



AFL London Constitution

1. Definitions

- 1.1 **AFL** means the Australian Football League.
- 1.2 **Football** means the game of Australian Rules Football.
- 1.3 **Committee** means the Directors of the League, nominated and elected to positions via the process outlined in the constitution. Also referred to as the Executive, Executive Committee or the Board.
- 1.4 **Member Clubs or Members** means the individual clubs that make up the AFL London League, and hold advisory rights and responsibilities.
- 1.5 **Constitution** means this constitution, as altered or added to from time to time.
- 1.6 **Chairman or Director** means the individual responsible for overseeing and leading AFL London, nominated and elected via the process outlined in the Constitution.
- 1.7 **League (or The League)** means AFL London.
- 1.8 **Life Member** means an individual who has achieved life membership in accordance with the constitution.
- 1.9 **Team** means any team fielded by a Member Club in a competition run by AFL London.
- 1.10 **Player** refers to any registered individual who plays for a team associated with a Member Club and in a competition run by AFL London.
- 1.11 **Season** refers to the calendar year that the AFL London competition runs within, and includes any meetings or activities related to that year that might fall before or after the year.
- 1.12 **Tribunal** refers to a board of representatives that hear evidence in relation to a reported incident that occurred on or off the field and make a verdict in accordance to the evidence presented.
- 1.13 **Advisory Committee** refers to the committee of presidents/Member Clubs that provide advice on the direction of AFL London to the Executive Committee.
- 1.14 **Longevity Committee** refers to a standalone committee that considers matters of the progression and future of AFL London with no short-term agenda in mind.

2. Purpose

2.1 Name

The name of the Association is AFL London, referred to as “the Association”.

2.2 Objectives

The Association’s objectives are as follows:

- a. To act as the governing body for Australian Rules Football in London and work alongside AFL England and its affiliated associations to represent England within AFL Europe and any other international organisations.
- b. To promote the sport of Australian Rules Football in London and the English national team(s).
- c. To encourage the development of players in London including women and youth players, and especially the development of players for the national team.
- d. To organise cup competitions in accordance with b. and c. above.
- e. To oversee all teams within the association, schedules and operations.
- f. To ensure that league competitions in the association contribute to the objectives at b. and c. above.

2.3 Powers

In achieving the Objectives in Section 2.2, the League shall have the following powers:

2.3.1 To raise funds to support activities, including sponsorship, sales, grants, donations and legacies of all kinds (and to accept any reasonable conditions attached to them).

2.3.2 To acquire (purchase, lease, hire, or otherwise), any property or rights which are suitable and necessary for the league’s activities.

2.3.3 To maintain and improve the property and rights of the League.

2.3.4 To dispose of (sell, let, hire out license, or gift) the property and rights of the League.

2.3.5 To employ staff or consultants/advisors, or to reward volunteers, to ensure the successful delivery of the League’s activities, including the payment of reasonable expenses.

2.3.6 To purchase and maintain insurance of all kinds and as required.

3. Structure

3.1 General Structure

The Association will be led by an Executive Committee. There are four tiers within the association which include; Executive Committee, Advisory Committee, Social & Administration Committee, and Longevity Committee. These are made up of Committee Officials, Volunteers and Members:

3.1.1 Committee officials are responsible for leading and managing all activities and operations. All officials will be nominated and elected to positions, and will hold the rights and responsibilities as outlined in Section 3.2 below.

3.1.2 Members are any Club that meet the criteria outlined in section 3.4.1. Any Club that meets these criteria automatically be awarded Membership and hold the rights and responsibilities as outlined in Section 3.3 below.

3.1.3 Volunteers are members from any Club or outside of the association that help with Social & Administrative committee roles in which have no legal rights in any voting processes and are not held accountable by the Clubs, however, volunteer their time to better the association. The rights and responsibilities of the social and administrative committee is outlined in Section 3.4 below.

3.2 Committee Officials

The Executive Committee will be formed of officials, as nominated and approved by the process outlined in Section 4.1.2 below.

3.2.1 The following positions make up a full panel of the Executive Committee;

- Chairman
- Vice Chairman
- Treasurer
- Director of Umpiring
- Secretary

3.2.2 At minimum the Executive Committee will consist of the following positions;

- Chairman
- Treasurer
- Director of Umpiring

3.2.3 No Individual shall hold more than one position of the roles outlined above in Section 3.2.1.

3.2.3.1 An individual may hold multiple roles on the Executive Committee if voted on and agreed upon by the Advisory Committee (Member Clubs).

3.2.3.2 If another individual nominates for a position on the Executive Committee that is held by an individual with multiple positions, the individual should relinquish one of their positions (except if the individual nominates for the Chairman outside of an AGM).

3.2.4 No Club shall have more than one current or past member of their membership taking on a role within the Executive Committee.

3.2.4.1 If someone from a club nominates themselves for a role on the Executive Committee where a member of said club is already on the Executive Committee, and no one else is interested in the role from any other Members clubs, the Advisory Committee must discuss and vote on if this individual shall be allowed to go for this position.

3.2.5 The Executive Committee will be led by the chairman, and in their absence, an Executive Committee official nominated by the Chairman or agreed by the Advisory Committee (and known as the acting Chairman). The nominated Committee official will assume all the rights and responsibilities of the Chairman in this case.

3.2.6 The Executive Committee positions as outlined in Section 3.2.1 must be voted on by the Advisory Committee (Presidents of each Member Club). Each position must be voted on and each Club shall receive only one vote for each of the positions. In the event of a tie, the previous individual in that role if still running shall maintain their position, and if in the case they are no longer running for that position they themselves may have the deciding vote on the outcome. They must seek the advice on their decision by the governing bodies from AFL England.

3.2.7 An individual will cease to be a member of the Executive Committee at the point in the Annual General Meeting (AGM) when all Executive Committee positions are declared open for election (See Section 4.4 below) by the outgoing Chairman. All Executive Committee officials will be eligible for re-election.

3.2.8 An individual can no longer be re-elected for a Chairman or Vice Chairman position if they have been elected in that position for five years. This will allow for progress and fresh faces to be the representative of the league.

3.2.8.1 This individual may continue to hold the position of Chairman of AFL London Executive Committee after five years if voted on by the Advisory Committee and no one else nominates for the position.

3.2.9 Any Executive Committee officials may be suspended (temporarily) or expelled (for the remainder of the Season), for reasons including (but not limited to);

- Failing to complete the duties associated with their role on the Executive Committee.
- Behaviour or activities proven to not be in the best interest of the Association.
- Deliberately stealing funds from the Association for personal use (in which will become a criminal matter).

For the period of the suspension or expulsion, officials will lose all rights and responsibilities related to their role within the Executive Committee.

An Investigation must be conducted by the Executive, Advisory, and Longevity Committees in the case of a suspension or before an expulsion. See Section 3.2.10 below for the process involved in an Investigation.

A suspension can be enacted at the discretion of the Chairman or the Executive Committee, and in advance of an Investigation if appropriate. If suspended in advance of an investigation, the suspended official has the right to share their side of the story in full during the Investigation.

Expelling an official can only occur after an Investigation, and requires a full Members Vote as per Section 4.1 of members of all three Committees (Executive, Advisory and Longevity). Expelled officials will not be eligible to be elected to any of all four tier Committee roles for a period of two years. There is no right of Appeal for an expelled official.

Any suspension, lifting of a suspension, or expulsion must be notified to the full four Committees and all Members in writing as soon as possible.

3.2.10 An investigation is required in the event of a suspension or expulsion. An Investigation is conducted by the Chairman (or acting Chairman), and their discretion involving any other Committee officials or Members. The findings of the Investigation will be reported in full, in writing, to all Committees and Members, including the official under investigation. The official under Investigation will have the right to explain their side of events in full duration of the investigation.

AFL London has the right to invite AFL England and/or AFL Europe to adjudicate as independent parties if required.

3.3 Members

3.3.1 Membership of the Association is open to Clubs actively participating in League-run Competitions. To qualify as a Member of the Association, a Club must meet the following criteria:

- Field at minimum one active Team in any League Competition for the Season.
- Pay in full and on time any Membership fee due for that Season.
- Take out and maintain appropriate insurance as instructed by the Association.
- Provide the Executive Committee with details for at least one Member contact, including phone and email.

3.3.2 Each Member will hold one vote in decisions where an Advisory Committee vote is required.

3.3.3 Any Member that has met the criteria in Section 3.3.1 cannot be excluded from participating in an Advisory Committee voting decision if they choose to exercise their right to vote.

3.3.4 Membership automatically transfers to the following Season, if the Members continue to meet the criteria outlined in Section 3.3.1 above.

3.3.5 A new Club may apply to become a Member, by making an application in writing to the Executive Committee. An application for membership can be made at any point and must be considered by the Executive Committee within a 14 days from receipt of the application.

Any application can be accepted or refused at the direction of the Executive Committee, and using the Decision-Making process in Section 4.1 below.

Any application for Membership and the Executive Committee's decision must be communicated in writing to all Committee's and all Members.

3.3.6 The Membership Fee is annual and is set at the discretion of the Committee.

3.3.7 A member may withdraw their Membership at any point by notifying the Association in writing. Once accepted by the Executive Committee the withdrawing Member will lose all rights and Membership immediately. They will also forfeit any Membership Fees paid.

A Member that goes into recession or 'fold' but does not notify the Association in writing of the intention to Withdraw from Membership will continue to hold Membership rights and responsibilities for the full Season and if they have met all requirements in Section 3.3.1.

3.3.8 The Association can suspend (temporarily) or expel (for the remainder of the season) any Member of the Association. For reasons including (but not limited to)

- Failing to meet the Criteria for Membership in Section 3.3.1
- Behaviour or activities proven to not be in the best interest of the Association.

The process of suspending or expelling a member, and including Investigations, is the same as per Sections 3.2.9 and 3.2.10 above.

An expelled Member will have the right to re-apply for Membership the following year.

3.4 Volunteer

3.4.1 As part of the Social and Administration Committee, anyone from any Club may volunteer for any of the following type of positions;

- Director of Social Media/Press/PR
- Director of Social and Events
- Director of Sponsorship
- Director of Women's/Men's/ Junior Football
- AFL Promotional Officer
- AFL London Pride Representative
- Director of Charity
- Other general committee roles

3.4.2 Any of these Committee member roles, do not get a vote within any Association matters like the Executive Committee.

3.4.3 The Social and Administration Committee is on a volunteer basis, thus the individual in the role may leave under any given circumstance.

3.4.4 The Executive Committee has the power to remove someone from the Social and Administration Committee if they deem the individual to be behaving in a way that is not seen in the best interest of AFL London.

3.4.5 An Individual can nominate themselves or be nominated (if they accept) for any of the roles on the Social and Administrative Committee and only need to be seconded by another member of the Executive Committee or the Advisory Committee to obtain the position.

3.4.6 A member on the Social and Administration Committee can hold multiple roles on this Committee.

3.4.7 A member on the Advisory and the Executive Committee can take up roles on the Social and Administration Committee.

3.5 Progression and the Future

3.5.1 The Longevity Committee is a standalone Committee that has no voting rights.

3.5.2 The focus of the Longevity Committee is to set aside Club and Association short term goals, and focus on the long-term goals of AFL London in ways of progressing and growing the Association.

3.5.3 The Longevity Committee will propose ideas to the Executive Committee and the Advisory Committee and reasons to why they are important to adopt for the Association.

3.5.4 The Longevity Committee is headed up by the Chairman or the Vice-Chairman, however, all other committee members are voluntary, and there is no restriction on the number of members from each club that can appear on the Committee.

4. Administration

4.1 Decision Making

There are two methods for decision making, plus an appeal process if required:

4.1.1.1 Executive Committee Vote

- i. The Executive Committee votes on all matters within the Association (with some exceptions).
- ii. The Executive Committee may conduct a vote either in person, or via email/teleconference.
- iii. Each Vote must contain only two options, and any member of the Executive Committee may decline to use their voting rights and within this case their vote is considered a NULL VOTE.
- iv. In the case of a tie, the vote itself is then brought down to the Advisory Committee in which the same rules apply, however, a week timeframe must be given to the Members to cast their vote.
- v. In the case of another tie at the Advisory Committee level, the Chairman of the Executive Committee has the right to make the final decision.
- vi. A vote that is passed by the Executive Committee must be written to the Advisory Committee and their Members of the Decision, this will allow for an appeal process to occur if the Advisory Committee deems the Executive Committees decision is not in the best interest of the Association.
- vii. The Chairman of AFL London has the power to bypass an Executive Committee vote if they deem that a consensus vote is unnecessary.
- viii. The following reasons for bypassing the Executive Committee vote include but not limited to:
 - Issues deemed relatively minor and not required full input of Member Clubs and Executive Committee Officials.
 - Issues where others inputs are not appropriate due to the nature of the issue (legal or diversity & Inclusion).
 - Issues where the Chairman deems any vote is unlikely to result in a decision that is in the best interest of the Association.
- ix. In all cases, where an Executive Decision is made by the Chairman, they will notify all Members Clubs and Executive Committee officials, either in person or in writing via email, of the decision, including a brief rationale for the decision and why it was made by the Executive Decision.
- x. In the case where an Executive Decision involves sensitive issues or requires being kept private (for legal reasons or otherwise) the Chairman is not obligated to share the decision with the Member Clubs, however, must give a brief outline to the Executive Committee.

4.1.1.2 Appeals Process

- i. In Case when an Executive Decision is made or a decision made by the Executive Committee, Member Clubs and the Executive Committee (In the process of when the Chairman decides on their own ruling) have the option of Appealing.
- ii. To initiate an appeal, Member Clubs or a Member of the Executive Committee must notify the Chairman in writing (or in person at the relevant meeting), for an appeal to be valid it must be supported by at least 50% of Member Clubs and Executive Committee Members (excluding the Chairman).
- iii. A successful Appeal will result in the decision reverting to a full Members Vote.

4.1.2 Advisory Committee Vote

- i. A Members Vote (also another way to state the Advisory Committee Vote) shall occur when the Executive Committee believes that the best result or understanding for a decision to be made is to put it to all Member Clubs to vote on.
- ii. This decision is at the discretion of the Chairman.
- iii. A Members Vote can take place in person at an Association Meeting, or in writing over email. In both cases, votes will be tallied and the result shared with all parties involved.
- iv. For a Members Vote to take place, the issue will be outlined simply and clearly, and with voting options provided by the League Chairman.
- v. To pass a decision via Member's Vote, the successful vote must attain more than 50% of total Member Votes (or at minimum 50% plus the Deciding Vote as per clause vi. below). Any Vote when a minimum 50% share is not achieved due to Members abstaining or missing the vote, will result in a Null vote, and the Chairman will revert to Executive Decision as per Section 4.1.1.1.ix above.
- vi. Each Member Club will hold 1 vote.
- vii. In the case of a tied vote, the Chairman of AFL London (on behalf of the Executive Committee), will hold the Deciding Vote.
- viii. The decision made via Member Vote is final and will apply to the current Season with basis for Appeal.
- ix. A Members Vote is the only way in which members of the Executive Committee can be voted in and shall be coordinated by a previous official on the Executive Committee, in most cases the Chairman.

4.2 Meetings

As and when required, Association business can be conducted at General Meetings, an Annual General Meeting or Exceptional General Meetings.

Meetings will be led by the Chairman of the Association, or in their absence by another nominated member of the Executive Committee as Acting Chairman.

4.3 General Meetings

4.3.1 A general meeting is an informal or regular meeting of the Committee to plan, discuss and conduct League activities. A General Meeting does not require Members to be notified or involved, and can include all or some members of the Executive Committee, at the discretion of the Chairman and the Committee generally.

4.3.2 Any decisions made by the Committee at General Meeting (via Executive Decision as per Section 4.1 above) will be notified to the full Committee and all Members in writing.

4.3.3 Full minutes for a General Meeting are not required to be circulated to all Members.

4.4 Annual General Meeting

4.4.1 The Committee will hold an annual general meeting (AGM) once each year.

4.4.2 The business of each annual general meeting shall include (but not limited to):

- i. A report by the Chairman on the activities and operations of the Association.
- ii. A report on the financial position and accounts of the Association by the Treasurer.
- iii. A report on the Umpires group by the Umpires Director.
- iv. A report from Members on activities and operations of each Club.
- v. Resignation of all roles and the subsequent nomination and election / re-election of all members of the Executive Committee.

4.4.3 An AGM must be announced in writing and by giving officials and Members at least 14 days' notice. A date, time and location for the meeting should be included in this Notice.

4.4.4 An agenda for the AGM must be circulated to all Members at least 7 days prior to the AGM taking place.

4.4.5 A quorum must be present for an AGM to proceed. At minimum, a quorum includes the Chairman /Vice Chairman of the League (or an Executive Committee Member nominated to act in that role) plus at least 50% of voting Members. If a quorum is not present at an AGM (or ceases to be present during a meeting) then the meeting must be adjourned until a full quorum is present.

4.5 Extra-Ordinary General Meeting

4.5.1 Any Member or Executive Committee member may request an extra-ordinary general meeting. Notice must be made in writing to the Executive Committee, and include details of the specific issue that the EGM is to address.

4.5.2 The Executive Committee will notify all Members that an EGM has been requested, with details of the subject and a date, time and location for the meeting. The Executive Committee must give Members at least 7 days' notice prior to the EGM taking place.

4.5.3 A quorum must be present for an EGM to proceed, as per Section 4.4.5 above.

5.Diversity and Inclusion

5.1 Referred Documentation

AFL London is a highly diverse and inclusive Association that accepts individuals from all walks of life.

AFL London supports and encourages diversity in all forms (Gender, Sexual Orientation, Race, Religion, marital Status, Disability and Age).

AFL London has an obligation to ensure all policies and regulations that it creates and amends follow and cohere to the morals and values of the league and its community hold.

5.1.1 The Following Documents are current pieces of legal documentation that everyone that falls under the Association must abide by;

- AFL London Anti-Discrimination and Vilification Policy (2018)

6. Miscellaneous

6.1 Alterations to the Constitution

6.1.1 This constitution may be altered by a resolution passed by a Full Members vote in the Advisory Committee and a vote in the Executive Committee as show in Sections 4.1.

6.1.2 Amendments to this constitution must be made in a different colour text with the year it was amended labelled beside it.

6.1.3 This resets after five years, in which all changes are blended into the rest of the constitution.

6.2 Dissolution

6.2.1 If the Committee determines that it is necessary or appropriate that the League be dissolved, it shall convene an Extra-Ordinary General Meeting of the Committee and Members.

6.2.2 A proposal to dissolve the League must be confirmed by a majority in a Members Vote and as per the Decision-Making process in Section 4.1 above.

6.2.3 In the case of the League dissolving, the Committee will have the power to dispose of any assets held by the League at their discretion.

6.3 AFL London By-Laws

6.3.1 AFL London follows the spirit of the general laws of the game created by the AFL.

6.3.2 AFL London follows the same Spirit of the Laws of the Game as created by the AFL.

6.3.3 AFL London has its own set of By-laws, designed to match the needs of the game over in London.

6.3.3.1 The AFL London By-Laws must be reviewed every year after the Season is complete by the Chairman, Vice-Chairman and the Director of Umpiring.

6.3.3.2 All Changes to the AFL London By-Laws must be put to a Vote either by the Executive Committee or the Advisory Committee which will be decided at the discretion of the three Executive Committee members.

6.3.4 No AFL London By-Laws can be voted on and changed during the Season unless in extreme circumstances where the vote can only be conducted by the Advisory Committee.

6.4 Other Policies

6.4.1 AFL London has outside documentation that covers other areas of the game.

6.4.2 The following documentation are enacted within AFL London and can be changed and voted upon like other Executive Committee and Advisory Committee Decision;

- Extreme Weather Policy (2018)
- Competition Match Report (2018)

6.5 Finances

6.5.1 The treasurer shall receive and distribute funds upon the authorization of the chairperson, in accordance with financial rules and regulations of AFL and good business practice.

6.5.2 The treasurer shall provide financial reports at all Executive Meeting and regular meetings of AFL London.

6.5.3 The treasurer and other nominated members will be responsible for the fundraising activities of AFL London.

6.5.4 AFL London banks with HSBC. Approval must be sought from the Executive Committee to change the bank account of the organisation.

6.5.5 Good business practice ensures that there must be two signatories on the bank mandate at any one time.

6.5.6 All expenses must be sent to the treasurer for authorisation with relevant backup. Backup must be included for reimbursement to occur.

6.5.7 Any expenses must be submitted to AFL London within three months of being incurred. Any expenses received post this date are payable at the discretion of the treasurer and AFL London.

6.5.8 League Fees will be sent to each club by February each year and payable within seven days of receipt.

6.5.9 Should clubs have difficulty paying they must notify the treasurer as soon as possible.

6.5.10 Deliberate non-payment of league fees may be subject to a £100 late payment fee.

6.6 Social Media

6.6.1 AFL London Social Media includes platforms; Website, Facebook, Instagram, Twitter.

6.6.2 All these Social Media platforms will have the passwords held by more than one member of any committee to ensure the account remains in the leagues control.

6.6.3 All content posted must abide by the AFL London Constitution and can promote the league and any of its clubs, as well as AFL London's sponsors. No piece of content can discriminate or single out a member club in a negative manner.