



VISION AND PHILOSOPHY

Core Purpose

The British Sleddog Sports Federation (BSSF) is committed to providing an opportunity to both young and old to experience the world of sled dog sports. To educate, advise on, and promote sled dog sports in Great Britain and Northern Ireland and to provide a support to those who wish to learn more about sled dog sports.

Core Values

- ✓ To always put dogs and athletes first
- ✓ To work together as a team to value fairness, inclusion, excellence and fun
- ✓ To value the contribution of and support our members, sponsors and volunteers
- ✓ To be respectful of the environment and cultivate sustainable practices
- ✓ To embrace change and growth whilst also respecting history and tradition
- ✓ To operate in an open and transparent manner
- ✓ To offer support to both elite and novice athletes in all disciplines of the sport.

Vision

Working together to be the National Governing Body for all sled dog sports in Great Britain and Northern Ireland. To promote, develop and celebrate sled dog sports by building grass root foundations, providing quality racing opportunities and supporting national team endeavours underpinned with a strong commitment to welfare and integrity.

- Encourage people to participate in sled dog sports at a local, national and international level.
- Promote cooperation between individuals, clubs, associations, federations and sled dog racing organisations.
- Promote liaison and communications through the exchanging of views, opinions and information on all subjects relating to dog sports.
- Maintaining the standard of the sport in Great Britain and Northern Ireland by aiming to align to the policies and guidelines as outlined by the IFSS (and ICF where appropriate).
- Encourage a mix of dog breeds to participate in sled dog sports.
- Engage in events that promote sled dog sports in Great Britain and Northern Ireland.
- Ensure adequate control in the sport regarding animal welfare, safety rules and regulations for both musher and sled dog.



CONSTITUTION OF THE BRITISH SLEDDOG SPORT FEDERATION

The name of the Federation shall be **British Sleddog Sports Federation** also known as **BSSF**.

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The Objectives and Purpose of this Federation

- a) Encourage people to participate in sled dog sports at a local, national and international level.
- b) Promote cooperation between individuals, clubs, associations, federations and sled dog racing organisations.
- c) Promote liaison and communications through the exchanging of views, opinions and information on all subjects relating to dog sports.
- d) Maintaining the standard of the sport in Great Britain and Northern Ireland by aiming to align to the policies and guidelines as outlined by the IFSS (and ICF where appropriate).
- e) Encourage a mix of dog breeds to participate in sled dog sports.
- f) Engage in events that promote sled dog sports in Great Britain and Northern Ireland.
- g) Ensure adequate control in the sport regarding animal welfare, safety rules and regulations for both musher and sled dog.

Definition of a sled dog:

A dog which demonstrates a willingness to be harnessed and the desire and ability to participate in the activity for which it is harnessed, and which is adequately trained and conditioned for such activity.

1) Membership:

- a) Any person/s who uphold the vision and objectives of the Federation.
- b) Inform, promote and educate fellow members on the BSSF's rules and procedures.



- c) Inform and educate fellow members in the proper care and handling of sled dog(s) to ensure their humane treatment and welfare.
- d) Encourage cooperation among all members and other sled dog organisations.
- e) Willing to promote the belief that sled dog sports should be recognized in Great Britain and Northern Ireland in an official capacity.

2) Admission:

- a) Membership will be obtained by submission of a completed application form, together with payment. This can be declined at the decision of the BSSF Council, if they see fit. Annual fees are due the 1st September each year via our online membership system. If membership is obtained after the 30th April, this will be extended to September of the following season.
- b) On signing the membership application, it is accepted the applicant has read the Constitution with all the bylaws or codes and that they are in agreement in abiding with all stipulations as published.
- c) Each individual member is entitled to one vote. (Juniors excluded)

3) Fees:

- a) Single adult membership will be £30 for one year.
- b) Club affiliation will be free of charge, up until sled dog sports are recognised in Great Britain and Northern Ireland. At this point, it will be reviewed at the following AGM. 'Supporting membership' shall be businesses that organise sled dog sports event, and they will be entitled to become members for a fee of £50 per annum.
- c) Membership to the BSSF shall normally run for 12 months. Membership fees shall be paid by 1st September each year.
- d) The age of an adult is to be determined by their age on 31st December 2019.
- e) The age of a junior is to be determined by their age on 31st December 2019.
- f) A young person under the age of 19 and over the age of 7 is eligible for membership at a subscription of £10, provided parents/guardians are members of BSSF. Juniors are ineligible to vote at meetings.
- g) Membership fees may be amended at the AGM.



4) BSSF Rules Pertaining to Other Membership:

- a) Full affiliated club membership shall only be granted to clubs which adhere to the document Club Affiliation Terms and conditions.
- b) Affiliated clubs are entitled to 1 vote per 100 members up to max 3 votes.
- c) 'Supporting members' shall have no voting rights.

5) Further Membership Classification:

- a) A sponsor shall be a company or corporation that supports the goals of the Federation by making annual contributions. A sponsor shall not vote, hold office, or serve as a chairperson of the Council.
- b) There shall only be one primary sponsor per year, with an unlimited number of official sponsors.
- c) A vendor shall be a company or corporation that offers a reward or discount to BSSF members and they shall be advertised accordingly on the Federation's website.
- d) An honorary member shall be one who has membership conferred upon him/her by the Council Members for having made outstanding contribution to the Federation.

6) General Meetings:

- a) Annual General Meetings will be held between the months of April and July and will cover the following:
 - Election of Officers and Committee
 - Rules of the Federation
 - Financial Matters/ Membership fees
 - Any other matters
- b) Members must receive 6 weeks' notice of an Annual General Meeting to allow for agenda circulation along with the financial records and registration of proxy votes.
- c) Amendments to the Federations rules can be made at an AGM or SGM with the proviso that members be given the opportunity, well ahead of the meeting to submit items for inclusion on the Agenda. The aforementioned Agenda, to be circulated throughout the membership, prior to the meeting, to allow those not able to attend to register their votes by proxy.
- d) A Special General Meeting (SGM) of the Federation may be called by BSSF Council Members and must be attended by a quorum of no less than four (4) Council members, which must include minimum one of the President, 1st Vice President or Executive Director.



- e) Any alterations to Rules passed at an AGM or SGM must be passed by a quorum of 4 or more Council members which must include one of the members mentioned in (d) above and shall not be brought into force until the Federation members have been advised.
- f) To be eligible to vote in elections, voters must be members in good standing.
- g) No person will be eligible to be nominated for a post as Council member, or allowed to continue in such office unless they are members in good standing.
- h) On matters requiring action by the general membership, each individual member shall be entitled to one vote.
- i) Each voting member may vote for no more than seven (7) candidates during the annual elections. This does not include the election of Sub-Council, which is at the discretion of the Council.

7) Council:

- a) The full management of the Federation shall be in the hands of the elected Council consisting of:
 - President,
 - 1st Vice President / VP for Sport,
 - Vice President for Development,
 - VP for Economic Affairs,
 - Executive Director,
 - Athletes Representative Mono,
 - Athletes Representative Team.

The following are optional or extended support functions:

- Veterinary
 - Doping Control Officer.
- b) All Council members are eligible for re- election at the Annual General Meeting. If any Council member wishes to retire from their position leading to a vacancy for a Council member, the vacancy will be formally announced to the membership (by an agreed method of communication) so that those wishing to be considered can put themselves forward for consideration and subsequent election. This election will be decided by a Council member vote and will fill the vacancy for the remainder of the term. President has deciding vote in the event of a split committee vote. The term of office for all council members is 2 years.
 - c) Meetings of the Council shall be held quarterly or as may additionally be necessary and should consist of a quorum of 4.
 - d) Council shall be elected by means of a ballot at the AGM.



- e) All Council shall have the right to vote.
- f) A Council member may resign from the Council Board by submitting a written resignation to the Council members or having it minuted at a Council meeting.
- g) Business and purpose of the Federation shall be under the management control of the board of Council members.
- h) The newly appointed council (or sub-committee) members will be announced (by an agreed method of communication) to the membership as soon as possible following their appointment.
- i) The council members should collectively consist of a diverse sled dog sports background, with the representation from all of the sled dog sport disciplines within the remit of the BSSF.
- j) All appointed Council members are to sign a Non-Disclosure Agreement prior to taking part in any Council discussions or correspondence.

8) Council Duties:

- a) The Council collectively has overall responsibility for all activities of the Federation.
- b) The President shall handle meetings in accordance with the agenda, control discussions, follow procedure for handling proposals, coordinate the actions of the executive Council, report on Council decisions and actions at the annual and special meetings, enforce constitutional procedures during elections and summarise decisions/ proposals (when necessary). They will also promote a cohesive environment for the rest of the executive Council, enabling them to complete all tasks to the highest standard. The President may appoint specialised delegates with signed authority to attend General Assemblies with permission to speak and vote on behalf of the BSSF.
- c) The 1st Vice President (VP for Sport) takes the chair in the President's absence or when the President wants to take part in discussions, and shall delegate another Council member to act in the Vice Presidents absence when appropriate. The VP for Sport shall be responsible for completing all applications for International Federation races such as European/World Cup/Championship events. They shall also deal with all entries to European and World Championship events, process race schedules, sanctioning applications, race results, points standing and reports, for the clubs newsletter, process awards, certificates, etc. The 1st Vice President may appoint specialised delegates with signed authority to attend General Assemblies with permission to speak and vote on behalf of the BSSF.
- d) The VP for Economic Affairs shall be responsible for all the Federations financial affairs, including bank statements and reconciliation, financial statements, income and expenditure statements, the budget, official orders and the appointment of auditors and creation of a yearly treasurer's report.



- e) The Executive Director shall send out notices of meetings, draw up agendas, record minutes of all Federation meetings (including decisions and responsible persons), meeting preparation, reports, control quorum and manage ballot papers. Furthermore, the Executive Director shall preside over the daily administrative business activities of the Federation, this shall include processing memberships, answering general communications by phone and email, distribute club letters and proposals at the request of Council Members. The Executive Director shall endeavour to attend all BSSF meetings and maintain communications between Council members. The Executive Director shall also be responsible for publicity, promotions, public relations and communications of the Federation.
- f) The VP for Development shall be responsible for promoting membership and affiliation to the federation, while supporting the philosophy of solidarity & equity and sport for all. This will be achieved by maintaining communications and liaison with Clubs, National and International sled dog bodies, etc. They will submit to the President a yearly report regarding the status of member organisations & plan strategy/goals for development of the sport.
- g) The Athletes representatives (Team & Mono) shall be the sounding boards between the representatives from each of the disciplines within the sport. They will gather the views and opinions of the athletes and feed them back to the wider executive Council for consideration. They will also work in partnership with clubs to help them grow within their chosen sport, while promoting membership to BSSF and the benefits of membership.
- h) The position of Veterinary and doping control Officer is a supporting role and does not have voting rights. They will be appointed by the Council and will lead the group on the topic of dope control and animal welfare. They may also be asked to officiate at BSSF events.
- i) The Vulnerable Persons Officer is a supporting role and does not have voting rights. They will work to safeguard the needs of both vulnerable adults and children are supported and will ensure the proper handling of all issues raised. They will also aim to include the needs of both parties in the day-to-day decisions of the Council.
- j) Web and Tech Support is a supporting role and does not have voting rights. They will work for the rest of the Council in all matters regarding technical issues and website creation/maintenance.

9) Federation Accounts:

- a) A Bank account shall be used in the name of the Federation into which all revenue of the Federation shall be paid and from which withdrawals shall be made on the signature of one of two officers, one of whom shall be the Treasurer and the other may be another member of the Council. Internet banking shall also be allowed to speed up the process of payment of entries to international events etc.
- b) Under no circumstances shall blank cheques be signed.



- c) A PayPal business account will be used to facilitate payment using an online membership system and the website shop.

10) Federation Property:

- a) In the event of the dissolution of the Federation, whether voluntary or involuntary, or by operation of law, none of the property of the Federation, nor its assets shall be distributed to any members of the club, but after payment of debts of the club, its property and assets shall be given to a charitable organisation selected by the BSSF council members.
- b) All trophies and cups accepted by the Federation must be an outright gift to the Federation. Cups are to be returned to the donator or sponsor, in the event of the Federation ceasing to exist.

11) Expulsion of Members:

- a) If the conduct of any member shall in the opinion of the Council of the Federation be injurious or likely to be injurious to the character or interests of the Federation, including the Council of the Federation, or decided to be against the BSSF Social Media Policy, the council may determine that a member [respondent] should be formally disciplined. However the BSSF will issue a brief press release following the guidelines of GDPR.
- b) The outcome and nature of the disciplinary does not need to be shared with the membership and will remain a private matter if the respondent chooses this course of action.

12) Events:

The Federation will affiliate events which fulfill the objectives and vision of the federation as specified in the Objectives and Vision of the Mission Statement Constitution, Code of Ethics and related by laws of the BSSF. Such participation will take the form of supporting events falling into the following categories:

- Organised events by juniors, individuals, or clubs, which involve the use of time trials to establish a winning team and athlete, with the purpose of awarding points.
- Organised events by juniors, individuals, or clubs, which involve the competition of teams in time trials or endurance test for an award or title to dogs or athletes.
- Organised events by juniors, individuals or clubs which involve the competition of dogs and athletes in fun events, prizes or cups.
- Training camps



- Seminars
- Social events
- etc

The Federation will follow the general rules and procedures for competition as issued by the International Federation for Sleddog Sports specific to IFSS qualifying events as well as the BSSF Race Rules.

13) Grievances/Disputes:

In the event of a grievance/dispute or disagreement, this needs to be reported as soon as possible, and no later than 6 months after the event. A clear, detailed description of the complaint along with any related documents or emails must be submitted together. Complaints will be sent directly to the Executive Director in the first instance.

The Executive Director will:

- Acknowledge receipt of the complaint via email within 24 hours with a reference number for future correspondence;
- Outline action to be taken;
- Carry out an investigation and where necessary involve relevant members or personnel;
- Reply within 21 days with the findings as to whether the complaint was justified.