# **Techno 293 UK: Class Association Constitution - Revised May 2022**

This is the constitution of the Techno Class Association, known for communication purposes as:

Techno 293 UK

Techno 293 UK works in close association with the RYA taking their lead for policies and the UK Windsurfing Association (UKWA) for racing events that are directed by them.

**Name**

1.1 The name of the Association shall be Techno 293 UK

**Mission**

2.1 The mission of Techno 293 UK is to:

Support Techno sailors (Junior and Youth) to develop a lifelong passion for windsurfing.

**Objectives**

3.1 The objectives of Techno 293 UK are to work in partnership with the RYA and UKWA to:

a) Work on behalf of sailors and their parents, to promote a strong and inclusive Techno race training and race programme throughout the UK.

b) Provide support[[1]](#footnote-1) to Techno sailors at national and international race events.

c) Develop effective pathways for Techno sailors to progress to IQ Foil and other forms of competitive youth windsurfing

3.2 Act as the Techno Class Association for United Kingdom by:

a) Defining and reviewing the Techno UK Class Rules and being the definitive voice of the Techno sailors and parents.

b) Providing UK input to the International Techno Class Association on matters of policy and operation

**Membership**

4.1 Membership of Techno 293 UK is dependent on payment of an annual registration fee and each sailor becoming a fully paid-up member of the UKWA or the RYA and be:

a) Individual Member – being a person who owns or sails a Techno 293; or

b) Family Member – being collectively all members of a single family normally resident at the same address who own or sail a Techno 293

4.2 Each member shall pay the appropriate UKWA or RYA annual subscription and be a registered and paid-up member of Techno 293 UK, which will entitle them to:

a) A single vote in all matters that are determined by voting or a maximum of 2 votes per family.

b) Enter in any UKWA/RYA/Techno 293 UK event[[2]](#footnote-2) dependent on the appropriate annual subscriptions paid and in the case of Family Member, subject to conditions as the Committee may determine, any number of additional boats.

c) Participate fully in the affairs of the Association receiving the benefits of membership and sharing of its obligations.

**Techno 293 UK Committee**

The committee shall at all times be guided by the current version of the RYA and UKWA Policies.

The management and administration of the Association and its affairs shall be vested in a Committee which shall be independent of the RYA and UKWA and have absolute discretion, subject to any directions that may be given to them by members at an Annual General Meeting.

5. 1 The Committee shall be constituted as follows:

a) Individual Members or representatives of Family Members to be elected at the Techno Class Association’s Annual General Meeting

b) Such other Individual members or representatives of Family Members as the Committee may time to time co-opt[[3]](#footnote-3) who will be entitled to a voting option at Committee meetings.

c) Any person whose child because of age is no longer sailing a Techno but remains in the youth programme is eligible to stand for election to the Committee.

d) Committee members who no longer have children of age to compete on Techno 293, excluding Techno Plus, may extend their tenure with the majority agreement of the committee.

e) A Declaration in interest of all committee members is to be made at the start of all meetings. As parents of sailors this will be an obvious conflict which is to be recorded.

5.2 The Committee shall consist of the following voting positions: Chair, Vice Chair, Treasurer, Training Officer, Sailor Support Officer and Administrator, Bosun (Rhib & Equipment Manager), and any other positions as defined by the Committee from time to time.

In the event of either the Chair resigning or ceasing to be a member of the Association, the Vice Chair (if filled), shall initially fulfil the role of Chair, if they are willing and subsequently the Committee shall elect one of their number or another association member to fill the resulting vacancy at their next meeting. All vacated positions will be filled as soon as possible by calling an Extraordinary General Meeting with at least 14 days clear notice and a quorum of 10 members. Any tied voting will be decided by a Chair’s casting vote

5.3 At least 7 days’ notice in writing (e-mail) of any meeting shall normally be given by the Administrator to each member of the Committee, such notice to set out the business to be transacted at that meeting.

5.4 The Committee will meet at least twice a year - normally at the Easter Techno Open Training Camp (if held, if not will be virtual) and in September at the National Championships. The Chair of the UKWA, or their representative, shall have a standing invite to attend these two meetings. The Committee may also choose to meet at other times during the year, if necessary, using video or teleconferencing conferencing services.

5.5 The Committee may set up Subgroups (or Task Groups) of Techno 293 UK members for specific purposes as defined by the Committee from time to time.

5.6 The quorum at any meeting shall be at least 3 members of the Committee and minutes of the meeting will be circulated to all members of the Committee. Committee members may join meetings - and vote if necessary - via video or telephone conferencing services.

5.7 The Committee shall appoint an Administrator on such terms and conditions as they may agree to be responsible for the day-to-day administration of the affairs of the Association. The Administrator shall at all times act in accordance with the Financial Regulations. The appointed Administrator shall be an ex officio, coopted member of the Committee.

5.8 The Bosun position should ideally hold a Power Boat 2 qualification and if not, the committee may exceptionally authorize for the association to pay for this qualification.

5.9 The UK Techno RYA Head Windsurfer Coach shall also be ex-officio, co-opted member of the Committee.

5.10 Mr Ali Masters is also an ex-officio member in his role as Class Advisor and Techno International Executive Committee Member.

5.11 The Committee shall appoint a representative to represent Techno 293 UK, at the International Committee and may make other such honorary appointments from time to time as they consider necessary.

5.12 Any variation of the Constitution shall be agreed and ratified by members at the AGM or EGM.

5.13 The Committee will appoint a small group (generally Chair + 1- 2 members) to meet with the RYA at least once a year to discuss the strategic direction and future funding of the class.

5.14 Committee meetings are to be minuted and records posted on the Association web site [T293UK Class Documents](https://www.techno293.org.uk/t293uk-class-documents/). Ideally a secretary should the recruited to make this record, if not a committee member is to take notes for a set of minutes to be subsequently created.

**General Meetings**

6.1 The Annual General Meeting of the Association shall generally be at the National Championships (Sept-Oct), see [UKWA Events Calender](https://ukwindsurfing.com/racing/events/), or on another date between 1 March and 30 November as determined by the Committee

6.2 At least 21 days’ notice either in writing or e-mail means of any General Meeting shall be given by the Administrator to each member of the Association; such notice is to set out the business to be transacted at that meeting and be available online either via Techno 293 UK’s social media channels or its website.

6.3 The Chair of the Committee shall preside at any General Meeting. If the Chair is not present, then the Vice Chair is to step in or those members attending the meeting shall appoint one of their number to preside.

6.4 The quorum at any General Meeting shall be 10 members.

6.5 The business to be considered or transacted at an Annual General Meeting shall include:

a) The annual report of the Chair

b) The accounts of the Association for the preceding financial year

c) The election of Individual Members or representatives of Family Members to serve on the Committee until the next Annual General Meeting unless before that they resign.

d) Members of the committee will serve for a maximum of three years in that role and will be re- elected on an annual basis

e) Any proposal of the Committee or of the International Committee

f) Any proposal by a member notified to the Secretary not less than 7 days before the meeting

6.6 The Committee will have due regard to the relationship and funding provided by the RYA and consult with the RYA as necessary and shall take account of its position during any decision-making process and may take verbal, written or invite personal representation from the RYA as is appropriate. Utilisation of RYA funding must be specified within the annual accounts.

6.7 Voting at any General Meeting shall be by the show of hands, a simple majority of those voting being required.

**Finance**

7.1 The financial year of the Association shall be 1 Nov to 31 Oct (aligned to the windsurfing year).

7.2 A statement of account for each financial year shall be circulated by the Secretary to all members of the Association by 31 Dec in the following the accounting period either through hard copy or via electronic means.

7.3 The annual Techno 293 UK registration fee for members shall be determined by the Committee.

7.4 All expenditure is to be authorised and agreed by at least the Chair and the Treasurer for sums up to but not exceeding £500 and a suitable audit trail (e-mail) of their agreement is to be maintained. For expenditure exceeding £500 3 or more committee members are to agree for monies to be spent. With an audit trail as above.

7.5 Accounts are to be assured annually. This will be facilitated by the Treasurer of the IQ Foiling Association assuring Techno 293 UK accounts and our treasurer will do similarly for their accounts.

**Safeguarding**

8.1 At all events supported by this association, our Safeguarding, Child Protection and Welfare Designated Officer’s contact details will be available and this is to be advertised to the sailors, coaches and parents attending. The Safeguarding, Child Protection and Welfare Designated Officer must be up to date with all current government guidelines as well as with the RYA and UKWA Safeguarding, Child Protection and Welfare procedures and policies ([safeguarding (rya.org.uk)](https://www.rya.org.uk/racing/british-youth-sailing/safeguarding)) which clearly and simply articulates the procedures to be followed in case of any concern. The Safeguarding, Child Protection and Welfare Designated Officer must hold a current and up to date DBS record that has been provided the RYA Safeguarding Team. They must attend yearly safeguarding training.

8.2 The association is complaint and aligned with the RYA Safeguarding Policy ([Safeguarding (rya.org.uk)](https://www.rya.org.uk/about-us/policies/safeguarding)).

8.3 Coaches are to ensure that risk assessments are made for each event [techno293 Coaching-Risk-Assessments-and-Incident-Form](https://www.techno293.org.uk/wp-content/uploads/2018/07/Coaching-Risk-Assessments-and-Incident-Form.xls).

8.4 All allegations, safeguarding, child protection and welfare concerns should be made to the Techno 293 UK Designated Officer and ~~are~~ will be taken extremely seriously. The Techno 293 UK Designated Officer should be informed asap with as much detail as possible about the concern. The Designated Officer ~~and~~ will be able to advise further and also support with referrals in conjunction with the RYA Safeguarding team who are available out of hours. To keep children and adults safe, information may need to be shared appropriately with other entities. However, confidentiality will be maintained where appropriate and to ensure that only those who need the information are made aware of it.

8.5 Safeguarding forms will also be available to download from the Techno 293 UK website.

8.6 **If a child or adult is in immediate danger or a hate crime has been committed, please contact the police immediately.**

**Equality Diversity and Inclusivity (EDI)**

9.1 Techno 293 UK is committed to ensuring accessibility for all and is fully supportive of the RYA Policy which can be found at the link below:

[Diversity-&-Inclusion RYA](https://www.rya.org.uk/about-us/policies/equality-diversity-and-inclusion)

**Environment and Sustainability**

10.1 The Waters we sail on are a direct result of the care we take of our environment.

10.2 The Techno 293 UK association is supportive of the RYA policy on Environment and Sustainability which can be found at the link below:

[Environment & Sustainability | RYA](https://www.rya.org.uk/about-us/policies/environment-and-sustainability)

**Coaches**

11.1 The Techno 293 UK is fully supportive of the RYA Race Coach Code of Conduct and all coaches must adhere to this. As per the RYA Race Coach Code of Conduct, any coaches utilized by the association ~~are~~ must be Coaches must hold up to date and nationally recognised governing body coaching qualifications, (See 11.1a) In line with the RYA Safeguarding and Welfare guidance, prior to the Techno 293 UK utilizing any coach, the coach must submit all relevant documents\* listed below to the Designated Safeguarding Officer and Administrator for validation. If any divergence is to be brought to the attention of the committee, or documents cannot be provided then either an alternate coach will be sourced, or an agreed alternative method of compliance may be temporarily is to be sought. For example if a 1st Aid has recently lapsed, then a current First Aider will be embarked in the coaching RHIB. Any coach under the age of 18, must be supervised at all times by an appropriately qualified coach, who be accountable for them.

\*Documents to be received by the Designated Safeguarding Officer and Administrator.

11.1a As per the RYA Guidelines, all coaches utlised by the association are required to have a valid race coach certificate and revalidate their race coach certificate every five years.

11.1b Hold a RYA approved and valid First Aid Certificate (no more than 3 years old).

11.1c Hold a current, and no more than 3 years old DBS certificate. A full enhanced DBS certificate that is within 3 years old AND has been made through RYA will be accepted. The Techno Class Association will not accept DBS Certificates transferred from any organization other than the RYA.

11.1d hold a RYA Level 2 powerboat handling certificate

11.1e Be an RYA Member

11.1f Be a minimum age of 16. Any coaches aged under 18 should be appropriately supervised.

11.1g Hold the RYA Safe and Fun certificate and undertake a revalidation yearly.

11.2 All Coaches working with sailors under the age of 18 must have read and understood the RYA Child Protection Policy as detailed on the RYA website www.rya.org.uk/go/safeguarding. If they are unable to access the website please contact [coachingdevelopment@rya.org.uk](mailto:coachingdevelopment@rya.org.uk)

11.3 All coaches must follow, adhere to and sign the RYA Race Coach Conduct. This may also go alongside a Techno 293 UK Code of Conduct. Any coach who is in breach of this will be investigated by the Designated Safeguarding Officer along with the RYA Safeguarding team and may face disciplinary action.

11.4 All coaches must develop an appropriate working relationship with sailors based on mutual trust and respect. Coaches must not exert undue influence to obtain personal benefit or reward. In particular they must not abuse their position of trust to establish or pursue a sexual relationship with a sailor aged under 18, or an inappropriate relationship with any sailor.

11.5 All coaches must place the well-being and safety of the sailor above the development of performance.

**Techno Measurement Rules**

12.1 The Committee in accordance with the Class Rules may in cases of doubt seek interpretations of those Rules from the ISAF and may pending a decision by the ISAF give interim guidance relating to the issue as may be considered in the best interest of the Class, provided that the guidance shall not be operative outside the Association’s area or in relation to international events.

**Championship Racing**

13.1 Techno 293 UK will work with the RYA and UKWA to promote a strong and inclusive Techno Class race and race training calendar.

13.2 National Championships shall be held at venues and on dates approved jointly by UKWA, RYA and Techno 293 UK Committees.

13.3 Techno 293 UK will endeavor to provide coach and safety boat support for UK sailors at selected international events, and the parents of independent sailors. This will be funded through the sailors attending the events.

13.4 In order for sailors to be considered for support at Internationals[[4]](#footnote-4) by the class arranged support they are to meet the following criteria:

a. Attended at least 2 UKWA open water competitions in the previous year.

b. Be able to complete a 360 degree turn in 10 seconds or less.

c. Have the recommendation of their coach.

**Definitions**

The ISAF shall mean the International Sailing Federation

Techno 293 UK is the name of the UK Techno Class Association

The Association shall mean Techno 293 UK

The Committee shall be the Committee of Techno 293 UK

The UKWA shall mean the UK Windsurfing Association.

Signed and Dated

Chair

Techno 293 UK

1. Support normally takes the form of advice to sailors and or their parents. Additionally organisational support in attending international events, such as coaches and boats paid for by the sailors being supported, though not normally financial. [↑](#footnote-ref-1)
2. Techno UK membership is not a requirement to enter UKWA or RYA events though membership of those associations dependant on the event is. [↑](#footnote-ref-2)
3. Such as an additional member for specific elements such as organizing a specific event, or taking on a specific role such as media. [↑](#footnote-ref-3)
4. Internationals are open events which sailors can attend without class support. [↑](#footnote-ref-4)