

## **Sapphire Coast Hockey Regulations 2023**

### **SAPPHIRE COAST HOCKEY**

P.O. Box 558 Bega N.S.W. 2550

#### **GOVERNANCE OF THE CLUB**

The business of the Club is to be conducted in accordance with the Constitution.

Sapphire Coast Hockey shall at all times be bound by the Constitution, Rules and Regulations of Hockey New South Wales Limited.

Where there is any inconsistency between any provision of the Constitution and or Rules and Regulations of the Sapphire Coast Hockey and those of Hockey New South Wales Limited, then to the extent of such inconsistency the Constitution Rules and Regulations of Hockey New South Wales shall prevail.

Sapphire Coast Hockey shall be bound by the lawful decisions of the Board of Hockey New South Wales Limited and shall do all things reasonably necessary to implement and enforce such decisions.

Additional guidance for the management of Club business is provided in the following Regulations and accompanying Competition Rules.

## **Sapphire Coast Hockey Regulations 2023**

### **Club Regulations and amendments**

These Regulations are supplementary to and do replace the Constitution of Sapphire Coast Hockey.

These Regulations are approved as proposed at an annual general or special general meeting of the Club held on Tuesday 7/02/2023 and are binding to all members and players.

Any proposed alterations or amendments to the Regulations, must be provided to the committee seven (7) days prior to an annual general or special general meeting.

Please note, under the Constitution, twenty-one (21) days notice must be provided to the committee to request calling a special general meeting.

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## **PART A : PRELIMINARY**

### **1. OBJECTIVES OF THE CLUB.**

- 1) To foster and develop the game of hockey on the Far South Coast
- 2) To organise and oversee annual graded hockey competitions in the Bega Valley Local Area..
- 3) To foster safe, positive and appropriate codes of behaviour at all levels within the hockey competition.
- 4) To seek annual affiliation with the respective Hockey NSW Association and as lies within its powers, assist these bodies to foster the game of hockey
- 5) To support local players and officials to participate in representative activities for the sport.

### **2) Regulations and alterations of the Regulations.**

- 1) These Regulations are to be supplementary to and not replace the Constitution of the Club or Competition Rules, which every member and affiliated team or club must abide by.
- 2) These Regulations shall only be altered if approved by two-thirds majority of those authorised persons present and voting at the Annual General Meeting or a Special General Meeting.
- 3) Seven (7) days notice of any such motion shall be given to members and officers of affiliated clubs/teams.

### **3) Financial year.**

- 1) The financial year of the Club will be a 12 month period from January 1<sup>st</sup> through to the 31st of December.

## **PART B: MEMBERSHIP**

### **4. MEMBERSHIP OF THE ASSOCIATION.**

- 1) Each player competing in the hockey competition of the Club must be a financial member of the Club.
- 2) Any person representing a player or team must be a financial member of the Club to have voting rights at a meeting.
- 3) A person must be a financial member to be elected onto the Committee.
- 4) Life Members: Members may be considered for life membership after 10 years of service to the Club. Life members shall have the power to vote.

### **5. TEAM AFFILIATION**

Subject to the following conditions, the Club may admit to affiliation such teams or clubs, as it may deem suitable.

- 1) Each team seeking affiliation shall pay team affiliation fee to Club prior to commencement of competition. Team fee shall be set annually by the Committee.
- 2) Every team must have a minimum number of registered players to take part in the competition; This minimum number is 11 for teams in the outdoor competition & 6 for teams in the indoor competition.
- 3) When a team affiliates with the Club, an information pack including a set of Regulations and Competition Rules will be issued; the final acceptance of affiliation by any team shall be deemed complete with the unconditional acceptance of the Regulations and Competition Rules.
- 4) Any affiliated team shall have the right to withdraw from the Club at any time, but should admission to re-affiliate be sought, the application shall be treated as a new team or club.
- 5) Should any affiliated team withdraw from the Club at any time, such team(s) shall be liable for its dues and proper proportion of the liabilities contracted by the Club whilst that team or club was an affiliated member.

### **6. FEES**

- 1) Playing Membership and playing fees (together referred to as registration fees) for the outdoor and indoor competitions shall be determined by the Committee prior to the closure of registrations for that particular competition.
- 2) Fees will be presented to the members at the compulsory meeting prior to the competition beginning. Playing membership fees shall be the amount payable to Hockey Australia, Hockey NSW and Far South Coast Hockey Association (Affiliation, levies and insurance) and playing fees shall be the amount retained by the Club.
- 3) The financial membership of registered players is deemed to be current until the commencement of the following season when a new registration payment becomes due. This means that registered players are eligible to vote at the Annual General Meeting immediately following the season they have played in. This provision is made when the AGM is held after the closure of the financial year but before the commencement of the outdoor season which is when registration payments are due. If the AGM is held after the commencement of the outdoor season, then a new registration payment must be made for that member to be declared financial and to have voting rights.
- 4) Individuals who are not playing in the competition may become Associate Members of the Club upon payment of the prescribed fee (\$25.00). Associate membership entitles members to vote on matters of the Club.
- 5) Team Registration shall be paid prior to the first competition match of the season. See competition rules for penalty in failing to comply. The Committee will have the power to take further action if necessary.
- 6) Any player joining the competition after the first competition match shall pay the registration fees in full online and present the printed receipt to a committee member before taking the field. Should the player fail to do so, then a penalty from clause 6.3 will be invoked.

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7) Should a player register at any time during the season, full HNSW registration fees and Sapphire Coast Hockey competition fees must be paid.

(i) Should a player join the Club during the competition and is already registered with another NSW Club or Association for the current season, then only Club playing fee needs to be paid (as you cannot be registered twice with HNSW)

## **PART C: COMMITTEES**

### **COMMITTEE OF MANAGEMENT.**

1) In accordance with the Constitution, the Committee of Management (the Committee) consists of the office bearers of the Club and a minimum of 3 ordinary members.

2) The office bearers of the Club are to be the president, the vice-president, the treasurer and the secretary.

3) The term for office bearers shall be two (2) years. Elections shall be conducted on a rotational basis such that each year only 2 office bearers are due for election; President and Treasurer one year and Vice President and Secretary the following.

4) The ordinary members of the committee are allocated tasks to assist with the business of the Club. At a minimum, the roles of registrar, competition secretary and umpires convenor must be filled by the committee.

5) The term for ordinary committee members shall be one (1) year.

6) Other people or sub-committees can be voted onto the committee to fulfill roles identified. The range of roles may differ from year to year according to the needs of the Club, and may include but are not limited to;

- i) Assistant Competition secretary,
- ii) Representative Convenor,
- iii) Fundraising & Sponsorship, canteen,
- iv) Publicity Officer,
- v) Junior player development, Junior umpire development and Junior Hockey Coordinator.

7) All senior teams must nominate one player to be their committee representative.

### **8. SUB-COMMITTEES.**

If the following sub-committees are not formed at the AGM, they will be formed as considered necessary by the Committee or the Indoor Sub-Committee

- i) Judiciary Committee
- ii) Appeals & Protests Committee
- iii) Grading Committee
- iv) Selection Committee
- v) Umpires Committee

Other sub-committees may be established as required.

## **PART D: MEETINGS**

### **9. MEETINGS OF THE CLUB.**

- 1) The committee must meet at least 3 times in each period of 12 months at such place and time as the committee may determine.
- 2) Any 3 members of the committee constitute a quorum for the transaction of business of a meeting of the committee.
- 3) Any member of the Club may attend meetings of the committee by request.
- 4) Guidance for Annual General Meetings and Special General Meetings are included in the Constitution.

### **10. MATTERS OF URGENCY.**

- 1) In matters of urgency a committee meeting may be called within 48 hours. Such rulings and decisions shall be reported at the next meeting of the Club for further action if required.

### **11. VOTING.**

- 1) Each team will have a maximum of two votes at any meeting except the Annual General Meeting, at which current financial members of the Club present at the meeting will each have the right to vote.
- 2) A member of the Committee may also act as a team representative at a meeting of the Club, but will only be entitled to one vote per motion tabled.
- 3) A representative can only attend a meeting of the Club on behalf of a maximum of two teams.

## **PART E: RULES GOVERNING HOCKEY COMPETITIONS**

### **12. COMPETITION RULES.**

- 1) Competition rules are to be confirmed at each annual general meeting to determine how the outdoor and indoor hockey competitions will be conducted in the season immediately following that AGM
- 2) The Competition Rules are recorded in a document separate to the Regulations for the convenience of updating them each season.

### **13. ALTERATION TO COMPETITION RULES.**

- 1) Competition rules shall only be altered if approved by two-thirds majority of those authorised persons present and voting at an Annual General Meeting or Special General Meeting.
- 2) Seven (7) days notice of any such motion shall be given to officers of affiliated clubs or teams, although provision is made to vote at the meeting on amendments proposed to such motions.

## PART F: MISCELLANEOUS

### 14. CHILD PROTECTION.

- 1) All coaches, managers, committee members, parents that accompany representative teams and any other person over the age of 18 in a position of responsibility for children under the age of 18 must have a valid paid employee or volunteer NSW Working with Children Check (WWCC).
- 2) Child Protection Officer to be elected at AGM.

### 15. SUE BOAG MEMORIAL TROPHY.

- 1) The Sue Boag Memorial Trophy is to be awarded to the Club member of the Year.
- 2) The criteria being the member who has contributed the most to the Club over the past year, be it player, coach, supporter or executive member.
- 3) Written nominations are to be made by individual teams and given to the Committee during the last round.
- 4) Nominations will be discussed by members of the Committee who have the power to vote in an independent person or persons, that will be included in discussions and the final choice for the award.