



# By-Laws

Approved as of 16<sup>th</sup> July 2025

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## Index of Key Headings

### Introduction and Scope of By Laws

1. Board of Directors
2. Club Conduct
3. Club Dress Code
4. Complaints
5. Definitions
6. Discrimination and Harassment Policy
7. Fitness Centre and Pool Use
8. Responsible Gambling Policy (Responsible Conduct)
9. Honorary Life Members
10. Honorary Members
11. Junior Members
12. Liability of Members
13. Media and Social Media
14. Membership Cards
15. Minors
16. Mobile Phones and Cameras
17. Mortality Fund
18. Nominations for Membership
19. Operating Hours
20. Parking
21. Photography
22. Responsible Service of Alcohol
23. Rules for Members
24. Staff Conduct
25. Subscriptions
26. Visitors

## Introduction / Scope of By-Laws

These By-Laws are subject to revision and alteration at the discretion of the Board of Directors. They are governed by and shall be read in conjunction with the Club's Constitution.

Clause 54 of the clubs Constitution notes that 'The Board may from time to time make such By-laws not inconsistent with this Constitution as it thinks necessary for the conduct of any election and all matters in connection therewith.'

The amendment and inclusion of By-Laws for the club include and without limiting the generality thereof particularly for:

- Such matters as the Board is specifically by this Constitution empowered to regulate by By-Law.
- The general management control and trading activities of the Club.
- The control and management of the Club premises.
- The conduct of members and their guests.
- The privileges to be enjoyed by each category of members.
- The relationship between members and Club employees.
- And generally, all such matters as are commonly the subject matter of the Club Rules or By-Laws or which by the Constitution are not reserved for decision by the Club in General Meeting

## 1. Board of Directors

- a. The Club is governed by a Board of Directors consisting of nine elected members. Elections are held biennially at the Annual General Meeting. At least seven directors must be from the General Committee of the Ryde-Eastwood Rugby League Football Club.
- b. The Board shall appoint its Chair and form subcommittees as needed.
- c. Vacancies are permitted to be determined and filled by Board appointment.
- d. Meetings are held monthly.

## 2. Club Conduct

- a. Members and guests must conduct themselves in an orderly and responsible fashion at all times in accordance with the requirements of the Liquor Act and Registered Clubs Act and their regulations.
- b. Members and guests who conduct themselves in a manner that allegedly breaches of these By-Laws shall be requested to leave the Club premises, by a responsible officer, and members may be subject to disciplinary action under the Constitution, including immediate suspension of all privileges pending determination by the CEO and Board.
- c. All complaints against members will be formally addressed as outlined in the clubs Constitution clause 45. If, in the opinion of the Secretary (or his or her delegate), a member has engaged in conduct that is unbecoming of a member or prejudicial to the interests of the Club, then the Secretary (or his or her delegate) may suspend the member from some or all rights and privileges as a member of the Club for a period of up to twelve (12) months.
- d. As outlined in the constitution in Clause 45A (a) If, in the opinion of the Secretary (or his or her delegate), a member has engaged in conduct that is unbecoming of a member or prejudicial to the interests of the Club, then the Secretary (or his or her delegate) may suspend the member from some or all rights and privileges as a member of the Club for a period of up to twelve (12) months.
- e. Penalties for immediate suspension are available to members on request and outlined in the Disciplinary Proceedings Policy and By-Laws

## 3. Club Dress Code

- a. **General Appearance**  
All members, guests, and visitors must be dressed in clean, neat, and presentable attire appropriate for the area they are visiting within the Club.  
Club Management reserves the right to refuse entry or service to any individual whose attire is deemed unsuitable.

b. **Unacceptable at Any Time**

The following items of clothing and appearance are **not permitted** on Club premises at any time:

- Dirty, unkempt, or soiled clothing
- Untidy or inappropriate footwear
- Undergarments worn as outerwear
- Clothing with offensive or obscene language, imagery, or motifs
- Caps (accept when attending The Fitness Edge and Pool or at Club Thirroul)
- Bare feet
- Rubber thongs (except when accessing pool or fitness areas)
- Singlets or sleeveless shirts for males (outside fitness areas)
- Swimwear or excessively revealing clothing
- Gang patches, insignia, or paraphernalia
- Helmets or full-face coverings (unless for medical or religious reasons)
- Overalls and industrial work boots (particularly after 9:00pm)

c. **Fitness Edge and Swim School Access**

- Members and guests accessing The Fitness Edge or Swim School must be appropriately attired in clean fitness clothing.
- Patrons are expected to enter and exit via the most direct route and should not remain in other areas of the Club while in activewear.
- Children using the Swim School must be fully clothed and wearing suitable footwear when entering or leaving the Club.

## 4. Complaints

- a. Should a member have a complaint concerning any aspect of the Club's personnel or operation, the matter should be drawn to the attention of the Duty Manager, on 98072444.
- b. Matters of a serious nature are to be submitted in writing to the Chief Executive Officer.
- c. Complaints may be submitted verbally or in writing. The Club will endeavor to respond to complaints and resolve to complainant's satisfaction.

## 5. Definitions

- a. "**Act**" means the *Corporations Act 2001 (Cth)* as amended from time to time;
- b. "**Board**" means the members for the time being of the Board of Directors of the Club constituted in accordance with this Constitution;
- c. "**By-Laws**" means the By-Laws as set out in this document;
- d. "**Chief Executive Officer**" means the secretary or Chief Executive Officer employed by the Club;
- e. "**Club**" means Ryde Eastwood Leagues Club

- f. "**Club Notice Board**" means a board designated as such within the Club premises on which notices for the information of members are posted;
- g. "**Club premises**" means any premises owned or occupied by the Club and includes any licensed premises of the Club or other premises or facilities used by members or guests;
- h. "**Constitution**" means the Constitution of the Club;
- i. "**Director**" means a member of the Board;
- j. "**Financial member**" means any full member (being an ordinary member or life member and excluding a temporary member or honorary member) who has paid all money payable by him or her to the Club
- k. "**Gaming Machines Act**" means the *Gaming Machines Act 2001 (NSW)* as amended from time to time;
- l. "**Liquor Act**" means the *Liquor Act 2007 (NSW)* as amended from time to time;
- m. "**Member**" means a financial member, temporary member or honorary member;
- n. "**RCG**" means responsible conduct of gambling;
- o. "**Registered Clubs Act**" means the *Registered Clubs Act 1976 (NSW)* as amended from time to time;
- p. "**RSA**" means responsible service of alcohol.

## 6. Discrimination and Harassment Policy

- a. Ryde-Eastwood Leagues Club is an equal opportunity employer and as such has a firm policy on discrimination in employment.
- b. The Club's policy also extends to discrimination and harassment in general. Members are asked to read the following information and be aware of the implication of discrimination or harassment in any form.  
Discrimination
- c. No person working at or visiting the Club will be discriminated against for any "unlawful reason" - that is because of:
  - Sex, marital status or pregnancy
  - Sexual preference
  - Race, color, nationality, national origin, ethnicity or religion
  - Any disability
  - Carer responsibility

This means that:

No person will be refused membership of the Club or be treated less favorably in relation to their membership or their enjoyment of the Club's services and facilities for any unlawful reason.

## No Unlawful Harassment

- d. Harassment is a form of discrimination. In general harassment is any form of behavior that is not wanted and not asked for and that:
  - Humiliates someone or puts them down
  - Offends them
  - Intimidates them
- e. Everyone has the legal right not to be harassed for any unlawful reason and everyone has the legal obligation not to harass any other staff member, Club member or patron.

## Sexual harassment

- f. Sexual harassment may include but is not limited to:
  - Pressure or demands for dates or sexual favors
  - Unnecessary familiarity e.g. deliberately brushing against a person or constantly staring
  - Unwanted physical contact e.g. touching or fondling
  - Sexual jokes or innuendo
  - Offensive telephone calls
  - Offensive sexual gestures
  - Unwelcome comments or questions about a person's sex life
  - Display or circulation of sexual material, including magazines, pictures and messages
  - Sexual assault

## Other Forms of Harassment

- g. Harassment on other unlawful grounds may include but is not limited to:
  - Verbal abuse or comments that put down or stereotype people because of their race, sexuality, pregnancy, disability etc.
  - Mimicking someone's accent or the habit of someone with a disability
  - Offensive gestures based on race, sexuality, pregnancy, disability etc.
  - Ignoring or isolating a person or group because of their race, sexuality, pregnancy, disability etc.
  - Display or circulation of racist or other offensive material

## Action by the Club

- h. The Club will make every attempt to resolve any grievance or complaint about discrimination or harassment which might arise. The Club has a policy for Dealing with Grievances and Complaints about Discrimination and harassment. All complaints will be treated seriously.
- i. The Club will take appropriate action where there has been discrimination or harassment.
- j. The Club wants to make sure that discrimination does not happen at the Club. However, if a complaint of discrimination arises the Club wants to be able to deal with and resolve it by following the Club's procedures.

- k. Full details of the Club's policy in relation to Discrimination and Harassment including the club's Policy for dealing with grievances and complaints are displayed in the foyer of the club or available at Reception.

## **7. Fitness Centre and Pool Use**

- a. Only Current Financial club members are permitted to join or use The Fitness Edge gym
- b. Users must wear appropriate attire and follow all health and safety instructions. Children must be supervised and remain clothed when moving to and from aquatic areas.
- c. All users of The Fitness Edge must register at reception before entering the gymnasium or pool areas.
- d. An exercise safety screen must be completed before participation in any form of exercise at The Fitness Edge.
- e. Management reserves the right to vary operating hours and timetables depending on demand, season and public holidays. If there are any changes to operating hours or timetables, management will, where possible, provide a minimum two (2) weeks' notice.
- f. All members using the crèche must abide by the guidelines and conditions of that service. Casual users are not entitled to crèche service.
- g. Members only after-hours access is via the main club entrance ramp and gym glass door swipe
- h. Paton's booked in to use the Massage Facilities do not need to be a member of the club but will be required to sign in as a visitor. This includes visitors that reside in a 5km radius. They will need to show confirmation of their booking to be permitted to sign in if inside 5km radius.

## **8. Responsible Gambling Policy (Responsible Conduct)**

These Best Practice Guidelines represent an approach where the environment in which gambling is conducted minimises harm and meets community expectations. Ryde Eastwood Leagues Club aspires to achieve a harm minimisation objective in their gambling operations by:

- a. Providing gambling services and practices that conform to all applicable Acts and Regulations.
- b. Promote responsible gambling practices that conform to local community standards and expectations.
- c. Establish a patron complaint resolution process.
- d. Implementing policies to encourage responsible practices in advertising and promotions related to gambling and ensure compliance with relevant legislation.
- e. Developing a policy that ensures all legislative requirements related to cheque cashing, payment of winnings and financial transactions are implemented and encourages patrons to develop responsible practices in the use of finances for gambling purposes.
- f. Introducing procedures for handling personal information relating to gambling patrons in a club to protect their rights of privacy.
- g. Establishing a pleasant and safe gambling environment.

- h. Informing and training staff on legislative requirements, harm minimisation issues, the risks of not complying with legislative requirements or not adopting and practicing harm minimisation strategies and taking appropriate steps to promote patron and employee care, as per our Gaming Plan of Management (GPOM);
- i. Encouraging patrons to take responsibility for their gambling activity through and effective self-exclusion procedure or other mechanism
- j. Informing patrons and staff of the club's responsible gambling policy and program, the nature of gambling products and the availability of support services for problem gamblers; and
- k. Developing links between the club and relevant community organisation that will provide support and advice for problem gamblers and their families.
- l. Only members aged 18+ may play. Machines may not be reserved for longer than twelve (12) minutes. No play is permitted after cease announcements. Payouts over \$5,000 must be made by cheque/EFT and processed on the next working day after 2pm.

Any matter connected with the management of the Club not otherwise provided for by these by-laws may be dealt with by the Board whose direction shall be binding on the members.

## 9. Honorary Life Members

- a. Honorary Life Membership is awarded only by resolution at a General Meeting on recommendation from the Board, and requires a two-thirds majority vote. This honour is reserved for exceptional service to the Club.

## 10. Honorary Members

- a. The Board may elect Honorary Members, subject to constitutional limits.
- b. The following persons may be made Honorary members of the Club in accordance with procedures established by the Board from time to time: the patron or patrons for the time being of the Club;
- c. any prominent citizen or local dignitary visiting the Club;
- d. Honorary members shall be entitled to only the social facilities and amenities of the Club and shall not be entitled to attend or vote at any meeting of the Club, nominate or be elected to the Board or any office in the Club or participate in the management, business and affairs of the Club in any way.

## 11. Junior Members

- a. Persons between the ages of 14 and 18 years may be nominated for membership of the Club provided that:
  - This membership category is open
  - Their parent or guardian is a member of the Club
  - They take out and maintain a membership use of the "Fitness Edge" Fitness and Aquatic Centre

## 12. Liability of Members

- a. Each member's liability is limited to \$10.

## 13. Media and Social Media

- a. Members must not make knowingly false statements about the Club in any public forum. This includes social media and other public platforms.
- b. Legitimate complaints should be directed internally. Misconduct in this regard will be treated as prejudicial behaviour.

## 14. Membership Cards

- a. Members must present their card when entering the Club or when requested.
- b. Cards are non-transferable. Lost cards require a Statutory Declaration for replacement. The found card must be returned if a duplicate has been issued.

## 15. Minors

- a. Minors (persons under the age of 18 years) are to always be in the company of a member or temporary member, who is a responsible adult.
- b. A responsible adult is a:
  - parent or guardian.
  - spouse or de facto who is over 18; or
  - person with parental responsibility in the absence of the parent/guardian.
- c. Leaving minors unattended on the Club's premises or in vehicles in the Club's car park or in the vicinity of the Club's premises is prohibited.
- d. Minors are subject to the same regulations as guests. They have to be invited to enter the Club by a member or temporary member and must leave when the member or temporary member leaves.
- e. Minors are not to sign the guest register.
- f. Minors are not to consume or be served alcohol.
- g. Minors' behavior is the responsibility of the member or temporary member. If a minor misbehaves, the minor will be asked to leave, and disciplinary action could be taken against the member or temporary member.
- h. Minors are not to play poker machines.
- i. Minors are to stay strictly within the areas designated.
- j. Minors are to be properly dressed at all times and must wear footwear. Management shall at all times be the final arbiter as to proper dress standards.
- k. Minors are not to run at any time while on the Club premises.

## 16. Mobile Phones and Cameras

- a. Use of mobile phones and cameras is not permitted in the Fitness Edge locker rooms.
- b. Mobile phones cameras should not be used in any private functions or areas without approval of the organizer or management

## 17. Mortality Fund

- a. Members are encouraged to nominate a beneficiary to receive non-contributory mortality benefits, subject to Club policies and eligibility.

## 18. Nominations for Membership

- a. An application for membership shall be made on a form provided for that purpose and the application shall comply with all the requirements set out thereon.
- b. Such application for membership can be done in person at the club or online through the members portal.
- c. No person under the age of 18 years shall be nominated as an ordinary member of the Club.
- d. No person under the age of 15 years shall be nominated as a junior member of the Club.

## 19. Operating Hours

Monday–Wednesday: 10am–3am

Thursday–Sunday: 10am–4am

Christmas Day: At Board discretion

Key Operations:

Crystal Jade Seafood Restaurant:

East West Kitchen:

The Fitness Edge:

Wednesday to Sunday - Lunch/Dinner

Open daily for lunch, dinner hours vary

Open 24/7. Refer website for Staffed hours

## 20. Parking

- a. Members are requested to please observe all Police and Traffic regulations while within the vicinity of the Club. Members are requested to refrain from undue noise while leaving club premise or parking area.
- b. Parking in Club carpark prior to club trading times is restricted.
- c. Parking safety is the responsibility of the member or visitor of the club

## 21. Photography

- a. Photography is normally prohibited on Club premises except for the Bistro/Dining Room and Function areas where agreed with the organizer or management
- b. Care should be taken in these areas not to intrude on the privacy of others.
- c. Any requests for photography in other areas should be directed to the Duty Manager.

## 22. Responsible Service of Alcohol

- a. This Club recognises that it is against the law to serve any person to intoxication
- b. The Club recognises that it is against the law to serve or supply alcohol to any person under the age of 18 years.
- c. This Club recognises that it is against the law to allow intoxicated, disruptive or violent behavior to occur on the premises.
- d. This Club seeks to ensure that no harm comes to patrons as a result of service of alcohol.
- e. This club seeks to create an environment that discourages drunken, disruptive or violent behavior.
- f. Low alcohol beers and non-alcoholic beverages are stocked and promoted.
- g. Staff have been acquainted with this house policy and trained to implement it.
- h. Staff will refuse to serve a patron if in their opinion they feel that person is intoxicated.
- i. This Club seeks to publicise and promote its position on Responsible Serving Practices.
- j. Members should be aware that refusal of service to intoxicated persons by club staff is in compliance with the law.
- k. Members should also be aware that they have a legal responsibility be it in this club or elsewhere to ensure that they don't supply liquor to intoxicated persons.
- l. It is an offence under the Registered Clubs Act to serve or supply liquor to an intoxicated person. Penalty \$5,500.00.
- m. Members and guests who refuse to leave Club premises due to intoxication or disorderly conduct can now be subject to an "on the spot" infringement notice of up to \$550.00.

Harmful drugs will not be tolerated at any time. Surveillance and possible apprehension of offenders will be an ongoing policy of this Club.

## 23. Rules for Members

- a. A copy of these By-Laws is made available to all financial members.

## 25. Staff Conduct

- a. Staff must not accept gratuities or gifts from members or suppliers.

## 26. Subscriptions

- b. Membership fees are set by the Board.
- c. Annual subscriptions are due 1 July. Members must pay fee dues upon application.

## 27. Visitors

- a. All guests must sign in upon entry and present valid photo identification that confirms their name and residential address.
- b. Residents living within a 5km radius of the Club are permitted to sign themselves in upon presentation of valid photo ID, in accordance with the Registered Clubs Act. They may also choose to join the Club as a member or be signed in by an existing member.
- c. Children under 18 years of age, as outlined, must be always accompanied by a responsible parent or guardian while on Club premises. They may only access designated areas and must depart by 10:30pm, unless attending a supervised function or activity. Visitors in 5km radius that are booked in for massage therapy session in The Fitness Edge are permitted to sign in as a visitor