



Associate Members and Honorary Members

of

**Little Athletics Association of
Victoria Inc**

Regulation 11

Version 2.1
Registration Number: A0003260D
RELEASED: August 2020

TABLE OF CONTENTS

SECTION 1 – ASSOCIATE MEMBERS

1.1	Context.....	3
1.2	Purpose.....	3
1.3	Eligibility as an Associate Member.....	3
1.4	Registration of Associate Members.....	4
1.5	Ongoing requirements that apply to Associate Members.....	4
1.6	Eligibility as an Associate Member.....	5

SECTION 2 – HONORARY MEMBERS

2.1	Context.....	6
2.2	Purpose.....	6

SECTION 3 - DOCUMENT HISTORY

3.1	VERSION CONTROL.....	7
-----	----------------------	---

SECTION 1 – ASSOCIATE MEMBERS

1.1 Context

- (a) An Associate Member is defined in rule 4.1 of the Constitution of the Association, as a natural person, not being a Competitive Member, who meets the criteria for membership set out in the Regulations. In essence, an Associate Member is a person, such as an official, a coach, or a parent, relative or friend of a Competitive Member, who undertakes activities in aiding the Association to carry out its functions, duties and powers under the Constitution and the Associations Incorporation Reform Act 2012 (Vic) (the Act).
- (b) Under both section 46 of the Act and rule 6.9 of the Constitution, Members accept that the Constitution constitutes a contract between them and the Association, entitling the Members to the benefits, rights and privileges set out in the Act and Constitution, and requiring them to undertake the obligations also set out.
- (c) Associate Members have the right under rule 6.1 (d) to be present at General Meetings (GMs) of the Association, but not to debate or vote at a GM. Subject to rule 6.1 (d) and the Constitution generally, Associate Members are also entitled under rule 6.9(b) to express their views in meetings, to make proposals and submissions to the Board of the Association, and to engage and participate in activities of the Association. While involved in activities sanctioned by Little Athletics Australia Ltd (LAA), Associate Members are covered by the national insurance program (public liability, professional indemnity and personal accident cover) entered into by LAA.
- (d) Associate Members are required under rule 6.9(a) to comply with the Constitution, and the Regulations made under the Constitution, when undertaking activities on behalf of the Association. A Member who fails to comply with the Constitution or the Regulations may be subject to disciplinary action by the Association under rule 10. In addition, if a Member has a grievance with another Member, or with the Association, there are grievance procedures set out in rule 21.
- (e) A person who is covered by the terms of paragraph 1.3 of this Regulation must apply in writing to the Chief Executive Officer (CEO) of the Association under rule 6.6(b) for annual membership as an Associate Member each Affiliation Year. The CEO may refer any such application for membership to the Board for review. Under rule 6.6(e), the Board may determine whether to approve or decline the referred application.
- (f) Persons who are Associate Members under this Regulation may also be Members of one or more Affiliated Centres for the purposes of conducting the affairs of those Centres.

1.2 Purpose

- (a) The purpose of this Section is to outline the eligibility, registration and ongoing requirements that apply to Associate Members.

1.3 Eligibility as an Associate Member

- (a) An Associate Member of the Association is:
 - (i) A parent/guardian of a Competitive Member;
 - (ii) A person, other than a person covered by subparagraph 1.3(a)(i), who officiates at a Region or State Championship conducted by the Association;
 - (iii) A coach (officially accredited or not) who provides coaching services to the Association at coaching events conducted by the Association (including events organised by Region Committees of the Association); or

- (iv) A person, other than those covered by subparagraphs 1.3(a)(i), (ii) and (iii), who undertakes activities in aiding the Association to carry out its functions, duties and powers, including those who are Members of Region Committees of the Association or of other Committees established under rule 20.

1.4 Registration of Associate Members

- (a) A person registers as an Associate Member each Affiliation Year. The Affiliation Year, as determined by the Board in paragraph 1.3(a) of Regulation 6, starts on 1 September each year and concludes on 31 August of the following year.
- (b) Subject to any possible review by the Board, a person who is a parent/guardian of a Competitive Member is required to make an online application to be an Associate Member when he or she annually registers a child as a Competitive Member.
- (c) When a person covered by subparagraphs 1.3(a)(ii), (iii) and (iv) of this Regulation has agreed to undertake the activities referred to in those provisions (officiating, coaching or other activities), that person will be required to make an online application to be an Associate Member. At the appropriate time, the CEO will ensure that the organisers of each Association activity remind relevant persons of the requirement to apply to be an Associate Member.
- (d) The online application form will require a person to provide the following details:
 - (i) The name and address of each Member;
 - (ii) The category of each Member (based on the categories in paragraph 1.3);
 - (iii) The date on which each Member became a Member;
 - (iv) The date on which a Member ceases to be a Member; and
 - (v) Any other information required by the Board.
- (e) Under rule 8.1, the CEO will keep and maintain a Register of the details referred to in paragraph 1.4(d). The Privacy Policy of the Association will apply to how the Association deals with the keeping of those details. Subject to the operation of that Policy, Members can make a request to inspect the Register under rule 30(d).
- (f) To ensure that the Association is able to maintain contact with Members, including informing them of any relevant matters, an Associate Member will advise the CEO online of any changes to his or her details kept on the Register.
- (g) Each Affiliated Centre is also required under rule 8.4 to keep a register of all members of the Centre. Each register will be available for inspection by the CEO.

1.5 Ongoing requirements that apply to Associate Members

- (a) There are no subscriptions or fees payable by a person to the Association to become an Associate Member.
- (b) The activities of the Association require the dedicated efforts of many volunteers for its successful functioning. While a person may register as an Associate Member under one of the categories referred to in paragraph 1.3 above, the Association acknowledges that the Member may engage in Association activities in other categories.
- (c) The Association is committed to the safety and wellbeing of all children involved in its activities. The rights of children are fundamental to the success of the Association. The Association's Child Safe Policy aids in providing for a safe and inclusive environment for all children in Little Athletics, and assists with meeting its obligations under Victorian child protection laws. Associate Members are required to comply with the child safety provisions set out in the Association's Child Safe Policy and Working with Children Check Policy.

- (d) Members are also required to comply with the behavioural standards set out in the Association's Code of Conduct (click [HERE](#)) when engaged in Association activities.

1.6 Eligibility as an Associate Member

- (a) The disciplinary procedures in rule 10, and the grievance procedures in rule 21, apply to Associate Members when engaged in carrying out activities of the Association. The separate disciplinary and grievance procedures set out in the Constitutions of each Affiliated Centre apply to persons who are engaged in carrying out activities of each Centre.

SECTION 2 – HONORARY MEMBERS

2.1 Context

- (a) A person may be appointed as an Honorary Member of the Association under rule 6.7 in recognition of services to the Association. Nominations for Honorary Membership are lodged with the CEO and will be determined by the procedure set out in Regulation 14. Under rule 6.1(e), an Honorary Member has the right to be present at, and to debate at, GMs, but not to vote.

2.2 Purpose

- (a) Once appointed as an Honorary Member, a person is appointed for life, and does not need to reapply for annual Membership of the Association. The registration details that are covered by paragraph 1.4(d) will also be kept by the Association for each Honorary Member, and the Privacy Policy of the Association will apply to how the Association deals with the keeping of those details. As with Associate Members, no subscriptions or fees are payable to the Association by Honorary Members.

SECTION 3 - DOCUMENT HISTORY

3.1 VERSION CONTROL

Date	Version #	Action Taken / Updates
27 June 2016	1.0	Accepted changes when document modified in August 2013. Instituted Version Control with 25 June 2016 document becoming V1.0 Minor formatting changes.
11 May 2020	2.0	Comprehensive revision; replacement of Ordinary Member definition with Associate Member, to align with Constitution.
3 August 2020	2.1	Minor editing to align to updated Reg 6 – Affiliation, update clause 1.4 (a)