

**disciplinary policy**

**1.0 Introduction**

This document is drafted in accordance with the Rules of Wycombe Wanderers Supporters Group Limited, also known as Wycombe Wanderers Trust, and sets out the Disciplinary Policy adopted pursuant to a resolution of the Trust Board at a General Meeting held on ……………….

The purpose of this policy is to ensure that:

Members agree to be bound by the rules of the Trust which require that the conduct of members is not prejudicial to the Objects of the Trust.

**2.0 Definitions**

2.1 “Member(s)” means a member(s) of the Trust;

2.2 “Trust Board Member(s)” means a(n) Member(s) of the Trust elected to the Trust Board;

2.3 “Co-opted Member(s)” means a person(s) who is/are a Member(s) and has/have been elected to the Trust Board by Trust Board Directors but not elected by the Trust Members;

2.4 “Board Membership and Conduct Policy” means a detailed set of rules and regulations of the Trust Board set out in a separate policy statement which includes the procedure which should be followed in all cases relating to Trust Board Members only;

2.5 “Disciplinary Offence” means a member has committed an Indictable Offence (as defined below at 2.6) or such act or deed which would adversely affect the reputation of the Trust;

2.6 “Indictable Offence” means a criminal offence (other than a spent conviction as defined by the Rehabilitation of Offenders Act 1974) for dishonesty, fraud or dealing in drugs;

2.7 “Disciplinary Policy” means the terms and conditions laid out in this document;

2.8 “Rules” means the rules and regulations of the Trust laid out in the separate Rules document;

2.9 “Secretary” means the Secretary of the Trust;

2.10 “Chair” means the elected chair of the Trust Board;

2.11 “The Trust” means Wycombe Wanderers Supporters Group Limited (also known as Wycombe Wanderers Trust;

2.12 “Trust Board” means the Board of the Trust including any Co-opted Members

2.13 “Football Supporters Association” (“FSA”) is the national, democratic, representative body for football supporters in England and Wales.

**3.0 Co-opted Trust Board Members**

3.1 Co-opted Trust Board Members may not serve on a disciplinary committee.

**4.0 Procedure**

Where any Member is deemed by a majority of the Trust Board to have committed a Disciplinary Offence as defined in this document or has otherwise acted in a way which a majority of the Trust Board believe is in contrast to the spirit of this document and/or the Rules, they shall be at liberty to constitute a Disciplinary Committee ("the Disciplinary Committee") to determine the facts relating to the matter and take such measures as the Committee sees fit.

If the Trust Board decides to constitute a Disciplinary Committee the Member(s) concerned will be suspended from membership of the Trust and shall not be entitled to vote nor attend general meetings for the period of suspension.

The Disciplinary Committee will consist of the then Chair and Vice-Chair of the Trust Board unless one or both of them is the subject of the disciplinary action, in which case another member of the Trust Board will be selected by the Trust Board as Chair of the Disciplinary Committee. In addition, up to 3 but no less than 2 other Trust Board members (who shall not be the subject of the disciplinary action) shall sit on the Disciplinary Committee. The Chair of the Disciplinary Committee shall have the casting vote if necessary.

Either the Trust Board or the Member(s) who are the subject of the hearing may request for an independent member to join the Disciplinary Committee. The independent member will be selected on the basis of mutual agreement, and shall for the avoidance of doubt not be someone who has served with any of the subjects of the hearing on any board or committee, and shall not be a member of the Trust Board.

In the event that it is not possible to agree the identity of the independent member, the FSA will select the independent member.

All members of the Disciplinary Committee shall treat its proceedings as confidential, unless the subjects of the hearing waive that right directly, or violate the confidentiality through making public comment about its proceedings.

All incidental expenses for independent members shall be met by the Trust.

The Disciplinary Committee shall meet as soon as is practicable (where possible within seven days) after the Trust Board meeting which constituted the Disciplinary Committee and shall invite the member concerned to attend or submit their version of events or mitigating circumstances.

The Disciplinary Committee shall act honestly and equitably in assessing the facts of the disciplinary case before it and may impose such sanction as it sees fit, including for example:

* expulsion;
* further suspension to allow more facts to be gathered; after which time a further meeting of the Disciplinary Committee shall be held;
* censure or warning;
* if appropriate the Disciplinary Committee may choose to impose no sanction.

If the member concerned fails to either attend or submit their version of events or mitigating circumstances as envisaged above the Disciplinary Committee can proceed and make such inferences as it sees fit from such non-attendance or non-submission and the Disciplinary Committee meeting may proceed in the Member(s) absence.

**5.0 Appeal**

The Member(s) subject to the disciplinary hearing may appeal against the decision of the Disciplinary Committee within seven days of being notified of the decision.

The appeal must be made to the Trust Secretary who shall contact the FSA who shall appoint an independent organisation (such as Co-operatives UK) whose decision will be binding on all parties.

The appeal will take place as soon as possible after the member concerned has requested it, and no later than 28 days following the date of receipt of the request for an appeal hearing.

As the independent organisation is independent of the Trust there will be no further right of appeal by any party.

The final decision will be communicated to members only after the conclusion of the appeal, or when the date for the lodging of an appeal has passed without such appeal being lodged.

The Secretary will be responsible for communicating the decision, and no members of the disciplinary committee shall make any comment about the proceedings publicly.

No member expelled from membership shall be re-admitted except by a special resolution of the Trust in general meeting.

Wycombe Wanderers Trust

The trading name of

Wycombe Wanderers Supporters Group Limited

Registered society no. 32456R under the Co-operative and Community Benefit Societies Act 2014

 Adams Park, Hillbottom Road, Sands, High Wycombe, Bucks. HP12 4HJ

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