal of appeal shall be set up from directors, members with no interest in the situation and if required any other person co-opted from a neutral association

The opinion of the tribunal is final

## **9 Club Conferences**

The Board shall cause to be held yearly a conference of representatives of all Members to discuss matters of interest and concern.

Members may submit matters for discussion at the club conference and make recommendations to the Board and Chief Executive Officer on all matters.

## **10 Awards of merit**

Awards of merit shall be given to members that excel in the sport of athletics and its administration

A register of award winners will be kept and published where possible including on the Athletics NT web page

A register of all life members will be kept and published where possible including on the Athletics NT web page

## **11 Sponsors**

### **11.1 Register of sponsors**

A register of sponsors for Athletics NT and all member clubs shall be kept

### **11.2 Competing sponsors**

Where possible competing sponsors shall be avoided, however where a competing sponsor does not service an area such sponsorship may be allowed

### **11.3 Club's sponsors**

All member clubs shall provide the board with a list of current sponsors and will advise the board of any future sponsorship arrangements. Whilst not always practical it is preferred that this requirement happens before committing to the sponsor

### **11.4 Sponsor advertising**

All IAAF advertising rules shall be followed for any sponsors advertising, particular attention should be placed on advertising on uniforms

## **12 Working with children**

All persons in positions of, Director, club committee, team management, official, coach and volunteer, where they may be in a position of working with children, are legally required to apply for and provide proof of a valid working with children or "Ochre Card".

## **13 Codes of conduct and athletics NT policies**

All codes of conduct and association policies shall be considered as appendices to these By-laws and they are subject to the complaints and disciplinary rules within the constitution and these by laws

## **14 Communication**

Notices from Members may be given to the Association by sending the notice by pre-paid post or by electronic mail, to the Association's registered address or Email address.