



## **Skate NI Rules & Constitution**

### **CONSTITUTION**

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##### **1 NAME**

1.1 The Body shall be named Skate NI hereinafter referred to as Skate NI

##### **2 OFFICE**

2.1 The registered office of Skate NI will be situated in Northern Ireland.

##### **3 OBJECTS**

3.1 The promotion and organisation of all ice figure, free, pairs and ice dance skating in Northern Ireland.

3.2 Skate NI is not established or run for profit and the funds shall be used only for the purposes and objects of Skate NI deemed to be in the best interests of ice skating and for the encouragement and development of skating in Northern Ireland.

3.3 The organisation and funding of Coaching Schemes for skaters and trainers.

3.4 The encouragement of Skate NI members to enrol in training courses organised by the parent body The National Ice Skating Association of United Kingdom Limited, hereinafter referred to as NISA

3.5 The organisation of events, and the selection and training of squads and teams to represent Northern Ireland.

3.6 The assistance and encouragement of new and existing ice skating clubs in Northern Ireland.

##### **4 AFFILIATION**

4.1 Skate NI shall be affiliated to NISA under Paragraph 5 of the latter's Articles of Association.

##### **5 MEMBERSHIP AND SUBSCRIPTIONS**

The membership of Skate NI (hereinafter referred to as the members) shall consist of seven classifications as follows:-

###### **5.1.1 Full Membership**

Full members who shall be eligible persons defined under the rules of NISA. To become a full member, he or she shall qualify under at least one of the following terms:

5.1.1.1 To be born in Northern Ireland or being a natural or adopted child of parents who themselves were born in Northern Ireland.



5.1.1.2 To be and to have been resident in Northern Ireland for a minimum of one year.

5.1.1.3 To be a member of a Northern Ireland Ice Skating Club affiliated to Skate NI and receiving his/her ice skating instruction (if any) in Northern Ireland.

5.1.1.4 Be a person who wishes to actively assist in the administration and/or development of ice skating in Northern Ireland, who can demonstrate that they have particular talents, experience or qualifications (e.g. qualified NISA judge) and whom the Council formally consider would be an asset to Skate NI .

## 5.1.2 Honorary Membership

Honorary membership of NISA may be conferred by the Council upon any person who has rendered special service to Skate NI with such rights and privileges as the Council may, from time to time, determine.

### 5.1.2.1 Associate Membership

Associate members, who are non-voting members, shall be members who are non-participating patrons of the sport or who do not qualify under 5.1.1.

5.1.3 Affiliated Clubs  
To be eligible for affiliation to Skate NI a club shall:

5.1.3.1 Have its offices and organise its main events in Northern Ireland.

5.1.3.2 Be affiliated to NISA.

### 5.1.4 Life Membership

Life membership (full) or life membership (associate) shall be available to full or associate members as appropriate on payment of a donation of 15 times the annual subscription.

### 5.1.5 Corporate Membership

Societies, Business Houses, Companies and other public or private bodies may, subject to approval by the Council, become Corporate members at an annual subscription to be fixed by the Council.

### 5.1.6 Family Membership

As defined annually by the Skate NI Council. Those family members aged 18 or over having the same rights and privileges as a Full member and those family members under 18 having the same rights and privileges as an Associate Member

5.2 Every member (other than Life or Honorary Members) shall pay an annual subscription towards the expenses of Skate NI. The rates for Full, Family and Associate members, the affiliation fees for affiliated clubs and the joining fees, shall be set by the Council.

5.3 New members may be accepted at any time on payment of the current joining fee and annual subscription.



5.4 Subscriptions and affiliations shall become due and payable every year on a date determined by the Skate NI Council and are not returnable. Any member or affiliated club who has failed to pay the subscription or affiliation fee within three months of the due date for payment shall be deemed to have forfeited the rights and privileges of membership so long as the subscription or affiliation fee remains unpaid.

5.5 A list of members, affiliated clubs and members of affiliated clubs shall be kept by the Honorary Secretary of Skate NI and be available for inspection by the Skate NI Council or any full member on request.

5.6 A member or affiliated club may resign membership at any time by giving written notice of the intention to do so to the Honorary Secretary. Resignation will not relieve a member or affiliated club of liability to pay any subscription or affiliation fee that may be due up to the end of the calendar year during which resignation is given.

5.7 If in the opinion of the Skate NI Council it is desirable in the interests of Skate NI that any member or affiliated club thereof should cease to be a member, Skate NI Council, after giving such a member the opportunity of being heard before them, after such a request (unless an appeal shall have been lodged by such member in accordance with the provisions of the following clause), Skate NI Council shall have the power to expel such member from Skate NI

5.8 A member or affiliated club requested to resign by Skate NI Council or under threat of expulsion under paragraph 5.7 of this Constitution shall have the right to appeal in writing. At least seven days before the hearing of the appeal, notice of the time and place fixed for the hearing shall be sent to the person under notice of expulsion.

5.8.1 The appeal shall be heard by a committee appointed by the Skate NI Council and whose findings must be ratified by the Skate NI Council.

5.8.2 A member or affiliated club resigning in pursuance of a request from the Skate NI Council or expelled under paragraph 5.7 of this constitution may, after a period of twelve months, apply in writing to the Honorary Secretary of Skate NI for reinstatement. Such reinstatement may be granted or withheld at the discretion of the Skate NI Council.

5.9 Any person, in order to be eligible to participate in any benefits accruing from membership of the Association, in connection with taking part in NISA Proficiency Tests and inclusion into development pathway programme, must be a member of the Association for at least 30 days.

## 6 MEETINGS

### 6.1 Annual General Meeting

6.1.1 An Annual General Meeting of Skate NI shall be held annually in April.

6.1.2 The Honorary Secretary shall convene the Annual General Meeting by arranging the posting of notice thereof to all members and affiliated clubs specifying the time and place of the Annual General Meeting.

6.1.3 The Annual General Meeting shall elect Skate NI Council, as defined in paragraph 9, and appoint auditors for the ensuing year.

6.1.4 Nominations for the Council and items for inclusion on the agenda shall be made in writing and received by the Honorary Secretary at least 20 days before the date of the Annual



General Meeting. The Honorary Secretary shall arrange for notice to be posted of such nominations and agenda received not less than 10 days before the date of the Annual General Meeting.

6.1.5 The Treasurer of an Affiliated Club may not hold the position of Honorary Treasurer of Skate NI . Concurrently.

6.1.6 Office Bearers and other Council members shall hold office for a period of one year, at the expiry of which they shall be eligible for re-election.

## 7 SPECIAL MEETINGS

7.1 A Special General Meeting may be convened at any time by the Skate NI Council. The Honorary Secretary shall arrange for notice to be posted of the time, place and business of the meeting not less than 15 days prior to the set date.

7.2 A Special General Meeting shall be convened by the Skate NI Council within six weeks of receipt of a requisition from at least 20 of the full members of the Skate NI . The requisition shall state the purpose for which the Special General Meeting is to be called. The Honorary Secretary shall arrange the meeting as defined in paragraph 7.1.

## 8 VOTING PROCEDURES

8.1 At any General Meeting of Skate NI , a quorum shall be one third of voting members or 20 voting members, whichever is the lesser.

8.2 Excluding Affiliated Clubs, all members of Skate NI , provided that their subscriptions are not in arrears on the day of the meeting, shall be entitled to attend the Skate NI meeting. Only Full, Honorary or Life members aged 15 or over and who have been members for at least six (6) months before the date of the Annual General Meeting or Extraordinary General Meeting shall be entitled to vote.

8.3 At any General Meeting of Skate NI all business, except the ballot for Office Bearers or Council ordinary members, shall be decided by a show of hands unless prior to a vote being taken a ballot is:

8.3.1 Directed by the Chairperson of the meeting.

8.3.2 Demanded by not less than 50% of the members present and entitled to vote.

8.4 Every member present and entitled to vote shall have one vote. Decisions will be reached on the basis of a simple majority, except in case of amendments to the Constitution (see paragraph 15.1). In the case of equality of votes the Chairperson of the meeting shall have a second or casting vote or at his/her discretion, may direct a second ballot or a second show of hands.

## 9 THE Skate NI COUNCIL

9.1 The affairs of Skate NI shall be managed by the Skate NI Council which shall meet not less than quarterly and, subject to this constitution, shall have full power to apply the funds of Skate NI and to take such other steps as seem to be necessary in order to pursue the objectives of Skate NI .



9.1.1 Skate NI Council shall comprise:

The Chairperson

The Honorary Secretary

The Honorary Treasurer

The Events Secretary

One representative from each affiliated club nominated by and representing that club, Parents Liaison Officer, Skaters Liaison Officer, Coaches Liaison Officer. All Council members shall be Full, Honorary or Life members of the NIISA as defined in paragraph 5.

9.1.2 At the discretion of the Skate NI Council an ex-officio President may be elected, this office to be held for a period of three years. This office may be offered to a person who is not already a member of Skate NI .

9.2 The Skate NI Council may:

9.2.1 Co-opt on a temporary basis up to four Full, Honorary or Life members of Skate NI over 18 years of age to serve on the Skate NI Council in addition to the positions listed in paragraph 9.1.1. The balance of Council members should not be such as to give undue representation to any individual Affiliated Club.

9.2.2 Appoint sub-committees comprising Full, Honorary or Life members of Skate NI over 15 years of age.

9.2.3 Allow substitute representatives to attend Skate NI Council meetings in the place of nominated club representatives.

9.2.4 Subject to paragraph 9.2.1, fill any casual vacancy arising in the membership of the Skate NI Council. The person appointed shall fill the vacancy until the expiry of the term of office of the person whose place he/she is filling.

9.2.5 Appoint such Liaison or Development Representatives as may be required to enable the aims of Skate NI to be progressed and/or meet the requirements of other governing bodies such as the Sports Council for Northern Ireland etc. Such representatives shall be members of the Council.

9.3 A meeting of the Skate NI Council may be convened at any time by the Chairperson of the Skate NI Council or the Honorary Secretary. A meeting of the Skate NI Council shall also be convened by the Honorary Secretary within 14 days of receipt of such a request from not less than one third of the members of the Skate NI Council. Thereafter a meeting of the Skate NI Council may be convened by those members making such a request.

9.4 A meeting of the Skate NI Council shall be convened by formally notifying all the NIISA Council members of time and place of the meeting and, so far as is practicable, the nature of the business to be discussed, allowing seven days clear notice.

9.5 The quorum for meetings of the Skate NI Council shall be agreed at the first meeting of the Skate NI Council following the Annual General Meeting.



9.6 All motions at a meeting of the Skate NI Council shall be decided by a simple majority of those present and voting. The Chairperson shall have a second or casting vote if there is equality in voting.

## 10 FINANCE

10.1 All sums received on behalf of Skate NI by any person other than the Honorary Treasurer shall be transmitted forthwith to the Honorary Treasurer of Skate NI. All sums received on behalf of Skate NI by the Honorary Treasurer shall be paid into a Skate NI bank or building society account as soon as is practicable.

10.2 The Honorary Treasurer shall keep such bank or building society accounts, hereinafter called the Skate NI banking accounts, as may be sanctioned by the Council. All payment on behalf of Skate NI shall be made by cheque or other appropriate banking instrument drawn on a Skate NI account and signed by such persons as the Skate NI Council may authorise for this purpose.

10.3 The Honorary Treasurer shall keep accounts of all monies received and paid out by him/her and shall close accounts at the 31<sup>st</sup> March each year. The Honorary Treasurer shall arrange for the accounts to be audited.

10.4 The audited accounts shall be presented at the Annual General Meeting.

### 10.5 Fund-raising

10.5.1 Any Member or Affiliated Club wishing to raise funds for Skate NI shall first obtain approval of the Skate NI Council.

10.5.2 Skate NI may enter into agreements to accept sponsorship from any source, provided that no major use is made of such sponsorship by the sponsors other than a simple statement or announcement of the fact and also provided that eligibility is in no way infringed. All sponsorship agreements or arrangements for media coverage of an event organised by, or on behalf of Skate NI shall be subject to the prior approval of the Skate NI Council and, where appropriate, NISA.

10.5.3 Individual financial benefits (e.g direct grant assistance, or indirect assistance through subsidised individual coaching arranged through Sport NI) may be paid only to full Members whose subscriptions are not in arrears.

10.5.4 The Skate NI Council reserves the right to apply different rates of charge based on age/membership category to any group coaching schemes, seminars, etc., which it may organise.

10.5.5 Any persons found to be using Skate NI funds for improper use will be subject to disciplinary action. This is deemed as gross misconduct.

## 11 COMPETITIONS AND CHAMPIONSHIPS

11.1 Any person who intends to participate in The Northern Ireland Championships, Open Competitions or any other competition organised by Skate NI, must either be a member of Skate NI or one of its affiliated clubs or a member of his or her national governing body or one of its affiliated clubs.



11.2 Any person, in order to receive any benefit from Skate NI, shall be required to be a Full Family or Associate Member.

11.3 Affiliated Clubs shall operate and organise their competitions within the rules and regulations adopted by Skate NI. (All rules and regulations, relating to competitors and officials shall be those generally adopted and guided by NISA/ISU regulations).

11.4 The Ice Figure and Free Skating, Ice Dancing and Pairs Skating Championships of Northern Ireland, catering for appropriate age/qualification classes will be organised annually by Skate NI as and when the Council so see it fit to commence.

11.5 The Northern Ireland Open Competitions in Figure, Free, Dance and Pairs Ice Skating shall be promoted annually by the Skate NI.

11.6 All Open Competitions held in Northern Ireland shall be organised by Skate NI or Affiliated Clubs with the agreement of the Skate NI Council and in accordance with the fixture list.

12 The council of Skate NI hereby resolve that the anti-doping rules of the Skate NI comprised in clause 12 of the constitution shall, as and from the 1<sup>st</sup> of January 2009, stand repealed and shall be replaced by the following rule:

Anti-doping rules:

1 In the area of anti-doping, Skate NI defers to the jurisdiction of the National Ice Skating Association.

Further to clause 1

a. the anti-doping rules of the NISA (the 'Anti-Doping Rules') apply to the sport of Ice Skating in Northern Ireland; and

b. persons participating in the sport of Ice Skating under the jurisdiction of the Skate NI 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.

Skate NI 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.

## 13 CHILD PROTECTION POLICY

13.1 In accordance with the Children (NI) Order 1995, NIISA has a Child Protection Policy in place.

13.2 Each Affiliated Club shall implement an effective Child Protection Policy.



13.3 In keeping with the aims of Skate NI, each Club with junior members shall appoint at least one member (preferably two, one of each gender) who will have a remit for Child Protection.

## 14 ELIGIBILITY

14.1 NISA shall adopt the eligibility regulations as defined by NISA in its General Rules 1,2,3, and 4.

## 15 AMENDMENTS TO THE CONSTITUTION

15.1 Amendments to this Constitution may only be made at a General meeting, prior notice having been given in the notice convening the General Meeting. A 75% vote of those present and voting in favour of any amendment is required for its acceptance. Acceptance is also subject to approval by NISA.

15.2 Sufficient notice of any proposed amendments must be given to the Honorary Secretary in time to be considered by the Skate NI Council and to include them in the notice calling the General Meeting.

## 16 DESOLUTION

16.1 Prior notice having been given in the notice convening the General Meeting at which the matter is to be discussed, Skate NI may be dissolved by a two-thirds majority of those present and voting at the meeting. In the event of any funds remaining after the financial affairs of Skate NI having been settled, such funds will be given to an organisation having objects similar to those of NISA.

## 17 GENERAL

17.1 Any rules or regulations not covered in this Constitution or determined by the Skate NI Council shall be as per the Memorandum, Articles of Association and Rules of NISA.