

**JERSEY HOCKEY**

# **Jersey Hockey Limited**

## **Constitution**

V4 March 18<sup>th</sup> 2019 Adopted by Members at a General Meeting

*The purpose of this constitution is to provide general principles and guidance for the governance, delivery and administration of the sport of hockey in Jersey. This constitution recognises that the operation of hockey in Jersey must adhere to necessary laws and rules, both local and international, that regulate both the game of hockey and how organisations are run. As such, this constitution, while not attempting to specifically address all considerations for the sport, does determine how the sport and those responsible for it will respond and behave.*



## **JERSEY HOCKEY LIMITED (JHL)**

### **Introduction**

**Hockey is a vibrant, growing and international sport, played in more than 120 countries and in global competitions, including the Olympics.**

**Hockey is played across the generations, is a game for all, a game for life, for families and for friends. While valuing and respecting the history and traditions of the sport, hockey is continually evolving, delivering an exciting and dynamic game, eager to innovate and striving for success.**

**The role of JHL, reflecting the global aspirations and values of the sport, is to ensure that hockey in Jersey continues to thrive. Our vision is for a sport grounded with enduring values - Passion Fun Respect - with growing participation, increased visibility and sustained success. Key to this vision is to ensure a healthy environment for the sport to prosper, on and off the pitch, including ethical governance, financial responsibility and player discipline, together with effective coaching, administration and umpiring, supported with the right infrastructure and playing facilities.**

### **1. Organisation, Objectives and Structure**

- 1.1 The organisation shall be called Jersey Hockey Limited. ("JHL")
- 1.2 JHL has been established as a Private Company Limited by Guarantee. The articles of association for JHL are in accordance with the Companies (Jersey) Law 1991, defining the legal and statutory requirements and duties of JHL as a limited company.
- 1.3 This constitution, in contrast to the articles of association, speaks to the general operating principles that govern the day to day and long term running of hockey in Jersey.
- 1.4 The objectives of JHL are: -
  - 1.4.1 To encourage, promote, develop and administer hockey in Jersey to arrange and promote coaching, training educational and social activities to develop hockey, alone and in partnership with others and to encourage the playing of hockey in schools.



- 1.4.2 To ensure the right conditions are available for the sustainable and successful development of hockey, including financial stability, efficient administration and provision of appropriate infrastructure for both on-field and off-field activities.
- 1.4.3 To provide and maintain the provision of facilities and any necessary infrastructure for the furtherance, including coaching, playing and a social framework, of the sport of hockey at all levels.
- 1.5 JHL measures progress towards these objectives by
  - 1.5.1 Life-long participation and commitment to the sport from its growing membership
  - 1.5.2 A reputation that reflects our core values
  - 1.5.3 An environment that welcomes and supports players and participants of all abilities
  - 1.5.4 On-field success
- 1.6 JHL shall govern all aspects of the sport of hockey in Jersey, including on and off-field activities, related to playing, coaching, umpiring and administering the sport. JHL shall govern the sport reflecting the core values of

**PASSION      FUN      RESPECT**

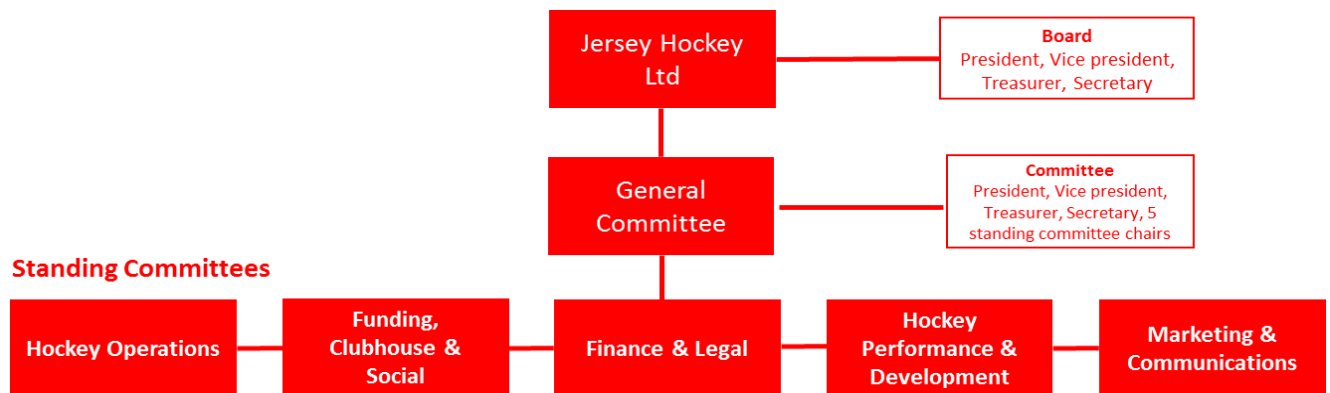
- 1.7 For the purpose of this constitution, definitions of terms used shall be as provided in the rules of England Hockey, unless otherwise stated.
- 1.8 The structure and membership for JHL is as follows:

Membership of JHL is composed of

Players, Umpires, Clubs, Junior Development Section, Corporate league, Associate and Social members.

Players compete through their selected club but are directly members of JHL

The structure of JHL is as follows:



The composition, roles and responsibilities in this structure are as follows, with the General Committee and each Standing Committee operating under stated Terms of Reference ("ToR"), copies of which are available on the website at <http://www.jerseyhockey.co.uk>

### **Jersey Hockey Board**

Composition:

- President, Vice president, Treasurer, Secretary

Responsibilities:

- Oversight of hockey in Jersey
- Governance
- Financial discipline & budget approval
- Organisation
- Legal & statutory responsibility
- Welfare and safeguarding of all members, players and participants

### **Jersey Hockey General Committee**

Composition:

- President, Vice president, Treasurer, Secretary, Chairs of 5 Standing Committees for Hockey Operations, Funding, Clubhouse & Social, Finance & Legal, Hockey Performance & Development and Marketing & Communications

Responsibilities:

- Main decision making body for the sport
- Annual planning and budgets
- Oversight and approvals for Standing Committees
- Administration
- Staffing and resourcing
- Welfare and safeguarding of members, players and participants



## **Standing Committees**

### **Hockey Operations**

Composition: Chair and committee

Responsibilities:

- League management
- Umpiring
- Discipline
- League committee
- Tournaments

### **Hockey Performance & Development**

Composition: Chair and committee

Responsibilities:

- Development at all levels
- Umpire development
- Coaching & coach development

### **Funding, Clubhouse & Social**

Composition: Chair, committee TBD

Responsibilities:

- Capital fundraising
- On going fundraising
- Social events
- Club house, facility and pitch management
- Sponsorship

### **Finance & Legal**

Composition: Chair, committee TBD

Responsibilities:

- Financial controls
- Reporting
- Legal
- Contracts
- Subs
- Loans

### **Marketing & Communications**

Composition: Chair, committee TBD

Responsibilities:

- Website and social media
- Media
- Marketing & PR



1.9 Shareholders in JHL are the separate clubs participating in the sport. Please see the JHL Articles of Associations for details. Founding Club shareholders include

- Hautlieu
- Jersey Hockey Club
- Jersey Ladies
- Nomads
- OV's
- Quackers
- RWB
- Victoria College

## 2. **Election of Officers**

### 2.1 **JHL Board Members**

2.1.1 Members of the Board serve in their capacity as President, vice-President, Secretary or Treasurer. See below

### 2.2 **General Committee**

2.2.1 President, vice-President, Secretary, Treasurer

Term of Office: 3 years

Elected by the membership at the AGM

2.2.2 Standing Committee Chairs

Term of Office: 2 years

Elected by the membership at the AGM

2.2.3 There shall be no limit on the number of terms that General Committee members may serve, noting that this is always subject to member approval via the AGM.

2.2.4 In the event of any disagreement or inappropriate action by a committee member the President (or in his absence the vice-President) is empowered to



remove the person from the committee, given he has the backing of the majority of the executive Committee.

2.2.5 The agreed and published ToRs for the Executive Committee and each Standing Committee will govern how that committee functions, including its decision making authority.

### 3. **Delegation of Powers**

3.1 The General Committee may delegate all or any its powers and functions to any sub-committee of JHL.

3.2 Any sub-committee shall:

3.2.1 Be responsible to the General Committee;

3.2.2 Act on terms of reference approved by the General Committee;

3.2.3 Appropriately report to the General Committee or its designate

3.2.4 Make recommendations to the General Committee on any matter within its terms of reference and deal with any matters referred to it by the General Committee;

3.2.5 Not introduce new, or change, policy without the approval of the General Committee;

3.2.6 Not incur any expenditure outside an agreed budget without the approval of the General Committee;

### 4. **Membership of Jersey Hockey**

4.1 JHL membership refers to the participation of individuals within the structure and operation of JHL but does not include a shareholding participation of the company.

4.2 JHL membership, either directly or through the club structure is open to all – player, coach, umpire, supporter and anyone interested in fostering and encouraging hockey.

4.3 Election to membership is by application via the website <http://www.jerseyhockey.co.uk>. The Executive Committee reserves the right, at its absolute discretion, to accept or decline applications as it deems proper.



- 4.4 Members are expected to behave in accordance with the values of JHL (as above) and are encouraged to actively participate in the game and the hockey community, both on and off the pitch.
- 4.5 The General Committee reserves the right, at its absolute discretion, to suspend or expel members who do not act in accordance with the values of JHL.
- 4.6 The General Committee reserves the right, at its absolute discretion, to suspend or remove any member who fails to pay any subscription, levy or other costs owed by such member to JHL for more than 30 days after it becomes due.
- 4.7 Membership fees shall be fixed at the Annual General Meeting. Details and payment options may be found on the website

## 5. **Minutes**

- 5.1 The Executive Committee, the Standing Committees and any sub-committee appointed under section 3 above and all representative bodies shall keep adequate minutes of all appointments, of all members or officers present at meetings, of all orders or directions given by such committee or body, and of all resolutions and proceedings and meetings of such committee or body.
- 5.2 The Secretary shall keep minutes of all General Meetings of the JHL convened under section 6 below. Copies of minutes will be made available via the website, mindful of any issues relating to confidentiality.
- 5.3 Minutes of all meetings must be signed by the chairman of the meeting. When signed, those minutes shall be receivable as evidence of the matters stated in those minutes.

## 6. **General Meetings**

- 6.1 The quorum at an Annual General Meeting shall be twenty members and at a Special General Meeting twenty members.
- 6.2 The President, or if the President cannot attend, a duly appointed deputy chosen by the President from amongst the Executive Committee, shall chair all General Meetings and shall have a casting vote at any General Meeting.
- 6.3 The Annual General Meeting shall ideally be held in June each year.
- 6.4 A Special General Meeting shall be called by the Honorary Secretary within 28 days of: -





- 6.4.1 receipt of a request of the Executive Committee; or
- 6.4.2 receipt of a request in writing from either twenty members or not less than one quarter of the members of Jersey Hockey (whichever is the lesser).
- 6.5 At least twenty-one days' notice of any General Meeting shall be given to the members by the Secretary who must also provide with such notice a proper agenda for such General Meeting.
- 6.6 Any person who has not paid monies due or owing by them to the JHL, or who is not registered as a member, shall not be entitled to attend or vote at any General Meeting.
- 7. Clubhouse facilities**
- 7.1 The General Committee will seek the provision of facilities (a "Clubhouse") which should be a base and home for hockey to promote playing, coaching, umpiring and social activities, subject to the financial position of JHL.
- 7.2 The provision of alcohol and catering and the operation of the Clubhouse, including hours of opening, will be in accordance with the Licencing Laws of Jersey currently in force and the category of licence awarded to JHL.
- 7.3 The Clubhouse will be for the sole benefit of the members of JHL and their bona fide guests.
- 7.4 The General Committee, or any duly appointed sub-committee, shall have the power to regulate the admission of members and guests into any part of the Clubhouse premises and facilities.
- 7.5 Members, other than those under the age of 18 (see Clause 7.7), may introduce guests into the Clubhouse premises, but must enter each guest's name in the book maintained for that purpose and must accompany such guests during their stay at the Clubhouse and shall be responsible for the good behaviour of such guests. Subject to Clause 7.6 no member may introduce more than six guests on any one day. The General Committee, or any duly appointed sub-committee shall have power in its absolute discretion to exclude any guest or visitor from the Club's premises.
- 7.6 Any member of the General Committee may introduce more than six guests only when such guests constitute a team and their officials visiting the Clubhouse for the purpose of participating in a match or tournament.



7.7 Any member under the age of 18 may enter and enjoy the facilities of the Clubhouse subject to the Licencing Laws of Jersey and the Clubhouse's category of licence. Any member under the age of 18 may introduce his/her parent, grandparent or legal guardian as a guest into the Clubhouse premises.

8. **Alteration to Constitution**

8.1 Any alteration to this constitution will require the prior consent of the Attorney General.

8.2 This constitution or any part thereof may only be altered by a two thirds majority of votes of members present at any properly convened General Meeting.

8.3 The Executive Committee shall have absolute power to decide upon any matter not dealt with in this constitution. Any such decision shall be confirmed at the next following Annual General Meeting.