



Constitution

1. Name:

- 1.1 The organisation will be called "Ulster Squash".
- 1.2 It amalgamates and develops the separate roles formerly undertaken by the Ulster Women's Squash Rackets Association and the Ulster Squash Rackets Association.
- 1.3 The offices of Ulster Squash will be located Lisburn Racquets Club, 36 Belfast Road, Lisburn, Co. Antrim. BT27 4AS.

2. Objects:

- 2.1 To promote, organise, develop, administer and control the game of Squash and its associated activities in Ulster, subject to the overall authority of Irish Squash, to which this organisation will affiliate as a constituent member.
- 2.2 To serve as the central governing authority on all matters relating to squash in Ulster.
- 2.3 To promote the growth and general welfare of squash in Ulster.
- 2.4 'Ulster Squash is committed to practice which protects children from harm. Members, coaches, officials and volunteers / helpers in Ulster Squash accept and recognise their responsibilities under the Children (NI) Order 1995 and The Protection of Children and Vulnerable Adults(NI) Order 2003 about safeguarding children and will endeavour to carry these out'. Members, coaches, officials and volunteers/helpers in Ulster Squash agree to implement and be bound by the 'best practices' described in the Ulster Squash Child Protection Policy document, and subject themselves to the Authority of the Disciplinary Panel empowered by the Board of Directors of Ulster Squash. Members, coaches, officials and volunteers / helpers further agree that in the event of any allegation of abuse they will voluntarily step aside from any duties or responsibilities they may be engaged in, or engaged for, relating to children under the care of Ulster Squash or its Affiliated Clubs, pending the outcome of the investigation into the allegation, which will be undertaken by the appropriate statutory authority.
- 2.5 To foster friendly competition in squash in Ulster and elsewhere.
- 2.6 To eliminate unfair practices, including the use of performance-enhancing drugs.
- 2.7 To make, amend, uphold and enforce the regulations for all competitions held by or for Ulster Squash.
- 2.8 To uphold and enforce the rules of squash as defined by the World Squash Federation.
- 2.9 Ulster Squash is committed to sport without prejudice and will promote fair play at all times. Ulster Squash will not discriminate in relation to community background, disability, ethnic background, social economic background or gender.
- 2.10 To create formal and informal affiliations and links to other bodies which exist for the control and promotion of squash in particular, or the control and promotion of sport and recreation in general, which are not in conflict with affiliation to Irish Squash.

3. Powers:

Ulster Squash will have the powers set down herein, such powers to be exercised only in pursuit of the Objects of Ulster Squash:-

- 3.1** To appeal for, collect, acquire and receive money, funds and real and personal property by any lawful means, in any lawful manner and in any lawful form, for any lawful purpose in pursuit of the Objects of Ulster Squash.
- 3.2** To apply, manage, invest, buy, disburse, sell, donate, let, lend and otherwise utilise any money, funds and real and personal property lawfully acquired, in any lawful manner and in any lawful form, for any lawful purpose in pursuit of the Objects of Ulster Squash, except that in no circumstances shall all or any part of the money, funds and real and personal property owned by or available to Ulster Squash be distributed to the members of Ulster Squash or to the Affiliated Clubs of Ulster Squash in any form, other than for reasonable expenses incurred on behalf of Ulster Squash in pursuance of the Objects of Ulster Squash.
- 3.3** To delegate the management, regulation, promotion and organisation of all or any part of the lawful activities of Ulster Squash to any person, persons, body or organisation which the Board of Ulster Squash deems fit to carry out those activities.
- 3.4** To make such affiliations and links with other bodies and organisations as the Board of Ulster Squash may determine are conducive to attainment of the stated Objects of Ulster Squash and which are not in conflict with affiliation to Irish Squash.
- 3.5** To consider, arbitrate, resolve, determine and rule on all matters, disputes and issues related to the regulation, governance, promotion, management and organisation of squash in Ulster, including the determination and application of disciplinary measures and action, in accordance with all lawful rules, decisions, terms and conditions made by, decided on or determined by the Board of Ulster Squash.

4. Membership:

- 4.1** Membership of Ulster Squash shall consist of:
 - i. Individual Membership
 - ii. Honorary Membership
- 4.2** Individual membership of Ulster Squash may be granted to an individual by the Board of Ulster Squash on such terms and conditions as are approved by the Board, after application by the individual in such manner and form as determined by the Board.
- 4.3** Honorary membership of Ulster Squash may be granted at the discretion of the Board of Ulster Squash for such purpose and on such terms and conditions approved by the Board.
- 4.4** All fees to be levied on members of Ulster Squash shall be determined by the Board of Ulster Squash.

4.5 The terms and conditions which regulate all matters relating to:

- i. Withdrawal from membership of Ulster Squash;
- ii. Suspension of membership of Ulster Squash and;
- iii. Termination of membership of Ulster Squash;

shall be drawn up and approved by the Board of Ulster Squash.

5. Affiliated Clubs:

5.1 Ulster Squash may affiliate clubs, to be known as "Affiliated Clubs of Ulster Squash", on such terms and conditions approved by the Board of Ulster Squash.

5.2 Affiliated Clubs of Ulster Squash shall implement and maintain a Child Protection Policy consistent with the Child Protection Policy document produced by Ulster Squash for the protection of children in the care of the said Clubs; or face such sanctions as may be determined by the Board of Ulster Squash up to and including the removal of Affiliation from that Club.

6. Annual General Meetings:

6.1 An Annual General Meeting will be held before 30 September each year.

6.2 All individual members of Ulster Squash who are not in default of membership fees due to Ulster Squash, or in default of compulsory affiliation fees receivable by Ulster Squash, are eligible to vote in all elections and on all decisions made by vote at an Annual General Meeting.

6.3 The Board of Ulster Squash will give notice of an Annual General Meeting to all individual members of Ulster Squash at least forty-two (42) days before that Annual General Meeting, stating the time and place of the Annual General Meeting.

6.4 A nomination for any office of the Board of Ulster Squash, to be filled by election at an Annual General Meeting, may be made by any individual member of Ulster Squash who is eligible to vote at that Annual General Meeting, in such form as determined by the Board of Ulster Squash, and must be supported, in such form as determined by the Board of Ulster Squash, by one other individual member of Ulster Squash who is eligible to vote at that Annual General Meeting, and must be submitted to the Board of Ulster Squash, to arrive with the Board not later than thirty (30) days before that Annual General Meeting.

6.5 The Board of Ulster Squash may propose any matter for discussion or motion for vote at an Annual General Meeting.

6.6 Any individual member of Ulster Squash who is eligible to vote at an Annual General Meeting may propose in writing any matter for discussion or motion for vote at that Annual General Meeting, which proposal must be supported in writing by ten (10) other individual members of Ulster Squash, who are each eligible to vote at that Annual General Meeting and must be submitted to the Board of Ulster Squash to arrive with the Board not later than thirty (30) days before that Annual General Meeting.

6.7 The Board of Ulster Squash will give notice to all individual members of Ulster Squash at least twenty one (21) days before an Annual General Meeting, of all nominations for election to office of the Board of Ulster Squash to be filled by election at that Annual General Meeting and all motions for vote and all matters for discussion at that Annual General Meeting, for which proper notice was given to the Board.

- 6.8** The Board of Ulster Squash shall issue the following items and information to all individual members of Ulster Squash at least twenty one (21) days before an Annual General Meeting:
- i. The Minutes of the last Annual General Meeting;
 - ii. A Report from the Board of Ulster Squash for the year ended on the 30 June nearest to the date of the Annual General Meeting;
 - iii. A Financial Report for Ulster Squash from the Board for the year ended on 30 June as per financial year end for the SCNI, including the accounts of Ulster Squash for the financial year ending on that date;
- 6.9** The President of Ulster Squash or in the absence of the President the Vice President or in the absence of both any member of the Board of Ulster Squash agreed by the Board, will act as Chairperson for an Annual General Meeting and direct and supervise the conduct of the business and proceedings in accordance with the Constitution of Ulster Squash and will arrange for a written record to be made of the business and proceedings of that Annual General Meeting.
- 6.10** The business of an Annual General Meeting shall include:
- i. Approval of the Minutes of the last Annual General Meeting.
 - ii. Matters arising from the Minutes of the last Annual General Meeting.
 - iii. Approval of the Report of the board of Ulster Squash for the year ended on 30 June nearest to the date of that Annual General Meeting.
 - iv. Approval of the Financial Report for Ulster Squash from the Board for the year ended on 30 June nearest to that Annual General Meeting, including the audited accounts of Ulster Squash for the financial year ended on that date and the report of the Auditor on those accounts.
 - v. Election of the President of Ulster Squash, whose term of office will begin at the completion of that Annual General Meeting and end at the completion of the second Annual General Meeting of Ulster Squash after that Annual General Meeting, if the term of office of the President is completed at the end of that Annual General Meeting.
 - vi. Elections of Directors to the Board of Ulster Squash, whose terms of office will each begin at the completion of that Annual General Meeting and end at the completion of the next Annual General Meeting of Ulster Squash.
 - vii. Motions for vote which proper notice was given to the Board.
 - viii. Matters for discussion for which proper notice was given to the Board.
 - ix. Appointment of an Auditor for the accounts of Ulster Squash for the year commencing on 01 July nearest to the date of that Annual General Meeting.
- 6.11** Persons properly nominated for any office on the Board of Ulster Squash and for which there is no other nomination shall be elected to that office without a vote.

6.12 The elections to offices on the Board will be taken in the following order:

- i. President
- ii. Director of Finance
- iii. Director of Administration and Services
- iv. Director of Development
- v. Director of Education, Performance and Excellence
- vi. Director of Competitions
- vii. Director of Marketing
- viii. Children's Officer

6.13 A person nominated for more than one office on the Board shall not be eligible to be elected to any office if already elected to another office.

6.14 At any Annual General Meeting of Ulster Squash fifteen (15) individual members (age 18 and over) of Ulster Squash who are all eligible to vote at that Annual General Meeting shall form a quorum.

7. Extraordinary General Meetings:

7.1 All individual members of Ulster Squash who are not in default of membership fees due to Ulster Squash, or in default of compulsory affiliation fees receivable by Ulster Squash, are eligible to vote in all votes taken at that Extraordinary General Meeting.

7.2 The Board of Ulster Squash will give notice of an Extraordinary General Meeting to all individual members of Ulster Squash, at least twenty one (21) days before the date of the Extraordinary General Meeting, stating the time and place of the Extraordinary General Meeting and notice of the agenda for the Extraordinary General Meeting.

7.3 An Extraordinary General Meeting of Ulster Squash may be convened by the Board of Ulster Squash.

7.4 The Board of Ulster Squash shall convene an Extraordinary General Meeting of Ulster Squash which is requested by any individual member of Ulster Squash who is eligible to vote at that Extraordinary General Meeting, who makes that request in writing to the Board at least forty two (42) days before the proposed date of that Extraordinary General Meeting including the matters to be dealt with and whose request is supported in writing by not less than fifty (50) individual members of Ulster Squash who are each eligible to vote at that Extraordinary Meeting.

7.5 The President of Ulster Squash or in the absence of the President the Vice President or in the absence of both any member of the Board of Ulster Squash agreed by the Board will act as Chairperson for that Extraordinary General Meeting and direct and supervise the conduct of the business and proceedings in accordance with the Constitution of Ulster Squash, and will arrange for a written record to be made of the business and proceedings of that Extraordinary General Meeting.

7.6 At any Extraordinary General Meeting of Ulster Squash fifteen (15) individual members (age 18 and over) of Ulster Squash who are all eligible to vote at that Annual General Meeting shall form a quorum.

8. Ordinary Meetings:

- 8.1 Members of the Board of Ulster Squash may attend Ordinary Meetings of Ulster Squash.
- 8.2 The Board may agree to invite any other person or persons to attend Ordinary Meetings of Ulster Squash.
- 8.3 An Ordinary Meeting of Ulster Squash will be held on a date not later than two (2) weeks after an Annual General Meeting of Ulster Squash and Ordinary Meetings of Ulster Squash will be held at least once in each successive period of twelve (12) weeks after that date.
- 8.4 The President or in the absence of the President the Vice-President or in the absence of both any member of the Board agreed by the Board will act as Chairperson for an Ordinary Meeting of Ulster Squash.
- 8.5 The Chairperson will arrange for a written record to be made of the business and proceedings of an Ordinary Meeting of Ulster Squash.
- 8.6 At any Ordinary Meeting of Ulster Squash four (4) members of the Board of Ulster Squash shall form a quorum.

9. The Board of Ulster Squash:

- 9.1 The Board of Ulster Squash shall be responsible for implementing the Objects of Ulster Squash and have such powers as are laid down in the Constitution of Ulster Squash.
- 9.2 The Board of Ulster Squash will consist will consist of a President and Seven (7) Directors, one of whom will also serve as Vice President.
- 9.3 The Vice President will be elected by the Board from the Directors.
- 9.4 The seven (7) Directors of the Board of Ulster Squash will be:
 - i. **Director of Finance** – responsible for the control and custody of all monies and assets of Ulster Squash and appropriate accounting arrangements.
 - ii. **Director of Administration and Services** – responsible for information related to the business and operation of the Board, including general correspondence and notices to members and affiliated clubs.
 - iii. **Director of Development** – responsible for implementation of Ulster Squash's development plans including junior development.
 - iv. **Director of Education, Performance and Excellence** – responsible for the overall administration of the Centre of Excellence, all its programmes, coach education and representative teams.
 - v. **Director of Competitions** – responsible for organising all tournaments and competitions held under the auspices of Ulster Squash.
 - vi. **Director of Marketing** – responsible for maintaining a high media profile for Ulster Squash and all matters related to advertising and sponsorship.
 - vii. **Children's Officer** – responsible for implementation and monitoring of policy, systems and practices to ensure Ulster Squash meets the requirements of current legislation on the Protection of Children. Liaise with statutory authorities as and when necessary.

- 9.5** Each Director shall organise assistance from the membership of Ulster Squash, in such form as the Director shall determine to ensure that the Objects of Ulster Squash are implemented fully and effectively provided that every effort practicable is made by each Director to engage the participation of equal numbers of men and women in all aspects of the administration of Ulster Squash for which the Director is responsible.
- 9.6** The Board of Ulster Squash may co-opt as many persons to the Board as are required to fill the offices of Director.
- 9.7** The office of President of Ulster Squash may not be filled other than by election at an Annual General Meeting.
- 9.8** Persons co-opted to the Board of Ulster Squash will cease to be Directors at the completion of the next Annual General Meeting after they were co-opted.
- 9.9** The Board of Ulster Squash shall vote to terminate the term of office of any member of the Board if the status or actions of that member of the Board appear to the Board to be in conflict with the Objects of Ulster Squash or to jeopardise the effective and proper administration of Ulster Squash. Any person whose term of office as a member of the Board is terminated by the Board has the right of appeal to an Extraordinary General Meeting of Ulster Squash.
- 9.10** The Board of Ulster Squash may delegate any part of its duties, activities and powers to any person or persons as it deems fit and for any period ending not later than the completion of the next Annual General Meeting.

10. Voting:

- 10.1** The votes of all persons present and eligible to vote at all Meetings of Ulster Squash are equal.
- 10.2** For all matters to be decided by vote at any Meeting of Ulster Squash a proposal shall be made by one person eligible to vote and that proposal seconded by another person eligible to vote.
- 10.3** A proposal for an amendment to motion for vote at any Meeting of Ulster Squash for which proper notice was given except votes for the election of members of the Board of Ulster Squash shall be accepted only if the proposal for the amendment is made by an individual member of Ulster Squash who is present and eligible to vote at the Meeting and is supported by the same number of individual members of Ulster Squash who are present and each eligible to vote at the Meeting as was required to support the motion to which the amendment is proposed and the majority of votes in favour of the proposed amendment in excess of votes against the proposed amendment is not less than one half of the total individual members of Ulster Squash present and eligible to vote.
- 10.4** A motion for vote at any Meeting of Ulster Squash which has been amended shall be decided on the same terms as would have applied if the motion for vote had not been amended but if the amended vote is not won the original motion shall be voted on.
- 10.5** At an Annual General Meeting or Extraordinary General Meeting of Ulster Squash changes to the Constitution of Ulster Squash shall be affected only by a majority of votes in favour of a proposed change in excess of votes against the proposal of not less than one half of the total individual members of Ulster Squash present and eligible to vote.
- 10.6** At an Annual General Meeting or Extraordinary General Meeting of Ulster Squash a proposal to wind up Ulster Squash in excess of votes against the proposal of not less than one half of the total individual members of Ulster Squash present and eligible to vote.

- 10.7** All other votes will be decided by simple majority. All votes at any Meeting of Ulster Squash shall be determined by a show of hands unless it is agreed by the majority of those present and eligible to vote that a secret vote be taken.
- 10.8** For all votes at all Meetings of Ulster Squash the Chairperson has the casting vote and in all instances is expected to make a casting vote when necessary.
- 10.9** The Chairperson at any Meeting of Ulster Squash will arrange for a written record to be kept of all persons attending which records separately those persons eligible to vote and those persons who are not eligible to vote.

11. Accounts and Assets:

- 11.1** The financial year of Ulster Squash will be 01 July to 30 June.
- 11.2** The Board of Ulster Squash will ensure that proper and suitable financial accounts are prepared and appropriate financial and other accounting records are maintained in respect of the business assets and liabilities of Ulster Squash.
- 11.3** The Board of Ulster Squash shall arrange that the accounts of Ulster Squash are properly audited at least annually in advance of the next Annual General Meeting and that a report is made by the Auditor or Auditors to the Board on the completed accounts for each financial year in advance of the next Annual General Meeting.
- 11.4** The Board of Ulster Squash shall arrange for indemnity insurance against personal liability by the members of the Board for losses and liabilities incurred in the administration of Ulster Squash and the reasonable cost of this insurance shall be a charge against Ulster Squash.
- 11.5** On winding up the residual assets of Ulster Squash after meeting all lawful liabilities will be transferred entirely to such organisations as are determined by vote at the Annual General Meeting or Extraordinary General meeting at which it was resolved to wind up Ulster Squash which have broadly the same stated Objects as Ulster Squash which are likely to exist to pursue those objects for the foreseeable future and which do not and appear unlikely to distribute their assets income from their assets or their income or receipts among the members of those or other organisations.

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