



# north of ireland karting association

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## The Constitution of the North of Ireland Karting Association. (Amended February 2009 from previous February 2008 version)

### **1.0 TITLE**

- 1.1 The name of the Association shall be the 'North of Ireland Karting Association' or for shortness N.I.K.A. hereinafter known as the Association.
- 1.2 The objects of the Association shall be to assist member clubs in the co-ordination and the furtherance of Karting in all aspects under the Motor Sports Association rules and regulations.
- 1.3.1 The Association will organize the running of the Northern Ireland Karting Championships each year in conjunction with the member clubs.
- 1.3.2 The Association will also liaise with bodies outside the sport when a co-ordinated response is required, to develop the sport.

### **2.0 MEMBERSHIP**

- 2.1 Application for membership will be considered from any kart club based in Northern Ireland, which has a bonafide membership of at least fifty (50). The Association reserves the right to refuse membership without giving a reason.
- 2.2. Member clubs shall be bound to observe and conform to the rules of the Association. Membership shall cease if in the opinion of the Association a club shall commit a grave breach of the rules of the Association or be guilty of conduct prejudicial to the Association or its objects. The offending club will be permitted to make its case to the Association committee before any decision to withdraw membership would be decided by a quorum of the other clubs on the committee.
- 2.3 Each member club must have and promote its own Child Protection Policy and take all necessary precautions to eliminate the potential for any and all abuse of children under their supervision.
- 2.4 Each member club should agree to play an active role in delivering the Association's, five year rolling Strategic Plan, which is drawn up and overseen by NIKA.
- 2.5 Member clubs of the Association are expected to run allocated rounds of the Northern Ireland Karting Championship each year on behalf of and in conjunction with the Association.

Entry fees for these events must include a per capita charge payable to the Association to cover annual prizes and other associated expenses. The Association committee will agree race dates and per capita charges annually.

- 2.6.1 Any member club hosting an event promoted by an organisation outside the Association may request, in advance of the event, for an exemption of any per capita charge that may otherwise be applicable.
- 2.6.2 Any member club, which formally invites any competitor(s) from a club outside the Association may request, in advance of the event, for an exemption of per capita charge that may otherwise be applicable.

### **3.0 COMMITTEE DELEGATES**

- 3.1 The Association will comprise of three delegates nominated from and by each member club to form an Association committee. If a delegate resigns that delegate can be replaced.
- 3.2 Three Association officers will be elected from these delegates, comprising a Chairperson, Vice Chairperson and a Treasurer.
- 3.3 The committee will elect an Honorary Secretary's position, at the AGM, under paragraph 4.3, who will be a non voting member of the Association committee. During committee meetings the Secretary may propose items but will not be permitted to vote or second any proposal.

The Honorary Secretary or such other person as shall be appointed in that position shall keep the Minute Book and shall have custody of all Books, Records, and Documents of the Association. The Honorary Secretary shall summon and attend meetings when instructed to do so and take minutes of the proceedings and resolutions, and pay over to the Treasurer all monies received by the Honorary Secretary on behalf of the Association.

- 3.4 The Chairperson will liaise with the Honorary Secretary to schedule and arrange agendas for meetings. The Chairperson will chair the meetings and ensure all matters on the agenda are discussed & concluded. The Chairperson will also fulfill the role of principle officer of the committee and when the need arises is empowered to make decisions outside of meetings, in consultation with other members of the committee. In the event of a tied vote, the Chairperson will have the casting vote.
- 3.5 The Vice Chairperson will undertake the role of Chairperson in the event of the Chairperson being unable to attend a meeting. In the event of the Chairperson being unable to complete a term of office, the Vice Chairperson will assume the role of Chairperson until such times as an AGM or an EGM is called to elect a new Chairperson.
- 3.6 The Treasurer shall collect all subscriptions and have custody of all monies belonging to the Association. The Treasurer shall lodge all Association monies in such banks, as the Association shall appoint from time to time. The Treasurer shall submit the Accounts, Books, Documents, and Records, to the Auditors for inspection and present the Accounts duly audited before the Annual General Meeting of the Association. No money shall be withdrawn from the Bank, without the approval of the committee & except by cheque signed by any two of the three officers, (*i.e. Chairperson, Vice Chairperson and Treasurer*).

The Accounts shall be made up from 1<sup>st</sup> January to the 31<sup>st</sup> of December of each year.

- 3.7 The committee will consider applications from circuit owners to become affiliated members of the association. Such persons or a nominated alternate may attend meetings, in a non-voting capacity. During committee meetings that person may propose items but will not be permitted to vote or second any proposal.

Applications should be made in writing, addressed to the Honorary Secretary.

An annual levy of £250 will be charged to any affiliated member of the Association.

- 3.8 The Association committee may also invite other specific individuals required to advise or contribute to the furthering of the Association. Such persons will not be permitted to propose, second or vote on any item.
- 3.9 Committee delegates will be unpaid by the Association, but if they incur expenses in performing Association duties authorized by the committee, they will be paid these expenses on production of the relevant receipts. Any other payments must only be with committee approval.

#### **4.0 ANNUAL GENERAL MEETING**

- 4.1 The Annual General Meeting (AGM) will be held each year during January / February. Fourteen days minimum notice will be given to delegates and clubs of the date, time and place of the AGM.
- 4.2 Attendance at the AGM will be limited to the committee delegates plus up to three other nominees from each club. The Association committee may also invite other specific individuals required to advise or contribute to the AGM.
- 4.3 The AGM will review the previous AGM minutes, the financial accounts for the prior year, the Chairpersons report of NIKA activities for the prior year, and elect the Officers for the incoming year. Plans and proposals for the incoming year and any other business will be taken at this time.

If Officers change, the new Officers will then take up their new positions. During the election of Officers or any other vote, club delegates and nominees may propose and second and have one vote per person and no proxy votes. The Chairperson will have an additional casting vote in the event of a tied vote.

- 4.4 A quorum at the AGM will require one half of the member clubs represented and at least five delegates or nominees. No business or decisions can be taken without a quorum present.

#### **5.0 EXTRAORDINARY GENERAL MEETING**

- 5.1 An Extraordinary General Meeting (EGM) can only be called at the discretion of the Chairperson, or at the written request of at least one half of the member clubs. Fourteen days minimum notice will be given to delegates and clubs of the date, time and place, along with the reason for the EGM.
- 5.2 Quorum, attendance and voting rules per AGM.

## **6.0 COMMITTEE MEETINGS**

- 6.1 The Honorary Secretary or Chairperson will call committee meetings with minimum notice of seven days.
- 6.2 Only club delegates may attend, unless the committee invites other individuals to assist with Association business
- 6.3 A quorum at a committee meeting requires one half of the member clubs present and at least four delegates, otherwise no business or decisions can be taken.

## **7.0 CONSTITUTION**

- 7.1 The Constitution of the Association may only be altered, added to or deleted at the AGM.
- 7.2 However the AGM may vote to ask the incoming committee to alter, add to or delete specific parts of the Constitution before full approval at the next AGM, and to observe these interim amendments during the incoming year.

## **8.0 DISSOLUTION**

- 8.1 In the event of the dissolution of the Association, any funds after payment of all due debts will be returned to the member clubs at that time in equal shares.

## **9.0 GENERAL**

- 9.1 The Association will develop and administrate a rolling 5-year Strategic Plan for karting in Northern Ireland. Each member club will contribute to the development of the plan and adhere to its guidelines.
- 9.2 Anti-Doping Policy.
  - 9.2.1 The Association has adopted the Anti-Doping Rules issued by Sport NI and along with the 'Procedures for the Control of Drugs and Alcohol' issued by the Motorsports Association. Therefore ensuring that all competitors are free to compete in a doping free sport and thus promote health, fairness, equality and safety in karting in Northern Ireland.
  - 9.2.2 The Association, representing the sport of karting under the jurisdiction of Sport NI hereby resolves that any Anti-Doping Rules of Sport NI comprised in the existing Anti-Doping Rules shall, as and from 1<sup>st</sup> January 2009, stand repealed and shall be replaced by the following rule:  
  
Anti Doping Rules:
    - a. In the area of anti-doping, Sport NI Anti-Doping Rules apply to the sport of karting in Northern Ireland and
    - b. Persons participating in the sport of karting under the jurisdiction of Sport NI, who qualify as Participants' (*as the term is defined in the Anti-Doping Rules*) are bound by and must comply in all aspects with the Anti-Doping Rules.
  - 9.2.3 Sport NI shall recognise and take all necessary steps to give full force and effect within its jurisdiction (a) to the Anti-Doping Rule and; (b) to any sanctions(s) imposed under the Anti Doping Rules.
  - 9.2.3 Penalties for breach of the Anti-Doping Rules will be as advised by Sport NI to the Motorsports Association

## **10.0 APPROVED**

- 10.1 Date:- 17<sup>th</sup> February 2009
- 10.2 Chairperson Signature:-
- 10.3 Honorary Secretary Signature:-