

# **Rules of the Lawn Tennis Association**

## **Effective 22 September 2009**

**1. Name**

The Association shall be called "THE LAWN TENNIS ASSOCIATION" (LTA).

**2. Objects**

The Association shall be the governing body of the game of Lawn Tennis (hereinafter referred to as "the Game") in Great Britain, the Channel Islands and the Isle of Man and its objects shall be to advance and safeguard the interests of the Game and those of the Association and in particular:

- (a) To employ the funds of the Association for the purposes and objects of the Association in such manner as shall be deemed to be in the best interests of the Game. The funds or other property of the Association shall not be paid to or distributed among the Members of the Association, but shall be applied towards the furtherance of the Association's objects or for any charitable purpose.

In the event of dissolution, the funds remaining will be devoted to objects similar to those of the Association or to some charitable object.

- (b) To invest any part of such funds as shall not be required immediately for the said purposes and objects, in such manner as may be considered advisable from time to time, and to charge all or any such investments to secure the repayment of any temporary advance of money made to the Association for such purposes and objects.
- (c) To make, vary, alter, maintain and enforce Rules and Regulations for the control and governance of the Game in Great Britain.
- (d) To uphold the following Rules and Regulations for the time being in force, namely: the Rules of Tennis and the Rules and Regulations of the International Tennis Federation.
- (e) To make, maintain and publish Regulations relating to, and for the management of, Inter-County Championships, Tournaments and Club and Other Matches.
- (f) To make, vary, alter, maintain, observe and carry into effect any agreement with The All England Lawn Tennis and Croquet Club and/or others for the joint promotion and management of "The Championships", which include the Official Lawn Tennis Championships on Grass Courts recognised by the International Tennis Federation.
- (g) To control, sanction and where necessary promote television in all its aspects in regard to the Game in Great Britain and to permit Associations, Tournament Committees, Leagues, Clubs and other Organisations to arrange for the televising of events under their management or control, on such terms as the Association may from time to time determine.
- (h) To make, vary, alter, maintain, observe and carry into effect agreements with the television authorities or others as may be required to carry out the objects set forth in clause (g) of this Rule.
- (i) To take such steps as may be open to the Association to retain and/or acquire any copyright in the Game in Great Britain which the law may provide in so far as television is concerned.

- (j) To enter and manage teams to represent Great Britain in international team competitions and to arrange and/or manage ties held in Great Britain.
- (k) To promote National Championships and competitions, and to regulate, arrange and manage all matches in connection therewith.
- (l) To sanction the holding of Championships, Official Tournaments and Public Competitions in Great Britain, and to approve and regulate the dates and arrangements for the same.
- (m) To promote the teaching of the Game, to encourage those recognised as Coaches and Teachers and to regulate coaches licensed by the LTA and other coaches and coaching assistants officially accredited by the LTA.
- (n) To promote the training of Referees and Umpires.
- (o) To decide all doubtful and disputed points in connection with the Game and the Rules and Regulations thereof.
- (p) Generally to do all such acts, matters and things in connection with, or incidental to, the effective carrying out of any of the objects mentioned in the previous sub-clauses hereof.

### **3. Constitution**

The Association shall consist of the following affiliated organisations:

#### Directly Affiliated

- (a) The National Associations of Scotland and Wales.
- (b) The County Associations of England (as defined in Rule 39).
- (c) The Island Associations of the Channel Islands and the Isle of Man.
- (d) The Lawn Tennis Associations of The Royal Navy, The Army and The Royal Air Force.
- (e) The Oxford and Cambridge University Lawn Tennis Clubs.
- (f) The All England Lawn Tennis and Croquet Club.
- (g) The Civil Service Lawn Tennis Association.
- (h) The British Schools Tennis Association.
- (i) The International Lawn Tennis Club of Great Britain.
- (j) The Veterans' Lawn Tennis Association of Great Britain.
- (k) The Association of British Tennis Officials.
- (l) The Tennis Foundation.
- (m) The National Wheelchair Tennis Association of Great Britain.
- (n) Non-Territorial Organisations representing at least 2,000 lawn tennis players or such lesser number as Council may in individual cases decide.

#### Indirectly Affiliated

- (o) The Clubs and Associate Organisations affiliated to the National, County and Island Associations shown in Rule 3(a), (b) and (c).

### **4. British Tennis Membership**

Council may admit persons as British Tennis Members upon such terms and at such rates of subscription as it may from time to time think fit, provided that a British Tennis Member shall have no right to attend or vote at any General Meeting of the Association in that capacity. The liability of each British Tennis Member shall be limited to the amount of the annual subscription which he has or ought to have paid.

## **5. Council**

- (a) The Association's Council shall consist of a President, Deputy President, Past Presidents, Vice-Presidents, an Honorary Treasurer elected (save for Past Presidents) under Rules 16 and 18; a Deputy Honorary Treasurer, if appointed by Council; Councillors nominated by Directly Affiliated Organisations elected under Rule 19; Honorary Life Vice-Presidents and Honorary Life Councillors elected under Rules 17 and 20; Independent Councillors appointed under Rule 21; Player Representative Councillors appointed under Rule 22; LTA Nominated Councillors appointed under Rule 23; Councillors nominated by the Tennis Foundation appointed under Rule 24; and a Councillor nominated by the Tennis Industry Association appointed under Rule 25.
- (b) Thirty members entitled to vote shall form a quorum;
- (c) A person must be 18 or over to be eligible for election in any capacity and no person shall be eligible for election or re-election in any capacity at or after the Annual General Meeting in the calendar year in which his 70th birthday falls.
- (d) No person shall represent more than one organisation or have more than one vote (except for the Chairman's casting vote following an equality of votes) upon Council;
- (e) Any person accepting nomination to Council who has any financial interest in the Game must, before his election, state in writing to the Association all such interests. Failure to do so will lead to automatic disqualification from Council membership. Council has the right to veto such an election if, in its opinion, it is not in the best interests of the Game.
- (f) No person shall be eligible as a Councillor who is a paid executive of the LTA or of the Tennis Foundation.

## **6. Management**

Council shall manage the Association and the Game in Great Britain through a Main Board of Management, Boards, Committees, Panels and Sub-Committees in accordance with Rule 32.

## **7. Direct Affiliation**

Application for direct affiliation must be made to the Chief Executive, and the reception or rejection of such application shall be in the discretion of Council, whose decision shall be final.

## **8. Liability for Taxation**

The rates of subscriptions, contributions and other levies payable to the Association under these Rules shall be deemed to include any taxation which may be payable thereon.

## **9. Financial Year and Accounts**

The financial year of the Association, in respect of which, inter alia, subscriptions and players' contributions shall be payable, shall close on the 30th day of September in each

year, and a statement of the accounts for such year shall be prepared and completed by the Honorary Treasurer as soon as possible thereafter.

**10. Subscription of Directly Affiliated Organisations**

Directly affiliated organisations, excluding The All England Lawn Tennis and Croquet Club, shall pay an annual subscription due on the first day of May in each year, of an amount to be decided annually by Council. In the case of National, County and Island Associations this shall, subject to the provisions of Rule 11, be based on the playing membership of their affiliated clubs as at the previous 30th September.

**11. Subscriptions of Indirectly Affiliated Organisations**

- (a) Each club affiliated under Rule 3(o), other than a club affiliated as an associate organisation, shall pay an annual subscription to its National, County or Island Association based on the playing membership (of whatever category) of the club which subscription shall include the amount, if any, payable in respect of benefits or services provided by the Association. The amount or scale of such subscription shall not be lower than a basic subscription decided annually in advance by Council. The subscription shall be based on membership figures at the previous 30th September or in the case of a newly formed club or following a substantial change in membership resulting from a merging or splitting of clubs or like cause, on such basis as the National, County or Island Association shall decide in consultation with the Association.
- (b) In the case of clubs in which it is not practicable to establish the number of playing members and of proprietary clubs without a specific membership covering the bulk of the activity, the minimum subscription shall be an amount relating to a fixed number of members to be decided annually in advance by Council. Council reserves the right to decide any individual application for payment of subscription on this basis and to review subsequently any case where such application has been granted.
- (c) Each associate organisation shall pay an annual subscription to its National, County or Island Association which shall not be lower than a minimum fee per organisation (which may differ depending on the type of organisation) decided annually in advance by Council.
- (d) Council may approve or review a basis of payment of subscriptions which is different from those set out in Rule 11(a) or (b) either for individual or specific types of club or for proprietary clubs owned by the same proprietor.

**12. Non-payment of Subscriptions**

Any directly affiliated organisation whose first subscription remains unpaid for one calendar month after the receipt of notice of affiliation, or whose annual subscription in any subsequent year remains unpaid by 31st August, shall cease to be eligible for grants and other advantages offered to affiliated organisations (including the right, if any, to elect representative(s) to Council) or such of them as the Main Board of Management shall decide. If unpaid by 30th November such organisation shall, subject to any further period of grace that may be authorised by the Main Board of Management, cease to be affiliated, but without prejudice to its indebtedness.

**13. Membership Returns**

Every National, County and Island Association shall, on application for affiliation and thereafter on or before the 15th day of January in each year, send to the Chief Executive a

complete and certified list of the clubs and associate organisations affiliated to it. Such lists shall differentiate between affiliations under Rules 43 and 44. Failure to make this return shall be deemed to be non-payment of a subscription under Rule 12. Notice of every subsequent addition to such list (with a remittance for the additional subscription payable) and of any withdrawal there from shall also be sent forthwith to the Chief Executive by every such Association.

#### **14. General Meetings**

- (a) The Annual General Meeting of the Association shall be held during the first 15 days of December to transact the following business: (i) to receive the Report of Council and the Statement of Accounts for the past year duly audited; (ii) to elect the President, Deputy President, Honorary Treasurer and Auditors for the ensuing year; (iii) to award Honorary Membership of the LTA; (iv) to confirm the election of Councillors; and (v) to consider motions of which due notice has been given.
- (b) An Extraordinary General Meeting of the Association may be convened by Council whenever it thinks fit, and shall be convened by the Chief Executive within six weeks after the receipt by him of a requisition in writing to that effect by three or more directly affiliated organisations, or 50 or more clubs affiliated to a National, County or Island Association. Every such requisition shall specify the business for which the meeting is to be convened, and no other business shall be transacted at such meeting.
- (c) No business other than the formal adjournment of the meeting shall be transacted at any General Meeting unless a quorum is present, and such quorum shall consist of not less than 30 persons present and entitled to vote.
- (d) Subject to the provisions of Rules 32(a) and 52 all business of a General Meeting shall be decided by a bare majority of the votes properly recorded at such meeting, but all business of an Extraordinary General Meeting, being special, shall be decided by a two-thirds majority of the votes properly recorded at such meeting.
- (e) At a General Meeting every question or motion shall be decided by a show of hands, unless prior to such vote being taken or immediately thereafter a ballot is (i) directed by the Chairman, or (ii) demanded by not less than six persons present and entitled to vote.
- (f) Votes may be recorded by proxy if so directed by the Chairman or demanded by not less than six persons present and entitled to vote. Proxy votes shall be recorded by word of mouth unless a ballot has been decided upon. All proxies to be valid must be duly completed and lodged with the Chief Executive four clear days before the date of the General Meeting at which they are to be used.
- (g) Where a decision by a bare majority only is required and there is an equality of votes, there shall be a second count, and if upon such second count there be again an equality of votes, the Chairman shall have a casting vote.
- (h) A printed notice of every General Meeting, with a ticket of admission and form of proxy, shall be sent to the Officers, Members of Council and Vice-Presidents (who are not members of Council), to the secretaries of all directly affiliated organisations and to the secretaries of clubs affiliated to the National, County and Island Associations, no later than 14 days prior to the date fixed for such meeting. Such notice shall specify the date, time and place of such meeting and the nature of the

business to be transacted and, in the case of an Annual General Meeting shall be accompanied by the Statement of Accounts for the past year, and the names of persons nominated as Officers and Councillors for the ensuing year; the Annual Report shall also be made available no later than 14 days prior to the date fixed for an Annual General Meeting in electronic format (either electronic mail or by making it available on the Association's website). The accidental omission to give any such notice to any person entitled thereto, or the non-receipt thereof by him, shall not invalidate the proceedings at any General Meeting.

**15. Representation and Voting at General Meetings**

The directly affiliated organisations and the Clubs shown in Rule 3 (but excluding any club affiliated as an associate organisation), whose subscriptions are not in arrears, shall each be entitled to send a representative with power of voting to all General Meetings. Every Officer and other Member of Council, including Vice-Presidents (who are not members of Council), shall be entitled to vote at all General Meetings.

**16. Nominations and Motions**

- (a) Candidates for the offices of President and Deputy President for the ensuing year may be nominated only by Council. The current President may be nominated for re-election to that office but, otherwise, a candidate for office as President or as Deputy President must have already been nominated in accordance with these Rules for election as a member of Council, as Vice-President, Honorary Treasurer or Councillor or be an existing Past President or Vice-President.
- (b) The President on election shall not hold office also as Vice-President, Honorary Treasurer or Councillor and if he would otherwise have occupied such other office, his election as President shall supersede this and create a vacancy in the other office. The like consideration shall not apply in the case of the Deputy President.
- (c) Candidates for the offices of Honorary Treasurer and Auditors may be nominated by (i) Council or (ii) any two directly affiliated organisations.
- (d) Every such nomination by directly affiliated organisations shall be in writing, and shall be sent so as to reach the Chief Executive on or before the 1st day of June in each year.
- (e) Council or any directly affiliated organisation or club may bring forward any motion at the Annual General Meeting provided, in the case of directly affiliated organisations and clubs, that due notice thereof is given to the Chief Executive on or before the 10th day of October in each year.

**17. Honorary Life Vice-Presidents and Vice-Presidents**

- (a) The distinctions of Honorary Life Vice-President and Vice-President were conferred for special services rendered in connection with the Game.
- (b) An Honorary Life Vice-President is entitled to all the rights and privileges of a member of Council except that he is not entitled to attend Council meetings. He shall not be eligible for election or re-election to any office or position on Council nor for appointment or nomination as a representative of the Association on any other body or organisation. He may, however, attend (at his own expense), speak, propose or second a motion and vote at a General Meeting. No candidates for Honorary Life Vice-President shall be proposed after September 2009.

- (c) Up to the age of 70, a Vice-President is entitled to all the rights and privileges of a member of Council. After reaching the age of 70, a Vice-President is not entitled to attend Council meetings. He shall not be eligible for election or re-election to any office or position on Council nor for appointment or nomination as a representative of the Association on any other body or organisation. He may, however, attend (at his own expense), speak, propose or second a motion and vote at a General Meeting. No candidates for Vice-President shall be proposed after September 2009.

## **18. Past Presidents**

- (a) A Past President who has served as President at any time since 1982 shall be a member of Council for life as a Past President.
- (b) A Past President shall be entitled to all the rights and privileges of a member of Council until 31st December in the year in which he attains the age of 70. Thereafter he shall:
  - (i) not be entitled to attend and speak, nor propose or second a motion or vote, at a Council meeting;
  - (ii) be entitled to attend, speak, propose or second a motion or vote at a General Meeting;
  - (iii) not be eligible for election or re-election to any office or position on Council nor for appointment or nomination as a representative of the Association on any other body or organisation.

## **19. Councillors Nominated by Directly Affiliated Organisations**

- (a) Directly Affiliated Organisations entitled to representation on Council shall elect their representatives from time to time in conformity with Rule 5 and the Councillor Profile issued from time to time by Council and available from the Secretary of the LTA and in accordance with their own rules or in such manner as they may decide and shall officially notify in writing the full names, addresses and dates of birth of their elected representatives. Such notification shall reach the Chief Executive on or before the 1st day of October in each year.
- (b) The names of such elected representatives shall be submitted to the ensuing Annual General Meeting and their election formally confirmed, and thereupon every such representative shall be entitled to hold office subject to (e) of this Rule and to Rule 32 (g) until the conclusion of the Annual General Meeting in the following year.
- (c) For the purposes of such annual election, the representation to which a Directly Affiliated Organisation is in accordance with its entitlement as set out in Appendix 1 to these Rules subject to the provisions of Rules 12.
- (d) Any failure or omission by a Directly Affiliated Organisation to comply with paragraph (a) of this Rule shall be dealt with in such manner as Council may decide.
- (e) Any casual vacancy may be filled or change of representative effected by the Directly Affiliated Organisation affected thereby. Notice of such vacancy, and the name and address of the representative elected to fill such vacancy, shall be sent

immediately to the Chief Executive who shall submit the name of the new Councillor for confirmation at the next Council meeting.

## **20. Honorary Life Councillors**

- (a) An Honorary Life Councillor is anyone who, in the opinion of Council, rendered a significant period of outstanding service to Council and served as a member and was elected by Council to become an Honorary Life Councillor.
- (b) An Honorary Life Councillor ceases to be a representative under the provisions of Rule 19 but shall be entitled to all the rights and privileges of membership except that he is not entitled to attend and speak at a Council meeting and he shall not be eligible for election or re-election to any office or position on Council nor for appointment for nomination as a representative of the Association on any other body or organisation. He may, however, attend (at his own expense), speak, propose or second a motion and vote at a General Meeting. No candidates for Honorary Life Councillor shall be proposed after September 2009.

## **21. Independent Councillors**

- (a) In order to secure special knowledge or experience, Council may appoint any person who is not a member of Council (except by virtue of this Rule) nor a paid executive of the Association or the Tennis Foundation to be a member of a Board (including the Main Board of Management). Such appointment shall be annual but such person shall be eligible for re-appointment. Any person so appointed shall also be appointed by Council to be an Independent Councillor for the duration of his appointment as a member of a Board.
- (b) An Independent Councillor shall be entitled to all the rights and privileges of a member of Council save that he shall not be eligible for election to any office or position on Council nor, except where Standing Orders expressly provide, for election to any office or position on the Main Board of Management, a Board, a Committee, Panel or Sub-Committee. An Independent Councillor shall not be entitled to make nominations or vote in the election of members of Council to any office or position on Council, Main Board of Management, other Board, Panel, Committee or Sub-Committee.
- (c) The total number of persons appointed as members of the Boards and as Independent Councillors under this Rule shall not exceed 6.

## **22. Player Representative Councillors**

- (a) Any person shall be eligible to be a full Council member provided that:
  - (i) he has competed professionally within 10 years of the date of appointment at the AGM.
  - (ii) he is a British Citizen (as defined by the British Nationality Act 1981 as amended from time to time) or is eligible to represent Great Britain (including the Channel Islands and the Isle of Man).
- (b) Each candidate shall be officially nominated by the International Lawn Tennis Club of Great Britain in writing to the Chairman of the Main Board Nominations Committee on or before the 1<sup>st</sup> day of October each year stating full name, address and date of birth together with reasons for nomination and confirmation that the candidate satisfies the eligibility criteria of this Rule.

- (c) The Main Board Nominations Committee may only put forward a maximum of two candidates (preferably one male and one female representative) for consideration at the November Council Meeting and if approved at that meeting their names will be formally proposed for acceptance at the AGM.
- (d) Such appointments shall be annual but such a person shall be eligible for re-appointment.
- (e) On becoming a Player Representative Councillor such a Councillor shall be an Eligible Member of Council as defined by Council Standing Orders.
- (f) In the event of a casual vacancy, the International Lawn Tennis Club of Great Britain may provide notice in writing to the Chairman of the Main Board Nominations Committee of such vacancy and propose a candidate to fill the vacancy stating the full name, address and date of birth together with reasons for nomination and confirmation that the candidate satisfies the eligibility criteria of this rule. If the Main Board Nominations Committee approves the nomination, it shall submit the name of the candidate for confirmation at the next Council meeting.

**23. LTA Nominated Councillors**

- (a) In order to secure special knowledge or expertise, any person shall be eligible to be a full Council member provided that:
  - (i) Each candidate shall be officially notified in writing to the Chairman of the Main Board Nominations Committee on or before the 1<sup>st</sup> day of October each year stating full name, address and date of birth together with reasons for nomination and confirmation that the candidate satisfies the eligibility criteria of this Rule.
  - (ii) The Main Board Nominations Committee may only put forward a maximum of five candidates for consideration at the November Council meeting and if approved at that meeting their names will be formally proposed for acceptance at the AGM.
  - (iii) Such appointments shall be annual but such a person shall be eligible for re-appointment.
- (b) On becoming an LTA Nominated Councillor, such a Councillor shall be an Eligible Member of Council as defined by Council Standing Orders.
- (c) In the event of a casual vacancy, the Main Board Nominations Committee may propose a candidate for confirmation at the next Council meeting.

**24. Councillors Nominated by the Tennis Foundation**

- (a) Any person nominated by the Tennis Foundation shall be eligible to be a full Council member provided that:
  - (i) Each candidate shall be officially nominated in writing to the Chairman of the Main Board Nominations Committee on or before the 1<sup>st</sup> day of October each year stating full name, address and date of birth together with reasons for nomination and confirmation that the candidate satisfies the eligibility criteria for this Rule.

- (ii) The candidate is not a paid employee of the Tennis Foundation.
  - (iii) The Tennis Foundation has consulted with the relevant representative body where applicable.
  - (iv) The candidate has been selected as a suitable representative from British Tennis including, but not limited to, education including primary and secondary education and higher and further education, coaching, Local Authorities and sports development bodies, disability sport and the Tennis Foundation.
- (b) The Tennis Foundation may only put forward a maximum of eight candidates for consideration by the Main Board Nominations Committee.
  - (c) The Main Board Nominations Committee may only put forward a maximum of eight candidates for consideration at the November Council Meeting and if approved at that meeting their names will be formally proposed for acceptance at the AGM.
  - (d) Such appointments shall be annual but such a person shall be eligible for re-appointment.
  - (e) On becoming a Councillor nominated by the Tennis Foundation such a Councillor shall be an Eligible Member of Council as defined by Council Standing Orders.
  - (f) In the event of a casual vacancy, the Tennis Foundation may provide notice in writing to the Chairman of the Main Board Nominations Committee of such vacancy and propose a candidate to fill the vacancy stating the full name, address and date of birth together with reasons for nomination and confirmation that the candidate satisfies the eligibility criteria of this rule. If the Main Board Nominations Committee approves the nomination, it shall submit the name of the candidate for confirmation at the next Council meeting.

**25. Councillor Nominated by the Tennis Industry Association**

- (a) Any person (who is a Commercial Tennis Club operator) may be nominated by the Tennis Industry Association UK (TIA) and shall be eligible to be a full Council member provided that:
  - (i) Each candidate shall be officially notified in writing to the Chairman of the Main Board Nominations Committee on or before the 1<sup>st</sup> day of October each year stating full name, address and date of birth together with reasons for nomination and confirmation that the candidate satisfies the eligibility criteria for this Rule.
  - (ii) The TIA may only put forward one candidate for consideration by the Main Board Nominations Committee.
- (b) The Main Board Nominations Committee may only put forward one candidate for consideration at the November Council Meeting and if approved at that meeting their name will be formally proposed for acceptance at the AGM.
- (c) Such appointment shall be annual but such a person shall be eligible for re-appointment.

- (d) On becoming a Councillor nominated by the TIA such a Councillor shall be an Eligible Member of Council as defined by Council Standing Orders.
- (e) In the event of a casual vacancy, the TIA may provide notice in writing to the Chairman of the Main Board Nominations Committee of such vacancy and propose a candidate to fill the vacancy stating the full name, address and date of birth together with reasons for nomination and confirmation that the candidate satisfies the eligibility criteria of this rule. If the Main Board Nominations Committee approves the nomination it shall submit the name of the candidate for confirmation at the next Council meeting.

**26. Retirement of Officers**

The President, Deputy President, Honorary Treasurer and Auditors shall retire annually, but shall continue to hold office until the conclusion of the Annual General Meeting at which they retire, and shall be eligible for re-election subject, in the case of the President, Deputy President, and Honorary Treasurer(s), to Rules 5 and 16. Any casual vacancy occurring in the aforesaid offices may be filled by Council at its discretion.

**27. Affiliation of Clubs and Associate Organisations**

A club or associate organisation shall be eligible for affiliation only to the Association of the County within the geographical area in which its headquarters or ground are situated, but a club or associate organisation having headquarters in one County and its ground in another County, or having headquarters and/or grounds in two or more Counties shall, subject to the approval of Council, elect to which of those Counties it shall become affiliated.

**28. Registration**

Any directly affiliated organisation desiring to withdraw from the Association must give notice in writing to the Chief Executive prior to the first day of March in any year, and in default will be liable to pay its subscription for that year.

**29. Obligation of Members**

On or before the 15th day of January in every year, each organisation directly affiliated under Rule 3(a)-(n) shall send to the Chief Executive the names and addresses of its Secretary, Treasurer and Match Secretaries and in the case of a National, County or Island Association shall send also the names and addresses of the Secretaries of its affiliated clubs and other organisations. Every affiliated National, County and Island Association shall also send to the Chief Executive the name of every club and associate organisation subsequently affiliated to it during the year, with the name and address of the Secretary of such club or other organisation (see Rule 13).

**30. Council and Main Board of Management Meetings**

Council and the Main Board of Management shall meet at such times and places as they may from time to time decide but a special meeting of Council shall be convened by the Chief Executive within four weeks after the receipt by him of a requisition in writing to that effect by 15 or more members of Council entitled to vote, specifying the business for which the meeting is to be convened. Additional business may be included at the discretion of the Main Board of Management. At least seven days prior to the date fixed for any Council meeting a notice, stating the business to be transacted, shall be sent by the Chief Executive to every person entitled to attend.

**31. Travelling Expenses**

Every member of Council or of a Committee attending a meeting officially convened for the purpose of transacting the business of the Association shall be entitled to be reimbursed

out of the funds of the Association travelling and incidental expenses as may from time to time be approved by Council.

**32. Powers of Council**

Council shall draw up and maintain Standing Orders which inter alia shall: (i) determine the composition of, and method of appointment to, the Main Board of Management (which shall include the President, Deputy President, Honorary Treasurer and Chief Executive). The voting members of this Board shall not exceed a total of 15; and (ii) define the delegation of powers and duties to the Main Board of Management. Council through its Main Board of Management shall have power to establish and maintain office premises, to appoint staff and to delegate all or any of its powers to the governing bodies of the directly affiliated organisations, or to other Boards, Committees, Panels or Sub-Committees formed in such manner as it may decide. Council shall have further power:

- (a) To carry out the objects of the Association specified in Rule 2 excepting such of them as under these Rules or by resolution of a General Meeting, carried by a majority of at least two-thirds of the votes properly recorded at such meeting, can only be dealt with by the Association in General Meeting and to make, maintain and publish all necessary standing regulations or Appendices to the Rules in connection therewith.
- (b) To appoint any of its members to the committee of management of any official tournament or public competition in Great Britain.
- (c) To prohibit the holding of unauthorised championships, tournaments and public competitions in Great Britain.
- (d) To prohibit any act or practice by associations, clubs, committees, organisations or persons, which, in the opinion of Council, is detrimental to the interests of the Game, and to deal with any association, club, committee, organisation or person disregarding such prohibition in such manner as it may think proper.
- (e) To inflict penalties on associations, clubs, committees, organisations and persons for Misconduct as defined in Rule 33 below in accordance with the procedures set out in Appendix 3 (Disciplinary and Dispute Resolution Procedures), Appendix 4 (Tennis Anti-doping Programme), Appendix 6 (Regulations concerning Match Fixing, Financial Speculation and Betting), Appendix 7 (Child Protection Procedures) and Appendix 8 (LTA Coach Registration Scheme).
- (f) To consider and deal with all applications for direct affiliation and decide all questions as to the right to representation at General Meetings.
- (g) To decide all questions of eligibility of persons nominated or elected as officers or other members of Council, and to annul any election, if through non-attendance or any other cause, continuation as a member of Council is not considered to be in the interests of the Association.
- (h) To enlist by co-option for any special purpose the services of any person or persons not members of Council.

**33. Definition of Misconduct**

For the purposes of Rule 32 "Misconduct" which may give rise to disciplinary action shall be defined as the following:

- (a) A breach of LTA Rules or Regulations;
- (b) The commission of a “Doping Offence” as defined in Appendix 4 – Tennis Anti-Doping Programme;
- (c) A breach of any of the General Conditions of the LTA Coach Licensing and Registration Schemes or of any other conditions of the Association relating to officially recognised coaches;
- (d) A breach of any of the regulations concerning match fixing, financial speculation and betting as set out in Appendix 6;
- (e) A breach of any of the conditions governing players as set out in Rule 35;
- (f) Any conduct which is detrimental to the interests of the Game.

Any Misconduct that is designated a Child Protection Case under the LTA Child Protection Procedures (set out at Appendix 7) shall be dealt with exclusively under those procedures.

#### **34. Property of the Association**

- (a) Council may from time to time make such arrangements as it may think fit for the vesting and management of any property of the Association.
- (b) Without prejudice to the generality of the foregoing sub-Rule Council may:
  - (i) appoint any person or persons or corporation to act as nominee or nominees or trustee or trustees for the Association; and/or
  - (ii) engage any firm or corporation to manage any property or fund on behalf of Council.
- (c) Any such appointment or engagement shall reserve power to Council to terminate it and shall otherwise be on such terms as Council may think fit.
- (d) Without prejudice to the generality of the foregoing sub-Rule:
  - (i) any trustee, nominee or manager may be remunerated on such scale as may be agreed by Council;
  - (ii) any manager may be given power to exercise discretions on behalf of Council and to direct any nominee or trustee as to dealings with any property of the Association held by such nominee or trustee; and
  - (iii) the appointment or engagement of any trustee, nominee or manager may contain such provisions as to the liability of the person, corporation or firm so appointed or engaged for breach of trust, negligence or other default, or for relief against such liability, as Council may think fit.
- (e) Any appointment or engagement pursuant to the foregoing provisions may be made in such form as Council may think fit, provided that the appointment of a trustee of any land of the Association shall be by deed, and for this purpose the Honorary Treasurer(s) is (or are) nominated as the person or persons to appoint new trustees

or a new trustee within the meaning of section 36 of the Trustee Act 1925 and he or they shall by deed appoint the person or persons nominated in that behalf by Council and the provisions of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such deed of appointment in favour of a person dealing bona fide with the Association or Council shall be conclusive evidence of the facts so stated.

**35. Conditions Governing Players**

- (i) A player, when participating in any event or training organised or authorised by the Association or by any directly or indirectly affiliated organisation, or when playing in Great Britain in any event organised by any other body:
  - (a) Shall accept the conditions of entry of the event which he has entered, including the conditions of any code of conduct adopted for that event;
  - (b) Shall not compete in two or more concurrent tournaments except when the overlap is two days or less. (Rating events may constitute an exception to the Rule, but the requirements of a non-rating event shall take precedence);
  - (c) Shall not commit a “Doping Offence” as defined in Appendix 4 and shall submit at any reasonable time within or outside the actual dates of the event or training, if required by an official of the Association or of the event, to a general or random dope control test conducted in general accord with Sports Councils or International Tennis Federation practice and with Appendix 4;
  - (d) Shall not play with or against a person who is under suspension in events authorised by the International Tennis Federation or an association or affiliated body thereof;
  - (e) Shall not participate in the profit or gross receipts of a tournament, match, exhibition match or other competition;
  - (f) Shall not breach any of the regulations concerning match fixing, financial speculation and betting as set out at Appendix 6;
- (ii) Council shall have full power to suspend or otherwise discipline in Great Britain any British player who fails to comply with the above conditions and may delegate such power to act in accordance with Appendices 3, 4, 6, 7 and 8.

**36. Non-Playing Captains**

A non-playing Captain of a team shall be subject to all Rules governing players except in regard to sex or age.

**37. Age Limit**

- (a) Council may stipulate a maximum age limit for any tournament, match or competition and in those circumstances only those who have not reached that maximum age limit shall be eligible to compete.
- (b) In any tournament, match or competition in which there is a minimum age limit, only those who have or will have reached the minimum age limit on or before 31st December in the year of any match or competition in which they are entered as competitors, shall be eligible to compete.

**38. National Qualifications**

- (a) The qualification of a player to represent Great Britain shall, subject to any regulations for a particular match or competition, be in accordance with the appropriate ITF Rule (Reprinted in Appendix 2). In the application of that rule the term “National” means “British Citizen” (as defined in the British Nationality Act 1981 as amended from time to time), and “Country”, in connection with residence, refers to Great Britain, the Channel Islands and the Isle of Man.
- (b) The qualification of a player to represent England, Scotland or Wales shall be in accordance with (a) above except that:
  - (i) “Country”, in connection with residence, refers to England, Scotland or Wales respectively;
  - (ii) the authority to decide any appeal for special treatment equivalent to paragraph (d) of the ITF Rule ‘Eligibility of a player to represent a country’ shall be Council; and
  - (iii) exercising a qualification for Great Britain does not affect a qualification to play for England, Scotland or Wales, nor vice versa.

**39. Area Qualifications**

For the purposes of this Rule, a competition, the entries for which are restricted to persons having a qualification for a County, Island or other area as provided by Rule 38, is referred to as an “area competition”.

A player is qualified to represent an area in a match or to play in an area competition if:

- (a)
  - (i) he is a British Citizen in accordance with the British Nationality Act 1981 (as amended from time to time); or
  - (ii) he is qualified to represent Great Britain under the appropriate ITF Rule (Reprinted as Appendix 2); or
  - (iii) Great Britain has been his permanent place of residence for a period of 24 consecutive months (12 months in the case of Juniors) immediately preceding the relevant match or competition; and
- (b)
  - (i) his place of birth or permanent residence at date of birth is in such area; or
  - (ii) his place of permanent residence has for at least one year immediately preceding the match or competition (six months in the case of Juniors) been in such area; or
  - (iii) at any time his place of permanent residence has for a period of five consecutive years been in such area; or
  - (iv) he is serving full-time in the British Regular Armed Forces and he has resided in such area for at least six months immediately preceding the match or competition; or he/she is the spouse or child of such a person and he/she has so resided with his/her spouse or parent.

The above provisions are subject to the following:

- (c) (i) War service or conscripted service under the orders of the government shall be held not to break any period of residential qualification.
- (ii) A player who has once played under the birth qualification in (b)(i) may not exercise a birth qualification for another area in the event of a change of boundary having taken place since his date of birth.
- (iii) A player who has once played under either of the residential area qualifications in (b)(ii) or (iii) may continue to do so until such time as he exercises any qualification in respect of another area when he shall forfeit all residential area qualifications previously exercised.
- (iv) No player may represent more than one area in any one competition and no player may represent an area if he has exercised a qualification in respect of another area during the previous 12 months (six months in the case of Juniors).
- (v) A player is deemed to have represented an area if he has been nominated to play in a match for that area and has accepted such nomination, and to have played in an area competition if his entry for the same has been accepted.
- (vi) A British Citizen born abroad is entitled to adopt the area birth qualification of either parent (but this election may only be made once).
- (vii) Any person who, following a change of boundary or of the division or grouping of counties under these Rules, acquires a qualification for an area for which he was not qualified immediately prior to such change, is, subject to (c) (ii) and (iv), permitted to adopt and exercise such qualification (or, subject to the consent of the Association, another qualification to which he is entitled) on the next occasion when he exercises an area qualification, notwithstanding that he may have exercised a different area qualification during the previous 12 months (six months in the case of Juniors); and in the event of his playing in one area competition while another area competition in which he has played is still in progress he is permitted until the end of the competition which started first to represent the one area in one competition and the other area in the other.
- (viii) Residence at or in connection with an educational or training establishment does not of itself constitute a residential qualification.

All questions of interpretation or application of this Rule and any applications for consent of the Association under this Rule shall be determined by the Secretary. All such questions or applications must be made in writing to the Secretary. Such applications must be made not less than two months before the relevant match or competition, and must be accompanied by all relevant facts. The Secretary may request such further information, make such further enquiries and seek such advice as he deems necessary. Where the application is for the consent of the Association, the consent shall be given by the Secretary if the full circumstances warrant the consent being given.

#### **40. Eligibility for a National Championship**

In a National Championship of Great Britain a player is eligible to compete only if:

- (a) He is qualified under Rule 38 to represent a Country named therein; and
- (b) He has not competed in the 12 months preceding the event in a National Closed Championship of a Country other than those named in Rule 38; and
- (c) He is a British Tennis Member (Rule 4).

**41. County Boundaries**

For the purposes of these Rules, the county boundaries of England shall be those which apply for the purposes of local government as defined from time to time by Act of Parliament, except as follows: for reasons of county size, communications or otherwise Council shall authorise and define, and publish as Appendix 1 to these Rules, the division of any such counties and/or the grouping of any two or more of such counties or parts thereof, to operate as “County Associations” for the purposes of lawn tennis administration and area competitions. Corresponding arrangements for the districts of Scotland and the counties of Wales shall be under the control of the respective National Associations.

**42. Apportionment of Grants**

The apportionment of any grant or other advantages offered by the Association to National, County or Island Associations shall be calculated on a basis authorised by Council.

**43. Definition of a Club**

For the purposes of these Rules, a Club may be:

- (a) A members’ club, being an organisation of not less than 20 persons, associated together for the purpose (either solely or inter alia) of playing the Game, and managed by a committee in accordance with rules which shall be approved by its National, County or Island Association and if required, by Council, and which shall provide for:
  - (i) the holding of annual and other general meetings of the club;
  - (ii) the election by members of the club, either annually or at other stated periods, of their representatives on a committee of management provided that, where the ownership of the club is not vested in the members as a whole, such representation is not less than one-half of the committee; and
  - (iii) the election of officers and alteration of the rules of the club by members of the club in general meeting, or by the committee of management.
- (b) A proprietary club, being a facility (either solely or inter alia) for the playing of the Game owned or controlled by an individual, partnership, company or other approved organisation. It may but need not be intended to be profit-making and may but need not, at the proprietor’s discretion, have a specific membership. It shall be operated in accordance with rules approved by its National, County or Island Association and, if required, by Council.
- (c) A league or other organisation or group representing not less than 20 persons associated together for the sole purpose of playing the Game and having rules approved by its National, County or Island Association and, if required, by Council.

**44. Definition of Associate Organisations**

For the purposes of these Rules, the expression “associate organisation” means:

- (a) Such educational establishments as are not affiliated as clubs;
- (b) Tournament committees;
- (c) Such clubs as are not affiliated as clubs (except that no club, having previously affiliated as a club, may subsequently affiliate as an associate organisation);
- (d) Local tennis leagues;
- (e) Local tennis coaches’ associations;
- (f) Local schools’ tennis associations;
- (g) Local tennis parents’ associations;
- (h) Local authorities; and
- (i) Such other types of organisation with an appropriate interest in the Game as may be approved by Council from time to time.

Such organisations shall not be entitled to exercise the rights conferred upon clubs by Rules 14, 15 and 16.

**45. Definition of a Tournament Committee**

For the purposes of these rules a tournament committee is an organisation (other than an affiliated association or club) of not less than three persons associated together for the purpose of promoting and managing an official championship or tournament or public competition.

**46. Open Championships and Tournaments**

For the purposes of these Rules an open tournament is any tournament at which cups, prizes or rewards are competed for by more than eight players whether as individuals or as doubles partnerships) over a period of more than two days, with the following exceptions:

- (a) Any tournament, the entries for which are restricted to full playing members of a particular club.
- (b) Any tournament, the entries for which are restricted to persons having a fixed place of residence within a radius of 25 miles of the ground where the tournament is held.
- (c) Any tournament promoted by an affiliated organisation, the entries for which are restricted to its own members, or to the members of its affiliated clubs, or, in the case of a National, County or Island Association, to persons having the relevant qualification.
- (d) Any tournament which is not publicly advertised nor for which general or official invitations to play are issued, nor at which either gate money or its equivalent is taken.
- (e) Any public competition as defined in Rule 48.

**47. Sanction for Tournaments**

No open tournament shall be held on an affiliated ground in Great Britain, nor with the consent or assistance of an affiliated organisation, without the written sanction of the Association nor on dates other than those sanctioned. Such sanction, which shall confer the title of LTA official championship or LTA official tournament as the Association may decide, shall be granted only to affiliated organisations. The Association’s Regulations for

the Management of Lawn Tennis Tournaments shall apply to all sanctioned tournaments. No application for a new or revived official tournament nor for a change from the dates equivalent to those of the previous year shall be considered without reference to the directly affiliated organisation, if any, within whose area of jurisdiction such tournament is proposed to be held. Application must be made annually to the Association on a form to be obtained from the Competitions Team of the Association, or similar, and such form duly filled up must be returned to the Association on or before the first day of October (or whatever date is decided by the Association in the case of tournaments which are to be included in the ITF Calendar) immediately preceding the date of the proposed tournament, accompanied by such fee as shall be fixed from time to time by the Association.

**48. Public Competitions**

Any competition in which the matches are played over an extended period and/or at different places, shall be known as a public competition and shall require the sanction of Council unless it comes within one of the exceptions set out in (a) to (d) of Rule 46. Council shall decide from time to time the terms upon which such sanction shall be granted and the fees payable in connection therewith.

**49. Exhibition Matches**

For the purposes of these Rules an exhibition match is any game of tennis to which members of the public are admitted for a cash or other consideration, or which is broadcast on radio or television, or recorded on film or tape etc for such purposes in the future, other than:

- (a) An international team match approved by the Association;
- (b) An open tournament as defined in Rule 46 or a tournament comprised in the exceptions (a) to (d) of that rule;
- (c) A public competition as defined in Rule 48.

It is not permitted to stage an exhibition match in Great Britain without the written permission of Council (and, if required, of the International Tennis Federation).

**50. Prohibition**

No tournament, match or competition shall be promoted by, or played on the courts of, an association, club, tournament committee or organisation directly or indirectly affiliated to the Association except with the consent and, if required, under the control of Council.

**51. Rules of the Game**

The Rules of Tennis as adopted and amended from time to time by the International Tennis Federation and the Rules and Regulations of the Association, for the time being in force, and the decisions of Council on all doubtful and disputed points arising in connection therewith, shall be binding on all affiliated organisations of Great Britain.

**52. Alterations in Rules**

No alteration of these Rules shall be made except at a General Meeting, by a resolution carried by a majority of at least two-thirds of the votes properly recorded at the meeting. Any alterations so made shall take effect as and from the 1st day of January following, unless the meeting shall, by the like majority, otherwise decide.

**53. Right of Appeal**

Any association, club or committee within the jurisdiction or under the control of any directly affiliated organisation or any person being a member of any such organisation, association, club or committee, being aggrieved by a decision or ruling of the governing body of such directly affiliated organisation, may appeal against such decision in accordance with the procedures set out in Appendix 3.

**54. Indemnity**

- (a) In this rule “Subsidiary Companies of the Association” shall include former subsidiary companies of the Association;
- (b) In this rule an “Indemnified Person” shall mean:
  - (i) any member of staff of the Association or any member of Council or of any Board, Committee, Panel or Sub-committee of the Association, in each case, whether past or present; and
  - (ii) any member of any joint or other board or committee associated with the Association including, without limitation, the directors and officers of any Subsidiary Company of the Association, in each case, whether past or present.
- (c) An Indemnified Person shall, to the fullest extent permissible by law, be indemnified out of the assets of the Association against any damages, loss, liability, costs or expenses incurred by him as a result of any claim by any third party:
  - (i) instituted in any jurisdiction at any time against the Association or Council or any Board, Committee, Panel or Sub-committee of the Association (or any joint or other board or committee associated with the Association or any Subsidiary Company of the Association); or
  - (ii) against any Indemnified Person by virtue of his position in the Association or any Subsidiary Company or any act or circumstance arising in the course of carrying out his duties or activities on behalf of the Association or any such Subsidiary Company of the Association,

provided that, in relation to the subject matter of the relevant claim, such Indemnified Person has carried out his duties or activities on behalf of the Association or any Subsidiary Company of the Association and in good faith.

- (d) This Rule 54 shall be deemed not to provide for, or entitle any Indemnified Person to, indemnification to the extent that it would cause this Rule 54, or any element of it, to be treated as void under the Companies Acts.

Provided that, in relation to the subject matter of the relevant claim, such member has carried out his duties or activities on behalf of the Association and in good faith.

**55. Awards**

- (i) Meritorious Service Award  
Not later than the 15<sup>th</sup> day of September in any year, a person may be nominated by a Directly Affiliated Organisation for the Meritorious Service Award. Such person will have given exceptional service to the Game in their local community. Any such

nomination shall be in writing and sent to the Secretary of the LTA indicating that the consent of the nominee had been obtained for the consideration of the Main Board, which may itself make nominations. The Main Board shall decide on the successful recipients who will be notified and presented with the Meritorious Service Award at the Annual General Meeting or other venue of their choosing.

- (ii) **Honorary Membership of the LTA**  
Council may admit persons as 'Honorary Members of the LTA'. Such membership may be given to exceptional individuals in recognition of their outstanding contribution to British Tennis. Nominations, in writing, are to be sent to the Secretary of the LTA by the 15<sup>th</sup> day of September in any year with the consent of the nominee for consideration by the Main Board. Nominations so approved shall be placed on the Agenda of the General Meeting and shall require a simple majority of those present and eligible to vote.

## **56. Interpretation**

Except where otherwise stated, every reference in these Rules to the masculine includes the feminine gender and every reference to Great Britain includes the Channel Islands and the Isle of Man.

## **STANDING ORDERS FOR GENERAL MEETINGS**

### **1. Chairman of Meeting**

The President of the Association shall take the Chair and in his absence the Deputy President. If the President and Deputy President are both absent, the meeting shall vote a Vice-President or other member of Council to the Chair before proceeding to business.

### **2. Persons Eligible to Speak**

No person other than those attending a meeting with the right to vote shall be eligible to address the meeting without the consent of the Chairman.

### **3. Duration of Meeting**

It shall be competent for any person to move that the proceedings do terminate at a given hour, and, if the motion be seconded, it shall be put to the vote forthwith by a show of hands. Any subsequent motion to extend such time must be carried by the affirmative vote of not less than two thirds of the persons present and voting.

### **4. Time Limit for Speeches**

The speech of the proposer of a motion shall not exceed 15 minutes in length, and that of each subsequent speaker thereon 10 minutes, without the consent of the meeting. The consent shall be ascertained without debate and where such extension of time is allowed it shall not be for more than five minutes at a time.

### **5. Motions and Amendments**

Every motion and every amendment to a motion shall be proposed and seconded. All amendments to a motion must be submitted to the Chairman in writing and signed by the proposer. In the event of there being more than one amendment to any motion, the last amendment shall be the first voted upon, and if carried shall become a substantive motion. If an amendment is not carried, the amendment (if any) immediately preceding it shall be next voted upon, and if carried shall become a substantive motion. In the event of no amendment being carried the original motion shall be voted upon. A motion or amendment of which due notice has been given may be proposed by any person present.

**6. Conduct of Debate**

No person shall address the meeting more than once on any motion or amendment but if directed by the Chairman he or she may reply to questions or give further information. The proposer of an original motion may, however, speak for five minutes in reply. Except by leave of the Chair, the right of reply shall not extend to the proposer of an amendment which, having been carried, has become a substantive motion. After the reply, the question shall be put forthwith.

**7. That the Question Be Now Put**

It shall be competent for any person to move without debate at the close of the speech of any other person that the question be now put, and the motion, if seconded, shall, unless the Chairman rules otherwise, be put forthwith and decided by a show of hands.

**8. Motion to Proceed to the Next Business**

It shall be competent for any person to move without debate at the close of the speech of any person that the meeting do proceed to the next business, and if the motion be seconded it shall be put forthwith and decided by a show of hands. When a motion is carried that the meeting do proceed to the next business, the question under discussion shall be considered as dropped. During the same debate a second motion that the meeting do proceed to the next business shall not be made within half an hour.

**9. Counting of Votes**

If the recording of votes by proxy has been directed or demanded the Chairman shall first count the persons present voting for and against a motion or amendment. Proxy votes shall then be cast and when these have been checked and all the votes counted the Chairman shall announce the result to the meeting. For the avoidance of doubt, a vote withheld (an abstention) is not a vote and will not be counted in the calculation of the votes 'for' or 'against' a candidate, a motion or an amendment.

**10. Motions Not Reached**

The motions not reached when the time arrives to close the meeting shall be adjourned.

**11. Suspension of Standing Orders**

These Standing Orders may be suspended in whole or in part without previous notice if a motion to that effect be carried by the affirmative vote of not less than two-thirds of the persons present and voting.

**12. Chairman's Decision**

The decision of the Chairman on any point shall be final, and any person disobeying the ruling of the Chair may be suspended by ordinary resolution of the meeting.

**13. Alteration of Standing Orders**

No alteration to these Standing Orders shall be made except at a General Meeting by a resolution carried by a majority of at least two-thirds of the votes properly recorded at the meeting. Any alteration so made shall take effect immediately.