

NORTHERN CRICKET UNION

GENERAL RULES

Title and Object

1. (a) The title of the Union shall be “The Northern Cricket Union of Ireland”.
- (b) The object of the Union shall be to promote and improve cricket generally in the North of Ireland among men and women, the able-bodied and the disabled.
- (c) The Union shall be a member of the Irish Cricket Union, which is the governing body of cricket in Ireland.

Membership

2. (a) All cricket clubs, schools and cricket organisations in the North of Ireland willing to conform to the Rules shall be eligible for membership.
- (b) Application for membership shall be made in writing to the General Secretary. A copy of the club’s constitution shall accompany the application.
- (c) The election of new clubs shall be by the Board of Directors and shall require the assent of two-thirds of those members present and voting.
- (d) An applicant club having substantially the same membership as a disbanded club shall not be eligible for membership until it has discharged any financial obligations of the disbanded club to the Union.

Affiliation Fees

3. (a) The scale of annual affiliation fees shall be:

clubs participating in Saturday league cricket	£25
clubs not participating in Saturday league cricket	£20
schools (including £15 towards the cost of representative matches)	£50
other organisations	£5
- (b) All annual affiliation fees and advance payments of registration and umpiring fees shall be payable on or before 16th May. A club that has not paid these fees in full by this date shall be fined £10. A club that has not paid these fees in full by 30th June shall lose all league points gained by all its teams prior to receipt of payment by the Union. A club that has not paid these fees in full by 31st October shall have its membership suspended until the end of the following season.
- (c) A registration fee of £2 shall be charged for each player registered, apart from school pupils, and shall be payable in full on or before 16th November.
- (d) A club that has not paid these fees in full by this date shall be fined £10. If payment has not been made one month thereafter, the Board of Directors may impose one or more of the penalties set out in Disciplinary Bye-Law 3(b).

Honorary Officers

4. (a) The Honorary Officers shall be the President, Vice-President, Chairman, Vice-Chairman, Honorary Treasurer, Honorary Secretary, Director of Cricket Development, Director of Finance and Sponsorship, Director of Competitions, and Director of Forward Planning.
- (b) All Honorary Officers shall retire at the Annual General Meeting and shall be eligible for re-election, save that the Chairman shall not serve for more than two years consecutively.
- (c) Ownership of all property of the Union shall be vested in the Honorary Officers.

General Meetings

5. A General Meeting may be attended only by:
 - (a) the Honorary Officers;
 - (b) the Honorary Life Members;
 - (c) the Assistant Directors;
 - (d) one club representative from each team that participated in Saturday league cricket in the current or previous season;
 - (e) one representative of each club that participated only in midweek cricket in the current or previous season;
 - (f) two representatives of the schools affiliated in the current or previous season;

- (g) two representatives of the Northern Ireland Association of Cricket Umpires and Scorers; and
- (h) the General Secretary.

6. All those entitled to attend a General Meeting shall receive ten days' notice in writing.
7. At a General Meeting, twenty members shall form a quorum.
8. The Annual General Meeting shall:
 - (a) be held not later than 31st October;
 - (b) consider and, if approved, adopt the minutes of the previous Annual General Meeting;
 - (c) consider and, if approved, adopt the Annual Report and Statement of Accounts;
 - (d) elect the Honorary Officers;
 - (e) elect the Assistant Directors;
 - (f) elect, from persons nominated by clubs, up to five members of each Directorate;
 - (g) consider and, if approved, elect any Honorary Life Members nominated by the Board of Directors in accordance with General Rule 13(d);
 - (h) elect the Auditors;
 - (i) consider and, if approved by sixty per cent of those present and voting, adopt any proposed alterations to General or Competition Rules (or amendments thereto duly proposed and seconded from the floor of the meeting).

Nominations under (d), (e) and (f) and proposals under (i) shall be made in writing by affiliated clubs or, in the case of nominations under (d) and (e) and proposals under (i), by the Board of Directors, Directorates or Honorary Officers, and shall be received by the General Secretary no later than 15th September. No club shall nominate more than one person to the same Directorate under (f) or re-nominate an outgoing member of a Directorate who did not attend at least three meetings of the Directorate in the preceding year, unless absence was a result of serious illness.

9. A Special General Meeting may be called at any time by the Board of Directors or by a requisition, stating the purpose of the meeting and signed on behalf of not fewer than six affiliated clubs by their Chairmen or Honorary Secretaries. Only such business as is specified by the Board of Directors, or in the requisition, may be conducted at a Special General Meeting.

Board of Directors

10. The Board of Directors shall comprise:
 - (a) the Chairman;
 - (b) the Vice-Chairman;
 - (c) the Honorary Treasurer;
 - (d) the Honorary Secretary;
 - (e) the Directors of Cricket Development, Finance and Sponsorship, Competitions and Forward Planning;
 - (f) the Assistant Directors of Cricket Development, Finance and Sponsorship, Competitions and Forward Planning (non-voting);
 - (g) one club nominee member appointed by and from each Directorate; and
 - (h) the President (non-voting).
11.
 - (a) In each year, the Board of Directors shall hold meetings at least quarterly, of which members shall receive at least three days' notice by e-mail or in writing.
 - (b) The dates of meetings shall normally be selected by the Chairman.
 - (c) A special meeting of the Board of Directors may be convened by a requisition stating the reason for the meeting and signed by at least four Board members.
 - (d) At meetings of the Board of Directors, five members shall form a quorum.
 - (e) Every voting member of the Board of Directors shall be entitled to one vote, save that the Chairman shall be entitled to a vote and a casting vote.
 - (f) An Emergency Committee, comprising the Chairman, Vice-Chairman and the four Directors, shall be empowered to take decisions that, by reason of urgency, need to be taken between meetings of the Board of Directors.

12. The Board of Directors shall:
 - (a) have final responsibility for the administration of the Union, including all financial matters;
 - (b) have final responsibility for the management of all competitions and for the interpretation of all Rules and Bye-Laws;
 - (c) take such disciplinary action as it considers necessary in the event of the violation of such Rules or Bye-Laws
 - (d) receive the minutes of all Directorate meetings and consider any recommendations therein that fall outside the Directorates' delegated authority;
 - (e) appoint the General Secretary and determine his conditions of employment and remuneration.

13. The Board of Directors may:
 - (a) make Bye-Laws consistent with the Rules;
 - (b) appoint sub-committees of the Board, the composition of which need not be confined to members, and delegate to them such powers as it may determine;
 - (c) elect new clubs to membership of the Union in accordance with General Rule 2(c);
 - (d) nominate to the Annual General Meeting, for election as an Honorary Life Member, any person judged to have rendered exceptional service to the Union;
 - (e) fill by co-option any casual vacancy that may occur in an Honorary Office or in the membership of any Directorate.

Directorates

14. The Cricket Development Directorate:
 - (a) shall comprise the Director, the Assistant Director, the club nominee members elected by the Annual General Meeting, and such other members as it may co-opt;
 - (b) shall be responsible to the Board of Directors for the effective discharge of the Union's responsibilities in relation to the following activities, including the implementation of the relevant parts of the Development Plan:
 - (i) coaching;
 - (ii) youth competitions;
 - (iii) youth representative teams (including the appointment of coaches, managers and selectors);
 - (iv) grassroots cricket development (in liaison with the ICU Northern Development Committee);
 - (v) child protection (including the nomination of a Child Protection Officer);
 - (vi) advice to clubs;
 - (vii) club/school links;
 - (viii) the grading and inspection of grounds;
 - (ix) umpiring and scoring (in liaison with the NI Association of Cricket Umpires and Scorers);
 - (x) schools' cricket (pending any transfer to the ICU Northern Development Committee).
 - (c) shall appoint one of its club nominee members to be a member of the Board of Directors; and
 - (d) may appoint sub-committees of the Directorate, the composition of which need not be confined to members, and delegate to them such powers as it may determine.

15. The Finance and Sponsorship Directorate:
 - (a) shall comprise the Director, the Assistant Director, the club nominee members elected by the Annual General Meeting, and such other members as it may co-opt;
 - (b) shall be responsible to the Board of Directors for the effective discharge of the Union's responsibilities in relation to the following activities, including the implementation of the relevant parts of the Development Plan:
 - (i) the setting of budgets and the monitoring of performance against them;
 - (ii) fundraising and sponsorship;
 - (iii) insurance, banking and investment arrangements;
 - (iv) marketing;
 - (v) grants and financial advice to clubs;
 - (vi) General Secretary's remuneration;
 - (vii) financial delegations to Honorary Treasurer;
 - (vi) approval of draft accounts.
 - (c) shall appoint one of its club nominee members to be a member of the Board of Directors; and

- (d) may appoint sub-committees of the Directorate, the composition of which need not be confined to members, and delegate to them such powers as it may determine.

16. The Competitions Directorate:

- (a) shall comprise the Director, the Assistant Director, the club nominee members elected by the Annual General Meeting, and such other members as it may co-opt;
- (b) shall be responsible to the Board of Directors for the effective discharge of the Union's responsibilities in relation to the following activities, including the implementation of the relevant parts of the Development Plan:
 - (i) registration of players;
 - (ii) review of competition rules;
 - (iii) running of cup competitions (including the appointment of Honorary Competition Secretaries);
 - (iv) running of league competitions (including the appointment of Honorary Section Secretaries);
 - (v) media relations (including the appointment of a Public Relations Officer);
 - (vi) administrative advice to clubs.
- (c) shall appoint one of its club nominee members to be a member of the Board of Directors; and
- (d) may appoint sub-committees of the Directorate, the composition of which need not be confined to members, and delegate to them such powers as it may determine.

17. The Forward Planning Directorate:

- (a) shall comprise the Director, the Assistant Director, the club nominee members elected by the Annual General Meeting, and such other members as it may co-opt;
- (b) shall be responsible to the Board of Directors for the effective discharge of the Union's responsibilities in relation to the following activities, including the implementation of the relevant parts of the Development Plan:
 - (i) research;
 - (ii) review of Development Plan;
 - (iii) forward planning;
 - (iv) liaison with SportNI and ICU.
- (c) shall appoint one of its club nominee members to be a member of the Board of Directors; and
- (d) may appoint sub-committees of the Directorate, the composition of which need not be confined to members, and delegate to them such powers as it may determine.

Duties of Officers

18. The Chairman shall:

- (a) oversee the proper conduct of the affairs of the Union;
- (b) ensure that meetings of the Board of Directors are convened in accordance with General Rule 11 and choose the dates for them;
- (c) chair meetings of the Board of Directors; and
- (d) be *ex officio* a member of all Directorates.

19. The General Secretary shall:

- (a) be responsible to the Board of Directors for the proper conduct of the affairs of the Union as prescribed in the Rules and in accordance with the decisions of the Board of Directors or the appropriate Directorate or sub-committee;
- (b) give notice of, and arrange for, all General Meetings, ensuring that attendance and voting are restricted to duly entitled persons;
- (c) give notice to those entitled to attend the Annual General Meeting of any proposals to alter Rules;
- (d) give notice of, and arrange for, meetings of the Board of Directors and of each Directorate;
- (e) make and keep minutes of all meetings of the Board of Directors and of each Directorate and include a record of all attendances at Board of Directors, Directorate and sub-committee meetings in the Annual Report;
- (f) send copies of the Fixture and Rules Book to each affiliated club and school at the start of each season;
- (g) send to each competing club the forms referred to in Competition Rules 4, 6, 16, 25, 29 and 30 no later than fourteen days before the first league fixtures;

- (h) report as soon as possible to the Chairman or the appropriate Director any irregularity coming to his notice or any correspondence requiring their urgent attention;
 - (i) arrange for the engraving of all trophies, obtaining from each challenge cup winner the list of players' names to be inscribed thereon;
 - (j) obtain official receipts from all clubs to which trophies have been presented, acknowledging responsibility for their safe custody;
 - (k) have no vote at any meeting.
20. The Honorary Treasurer shall:
- (a) lodge all monies with a recognised bank in the name of “The Northern Cricket Union of Ireland”;
 - (b) transfer, whenever he deems it appropriate, to an interest-bearing security approved by the Finance and Sponsorship Directorate, such monies as appear to him to be surplus to normal annual requirements;
 - (c) furnish all accounts as required by the Rules;
 - (d) keep proper records of all receipts and payments;
 - (e) issue receipts on request for cash received;
 - (f) collect and verify all gate receipts;
 - (g) adequately insure all property; and
 - (h) prepare and have audited by the Auditors the Annual Statement of Accounts up to 31st December in each year for submission to the next Annual General Meeting.
21. The Honorary Secretary shall:
- (a) be responsible, in conjunction with the General Secretary, for the efficient working of the Union; and
 - (b) deputise for the General Secretary when the latter is indisposed or otherwise unavailable.

Appeals

22. (a) A club may appeal against any ruling of a sub-committee or official of the Union. Any such appeal shall be in writing and shall state the reason(s) why the club considers the ruling to be mistaken. It shall be lodged with the General Secretary within ten days of the ruling's receipt by the club, together with a deposit of £50.
- (b) The Appeals Committee shall consider any such appeal within ten days of its receipt by the General Secretary. During the intervening period, the ruling shall stand. The Appeals Committee's consideration will normally be based solely on the written appeal and a written response from the committee or official responsible for the ruling in question. Alternatively, the club may request an oral hearing, in which case the Appeals Committee shall hear oral evidence from both parties and may ask them questions.
- (c) The Appeals Committee's decision, and the reasons for it, shall be communicated to the club in writing within seven days of its consideration of the appeal. The Appeals Committee shall also have the power, where it considers the appeal to be without merit, to order the deposit to be forfeited.
- (d) If the club, or any other club affected by the decision, is not satisfied with the decision of the Appeals Committee, it may make a further appeal. Any such appeal shall be in writing and shall state the reason(s) why the club considers the decision to be mistaken. It shall be lodged with the General Secretary within ten days of the decision's receipt by the club, together with a deposit of £50.
- (e) The Board of Directors shall consider any such appeal within ten days of its receipt by the General Secretary. During the intervening period, the decision of the Appeals Committee shall stand. The Board of Directors consideration will normally be based solely on the written appeals and the written response from the committee or official responsible for the original ruling. Alternatively, the club may request an oral hearing, in which case the Board of Directors shall hear oral evidence from both parties and may ask them questions.
- (f) The Board of Directors decision on any such appeal shall be final. The Board of Directors shall also have the power, where it considers the appeal to be without merit, to order the deposit to be forfeited.

Child Protection

23. The Union is fully committed to safeguarding the wellbeing of its members. Every individual in the Union should, at all times, show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the Union and the guidelines contained in the *Code of Ethics and Good Practice for Children's Sport in Ireland*.

CHILD PROTECTION POLICY

As the organisation recognised by the Irish Cricket Union as being responsible for the administration of competitions in our area, we are responsible for overseeing the adoption and implementation of the *Code of Ethics and Good Practice for Children's Sport in Ireland* ('the Code') by our member clubs. To maximise compliance with the Code, as set out in Section 2.8 thereof, we shall:

- (a) ensure that the Code is adopted, agreed to, implemented and signed up to by all member clubs;
 - (b) amend, as necessary, our Rules and procedures to reflect a safe and clearly defined method of recruiting, selecting and managing Sports Leaders;
 - (c) appoint a Children's Officer, who shall be an Honorary Officer and a member of the Executive Committee;
 - (d) ensure that effective disciplinary, complaints and appeals procedures are in place;
 - (e) have in place procedures for dealing with a concern or complaint made to the Statutory Authorities against a committee member or a Sports Leader;
 - (f) ensure that all member clubs with child members are fully affiliated and signed up to the Union's Rules;
 - (g) be represented by appropriate personnel at all education/training workshops dealing with the Code;
 - (h) where children are involved in representative teams, designate an appropriate senior officer of the Union as the person with responsibility for following the guidelines of the Code;
 - (i) review our child protection procedures regularly through open discussion with our members, the Sports Council and Statutory Authorities;
 - (j) establish contact with representatives of the Statutory Authorities in our area, thereby contributing to the creation of an environment in which knowledge of child protection issues and procedures is widespread;
- and
examine and take appropriate action in response to any reports of unusual incidents (eg a high rate of transfers or dropouts) received from clubs.