

# section five

**RULES OF THE UNION**

# Rules of the Union

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# THE AUTO-CYCLE UNION (ACU) LIMITED RULES AND BYE-LAWS JANUARY 2014

## Made by the Board of the ACU Ltd pursuant to Article 51 of the Articles of Association

### **A THE ACU NATIONAL COUNCIL**

1. The National Council is the representative body of Centres of the ACU Ltd, SACU and the Non-Territorial Board. The Composition shall be: one voting delegate from each Centre and SACU and two voting delegates from the Non-Territorial Board. A non-voting understudy may be appointed for each of the above votes. The Board of Directors shall ordinarily attend the National Council but have no voting rights. Sport Committee Chairmen may exceptionally be represented by their Deputy Chairman.
2. The National Council will form part of the consultation process of the policy of the ACU Ltd.

### **3. THE AUTHORITY OF THE ACU NATIONAL COUNCIL**

1. The Board of Directors shall consult the National Council prior to amending, rescinding or adding to the Rules. The National Council in conjunction with the Board of Directors shall be the authority as to the interpretation of these Rules. Any voting at National Council shall require a majority of two thirds of those present and voting except where otherwise provided for in these Rules and the Articles of Association of the Auto-Cycle Union Limited.
2. Rule changes shall come into effect immediately unless otherwise stated, with such changes occurring as necessary throughout the year.
3. Have the authority to make such standing orders for the conduct of its business and such regulations or bye-laws for the encouragement and control of the local Centres and the Non-Territorial Board as it may think fit.

### **4. MEMBERSHIP OF THE ACU NATIONAL COUNCIL**

1. The Chairman of the Board of Directors shall also be the Chairman of the National Council and such individual shall also be known as 'Chairman of the ACU' or 'Chairman of the ACU Ltd' or 'Chairman of the Union'.
2. The Board of each local Centre/SACU shall appoint one delegate, the Non-Territorial Board shall appoint two delegates of the ACU National Council who unless otherwise made ineligible shall remain in office for a minimum period of one year and a maximum period of three years. The individuals shall be eligible for re-appointment subject to Rule L.
3. To be eligible for appointment as a delegate of the ACU National Council an individual shall be an individual subscribed member of an ACU Affiliated Club and remain so throughout office.
4. Any delegate of the ACU National Council who is not able to attend any meeting of the Council may be represented by a formally nominated alternate.
5. Unless attending in another capacity the Chairmen of the Advisory Panels may attend ACU National Council by invitation. They shall have no voting rights.
6. Any delegate of the ACU National Council may be suspended for a specified period, or be disqualified from being a delegate to the ACU National Council by resolution of the ACU National Council of which due notice has been given and for which a two-thirds majority is obtained. Any delegate so suspended or disqualified shall thereby forfeit his or her position as a delegate to the ACU National Council (and of any Committee or Sub-Committee of which he or she is a member and, where specifically agreed by the ACU National Council, all rights and privileges of affiliated membership for the period of the suspension, or in the case of disqualification, permanently. In the case of suspension or disqualification the appointing local Centre/SACU/NTB will be invited to make an interim appointment to hold office for the remainder of the term of the removed delegate.

**5. NOTICE OF MEETINGS**

1. Notice of motion for debate at any meeting of the ACU National Council may be proposed, on behalf of his or her appointing body, by any delegate to the ACU National Council, or by the Board of Directors, or any Sport Committee or Advisory Panel. Such notices of motion must be received by the General Secretary not later than 21 clear days prior to the date of the meeting.
2. Due and adequate notice (with Agenda) with all meetings of the ACU National Council or Committees stating the date, time and place shall be circulated by the General Secretary of ACU Ltd to all persons entitled to such notice. Generally seven clear days notice will be deemed to be adequate for meetings of Committees but fourteen clear days notice of meetings of the ACU National Council should be given subject to the Company's Articles of Association article 9.

**6. ELECTION PROCEDURE – NATIONAL COUNCIL (OFF ROAD ACTIVITY)**

1. Independent tellers shall be appointed by the National Council to supervise the running of the elections and to count the ballot papers.
2. Voting shall be by identified ballot paper, with ballot papers identifying the voting member by the Centre/SACU/NTB number that has appointed them. All votes will be recorded in the minutes of the meeting identifying the Centre SACU/NTB and the way in which their vote was cast.
3. Ballot papers shall only be deemed valid if they contain the required number of votes, be they in favour of candidate(s) or abstention(s).
4. Abstentions will form part of the calculation and count towards the total votes cast. For each ballot, the member will cast a total of votes equivalent to the number of vacancies to be filled in that round of the ballot. The member when voting, may express a vote in favour of a candidate or candidates or express a vote or votes of abstention. The number of votes cast per ballot shall equal the number of vacancies. Ballot papers not having the corresponding number of votes shall be deemed spoilt and not count towards the calculation of the vote for that round.
5. To be elected, a candidate needs an absolute majority of the votes cast (50% of the votes cast + 1, rounded up to the next highest whole number). If there are less vacancies to be filled than there are elected candidates, the posts shall be filled by those candidates having received the highest number of votes.
6. If all the vacancies have not been filled after the first round of voting, the following procedure shall apply:
  - If the number of remaining candidates is higher than the number of vacant position(s) after the first round, the number of candidates allowed to participate in the second round shall be selected according to the highest number of votes they have obtained and by applying the following formula: number of vacant position(s) plus one/or more in the case of a tie).
  - If the number of candidates is equal or less than the vacant positions after the first round, all candidates shall take part in the second round.
7. In both cases, only the candidate(s) who has/have obtained the absolute majority (50% of the votes cast + 1 vote, rounded up to the highest high number) shall be elected. If there are less vacancies to be filled than there are elected candidates, the posts shall be filled by those candidates having received the highest number of votes.
8. There shall be no third round of voting and the remaining position(s) shall remain vacant.
9. Any position which fell vacant before a period of office has ended or which remained vacant from a previous election shall be filled at the following meeting of the National Council. A position prematurely vacated shall be filled for the remainder of the period of office.
10. If posts with different periods of office are to be filled, the allocation of posts shall be in descending order of votes received.

**7. ELECTION PROCEDURE – (ROAD RACE COMMITTEE)**

1. The election procedure for candidates nominated for the Road Race Committee can be found at Section C.3.1.5 to C.3.1.9.

**B THE GROUPS OF THE AUTO-CYCLE UNION LIMITED**

The following rules govern the formation and running of the Local Centres.

1. There shall be Local Centres, comprising all Affiliated Local Motorcycle Clubs (i.e. Clubs that have signed an Affiliation Agreement) in the British Isles excluding Ireland, subject to any agreements in force from time to time.
2. The Board shall define the area of each territorial district, which shall be called a “Local Centre”, and which shall be constituted as set out in this Rule.
3. Each Local Centre must adopt and abide by Local Centre Bye-Laws drafted in accordance with the model Local Centre Bye-Laws which are a supplement to these Rules and Bye-laws. The model Bye-Laws may be amended to suit Local Centre needs, but as amended may not contravene nor conflict with any part of these Rules and Bye-laws unless formally presented to, and agreed by, the Board.
4. Any Local Motorcycle Club, Association, Institution or other local body or section of such local body connected with the sporting, recreational or leisure activity of motorcycling shall, through the appropriate Local Centre of the ACU Ltd, be eligible for affiliation to the ACU Ltd under a standard form of agreement (as amended from time to time).
5. An application by a Local Motorcycle Club for affiliation to the ACU Ltd shall be submitted to the Board for approval, and shall indicate whether or not it is supported by the Local Centre within which the Headquarters of the Club is situated (together with reasons if not). If not so supported, the application shall be referred by the Board to the National Council at the next general meeting of the ACU Ltd, and the National Council shall determine the application by ordinary resolution.
6. A change of name of an Affiliated Motorcycle Club shall be subject to approval as in paragraph (5) above.
7. Clubs, the headquarters of which are within 10 miles of the boundary of a Local Centre, shall have the option of affiliating to either the Centre in which their headquarters are situated, or an adjacent Local Centre.
8. No Affiliated Local Motorcycle Club shall be entitled to transfer its affiliation from one Centre to another by reason of a change of position of its headquarters. Any Affiliated Local Motorcycle Club so situated and having exercised such option shall not withdraw its affiliation from a Local Centre without having made written application to the ACU Ltd for permission to transfer its affiliation and obtained consent thereto. All applications for the transfer of an Affiliated Local Motorcycle Club from one Local Centre to another shall be approved by ordinary resolution of the National Council in general meeting.
9. A Local Centre may form Groups, for the encouragement of local competitions. An Affiliated Local Motorcycle Club may belong to more than one Group, provided that the Groups concerned are not formed for the same purpose.
10. The objectives of Local Centres shall be to:
  1. Foster and encourage the sport of motorcycling within its district, and carry out such administration as may be required by ACU Ltd from time to time;
  2. Safeguard the rights and privileges of members of Affiliated Local Motorcycle Clubs within its district by watching the action of bodies whose policies may affect the interests of the sport, by representing the ACU Ltd at any local conference or meeting in which motorcyclists are interested, and by reporting to the ACU Ltd any matter not conducive to the welfare of the sport and pastime of motorcycling in general. Such representation shall be delivered by the Chairman and/or Secretary, or their nominee.
  3. Assist Affiliated Local Clubs in their district in the holding of competitions and other events,

to promote inter-club and inter-centre competitions and to co-operate with the ACU Ltd in the administration of the National Sporting Code at any competition held within its district.

### **LOCAL CENTRE MODEL BYE-LAWS**

11. Subject to article 10 of the Local Centre Model Bye-Laws a Local Centre shall function in accordance with the Local Centre Model Bye-Laws as annexed to these Rules and Bye-laws. A Local Centre may adopt such additional Local Bye-Laws as may be considered necessary. Such additional Bye-Laws shall be submitted to the Board, and the Board shall have the authority to veto any decision or proposed action of a Local Centre which is considered by the Board to be detrimental to the interests of the ACU Ltd or the sport and recreation of motorcycling, and nothing shall be done by a Local Centre which is contrary to the Rules and Bye-laws of the ACU Ltd at the time in force.

### **NON-TERRITORIAL CLUBS**

12. A Non-Territorial Club is a Club, Association, Institution or other body or section of such body connected with sporting, recreational and leisure activities having objectives, activities and membership which does not restrict it to Local Centre membership, and having headquarters in the British Isles excluding Ireland, which, subject to approval of the Board, shall be eligible for direct affiliation to ACU Ltd.
13. Each Non-Territorial Club shall be represented at the Non-Territorial Board as follows: one delegate for club membership in excess of one hundred members; two delegates for clubs with over five hundred members. Such delegates shall be appointed annually by their Club.

### **ACU REGIONS**

14. ACU Regions may, as determined by the Board, comprise groupings of Local Centres, and parts of Local Centres and Non-Territorial Clubs reflecting the structure of the UK, English, Welsh and Scottish Sports Councils, or such successors carrying on the functions of those agencies from time to time.
15. Non-Territorial Clubs, which have activities within any ACU region, shall have the right to be consulted, to attend and speak at meetings within that region, without voting authority.
16. Non-Territorial Clubs shall together comprise the ACU Non-Territorial Regional Board.

### **RECOGNISED ASSOCIATIONS**

17. A Recognised Association shall be any organisation or body (not being an Affiliated Club) which on application and payment of an annual subscription shall be recognised by the Board as having an interest in motorcycle sport and recreation, and which is considered not to be in conflict with the interests of the ACU Ltd.
18. Recognised Associations shall be entitled to receive annual and periodical publications, to attend without voting authority and speak at the Non-Territorial Board, and to attend seminars and other meetings by invitation for which a fee may be charged.

### **AFFILIATED MEMBER**

19. An Affiliated Member is an individual who is a fully paid up member of one or more Clubs affiliated to the ACU. Such an individual shall be eligible to take part as an official of the ACU or as a Competitor in any competition organised under this National Sporting Code provided he holds a current Competition Licence/Trials Registration, and meets any other eligibility requirement specified in the National Sporting code, its Appendices or Event Regulations. Competition Licence holders in all disciplines will be deemed eligible also to ride in Trials. Without prejudice to any other rights, Affiliated Membership may be refused or may be withdrawn at any time by the Board with the right of appeal to the National Council. All

Applications for Competition membership are subject to the approval of the Board of Directors of ACU.

### ASSOCIATE MEMBERS

20. An individual who is not a member of an Affiliated Club and is not a competitor in any ACU Ltd competition for which a Competition Licence is required, nor acts as an Executive or administrative official at any ACU Ltd competition is eligible to participate in the ACU Ltd Member Benefits Scheme but shall not be eligible to play any part in the democratic structure of the ACU Ltd. Without prejudice to any other rights, Associate Membership may be refused, or may be withdrawn, at any time by the Board with a right of appeal to the National Council. See Rule I (2).

### HONORARY MEMBERS OF THE UNION

21. Honorary Members of the Union shall be persons who have distinguished themselves in promoting the cause of motorcycling, or who have rendered conspicuous services to the ACU Ltd, and may include representatives of foreign motorcycling associations.
22. Nominations for Honorary Membership of the Union must be made in writing and may be made by Affiliated Local Motorcycle Clubs (endorsed by Local Centres) Local Centres/SACU and Non-Territorial Clubs not later than 31st August each year.
23. Honorary Membership of the Union shall be subject to confirmation by the National Council.
24. Subsequent to his appointment as an Honorary Member of the Union, notwithstanding that he may not be a Member, shall be entitled to attend all National Council meetings and speak when invited to do so by the Chairman. There shall be no right to vote.

## C SPORT COMMITTEES AND ADVISORY PANELS

1. There shall be the following Sport Committees and Advisory Panels:
  1. Road Race Drag and Sprint
  2. Motocross
  3. Trials and Enduro
  4. Track Racing
  5. Technical Panel
  6. Sustainable Event Management Panel
  7. Medical Panel
  8. Panel of Adjudicators
  9. any other Sport Committee and/or Advisory Panels approved by the Board from time to time.

The quorum of each Sport Committee and Service Panel shall be 50% of its membership from time to time.

2. Members of any Committee are eligible to stand for re-election subject to the provisions of Rule L. Except for the Committee Chairmen who becomes a Director by right, no other Director may be elected to a Sport Committee, nor any Committee Member become a Director.
3. Nominations for membership of a Sport Committee or the Board of Directors can only be accepted for one Sport Committee or the Board of Directors. Individuals wishing to be considered for election cannot be nominated for two or more Sport Committees or a Sport Committee and the Board of Directors in the same election year.

### 3 ROAD RACE DRAG & SPRINT COMMITTEE

1. **Terms of Reference.** The Road Race Drag & Sprint Committee shall be responsible for the regulation and development of Road Race, Drag & Sprint and shall consist of:
  1. Three persons elected by the Road Race Committee meeting in open session.

1. One person to be elected each year to serve for three years from the 1st January following the election.
2. Nominations for membership of the Road Race Committee may be made by Affiliated Local Motorcycle Clubs (endorsed by Local Centres), Local Centres/SACU and Non-Territorial Clubs. These nominations must be completed and reach ACU Head Office not later than 31st August in each year, subject to the following provisions:
  1. Nominations submitted by Affiliated Local Motorcycle Clubs must be endorsed only by either the Centre Chairman or Centre Secretary.
  2. Nominations submitted by a Local Centre must be endorsed only by either the Centre Chairman or Centre Secretary.
  3. Nominations submitted by a Non-Territorial Club must be endorsed only by either the Non-Territorial Board Chairman or Secretary.
  4. Nominations submitted by a Recognised Promoter must be endorsed only by the NTB/a Centre Chairman or a Centre Secretary.
  5. Nominations can be sent by post or email. If sent by post, the nomination should be marked 'Election Paperwork' and sent to ACU Head Office, ACU House, Wood Street, Rugby, Warks, CV21 2YX. If sent by email, the nomination should be emailed to gary@acu.org.uk and the same email copied to dw@acu.org.uk. An acknowledgement will be sent by return once the nomination has been received. Nominations must be sent in good time as to reach ACU Head Office by 31st August in each year. Any nominations received after this date will not be accepted.
  6. The Board of Directors reserve the right to refuse a nomination for the Board if they have reason to believe the nomination would be detrimental to the ACU and/or motorcycle sport in general. Once the refusal of a candidate's nomination has been decided, the General Secretary will convene a meeting within 14 days between nominated members of the Board of Directors (a maximum of three) and a National Council Panel to explain the decision to refuse a candidate's nomination.
  7. The National Council Panel will be selected by Ballot. Two Members of Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process. Five Centres will be selected and once done so, a letter of convocation to be distributed by the General Secretary to arrange said meeting.
  8. Following the meeting between the nominated members of the Board of Directors/ National Council Panel, a person (from the National Council Panel) will be nominated to write to the Centre(s) who have endorsed the nomination outlining the reasons why a candidate's nomination has been refused.
  9. The Centre(s) who have endorsed the candidate's nomination will then decide whether to withdraw the candidate's nomination or continue to support the nomination.
  10. Should the Centre(s) decide to continue their support of the candidate's nomination, the candidate can appeal in writing accompanied with an Appeal Fee of £300.00 to the General Secretary within five days from the date of the meeting between the Board of Directors and the National Council Panel. The General Secretary will then convene a National Council Panel (five members), to hear the Appeal and if successful the nomination can be accepted for the next election process in that year, provided the nomination is submitted in accordance with the Rules of the Union. Members of the Board of Directors (a maximum of three) would also be invited to attend to give reasons for refusing the nomination in the first instance.
  11. The National Council Panel will be selected by Ballot. Two Members of ACU Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process and also those Centre(s) involved in the process outlined at paras 7 and 8 above

would not be eligible for this process. Up to five Centres can be selected and once done so, a letter of convocation is to be distributed by the General Secretary to convene the Appeal.

12. The General Secretary shall thereafter, at the earliest possible time, circulate a list of the names of such nominees to all Road Race Clubs having held a Permit and organized an event in the discipline covered by the Committee in either the previous or current year.

13. The election will take place at an open meeting of the Committee to be held in November each year, supervised by either the General Secretary, a Director of the Company or a National Council delegate.

14. To be successful a candidate must secure a simple majority of the votes cast.

15. Voting will be limited to representatives of Clubs or Bodies having held a Permit and organised an event in the discipline covered by the Committee in either the previous or current year. Such representatives will each receive one vote (Proxy voting is permitted).

16. In the event of a tie a second ballot will be conducted in which only the two candidates receiving the greatest number of votes will take part. There will be no third ballot. In the event that there is no successful candidate after the second ballot a further election will take place at the next meeting of the Committee.

17. The number of votes cast for each candidate will be recorded in the minutes.

3. two persons nominated and appointed by the Non-Territorial Board (NTB);
4. one person nominated and appointed by the Road Race Group of the Motorcycle Industry Association (MCI);
5. one person nominated and appointed by the Motorcycle Racing Control Board Ltd (MCRCB);
6. one person nominated by the Association of Motor Racing Circuit Owners (AMRCO);
7. one person nominated and appointed by the Motorcycle Promoters Committee (MRPC);
8. each of the members appointed by AMRCO, MCI, MCRCB and MRPC shall be funded by his or her appointing body. Their appointments must be notified in writing to the General Secretary of the ACU Ltd. The General Secretary shall thereafter circulate the names of appointees to all members of the National Council and Secretaries of Local Centres, for information. The appointed members will hold office until replaced by the appointing body by notice in writing at any time to the General Secretary of the ACU Ltd.
9. The five Committee members elected or appointed by the NTB under this rule (3.1.1.1 and 3.1.2.1) shall have the right to appoint a Chairman from among such five members. A Deputy Chairman shall then be appointed by the Committee as a whole from among the remaining eight members of the Committee. Otherwise the general rules governing appointments of the Sport Chairmen at rules (7) to (9) (inclusive) shall govern their appointments. The Deputy Chairman may only act as Chairman on a temporary basis.
10. The term of office for elected members shall be a maximum of three years. A candidate may stand for re-election and subject to securing a simple majority may stand unopposed.

#### **4 MOTOCROSS COMMITTEE**

1. **Terms of Reference.** The Motocross Committee shall be responsible for the regulation and development of Motocross and shall consist of:
  1. Six persons elected by the National Council.
  2. Two persons appointed by the Directors following nomination by the Motocross Committee to represent Youth sport.
2. The election of persons to fill the annual vacancies on the Motocross Committee shall take place at a general meeting of the National Council in any year, and appointees shall assume office on 1st January of the following year. Retiring members shall do so on the preceding 31st December. Should vacancies become available, elections can take place at any National Council meeting.
3. Nominations for membership of the Motocross Committee may be made by Affiliated Local

Motorcycle Clubs (endorsed by Local Centres), Local Centres/SACU and Non-Territorial Clubs. These nominations must be completed and reach ACU Head Office not later than 31st August in each year, subject to the following provisions:

1. Nominations submitted by Affiliated Local Motorcycle Clubs must be endorsed only by either the Centre Chairman or Centre Secretary.
2. Nominations submitted by a Local Centre must be endorsed only by either the Centre Chairman or Centre Secretary.
3. Nominations submitted by a Non-Territorial Club must be endorsed only by either the Non-Territorial Board Chairman or Secretary.
4. Nominations submitted by a Recognised Promoter must be endorsed only by the NTB/a Centre Chairman or a Centre Secretary.
5. Nominations can be sent by post or email. If sent by post, the nomination should be marked 'Election Paperwork' and sent to ACU Head Office, ACU House, Wood Street, Rugby, Warks, CV21 2YX. If sent by email, the nomination should be emailed to gary@acu.org.uk and the same email copied to dw@acu.org.uk. An acknowledgement will be sent by return once the nomination has been received. Nominations must be sent in good time as to reach ACU Head Office by 31st August in each year. Any nominations received after this date will not be accepted.
6. The Board of Directors reserve the right to refuse a nomination for the Board if they have reason to believe the nomination would be detrimental to the ACU and/ or motorcycle sport in general. Once the refusal of a candidate's nomination has been decided, the General Secretary will convene a meeting within 14 days between nominated members of the Board of Directors (a maximum of three) and a National Council Panel to explain the decision to refuse a candidate's nomination.
7. The National Council Panel will be selected by Ballot. Two Members of Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process. Five Centres will be selected and once done so, a letter of convocation to be distributed by the General Secretary to arrange said meeting.
8. Following the meeting between the nominated members of the Board of Directors/ National Council Panel, a person (from the National Council Panel) will be nominated to write to the Centre(s) who have endorsed the nomination outlining the reasons why a candidate's nomination has been refused.
9. The Centre(s) who have endorsed the candidate's nomination will then decide whether to withdraw the candidate's nomination or continue to support the nomination.
10. Should the Centre(s) decide to continue their support of the candidate's nomination, the candidate can appeal in writing accompanied with an Appeal Fee of £300.00 to the General Secretary within five days from the date of the meeting between the Board of Directors and the National Council Panel. The General Secretary will then convene a National Council Panel (five members), to hear the Appeal and if successful the nomination can be accepted for the next election process in that year, provided the nomination is submitted in accordance with the Rules of the Union. Members of the Board of Directors (a maximum of three) would also be invited to attend to give reasons for refusing the nomination in the first instance.
11. The National Council Panel will be selected by Ballot. Two Members of ACU Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process and also those Centre(s) involved in the process outlined at paras 7 and 8 above would not be eligible for this process. Up to five Centres can be selected and once done so, a letter of convocation is to be distributed by the General Secretary to convene the Appeal.

4. The General Secretary shall thereafter, at the earliest possible time, circulate a list of the names of such nominees to all Members of the National Council and to Centre Secretaries/SACU.
5. The six Committee members elected by the National Council shall have the right to appoint a Chairman from among such six elected members. A Deputy Chairman shall then be elected by the Committee from among the remaining five members of the Committee. Otherwise the general rules governing appointments of the Sport Chairmen at Rules C (7) to (9) (inclusive) shall govern their appointments. The Deputy Chairman may only act as Chairman on a temporary basis.
6. The term of office for the six elected members shall be for a maximum period of three years commencing on the 1st January in any year following appointment. A candidate may stand for re-election by submitting his nomination in accordance with Rule C.4.3 and subject to securing the requisite number of votes may stand unopposed. Retiring members shall be eligible for re-election subject to Rule L.
7. The two members appointed by the Directors, shall be for a period of one year only and shall not have voting rights.
8. The Motocross Committee may also invite person(s) with specialist knowledge to attend any meeting of the Committee, but such person(s) shall not have voting rights.
9. A member of the Motocross Committee may not serve on any other discipline Committee or on the Board of Directors subject to the provisions of Rule E.1. An individual wishing to be considered for election to the Motocross Committee can only be nominated for that Committee. Nominations for other Sport Committees or the Board of Directors will not be accepted in accordance with Rule C3 above.
10. A sub-committee of four members will be responsible for the management and organisation of the British Youth Motocross Championships, youth training and development and to incorporate the management and organisation of youth international events and representative teams. The sub committee may also invite person(s) with specialist knowledge to attend any meeting of the Committee, but such person(s) shall not have voting rights.
  1. Two members of the sub-committee will be the members nominated to the Motocross Committee, and the two other persons will be appointed by the Motocross Committee. The two members appointed by the Motocross Committee shall be for a period of one year only and shall not have voting rights.
  2. The Chairman of the sub-committee will be a member of the Motocross Committee. The Vice Chairman of the sub-committee will be selected from the remaining three appointed sub-committee members.

## 5 TRIALS AND ENDURO COMMITTEE

1. **Terms of Reference.** The Trials and Enduro Committee shall be responsible for the regulation and development of the Trials and Enduro disciplines and shall consist of eight persons elected by the National Council.
2. The appointment of persons to fill the annual vacancies on the Trials & Enduro Committee shall take place at a general meeting of the National Council in any year, and appointees shall assume office on 1st January of the following year. Retiring members shall do so on the preceding 31st December. Should vacancies become available, elections can take place at any National Council meeting.
3. Nominations for membership of the Trials & Enduro Committee may be made by Affiliated Local Motorcycle Clubs (endorsed by Local Centres), Local Centres/SACU and Non-Territorial Clubs. These nominations must be completed and reach ACU Head Office not later than 31st August in each year, subject to the following provisions:
  1. Nominations submitted by Affiliated Local Motorcycle Clubs must be endorsed only by either the Centre Chairman or Centre Secretary.

2. Nominations submitted by a Local Centre must be endorsed only by either the Centre Chairman or Centre Secretary.
  3. Nominations submitted by a Non-Territorial Club must be endorsed only by either the Non-Territorial Board Chairman or Secretary.
  4. Nominations submitted by a Recognised Promoter must be endorsed only by the NTB/a Centre Chairman or a Centre Secretary.
  5. Nominations can be sent by post or email. If sent by post, the nomination should be marked 'Election Paperwork' and sent to ACU Head Office, ACU House, Wood Street, Rugby, Warks, CV21 2YX. If sent by email, the nomination should be emailed to gary@acu.org.uk and the same email copied to dw@acu.org.uk. An acknowledgement will be sent by return once the nomination has been received. Nominations must be sent in good time as to reach ACU Head Office by 31st August in each year. Any nominations received after this date will not be accepted.
  6. The Board of Directors reserve the right to refuse a nomination for the Board if they have reason to believe the nomination would be detrimental to the ACU and/or motorcycle sport in general. Once the refusal of a candidate's nomination has been decided, the General Secretary will convene a meeting within 14 days between nominated members of the Board of Directors (a maximum of three) and a National Council Panel to explain the decision to refuse a candidate's nomination.
  7. The National Council Panel will be selected by Ballot. Two Members of Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process. Five Centres will be selected and once done so, a letter of convocation to be distributed by the General Secretary to arrange said meeting.
  8. Following the meeting between the nominated members of the Board of Directors/National Council Panel, a person (from the National Council Panel) will be nominated to write to the Centre(s) who have endorsed the nomination outlining the reasons why a candidate's nomination has been refused.
  9. The Centre(s) who have endorsed the candidate's nomination will then decide whether to withdraw the candidate's nomination or continue to support the nomination.
  10. Should the Centre(s) decide to continue their support of the candidate's nomination, the candidate can appeal in writing accompanied with an Appeal Fee of £300.00 to the General Secretary within five days from the date of the meeting between the Board of Directors and the National Council Panel. The General Secretary will then convene a National Council Panel (five members), to hear the Appeal and if successful the nomination can be accepted for the next election process in that year, provided the nomination is submitted in accordance with the Rules of the Union. Members of the Board of Directors (a maximum of three) would also be invited to attend to give reasons for refusing the nomination in the first instance.
  11. The National Council Panel will be selected by Ballot. Two Members of ACU Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process and also those Centre(s) involved in the process outlined at paras 7 and 8 above would not be eligible for this process. Up to five Centres can be selected and once done so, a letter of convocation is to be distributed by the General Secretary to convene the Appeal.
4. The General Secretary shall thereafter, at the earliest possible time, circulate a list of the names of such nominees to all Members of the National Council and to Centre Secretaries/SACU.
  5. The Committee members shall have the right to appoint a Chairman and Deputy Chairman from among such eight elected members. Otherwise the general rules governing appointments of the Sport Committee Chairmen at Rules C (7) to (9) (inclusive) shall govern their appointments. The Deputy Chairman may only act as Chairman on a temporary basis.

6. The term of office for each of the eight elected Members shall be for a maximum period of three years commencing from the 1st January in any year following appointment. A candidate may stand for re-election by submitting his nomination in accordance with Rule C.5.3 and subject to securing the requisite number of votes may stand unopposed. Retiring members shall be eligible for re-election subject to Rule L.
7. The Trials & Enduro Committee may also invite person(s) with specialist knowledge to attend any meeting of the Committee, but such person(s) shall not have voting rights.
8. A member of the Trials & Enduro Committee may not serve on any other discipline Committee or on the Board of Directors subject to the provisions of Rule E.1. An individual wishing to be considered for election to the Trials & Enduro Committee can only be nominated for that Committee. Nominations for other Sport Committees or the Board of Directors will not be accepted in accordance with Rule C3 above.

## **6 TRACK RACING COMMITTEE**

1. **Terms of Reference.** The Track Racing Committee shall be responsible for the regulation and development of Track Racing and shall consist of six persons elected by the National Council.
2. The appointment of persons to fill the annual vacancies on the Track Racing Committee shall take place at a general meeting of the National Council in any year, and appointees shall assume office on 1st January of the following year. Retiring members shall do so on the preceding 31st December. Should vacancies become available, elections can take place at any National Council meeting.
3. Nominations for membership of the Track Racing Committee may be made by Affiliated Local Motorcycle Clubs (endorsed by Local Centres), Local Centres/SACU and Non-Territorial Clubs. These nominations must be completed and reach ACU Head Office not later than 31st August in each year, subject to the following provisions:
  1. Nominations submitted by Affiliated Local Motorcycle Clubs must be endorsed only by either the Centre Chairman or Centre Secretary.
  2. Nominations submitted by a Local Centre must be endorsed only by either the Centre Chairman or Centre Secretary.
  3. Nominations submitted by a Non-Territorial Club must be endorsed only by either the Non-Territorial Board Chairman or Secretary.
  4. Nominations submitted by a Recognised Promoter must be endorsed only by the NTB/a Centre Chairman or a Centre Secretary.
  5. Nominations can be sent by post or email. If sent by post, the nomination should be marked 'Election Paperwork' and sent to ACU Head Office, ACU House, Wood Street, Rugby, Warks, CV21 2YX. If sent by email, the nomination should be emailed to gary@acu.org.uk and the same email copied to dw@acu.org.uk. An acknowledgement will be sent by return once the nomination has been received. Nominations must be sent in good time as to reach ACU Head Office by 31st August in each year. Any nominations received after this date will not be accepted.
  6. The Board of Directors reserve the right to refuse a nomination for the Board if they have reason to believe the nomination would be detrimental to the ACU and/or motorcycle sport in general. Once the refusal of a candidate's nomination has been decided, the General Secretary will convene a meeting within 14 days between nominated members of the Board of Directors (a maximum of three) and a National Council Panel to explain the decision to refuse a candidate's nomination.
  7. The National Council Panel will be selected by Ballot. Two Members of Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process. Five Centres will be selected and once done so, a letter of convocation to be distributed by the General Secretary to arrange said meeting.

8. Following the meeting between the nominated members of the Board of Directors/ National Council Panel, a person (from the National Council Panel) will be nominated to write to the Centre(s) who have endorsed the nomination outlining the reasons why a candidate's nomination has been refused.

9. The Centre(s) who have endorsed the candidate's nomination will then decide whether to withdraw the candidate's nomination or continue to support the nomination.

10. Should the Centre(s) decide to continue their support of the candidate's nomination, the candidate can appeal in writing accompanied with an Appeal Fee of £300.00 to the General Secretary within five days from the date of the meeting between the Board of Directors and the National Council Panel. The General Secretary will then convene a National Council Panel (five members), to hear the Appeal and if successful the nomination can be accepted for the next election process in that year, provided the nomination is submitted in accordance with the Rules of the Union. Members of the Board of Directors (a maximum of three) would also be invited to attend to give reasons for refusing the nomination in the first instance.

11. The National Council Panel will be selected by Ballot. Two Members of ACU Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process and also those Centre(s) involved in the process outlined at paras 7 and 8 above would not be eligible for this process. Up to five Centres can be selected and once done so, a letter of convocation is to be distributed by the General Secretary to convene the Appeal.

4. The General Secretary shall thereafter, at the earliest possible time, circulate a list of the names of such nominees to all Members of the National Council and to Centre Secretaries/SACU.
5. The Committee members shall have the right to appoint a Chairman and Deputy Chairman from among such six elected members. Otherwise the general rules governing appointments of the Sport Committee Chairmen at Rules C (7) to (9) (inclusive) shall govern their appointments. The Deputy Chairman may only act as Chairman on a temporary basis.
6. The term of office for each of the six elected Members shall be for a maximum period of three years commencing from the 1st January in any year following appointment. A candidate may stand for re-election by submitting his nomination in accordance with Rule C.6.3 and subject to securing the requisite number of votes may stand unopposed. Retiring members shall be eligible for re-election subject to Rule L.
7. The Track Racing Committee may also invite person(s) with specialist knowledge to attend any meeting of the Committee, but such person(s) shall not have voting rights.
8. A member of the Track Racing Committee may not serve on any other discipline Committee or on the Board of Directors subject to the provisions of Rule E.1. An individual wishing to be considered for election to the Track Racing Committee can only be nominated for that Committee. Nominations for other Sport Committees or the Board of Directors will not be accepted in accordance with Rule C3 above.

## **7 SPEEDWAY CONTROL BUREAU**

1. **Terms of Reference.** The ACU has established The Speedway Control Bureau (SCB) as a Committee of the ACU for the governance of the sport of Speedway within its territories, in conjunction with BSPA.
2. The ACU shall be exclusively responsible for the judicial functions of the sport of Speedway in accordance with the National Sporting Code and the Speedway Regulations.
3. The SCB shall be responsible for the regulation and development of Speedway and shall consist of:
  1. Two persons nominated and appointed by ACU Ltd
  2. Two persons nominated and appointed by the British Speedway Promoters Association (BSPA).

4. The four Bureau Members appointed under rule 7.1.3 above shall have the right to appoint an Independent Chairman to the Bureau. A Deputy Chairman shall then be appointed by the Bureau as a whole from the four Bureau Members.
5. The appointed Members will hold office until replaced by the appointing body by notice in writing at any time to the General Secretary ACU Ltd.
6. The Bureau may also invite person(s) with specialist knowledge to attend any meeting of the Committee, but such person(s) shall not have voting rights.

#### **CHAIRMEN AND DEPUTY CHAIRMEN OF SPORT COMMITTEES**

8. Subject to the provisions concerning Road Race, Drag and Sprint Committee, each Sport Committee shall appoint from amongst its members a Chairman and a Deputy Chairman.
9. The appointment of Sport Committee Chairman and Deputy Chairman shall be presided over by a Director who shall have the casting vote. The term of office shall be for a maximum of three years dependant upon the expired period of his mandate from the National Council to serve as a Committee Member. A retiring Chairman or Deputy Chairman may stand for re-election.
10. A proposal to remove a Chairman of a Sport Committee from office as chairman shall be tabled only if approved by two-thirds or more of all the Committee, and shall only be carried with a majority of two thirds of all those present and voting.

#### **MEMBERS OF SPORT COMMITTEES**

11. Subject to the provisions concerning the Road Race, Drag and Sprint Committee, the National Council elect members to Sport Committees in accordance with article A6 of these Rules and in accordance with the relevant Terms of Reference of each Sport Committee as outlined in articles C4, C5 and C6. If any Sport Committee considers a person not to be acting in the best interests of the Committee, they may pass a motion of no confidence by a two-thirds majority. If this motion is passed, the Committee Chairman shall table the motion at the next meeting of the Board of Directors. Having looked fully into the circumstances, the Board of Directors may then recommend the removal of a person from a Sport Committee to the National Council. Should this be the case, the person will be suspended from that Sport Committee with immediate effect with no right of appeal, the suspension to be in place until the next meeting of the National Council. To be removed from a Sport Committee, the National Council will need an absolute majority of the votes cast (50% of the votes cast + 1, rounded up to the next highest whole number).

#### **FREQUENCY OF SPORT COMMITTEE MEETINGS**

12. Each Sport Committee shall meet at least four times a year and whenever summoned by the Chairman, or on requisition being made by one third or more of its members.

#### **ADVISORY PANELS**

13. The Advisory Panels shall be responsible for providing specialist advice and support to the ACU Ltd and the Sport Committees but shall not hold executive powers.
14. The Technical Panel shall consist of a Chairman appointed by the Board of Directors for confirmation by the National Council. Members of the Panel will be recommended by the Sport Committees for appointment by the Board of Directors. Selection will be based upon individuals possessing the appropriate skills, competencies and experience in their field Other persons with relevant specialist knowledge pertinent to that agenda shall be invited by the Panel Chairman from time to time. From time to time the Chairman shall assemble a team of no more than four for the purposes of ACU helmet approval.
15. The Training & Development and Sustainable Event Management Panels shall consist of:
  1. one member appointed by each Sport Committee;

2. other specialist members who may be appointed by the National Council; and
  3. other persons with relevant specialist knowledge pertinent to that agenda may be invited by the Panel Chairman from time to time.
16. The Medical Advisory Panel shall consist of a Chairman appointed by the National Council (who need not be a medical doctor) and a number of qualified doctors, or suitably qualified medical personnel, appointed by the National Council in consultation with the Chairman of the Medical Panel and the Chairmen of the Sport Committees.
17. The Panel of Adjudicators shall function in accordance with the ACU Ltd's National Sporting Code.

### **CHAIRMAN OF ADVISORY PANELS**

18. The Board of Directors shall appoint a Chairman for each Advisory Panel for confirmation by the National Council. The term of office shall be for a maximum period of three years commencing on the 1st January in any year following appointment.

### **FREQUENCY OF ADVISORY PANEL MEETINGS**

19. Each Advisory Panel shall meet whenever summoned by the Advisory Panel Chairman, or Chief Executive (or his equivalent) or on requisition being made by one third or more of its members.

### **ABSENTEES**

20. Any Member who is absent from three programmed meetings of the Board of Directors, Sport Committee meetings, Sub-Committee or Advisory Panel meetings in any one year of which he is an appointed member without reasonable cause accepted by the Board, may forfeit his Membership of the Board of Directors, Sport Committee, Sub-Committee or Advisory Panel as the case may be.

## **D SUB-COMMITTEES**

1. Each Sport Committee may appoint one or more sub-Committees and may with the prior approval of the Board delegate to them such powers as it may think fit. The members of such sub-Committees may include persons who are not Members of the ACU Ltd but who possess relevant specific skills, knowledge and expertise.
2. Sub-committees shall report to their appointing Sport Committee, and their decisions shall be subject to confirmation by that Committee. The appointing Sport Committee shall also appoint a sub-committee Chairman. The Chairman of the appointing Committee shall be eligible to attend any meeting of the sub-Committee without voting rights.

## **E BOARD OF DIRECTORS**

1. There shall be up to twelve Directors elected to the Board. The composition of the Board will be: the Sport Committee Chairmen who become Directors as a result of their election to be Sport Committee Chairmen and six Directors elected from across the membership. A Finance Director/Advisor appointed by the Board as and when the Board see fit to do so. The Chairman and Deputy Chairman of the Board will be elected by and from the members of the Board. Each Director has an equal vote. The Chairman will be entitled to vote and will also hold the 'casting vote' where necessary. The appointments of Chairman and Deputy Chairman may be any one of the Directors except the Financial Director/Financial Advisor.
  1. The appointment of persons to fill the annual vacancies on the Board of Directors shall take place at a general meeting of the National Council in any year, and appointees shall assume office on 1st January of the following year. Retiring members shall do so on the preceding 31st December. Should vacancies become available elections can take place at any National Council meeting.

2. Nominations for membership of the Board of Directors may be made by Affiliated Local Motorcycle Clubs (endorsed by Local Centres), Local Centres/SACU and Non-Territorial Clubs. These nominations must be completed and reach ACU Head Office not later than 31st August in each year, subject to the following provisions:

1. Nominations submitted by Affiliated Local Motorcycle Clubs must be endorsed only by either the Centre Chairman or Centre Secretary.
2. Nominations submitted by a Local Centre must be endorsed only by either the Centre Chairman or Centre Secretary.
3. Nominations submitted by a Non-Territorial Club must be endorsed only by either the Non-Territorial Board Chairman or Secretary.
4. Nominations submitted by a Recognised Promoter must be endorsed only by the NTB/a Centre Chairman or a Centre Secretary.
5. Nominations can be sent by post or email. If sent by post, the nomination should be marked 'Election Paperwork' and sent to ACU Head Office, ACU House, Wood Street, Rugby, Warks, CV21 2YX. If sent by email, the nomination should be emailed to gary@acu.org.uk and the same email copied to dw@acu.org.uk. An acknowledgement will be sent by return once the nomination has been received. Nominations must be sent in good time as to reach ACU Head Office by 31st August in each year. Any nominations received after this date will not be accepted.
6. The Board of Directors reserve the right to refuse a nomination for the Board if they have reason to believe the nomination would be detrimental to the ACU and/ or motorcycle sport in general. Once the refusal of a candidate's nomination has been decided, the General Secretary will convene a meeting within 14 days between nominated members of the Board of Directors (a maximum of three) and a National Council Panel to explain the decision to refuse a candidate's nomination.
7. The National Council Panel will be selected by Ballot. Two Members of Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process. Five Centres will be selected and once done so, a letter of convocation to be distributed by the General Secretary to arrange said meeting.
8. Following the meeting between the nominated members of the Board of Directors/ National Council Panel, a person (from the National Council Panel) will be nominated to write to the Centre(s) who have endorsed the nomination outlining the reasons why a candidate's nomination has been refused.
9. The Centre(s) who have endorsed the candidate's nomination will then decide whether to withdraw the candidate's nomination or continue to support the nomination.
10. Should the Centre(s) decide to continue their support of the candidate's nomination, the candidate can appeal in writing accompanied with an Appeal Fee of £300.00 to the General Secretary within five days from the date of the meeting between the Board of Directors and the National Council Panel. The General Secretary will then convene a National Council Panel (five members), to hear the Appeal and if successful the nomination can be accepted for the next election process in that year, provided the nomination is submitted in accordance with the Rules of the Union. Members of the Board of Directors (a maximum of three) would also be invited to attend to give reasons for refusing the nomination in the first instance.
11. The National Council Panel will be selected by Ballot. Two Members of ACU Staff not directly involved with the National Council or the election process would conduct the selection. The Centre(s) who had endorsed the nomination would not be eligible for this process and also those Centre(s) involved in the process outlined at paras 7 and 8 above would not be eligible for this process. Up to five Centres can be selected and once done so, a letter of convocation is to be distributed by the General Secretary to convene the Appeal.

3. The General Secretary shall thereafter, at the earliest possible time, circulate a list of the names of such nominees to all Members of the National Council and to Centre Secretaries/SACU.
4. The Directors of the Board shall have the right to appoint a Chairman and Deputy Chairman from among such ten elected/appointed members. Otherwise the general rules governing appointments of the Sport Committee Chairmen at Rules C (7) to (9) (inclusive) shall govern their appointments. The Deputy Chairman may only act as Chairman on a temporary basis.
5. The term of office for each of the ten elected/appointed Members shall be for a maximum period of three years commencing from the 1st January in any year following appointment. A candidate may stand for re-election by submitting his nomination in accordance with Rule E (2) and subject to securing the requisite number of votes may stand unopposed. Retiring members shall be eligible for re-election subject to Rule L.
2. If the Chairman of the Company is an elected Sport Committee Chairman, and that Committee see fit to remove him as their Chairman, the Board may elect to retain the individual as the Chairman of the Company for the duration of the remainder of his appointment and increase the number of Directors by one for that period.
3. In addition to the customary roles and responsibilities of a Company's Board of Directors, the Board shall be responsible for the formulation of strategy relating to motorcycle sporting, recreational and leisure activity and the subsequent production of policy and procedure.
4. The Board shall co-ordinate and monitor the implementation of those policies and procedures by the relevant Committee/s and/or Panel/s. It will achieve this by:
  1. Controlling the national activity of motorcycling in accordance with the Rules of the ACU Ltd and the National Sporting Code.
  2. Exercising authority to formulate strategy and policy for the development and management of sporting disciplines.
  3. Producing the vision, aims and mission statements of the ACU Ltd.
  4. Preparing annual and longer term budget submissions for the governance and development of motorcycle sporting, recreational and leisure activity.
  5. Setting up and managing working groups and sub-committees as appropriate from time to time.
  6. Prioritising the sporting, recreational and leisure activity funded centrally by the ACU Ltd.
5. The Board shall receive the recommendations of the various Sport Committees and Panels regarding representatives/delegates of the ACU Ltd to the Fédération Internationale de Motocyclisme Europe (FIME) and the Fédération Internationale de Motocyclisme (FIM). The Board shall then submit such nominations, if supported, to the National Council for ratification.
6. In accordance with Rule I (2) the Board may suspend any FIME or FIM delegate with the right of Appeal to the National Council, or if ratified by National Council, to the Panel of Adjudicators.
7. The Board shall receive the recommendations of the various Sport Committees and Panels regarding changes to the National Sporting Code, Rules of the ACU Ltd and all other parts of the annual Handbook. If supported the Board shall then consult the National Council giving reasonable notice for such consultation prior to the Rules being adopted.

## **F** INTERESTS

The provisions of Articles 46 and 47 of the Articles of Association of the ACU Ltd shall be deemed to apply, mutatis mutandis, to members of any Committee, sub-Committee, and advisory panel as they apply to Directors of ACU Ltd.

## G FINANCES

1. The ACU Ltd's financial year shall commence on 1st January.
2. Each Group shall be responsible for its own finances and shall be accountable to the Board.
3. The ACU Ltd shall maintain a bank account with a United Kingdom clearing bank approved by the Board.
4. Automated payments and Cheques drawn on the ACU Ltd's accounts may be signed by any one of the Signatories approved and authorised by the Board to sign save that automated payments and cheques in excess of £3,000 must be signed by any two of them.
5. The Finance Manager shall obtain prior approval of the Board before authorising anything other than minor changes in the Company's investments.
6. The Finance Manager shall present the accounts together with supporting documentation to the ACU Ltd's Auditor.
7. The Finance Manager shall present a written summary of the ACU Ltd's financial situation to each meeting of the Board
8. In the event of ACU Ltd becoming wound up, disbanded or ceasing to exist, all monies and properties of the ACU Ltd shall be deemed to be the property of the Members of the ACU Ltd at the date that the ACU Ltd is wound up or dissolved or ceases to exist and shall be distributed to the Members in proportion to the number of Local Motorcycle Clubs in good standing and Affiliated to each Member.

## H SUBSCRIPTIONS

1. Affiliated Local Motorcycle Clubs, Non-Territorial Clubs, Associate Members, and Recognised Associations ("individually known as "Group" and collectively as "Groups") shall each pay to the ACU Ltd an annual subscription of such sum as shall be recommended by the Board of Directors and confirmed by a simple majority of Members present and entitled to vote at a General Meeting of the ACU Ltd. This will result in abstentions being included in the calculation.
2. The annual subscription shall be payable on affiliation to the ACU Ltd on signature of the Affiliation Agreement and thereafter on the first day of January in each year ("the Renewal Date").
3. Any Group that has not paid its subscription fee by 1st March following the Renewal Date shall be notified in writing that its Membership will be suspended immediately unless payment is received by 31st January in the same year. Should the subscription fee remain unpaid, such Group shall be suspended until the subscription is paid.
4. Liability for payment of the subscription shall remain enforceable as a debt against the Group until such time as the ACU Ltd, in its sole discretion, gives notice of cancellation of membership to the Group.
5. The annual subscription fee shall be set at a rate which will produce an income appropriate for maintaining the activities of the ACU Ltd as a whole and ensuring its financial independence and shall be calculated according to the total number of enrolled Groups at the date of application. Where the annual subscription fee is to be paid on 1st January, total membership figures from the previous year shall be used to calculate the fee.
6. The subscription fee to be paid by each Group shall comprise the following:
  - a. an amount to support the ACU Ltd and its activities through the Committees; and
  - b. an amount or amounts to support the Group or Groups to which the particular member belongs.
7. The Financial Director shall collect subscriptions and distribute the amounts payable in respect of each Group to the relevant Group Treasurers, and shall retain the remainder in the ACU Ltd account.

## I CESSATION OF MEMBERSHIP

1. An Individual Subscribed Member, Associate Member or Honorary Member may resign from the ACU Ltd by notice in writing to the ACU Ltd.
2. The Board may suspend any such member whose conduct in its opinion is contrary to the interests of the ACU Ltd, and who fails to comply with the Rules and Bye-Laws. The Board may recommend to the National Council that the suspended member be expelled from the ACU Ltd. No member shall be expelled by the National Council unless and until the individual has been given notice in writing of the resolution to expel the individual and been given an opportunity to make representations orally or in writing to the National Council. No member is to remain under suspension for any period greater than two meetings of the National Council.

## J ACU LTD MOTORCYCLING FORUM

If appropriate, at least once every two years the Members shall convene an open forum, which shall be advisory only, which all Affiliated Clubs shall be eligible to be represented by one delegate, in order to discuss matters of common interest across all activities.

## K SPORT FORUMS

If appropriate, at least once a year each Sport Committee shall convene an open forum, which shall be advisory only, which all Affiliated Clubs shall be eligible to be represented by one delegate, in order to discuss matters of particular interest to each sport.

## L AGE RESTRICTIONS

No person shall be elected or appointed as a member of the Board of Directors, National Council, Sport Committees or Panels, after reaching the age of 73. Any person who reaches the age of 73 whilst serving as a member of any of the aforementioned bodies may remain in office only until the end of the year in which the age of 73 is reached. The maximum period of election or appointment in any office within ACU Ltd shall be three years, with re-election possible subject to the provision of this Rule. The only exception being the Panel of Adjudicators.

## M DEFINITIONS

1. Unless otherwise specified, words and expressions defined in the Memorandum and Articles of Association of the ACU Ltd shall have the same meaning in these rules and Bye-Laws.
2. "Affiliation Agreement" means a standard form agreement of affiliation to the ACU Ltd (as approved by the Board from time to time); and "Affiliation" and "Affiliated" shall be construed accordingly as referring to a Local Centre Club or the person who has entered into an Affiliation Agreement with the ACU Ltd.

# THE AUTO-CYCLE UNION (ACU) LIMITED MODEL LOCAL CENTRE BYE-LAWS

To be read in association with the Rules and Bye-Laws of the ACU Ltd

## 1. ADMINISTRATION

- 1.1 An Annual Meeting of the Centre shall be held on a date to be fixed by the Centre Board, once in each calendar year. At least 21 days prior to the date of this Annual Meeting the Secretary of the Centre shall send to each Affiliated Local Motorcycle Club in the Centre a preliminary notice of the date of the meeting and a request for the nomination of the following officers for the ensuing year:
  - President
  - Chairman
  - Vice-Chairmen (not more than two)
  - Honorary Treasurer

– Other officers as necessary

- 1.2 Nominations shall be sent to the Centre Secretary so as to be received not later than 14 days prior to the date of the Annual Meeting. Such nominations shall be set out in the notice convening the Annual Meeting, a copy of which shall be sent to each Affiliated Local Motorcycle Club in the Centre not later than 7 days prior to the date of the meeting.
- 1.3 At the Annual Meeting of the Centre the report of the Board and a report of the Treasurer for the past year shall be presented and the officers for the ensuing year shall be elected from amongst the nominees by a ballot in which each Affiliated Local Motorcycle Club represented at the meeting shall have two votes and an additional vote for every 100 members or part of 100 members above the first 100 members. No nomination shall be placed before the meeting unless written notification of acceptance has been received from the nominee. To arrive at the voting power of the Club the membership of that Club as reported on the previous 31st December shall be taken.
- 1.4 The officers elected hold office for one year and, together with the appointee representing the Local Centre at general meetings of the ACU Ltd, shall form the Emergency Committee of the Centre Board.

## **2. BOARD**

- 2.1 The affairs of the Centre shall be managed by a Board composed of the Officers of the Centre and representatives from each Affiliated Local Motorcycle Club and Group in the Centre.
- 2.2 The representatives of the Affiliated Local Motorcycle Clubs shall be elected by their Clubs in the proportion of two members for a Club membership not exceeding 100 and one additional representative for 100 members or part of 100 members above the first 100 members.
- 2.3 The representatives of the Groups shall be appointed by the Affiliated Local Motorcycle Clubs forming a Group and shall not exceed in number one representative for each Group of not more than ten Affiliated Local Motorcycle Clubs and a second representative for any larger Group.
- 2.4 The quorum for a meeting of the Board shall be five, each member shall be entitled to one vote, and in case of an equality of votes, the Chairman shall have a casting vote.

## **3. CHANGE OF REPRESENTATION**

An Affiliated Local Motorcycle Club or Group shall have the power to change its representatives on the Board at any time, so long as the number of such representatives does not exceed that to which it is entitled under Article 2.2 or 2.3 of these Bye-Laws such change to take effect on and from the date of receipt of notice by the Secretary of the Centre.

## **4. SUB-COMMITTEES OF THE BOARD**

- 4.1 The Board may appoint Sub-Committees, and may delegate to them such powers as it may think fit to prescribe in the terms of reference. Such Sub-Committees may comprise persons who are not members of the Board or of the Local Centre.
- 4.2 The Sub-Committees shall report to the Board, and their recommendations shall be subject to confirmation by the Board, except in cases where they are given full power to act.
- 4.3 Sub-Committees shall appoint their own Chairmen and Vice-Chairmen. The Chairman and Vice-Chairman of the Board shall be members of every Sub-Committee, except in special cases where the Board may otherwise order.
- 4.4 Additional members may be appointed, or vacancies may be filled on Sub-Committees by the Board.

## **5. EMERGENCY COMMITTEE**

The Emergency Committee as constituted according to 1.4 of these Bye-Laws shall have power to deal

with matters of urgency which may arise from time to time, subject always to its proceedings being confirmed at a subsequent meeting of the Board.

## **6. FINANCE**

Subscription fees from the individual Members of Affiliated Local Motorcycle Clubs within a Local Centre (less any amount retained by the ACU headquarters under Rule (B) (20) of the Rules and Bye-laws of the ACU Ltd) and any other income received shall be the property of the Centre, and shall be expended from time to time as the Board deems fit in the furtherance of the objects of the Centre.

## **7. SECRETARY**

- 7.1 At the first meeting of the Board in each year a Secretary shall be appointed, either in an honorary capacity or at such remuneration as may be fixed by the Board. The Secretary shall remain in office until the first meeting of the Board in the succeeding year unless previously released from office by the Board. The duties of the Secretary shall include:
- a. responsibility for the recording of proceedings of all business transacted at meeting of the Board and Sub-Committees of the Board;
  - b. responsibility for the production of minutes of all meetings and for submitting them for confirmation at the next following meeting of the Board or Sub-Committee as the case may be;
  - c. responsibility for all correspondence in connection with the work of the Centre.
- 7.2 The Treasurer, on the instructions of the Board, shall refund the Secretary's out-of-pocket expenses incurred in attending meetings of the Board or Sub-Committees or Competitions promoted by the Centre, and other out-of-pocket expenses.

## **8. MEETINGS**

- 8.1 Meetings of the Board shall be held on such dates at such times and at such venues as the Board decides from time to time.
- 8.2 The Chief Executive of the ACU Ltd, or his deputy, shall have the right to be present at all meetings of the Board or Sub-Committees of the Board, with all privileges of membership other than the right to vote.

## **9. WINDING-UP**

In the event of the Centre becoming wound-up, disbanded or ceasing to exist, all monies and properties of the Centre shall be deemed to be the property of the Affiliated Local Motorcycle Clubs which are members of the Centre at the date on which the Centre is wound up or dissolved or ceases to exist, and shall be used in any manner thought fit by such clubs.

## **10. LIMITED COMPANIES**

Where a Centre is a limited company and where the Memorandum and Articles of Association are inconsistent with these Bye-laws, the Memorandum and Articles shall prevail, reasonably and properly incurred by the Secretary.







