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**ARMY CYCLING UNION - CLUB RULES**

**General**

1. That this Club be called Army Cycling Union (ACU).
2. Those personnel selected to race for the Army, compete under the title of the Army Cycling Race Team (ACRT).
3. The unifying aim of the ACU is ‘*to inspire soldiers to cycle’*.
4. Membership of the ACU is to be open to all Regular and Reserve Army Officers and Soldiers, and to Army Veterans.
5. The ACU will be affiliated to British Cycling (BC) and Cycling Time Trials (CTT) and to any other bodies at the discretion of the Executive Committee (ExCo).
6. It is highly recommended that all ACU members undertaking cycling activities should have third party insurance such as that provided by BC, the National Cycling Charity (CTC) or of a similar quality. It is recommended that the minimum 3rd party liability insurance is of a value not less than £10 million.

**Governance**

1. The management of the ACU shall be in the hands of the Designated Officers and a Committee. Committee members will be volunteers and selected by the ACU President/Chairman and General Secretary. A majority vote by the ExCo will be required to allow the proposed individual to take the vacant/new position.
2. An Annual General Meeting (AGM) shall be held once per calendar year. All members will be informed of the AGM date with a minimum of 21 days’ notice. Notification will appear on the ACU Webpage and via social media channels.
3. Proposals for additions or alterations to the Club Rules, or other motions, should be submitted to the ACU General Secretary at least 31 days before the AGM.
4. Any matter not provided for in these Rules shall be dealt with by the ExCo, whose majority decision shall be binding on all club members.
5. ACU racing shall be run in accordance with the regulations drawn up by BC and CTT in their rules and constitution. These can be found here (link). All ACU members are to ensure that they have read and understood the rules and guidance before competing in any ACU events.

**Membership**

1. Annual membership runs from 1 April to 31 March each year. Subscription fees are due on 1 April. Members paid up for the previous year remain members until 1 April. Anyone that has not paid their membership by the 1st May shall be deemed to have left the Club and will have all rights and privileges associated with club membership removed.
2. All applications for membership shall be checked and approved by the Membership Secretary.
3. There will be no pro-rata payments for parts of a training year.
4. Where appropriate an AGM can award Honorary Life Membership for outstanding services to the Club. Nominations will be heard and voted on at the appropriate committee meeting before AGM approval.
5. The annual subscription fee will be £10. The ExCo reserve the right to raise or lower the annual subscription fees.

**Finance**

1. ACU’s financial year (FY) will be set by ASCB accounting rules and regulations. The FY will commence on the 1 April and end on the 31 March the following year, after which date the Treasurer shall audit the accounts and prepare the balance sheet for the Chairman.
2. A member in unauthorised debt to the Club will not be eligible to race in the name of the Club and will have their club rights and privileges suspended until the debt is cleared.
3. All Club monies will be banked in an account held by the ASCB in the name of the Club.
4. An audited statement of annual accounts will be presented by the Treasurer at the AGM.

**Committees**

1. The ACU will be managed through an ExCo and a Full Committee. Both will be chaired by the Club Chairperson (or in his/her absence, one of the Vice-Chairs/General Secretary).
2. A quorum for an ExCo / Full Committee meeting shall be at least 5 members.
3. The AGM shall agree upon policy and future activities of the Club as presented by the ExCo.

**Participation**

1. Army Team Riders are not eligible to compete in racing events unless their ACU membership subscriptions are up to date.
2. When taking part in an ACU related activity, whether this activity involves cycling or not, all members must remember that their conduct reflects directly on the Club and, more importantly, the Army; consequently, it must be of the highest order.
3. When cycling, all members must adhere strictly to the ‘rules of the road’ and must not put themselves or fellow cyclists, whether ACU members or not, in danger. Safety in our sport is of the utmost importance, and each member must not only look out for themselves, but also for fellow cyclists.
4. Each ACU member is an ambassador for the ACU and the Army. They should promote the benefits of being part of the ACU whenever and wherever they can.
5. Although it is not a legal requirement, wearing an approved safety helmet when cycling is strongly advised. The risk of serious head injury is greatly increased if a helmet is not being worn and this is likely to be taken into account in the event of an insurance claim.
6. ACU members must ensure that their name is placed on Unit Part One Orders prior to attending any ACU organised event.

**Conduct and Discipline**

1. Any member who flouts the rules of the ACU may face termination of their Club membership.
2. Any complaints regarding the behaviour of ACU members should be submitted in writing to the General Secretary.
3. The complaint will be heard at the next ExCo meeting. The ExCo has the power to take appropriate disciplinary action including the termination of membership.
4. The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 working days of the hearing.
5. The ExCo may expel individuals from membership only for good and/or sufficient cause, such as conduct likely to bring the ACU or sport into disrepute.
6. Anti-social behaviour or abuse by any ACU member will not be tolerated whether in person or via social media. This will result in the individual being excluded from the ACU with immediate effect.
7. The ACU committee members and club officials accept no liability whatsoever for any loss, damage or injury sustained on any organised ACU event.
8. Any individual found to have joined the ACU with false information will have their membership terminated and will not be eligible for a refund.
9. Any individual who objects to having their picture taken and used by the ACU is to inform the General Secretary in writing. If the individual is participating in an ACU organised event the individual is responsible to inform the event organiser that they do not wish to have their picture taken.

**Discipline Committee and Hearings**

1. Discipline hearings will be held where it is deemed necessary. The Discipline Committee will comprise of the Chairperson, a Vice-Chair and a minimum of three other ACU Committee members, including an independent member sourced from another Army sport.
2. The hearing will run along similar lines to that used by BC outlined in their rules.

**Kit and Equipment**

1. The ACU club kit will be red and black. It will be registered with the NGBs. ACU club kit will be sold to ACU members only from a ‘virtual’ club shop which will open twice a year. All ACU members are entitled to wear ACU club kit both on and off duty. Members must be aware that by riding in club colours they represent the ACU and the Army and must conduct themselves at all times with the very highest of standards.
2. The Army Cycling Race Team (ACRT) clothing design will be agreed by the ExCo with designs set to remain for a minimum of 3 years. ACRT kit will be funded by ASCB SEPF and will be provided to selected riders. Only riders selected to race for the Army will be entitled to wear ACRT clothing. ACRT kit can only be worn when on-duty.
3. All individual Corps’ kits are to be approved by the General Secretary in order that the designs can be deconflicted and checked against Army branding policy.
4. ACU members are not to re-sell or gift ACU/ACRT kit to non-members.
5. ACU sourced discounts and discount codes are for the benefits of ACU members only. Any person that is proven to be re-selling any item purchased using an ACU discount will have their membership terminated and may have further disciplinary action taken. Any person that is proven to be passing ACU discount codes to non-entitled members will have their membership terminated and may have further disciplinary action taken.
6. ACU members are responsible for maintaining their bicycle(s) in a good and safe condition. Bicycles that are deemed unsafe by an ACU marshall, organiser or committee member will not be allowed to enter ACU events .

**Social Media**

1. The ACU’s primary social media platform will be Facebook. The site/pages will be set up as a ‘closed group’ that only members with extant membership can access. Control of access lies with the ACU Membership Secretary. IAW Rule 12 above – annual access will be reviewed each May and non-members removed from the site.

1. Promotion of the ACU and the ACRTs is delivered via public facing Facebook and Twitter accounts.
2. Individuals are encouraged to promote their own activities through the ACU sites and pages. Private posting of ACU/cycling activity on members own pages is equally encouraged – pictures must be positive and promote the ACU and the Army. Use of #hashtags to the ACU, to #inspiringsoldierstocycle and to our sponsors and supporters is equally encouraged.
3. ACRTs are expected to run discipline specific Facebook and Twitter accounts to promote their activities. All posted stories are to be shared onto the central Army Cycling Facebook and Twitter accounts.
4. Any form of abusive language or abuse directed towards other members of the ACU or to the ACU Committee on social media will not be tolerated and will be immediately removed. Complaints received regarding such issues will be dealt with as appropriate and may include a discipline hearing and/or AGAI action. Detailed conduct of activity on SM is covered in a series of policies and SOIs that can be found on the ACU Webpage.
5. These rules replace all previous ACU rules.

Richard Smith

Colonel

Chairman - Army Cycling