

THE ULSTER HOCKEY UNION

CONSTITUTION May 2009

1. TITLE

The governing body for hockey in Ulster shall be called "The Ulster Hockey Union" (hereinafter named the Union). Hockey in the context of this Constitution includes all forms of hockey recognised by the Federation International de Hockey (FIH), the European Hockey Federation (EHF) and the Irish Hockey Association to which the Ulster Hockey Union shall be affiliated.

The responsibility of this body shall be the governance and administration of hockey in Ulster and as such its rules shall be in accordance with the rules of the Irish Hockey Association.

2. OBJECTIVES

The objectives of the Union shall be:

- a. to encourage, promote, develop, manage and control all hockey in Ulster;
- b. to promote inter-provincial, club and school hockey to the highest level;
- c. to administer the funds of the Union;
- d. to appoint employee(s) and/or contractors for the efficient administration of the objectives of the Union;
- e. to make, maintain and publish rules and regulations for the proper running of the Union;
- f. to initiate and implement strategic plans;
- g. to do all such other things as may be necessary or conducive for the attainment of the above objectives.

3. MEMBERSHIP

Membership of the Union shall be open to any club, school, third level college or university situated in Ulster and wishing to participate in the game of hockey. Any such club, school, third level college or university shall agree to be bound by the Constitution of the Union and the Irish Hockey Association.

Such affiliated club, school, college or university shall provide to the Executive Manager by 31st May in each year, the name, postal address, email address and telephone number of its Honorary Secretary (or teacher in charge of hockey in the case of schools) to whom all correspondence shall be sent.

Application for a new club to join the Union must be made in writing to the Executive Manager stating:

- a. names and addresses of the officers of the club and particulars of the clubs of which they were last members, if any;
- b. situation and means of access to their ground;
- c. proposed club colours and details of the proposed design of playing kit;
- d. nature and situation of dressing accommodation;

all of which must be approved by the Management Board (hereafter named the Board).

At the same time there must be presented a proposal for admission signed by the honorary secretaries of two (2) affiliated clubs or by two officers of the Union. If the application is approved the club shall be admitted upon payment to the Honorary Treasurer of their first annual affiliation fee as may be fixed by a General Meeting.

4. HONORARY LIFE MEMBERS

Honorary Life Membership of the Union may be conferred on persons whose services to the Union are such that entitle that person to such distinction. Nominations shall be proposed at the Board meeting prior to the Annual General Meeting (hereafter named AGM) and notice of such nominations shall appear on the agenda of that AGM for ratification.

5. AFFILIATION FEES

- a. Each club, school, third level College and University shall pay to the Honorary Treasurer, not later than 31st October in each year, an annual fee as determined by the Union. Any club whose fee remains unpaid after that date shall be debarred from taking part in any competition until the requisite amount is paid.
- b. The Board shall have the power to discipline and/or fine any club, school, third level college or university for late payment.

6. OFFICERS

- a. The Officers of the Union shall be the President, Vice-President, Chairperson of the Board and the Honorary Treasurer.
- b. The President and Vice President shall each be elected at the AGM for a one-year term of office.
- c. The Chairperson of the Board shall be elected for one year at the AGM and shall be eligible for re-election for further one-year periods to a maximum of five consecutive years.
- d. The Honorary Treasurer shall be elected for one year at the AGM and shall be eligible for re-election for further one-year periods to a maximum of five consecutive years.
- e. Any vacancy arising amongst the Officers of the Union shall be filled as soon as may be practical by an appointment by the Board and the person so appointed shall hold office until the next AGM.
- f. The Union shall indemnify each of its Officers, officials and employees, when acting in good faith, against claims by third parties for liabilities arising out of their official duties for, or on behalf of the Union.

7. ANNUAL GENERAL MEETING

The Union shall hold an AGM not later than the 31st May in every year at a time and place to be determined by the Board. At this Meeting the following business shall be transacted:

- a. Apologies;
- b. Confirmation of the Minutes of the previous AGM;
- c. Matters arising;
- d. Annual Report of the Management Board;
- e. Honorary Treasurer's Report with Audited Account;
- f. Roll Call;
- g. Proposals for amendments to the Constitution of the Union;
- h. Election of Officers;
- i. Election of vice-chairperson and the members of the Management Board;
- j. Election of members to the Finance, Technical and Competitions Committees.
- k. Ratification of members to the Schools, Umpiring and Coaching Committees.
- l. Proposals for fixing of annual affiliation fees;
- m. Appointment of Auditor(s)
- n. General Business.

Notice of proposed changes to the Constitution of the Union, resolutions and nominations for positions detailed under 7 (g), (h), (i), (j) and (k) above shall be received by the Executive Manager not less than twenty one (21) days before the date of the AGM.

8. SPECIAL GENERAL MEETING

A Special General Meeting may be convened at any time by the Board or by a request in writing to the Executive Manager signed by the Honorary Secretaries of at least ten (10) affiliated clubs. The request shall include full written details of all business to be transacted at the proposed meeting and upon receipt of the request, the Executive Manager shall immediately proceed to call a Special General Meeting within twenty-one (21) days of receiving the request giving at least fourteen (14) days notice of said meeting.

No business shall be transacted at a Special General Meeting other than that which is specified on the notice calling for the meeting circulated beforehand.

9. ANNUAL AND SPECIAL GENERAL MEETINGS

- a. The Executive Manager shall give at least fourteen days notice in writing of Annual and Special General Meetings specifying the date, time and place of the Meetings and including the agenda for the Meetings and details of any resolution(s) to be proposed.
- b. The notice shall be sent to the Officers, Honorary Life Members, members of the Board, Honorary Secretaries of each club, school, third level college and university, and the Chairpersons of Standing Committees.
- c. The President shall chair Annual and Special General Meetings. In his/her absence the Vice-President shall chair the Meetings. In his/her absence, the members present and entitled to vote shall elect one of their number to chair the Meetings.
- d. Thirty (30) members present and entitled to vote shall constitute a quorum.
- e. Every resolution at Annual and Special General Meetings shall be decided by a simple majority of votes of those present, entitled to vote and voting except for resolutions concerning amendments to the Constitution (see (f) below) and those relevant to Anti-Doping Code (see clause 24) and Child Protection Policy (see clause 25). Except as provided in (g) below no person shall cast more than one vote.
- f. No amendments shall be made to the Constitution except by a resolution validly proposed and seconded at an Annual or Special General Meeting supported by not less than two thirds of those present, entitled to vote and voting.
- g. In the case of equality of votes, the Chairperson of the meeting shall have a second or casting vote.
- h. All changes in the Constitution of the Union and all resolutions passed at an AGM or Special General Meeting shall come into force immediately unless the Meeting shall decide otherwise.
- i. There shall be no postal or proxy votes.

10. VOTING ENTITLEMENT AT ANNUAL AND SPECIAL GENERAL MEETINGS

Those entitled to vote at Annual and Special General Meetings shall be:

- a. the Officers;
- b. two (2) delegates from each affiliated men's club, two (2) delegates from each affiliated women's club and four (4) delegates from clubs with separate men's and women's sections - two (2) delegates appointed by the men's section and two (2) delegates appointed by the women's section
- c. four (4) representatives nominated by the Schools Committee, two (2) representatives from the Coaching Committee and two representatives from the Umpiring Committee.

11. FINANCE

- a. The financial year of the Union shall end on 31st March in each year.
- b. A Balance Sheet and Income and Expenditure Account shall be prepared in respect of each financial year as soon as possible after the end of that financial year and shall be audited by a suitably qualified Auditor(s) appointed annually at the AGM.
- c. A copy of the audited accounts for the previous financial year shall be circulated to the Officers and members of the Board at least fourteen (14) days prior to the AGM.
- d. The Honorary Treasurer shall be responsible for the bank or other financial institution accounts as may be authorised from time to time in the name of the Union.

12. GENERAL FORUM

A General Forum of the Union (which may be attended by those referred to in Clause 3 hereof) shall be held at least twice in each year to review the previous period's activities and to assist in identifying priorities and policy implementation for the next period. Dates for these meetings shall be agreed at the first Board meeting after the AGM and notified to all relevant parties.

The Executive Manager shall give at least fourteen (14) days notice in writing of any meeting of the General Forum specifying the date, time and place of said meeting and the agenda for the meeting.

The notice shall be sent to the Officers, Honorary Life Members, members of the Board, Honorary Secretaries of each club, school, third level college and university, and the Chairpersons of Standing Committees.

13. PROPOSALS TO THE MANAGEMENT BOARD

Any proposal for consideration at a meeting of the Board shall be submitted in full, in writing, to be received by the Executive Manager not less than fourteen (14) days prior to the meeting at which the proposal is to be considered.

14. PROPOSALS TO ANNUAL GENERAL MEETINGS

Any proposal for a resolution for consideration and voting thereupon shall be submitted in full, in writing, to be received by the Executive Manager not less than twenty-one days (21) prior to the date of the AGM at which the proposal is to be considered and voted upon.

15. MANAGEMENT BOARD

- a. The Union shall be governed by a Management Board. The Board shall be responsible for defining the policies of the Union and shall as appropriate direct the Executive Manager in this regard. The Board shall consist of thirteen (13) members, the Chairperson and Vice-Chairperson, the Honorary Treasurer, the Chairpersons of each Standing Committee six (6) and four (4) other members. All shall be elected at the AGM.
- b. Board members shall be elected for one year at the AGM and shall be eligible for re-election for further one-year periods to a maximum of five consecutive years.
- c. The Chairperson shall chair the Board meetings and in his/her absence the Vice-Chairperson shall chair the meeting. In the absence of both, a chairperson shall be elected from those present and entitled to vote.
- d. The Executive Manager shall attend each Board Meeting but shall not have a vote.
- e. The President and Vice-President shall have the right to attend any Board meeting in a non-voting capacity.
- f. The Board shall have the power to fill any vacancy arising thereon during the year.
- g. The Board shall meet at least seven (7) times each year.
- h. The quorum for meetings of the Board shall be seven (7) members present and entitled to vote.
- i. Every resolution validly proposed and seconded at the Board meetings shall be decided by a simple majority of those present, entitled to vote and voting. Except as mentioned in (j) below, no person shall cast more than one vote.
- j. In the case of equality of votes, the chairperson of the meeting shall have a second or casting vote.

16. RESPONSIBILITIES and DUTIES OF THE MANAGEMENT BOARD

Subject to the overall authority of a General Meeting, the Board shall be responsible for governing the Union.

The role shall include, but shall not be limited to;

- a. The day to day management of the Union;

- b. Appointing, managing and instructing all staff;
- c. Ensuring the efficient administration of the Union;
- d. Keeping the financial position under constant review;
- e. Producing development plans for submission to Sport NI and other funding bodies;
- f. Receiving reports from committees and dealing with any outstanding issues;
- g. Ensuring effective communication both to and from clubs, schools, third level colleges, universities, coaches, umpires and the IHA;
- h. Organising the AGM and General Forums in each season;
- i. Appointing or nominating members to represent the Union on relevant outside bodies;
- j. Nominating Honorary Life members as provided in Section 4 of the Constitution;
- k. Appointing such Disciplinary Sub-Committees and Appeals Tribunals as may be required.
- l. The Board shall have power to deal with any matter arising out of the Constitution or for which provision has not been made.

17. EMERGENCY SUB-COMMITTEE

The Emergency Committee shall comprise of the President, Chairperson and Vice-Chairperson of the Board, the Honorary Treasurer and the Executive Manger and shall have the power to deal with matters requiring immediate attention between Board meetings.

18. MINUTES

Minutes shall be taken of all proceedings of Annual and Special General Meetings, Forums and Board Meetings and such minutes shall, upon questions put and a vote taken at the next meeting, be signed by the Chairperson of the meeting and when thus signed shall be conclusive evidence of the correctness of the entry. Such Minutes shall be available for inspection on request, in writing, by an affiliated member.

19. DISCIPLINARY SUB-COMMITTEES

There shall be Disciplinary Sub-Committees appointed to deal with and make decisions relating to charges of misconduct in women's hockey and in men's hockey respectively. Both Sub-Committees shall report to the Board on the disciplinary meetings and the decisions taken.

Each Sub-Committee shall comprise of seven members. The Board shall appoint a Chairperson and six other members, who may include a current player and up to two representatives from umpiring. A quorum shall be four persons.

Each Sub-Committee shall select one of its members as Secretary who shall minute the proceedings of the meetings. Each sub-committee shall be convened by the Executive Manager and shall meet as required to deal with charges of misconduct

Discipline – Players under age 18.

These notes are intended to clarify the way in which disciplinary arrangements apply to under age players both in schools' hockey and the Union league and cup competitions.

Under age players for the purposes of discipline are those under 18 on the date of the incident giving rise to the disciplinary hearing.

Schools' Hockey

- a. Schools are expected to enforce a strict code of discipline on players at all levels. This includes both physical and verbal indiscipline.
- b. Any instance of bad language on the pitch shall be penalised with a temporary suspension.
- c. Where a player receives a temporary suspension the school will be responsible for taking appropriate action. It is expected that schools will suspend players who receive more than one temporary suspension.
- d. When a player has been permanently suspended from a match, details of the player, the offence, any action taken by the school and other relevant information shall be forwarded to the Honorary Secretary Schools Committee within seven days. The relevant Disciplinary sub-committee shall deal with any cases of permanent suspensions.
- e. Where there is evidence of persistent offending as demonstrated by an accumulation of temporary suspensions the Schools Committee may refer a case to the relevant disciplinary

sub-committee for consideration.

- f. For incidents occurring in Schools' hockey the relevant disciplinary sub-committee will co-opt two representatives from the Schools' Committee to hear any cases with two members from the disciplinary sub-committee. The player must be accompanied at the hearing by a member of staff from the school and may also be accompanied by a parent / guardian as an observer.

Club Players under age 18

For incidents occurring in club hockey, where the offending player attends, the relevant Disciplinary Sub-Committee will be reduced to four members to hear the cases. The player must be accompanied at the hearing by a club official and may also be accompanied by a parent/guardian as an observer.

If a player does not attend the case will be heard in his/her absence and if the case concerns an incident in Club hockey the full Sub-Committee will hear the case.

Appeals

Appeals against decisions in respect of players under age 18 shall be dealt with in accordance with the Union's appeal procedures. The player must be accompanied as set out in disciplinary hearing regulation.

Under age notification

The Executive Manager shall be notified if the player was under 18 years of age on the date of the incident.

20. APPEALS TRIBUNAL

A member, as defined and in accordance with the Constitution of Union, shall have a right of appeal to the Appeals Tribunal against a decision of any Committee, Sub-Committee or the Board.

In respect of an appeal against a decision the Board shall appoint an Appeals Tribunal which shall consist of three members.

- a. A Chairperson who shall be suitably experienced.
- b. In the case of an appeal against a decision of a Committee or Sub-Committee (in addition to the Chairperson) two suitably experienced persons not having any personal involvement or connection with the matter under consideration. OR
In the case of an appeal against a decision of the Board (in addition to the Chairperson) two suitably experienced persons drawn from a pre-selected panel of individuals. The members of the panel need not necessarily have a hockey background and should not be members of the Board.
- c. No person who was involved in the original decision making procedure may take part in or be present during the appeal hearing.

21. APPEALS

Any affiliated club, member of a club or umpire or coach shall have a right of appeal to the Appeals Tribunal against a decision of any committee, or sub-committee or the Board upon the following conditions:

- a. An appeal against a decision of any committee, sub-committee or the Board must be forwarded in writing to the Executive Manager within fourteen days of the date on the notification of the decision together with a fee of £150. This fee shall be forfeited to the funds of the Union unless the appeal is upheld, or the Appeals Tribunal decides otherwise.
- b. If an appeal is withdrawn or rendered void before a meeting has been summoned to consider it, or if, for any reason except withdrawal thereafter, the appeal were not heard, the fee deposited therewith may be returned.
- c. If an appeal were upheld the fee previously deposited shall be returned.

Failure to comply with any of the provisions of this rule shall render the appeal void, unless the meeting hearing the appeal decides otherwise.

All appeals under this rule shall be decided by a simple majority of those present entitled to vote and voting.

22. STANDING COMMITTEES

There shall be the following Standing Committees whose composition, appointment and responsibilities are set out below. The Committees are responsible to and subject to the overall authority of the Board.

- Finance Committee
 - Technical Committee
 - Competitions Committee
 - Schools Committee
 - Umpiring Committee
 - Coaching Committee
- a. Each Standing Committee shall meet at least five (5) times per year and after each meeting shall submit minutes and a report to the Board.
 - b. The Chairperson of the Board (or nominated deputy for the Chairperson) and the Executive Manager have the right to attend any Standing Committee meeting in an ex-officio capacity.
 - c. In addition to the responsibilities of each Standing Committee as set out in the following sections, the Board may delegate other responsibilities and functions to Standing Committees, from time to time.
 - d. The quorum for all meetings of each of the Standing Committees shall be 50% plus one of the membership of the Committee.
 - e. Every motion validly proposed and seconded at meetings of Standing Committees shall be decided by a simple majority of those present and entitled to vote and voting.
 - f. No person shall cast more than one vote, except in the case of equality of votes, where the Chairperson shall have a second or casting vote.
 - g. No person shall be a member of more than two standing committees including the Board.
 - h. A member may not serve on any Standing Committee for more than five (5) consecutive years.
 - i. Each Standing Committee shall have the power to co-opt members as required.

22.1 FINANCE COMMITTEE

The Finance Committee shall consist of a Chairperson, Vice-Chairperson, Honorary Treasurer and three (3) members.

All members shall be elected at the AGM.

The Committee shall select one of its members as secretary who shall minute the proceedings of the meeting.

The Executive Manager shall be ex-officio.

Responsibilities shall include but not be limited to:-

- a. Providing financial support in the operations of the Union by generating income from:
 - Affiliation fees
 - Sponsorship
 - Grants
 - Other areas deemed appropriate.
- b. Promoting the interests of the Union through marketing.
- c. Preparing budgets, cash flow forecasts, an annual balance sheet and income and expenditure accounts for submission to, and approval of the Board.

22.2 TECHNICAL COMMITTEE

The Technical Committee shall consist of a Chairperson, Vice-Chairperson, Secretary, two (2) members and one representative from each of the Coaching and Umpiring committees. The Chairperson, Vice Chairperson, secretary and two (2) members shall be elected at the AGM with confirmation of the coaching and umpiring representatives. Staff, including development officers and high performance manager, shall attend as required but shall not have a vote.

Responsibilities shall include, but shall not be limited to:

- a. Co-ordinating the programmes for coaching, umpiring, development and high performance.

- b. Reporting to the Board on such matters that arise from its work.
- c. Overseeing the work schedules of the development officers and the High Performance Manager.
- d. Providing co-ordinated input into development plans.
- e. Organising international and inter-provincial tournaments when hosted in Ulster.
- f. Appointing a grounds committee as required.
- g. Managing the development of mini-hockey.

22.3 COMPETITIONS COMMITTEE

The Competitions Committee shall consist of a Chairperson, Vice-Chairperson, secretary and two (2) members who shall be representatives from each of the two sub-committees. The Chairperson, Vice-Chairperson and secretary shall be elected at the Annual General Meeting. Responsibilities shall include but shall not be limited to:

- a. Producing Annual fixture lists for submission to the Board for consideration and approval.
- b. Co-ordinating the rules, including eligibility rules for domestic competitions.
- c. Registration of players and management of IHA link.

22.3.1 FIXTURES SUB-COMMITTEES

There shall be two Fixtures Sub-committees, one for men's hockey and one for women's hockey. Each of these Sub-Committees shall consist of a fixtures secretary, an assistant fixtures secretary, registration secretary and one (1) other person

Members shall be elected at the AGM. The sub-committees shall meet as required and report directly to the Competitions Committee.

Responsibilities shall include but shall not be limited to:

- a. Drafting the competition calendar.
- b. Organising and administrating all of the Union's domestic competitions.
- c. Overseeing the collection and collation of match results on a weekly basis and ensure entry onto the website.
- d. The registration of players.
- e. Nominating members to the Competitions Committee.

22.4 SCHOOLS COMMITTEE

The Schools Committee shall comprise of a Chairperson, Vice-Chairperson, secretary and two (2) representatives one from each of the Boys and Girls' Schools Sub-committees. All members shall be elected at the Schools Annual Meeting and ratified at the AGM of the Union.

Development officers shall attend as required but shall not have a vote.

Responsibilities shall include but shall not be limited to:

- a. Co-ordinating with the Board on IHA matters pertaining to Schools.
- b. Ensuring the continuing development of Regional Development Squads.
- c. Overseeing and co-ordinating the Schools annual fixture list.
- d. Ensuring the co-ordination and implementation of all Schools domestic competitions.
- e. Ensuring the appointments of interprovincial selectors and area selectors.
- f. Confirming the appointment of coaches and managers of the Ulster Under 16 and Under 18 squads.

22.4.1 SCHOOLS SUB-COMMITTEES

There shall be two (2) Schools Sub-committees, one for boys' hockey and one for girls' hockey. Each of the two sub-committees shall consist of a Chairperson and up to ten members.

All members shall be elected at the Schools Annual Meeting and ratified at the AGM of Ulster Hockey.

The sub-committees shall meet as required and report directly to the Schools Committee.

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Responsibilities shall include:

- a. Organising the entries and draws for all schools competitions.
- b. Ensuring the competitions are completed as scheduled.
- c. Ensuring the appointments of area co-ordinators.

- d. The nomination of two members, one from each sub-committee, to the Schools Committee.

22.4.2 SCHOOLS ANNUAL MEETING

The Schools Annual Meeting shall be held on a date fixed by the Schools Standing Committee and held at least twenty- one (21) days before the AGM of the Union.

The Secretary shall give at least ten (10) days' notice of the Meeting to all registered schools who are each entitled to one vote. Each registered school shall be represented by a member of staff who shall be entitled to vote.

The business shall:

- a. Register apologies.
- b. Confirm the minutes of the previous Annual Meeting.
- c. Deal with specific correspondence addressed to the Annual Meeting.
- d. Receive the Chairpersons Report.
- e. Receive the Honorary Secretary's Report
- f. Elect the chairperson, vice chairperson, secretary and members of the Schools Standing Committee
- g. Elect the chairperson and members of the Sub-committees.
- h. Nominate representatives, as required, to the Irish Hockey Association.
- i. Consider any notices of motion received in writing by the Honorary Secretary at least three (3) weeks before the annual meeting, together with the names of the proposer and seconder. All such notices of motion will be printed in full on the agenda.

The quorum at the meeting shall be twenty members.

A simple majority shall decide all votes at the Annual Meeting. In the case of a tied vote the Chairperson of the meeting shall have a casting vote.

22.5 UMPIRING COMMITTEE

The Committee shall have the responsibility for umpiring matters relating to the Union as set out below and shall manage the affairs of the Union Umpires. All members shall hold umpiring qualifications.

The Umpiring Committee shall consist of a chairperson, vice-chairperson, who shall be the Chair of the Development Sub-Committee, secretary, treasurer, the secretary of each of the appointment sub-committees and four (4) members.

All members of the Committee shall be elected at the Umpires Annual Meeting and ratified at the AGM of the Union.

Responsibilities shall include but shall not be limited to:

- a. Furthering the interests of hockey through umpires and umpiring.
- b. Promoting umpiring and encouraging umpires.
- c. Improving standards through education of umpires and organisation of courses and seminars.
- d. Ensuring that all umpires hold appropriate umpiring qualifications.
- e. Maintaining an up-to-date register of Ulster umpires.
- f. Providing advice, guidance and support to umpires.
- g. Contributing to, and influencing the work of organisations that promote the interests and development of umpires and umpiring.
- h. Nominating representatives not elected at the IHUA AGM, to Irish umpiring bodies.
- i. Nominating a representative to the Technical Committee.
- j. Providing input into development plans of the Union.

22.5.1 UMPIRING APPOINTMENT SUB-COMMITTEES

There shall be two appointment sub-committees, one for men's hockey and one for women's hockey. Each of the sub-committees shall consist of an appointment secretary and three (3) other members.

All members shall be elected at the Umpires' Annual Meeting and ratified at the AGM of the Union. Any Ulster based National Umpiring selector may be invited to attend the relevant sub-committee meetings but shall not have a vote.

The sub-committees shall meet as required and report directly to the Umpires Committee.

Responsibilities shall include:

- a. Appointing umpires for league and cup fixtures and other matches as required.
- b. Appointing umpires for School's matches, as required.
- c. Organising and collating grading reports and making recommendations to the Umpiring Standing Committee for promotion.

22.5.2 UMPIRING DEVELOPMENT SUB-COMMITTEE

The Development Sub-Committee shall consist of a chairperson, who shall be the vice-chairperson of the Standing Committee and two (2) other members each with knowledge and experience in assessment and/or tutoring.

All members shall be elected at the Umpires Annual Meeting and ratified at the AGM of the Union.

The sub-committee shall meet as required and report directly to the Umpires Committee.

The Development Officer shall attend as required but shall not have a vote.

Responsibilities shall include:

- a. Planning and ensuring delivery of umpiring courses at all levels.
- b. Planning and ensuring delivery of seminar.
- c. Planning and ensuring delivery of courses for tutors and assessors.

22.5.3 UMPIRES ANNUAL MEETING

The Umpires' Annual Meeting shall be held on a date fixed by the Umpires' Standing Committee and held at least twenty-one days weeks before the AGM of the Union and before the IHUA AGM.

The secretary shall give at least ten days' notice of the Meeting to all full members and to the Union President.

The business shall:

- a. Register apologies.
- b. Confirm the minutes of the previous Annual Meeting.
- c. Deal with specific correspondence addressed to the Annual Meeting.
- d. Received the Chairperson's Report.
- e. Received the Honorary Secretary's report.
- f. Receive the Honorary Treasurer's report.
- g. Elect the officers and members of the Umpires Standing Committee.
- h. Elect the appointment secretary and two (2) members of the Appointments Sub-committees.
- i. Elect two (2) members of the Development Sub-Committee.
- j. Elect the representative to the Technical Committee.
- k. Elect representatives who would be Ulster Umpires' nominations to the Irish Hockey Umpires Association Annual General Meeting, including proposals of members to serve on the IHUA Executive or other committees, along with the Men's and Women's National selectors.
- l. Consider any notices of motion received in writing by the Honorary Secretary not later than twenty-one (21) days prior to the date of the annual meeting, to include the names of the proposer and the seconder. All such notice of motion will be printed in full on the Agenda.

The quorum at the meeting shall be twenty (20) members.

A simple majority shall decide all votes at the Annual Meeting. In the case of a tied vote the Chairperson of the Meeting shall have a casting vote.

22.6 COACHING COMMITTEE

The Coaching Committee shall consist of a chairperson, vice-chairperson, secretary and four (4) members.

All members of the Committee shall be elected at the Coaches' Annual Meeting and ratified at the AGM of the Union.

The Development Officers and the High Performance Manager shall attend as required but shall not have a vote.

Responsibilities shall include but shall not be limited to:

- a. Furthering the interests of hockey through coaches and coaching.
- b. Ensuring the organisation and delivery of coach education courses and seminars.

- c. Ensuring that all coaches hold appropriate coaching qualifications.
- d. Ensuring the maintenance an up-to-date Ulster Coaching register.
- e. Providing advice, guidance and support to coaches and coaching.
- f. Contributing to, and influencing the work of organisations working to promote the interests and development of coaches and coaching.
- g. Appointing coaches and management teams for interprovincial and other such representative teams.
- h. Nominating representatives to Irish Coaching bodies.
- i. Nominating a representative to the Technical Committee.

22.6.1 COACHES' ANNUAL MEETING

The Coaches' Annual Meeting shall be held on a date fixed by the Coaching Standing Committee and held at least twenty-one (21) days before the AGM of the Union.

The secretary shall give at least ten (10) days' notice of the Meeting to all registered and qualified members who are entitled to a vote.

The business shall:

- a. Register apologies.
- b. Confirm the minutes of the previous Annual Meeting.
- c. Deal with specific correspondence addressed to the Annual Meeting.
- d. Receive the Chairperson's Report.
- e. Receive the Honorary Secretary's Report.
- f. Elect the officers and members of the Coaching Standing Committee.
- g. Nominate representatives, as required, to the IHA Coaching Committee.
- h. Consider any notices of motion received in writing, to include the names of proposer and seconder, by the Honorary Secretary, together with the names of the proposer and seconder. All such notices of motion will be printed in full on the Agenda.

The quorum at the Meeting shall be ten members.

A simple majority shall decide all votes at the Annual Meeting. In case of a tied vote the Chairperson of the Meeting shall have a casting vote.

23. EQUITY

The Ulster Hockey Union respects the rights, dignity and worth of every person and will treat everyone equally within the context of the sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

24. ANTI-DOPING RULES

In the area of anti-doping, the Ulster Hockey Union defers to the jurisdiction of the Irish Hockey Association.

Further to this clause;

- a. the anti-doping rules of the Irish Hockey Association ('the Anti-Doping Rules') apply to hockey in the province of Ulster and Northern Ireland; and
- b. persons participating in the sport of hockey under the jurisdiction of the Ulster Hockey Union who qualify as 'Participants' (as that term is defined in the Anti-Doping Rules) are bound by and must comply in all respects with the Anti-Doping Rules.

Ulster Hockey shall recognise and take all necessary steps to give full force and effect within its jurisdiction (a) to the Anti-Doping Rules; and (b) to any sanction(s) imposed under the Anti-Doping Rules

25. CODE OF ETHICS AND GOOD PRACTICE FOR CHILDREN IN SPORT

The Union subscribes to the Code of Ethics and Good Practice for Children in Sport as set out jointly by Sport Northern Ireland and the Irish Sports Council.

26. INSURANCE

All clubs affiliated to the Union must have Public Liability Insurance in force at all times with terms and conditions as shall be determined from time to time by the Board. Clubs shall submit written evidence of this insurance if requested to do so.

27. SPONSORSHIP

No club may enter into title or team sponsorship without the approval of the Board. No club may enter into any form of sponsorship which would conflict with sponsorship agreements or the objectives of the Union.

28. NOTICES

All notices required to be given pursuant to this Constitution must be in writing and shall be deemed to have been received if either:-

- a. Delivered personally
- b. Sent by ordinary pre-paid post to the last known address of the intended recipient
- c. Received by fax, on successful completion of the fax transmission
- d. Sent by electronic mail.

29. DISSOLUTION

No resolution for the dissolution of the Union shall be passed except at an Annual or Special General Meeting and supported by not less than two-thirds of those present, entitled to vote and voting. In the event of such a resolution being passed the property and assets of the Union shall be realised and at the date of dissolution shall be distributed in such a manner as shall be determined by an Annual or Special General Meeting or, if the meeting so decides, by the Board.

May 2009