

BY-LAWS
of the
AUSTRALIAN CAPITAL TERRITORY LITTLE ATHLETICS ASSOCIATION

The lettering/numbering system for all By Laws of the Australian Capital Territory Little Athletics Association (ACTLAA) otherwise known as 'the Association' will be the one letter ('A' for Administration, C for 'Competition' or F for 'Finance'), two (2) digit year, followed by a slash (/) and then a sequential number, starting at one (1) each year.

Administration By-Laws

- A90/6 That punitive action proposed by the Board of Management be ratified by a meeting of the Association prior to implementation.
- A90/7 That the Association have a mechanism in place to enable results of ACTLAA Carnivals to be sent to Centres and published on the ACTLAA website as soon as possible.
- A92/2 Once the ACTLAA season calendar has been ratified at an Association Meeting, no Centre shall schedule (or re-schedule) an activity such that it clashes with any of the activities listed on the ACTLAA calendar.
- A96/7 That members of the Board of Management of ACTLAA be considered ineligible for appointment to any permanent position within ACTLAA for which remuneration applies.
- A96/8 That a policy be implemented restricting supply of ACTLAA approved tracksuits complete with ACTLAA logo and badges to athletes and officials selected to represent ACTLAA.
- A98/5 That Registration Days are advertised in the media at least two (2) weeks prior to the first Registration Day.
- A02/4 The ACTLAA primary registration days will be held in the first half of September. Notification of registration dates are to be given to the Public Relations Director at the ACTLAA Annual Conference.
- A02/6 That the following Policy Statement be adopted as the Risk Management Policy for ACTLAA:

ACTLAA - RISK MANAGEMENT POLICY

Policy objectives

Sound risk management is essential in the provision of safe, satisfying, and enjoyable experiences for everyone associated with ACTLAA.

This policy aims for a systematic approach for our sport in which risk management:

- Is a critical element of the governance and management of our sport.
- Is a way of thinking for everyone who organises, delivers or participates in ACT Little Athletics.
- Benefits participation, health and safety, social interaction, competitive performance and other key outcomes for ACTLAA.

ACT Little Athletics' risk context

Sport is an important part of our society and of many people's lives. Sport exists in the same social, legal, and economic environment as any other form of human endeavour and as such the risks must be managed accordingly.

Sport by its nature engages the participant in increased risk. With this risk comes opportunity, benefits, and reward. Participants willingly accept a certain level of risk to gain the enjoyment or satisfaction derived from winning or participating.

It is neither practical, nor in many cases acceptable, to adopt a process-oriented or risk-averse approach to these risks – to do so would strangle the sport or activity. Rather, risk must be managed within limits acceptable to participants, organisations, and the community.

Risk management principles

- ACTLAA is committed to the application of sound risk management principles consistent with AS/NZS 4360 – Risk Management.
- ACTLAA will integrate risk management into all functions at all levels.

- ACTLAA will recognise risk as an opportunity, not just a threat.
- ACTLAA will encourage life-long learning, recognising that suitable knowledge, experience, and skill underpins sound risk management.
- ACTLAA will strive for continuous improvement in risk management.

Responsibility

Everyone involved in Little Athletics in the area encompassed by the ACT and the South-Eastern Region of NSW over which ACTLAA has management responsibility, has responsibility for risk management. Administrators will have a different view of risk to that of a participant, parent, or official but each has an important personal responsibility to ensure that risks within their control are managed according to the rules of the game or standards expected.'

A03/1

Code of Behaviour for Athletes

ACTLAA athletes are to adhere to the following codes of behaviour:

- Play by the rules
- Never argue with or abuse an official
- Do not deliberately distract or provoke an opponent – this is not acceptable in our sport
- Work equally hard for yourself and your Centre/Club. Your Centre/Club will only benefit from your efforts
- Show good sportsmanship – applaud all good results whether they be from your Centre/Club, opponent, or from another Centre/Club
- Show respect to coaches and officials
- Recognise the value and importance of volunteer officials and/or coaches, as they give their time, resources and knowledge to provide an enjoyable and safe environment for you, and deserve your support
- Treat all fellow athletes as you would like to be treated – do not interfere with, bully or take unfair advantage of another athlete
- Co-operate with your coach, Centre or Club mates and other participants in our sport – without them there would be no competition
- Participate in Little Athletics for your enjoyment – not just to please your parents, relatives or your coach
- Avoid using bad language

A03/2

Code of Behaviour for Administrators

The ACTLAA BOM and Centre administrators are to adhere to the following codes of behaviour:

- Involve their Centres/Centre members in the planning, leadership, evaluation and decision-making related to the activity
- Ensure that equal opportunities for participation in sports are made available to all athletes, regardless of size, shape, sex, disability or ethnic origin
- Ensure that rules, equipment, events and training schedules take into consideration the age, ability and maturity level of participating athletes
- Ensure that adequate supervision is provided by qualified and competent coaches and officials capable of developing appropriate positive behaviour and skill technique
- Remind themselves that athletes participate for enjoyment
- Focus on the needs of the athletes, rather than those of administrators and officials
- Provide education clinics aimed at improving the standards of coaching and officiating, with an emphasis on appropriate behaviour and skill technique
- Ensure that parents, coaches, administrators, officials, physicians and participants understand their responsibilities regarding fair play
- Be prepared to distribute the Code of Behaviour to spectators, officials, parents, coaches, athletes or the media, should the need arise
- Avoid the use of bad language

A03/3

Code of Behaviour for Officials

ACTLAA and Centre/Club Officials have a fiduciary duty to act as an impartial judge of an athletics competition. This duty carries with it an obligation for the Official to perform with accuracy, consistency, objectivity, and the highest sense of integrity.

ACTLAA and Centre/Club Officials have the right to expect that:

- Their health and safety are paramount.
- They are treated with respect and openness.
- They are appointed to a level of competition appropriate to their level of competence.

- They have access to self-improvement opportunities.

ACTLAA and Centre/Club Officials are to adhere to the following codes of behaviour:

- Be a positive role model in behaviour and personal appearance
- Be courteous, respectful and open to discussion and interaction
- Be impartial
- Avoid any situation which may lead to a conflict of interest
- Be consistent, objective and courteous in calling all infringements
- Compliment and encourage all participants on their efforts
- Ensure that the “spirit of the game” for athletes is not lost by using common sense and not over-emphasising errors
- Accept responsibility for all actions taken
- Ensure that your behaviour is consistent with the principles of good sporting behaviour, noting that actions speak louder than words
- Condemn unsporting behaviour and promote respect for all opponents
- Refrain from any form of personal abuse or harassment towards athletes and/or fellow officials;
- Avoid using bad language
- Assist in the safety and welfare of the athletes
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the participants
- Publicly encourage rule changes which will reinforce the principles of participation for fun and enjoyment
- Make a personal commitment to keep yourself informed of sound officiating principles, latest rule changes concerning the event you are officiating, and to the principles of growth and development of athletes
- Demonstrate appropriate social behaviour by not harassing children, coaches or officials, and by not smoking on the arena (as defined by the relevant Competition Manager) or being intoxicated

A03/4

Code of Behaviour for Parents and Relatives

Parents and relatives attending ACTLAA sanctioned activities, which may include weekly competition at Centres/Clubs, Carnivals or coaching and education clinics or like activities, are to adhere to the following codes of behaviour:

- Encourage the child to participate if they are interested
- Focus upon the child's efforts rather than the overall outcome (result) of the event, as this will assist the child in setting realistic goals related to his/her ability by reducing the emphasis on winning
- Teach the child that an honest effort is as important as a victory, so that the result of each event is accepted without undue disappointment
- Encourage the child to always participate according to the rules
- Never ridicule or yell at a child for making a mistake or losing an event
- Remember that the child is involved in Little Athletics for their enjoyment – not yours
- If you disagree with an official, raise the issue through the appropriate channels rather than questioning the official's judgement and honesty in public, remembering that most officials give their time and effort freely for the children's involvement in Little Athletics
- Support all efforts to remove verbal and physical abuse in ACT Little Athletics activities
- Recognise the value and importance of being a volunteer official and/or coach, as they give their time, resources and knowledge to provide an enjoyable and safe environment for your children/grandchildren/nephews/nieces, and deserve your support
- Remember that children participate in ACT Little Athletics activities for fun and are not participating for the convenience of parents only – it is not a child-minding organisation Centres need your support and involvement to conduct activities for YOUR child
- Demonstrate appropriate social behaviour by not harassing children, coaches or officials, and by not smoking on the arena (as defined by the relevant Competition Manager) or being intoxicated
- Avoid using bad language

A03/5

Code of Behaviour for Spectators

Spectators attending ACTLAA sanctioned activities, which may include weekly competition at Centres, Carnivals or coaching and education clinics or like activities, are to adhere to the following codes of behaviour:

- Remember that children participate in Little Athletics activities for fun and are not participating for the entertainment of spectators only, nor are they miniature professionals

- Applaud good performances and efforts from each child. Congratulate all participants upon their performance regardless of the event outcome
- Respect the official's decisions – if there is a disagreement, follow the appropriate procedure in order to question the decision and teach the children to do likewise
- Never ridicule or scold a child for making a mistake during competition – positive comments are motivation
- Condemn the use of violence in any form, be it spectators, parents, relatives, coaches, officials or athletes
- Show respect for each participant – without them there would be no activities to share
- Demonstrate appropriate social behaviour by not harassing children, coaches or officials, and by not smoking on the arena (as defined by the relevant Competition Manager) or being intoxicated
- Avoid using bad language

A03/6

Code of Behaviour for Coaches

ACTLAA coaches are to adhere to the following codes of behaviour:

- Be reasonable in your demands on athlete's time, energy and enthusiasm
- Teach athletes that the rules of the sport are mutual agreements that nobody should evade or break
- Whenever possible, group athletes to give a reasonable chance of success
- Avoid over-coaching the better performing athletes, the "just average" athletes need and deserve equal time
- Remember that athletes participate for fun and enjoyment and that winning is only part of their motivation
- Never ridicule or yell at an athlete for making a mistake or losing an event
- Ensure the equipment and facilities you use for coaching meet safety standards and are appropriate for the age and ability of your athletes
- Take into consideration the maturity level of the athletes when scheduling and determining the length of training times and levels of competition
- Develop and show respect for the ability of opponents as well as for the judgement of officials and other coaches
- Follow the advice of a physician in determining when an injured athlete is ready to recommence training or competition
- Make a personal commitment to keep yourself informed of sound coaching principles and the principles of growth and development of young athletes
- Demonstrate appropriate social behaviour by not harassing children, coaches or officials, and by not smoking on the arena (as defined by the relevant Competition Manager) or being intoxicated
- Avoid using bad language

A03/7

The 'ACT Little Athletics Risk Management Safety Audit Plan' is adopted as the safety audit plan under the ACTLAA Risk Management Policy.

A07/1

Selectors for the ACTLAA Team for the Australian Little Athletics Championships (ALAC) shall not participate in selection decision making for any age group for which their own child is nominated.

A09/1

That voting for the selection of the Team Managers and Coaches for the ALAC Team each year be carried out at an Association Meeting of ACTLAA with each Centre delegate and each member of the Board of Management entitled to one (1) vote. If a vacancy arises that precludes voting and selection at an Association meeting, nominations, with resumes, will be called for and the BOM shall have the power to appoint a person to fill the vacancy.

A09/2

That the panel of selectors of the ACT ALAC team consist of a minimum of three (3) and a maximum of (6) selectors. The panel is to include the ALAC Head Coach and Assistant Coach, providing this does not contravene any other by-laws. There should be a maximum of four (4) additional members. The call for the additional four members is to be advertised through the Centres. Applicants for the Selection Panel will be required to submit resumes to the ACTLAA Board of Management who will ensure the candidate's suitability prior to decision by ballot at an Association meeting. Noting A09/1, if a vacancy arises that precludes decision by ballot of the additional member at an Association meeting, nominations, with resumes, will be called for and the BOM shall have the power to appoint a person to fill the vacancy. Only one representative from each Centre can hold a position on the Selection Panel and the nominee must be endorsed by their Centre. The Head Coach will be the chair of the meeting and if the Head Coach cannot be part of the selection panel, the President of ACTLAA shall appoint a chair. The Board of Management shall be given the opportunity to review and approve the

recommendations of the Selection Panel to ensure that the correct process has been followed, provided that A10/1 is not contravened.

- A09/3 The following criteria shall apply for the selection of U13 and U15 ALAC teams representing ACTLAA:
1. Athletes will be selected on athletic performance
 2. Athletes must have completed, signed and returned, via their Centre, the nomination form by the required date to be considered for selection
 3. Subject to A09/3 point 6, all U13 athletes must compete in the ACTLAA State Championships and U15 athletes must compete in the Multi Event Heptathlon in order to be eligible for selection
 4. The Selection Panel will have sole discretion on the selection of athletes to represent the ACT at the ALAC. The Selection Panel may consider athlete performance at all ACTLAA Carnivals
 5. The Selection Panel will also have the right to exclude an athlete from the team up until the time of departure of the team for the ALAC, as a result of adverse reports from Team Managers, Team Coaches or Centres
 6. Special consideration may be given to athletes who miss the ACTLAA State Championships or Multi Event Heptathlon through illness/injury and have a medical certificate indicating they will be fit to prepare for and compete at ALAC. An athlete must present certificates and other supporting information to the Head or Assistant Coach either prior to or on the day of the ACT State Championships or Multi Event Heptathlon

- A09/5 Nominations for Team Managers and Coaches for the ALAC team are to be lodged (with resumes) with the ACTLAA Office by the advised closing date.

- A10/1 That any Centre Delegate or member of the Board of Management with a direct or indirect interest in any of the positions associated with the ACTLAA team for the Australian Little Athletics Championships declare his/her interest and, if appropriate, declare himself/herself ineligible to vote or, failing that, accept the wishes of the majority of those present and entitled to vote at the meeting to abstain from voting.

- A11/1 To promote the sport of Little Athletics and to recognise former Little Athletes from the Association, the ACTLAA Board of Management is to establish a 'Little Athletics ACT Roll of Excellence'. The Board of Management will establish the criteria which are to be endorsed by the Association at an Association Meeting.

A12/1 **ACTLAA Trophies**

At the ACTLAA Annual Dinner, the Board of Management will, at its discretion, award perpetual trophies to successful Centres for the preceding season, as follows:

ACTLAA Centre of the Year Award

The Award will be made to the Centre which, in the judgement of the Board, has made the greatest contribution over the past year to the furtherance of the aims, reputation and good governance of the ACTLAA.

The following will be taken into consideration:

1. The Centre's increase in registrations compared to the previous year or years
2. The weekly meetings conducted by the Centre, including participation, innovation and facilities provided
3. Members of the Centre undertaking coaching, officiating, sports administration and first aid courses
4. Centre members serving on the ACTLAA Board of Management and Association sub-committees
5. Participation in ACTLAA Carnivals by athletes and officials from the Centre
6. Other contributions to the furtherance of the aims, reputation and good governance of ACTLAA

Dennis Goodwin ACT Championship Award

The Award will be made to a Centre achieving the highest points aggregate score at the ACTLAA Championships.

John Hunt Northside Championship Award

The Award will be made to a Centre achieving the highest aggregate points score at the Northside Regional Championships.

Tom and Lyn Stead Southside Championship Award

The Award will be made to a Centre achieving the highest aggregate points score at the Southside Regional Championships.

Mick Morris Relay Championship Award

The Award will be made to a Centre achieving the highest aggregate points score at the ACT Relay Championships.

Multi-Event Championship Award

The Award will be made to a Centre achieving the highest aggregate points score at the ACT Multi-Event Championships.

Small Centre Championship Award

The Award will be made to a Centre with fewer than one hundred (100) registered athletes that achieves the highest number of points at the ACTLAA Championships per ACT Championship qualifier. To be eligible for this trophy, a minimum of 10% of the Centre's registered athletes in the U9 to U17 age groups must have competed at the ACTLAA Championships.

ACTLAA Season Champion Award

The Award will be made to a Centre achieving the highest score based on the following formula:
Centre tally = (a/b) + (c/d) + (e/f)

Where:

- a = Points achieved at the ACT Multi-Event Carnival
- b = Number of athletes registered at the Centre from U8-U17
- c = Points achieved at the ACT Relay Carnival
- d = Number of athletes registered at the Centre from U7-U17
- e = Points achieved at the ACTLAA Championships
- f = Number of athletes registered at the Centre from U9-U17

Michael Spencer Volunteer of the Year Award

The Award acknowledges the significant and highly valued contribution that volunteers make to ACTLAA. The Award will be made to the individual who, in the judgement of the Board of Management, has made the greatest contribution over the past year to the furtherance of the aims of the Centre and/or ACTLAA. Nominations shall be by an affiliated Centre or by the Board of Management. The nomination must be forwarded to the Administration Director at least three (3) months prior to the date set down for the Annual Dinner of the Association. The nomination shall comprise a description of the volunteer's involvement with the Centre's activities (including specific examples) and an overview of the benefits of this service.

ACTLAA Cross Country Championship Award

The Award will be made to the Centre achieving the highest aggregate points score at the ACT Cross Country Championships.

- A13/1 A person nominated for any official role in any ACTLAA team must have a current 'Working With Vulnerable People' registration where that requirement is applicable under laws prescribed in the ACT.
- A17/1 In the following by-laws dealing with operation of canteens at carnivals, the Eligible Centre shall be the Centre that fulfilled the Carnival Manager duty for the relevant carnival in the previous season. If the relevant carnival was not held in the previous season, then the Eligible Centre shall be the Centre that was assigned the Carnival Manager duty on the last occasion that the relevant carnival was scheduled.
- A17/2 Where canteen facilities are available at the Little Athletics ACT Relay Championships venue, the Eligible Centre will be invited to operate a canteen at the current season's Little Athletics ACT Relay Championships. If canteen facilities are not available, no other arrangement will be made.
- A17/3 Where canteen facilities are available at the Little Athletics ACT Multi-Event Championships venue, the Eligible Centre will be invited to operate a canteen at the current season's Little Athletics ACT Multi-Event Championships. If canteen facilities are not available, no other arrangement will be made.
- A17/4 Where canteen facilities are available at the Little Athletics ACT Championships venue, the Eligible Centre will be invited to operate a canteen at the current season's Little Athletics ACT Championships.

If canteen facilities are not available, no other arrangement will be made.

- A17/5 Where an Eligible Centre, invited to operate a canteen advises Little Athletics ACT that they are unable to operate a canteen at the relevant carnival, Little Athletics ACT may use any method it deems appropriate to secure another Centre to operate a canteen at the relevant carnival.
- A18/1 That athletes, coaches, officials, parents, volunteers, spectators and Centre administrators refrain from participating in behaviour that might bring LAACT (inclusive of member Centres) into disrepute. Bringing LAACT into disrepute means the individual acts in a way which is incompatible with LAACT's public profile, or does something which would ordinarily be considered offensive and reflects badly on LAACT by association. Behaviour which could bring LAACT into disrepute includes comments made via social and professional networking media and covers activities both inside and outside of LAACT sanctioned events. Bringing LAACT into disrepute may result in disciplinary sanctions being imposed by the LAACT BoM. Such sanctions could include a ban from participating in LAACT and LAACT Centre events for a period of time determined by the LAACT BoM. The LAACT disciplinary process is outlined in Section 1.23.1 of the Constitution.

Competition By-Laws

- C97/5 That a record be authorised by the Chief Official of that event and the Track or Field Referee on the event sheet.
- C98/6 That the “Competition Handbook – A guide for officials” is adopted as a Rule of Competition to support the current Rules of Competition and programmes for ACTLAA sanctioned Carnivals.
- C98/10 That only one (1) professional sports trainer be hired for each Association Carnival, when qualified volunteers are not available.
- C01/9 That the standard colour coding be adopted for shot put, these being 1kg – royal blue, 1.5kg – yellow, 2kg – orange, 3kg – white, 4kg – red, 5kg – green.
- C06/5 That the ACTLAA Relay Carnival, Multi-Event Carnival and State Championships be conducted on a date and at a venue as approved at Conference for the current year.

C06/7 Athletes competing in all ACTLAA Carnivals and Centre competitions must wear shoes.

Age groups Under 6 to Under 8 will not be allowed to wear Spikes.

Age groups Under 9 to Under 17 will be allowed to wear Spikes for laned events, javelin, high jump, long jump and triple jump.

Age groups Under 13 to Under 17 will be allowed to wear Spikes for unlaned events except walks.

Spikes are defined as any athletic shoe that has the ability to take metal spikes or with sharp plastic or rigid protrusions. The shoe is still regarded as a spike even if the metal spikes have been removed. Note that shoes with flexible protrusions are not within the definition of “Spikes”. The terms “Rigid” and “Flexible” are defined as follows:

- Rigid: materials such as metal, plastic or compounds that are capable of penetrating or marking the skin of an athlete
- Flexible: materials such as rubber or synthetic materials that can bend or flex with moderate pressure and not capable of penetrating or marking the skin

On grass tracks the maximum length of Spikes will be 9mm.

On synthetic tracks the maximum length of Spikes will be 7mm.

Please note a change to Rule C06/7 will come into effect from the 2020/2021 summer season to fall into line with the Little Athletics Australia Standard Rules. Both U9 and U10 participants will not be allowed to wear spikes from the commencement of the 2020/2021 summer season.

- C07/2 That there be no minimum qualifying standard applied for selection to the ALAC team and that the team consist of the best available eligible athletes.
- C07/3 Medals to be issued for 1st, 2nd and 3rd at ACTLAA Championships and the Multi-Event Carnival.
- C07/4 That all affiliated Centres provide the required number of officials as per the formula set down for the ACTLAA Carnivals.
- C07/6 The ACTLAA BOM develops and implements a Multi-Event Carnival points scoring system that:
1. Covers approved events undertaken by Little Athletics;
 2. Ensures that a similar quality of performance, no matter what event, gains similar points.
- C07/7 That ribbons be awarded to first, second and third placed teams for each event at the Relay Carnival.
- C07/9 The BOM shall issue the program of events for the Multi-Event, Relay, Cross Country and ACTLAA Championship Carnivals to each Centre, specifying the list of events, the order of events and on what days they will be held, no later than four full weeks prior to the Carnival or Championships date.
- C08/2 The following age groups will be eligible for participation in ACTLAA Carnivals:

Relay Carnival	Under 6 through to Under 17
Multi-Event Carnival	Under 8 through to Under 17
Cross Country Championships	Under 6 through to Under 17
ACTLAA State Championships	Under 8 through to Under 17

- C09/1 That a full team of 32 athletes (twenty six (26) Under 13 and six (6) Under 15) should be selected for the Australian Little Athletics Championships (ALAC). Where an athlete withdraws from the selected team all reasonable steps should be taken to replace that athlete in accordance with by-law A09/3.
- C10/1 That as a minimum, the Standard Events as defined in the Standard Rules for Competition of Little Athletics Australia be offered at ACTLAA Championships.
- C11/1 The order of rotation for Carnival Manager and Assistant Carnival Manager of the Multi-Event Carnival and Relay Carnival will be:

Multi-Event			Relay Carnival	
Manager	Assistant Manager	Year	Manager	Assistant Manager
Weston Creek	Belconnen	2014/15	Belconnen	Weston Creek
Gungahlin	Tuggeranong	2015/16	Tuggeranong	Gungahlin
Calwell	Queanbeyan	2016/17	Queanbeyan	Calwell
Ginninderra	Lanyon	2017/18	Lanyon	Ginninderra
Woden	Corroboree	2018/19	Corroboree	Woden
Belconnen	Weston Creek	2019/20	Belconnen	Woden
Tuggeranong	Gungahlin	2020/21	Tuggeranong	Belconnen
Queanbeyan	Calwell	2021/22	Queanbeyan	Tuggeranong
Lanyon	Ginninderra	2022/23	Lanyon	Queanbeyan
Corroboree	Woden	2023/24	Corroboree	Lanyon

- C11/2 The order of rotation for Carnival Manager and Assistant Carnival Manager of the ACTLAA Championships will be:

Manager	Assistant Manager	Year
Weston Creek	Belconnen	2014/15
Gungahlin	Tuggeranong	2015/16
Calwell	Queanbeyan	2016/17
Ginninderra	Lanyon	2017/18
Woden	Corroboree	2018/19
Belconnen	Weston Creek	2019/20
Tuggeranong	Gungahlin	2020/21
Queanbeyan	Calwell	2021/22
Lanyon	Ginninderra	2022/23
Corroboree	Woden	2023/24

- C16/1 That participation in Standard Events, with the exception of track relay events, at all levels of competition shall only be allowed in the Age Group to which the athlete is registered.
- C16/2 ACTLAA will offer four carnivals each season, these being the Relay Carnival, the Multi-Event Carnival, the Cross Country Championships and the ACTLAA Championships.
- C17/1 The Multi-Event Carnival will include a heptathlon for the U15 and above Age Groups using the ALAC events and order of events with the U15 heptathlon being a selection trial for the ACTLAA U15 Team.
- C18/2 That ACTLAA include a 'Cross Country Season' in the annual calendar. The cross country season and cross country championships shall be conducted on a date and at a venue as approved at a meeting of the Association.

C19/1 That a Competition Committee be formed for the current season. The Committee is to be governed by a Terms of Reference endorsed by the Board of Management and comprise the following membership: Competition and Technical Director (Chair), Carnival Manager, Assistant Carnival Manager, Records Officer, Health and Safety Officer, IT Officers, Equipment Officer, Officer of Officials and a maximum of four (4) additional members. The call for the additional four members is to be advertised through the Centres. Only one representative from each Centre can hold a position on the Committee.

Finance By-Laws

- F86/4 That the Board of Management at its discretion will make a grant of up to \$250.00 to each Centre conducting special events for Little Athletes.
- F92/6 To offer at the Board's discretion financial compensation to any person involved in running and/or organising an Officials course on behalf of ACTLAA (e.g. starter's course, timekeeper's course).
- F95/1 The Board of Management be authorised to appoint an officer to be responsible for specific fundraising activities.
- F98/4 That receipts are issued to club officials for all monies handed in to the Association.
- F00/4 That the Association budget for a minimum of one (1) coaching clinic at all Country Centres affiliated with ACTLAA.
- F00/6 That fair and reasonable reimbursement be made for travel and accommodation for approved Country Centre delegates to attend AGM's, Conferences and Association meetings.
- F01/1 Fair and reasonable reimbursement be made for travel and accommodation for representatives of affiliated Centres located more than 80km from the Canberra GPO on Board of Management or elected Association Officer positions to attend the AGM, Annual Conference, Association and BOM meetings.
- F01/2 A subsidy be payable for those people who undertake an approved first aid course. This subsidy is to apply retrospectively and be on a dollar for dollar basis and be limited to two (2) subsidies per Centre/ Club per season. Applications for the subsidy are to be made by Centres/Clubs to the ACTLAA Office.
- F01/3 That a coaching subsidy be payable for those people who undertake any AT&FCA or Athletics Australia coaching course. This subsidy to apply retrospectively and be on a dollar for dollar basis. Applications for the subsidy are to be made by Centres to the ACTLAA Office.
- F02/1 That the ACTLAA registration fees per athlete, for Centres located more than 35kms from the Canberra GPO, be 85% of the total of the registration fees paid.
- F09/1 The Association shall provide a one-off financial assistance of up to \$750 for new equipment for the purposes of setting up a new Centre affiliated with the ACTLAA.
- F09/2 That the ACTLAA registration fee shall be waived for athletes in the ACTLAA U12 through to U15 age groups that have current full season or summer season registration with ACT Athletics. Evidence of AACT registration must be presented at time of ACTLAA registration. Revenue from dual registrations for a season will be shared equally between ACTLAA and AACT.
- F10/1 That the ACTLAA budget including the ACTLAA registration fee be endorsed at the ACTLAA conference each year.
- F10/2 That the ACTLAA set up and administer an equipment grants scheme to assist Centres in obtaining track and field equipment and facilities that will better enable them to conduct events for their members. The criteria for the scheme are to be determined annually by the BOM and notified to Centres at the Annual Conference.
- F10/3 That the ACTLAA registration fee is 50% of the full registration fee for those athletes who register on or after 1 January each year of the season currently underway.
- F11/1 That the Board of Management make a grant of up to \$250.00 to any Centre that provides equipment to assist with the running of ACTLAA Carnivals. The amount of the grant is to be relative to the amount and value of the equipment provided.
- F12/1 That no refund of the ACTLAA component of registration monies be given by Centre registrars after a period of 28 days has elapsed from commencement of the relevant Centre's meets or from date of registration if after the commencement of the relevant Centre's meets. Refunds can only be made on the basis of injury or illness that will prevent the athlete from competing for an extended period or the

family moves residence such that they are no longer within the boundaries of the area under the control of the ACT Little Athletics Association.