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# ***The Association Resolutions & By-Laws***



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## DEFINITIONS

### Association Resolutions:

- Decisions made at a General Meeting of the Association and can only be changed by another General Meeting.
- The Association's Annual Conference is the only General Meeting each year at which Policy decisions are made.

### Association By-Laws:

- Decisions made by the Board of Directors.
- These can be changed either by the Board of Directors or an Association General Meeting (i.e. Annual Conference).
- By Laws are identified by numbers (year, month, number eg '89 11 01).

## CONFERENCE VENUES / HOSTS

1982	July 10	Redcliffe Hotel, Redcliffe	(Redcliffe)
1983	July 16, 17	Duthies Hotel, Rockhampton	(North Rockhampton)
1984	July 21, 22	The Palms, Alexandra Headland	(Maroochy)
1985	July 20, 21	Cedar Lake Country Club, Advancetown	(Gold Coast)
1986	August 9, 10	Gladstone Harbour Motor Inn	(Gladstone)
1987	August 1, 2	Kooralbyn Valley Resort	(Kenmore)
1988	August 6, 7	Ocean Blue Resort, Surfers Paradise	(Ashmore)
1989	August 4, 5	Latitude 19, Magnetic Island	(Magnetic Island)
1990	August 4, 5	Greenmount Resort, Coolangatta	(Centenary)
1991	August 2, 3, 4	Waterfront Hotel, Maroochydore	(Maroochy)
1992	July 31, August 1, 2	Bellevue Hotel, Brisbane	(Souths)
1993	August 6, 7, 8	Colonial Gardens, Townsville	(Ross River)
1994	August 5, 6, 7	Seaworld Nara Resort, Gold Coast	(Ipswich)
1995	August 4, 5, 6	Oasis Resort, Caloundra	(Maroochy)
1996	August 2, 3, 4	Oasis Resort, Caloundra	(Board of Management)
1997	August 1, 2, 3	Capricorn International Resort, Yeppoon	(Yeppoon)
1998	July 31, August 1, 2	Grand Mercure Hotel, Broadbeach	(Board of Management)
1999	June 25, 26, 27	Grand Mercure Hotel, Broadbeach	(Board of Management)
2000	June 24, 25	Emerald Memorial Club	(Board of Management)
2001	June 23, 24	Kondari Resort, Hervey Bay	(Board of Management)
2002	June 28, 29, 30	Mercure Inn, Townsville	(Townsville Central)
2003	June 27, 28, 29	Rydges Oasis Resort, Caloundra	(Board of Management)
2004	June 26, 27	Hotel Grand Chancellor, Brisbane	(Board of Directors)
2005	June 25, 26	Rydges Capricorn Resort, Yeppoon	(Board of Directors)
2006	June 24, 25	Legends Hotel, Surfers Paradise	(Board of Directors)
2007	June 23, 24	Bardon Conference Centre, Brisbane	(Board of Directors)
2008	June 21, 22	Twin Towns Clubs & Resorts, Tweed Heads	(Board of Directors)
2009	June 20, 21	The Hilton, Cairns	(Board of Directors)
2010	June 19, 20	Novotel Twin Waters, Sunshine Coast	(Board of Directors)
2011	June 18, 19	Surf Air Maroocha, Sunshine Coast	(Board of Directors)
2012	June 16, 17	Quality Hotel, Mermaid Waters, Gold Coast	(Board of Directors)
2013	June 15, 16	Novotel Palm Cove Resort, Palm Cove	(Board of Directors)
2014	June 14, 15	Mantra Legends, Gold Coast	(Board of Directors)
2015	June 13, 14	Quality Hotel, Mermaid Waters, Gold Coast	(Board of Directors)
2016	June 11, 12	Novotel Twin Waters, Sunshine Coast	(Board of Directors)
2017	June 10, 11	Rydges Southbank, Townsville	(Board of Directors)
2018	June 9, 10	Peppers Resort & Villas, Noosa	(Board of Directors)
2019	June 8, 9	Novotel Twin Waters, Sunshine Coast	(Board of Directors)
2020	No Conference held due to COVID-19		
2021	June 5, 6	Hilton Hotel, Surfers Paradise	(Board of Directors)
2022	June 11, 12	Novotel Sunshine Coast Resort, Twin Waters	(Board of Directors)
2023	June 10, 11	Sea World Resort, Gold Coast	(Board of Directors)
2024	June 8, 9	Sea World Resort, Gold Coast	(Board of Directors)

## GENERAL POLICY

### Administration

#### General

**BOD 2 ('08) (Amended June '17)**

The operations of the Association be organized by reference to:

- (a) the rules of competition set out in the Competition Rules & Regulations;
- (b) the rules for officiating events as set out in the Field of Play Handbook; and
- (c) the Policies and Guidelines in force from time to time, as published by the Association on its website, without limiting future policies to be developed and adopted

The content of the Field of Play Handbook, the Competition Rules & Regulations and the LAQ Policies be determined by:

- (i) the Board from time to time; and
- (ii) Resolutions passed at Conference (in which case no change may be effected to any such provision, without a further motion passed at Conference, subject to the Association Constitution, Resolutions & By-Laws.

**A3 ('91)**

That no rule or regulation, or change to the rules or regulations of this Association which contravenes the **Constitution of the ALA( )** or its By-Laws set by the ALA( ) shall be valid without the express written approval of the ALA( ).

### Register of Members

**BOM 2 ('03) (Amended June '19)**

Little Athletes shall be registered in age groups according to their age as at the 31st December each year.

**'06 02 01**

Athletes cannot register with two Centres concurrently.

### Competition Year, Seasons and Ages

**BOM 4 ('03) (Amended June '24)**

The Association's Competition Year shall run from 1<sup>st</sup> April to 31<sup>st</sup> March, however Centres may choose their own competition period within that year, comprising a maximum 26 weeks of competition within a 30 week block. The competition period must be concluded by the 31<sup>st</sup> March, unless otherwise approved by the Board. The maximum competition period of 26 weeks is designed to include allowances for washed out meets.

### Control of other Little Athletics Bodies

**BOM 6 ('03)**

All Centres or other agencies existing or proposed in the name of the Association shall be under the control of the Board of Directors and their existence subject to the Board's approval.

### Regions

#### Meetings of Regions

**BOM 8 ('03)**

A meeting of Region Representatives shall be held at least twice each twelve (12) months within the Region.

- The meetings to be held, where practicable, in meeting places within the Region.
- Each Centre may send up to two (2) representatives to such meetings.
- At least one (1) member of the Board of Directors or their representative may attend the meeting as considered necessary by the Region Committee.

## Regions: Formation and Control

- BOM 9 ('03)**
- (a) The division of Queensland into Regions is to be done provided that each grouping of Centres forms a discrete geographical area.  
Before any new Centre is established or any existing Centre is relocated in a Region or before any existing Centre in a Region is re-located, (into another Region) the Board of Directors consult all Centres in that Region and that the views of those Centres be taken into account in determining the matter.
  - (b) Each Region will have a "Region Committee" which will consist of a Region Competition Co-ordinator (who will be the Committee's chairman) and two delegates nominated by each Centre within the Region:- one of those delegates to be nominated by the Committee to perform the duties of Secretary.
  - (c) The powers and responsibilities of each Region Committee, shall be determined by the Board of Directors, and promulgated by means of By-Laws which shall be consistent with the Association Constitution.

## CENTRE GENERAL

### Structure

- BOM 5 ('03)** **(Amended June '17)**  
Little Athletics Centres affiliated to the Association shall pay an initial fee once only (affiliation) fee of \$22 (incl GST) and thereafter an annual Membership fee of \$55, (incl GST).

## Centres: Formation and Control

- BOM 7 ('03)**
- (a) A new Little Athletics Centre shall be eligible for affiliation when it is deemed by the Board of Directors to possess sufficient administration for the successful conduct of the Centre.
  - (b) Each affiliated Little Athletics Centre shall have a Management Committee of not less than three (3) members.
  - (c) The powers and responsibilities of each Centre Management Committee shall be determined by the Association's Board of Directors and promulgated by means of By-Laws, which shall be consistent with this Constitution.
  - (d) No new Centre shall be formed without the prior approval of the Board of Directors after it has consulted Centres in the Region.
  - (e) When a Centre is dissolved or closes or ceases to function for any reason whatsoever a Centre shall not be established in the same area without the prior approval of the Board of Directors.
  - (f) When a Centre has serious organisational problems the Centre Manager and the Secretary shall immediately notify the Board of Directors.
  - (g) If the Board of Directors considers that a Centre has:
    - (i) organisational problems of which the Centre Manager or Secretary has notified the Board of Directors,
    - (ii) closed or ceased to function for any reason whatsoever, other than by being properly dissolved pursuant to its Constitution as approved by the Office of Fair Trading.
    - (iii) failed to comply with the requirements of the Office of Fair Trading within such time, or extended time, as that Office has allowed,
    - (iv) failed or refused to meet its lawful financial obligations to the Association or to any other person whomsoever,
    - (v) a Centre Management Committee of less than three (3) members,
    - (vi) insufficient members to continue to operate as a viable Centre,
    - (vii) substantially neglected, disregarded or exceeded the objects or powers of the Centre,
    - (viii) operated in a manner which is, or could be, severely harmful to the best interests of Little Athletics as a whole, or

- (ix) substantial need to be re-organised or revitalised, it may direct the Secretary of the Association to convene a meeting of the Board of Directors and the Centre Management Committee with a view to investigating and resolving the matters at a time and place to be mutually agreed and, failing agreement, at such time and place fixed by the Board of Directors.

Notice of the meeting shall be sent by the Secretary of the Association to the Secretary of the Centre and to every member of the Centre Management Committee shown in the records of the Association and of the Office of Fair Trading.

If a majority of the Centre Management Committee does not attend that meeting or, in the opinion of the Board of Directors, it is necessary so to do, the Board of Directors may direct the Secretary of the Association to convene a General Meeting of the Centre by giving not less than 28 days notice of such meeting to the members of the Centre.

The manner by which such notice shall be given shall be determined by the Board of Directors. Notice of the meeting shall clearly state the nature of the business to be discussed.

For the purpose of giving such notice the Board of Directors may call upon the Centre Management Committee to and the Centre Management Committee shall produce to the Secretary of the Association the register of members of the Centre or any similar records and, for that purpose, the Secretary of the Association is hereby empowered to take copies of any entries in the register or records.

The President, or in his absence the Vice-President, of the Association or, in the absence of both of them, a person appointed by the Board of Directors for that purpose shall preside at that meeting.

The meeting shall make such decisions and may give such directions including the calling of further General or Special General Meetings.

The purpose for calling such further meetings may include, but not be limited to, consideration of the question of whether the Centre should be dissolved and any other matter whatsoever as having regard to the matters discussed appears to be appropriate.

The further meeting may authorise the Board of Directors and the Secretary of the Association to take such action as is necessary to give full effect to those decisions and directions.

## Relocation of a Centre

- '94 08 01 That in addition to the Centres within the Region, advice on **relocation** of a Centre or the location of a new Centre be sent to any Centres which are adjacent.

## Closed Centres

- '00 05 06 After a Centre has ceased operations for two (2) years, any cash returned to the Association may be used at the Board of Director's discretion for new Centre Development and any equipment held in trust by the Association may be sold with new centres having first option to purchase.

## Centre Administration

- GC 1 ('12) That all Centres must offer the option of a two week trial throughout the respective Centre's competition season to new members seeking registration, in accordance with LQ's guidelines which may change from time to time. Any fees charged are to be deducted from the individual's registration fee if registering. This fee is non refundable for individuals not wishing to register.

- A4 ('90) **(Amended June '07)**  
That the duly completed Centre Membership forms be forwarded to the office by one month after the Centre's competition period is completed.

P16 ('84) That **Birth Certificates** or satisfactory evidence of date of birth be sighted by the Centre's Registrar within twenty eight (28) days, when first joining a Centre.

JIM 35 ('99) **(Amended June '07)**  
That the earliest allowable date for sign on be not more than two (2) weeks prior to the Centre's nominated competition period.

### Transfers Between Centres / Associations

'87 01 02 **(Amended June '07)**  
Intrastate Transfers. That no Association registration fee is charged within the same competition year ie. 1<sup>st</sup> April - 31<sup>st</sup> March.

ALA BL92/4 No Association registration fee be payable when an athlete **transfers** interstate

### Centre Awards

'00 05 05 **(Amended August '24)**  
Centres who provide trophies and awards must publish the full criteria in the Centre Handbook or on the Centre website.

### Specific Policies

'93 08 02 That all/any changes to centre uniforms are to be allowed a phase in period of two (2) seasons from the date of approval.

## ANNUAL CONFERENCE

- '98 03 04 (Amended April '22)  
The Association will subsidise all Centres attending Conference on the basis of distance of the Centre from the conference venue as listed below: Effective from 2022 Conference:
- |               |                     |
|---------------|---------------------|
| 0km - 250km   | - \$0.00 / Centre   |
| 251km - 500km | - \$300.00 / Centre |
| 501km - 750km | - \$400.00 / Centre |
| 751km +       | - \$500.00 / Centre |
- W5 ('93) The Association **not to adopt any changes** to specifications of events or changes to events during the competition season.
- P3 ('88) (Amended June '12)  
Decisions made at Conference, which affect the general aspect of Competition, excluding changes as specified in Rule 5.1.2 of the Competition Handbook, shall come into effect immediately.
- C1 ('86) That any **competition motion** passed by Conference shall not be **rescinded** within two years unless 80% of those eligible to vote are in favour.

## AWARDS

- '06 09 01 Nominations for Association awards are to be submitted only by affiliated Centres of the Queensland Little Athletics and, at the discretion of the Board, by the Association's Chief Executive Officer for consideration by the Board.

## BOARD OF DIRECTORS & STAFF

- '03 11 01 (Updated March '11)  
That a person, once elected to a position on the LAQ Board of Directors, must cease to a position of Centre Manager, Secretary or Treasurer within three (3) months of election or by the next AGM of the Centre whichever is the sooner.

### ALA Matters

- BOM 25 ('94) (Amended June '02)  
That the LAQ send **two (2) delegates to ALA meetings**, these being selected from amongst the Board Members and the CEO. One of these delegates should be the President.

## COMPETITION

For details of current equipment specifications refer to the LAQ's Competition Rules & Regulations.

### General

- '06 06 01 Awarding of prize money (cash or cash equivalent) is not permitted for any Little Athletics competition from Centre to State level.
- '10 03 01 At all Association competitions, no athlete shall be charged an additional nomination fee by a Centre or Region. The total nomination fee charged shall be the fee as set by the Association.

## CARNIVALS/CHAMPIONSHIPS SPECIFIC

### Regions General

- BOD 13 ('09)** The number of qualifying U9 - U17 athletes that may nominate from each of the Regional Championships to State Championships will be the first four (4) placegetters in each event.
- The number of qualifying U9 - U17 athletes that may nominate from Regional Relays to State Relays teams will be the first three (3) placegetter teams in each event.

### Regional Championships

- C29 ('87)** **(Amended June '07)**  
That eligibility for nomination to Regional Championships and State Championships include a requirement of prior participation in not less than four (4) Centre level meetings at the Centre where the athlete is registered, unless the committee of management of the nominating Centre considers that extenuating circumstances exist.
- BOM C39 ('03)** That at the LAQ Regional Championships, participation medals be provided for all competing U7 & U8 athletes.
- BOM C40 ('03)** That at the LAQ Regional Championships, competitors in the U9 - U17 age group who place 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> in the finals be awarded medals for that event.

### State Championships

- BUND 21 ('05)** **(Amended June '07)**  
That State Championships are to be held in a venue in Region Tropical North, North QLD or Central North every fourth year, as long as an all weather track of suitable standard is available.
- BAL 24 ('95)** **(Amended June '13)**  
Abandoned Regional Championships  
Current year Best Performances from Centre level and any Association Competition Days with the exception of Relay days, must be used when selecting athletes to compete at State Championships. Athletes without a Centre Best Performance may not be considered for progression to the State Championships.
- a) In events where there are four or less competitors, athletes without a best performance may progress to the State Championships.
- WB 18 ('13)** **(Amended June '17)**  
Classified para (athletes with disabilities) are accepted to compete in limited events under their own classification up to State level as determined by the Competition Committee.