LOCAL FOOTBALL ASSOCIATION – MITCHELL’S PLAIN

CONSTITUTION as amended for 2016

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LFA–MP will give interpretation of any clause as per request by any individual in any of the eleven (11) different languages.

“Affiliate or Affiliates” means a club/s that are duly and constitutionally accepted by the General Council of the LFA MP.

“CAF” means the Confederation Africane de Football.

“CAF Statutes” or “Statutes of CAF” includes the statutes, rules and regulations of CAF.

“Constitution” means the Articles of Association and Rules of LFA–MP.


“DAY” means a calendar day including Saturdays, Sundays and Public Holidays.

“DC” means the Disciplinary Committee of the LFA–MP.

“Executive Committee” means the Executive Committee of the LFA–MP.

“FIFA” means the Fédération Internationale de Football Association.

“FIFA Statutes” or “Statutes of FIFA” includes the statutes, rules and regulations of FIFA.

“General Council” means the gathering of the representatives of all the affiliates at either an Annual General Meeting, General Meeting or a Special General Meeting of the LFA–MP.

“Junior team” means a team of players playing which limit the ages of players to not older than nineteen (19) years as on 1 January of each year.

“LFA–MP” means the Local Football Association – Mitchell’s Plain.

“Local Football Association” means a Local Football Association as contemplated by SAFA.

“Mancom” refers to the elective Management Committee elected at the AGM.

“Non elective” refers to the Annual General Meeting where no elections will take place.

“Non-playing season” means the period between (and including) the date upon which the official league and or knockout matches (whichever is first) of the LFA–MP commence and the date upon which the last official league match and or knockout match (whichever is the latter) of the LFA–MP takes place.

“Office Bearer” refers to members that serves on the Management Committee of the LFA MP.

“Regional Association” means a regional football Association affiliated to SAFA.

“Rule or Rules” means an authoritative principle set forth to guide behaviour or action.

“Regulation or Regulations” means an authoritative direction or rule set within the constitution of LFA MP, SAFA CT or SAFA.

“SAFA” means the South African Football Association.
“SAFA Cape Town” means the Cape Town region affiliated to SAFA.

"S.A.S.C.O.C": means the South African Sports Confederation and Olympic Committee with the corresponding SACOC structure being affiliated to the Local Sports Council.

“Weekday hours”: means the hours counted from Monday at 00:01am to Friday at 00:00pm.

**NB**: Terms referring to natural persons are applicable to both genders and any term in the singular applies to the plural and vice-versa.

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**PREAMBLE**

We, the Local Executive Committee, Standing Committees and Sub-Committees, Clubs and members of the Local Football Association - Mitchell’s Plain (LFA-MP) therefore; through our freely elected representatives, adopt this Constitution as the guiding governing document of the LFA MP so as to-

- Heal the divisions of the past and establish a society based on democratic values, social justice and fundamental human rights;
- Improve the quality of life of all citizens and free the potential of each person; and
- Build a united and democratic LFA MP to take its rightful place as independent entity in the family of the Mitchells Plain citizenship.

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**RECOGNISE;**

The injustice and inequalities we experienced in the past and that we must work towards a non-racial society as one in which all people shall be equal before the law and that;

- There shall be no oppressive or uncalled for or unwarranted interference with the rights of affiliates and/or members.
- The principles of democracy, accountability and consultation shall be upheld.
- All affiliates and members shall enjoy freedom of association and freedom of movement.
- The respect and dignity of all affiliates and members shall be upheld.
- That the LFA MP is the custodian of organised football in the defined municipal areas of Mitchells Plain.

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**CONFIRMING;**

That the LFA-MP rejects racism, racial discrimination, racial harassment and sexism, and will strive to maintain its policy of non-discrimination i.e. with regard to race, religion and gender in the constitution of its membership, in the selection of its Management Committee, Executive Committee, Sub-Committees, delegates, employees and representative teams.

That the philosophy of non-racialism and non-sexism to be the guiding principle in the organization and our endeavour to strive for unity, peace and harmony in sport in our community and that never again will the football fraternity of Mitchells Plain be divided into segregated groups as proclaimed and announced during unification talks which resulted in unification during 2006.

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**RESOLVING;**

To constitute all its clubs and members into an indissoluble single organization, the Local Football Association – Mitchell’s Plain, and under its Constitution thereby established to

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Constitution as amended and approved on14 Dec 2015
promote football in Mitchells Plain in particular and the Western Cape and South Africa in general.

### Article 1   NAME AND HEADQUARTERS

1. The Association hereby constituted shall be known as the LOCAL FOOTBALL ASSOCIATION – MITCHELL’S PLAIN and abbreviated as the LFA–MP.
2. The headquarters LFA–MP are located in Mitchell’s Plain (South Africa) and may only be transferred to another location following a resolution passed by the General Council.
3. The area of jurisdiction of the LFA MP shall be throughout the Mitchells Plain local municipality.
4. The date of incorporation of the LFA MP is 25 April 2006.
5. It is recorded that the LFA MP is a Public Benefit Organisation (PBO) in accordance with the provisions of Section 30(3) of the Income Tax of Act of 1962, as amended.

### Article 2   COLOURS AND EMBLEM

1. The official colours of the LFA-MP shall be black, red and yellow with no specific design. 2. The official emblem of the LFA-MP shall be as depicted in Schedule 2.

### Article 3   LEGAL PERSONALITY

1. The LFA-MP shall be universitas with full legal personality including the right to sue and to be sued in its own name and to hold property in its own name.
2. No club, member or office-bearer of the LFA-MP shall have a right to its assets nor shall incur any liability on behalf of the LFA-MP.

### Article 4   AIMS, OBJECTIVES AND POWERS OF THE ASSOCIATION

LFA MP shall have no other objectives save for objectives provided for below and the funds it raises be employed exclusively in the promotion of such objectives and provided further that LFA MP's activities shall be limited to the LFA MP. LFA MP shall have the following aims and objectives:

1. to carry on the public benefit activity of administering, developing, coordinating and promoting the game of football in which the participants take part in accordance with the principles as laid down in the statutes of SAFA.
2. to improve the game of football constantly and promote, regulate and control it throughout the territory of MITCHELLS PLAIN in accordance with the principles of fair play and its unifying, educational, cultural and humanitarian values, particularly through youth and development programmes;
3. to organize competitions in Association Football in all its forms, by defining precisely, as required, the areas of authority delegated to the various HOD's of which it is composed;
4. to draw up regulations and provisions and to ensure their enforcement;

Constitution as amended and approved on14 Dec 2015
5. to protect the interests of its Clubs;
6. to respect and prevent any infringement of the statutes, regulations, directives and decisions of LFA MP, SAFA CT, SAFA, COSAFA, CAF and FIFA as well as the Laws of the Game and to ensure that these are also respected by its Clubs;
7. to prevent all methods or practices which might jeopardise the integrity of matches or competitions or give rise to abuse of Association Football;
8. to control and supervise all football matches of all forms played throughout the territory of Mitchells Plain;
9. to manage local sporting relations connected with Association Football in all its forms;
10. to host competitions at both Local and Regional levels;
11. to settle disputes arising between Clubs or bodies or persons connected directly or indirectly with football within the jurisdiction of LFA MP;
12. to raise funds by means of subscriptions, donations and from the carrying on of any business, trade or undertaking consistent with or subsidiary to its objects or is calculated directly or indirectly to advance the interests of LFA MP.
13. to acquire and develop playing facilities including the construction of stadia;
14. to distribute monies to its Clubs for the protection, promotion and advancement of amateur football;
15. to affiliate to SAFA CT and SASCOC structure in the area namely the Local Sports Council;
16. to do all such things as may be incidental or conducive to the attainment of the objective or any one of them;
17. LFA MP shall have the full power and authority to do any act, matter or thing as may be required to give effect to the aims and objectives of LFA MP as described herein, including, but not limited to the following powers:-
17.1 to engage staff on the basis of a policy of fair employment and equal opportunities;
17.2 to acquire assets and enter into commitments for the promotion of its aims and objectives;
17.3 to confer honours and awards on individuals, in recognition of their contribution to football in Mitchells Plain;

17.4 to grant practical and financial assistance to individuals and organisations in order to enable them to promote ideas and concepts consistent with the objects of LFA MP;

17.5 to enter into donor funding arrangements with companies or individuals and to solicit and accept fees, donations, bequests, contributions, and subscriptions for the funds of LFA MP, provided however that the LFA MP shall ensure that no donor will derive any monetary advantage from any monies paid to and on behalf of the LFA MP;

17.6 to take, lease, purchase or otherwise acquire premises, equipment, vehicles, furniture and other property or assets, whether movable or immovable which may be deemed necessary or convenient for any of the purposes of LFA MP, and in order to provide suitable equipment, accommodation and football facilities;

17.7 to improve, manage, develop, exchange or lease, mortgage, sell, dispose of, turn to account and grant options, rights and privileges in respect of, or otherwise deal with, or any part of the property and rights of LFA MP;

17.8 to subscribe, grant subsidies out of, administer and invest the funds of LFA MP in such manner as it may be deemed best to achieve the objects and purposes of LFA MP;

17.9 to enter into such commercial or other transactions in connection with any trade or business of LFA MP as may seem desirable for the purpose of LFA MP’s affairs;

17.10 to borrow, or raise money in such a manner as LFA MP shall deem fit, and in particular to secure payment of any money borrowed by means of mortgage, pledge, charge or lien to secure and guarantee the due performance by LFA MP of any obligation or liability it may undertake;

17.11 to open and operate banking accounts and to draw, make, accept, endorse, sign, discount, execute, issue cheques, promissory notes, bills of exchange, bills of lading, warrants, debentures and other negotiable instruments;

17.12 to make rules which shall not be inconsistent with the terms of this Constitution. The Rules of the LFA MP and SAFA CT shall have the same force and effect as if they were incorporated in the Articles of this Constitution;

17.13 to select teams for Representative matches at all levels and to arrange tours and to sanction matches in and regulate the transfer of players to and from the Clubs in terms of the SAFA CT Regulations;
17.14 to keep or cause to be kept, true accounts of all receipts, credits, payments, assets and liabilities of LFA MP and all other matters necessary for showing the correct financial state of affairs of LFA MP. The accounts shall be kept in such books and in such manner as the Local Executive Committee deems fit and to the satisfaction of the Auditors of LFA MP;

17.15 to appoint auditors to audit annual accounts of LFA MP;

17.16 to inquire into the administrative and/or financial affairs of Clubs, and, where necessary, to recommend corrective measures in this regard, and if these measures are not implemented to take over the administrative and/or financial affairs of the Club until these are placed on a satisfactory footing;

17.17 to appoint such sub-committees or commissions upon such terms as it may consider necessary to give effect to its powers;

17.18 to suspend, fine, terminate the Membership of or otherwise deal with any Club, Member or individual affiliated to LFA MP or any of its Members for infringing the Constitution, regulations, policies, principles or resolutions of SAFA or for engaging in acts of misconduct, improper practices, misdemeanour, acts of defiance, or for bringing LFA MP and SAFA CT into disrepute.

17.19 to establish, subscribe or carry on through any subsidiary company any activities which LFA MP is authorized to carry on and to make any arrangements whatsoever with such subsidiary company as thought fit;

17.20 to aid, finance or provide consultative, managerial, administrative, technical and commercial services of all kinds for all or any part of the operations of any company which is a subsidiary company of or otherwise under the control of LFA CT or in which LFA MP has an interest and to make payments by way of subsidy or otherwise and any other arrangements which may be deemed desirable with respect to any business or operations of or generally with respect to any such company or companies and generally to carry on the business of a holding company

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**Article 5 HONORARY LIFE MEMBERSHIP / AWARD COLOURS / POST HUMEROUS**

1. The LFA-MP may, at its discretion, confer Honorary Life Membership/ award colours on any person as a mark of esteem, for exceptional services rendered to the LFA-MP in particular and or football in general.

2. The General Council may confer the titles of Life Membership or Award colours upon a person or persons who has/have rendered meritorious service to LFA MP.

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Constitution as amended and approved on 14 Dec 2015
3. The Local Executive Committee shall make these nominations.

4. The Life Member may attend and participate in Council Meetings. They may participate in the debates but are not entitled to vote.

5. The Life Members shall not be obliged to attend meetings of the Local Executive Committee.

### Article 6  MEMBERSHIP, AFFILIATION AND RESIGNATION

1. a. Membership of the LFA-MP, subject to approval of the General Council, shall be open to clubs playing football.
   
   b. Special/associated membership may also be granted to schools, and organisations who has as its objective to promote football in Mitchells Plain and in particular Western Cape and South Africa.

2. Application/s for affiliation shall be made in writing to the LFA-MP’s General Secretary by no later than the 30th September of each year, and shall be accompanied by the following;

   a. A list of the names, surnames and addresses and respective portfolios of its Executive Committee members.
   b. A list of the names, surnames and addresses of all its members and a list of the names of its players indicating clearly which are the age groups and/or divisions, which these teams wish to participate.
   c. A copy of its Constitution,
   d. A copy of the minutes of the last Club General Meeting confirming the decision to join the LFA-MP.
   e. Copy of its latest financial statement as proof that they financially sound.
   f. Sample of its colours and emblem.

3. Applications for affiliation to the LFA-MP shall be dealt with by the Local Executive Committee of the LFA-MP, who shall recommend acceptance or otherwise, to the General Council at the Annual General Meeting of the LFA-MP and provided that the Executive Committee of such prospective new club presents themselves at the Annual General Meeting, to speak to their application.

4. The new Member shall acquire Membership rights and duties as soon as it has been admitted. Its delegates are eligible to vote and be elected with immediate effect.

5. No person/s shall have a direct or indirect controlling interest in more than one (1) club affiliated to the LFA-MP.

6. No club/s affiliated to the LFA-MP shall be a source of profit for its officials and/or individual members.

7. A Club will have the right to enter into financial/sponsorship or marketing agreement with any third party and should any agreement be finalized and such a decision should change the status of the club, then such a club shall notify the LFA-MP.

8. A Club/s of the LFA-MP shall have the following obligations;
a. To comply fully with the Constitution, directives, guidelines, rules and decisions of the LFA-MP.

b. To participate in all competitions organised by the LFA-MP.

c. To pay their membership subscriptions and other financial obligations when it is due.

d. To ensure that their own members comply with the Constitution, directives, guidelines, rules and decisions of the LFA-MP;

e. To adhere to and respect the Laws of the Game in force;

9. Violation of the provisions of Article 7.8 by any affiliate of the LFA-MP may lead to sanctions provided in the LFA-MP’s Constitution.

10. Each Club shall be an independent entity, which will operate as a separate entity.

11. A Club may resign from the LFA MP with effect from the end of the season applicable. Notice of the resignation must reach the General Secretary no later than three (3) months before the end of the season applicable to that Club.

12. The resignation is not valid until the Club wishing to resign has fulfilled its financial obligations towards the LFA MP and the other clubs of the LFA MP.

13. Notwithstanding the resignation being endorsed by the General Council the bulk clearance certificate will only be issued once the LFA MP is satisfied that the Affiliate who resigned has met all its obligations and liabilities with the LFA MP and its members.

**Article 7  BODIES OF THE LFA MP**

The bodies of the LFA MP shall be the following;

1. General Council which is the supreme and legislative body of the LFA MP.

2. The Local Executive Committee which is the executive body of the LFA MP.

3. The Emergency Committee contemplated in Article ?, below.

4. Standing/ adhoc committees shall advise and assist the Local Executive Committee in fulfilling its duties. Their duties, composition and functions are defined in the various Statutes and/or special regulations drawn up by the Local Executive Committee.

5. The General Secretariat which is the administrative body of the MPLFA.

6. The Judicial bodies are the Local Disciplinary Committee and the Appeals Committee.

7. The bodies of the LFA MP shall be either elected or appointed by the LFA MP itself without any external influences and in accordance with the procedures described in the Constitution.
Article 8  GENERAL COUNCIL MEETING

1. Definition and composition of the Council meeting

1.1 The General Council represents the supreme and legislative authority of LFA MP. It is the meeting at which all of the Members of LFA MP formally convene. Only a Council meeting that is properly convened has the authority to make decisions.

1.2 A Council meeting may be an General or Special Council meeting.

1.3 The President shall conduct the Council meeting's business in compliance with the standing orders of the Council.

1.4 The Council may appoint observers who take part in the Council without the right to debate or to vote.

1.5 The Life Members may take part in the Council meetings. They may join the debates but are not entitled to vote.

1.6 Clubs who are not represented at a General Council meeting will be fined in accordance with clause 9.1.1.

Article 9  DELEGATES AND VOTES

1. The Council is composed of a number of delegates allocated as follows:

1.1 Each Club shall be entitled to two (2) delegates and with one (1) vote. Each Club may either mandate their two (2) delegates to exercise its one (1) vote collectively, alternatively, to abstain from voting. In the event that a club is not represented at a meeting a fine of R250.00 will be imposed which becomes payable within 30 calendar days from the meeting date.

1.2 Each Associate Member shall be entitled to two (2) delegates who shall have no voting rights but may participate in the Council Meeting.

2. Delegates must be accredited by the Club that they represent having been either appointed or elected by that Club. Written proof of appointment or election must be provided upon request. Failing to produce such credentials a club will be fined a fee of R100.00 which will be payable within 30 calendar days from the date of the meeting.

3. Only accredited delegates present are entitled to vote. Voting by proxy or by letter is not permitted.

4. The Members of the LEC may participate in the Council meeting and are not entitled to vote. Nothing contained herein shall be construed to preclude them from eligibility for re-election.

5. During their terms of office, Members of the Local Executive Committee may not be appointed as delegates for their respective clubs or any other Club of LFA MP.
Article 10 COUNCIL’S AREAS OF AUTHORITY

The Council has the following authority:

1. adopting or amending the Constitution, Regulations Governing the Application of the Statutes and the Standing Orders of the Council;
2. approving the Minutes of the last meeting;
3. electing the President, the Vice- Presidents, Treasurer, General Secretary and the 8 to 12 (eight to twelve) Members of the Local Executive Committee, and to confirm those nominated by the Clubs;
4. appointing the electoral Committee;
5. approving the Local Executive Committee report;
6. appointing the independent auditors upon the proposal of the Local Executive Committee;
7. fixing the Membership subscriptions;
8. deciding, upon the nomination of the Local Executive Committee, whether to confer the title of Life Membership or Award Colours upon any person;
9. admitting, suspending or expelling a Club, Special Member or Associate Member;
10. revoking the mandate of one or a number of Members of a body of LFA MP;
11. dissolving LFA MP;
12. passing decisions at the request of a Club in accordance with this Constitution.

Article 11 QUORUM OF THE COUNCIL

1. A Quorum of the Council meetings shall be 50% plus 1 of the Members who are in good standing and who are entitled to vote.
2. In the event of a quorum not being present thirty (30) minutes after a proposed time of commencement of the Council meeting, the Council will be postponed the same day until two (2) weeks later, and at such postponed date whoever shall be present shall then constitute a quorum and the Council meeting will proceed.
3. A quorum is not required for the second (postponed) meeting unless any item on the agenda proposes the amendment of the LFA MP constitution or the election of the President, the vice- Presidents and any Member of the Local Executive Committee, the dismissal of one or a number of Members of COUNCIL.
of a body of LFA MP, the expulsion of a Member of LFA MP or the dissolution of LFA MP.

**Article 12** **DECISIONS OF THE COUNCIL**

1. Unless otherwise stipulated in these Statutes, a simple majority of the accredited Members in good standing who are entitled to vote is sufficient for a vote to be valid. The number of valid votes counted shall decide the majority. Spoilt or blank voting slips or any other forms of abstentions are disregarded in calculating the majority.

2. A decision that requires a vote shall be reached by a show of hands or by secret ballot voting. In the event that voting by a show of hands does not result in a clear majority in favour of a motion, the vote shall be taken by calling the roll in alphabetical order.

**Article 13** **ELECTIONS**

**ELECTIONS OF OFFICERS**

1. Subject to the provisions of this Article, the election of office-bearers shall be by vote of Accredited delegates and office-bearers present at a Quadrennial Council Meeting of LFA MP.

2. Any person shall be eligible for election as President, Vice President or Member of the Local Executive Committee provided that such person is nominated by a Club in good standing and complies with the eligibility provisions of the LFA MP Electoral Statute.

3. Each Member and office-bearer present at the elective Council Meeting shall have a vote which shall be exercised in accordance with the provisions of Article 16 in any election of office bearers, provided that no delegate shall be entitled to vote unless the Club which he/she represents is a Club in good standing and the vote to be cast represents the duly mandated position of the Club on whose behalf the vote is to be cast.

4. Any Club in good standing shall be entitled to submit nominations for the position of President, and the three (3) Vice-Presidents, of which one must be a female, General Secretary, Treasurer and the Local List of candidates for election to the LEC.

5. Only Clubs in good standing shall be entitled to submit nominations from their Clubs to the LFA MP List of candidates for election.
Sixty (60) days prior to the date of the elective Council meeting the General Secretary shall distribute nomination forms to Clubs for nominations.

Clubs shall submit the original nomination forms either by e-mail or by hand duly acknowledged to LFA MP's auditor such that they are received at least Thirty (30) days prior to the date of the elective Council meeting. The closing date and time shall be specified in a circular distributed by the General Secretary with the nomination forms.

No nomination form will be accepted by LFA MP unless:-

8.1 the nomination form is signed by the President/Chairperson and the Secretary of the Club submitting the nomination; and

8.2 the nominee has submitted to the auditors his/her signed acceptance of the nomination on the form provided for this purpose, or in a copy or facsimile thereof, and this signed acceptance has been received by the auditor at least Thirty (30) days prior to the date of the elective Council meeting.

The onus shall be on the Club concerned to ensure that nominations and acceptances are received by the auditors on or before the closing date.

Within seven (7) days after the closing date for nominations, the auditor shall submit a list of those persons duly nominated to the General Secretary who shall forward the list to the LFA MP Electoral Committee for approval. The original nomination forms shall be retained by the auditors.

Within fourteen (14) days of receipt of nominations from the auditors, the General Secretary shall send the list of nominations as received from the auditors and approved by the Electoral Committee to all Clubs along with the agenda for the elective Council meeting.

The Chairperson of the Electoral Committee and Members of the Committee will conduct the elections in accordance with the provisions of the LFA MP Electoral Statute.

Should there be fewer nominations for a post than there are vacancies to be filled nominations may be made from the floor. In such event no nomination will be accepted unless the nominee in question is present at the elective Council meeting and indicates his/her willingness to accept nomination.

The first person to be elected shall be the President. Should only one nomination be received the candidate shall be declared duly elected. Where more than one nomination is received, the election shall take place by simple majority vote. In the event of a tie, the outgoing President (or if he/she is a candidate, an outgoing Office Bearer nominated for this purpose by the outgoing Local Executive Committee) shall have a casting vote in addition to his/her deliberative vote.
Following the election of the President, the three (3) Vice-Presidents at least one of whom shall be woman, shall then be elected. Should only three (3) nominations be received, the candidates shall be declared duly elected. Should more than three (3) nominations for these positions be received, then such elections will be determined by means of a ballot with the three (3) candidates polling the most number of votes elected to the position of Vice-Presidents, subject to at least one of whom shall be woman.

Thereafter the election of the General Secretary and Treasurer, respectively, shall take place. Should only one (1) nomination be received, the candidate shall be declared duly elected in the position. Should more than one (1) nomination for these positions be received, then such elections will be determined by means of a ballot with the one (1) candidate polling the most number of votes will be elected to the position of either General Secretary or Treasurer.

Thereafter the President shall announce the names of the nominees received for the Local Executive Committee.

Should any dispute relating to an election arise during the meeting, the electoral Committee shall rule thereon, and its ruling shall be final and may not be challenged by any candidate, delegate or Club.

Subject to the provisions of this Article, Office Bearers hold office until their successors have been elected at an elective Council Meeting.

A vacancy in any office of the Local Executive Committee shall occur:

20.1 upon the death or resignation of a Member;

20.2 if a Member is absent from three (3) consecutive meetings of the Local Executive Committee without prior permission unless the Local Executive Committee upon good cause being shown, otherwise decides;

20.3 if a Member is found guilty of having conducted himself in any manner likely to prejudice the objects or activities of LFA MP and/or whose conduct has the effect of bringing LFA MP or SAFA CT into disrepute;

20.4 upon the amendment of these Statutes providing for the addition of new Members;

Should the office of any Member of the Local Executive Committee become vacant, the remaining Members of the Local Executive Committee shall have the power to co-opt a Member in his place until the next Quadrennial elective Council meeting provided that should the office of the President become vacant, the Local Executive Committee shall, at its next meeting, elect one of the three (3) ordinary Vice-Presidents to act as President until the next General Council Meeting.

At any General Council meeting which is not an elective Council meeting, elections will be held to fill offices that are vacant. Candidates for such elections may be nominated only in accordance with the
nomination procedures of this Article. In each category of Office Bearer in respect of which there are vacancies, delegates may vote for as many candidates as there are vacancies with the required number of candidates who obtain the highest number of votes in the first round of voting being elected. In the event of a tie, the tie-break mechanisms set out in this Article for the relevant category of Office Bearer will apply.

23 An office bearer elected in accordance with Article 13.22 to fill a vacancy on the Local Executive Committee holds office until the next Quadrennial elective Council meeting.

24 The President and General Secretary shall not serve on the Executive body of any Club.

Article 14  ANNUAL GENERAL / AND PRELIMINARY POLICY MEETING

1 The General Council meetings shall be held once every quarter.

2 The Local Executive Committee shall fix the place and date. The Clubs shall be notified in writing at least 14 calendar days in advance.

3 The formal convening of such a meeting shall be made in writing at least fourteen (14) calendar days before the date of the Council meeting. This notice shall contain the agenda, the Local Executive Committee’s activity report, the financial statements and/or the auditors’ report, the minutes of the last Council meeting and any other relevant documents.

4 All delegates of Clubs in good standing shall be entitled to speak at any General Meeting of LFA MP;

5 The following, if present, shall be entitled to vote:-
   5.1 delegates appointed by each Club in good standing.

6 In the event a club is not represented at the Annual General meeting a fine will be imposed as per clause 9.1.1

7 The Preliminary Council Meeting shall be held once a year and the provisions set out above for General Council Meetings shall mutatis mutandis apply accept for clause 14. 3 above.

Article 15 AGM AGENDA/ PRE-LIMINARY MEETING

ANNUAL GENERAL MEETING

1. The General Secretary shall, by registered post or by email or by hand, give all Clubs at least Thirty days (30) days advance notice of the date of the Annual General Council meeting, which date shall be determined by the Local Executive Committee and shall ordinarily be a date no later than the end of November.
2. If, by 30 June in any year, no date for an Annual General meeting has been fixed by the Local Executive Committee, any Club may by written notice to the General Secretary nominate a date for the Annual General Council meeting between 100 and 120 days away, and the Local Executive Committee shall convene the Annual General Council meeting for the date nominated in the first such notice she/he receives.

3. The General Secretary shall draw up the agenda based on proposals from the Local Executive Committee and the Clubs. Any proposal that a Club wishes to submit to the Council meeting shall be sent to the General Secretary in writing, with a brief explanation, by close of business at least thirty (30) days before the date of Annual General Council Meeting.

4. Motions to an Annual General Council Meeting shall be submitted to the General Secretary of LFA MP in writing per registered post and/or telefax or by email or by hand by the close of business not less than thirty (30) days prior to the date of such Annual General Council Meeting. The General Secretary of LFA MP shall circulate all motions submitted to him/her together with the agenda for the Meeting and the audited financial statements of LFA MP to all Clubs and Exco members per registered post and/or telefax or by email or by hand not less than fourteen (14) days prior to the Annual General Council Meeting.

5. Members must forward in writing to the General Secretary the names of the delegates who will represent them at the Annual Meeting. Unless such confirmation is received by the General Secretary at least seven (7) days before the meeting, the delegates in question will not be accredited and will not be entitled to participate in the meeting.

6. The Annual General Council Meeting agenda shall include the following mandatory items:
   6.1 Notice that the Annual General Council Meeting has been convened and composed in compliance with the Statutes of LFA MP;
   6.2 Approval of the agenda;
   6.3 Confirm credential
   6.4 Confirm and accept the minutes of the previous minutes,
   6.5 An address by the President;
   6.6 Local Executive Committee’s activity report (containing the activities of all Standing Committees, Secretariat Report, Treasurers Report, Judicial Committees, Technical Officer's Report since the last AGM);
   6.7 presentation of the consolidated Annual Financial Statements and reports of the Auditors for the previous year.
   6.8 presentation of the budget
   6.9 suspension or expulsion of Members (if applicable);
   6.10 admission for Membership (if applicable);
6.11 Confirm and acceptance of the amendments to the constitution, the regulations governing the application of the statutes and the standing orders of the Annual General Council Meeting (if applicable);

6.12 Discussion of items proposed by the Local Executive Committee of LFA MP or the Clubs of LFA MP as contemplated in Article 22.4;

6.13 appointment of independent auditors (if applicable) upon the proposal of the Local Executive Committee;

6.14 election of the President, Vice-Presidents, General Secretary, Treasurer and Members of the Local Executive Committee (if applicable);

6.15 any further items proposed by the Members or the LEC (if applicable)

7. The agenda of an Annual General Council meeting may be altered, provided two-thirds (2/3) of the Clubs present at the meeting and eligible to vote, agree to such a motion.

8. The meeting shall not make a decision on any point not included in the agenda.

9. The Agenda for the Preliminary Policy Council meeting shall be determined by the Local Executive Committee and the provisions regarding notices, motions etc shall be mutatis mutandis be those set out for Annual Council Meeting.

**Article 16 SPECIAL GENERAL COUNCIL MEETING**

1. The Local Executive Committee may convene a Special General Meeting at any time.

2. The Local Executive Committee shall convene an Special General Council Meeting if one third (1/3) of the Clubs of LFA MP make such a request in writing. The request shall specify the items for the agenda. A Special General Meeting shall be held within three 30 calendar days of receipt of the request. If a Special General Meeting is not convened, the Clubs who requested it may convene the General Meeting themselves. As a last resort, the Clubs may request assistance from SAFA CT.

3. The Clubs shall be notified of the place, date and agenda at least fourteen (14) calendar days before the date of a Special General Meeting.

4. When a Special General Meeting is convened on the initiative of the Local Executive Committee, it must draw up the agenda. When the meeting is convened upon the request of Clubs, the agenda must contain the points raised by those Clubs.
5. The agenda of the Special General Meeting may not be altered.
6. In the event a club is not represented at the Special General Council meeting a fine will be imposed as per clause 9.1.1

**Article 17  MODE OF PLAY MEETING**

1. The Mode of Play Meeting shall be called annually by the Local Executive Committee, who shall determine the agenda, date, venue and time of the meeting and shall not be later than the end of December.

2. All clubs shall send two delegates to the meeting in terms of article 9 of the LFA MP constitution.

3. A Club who is not represented at the Mode of Play Meeting of the LFA-MP shall be fined in accordance with clause 9.1.1 and the fine shall be payable within 30 calendar days from the date of the meeting.

4. The agenda for the Mode of Play Meeting shall be;
   i. Signing of the register.
   ii. To read the notice convening the meeting.
   iii. To read and confirm the delegates’ credentials.
   iv. To decide and confirm the type of competitions to be played by the LFA-MP for the ensuing season and which has not been dealt with at a Council Meeting.
   v. Proposals raised by clubs on Competitions.
   vi. Closure.

**Article 18  EMERGENCY COMMITTEE MEETINGS**

**FUNCTIONS**

1. The Emergency Committee shall deal with all matters requiring immediate settlement between the meetings of the Executive Committee and General Council meetings. The Committee shall consist of the President of LFA MP, the two Vice-Presidents, Secretary and Treasurer and one additional member chosen from amongst the Local Executive Committee members and appointed by the Executive Committee for a period of four (4) years.

2. The President shall convene the Emergency Committee meetings. If a meeting cannot be convened within an appropriate period of time, decisions may be passed through other means of communication. Such decisions shall have immediate legal effect. The President shall notify the Executive Committee immediately of the decisions passed by the Emergency Committee.

3. If the President is unable to attend a meeting, the Vice President shall deputise.

**Article 19  LOCAL EXECUTIVE COMMITTEE**

Constitution as amended and approved on 14 Dec 2015
1. Composition

1.1 The Local Executive Committee consists of the following Members:
   1.1.1 President;
   1.1.2 Three (3) Vice Presidents, who shall directly be elected by the Members, one (1) of whom shall be a female.
   1.1.3 The General Secretary.
   1.1.4 The Treasurer
   1.1.5 One member from the nominated members received from the clubs.

2. The President, the Vice-Presidents, the General Secretary and the Treasurer of the Local Executive Committee shall be elected by the Council. Every candidate in the election of Local Executive Committee Members must be proposed by at least one Member or Special Member, as the case may be. The Members elected by the Clubs shall be confirmed by the Council.

3. The mandate of the President, Vice-Presidents and Members of the Local Executive Committee is for four (4) years. They may be re-elected.

4. The Members of the Local Executive Committee shall have been active in football, must not have been previously found guilty of a criminal offence and sentenced to a period of imprisonment without the option of a fine and have residency within the territory of the Municipal area of Mitchells Plain.

5. The official list of candidates must be sent to the Clubs of LFA MP along with the agenda for the Council meeting at which the Local Executive Committee will be elected as contemplated in Article 9.2.

6. A Member of the Local Executive Committee may not at the same time be a Member of a judicial body of LFA MP or SAFA CT.

7. Should a position become vacant, the Local Executive Committee shall fill that position until the next General Council meeting, when a replacement will be elected for the remaining period of the mandate.

**Article 20 MEETINGS OF THE LOCAL EXECUTIVE COMMITTEE**

1. The Local Executive Committee shall meet at least once a Month on the last Thursday of the Month.

2. The General Secretary shall convene the Local Executive Committee meetings in consultation with the President. Should 50% of the Local Executive Committee Members request a meeting, the General Secretary shall convene it within fourteen (14) calendar days of such request.
3. The General Secretary shall compile the agenda in consultation with the President. Each Member of the Local Executive Committee is entitled to propose items for inclusion in the agenda. The Members of the Local Executive Committee must submit the items they wish to be included in the agenda for the meeting to the General Secretary at least 10 calendar days before the meeting. The agenda must be sent out to the Members of the Local Executive Committee at least seven calendar days before the meeting.

4. The meetings of the Local Executive Committee shall not be held in public. The Local Executive Committee may, however, invite third parties to attend. Those third parties shall not have voting rights, and may only express an opinion with the permission of the Local Executive Committee.

5. The Local Executive Committee shall approve a meetings calendar of the various standing and other committees appointed by the LEC.

### Article 21 POWERS OF THE LOCAL EXECUTIVE COMMITTEE

1. The Local Executive Committee:
   1.1 shall pass decisions on all cases that do not come within the sphere of responsibility of the Council or are not exclusively reserved for other bodies by law or under these Statutes;
   1.2 shall prepare and convene the Annual, preliminary and Special meetings of LFA MP;
   1.3 shall appoint the chairperson, deputy chairperson and Members of the standing committees;
   1.4 shall recommend to the Council the chairperson, deputy chairperson and Members of the judicial bodies;
   1.5 may decide to set up ad-hoc committees, if necessary at any time;
   1.6 shall compile the regulations for the organisation of standing committees and ad-hoc committees;
   1.7 shall appoint or dismiss the Chief Executive Officer;
   1.8 shall propose the independent auditors to the Council;
   1.9 shall decide the place and dates of and the number of teams participating in the competitions of LFA MP;
   1.10 shall appoint the coaches for the representative teams and other technical staff including Heads of Delegation;
   1.11 shall approve regulations stipulating how LFA MP shall be organised internally;
   1.12 shall ensure that the Statutes are applied and adopt the executive arrangements required for their application;
1.13 may dismiss a person or body or suspend a Member of LFA MP provisionally until the next Council meeting;

1.14 may delegate tasks arising out of its area of authority to other bodies of LFA MP or third parties;

1.15 may give strategic direction to the policies of the Association;

1.16 approves the financial statements;

1.17 approves the budget;

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**Article 22  DECISIONS OF THE LOCAL EXECUTIVE COMMITTEE**

1. The Local Executive Committee shall not engage in valid debate unless the absolute majority (50%+1) of its Members are present. Once the Local Executive Committee meets the quorum at the commencement of the meeting, all decisions taken by the meeting shall be valid and binding.

2. The Local Executive Committee shall reach decisions by a simple majority of the Members present. In the event of a tied vote, the President shall have the casting vote. Voting by proxy or by letter is not permitted.

3. Any Member of the Local Executive Committee must withdraw from the debate and from taking a decision if there is any risk of a conflict of interests.

4. The decisions taken shall be recorded in the minutes.

5. The decisions taken by the Local Executive Committee shall come into effect immediately unless the Local Executive Committee decides otherwise.

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**Article 23  TERMINATION OF MEMBERSHIP**

1. The Council may terminate the membership of a person or body. The Local Executive Committee may place the termination of a person or body on the agenda for the Council Meeting. The Local Executive Committee may also terminate the membership of a person or body provisionally for a period of not longer than three (3) months. Local Executive Committee or any Club may submit a proposal to place such a motion for termination of membership on the agenda of the Local Executive Committee or Council.

2. The motion for termination of membership must be justified in writing and sent to the Clubs of the LFA MP along with the agenda.
3. The person or body in question may attend the Council meeting and has the right to speak in his/her or its defence.

4. If the motion for termination is upheld, the Council or Local Executive Committee shall reach a decision by means of secret ballot. For the motion to be passed, a majority of two-thirds of the valid votes is required.

5. The person or body whose membership is terminated (provisionally) must be relieved of his/her or its functions with immediate effect.

Article 24  PRESIDENT

1. The President represents The Local FA legally.

2. He/She is primarily responsible for:

   2.1 monitoring the implementation of the decisions passed by the Council and the Local Executive Committee through the General Secretary;
   2.2 ensuring the effective functioning of the bodies of The LFA MP in order that they achieve the objectives described in these Statutes;
   2.3 overseeing the work of the General Secretary;
   2.4 promoting good relations between The Local FA and its Members, political bodies and other organisations within its area of jurisdiction.

3. The president may in consultation with the Local Executive Committee propose the appointment or dismissal of the General Secretary.

4. The President shall preside over the Council, the Executive Committee, Emergency Committee meetings and those committees of which he/she has been appointed chairperson.

5. The President shall have an ordinary vote on the Executive Committee and, whenever votes are equal, shall have a casting vote.

6. If the President is absent or unavailable, the Vice President and should he/she not be available any senior Member of the Local Executive Committee, shall deputise, and enjoy the same powers of the President.

7. Any additional powers of the President shall be contained in the internal organisation regulations of The Local FA;

8. Performs other responsibilities assigned by the LEC.

9. The President shall not be an owner or have any interest financial or otherwise in any Football Club under the jurisdiction of The LFA MP.
10. CANDIDATE FOR THE OFFICE OF THE PRESIDENT

10.1 The President shall be elected by Council for period of four (4) years. His/Her mandate shall begin after the end of the Council meeting which has elected him. A President may be re-elected.

10.2 The candidate must have served as an executive Member of the local structure/body for a minimum of at least five (5) years;

10.3 Only Clubs of the LFA MP may propose candidates for the office of the President. Clubs shall notify the General secretariat (or its appointed agent for this purpose) in writing of the name of a candidate at least 30 calendar days before the date of the Council Meeting.

10.4 The general secretariat shall notify the Clubs of the names of the proposed candidates at least fourteen (14) days before the date of the Council meeting.

10.5 If the President is permanently or temporarily prevented from performing his/her official functions, the Vice President shall represent him/her until the next Council meeting. This Council meeting shall elect a new President, if necessary.

11. REPRESENTATION AND SIGNATURE

11.1 The President and the General Secretary represent LFA MP legally and are duly authorised to represent the LFA in any legal proceedings and are entitled to sign for and on behalf of the LFA MP. The Local Executive Committee may set up internal organisation regulations regarding the joint signature of officers, in particular in case of the Presidents absence concerning all important business of the LFA MP.

ARTICLE 25 EMERGENCY COMMITTEE FUNCTIONS

1. The Emergency Committee shall deal with all matters requiring immediate settlement between the meetings of the Executive Committee and General Council meetings. The Committee shall consist of the President of LFA MP, the two Vice-Presidents, Secretary and Treasurer and one additional member chosen from amongst the Local Executive Committee members and appointed by the Executive Committee for a period of four (4) years.

2. The President shall convene the Emergency Committee meetings. If a meeting cannot be convened within an appropriate period of time, decisions may be passed through other means of communication. Such decisions shall have immediate legal effect. The President shall notify the Executive Committee immediately of the decisions passed by the Emergency Committee.

3. All decisions taken by the Emergency Committee shall be ratified by the Local Executive Committee at its next meeting.

4. If the President is unable to attend a meeting, the Vice President shall deputise.
5. The Emergency Committee will decide on matters that falls under the sole competence of the LEC. The Emergency Committee must not be seen to take over the responsibilities of other standing bodies.

### Article 26 STANDING COMMITTEES

1. The standing committees of LFA MP are:
   i) Finance and Procurement Committee;
   ii) Competitions Committee;
   iii) Technical and Development Committee;
   iv) Referees Committee;
   v) Legal, Status and Disputes Committee;
   vi) Women’s Football Committee;
   vii) Youth Football Committee;
   viii) Membership Affairs Committee.
   ix) School Football Committee
   x) Communications, Marketing & Public Relations Committee.
   xi) Registration Committee
   xii) Coaching Committee

2. The chairperson of the standing committees shall be a member of the Local Executive Committee. The members of each standing committee shall be appointed by the Local Executive Committee. The chairperson and the members of the standing committees shall be designated for a term of office of no more than four years or until the next Annual General Meeting.

3. Each chairperson shall represent his/her committee and conduct business in compliance with the relevant organisation regulations drawn up by the Local Executive Committee.

4. Each chairperson shall fix the dates of meetings in consultation with the General Secretary.

5. Each committee may propose amendments to its regulations to the Executive Committee.

### Article 27 – FINANCE AND PROCUREMENT COMMITTEE

The Finance and Procurement Committee shall consist of a Chairperson and no more than 05 (five) members and shall:

1. Advise on areas of financial planning such as;
   a. Budget preparation and recommendation to LEC,
   b. Financial forecast;

2. Ensure that the LFA MP keeps complete and detailed accounting records;

3. Ensure that the year-end financial statements are prepared and audited;

4. Recommend to the LEC on the Association's banker and/or types of accounts to be operated;
5. Ensure that the Association maintains proper control of its Fixed Assets and approves the disposal of fixed assets.

6. Recommend to the LEC new Financial and Accounting Policies and amendments for approval.

7. Establish sub committees which are:
   7.1 Budget and cost Monitoring committee,
   7.2 Bid Evaluation Committee and
   7.3 Bid Adjudication Committee.

8. Report any irregularity on financial matters to the LEC.

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**Article 28 - COMPETITIONS COMMITTEE**

The Committee for Competitions shall consist of a chairperson and no more than 05 (five) members and shall:-

1. organise and monitor the competitions of LFA MP in compliance with the provisions of the Constitution and the regulations applicable to competitions;

2. provide and monitor the implementation of guidelines for the efficient management of all LFA MP competitions;

3. advise the Local Executive Committee on the competitions calendar;

4. shall examine and approve applications for all proposed new competitions (amateur and non-amateur) by members to be played within LFA MP jurisdiction;

5. submit regular reports to the LEC.

6. Advise the LEC on application for tournaments within the jurisdiction of LFA MP.

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**Article 29 – TECHNICAL AND DEVELOPMENT COMMITTEE**

The Technical and Development Committee shall consist of a chairperson and no more than 5 (five) members who shall:

1. primarily analyse the basic aspects of football training and technical development;

2. seek the improvement of training methods;

3. take all possible measures to improve the qualifications of coaches;

4. resolve questions on the theory of and practice of football;

5. take all possible measures to promote familiarisation with and experience in teaching football;

6. organise courses and conferences for instructors, trainers, coaches and referees;
7. compile material on teaching and coaching techniques for players, trainers, coaches and referees;
8. provide the assistance necessary for the production of instructional films;
9. issue memoranda from time to time regarding technical assistance and grants which have been given or are to be given towards any development project;
10. be responsible for editing the technical section of official LFA MP publications;
11. recommend coaches, instructors or trainers for all LFA MP teams and Clubs at the Club's request;
12. consider and submit proposals on promotion and development of football;
13. develop and maintain regulations on football pitches;
14. advise the Executive Committee on Reports submitted by coaches of LFA MP Teams;
15. submit regular reports to the Local Executive Committee.

**Article 30 – REFEREES COMMITTEE**

The LFA MP Referees Committee shall consist of a chairperson and no more than five (5) members and shall:

1. supervise and monitor the implementation of the Laws of the Game;
2. make decisions and interpretations regarding the Application of the Laws of the Game;
3. propose to the Executive Committee any amendments to the Laws of the Game for submission to the SAFA CT Executive Committee;
4. compile a list of referees suitable to officiate in the Senior Champions league in 2016 and Senior Super League in 2017 and Premier league in 2017 and all senior categories by 2018 and beyond, for submission to LEC and implementation into the leagues.
5. appoint the referees for all matches under the jurisdiction of LFA MP and all tournaments organised by its affiliates;
6. establish uniformity in methods of refereeing and implementation of the Laws for LFA MP use;
7. establish uniform criteria for the selection of referees for use by SAFA Cape Town Competitions;
8. Co-ordinate courses for referees and referee instructors in the LFA MP;
9. Source and employ instructors and lecturers capable of conducting courses for referees;
10. prepare and produce useful instructional material on refereeing;
12. Develop a fees structure for referees to be used during LFA MP competitions and tournaments organised by affiliates for approval by the LEC.

13. Should the LFA MP pursue to establish a Referees Association/Club such an Association/Club will be chaired by the Referees HOD who will be accountable to the Local Executive Committee. Regulations may be agreed on as per prescripts.

**Article 31 - LEGAL, STATUS AND DISPUTE COMMITTEE**
The Legal, Status & Dispute Committee shall consist of a chairperson and no more than 5 (five) members and shall be responsible for the following:

1. analyse basic legal issues relating to football and the evolution of the Statutes and regulations of LFA MP and its Clubs;

2. take counsel, give advice on cases, disputes, or enquiries submitted to the Committee;

3. follow the development of the SAFA CT Statutes and Regulations which govern LFA MP and propose to the Local Executive Committee any amendment which the Committee deems useful;

4. check the statutes and regulations governing affiliated members, as the case may be, and recommend that the Executive Committee intervene to bring about any desired amendments;

5. issue memoranda from time to time on the meaning of, and lessons to be learnt from Disciplinary Committee, Appeals Board and Arbitration decisions and to advise the Association and/or its Members on relevant matters in this regard;

6. assist in the review of sponsorship, player/official and other contracts/legal agreements entered into from time to time by the Association;

7. conduct regular reviews of the LFA-MP Constitution to ensure compliance with SAFA statutes and to advise and propose changes/updates to the Associations Articles, Rules, Regulations and Guidelines;

8. Assist with giving advice to representatives who presents cases for LFA-MP’s judicial bodies;

9. review LFA-MP Members Constitutions, Rules and Regulations to ensure compliance with the provisions of the LFA MP statutes;

10. provide guidelines for the maintenance of the LFA MP Legal archives;

11. review LFA-MP’s competition rules from time to time;

12. submit regular reports to the Local Executive Committee.

**Article 32 - WOMEN FOOTBALL COMMITTEE**
The Committee for Women’s Football shall consist of a chairperson and no more than 5 (five) members and shall be responsible for the following:

1. drafting and submitting proposals on policies on women football development;
Article 33 – YOUTH FOOTBALL COMMITTEE

The Youth Football Committee shall consist of a chairperson and 05(five) members and be responsible for the following:

1. monitoring youth football competitions;
2. advising the Executive Committee on all matters related to youth development;
3. conceptualising, guiding and coordinating the development of a comprehensive youth development policy framework for the Association;
4. ensuring the implementation of the Association's Youth Development Framework;
5. advising the Executive Committee on all matters related to development of youth at all levels;
6. ensuring the establishment of viable football structures in the local system;
7. submitting regular reports to the Local Executive Committee.

Article 34 – MEMBERSHIP AFFAIRS

The Membership Affairs Committee shall consist of the chairperson and not more than five (05) members and shall be responsible for the following:

1. advising the Local Executive Committee on all matters related to the status of Members;
2. establishing guidelines to ensure that all LFA-MP Members operate in accordance with the rules and guidelines of SAFA CT as far as registration is concern;
3. assisting the Local clubs in the execution of their duties;
4. assisting in the establishment of efficient communication systems between LFA-MP’s Members and the various structures;
5. ensuring that all LFA-MP Members participate fully in the establishment and maintenance of the Local players, coaches, referees, administrators and competitions registration database;
6. ensuring that all Association property allocated to the members is utilised in accordance with the rules, regulations and policies of the Association;
7. submitting regular reports to the Local Executive Committee.

Article 35 – SCHOOL FOOTBALL COMMITTEE

Constitution as amended and approved on 14 Dec 2015
The Committee for School football shall consist of a chairperson and no more than 5 (five) members and shall be responsible for the following:

1. drafting and submitting proposals on policies on school football development;
2. dealing with all matters relating to School football;
3. monitoring school football competitions;
4. submitting regular reports to the Executive Committee.

**Article 36 – COMMUNICATIONS, MARKETING AND PUBLIC RELATIONS COMMITTEE**

The Committee shall consist of a Chairperson and no more than five (5) members and shall be responsible for the following:

1. Must develop and maintain a Communication, Marketing and Public Relations Strategy for the LFA-MP.
2. assisting in the establishment of efficient communication systems between LFA-MP, its members and other Stakeholders.
3. draft media statements and responses in conjunction with the President for publication.
4. Promote the LFA MP with an aim to highlight the LFA MP and to invite potential sponsors to LFA Mitchells Plain Football.
5. Draft annual Public relations programmes and promote and engage in social responsibility activities in and around the community of Mitchells Palin.
6. submit regular reports to the Local Executive Committee.

**Article 37 – REGISTRATION COMMITTEE**

The Committee shall consist of a Chairperson and no more than five (5) members and shall be responsible for the following:

1. Monitor the registration of players and members with SAFA CT.
2. To liaise with Safa CT on behalf of the LFA MP on all matters relating to registration of players and members;
3. Report to the Treasurer on all matters relating to registration on a monthly basis;
4. Draft and maintain the LFA MP registration procedure and give input on registration as far as the Constitution, Rules and Regulations are concern.
5. submit regular reports to the Local Executive Committee.

**Article 38 – COACHING COMMITTEE**

The Committee shall consist of a Chairperson and no more than five (5) members and shall be responsible for the following:

1. The Committee shall be chaired by the elected LFA MP Technical Officer registered with the SAFA CT.
2. The development of all coaches in the LFA MP in conjunction with the SAFA 2022 vision.

Constitution as amended and approved on14 Dec 2015
3. Propose coaches for all LFA MP representative teams to the LEC for approval.

4. Develop and maintain a Developmental Plan for all LFA MP representative teams and coaches.

5. Establish a database of all representative players' participation in all LFA MP representative games.

6. Submit regular reports to the Local Executive Committee.

**Article 39 – ADHOC COMMITTEES AND SUB COMMITTEES**

1. The Executive Committee may, if necessary, create Ad-Hoc committees for special duties and a limited period of time;

2. The convenor and the members and the terms of reference shall be set out in the resolution adopted by the Local Executive Committee;

3. Ad-Hoc committees shall report directly to the Local Executive Committee;

4. Standing Committees may establish sub-committees to facilitate their work and shall submit reports to their respective Standing Committees.

**Article 40  JUDICIAL BODIES**

1. The judicial bodies of the LFA MP are;

   a) the Disciplinary Committee;
   b) the Appeals Board

2. The responsibilities and functions of these bodies shall be stipulated in the Disciplinary Code of the LFA MP, which shall comply with the SAFA Disciplinary Code.

3. The decision making powers of other Committees remains unaffected.

4. The Members of the judicial bodies may not serve on any other body of the LFA MP at the same time.

**Article 41 DISCIPLINARY COMMITTEE (DC)**

1. The Disciplinary Committee shall consist of a chairperson and the number of Members deemed necessary. The chairperson shall have legal qualifications.
The functions of this body shall be governed by the Disciplinary Code of SAFA. The committee shall pass decisions only when at least three Members are present. In certain cases, the chairperson may rule alone in accordance with the Disciplinary Code of SAFA.

The committee may pronounce the sanctions prescribed in these Statutes and the Disciplinary Code of SAFA on Members, Officials, Players, Clubs and match officials.

These provisions are subject to the disciplinary powers of the Council and the Local Executive Committee with regards to the suspension and expulsion of Members.

**Article 42 APPEALS BOARD**

1. Appeals from the Disciplinary Committee shall be referred to the SAFA Cape Town Disciplinary Committee who shall act as the Appeals Board.

2. The Appeal fee shall be paid directly into SAFA CT account by the appellant and proof of payment must be handed to the LFA MP General Secretary for submission of all documentation to SAFA CT.

3. All rules and protocol on appeals as contained in the SAFA CT constitution and amendments thereto from time to time, with or without notice, will apply.

**Article 43 DISPUTES**

1. No disputes with the LFA MP or SAFA CT or SAFA other Local Football Associations or Associate members, clubs or members of clubs may be brought before a court of law. All such disputes shall be submitted to a local Dispute Committee or an Arbitrator appointed by mutual agreement.

2. Decisions taken by an independent Arbitration Tribunal duly established by the LFA MP or SAFA CT shall be final and binding and not subject to any appeal to the Court of Arbitration for Sport (CAS).

3. The LFA MP agree to recognize CAS as an independent judicial authority, and to ensure that they comply with CAS arbitrations.

**Article 44 - RESOURCES**

1. The resources of the LFA MP shall consist of;

   (a) the annual subscription fees of clubs and Associated Members
   (b) competition entry fees;
   (c) Player registration fees;
   (d) Donations, subject to section 30(3)(b)(v) of the Income Tax Act 58 of 1962;
   (e) Loans
(f) State grants;
(g) Returns on investments;
(h) Proceeds of sales of assets;
(i) Radio and electronic broadcasting rights.

**Article 45 - FINANCES (FEES, ACCOUNT AND INJURY FUND)**

1. The LFA MP shall be conducted on a non-profit basis, with the intent and purposes that its capital and income, however derived shall be applied solely towards the promotion of its objects, and no portion thereof shall be paid or transferred directly or indirectly, (whether by salary, dividend, bonus or otherwise howsoever) by way of profit or distribution to any of the Members of the LFA MP or their office bearer or Members, provided that nothing herein contained shall preclude the payment in good faith to a Club or any other person of:-

1.1 Reasonable remuneration for the services actually rendered for or on behalf of the LFA MP.

1.2 Reimbursement of actual cost, expenses and other commitments incurred on behalf of the LFA MP.

1.3 Payment of honoraria to Members of the Local Executive Committee on a basis to be determined and approved by the Annual General Council.

1.4 Expenses approved by the Council meetings.

1.5 Expenses by the Local Executive Committee incurred within the scope of its authority.

1.6 All other expenses in keeping with the objectives pursued by the LFA MP.

2. The financial period of the LFA MP shall be one (1) year and shall begin 01 July and end 30 June.

3. A new club accepted by the LFA-MP shall pay an affiliation fee which become payable 30 days after the AGM where it was accepted as a member.

4. An club of LFA-MP shall pay an annual subscription fee of three thousand rand (R3000.00) which will be payable by the 01 July each year.

5. A senior player/s and/or member/s of the LFA-MP shall pay an annual registration fee.

6. A junior player/s and/or junior member/s of the LFA-MP (i.e. from under 8 up to and including under 19), shall pay an annual registration fee.

7. A player/s or member/s registration fee/s shall be payable to the LFA-MP on submission of the registration application forms to the LFA MP.

8. Any monies owed by a club shall become payable to the LFA-MP, within a turn-around period of 30 calendar days from the date the club has received notice.
from the LFA MP. The LFA MP shall operate an accounting system that shall ensure that the LFA MP collect outstanding monies on a month to month basis and generate monthly reports for scrutiny by the LEC.

9. A Club that fails to settle its account by the due date which shall not be later than the last Monday of a month at 00:00pm, shall be withdrawn from all programmes of the LFA MP, Safa CT, SAFA and associated programmes for the ensuing week and weekend programme. All matches scheduled for this period shall be awarded to the opponent in good standing.

10. A Club, which have transgressed Article 45.9 and has been stopped from playing, shall only be re-instated forty-eight (48) week hours after they have settled their account with the Treasurer of the LFA-MP.

11. All office bearers are exempted from being suspended from duty (LFA-MP duties) in the event of the club he or she is a registered member is placed out of compliance.

12. The LFA-MP shall reserve the right to operate an injury fund, funded by the clubs on a monthly basis, which purpose shall be to assist those players and/or match officials who sustain serious injuries while participating in leagues and competitions arranged by the LFA-MP.

13. The LFA-MP shall limit all claims from the injury fund to a maximum of five hundred rand (R500,00) per season.

14. A claim/s must be forwarded in writing, together with all the relevant documentation prescribed from time to time, to the General Secretary of the LFA-MP, and shall be thoroughly scrutinized by both the LFA-MP’s Convenor and Treasurer before any payment/s is made, and the claim/s should be processed within twenty one (21) days after the claim had been lodged with the LFA-MP.

15. A player/s and or match official/s that is a member/s of a medical aid fund/society shall not be eligible to claim from the injury fund.

16. An annual honorarium of one thousand rand (R1000,00) for all Executive Committee members and five hundred rand (R500,00) for Sub-Committee members shall be paid to qualified members, and these honoraria shall be awarded at the Annual General Meeting of the LFA-MP.

17. A person/s co-opted to serve on the Executive and/ or Sub-Committees of the LFA-MP shall be eligible to be awarded an honorarium on recommendation from the LEC and endorsement by the General Council.

18. Should an Executive and/or Sub-Committee member of the LFA-MP be removed from his/her post, or such a member dies and is replaced by another person/s after an election is held during the course of the qualification period to be awarded an honorarium, then the LFA-MP’s General Council shall consider and decide whether such a person/s shall be awarded a full honorarium or part of it.

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**Article 46 - REVIEW AND RESCIND**

1. A club shall have the right to move a motion to review and rescind any resolution of the LFA-MP and notice of such motion may be given at the meeting at which such resolution is passed or at any subsequent meeting and must be moved at
the following meeting of the LFA-MP on pain of lapsing, provided that no decision may be reviewed more than once in the same season.

2. If such notice is not given at the meeting, it must reach the General Secretary of the LFAMP fourteen (14) days prior to the meeting at which it is to be moved and the General Secretary shall inform all clubs thereof at least seven (7) days prior to the meeting.

3. No resolution may be rescinded unless two-thirds (2/3) of those present and entitled to vote are in favour of such rescission.

4. Upon rescission of a resolution the LFA-MP shall have the power to pass a fresh resolution if it deems it fit.

**Article 47 - AMENDMENT AND FORCE OF CONSTITUTION**

1. This Constitution shall not be amended save and except upon a resolution passed by two-thirds (2/3) of those entitled to vote and present at the time of voting at an Annual General Meeting, or at a Special General Meeting convened for the purpose, after considering such amendment.

2. When considering an amendment to the constitution, it shall be competent to adopt an amendment to such amendment.

3. Proposed amendments to this Constitution must be forwarded to the General Secretary of the LFA-MP, fourteen (14) days prior to the Preliminary Meeting of the LFA-MP.

4. All amendments to this constitution shall be effective from the time of adoption of such amendment.

5. Where this Constitution is silent on a particular matter, then firstly the SAFA Cape Town Constitution shall be consulted and applied, and secondly the SAFA Constitution shall be consulted and applied.

**Article 48 - DISSOLUTION**

1. The LFA-MP may, by a resolution taken at a special General Council Meeting called solely for this purpose, be dissolved.

2. The resolution to dissolve the LFA-MP will have no force and effect if it is not carried by two-thirds (2/3) majority of the affiliated clubs present and voting.

3. The LFA-MP’s General Secretary shall notify all of its clubs and/or members of the Special General Meeting described in Article 16, twenty-one (21) days prior to such a meeting being held.

4. The notice for such a meeting mentioned in Article 16, shall clearly state that the question of dissolution of the LFA-MP and the disposal of its assets are to be debated and decided upon at this/her meeting.

5. If there is no quorum at such a meeting described in Article 16, and then the meeting shall stand adjourned for one (1) week, and the affiliates attending the adjourned meeting shall constitute a quorum and any decisions derived at, shall be binding on the LFA-MP.
6. If upon dissolution and after all debts and liabilities have been discharged, and there are assets which remain, then such assets shall not be paid to or distributed amongst the affiliates of the LFA-MP.

7. Such assets, described in Article 48.6, shall be donated to a body or organization having similar objectives as this LFA-MP and such decisions shall be taken at a specially convened meeting of the LFA-MP where the question of dissolution is decided.

**Article 49 - REGISTRATION AND CLEARANCE CERTIFICATES**

1. A player/s and or member/s desirous of playing for or registering with any club of the LFA-MP must produce a valid duly completed clearance certificate, complying substantially with the prescribed clearance certificate of SAFA Cape Town, that shall be countersigned by the previous LFA-MP’s General Secretary where he last played.

2. Any clearance certificate/s not meeting the specifications as laid down by SAFA Cape Town shall be deemed to be invalid. A member of the LFA MP have the right to request for a clearance certificate from his/her club and such clearance certificate may not be unreasonably be withheld by the club.

3. A member/s of the LFA-MP shall be allowed to play for or be registered with a maximum of three (3) different clubs affiliated to the LFA-MP, provided such a member/s produce a valid clearance certificate upon joining any of these clubs, and providing this takes place on or before the 30 June of the same year and such the transfer is not contrary to any provision in any rule or regulation approved by the LFA MP.

4. No member/s of the LFA-MP shall play or be registered with more than one (1) club within SAFA CT and upon submission of sufficient evidence of such double registration the registration with the LFA MP will be terminated with immediate effect and SAFA CT will be informed accordingly.

5. A club of the LFA-MP shall insist upon their members to pay their subscription fee as it becomes due.

6. A club of the LFA-MP may refuse to issue a member/s with a clearance certificate until his/her liability to the club in question has been discharged in accordance with the club’s constitution or contractual agreement and in the absence of such evidential documents the liability shall not exceed:

   a. One (1) season’s subscription fee, and,

   b. Any other financial commitments and outstanding club property not exceeding the value of five hundred rand (R500,00) combined, and

   c. Any liabilities in terms of a valid contract or agreement with the club.

7. A member/s of a club of the LFA-MP shall be liable to pay one (1) season’s subscription fee to their respective club only after he/she has attended the club’s first general meeting and such attendance must be proven by the club and not the member.

8. The registration of member/s for the current playing season may be effected until the 15 September of each year except for the clubs participating in SAFA Cape
Town and/or SAFA competitions, for whom registration shall be effected until and including 15 September of each year, or as amended by SAFA Cape Town, SAFA or the PSL from time to time.

9. All clubs affiliated to the LFA-MP shall register with the LFA-MP, a minimum of two (2) Senior and a minimum of two (2) junior teams for each ensuing playing season in order to remain a club of the LFA-MP.

10. Where an club has a team playing in any of the SAFA Cape Town and or SAFA leagues then that team shall form part of the club's two (2) senior teams as required in Article 49.9.

11. The registration of teams by clubs with the LFA-MP shall be submitted at the Mode of Play meeting each year, failing the teams registered during the previous season will be entered as teams for the new season, by default and a club/s who registers a team/s after this date shall be liable for a late registration fee of R250,00 per team which shall be payable within 30 calendar days from the date of acceptance and such a team/s will play in a league decided by the Competitions Committee.

12. A club may resign from the LFA MP and request in writing for a bulk clearance certificate for its members. Such clearance certificate for clubs must be requested three (3) months prior to the end of the playing season (September each year) of the LFA MP, deemed to be the end of June of each year. The request shall include the minutes of the meeting where the decision was taken and a signed register of all members present at such meeting.

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**Article 50 - GENERAL RULES**

1. When an club/s ceases to exist or leaves the LFA-MP, then each registered member of such an club/ s shall be held liable for any liabilities his/her club has with the LFA-MP.

2. Affiliates shall be obliged to furnish the General Council – on demand – with their (the affiliate in question) minute book/s, financial records and or any other records, providing that a reasonable explanation is given to the respective club/s from whom the book/s and or records are called from.

3. The constitution and or any rules of all clubs shall be subject to the approval of the LFA-MP.

4. Fees that are paid, except refundable fees where specified, are not refundable by the LFA-MP.

5. All clubs of the LFA-MP shall forward to the General Secretary of the LFA-MP all correspondence that they wish to be considered at a meeting, fourteen (14) days prior to any such meeting.

6. No member/s and or player/s of the LFA-MP shall be allowed to enter the playing venues under the jurisdiction of the LFA-MP with liquor and or drugs in his/her possession.

7. Member/s and or player/s and or official/s of the LFA-MP shall be prohibited from consuming drugs at the playing fields under the jurisdiction of the LFA-MP.

8. Member/s and or player/s and or official/s of the LFA-MP reported for contravening Article 50.6 shall be summoned to appear before the DC of the LFA-MP.
9. A club/s of the LFA-MP shall be held responsible for the behaviour and control of its members and supporters at all matches and functions under the jurisdiction of the LFA-MP, or anywhere the LFA-MP is represented.

10. Clubs that are cited for the behaviour and/or lack of control over their supporters on match days or functions as described in clause 50.9 shall be summoned to appear before the DC of the LFA MP.

**SCHEDULE 1 FEES, SUBSCRIPTIONS AND FINES:**

8.1.6 Absent from General Meetings - R 250,00

9.1.1 Absent from the Preliminary Meeting - R 250,00

9.2 No written Credentials - R 100,00

14.6 Absent from the Annual General Meeting - R 250,00

16.6 Absent from Special General Meetings - R 250,00

17.3 Absent from the Mode of Play Meeting - R 250,00

45.3 Affiliation fee (new clubs and Associated members only) - R 1000,00

45.4 Annual Subscription Fees R 3000,00 per club.

45.5 Annual Player/Member Registration Fees – Seniors (per) - New registrations = R 70,00 and registration of 2015 cards = R 30,00

45.6 Annual Player/Member Registration Fees per junior u8 to u18 - New registrations = R 30,00 and registration of 2015 cards = R 10,00 and under 19 players - New registration = R 40,00 and registration of 2015 cards R 20,00. Under 19 players registration of 2015 cards to senior = R 40,00

45.11 Contribution to the injury fund R 100,00 per month.

49.11 Late registration of teams after Mode of play (per team) R 250,00

The Rules and Regulation document will contain its own schedules of fees.

**SCHEDULE 2 EMBLEM**
ADOPTION OF MINUTES

ADOPTED BY THE ANNUAL GENERAL MEETING HELD AT MITCHELLS PLAIN ON THIS THE 14TH DAY OF December in 2015.

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PRESIDENT

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GENERAL SECRETARY