

These byelaws are set under the powers of the charitable trustees as set out in clauses 21 and 29 of the constitution of Norwich Rowing Club, a charitable incorporated organization (in this document known as “the Club”). The ‘Executive Committee’ is established by the Scheme of Delegation adopted by the Trustees.

1. All members shall make themselves conversant with these byelaws and any regulations, policy and guidance issued by the Executive Committee or its officers which from time to time, be in force and displayed on the Club notice board or otherwise disseminated including by electronic means.

Membership and membership subscriptions

2. Subject always to the Constitution (including clause 13(5)), the membership of the Club shall be made up of the classes set out in these Byelaws. Membership entitles the member to row and take part in other related activities of the Club during reasonable hours. Each class of member carries the same rights and responsibilities unless otherwise excepted or specified in the Constitution or these byelaws. The period of membership shall commence with the payment of the relevant subscription in byelaw 4.

3 For the avoidance of doubt, an individual holding a membership in any of the classes in byelaw 4, shall automatically be a member of the Club, unless that individual wishes not to be a member, and notifies the Club accordingly.

4. The membership classes are as follows.

- Full membership
- Family membership – comprising at least one or both parents and one or more children under 19 years of age on 1 September throughout the following twelve months from commencement.
- Junior Membership – under 19 years of age on 1 September in the membership year in accordance with the British Rowing definition of ‘junior’.
- Social Membership – which entitles the member to take part in all activities of the Club other than rowing/ sculling and training
- Coxing, and non-rowing coaches - which entitles the member to take part in all activities of the Club other than rowing or sculling
- Student Membership (whilst a full-time local student)
- Honorary Life Membership – as Full Membership for the remainder of the member’s life, to be awarded by a simple majority at the Annual General Meeting as proposed by the incumbent Executive Committee
- Temporary student membership (including racing) for a period of four months being two weeks at Christmas and Easter and three months summer membership to broadly match university vacations

4. Subscriptions which may vary for each class of membership but at the rate fixed by an Annual or Special Meeting shall be due as follows:

- a) for members joining after 1 September 2021, immediately on joining the club and then on the anniversary of their joining
- b) for members who were members prior to 1 September 2021, on each 1 September following
- c) for others, by specific agreement with the Committee

except that the committee may by resolution to this effect allow the payment of any subscriptions by installments.

Consideration will be given to reduced rates, by the Bursary Panel (constituted separately), to those who may be precluded, through cost, from membership.

6. Racking of private boats is available with agreement of the committee and only to members of the Club in categories a,b,c or g, or by exception to other categories as agreed by the committee. Fees for racking shall be fixed by an annual or special general meeting, and will be based on the number of seats in the boat. Racking fees will not

be payable through installments.

7. In addition to clause 13(4)(a) of the constitution, any member who is one month in arrears with their subscriptions or racking fees may at the discretion of the Committee have their membership of the Club cancelled. Such members shall be informed by letter from the Committee. Should any member have their membership so cancelled, they will be prohibited from using the facilities of the Club. If they wish to rejoin the Club they may make such payment to the Club funds as may be decided by the Committee.

8. Any member may resign giving one month's clear notice in writing to the Secretary

Members voting rights

9. Members in all classes (listed in Byelaw 4) are entitled to vote at any General Meeting of the Club.. Family members in class b are entitled to one vote for each registered family member.

Expectations of members, use of equipment, racing etc

10. Members are expected to be members of British Rowing. No individuals may represent the Club in any competition or event held under British Rowing byelaws unless they are both a currently subscribed member of the Club and a RACE member of British Rowing with the Club registered as a nominated club.

11. Any member violating any of the byelaws or regulations of the Club or being adjudged guilty of unsatisfactory conduct may, by resolution of the Charity Trustees within Clause 13(4) , be suspended or expelled. Any member so suspended or expelled may appeal to an independent panel, the procedures of which shall adhere to current British Rowing Guidance on Grievance and Disciplinary Procedures

12.No member of the Club shall use the boats or equipment without the permission of the Executive Committee or a person authorised by the Executive Committee.

13. All members shall use ordinary discretion in the use of the Club's premises and equipment and observe all the regulations governing their use.

14. Members shall adopt safe practice and observe guidance of water safety issued by British Rowing and through RowSafe and as documented in the Club Safety Plan.

15. Any damage done to equipment or property belonging to the Club shall be reported forthwith within 48 hours. The Executive Committee shall have power to order the member or members concerned to pay for the amount of non-accidental damage.

16. Any member, crew, or team desiring to enter any regatta, race or Tournament shall inform the Captain (or member with authority delegated by the captain) prior to the date of closing of entries. Any crew, team or member entering any event to which the Club has paid an entrance fee shall be held responsible for that fee.

17. Crews comprising in part members of the Club and in part persons from other clubs ('composite crews') may only enter a regatta or race with the advance permission of the Executive Committee, who will also determine availability and priority use of Club equipment.

18. Persons representing the Club at Regatta shall pay their share of the cost of transporting necessary equipment to and from such events.

19. The Club colours shall be green and yellow and shall be worn by members on all appropriate occasions conforming to British Rowing rules of racing..

20. The Club does not accept any liability whatsoever for any personal injury caused to a member or for any loss or damage to his property while using the Club's property, premises or grounds.

Executive Committee

21.(a) The operational management of the Club shall be vested in a Executive Committee. The Trustees will determine, by the adoption of a Scheme of Delegation within clause 21 of the Constitution, the role of the Executive Committee, and its responsibilities and all related matters.

(b) The Executive Committee shall be constituted as follows:-

Chair of the trustees (or in his absence another trustee), Vice chair, Captain of Rowing, Membership Secretary, Secretary, Treasurer, Club Water Safety Advisor, and Club Welfare Officer

(c) The Chair of the trustees will Chair the Executive Committee.

(d) No more than three members of the Committee (i.e. the Chair and up to two others) may be trustees.

22. The charity trustees may, at their discretion, appoint a president annually.

23. The Executive Committee shall be elected annually by the members of the CIO in a General Meeting assembled. The term of office for each post is 12 months but members may be re-elected.

24. The Executive Committee shall have the power to co-opt and three of its members shall form a quorum, providing always that at least one Charitable Trustee is in attendance. The Executive Committee shall meet regularly through the year. In the case of casual vacancy among the Executive Committee, the said Executive Committee shall be entitled to appoint another eligible person to act until the next AGM.

25. The Executive Committee and individual Executive Committee members should act according to high ethical standards and ensure that conflicts of interest are properly dealt with.

26. The Executive Committee should ensure that adequate and appropriate public or preferably civil liability insurance is in place to cover all the activities of the Club, its Executive Committee and members, and that appropriate officers indemnity insurance is in place.

27. The Executive Committee may suggest changes to these byelaws to the charitable trustees who shall consider them and approve or reject such changes. Where such changes require members approval, the charitable trustees shall make appropriate arrangements for a resolution to be placed before members at a meeting.

28. In addition to the General Executive of the affairs and property of the Club, but subject to not exceeding the powers and authority delegated to the Executive Committee by the CIO, the Executive Committee shall have the power to appoint sub-committees and consult with other members as appropriate. Details of such sub-committees, their constitution, and the purpose for which they are formed shall be posted on the Club Notice Board or disseminated by electronic means.

29. An emergency Executive Committee consisting of the Chair, Secretary and at least one other Executive Committee member may be called at any time to deal with any matter of special urgency. Any business conducted by the emergency shall be included in the Agenda of the next meeting of the Executive Committee.

Other

30. The Club may also in connection with the sports purposes of the Club (a) sell and supply food, drink and related sports clothing and equipment; (b) employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Executive Committee without the person concerned being present; and (c) pay for reasonable hospitality for visiting teams and guests.

Grievance

31. An individual or member with a complaint about treatment by the Club should set out their grievance, in the first instance to the welfare officer, however if inappropriate, to the Club Chairman. The Club will seek to deal with complaints in a fair and timely manner, with reference to British Rowing's Guidelines on Grievance and Disciplinary Procedures in Rowing.