

Constitution of The Recreational Ice Dance Association

1 Name of Club

The RIDA will be called The Recreational Ice Dance Association (Hereinafter will be referred to as RIDA). The Recreational Ice Dance Association will be affiliated to British Ice Skating.

2 Aims and Objectives

The aims and objectives of the RIDA are:

- To promote opportunities for participation in recreational pattern ice dancing
- To encourage partner ice dancing
- To ensure a duty of care to all members of the RIDA
- To provide all its services in a way that is fair to everyone
- To follow the policies and procedures set out by British Ice Skating

3 Membership

(a) The membership shall consist of the following categories:

- a. The executive and committee that set policies and rules for the Association.
- b. Event Co-Ordinators and all persons registered with RIDA by an Event Co-ordinator as assisting with organising and running an event at their home rink where there is no affiliated British Ice Skating club that provides regular recreational ice dance sessions.
- c. Ice dancers and other skaters that attend an event organised by an Event Co-Ordinator under the jurisdiction of RIDA, for the duration of the event.

(b) Registered associate organisations in the following categories:

- a. Affiliated British Ice Skating clubs that have registered with RIDA through their nominated representative and run Recreational Ice Dance events.
- b. A group of ice dancers, where there is no affiliated British Ice Skating club that provides regular recreational ice dance sessions at their home rink, registered with RIDA through their nominated representative the 'Event Co-Ordinator'.

(c) All members and associate organisations are subject to the regulations of the constitution and by joining or registering with the RIDA are deemed to accept these regulations and codes of practice that the RIDA has adopted and the policies and rules of British Ice Skating.

(d) No subscription fees are charged directly on members or associate organisations. Where a RIDA event is organised by an Event Co-Ordinator and run under the jurisdiction of RIDA a subscription, as set by

the RIDA executive and committee, is charged as part of the entrance fee to the event and payable to RIDA.

4 Sports Equity

- (a) The RIDA is committed to ensuring that equity is incorporated across all aspects of its development.
- (b) The RIDA respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- (c) The RIDA is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- (d) All RIDA members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- (e) The RIDA will deal with any incidence of discriminatory behaviour seriously, according to RIDA disciplinary procedures.

5 Committee

- (a) The affairs of the RIDA shall be conducted by a Committee which shall consist of the following officers (executive):
 - Chair
 - Treasurer
 - Secretary
 - Safeguarding/ Wellbeing officerand members:
 - Regional Representatives, one per region.
- (b) The region to which a registered associate organisation belongs is determined by the RIDA Committee.
- (c) The executive positions of Chair, Treasurer, Secretary and Safeguarding/ Wellbeing officer are elected at the Annual General Meeting on the basis of one vote per registered associate organisation. The term of office shall be for one year, and members shall be eligible for re-election.
- (d) The Regional Representatives are elected by the registered associate organisations assigned to each region.
- (e) If any executive post should fall vacant after such an election, the committee shall have the power to fill the vacancy until the succeeding Annual General Meeting. The filling of the Regional Representative post is the responsibility of the registered associate organisations assigned to the region.

- (f) The Committee are responsible for adopting new policy, codes of practice and rules that affect the organisation of the RIDA.
- (g) The Committee will have powers to appoint any advisers to the Committee as necessary to fulfil its business.
- (h) The Committee are responsible for disciplinary hearings of members or associate organisations who infringe the RIDA rules/regulations/constitution. The Committee are responsible for taking any action of suspension or discipline following such hearings.
- (i) The committee meetings will be convened by the Secretary of the RIDA and be held no less than **once** per year.
- (j) The quorum required for business to be agreed at Committee meetings will be 3.

6 Finances

- (a) The RIDA treasurer is responsible for the finances of the RIDA.
- (b) The financial year of the RIDA will run from October 1st and end on September 30th.
- (c) All RIDA monies will be banked in an account held in the name of the RIDA.
- (d) An audited statement of annual accounts will be emailed to nominated representative of RIDA registered British Ice Skating Affiliated Clubs and RIDA registered Event Co-ordinators by the treasurer during November each year.
- (e) The following members of the committee will have access to RIDA accounts- the treasurer, chair and secretary.
- (f) All members of the RIDA, as defined in 3(a)a & b, shall be jointly and severally responsible for the financial liabilities of the RIDA.
- (g) Anyone committing expenditure which has not been previously agreed by the committee may be personally liable for the expenditure.

7 Annual General Meetings and Extraordinary General Meetings

- (a) General Meetings are the means whereby the registered associate organisations {See 3(b)} of the RIDA exercise their democratic rights in conducting the RIDA's affairs.
- (b) The RIDA shall hold a 'phased' and virtual Annual General Meeting (AGM) during November each year:
 - Approve the minutes of the previous year's AGM by email.

- Receive an emailed report from the chair
 - Receive an emailed report from the Treasurer and approve the Annual Accounts.
 - Receive an emailed report from those responsible for certifying the RIDA's accounts.
 - Elect the executive on the committee by email.
 - Appoint persons to be responsible for auditing the following year's accounts by email.
- (c) The election for officers of the RIDA will be on 30th November each year. Votes will be cast by email to the Hon Secretary by a nominated representative of each registered associate organisation. One vote for each post for each registered associate organisation. Votes may be cast before the 30th November. Reminders to be sent from the Secretary directly to each registered associate organisation by 9th October each year.
- (d) Nominations for officers must be received by the Secretary by 9th November each year. The list of candidates for each post will be emailed to the nominated representative of each registered associate organisation and the Regional Representatives no later than 16th November.
- (e) The accounts of the RIDA and the executive reports will be emailed to the members, Regional Representatives, and the nominated representative of each registered associate organisation with the list of candidates for election.
- (f) The result of the election will be advised by email to the Regional Representatives and each registered associate organisation through their nominated representative.
- (g) Only Regional Representatives may vote at committee meetings. The Chair of the RIDA shall hold a casting vote at committee meetings.
- (h) The RIDA committee, which is the elected officers and the Regional Representatives, may call an Extraordinary General Meeting of the RIDA by giving a minimum of one month notice by email to the nominated representative of each registered associate organisation.
- (i) Two registered associate organisations may petition by email to the Hon Secretary for an Extraordinary General Meeting of the RIDA. The Extraordinary General Meeting must be called within four months of the petition date. Notice of the Extraordinary General Meeting must be sent by email to the Regional Representatives and the nominated representative of each registered associate organisation.
- (j) The resolutions for consideration at an Extraordinary General Meeting must be included in the notice of the Extraordinary General Meeting. No other business must be transacted at the Extraordinary General Meeting.

(k) More than one representative member of a registered associate organisation can be present at an EGM but it is one vote for each registered associate organisation. The Chair of the RIDA shall hold a casting vote. Everyone attending can take part in discussion.

(l) All procedures shall follow those outlined above for AGMs.

8 Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an EGM.

9 RIDA Organised Events

RIDA Committee may run events from time to time.

An Event Co-Ordinator may only run a RIDA event under the jurisdiction of the RIDA when the following conditions and requirements are satisfied and a permit has been issued for the RIDA event to take place. The conditions and requirements are:

- a. The budget of planned costs and forecast numbers attending with a price for entry to be provided to the RIDA committee. The financial plan for the event must demonstrate that the costs of the event are covered by the forecast income and that the risk of making a loss is mitigated.
- b. If the event is to include a 'League' match, a list of the registered associate organisations that are competing in the match must be provided.
- c. A risk assessment for the event that could include, adequate changing facilities, access on and off the ice, areas on or off the ice where it is safe for teams to congregate, ice quality for the event.
- d. At the event a record of everyone attending, name, contact details (telephone, mobile or email – at least one), current Affiliated British Ice Skating Club membership name and British Ice Skating member – yes or no. The record must be retained after the event by the Event Co-Ordinator and a copy sent to the RIDA secretary.
- e. Undertake to pay fees levied by the RIDA on the organising registered associate organisation for the permit to run the event which are determined by the number of people attending. The fee per person is determined by the RIDA Committee from time to time and notified to all Regional Representatives and all Event Co-Ordinators of registered associate organisations.

10 Discipline and appeals

- (a) All concerns, allegations or reports of poor practice/abuse relating to the welfare of children, young people and vulnerable adults at events organised by an Event Co-Ordinator of a registered associate organisation will be recorded and responded to swiftly and appropriately in accordance with the RIDA's safeguarding policy and

procedures. The RIDA Safeguarding/ wellbeing Officer is the lead contact for all registered associate organisations, not affiliated to British Ice skating, in the event of any safeguarding concerns.

- (b) All complaints regarding the behaviour of participants at a RIDA event organised by an Event Co-Ordinator of a registered associate organisation should be presented and submitted in writing to the Secretary.
- (c) The Committee will meet face to face or virtually to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the banning the person from attending RIDA events organised by a registered associate organisation.
- (d) The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the person against whom the complaint was made within 14 days of the hearing.
- (e) There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

11 Dissolution

- (a) A resolution to dissolve the RIDA can only be passed at an EGM through a majority vote of the registered associate organisations.
- (b) In the event of dissolution, all debts should be cleared with any RIDA funds. Any assets of the RIDA that remain following this will be shared equally between the registered British Ice Skating affiliated clubs.

12 Declaration

The Recreational Ice Dance Association hereby adopts and accepts this constitution as a current operating guide regulating the actions of members and registered associate organisations.

Name	Ian Williams	Position	Chair
Sign		Date	

Name	Barrie Haigh	Position	Secretary
Sign		Date	