

THE RULES OF THE ASSOCIATION

1 NAME

The Association shall be called "MIDDLESEX HOCKEY UMPIRES ASSOCIATION" ("the Association").

2 AFFILIATION

The Association shall be affiliated to the Southern Counties Hockey Umpires Association ("SCHUA") and shall relate to and be represented at and maintain close liaison with the Middlesex Hockey Association ("MHA").

3 AIMS

The Aims of the Association shall be to: -

- 3.1 promote, develop and encourage umpiring at all levels throughout the county of Middlesex;
- 3.2 promote and protect the interests of umpires in general and the Association's Members in particular;
- 3.3 improve the standards of umpiring and umpire coaching;
- 3.4 appoint umpires to men's, women's, junior and mixed matches as determined when necessary.

4 PURPOSES

The Aims of the Association shall be advanced by: -

- 4.1 encouraging individual umpires to improve their own and others umpiring and to gain umpiring awards;
- 4.2 encouraging individual umpire coaches to improve their own and others umpire coaching and to gain umpire coaching awards;
- 4.3 promoting adherence to the Middlesex Umpires Code of Conduct;
- 4.4 the continual assessment and grading of the Association's Members and (where practicable) other umpires within Middlesex;
- 4.5 managing and where necessary maintaining discipline of the Association's Members;
- 4.6 the development of relations with clubs, team coaches and players.

5 MEMBERSHIP

5.1 Membership of the Association shall be granted by application on the prescribed form and shall consist of Life Members, Graded Members, Registered Members and Associate Members (together "Members"): -

Life Member: By election (including also any Honorary Vice-Presidents for Life);

Graded Member: Active Level One and above umpires taking regular appointments from the Association or a higher body *and* (a) whose name appears on the Level One Umpire Register ("LOR") maintained by the English Hockey Association

Registered Member: Any other person umpiring regularly within Middlesex and whose name appears on the LOR;

Junior Member: Open to umpires up to 18 years of age.

Associate Member: Any other person interested in supporting the Aims of the Association.

5.2 The annual subscriptions for the different classes of Members and deadlines for payment within that season will be fixed at each Annual General Meeting. Discounted levels of subscription may also be fixed where members join the Association after a specified later date in the financial year or to incentivize members to pay by a given date.

5.3 If the relevant subscription is unpaid by 30 November of the season of membership, any discount referred to in Rule 5.2 will cease to apply and the Member will not be entitled to vote at General Meetings or receive appointments except with the authority of the Executive Committee. If the subscription is still unpaid by the end of the financial year, the Member shall be deemed to have resigned.

6 OFFICERS

6.1 The officers of the Association ("Officers") shall comprise the following:

- President
- Vice-President
- General Secretary
- Treasurer
- Appointment Secretary

6.2 The members of the Association shall have power to appoint such other Officers as it may determine in a General Meeting.

7 EXECUTIVE COMMITTEE

The Association shall be managed by an Executive Committee comprising the Officers and the following, which can be elected at the AGM or if unfilled co-opted by the Executive Committee:

- Membership and Communications Secretary
 - Level One Co-ordinator,
 - Young Umpires Co-ordinator,
 - Assistant Appointment Secretary,
 - Diversity and Welfare Officer,
 - Two Members at Large,
- 7.1 In a non-voting capacity the following individuals will also attend the Executive Committee:
- Officer appointed by MHA
 - Honorary Vice Presidents for Life
- 7.2 The members of the Association shall have power to appoint such other members of the Executive Committee as it may determine in a General Meeting.
- 7.3 The Executive Committee shall meet not less than three times in any year and all members of the Executive Committee shall receive not less than fourteen days notice in writing of all meetings. Five members of the Executive Committee shall form a quorum. In the case of an equality of votes the chairperson of the meeting shall have a second and casting vote.

8 POWERS OF EXECUTIVE COMMITTEE

The Executive Committee shall: -

- 8.1 Be responsible for the Association achieving its purposes.
- 8.2 Prepare an Annual report of the Associations activities, together with an examined Financial Statement, for presentation at the Annual General Meeting.
- 8.3 Fill any vacancy among the Officers or elected members of the Executive Committee occurring during the year.
- 8.4 Delegate authority to and appoint Members to serve on, any sub-committees. These sub-committees shall have the power to co-opt additional members. Any officer can attend as an ex-officio member of any of sub-committees. The President and General Secretary shall be *ex officio* members of all sub-committees. Sub-committees will include:

8.4 (continued)

- the Development Sub-Committee (which shall be chaired by the Level One Coordinator);
 - the Umpiring Sub-Committee (which shall be chaired by the Appointments Secretary);
 - the Complaints and Disciplinary Sub-Committee
 - any other committees that the Executive Committee shall consider appropriate.
- 8.5 Approve Members in accordance with Rule 5 (and alter the class of any Member's membership) and recommend for election at an Annual General Meeting Honorary Vice-Presidents for Life or Life Members.
- 8.6 Review and uphold the Middlesex Umpires Code of Conduct and the Association's Disciplinary Code.
- 8.7 take disciplinary action (which may include suspension or termination of membership) against any Member for such reason as is considered sufficient. The Member concerned shall be notified of the action and their rights as set out in the Association's Disciplinary Code.
- 8.8 appoint representatives to serve on the Committee of SCHUA and on the Council of MHA.
- 8.9 act on any matter on which these Rules are silent.

9. FINANCE

- 9.1 The finances of the Association shall be overseen by the Treasurer who shall report at each Executive Committee meeting, on the financial position of the Association.
- 9.2 The Officers of the Association shall retain all sums of money received by the Association, and hold them as the property of the Association. The funds of the Association shall be banked and all payments drawn upon the account of the Association shall be authorised by the Treasurer, or by such Officer or Officers as the Executive Committee may from time to time appoint for this purpose, who shall have power to pay the out of pocket expenses of all Officers, the general expenses of the Association and any other expenses or fees approved by the Executive Committee.
- 9.3 Association funds may be invested in-line with the aims and purposes of the Association, as approved by the Executive Committee.

10 ANNUAL GENERAL MEETING

- 10.1 The Annual General Meeting of the Association shall be held by 31st July, with not less than fourteen days written notice being given to all Members of the business to be transacted.
- 10.2 The meeting shall receive the Annual Report of the Executive Committee on the work of the season and the audited statement of accounts.
- 10.3 It shall elect i) the Officers, ii) any others required under Rule 7 iii) any Life Members and iv) the Honorary Auditor for the following season.
- 10.4 The meeting shall pass any resolution necessary to amend the annual subscriptions in accordance with Rule 5.2, and shall transact any other business properly brought before it. A member requiring a particular subject to be raised at the AGM must give notice to the General Secretary not later than 7 days before the date of the Meeting.
- 10.5 Nominations for the Executive Committee must be received by the General Secretary in writing 7 days before the AGM, duly proposed and seconded and endorsed with the consent of the nominee.

11 EXTRAORDINARY GENERAL MEETING

The General Secretary shall convene an Extraordinary General Meeting at any time by the order of the Executive Committee or upon receipt of a requisition signed by not less than ten Members. Fourteen days written notice of all Extraordinary General Meetings and of all resolutions and business to be discussed thereat shall be given to all Members. No other business shall be transacted.

12 ATTENDANCE AND VOTING

- 12.1 All Members shall be entitled to attend and speak at General Meetings and shall (subject to Rule 5.3) be entitled to vote. Subject to Rule 14, any question shall be decided by a simple majority of those present with a right to vote and voting. In the case of an equality of votes the chairperson of the meeting shall have a second and casting vote.
- 12.2 Members who are unable to attend may appoint another member as proxy to vote on their behalf. Members must register their specific proxy holder with the Executive Committee by contacting the General Secretary 72 hours in advance of the General Meeting for which they will hold the

proxy for. No member may hold more than three proxy votes. Proxy holders may vote on all business properly brought to the General Meeting for which they hold a proxy.

13 ALTERATION OF RULES

These Rules may only be amended, and other Rules made, at a General Meeting by the vote of two thirds of those present with a right to vote and voting. Written notice of any proposed amendment or addition to the Rules (other than any proposed by the Executive Committee) shall be sent to the General Secretary by April 15th, and details of all proposed amendments or additions to the Rules shall be given in the notice convening the General Meeting.

14 WINDING UP

In the event of the Association being wound up, the property and monies of the Association shall be given to SCHUA (or any successor thereto) except to the extent that the Executive Committee determines that monies paid by clubs or by MHA on account of appointments and Members travelling expenses should properly be returned to such clubs or to MHA (as the case may be).

[adopted 3 June 2016]

MHUA Sub Committees

Development Committee

The Development Committee (appointed under Rule 8.4) shall be primarily concerned with

- i. Will be responsible for promoting and maintaining the Level One Register, and such other umpiring awards as the Executive Committee considers appropriate (so far as they relate to umpires within Middlesex)
- ii. Shall be responsible for coaching, assessing, registering and (where necessary and practicable) periodically re-assessing umpires for the above purpose.
- iii. The Development Committee shall also support the Treasurer as appropriate in collecting membership, registration or other fees from umpires (whether or not they are Members).
- iv. Shall be chaired by the Level One Coordinator and appointed under Rule 8.4
- v. Shall have as members the Young Umpires Coordinator and the Appointments Secretary.
- vi. Shall appoint other Members of the Association.

Umpiring Committee

- i. The Umpiring Committee (appointed under Rule 8.4) shall be primarily concerned with managing and promoting the interests of Graded Members and those other Members who receive appointments from the Association, including appointing Members to matches and coaching and grading such Members.
- ii. Shall be chaired by the Appointments Secretary.
- iii. Shall have as a member the Assistant Appointments Secretary.
- iv. Shall appoint other Members of the Association.

Complaints and Disciplinary Sub-Committee

- i. The Complaints and Disciplinary Sub-Committee (CDSC) shall be appointed by the Executive Committee to act on its behalf to deal with all disciplinary matters referred to it and shall comprise a Chair and two other members nominated by the Executive Committee.
- ii. As appropriate or necessary, the Chair may co-opt further Members onto the CDSC.
- iii. The CDSC shall operate in accordance with the MHUA Disciplinary Code.