



**BYE-LAWS AND RULES
OF
THE SCOTTISH BADMINTON UNION
(trading as Badminton Scotland)**

Badminton Scotland is the trading name of The Scottish Badminton Union.
A company limited by guarantee.
Registered in Scotland no. SC209935

26th August 2020

These Bye-laws and Rules (hereinafter referred to as "the Rules") are made by the Board of Directors of The Scottish Badminton Union (the "Company") under the powers set out in Article 14 of the Articles of Association of the Company. Terms defined in the Articles of Association of the Company shall have the same meaning in the Rules (unless the context requires otherwise).

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1 Conditions for admission to Membership

- 1.1 All applicants for membership shall be required to complete the application form for membership provided by the Board in such form as the Board shall from time to time determine. In signing the application form whether for a new application or a renewal, the official of the Club so signing agrees that all members, coaches and officials shall be deemed to be and be in fact bound by the Articles of Association of the Company as well as these Rules and in particular the Disciplinary Rules of the Company, Codes of Conduct or Ethics and, Doping Control Programmes. It shall be open to the Board in relation to any new application for membership to obtain any relevant information in support of such an application as they may deem necessary before admitting the applicant to membership.
- 1.2 In all cases the decision of the Board on applications for membership, renewal of membership and decisions on whether or not applications should be accepted is the sole responsibility of the Board and in the event that any application is refused the Board shall not be under obligation to assign any reason for such refusal.

2. Constitution of Committees and Sub Committees of the Board and Conflicts of Interest

- 2.1 It shall be open to the Board of Directors of the Company to constitute committees or sub committees and to appoint to these committees or sub committees not only Directors but persons who are not Directors. The Board shall also have the power to determine not only their constitution but the remit and the manner in which the committees may regulate their meetings as also provide specific duties to be implemented by each such committee or sub committee. Minutes and reports of each committee or sub committee matters should be circulated to the members of the committee or sub committee and also to the Secretary for the Board of Directors as soon as practicable.
- 2.2 The Chief Executive shall have the right to attend any committee where this attendance is not already specified but will not have voting rights.
- 2.3 The chair of a committee shall be a Director appointed by the Board. Members of each of these committees and the composition of each committee shall be as determined by that committee's Terms of Reference. All proposed appointments of individuals to committee roles required to be approved by the Board before they are deemed to take effect.
- 2.4 If needs should arise the Board or the Chief Executive shall have absolute discretion to call a meeting of any committee or sub committee.
- 2.5 The agenda for every meeting shall be circulated to each member at least seven days before the date of the committee meeting. Any member of a committee wishing to raise any matter at a forthcoming meeting shall give notice of the proposal where practical to the Chairperson of that committee or the Chief Executive not later than two weeks prior to the meeting. The Chairperson of the respective committees will be responsible for appointing a Minute secretary from within the committee. In the case of the Board, the Minute secretary will be provided by the Company's head office.
- 2.6 Committees may appoint sub committees as they deem desirable and while the chair of such a sub committee must be a member of the appropriate committee, the composition of that sub committee will be entirely at the discretion of the committee.

- 2.7 All members of all committees and sub-committees appointed by the Board (whether or not Directors of the Company) shall comply with the provisions of this Clause 2 relating to conflicts of interest and have an obligation to declare any interest which might arise in respect of dealings with the Company by themselves and/or by parties with whom they are connected or associated and where such arise to avoid conflicts of interest.
- 2.8 If a proposed decision of a committee or sub-committee is concerned with an actual or proposed transaction or arrangement with the Company in which a member of the committee is interested or a matter where a member of the committee has a conflict of interest, that member is not to be counted as participating in the decision-making process for quorum or voting purposes and shall absent themselves from the meeting whilst the matter is discussed.
- 2.9 All Directors shall also comply with the provisions of the Articles of Association relating to conflicts of interest from time to time and the provisions of the Companies Act 2006.
- 2.10 Subject to Clause 2.11, if a question arises at a meeting of a committee as to the right of a committee member to participate in the meeting (or part of the meeting) for voting or quorum purposes, the question may, before the conclusion of the meeting, be referred to the Chairperson of that committee whose ruling in relation to any committee member (other than the Chairperson) is to be final and conclusive.
- 2.11 If any question as to the right to participate in the meeting (or part of the meeting) should arise in respect of the Chairperson of a committee, the question is to be decided by a decision of the committee members at that meeting, for which purpose the Chairperson is not to be counted as participating in the meeting (or that part of the meeting) for voting or quorum purposes.
- 2.12 In the event of any conflict between the provisions of these Bye-laws and the Articles of Association of the Company, the provisions of the Articles of Association of the Company shall prevail.
- 2.13 All provisions of these Bye-laws shall be read subject to the provisions of this Clause 2 relating to conflicts of interest.

3. Committee Remits

3.1 The Finance Committee

Composition

The Finance Committee shall consist of a Chairperson (who shall be appointed at an AGM for a period of one term and, if the position becomes vacant prior to the end of the term, shall be appointed by the Board until the end of the term, and for the purposes of this provision the definition of term shall be the interval of time between the AGM at which the Chairperson was elected and the conclusion of the second subsequent AGM) and up to a maximum of 3 appointed members nominated by the Chairperson of the Finance Committee having regard to the skills and experience required to be a member of the Finance Committee.

Duties

The Finance Committee shall provide full oversight of the financial administration of the Company and all financial planning, company secretarial matters, risk matters relating to the Company (including maintaining a risk register), data protection compliance and information technology policies. It shall oversee the preparation of the annual accounts and budgets and recommend their approval by the Board before any expenditure is incurred. It shall monitor such budgets thereafter. The Finance Committee shall also act as a remuneration committee.

3.2 The Events Committee

Composition

The Events Committee shall consist of a Chairperson (who shall be appointed at an AGM for a period of one term and, if the position becomes vacant prior to the end of the term, shall be appointed by the Board until the end of the term, and for the purposes of this provision the definition of term shall be the interval of time between the AGM at which the Chairperson was elected and the conclusion of the second subsequent AGM), the Head of Events of Badminton Scotland and up to a maximum of 3 appointed members nominated by the Chairperson of the Events Committee having regard to the skills and experience required to be a member of the Events Committee.

Duties

The Events Committee shall be responsible for tournament scheduling, competition review and the promotion and organisation of international fixtures and for teams invited to Scotland. It shall also be responsible for:-

1. determining all the arrangements and regulations relating to the Scottish National Championships, Scottish Masters Championships and for all other events delegated to its management;
2. the management of inter-group and national club competition; and
3. the appointment of tournament directors and referees.
4. Provision of Competition Pathway in conjunction with the Engagement and Performance Committees:
 - 4.1 Tournaments to support all participation levels
 - 4.2 International competition where appropriate
5. Liaising with the Badminton Scotland Court Officials group to ensure suitably qualified Technical Officials are available for the completion schedule.

It shall be empowered:

- (a) to sanction or withhold sanction of any Scottish tournament or event to be held in Scotland; and
- (b) to determine each season all ranking tournaments.

3.3 Performance Committee

Composition

The Performance Committee shall consist of a Chairperson (who shall be appointed at an AGM for a period of one term and, if the position becomes vacant prior to the end of the term, shall be appointed by the Board until the end of the term, and for the purposes of this provision the definition of term shall be the interval of time between the AGM at which the Chairperson was elected and the conclusion of the second subsequent AGM), the Head Coach and National Junior Performance Network Manager. The Committee may invite up to a maximum of 3 appropriate personnel nominated by the Chairperson of the Performance Committee having regard to the skills and experience required to be a member of the Performance Committee.

Duties

The Performance Committee shall be responsible for discussing and endorsing the work of the Performance Department; play a key role in developing strategy for Performance Badminton in Scotland at Junior/Senior/Masters level; be responsible for the selection process for Squads and representative teams; ensure betting integrity in the sport of Badminton in Scotland; ensure the proper performance of a robust anti-doping programme; and be a key forum for discussion/agreement of developments/issues/decisions within Performance Badminton. The Chair and/or Performance Manager shall report regularly to the Board / Annual General Meeting.

Meetings

The Performance Committee will formally meet at least on a quarterly basis; and when required, extra meetings will be convened.

3.4 Selections

3.4.1 Selection decisions will be made in accordance with the guidance of the appropriate selection committee and communicated to the players and coaches involved as quickly as practical. Following acceptance of the selection by the player or coach the selection will be made public on the Company website or other suitable mechanism.

3.4.2 There will only be two grounds for appeal:

- (a) that the selection was not made according to due process or in accordance with the agreed criteria;
- (b) that there was unreasonable bias or conflict of interest in one or more of the selectors.

Any such appeal must be lodged within three days from the date notification is made public. The appellant will require to lodge a deposit of £25 with any such appeal. If the appeal is successful, the deposit will be refunded. Otherwise, the deposit will be forfeit. All appeals under this Clause will be submitted in terms of Clause 3.8.

3.5 The Engagement Committee

Composition

The Engagement Committee shall consist of a Chairperson (who shall be appointed at an AGM for a period of one term and, if the position becomes vacant prior to the end of the term, shall be appointed by the Board until the end of the term, and for the purposes of this provision the definition of term shall be the interval of time between the AGM at which the Chairperson was elected and the conclusion of the second subsequent AGM) the Head of Engagement and up to a maximum of 3 appointed members nominated by the Chairperson of the Engagement Committee having regard to the skills and experience required to be a member of the Engagement Committee.

Duties

The Engagement Committee shall be responsible for engagement with the membership, marketing and innovation, ensuring proper implementation of the Company's equality policy and the mobilisation of a volunteer workforce (consisting of coaches, Clubs and members of Clubs) at the Company's disposal.

3.6 The Emergency Committee

Composition

The Emergency Committee shall consist of the Chairperson (a Director appointed by the Board), Chief Executive and Chairperson of any Committee as appropriate to the particular business of the meeting. The quorum shall be three.

Duties

The Emergency Committee shall have power to deal with all matters of an urgent nature which may arise between meetings of the Management Committee or Board.

3.7 The Investigation Panel

Composition

The Convener of the Investigation Panel shall be a Director appointed by the Board with power to co-opt whomsoever is required for a particular issue excluding members of the Disciplinary Committee and Appeals Panel to investigate the subject matter of a complaint being made to the Board, about the conduct of any member, person or organisation who is subject to the Articles of Association and these Rules and Codes of Conduct or Ethics of the Company. There shall be a minimum of three members of the Investigation Panel.

Duties

Subject to the terms of the Disciplinary Rules of the Company, the Investigation Panel will investigate the subject matter referred to them by the Chair or Chief Executive or otherwise and shall be responsible for determining whether there is a case to be investigated or answered and on reaching that view shall so report to the Board or Disciplinary Committee in accordance with the Disciplinary Rules of the Company. The matter shall then be dealt with in accordance with the Disciplinary Rules of the Company.

3.8 The Appeals Panel

Appeals shall be referred to an Appeals Panel in accordance with the Disciplinary Rules and Procedures for the Company.

3.9 Athletes' Commission

The Athletes' Commission does not constitute a formal committee of the Company.

Composition

The Athletes' Commission shall consist of a Chairperson (who shall be an athlete appointed by the athletes within the National Senior Squad)

Duties

The aims of the Athletes' Commission are to represent the needs and views of athletes to the Company, the Board and the committees. The Chairperson of the Athletes' Commission has the responsibility to advise the Company, the Board and the committees on matters relevant to athletes. The objectives of the Athletes' Commission are to act as the official link between the players and the Company; to proactively consider issues relating to players and give advice to the Company on player related matters; and to represent the rights and interests of the players to the Performance Committee and the Board to ensure the athlete opinion is heard at the highest level of governance of Badminton Scotland

4. **Rules for Disciplinary Matters**

All disciplinary matters shall be dealt with in accordance with the Disciplinary Rules of the Company. In the event of any discrepancy or inconsistency between these Bye-Laws and the Disciplinary Rules of the Company, the terms of the Disciplinary Rules of the Company shall prevail.

5. **Misconduct**

For the purposes of the Disciplinary Rules, Articles and the Bye-laws and Rules of the Company, the following may amount to misconduct, and may give rise to disciplinary action:-

- (a) a breach of the Rules of the Sport;
- (b) a breach of these Articles or any Rules or Regulations made thereunder;
- (c) the breach of UKAD anti doping regulations or contravention of BWF Betting Integrity regulations;
- (d) a breach of any of the regulations governing players, coaches or officials;
- (e) a breach of any code of conduct or code of ethics adopted by the Company and published as such; and

- (f) any conduct, act or omission which in the view of the Board or the appropriate Committee is or was detrimental to the interests of the sport.

6. Proposals for Alteration

6.1 Alterations to the annual subscription.

Subscriptions and the structure thereof for each ensuing year shall be determined by the Board at the Annual General Meeting of the Company held prior to the commencement of the relevant season.

6.2 Constitutional Alterations

Written notice of any proposed alteration to the Articles of Association shall be given by any member of the Council to the Company Secretary not less than 28 days prior to the AGM. The Company Secretary shall give notice of the proposed alteration to each member of the Council not less than 14 clear days prior to the date of such meeting and the proposal shall be considered at the AGM. If the proposed alteration is supported at the AGM Board Meeting at which it is considered by a majority of the members of the Board the Company Secretary shall submit the same to each Group convenor for consideration at an Annual General Meeting of each Group or to an Extraordinary General Meeting of a Group called to consider the proposed alteration. The Group convenor shall report to the Company Secretary in writing the number of clubs attending and voting for and against the proposed alteration at the Annual General Meeting of the Group or Extraordinary General Meeting called as above and if a majority of clubs voting in all Groups support the proposal then the matter shall be referred to an Annual General Meeting of the Company or an Extraordinary General Meeting of the Company called *inter alia* for the purpose of formally approving such alteration by way of Special Resolution under the Companies Act 2006.

7. Tournaments and Events

- 7.1 Any organisation proposing to hold a tournament (as defined in the Tournament Regulations) must obtain the sanction of the Events Committee and Board of Directors for the same, which sanction may be given on such terms as the Events Committee and Board determine. Application for such sanction must be made in writing to the Events Committee by an agreed date in the preceding season accompanied by such information as to the proposed conditions of the Tournament, the intended dates and the venue of play as are appropriate. Once the Events Committee has deemed all tournament application to be appropriate, a draft tournament calendar will be submitted to the Board of Directors for approval before final ratification at the AGM. If the Events Committee or the Board considers the proposed conditions of a tournament to be undesirable in the interests of the sport, they may withhold sanction. Sanction may be given on such terms and conditions as the Events Committee and the Board may consider advisable. Any necessary application for the sanction of the Badminton Europe or Badminton World Federation shall be made by the Head of Events in consultation with the Chief Executive of the Company.

8. Tournament Regulations

8.1 Definitions

A Tournament is a meeting promoted by a Group, club or other organisation where players shall be eligible to compete on level or handicap terms for prizes. Any demonstration or exhibition match, public appearance or similar event designed for a spectator audience or for commercial purposes shall be deemed to be a tournament for the purpose of these Regulations.

8.2 Classification

Tournaments shall fall into the following categories:

- (a) Internationally Sanctioned Tournaments:
Which shall be open to all players regardless of nationality, subject to Regulation 8.7.
- (b) National Championships and other domestic Graded Tournaments
Which shall be open to all players satisfying the eligibility regulations of the National Championships and subject to Regulation 8.7.
- (c) Invitation Tournaments (non-ranking):
Which shall be limited to players of any nationality complying with Regulation 8.7 who may be invited to compete by the promoting organisation.
- (d) Restricted Tournaments (non-ranking):
Which shall be limited to members of clubs within the Group and/or Groups and Association and or Associations promoting the Tournament.
- (e) Masters age group events (non-ranking):
These may commence at 35 years of age and thereafter at five year intervals. The age deciding date shall be midnight on 31 December of the season of the event.
- (f) Junior Tournaments:
Which shall be open to all players under a stated age with a maximum of 19 years and the age deciding date shall be midnight on 31 December of the previous year of the event.
- (g) Club Tournament (non-ranking)
Which shall be limited to members of the Club promoting the Tournament.

Provided that the Regulations applicable to each category are complied with, there shall be no objection to two or more categories being held at the same time.

Any tournament may apply under Regulation 8.3 to be accorded the status of "Ranking Tournament" and if such tournament is so sanctioned it shall be conducted under the regulations for "Ranking Tournaments" contained in Regulation 8.19.

8.3 Sanction

With the exception of Club Tournaments, all tournaments and their titles, dates and conditions shall require to be sanctioned annually, under the following conditions.

- (a) Groups, Associations, Clubs or other parties proposing to hold any such Tournament shall make formal application each year of the sanction of the Events Committee and the Board by an agreed date in the preceding season.
- (b) Such application shall be accompanied by the proposed conditions of the Tournament, the intended dates and venue of play.
- (c) If the Events Committee or the Board consider the proposed conditions of a Tournament to be undesirable in the interests of the game they may withhold sanction.
- (d) Before submitting an application, tournament organisers shall liaise with representatives from their Group in order to determine whether the proposed tournament dates are appropriate from a regional viewpoint

8.4. Unsanctioned Tournaments

No member of an affiliated club nor an individual member shall knowingly compete in any unsanctioned tournament without the consent of the Board, under penalty of suspension from participation in sanctioned tournaments.

8.5. Entries and Entry Fees

- (a) Internationally sanctioned tournaments will be run according to BWF and/or Badminton Europe regulations.
- (b) No entries from competitors shall be accepted for any domestic tournament unless they are made either by Tournament Software or by using the official entry form. Both the Tournament Software page and the official entry form should include the intended type and make of shuttle to be used.
- (c) No entry shall be included in the draw for a doubles event unless entry forms have been received from both members of a pair.
- (d) All entries must be accompanied by the appropriate entry fees, failing which they may be rejected.
- (e) No entry fees will be refunded in normal circumstances. Any competitor who has been prevented by illness or injury or other unforeseen cause from playing in any particular tournament and who wishes to apply to have his/her entry fees returned may be required to produce a medical certificate or provide other satisfactory evidence to the Tournament Organiser.
- (f) In no case shall any additional entry be accepted for any event at any tournament after the draw has been made.

- (i) In the event of it being established to the satisfaction of the Events Committee that any competitor has failed to pay his or her entry fees due to any tournament sanctioned by Badminton Scotland, such competitor may be debarred from playing in all tournaments until the Events Committee decides otherwise.

8.6 Dates

Play in any tournaments shall not take place on days other than those specifically sanctioned.

8.7 Eligibility Of Players

No player shall be eligible to compete in any sanctioned tournament unless he or she is affiliated:

- (a) to the Company, or
- (b) to an Association in membership of the Badminton World Federation. A declaration to this effect shall be signed by every prospective competitor. To this end the entry form for every tournament shall contain a clause as follows:
"I am a player in good standing with my national association, and am a member of the [] Badminton Club, affiliated to the [] Badminton Association or Union." For the purposes of these regulations, membership of a school club affiliated to the Scottish Schools Group shall be sufficient eligibility to compete in sanctioned tournaments.

8.8 Trophies

At the discretion of the tournament organiser, winners may hold trophies for events for a period of a year.

8.9 Prizes

Subject to the Regulations of the Badminton World Federation all tournaments may offer prizes of such kind and amount as the organisers may decide.

8.10 Levy

Each competitor in each sanctioned event except a Club Tournament, shall pay a levy to Badminton Scotland. Such levy shall be fixed at each Annual General Meeting of Badminton Scotland. Every Entry Form for any tournament falling within this Regulation shall provide for the payment of this levy, along with the entry fees for the tournament and the total of the levies so collected shall be remitted by the tournament organisation to Badminton Scotland within fourteen days of the last day of the tournament.

8.11 Age-Limited Tournaments

All entrants in Age-Limited Tournaments shall make a declaration of their date of birth.

8.12 Programmes

Results of all sanctioned tournaments must be published online, with a link to those results sent to Badminton Scotland within three days of the tournament

8.13 Times Of Play

No competitor shall be obliged to commence a match before 9.00 am or after 10.00 pm (9.00 pm in events for juniors). Should the Tournament Committee find it necessary to arrange matches outside these times, any competitor who is not prepared to play outside the times of play shall be entitled to a refund of his/her entry fee. The period for knocking up before any match shall not exceed three minutes, and play shall commence on the expiry of this time.

8.14 Umpires, Service Judges And Line Judges

Wherever possible, a suitable number of umpires, qualified if possible, shall be available during play in case of need, and the referee only shall have the power to appoint an umpire and/or a service judge and/or line judges for any match. Similarly, any competitor shall be entitled to apply for such official or officials (should they not already have been appointed) for any match in which he/she may be competing, and such request shall be permissible either before or during such match. Under no circumstances shall any competitor make such appointment or appointments himself/herself or make any stipulation as to the identity of such officials.

8.15 The Draw

The draw for all events at all tournaments conducted on the knock-out system may be made in the manner previously approved by the Company, details of which may be obtained from the Events Committee. No dummy entry in singles or dummy pair in doubles may be included in the draw of any event. There shall be no alteration in the published draw of any event, unless permitted under exceptional circumstances by the tournament organiser and the Events Committee.

Under no circumstances shall any player be permitted to compete more than once in the same event at any tournament.

In no event shall the draw be arranged, except that seeding shall be permitted.

8.16 Substitutions

Substitution in doubles is permitted to allow a player to have another partner provided:

- (i) The original player is prevented from competing through illness, injury or other unavoidable hindrance;
- (ii) the substitute pair would not have attained a seeded place higher than the original pair;

- (iii) the constitution of no other doubles pair is affected (except if substitutes are permitted in two doubles pairs, the remaining players shall be permitted to partner each other).

In deciding substitute pairs, the wishes of the players concerned shall be given priority.

If remaining players do partner each other, and one of the original pairs has drawn a bye, that place in the draw shall be filled by the new pairing otherwise the place shall be drawn by lot.

- 8.17 The Tournament Committee may organise the event on the basis of a number of groups to produce qualifiers for the final stage which may be organised as a round robin or in a knock-out format. Each player/pair shall play all the others in their group, the final order being determined by the number of matches won by each player/pair. If this results in 2 players/pairs being equal the winner of the match between them will be placed higher. If 3 or more players/pairs win the same number of matches, positions will be decided by games difference – if this leaves 2 players/pairs the same then the winner of the match between them will be placed higher. If 3 or more players/pairs win the same number of matches and have equal games difference, positions will be decided by points difference – if this leaves 2 players/pairs the same then the winner of the match between them will be placed higher. If 3 or more players/pairs are still equal positions will be decided by drawing lots. If illness, injury, disqualification or other unavoidable hindrance prevents a player/pair completing all the pool matches, all the results of that player/pair shall be null and void, as per BWF regulations. Retiring during a match shall be considered to be not completing all pool matches.

8.18 Handicap Events

Where handicap events are to be included in any tournament they shall be played in accordance with the Regulations available from the Events Committee.

8.19 Ranking Tournaments

- (a) The Scottish Open and Scottish National Championships will be played over at least two days.
- (b) No competitor will be asked to commence a match before 9.00 am or after 10.00 pm (9.00pm for juniors). At the discretion of the tournament organiser a programme may be provided for each competitor and will state starting times of all matches up to, and including, quarter-final ties. The starting times of the Finals and Semi-Finals will also be publicised.
- (c) Under certain circumstances where the number of entries has been restricted by the tournament organiser, in the event of a withdrawal players may be promoted from the reserve list, provided the reserve list has been published along with the entry list.
- (d) Where practical, on site catering should be available at each tournament venue.
- (e) Nets should conform to the laws of badminton. What about ceiling height?

- (f) Umpires provided by the Badminton Scotland Court Officials Group should be used at least for the finals of Grade A ranking events and for semi-finals and finals of National Championships.
- (g) It is mandatory that line-judges and scorers be provided on request during all rounds of Ranking Tournaments.
- (h) These regulations shall be in addition to all other regulations when a tournament is granted sanction as a "Ranking Tournament".
- (i) It is essential that facilities are of as high a standard as is reasonably possible.

8.20 Dress And Advertising Regulations

In all events organised by or sanctioned by the Company, players shall comply with the current BWF Regulations relating to dress and advertising.

9. Inter-County Championship

Any group taking part in the inter-county championship organised by the Badminton England shall do so only after receiving written permission from the Company. Any organisation proposing to hold a tournament (as defined in the Tournament Regulations) must obtain the sanction of the Events Committee and Board of Directors for the same, which sanction may be given on such terms as the Events Committee and Board determine. Application for such sanction must be made in writing to the Events Committee by an agreed date in the preceding season accompanied by such information as to the proposed conditions of the Tournament, the intended dates and the venue of play as are appropriate. Once the Events Committee has deemed all tournament application to be appropriate, a draft tournament calendar will be submitted to the Board of Directors for approval before final ratification at the AGM. If the Events Committee or the Board considers the proposed conditions of a tournament to be undesirable in the interests of the sport, they may withhold sanction. Sanction may be given on such terms and conditions as the Events Committee and the Board may consider advisable. Any necessary application for the sanction of the Badminton Europe or Badminton World Federation shall be made by the Head of Events in consultation with the Chief Executive of the Company.

10. Standing Orders for the Conduct of Meetings of the Board of the Company

- 10.1 In this Rule "Member" means any person present at a meeting who has a right to take part in the proceedings.
- 10.2 The business of the meeting shall be conducted in accordance with the Articles of Association of the Company and these Rules and in cases not provided for the Chair shall decide in accordance with normal Board procedure.

- 10.3 If a quorum is not present within half an hour of the time fixed for holding a meeting, the Chair shall declare the meeting adjourned until further notice. If after commencement of business a quorum is not present, the Chair shall adjourn the meeting.
- 10.4 These Rules may be altered on motion of which notice has been given as after provided.
- 10.5 On leave being granted by the meeting, strangers be admitted; but they must withdraw on being requested to do so by the Chair.
- 10.6 At Board Meetings, the Chairperson shall act as Chair or in his/her absence the President, whom failing one of the vice Presidents in order of seniority and if none of these officials are present, the meeting shall elect its own Chair.
- 10.7 No motion bringing on a subject for discussion shall be considered unless notice has been given or leave to move has been granted by a two thirds majority of the meeting.
- 10.8 A notice of motion shall be in writing and shall be sent to the Company Secretary to reach him for consideration at the meeting of the Board of the Company next following. The Company Secretary shall intimate the motion to the members of the Board at least seven days before the date of the meeting.

26th August 2020