

Tennis Ireland Ulster Branch Rules

1. TITLE

1.1 The governing body of tennis in the Province of Ulster shall be called the Tennis Ireland Ulster Branch as set out in Article 4(a) of the Articles of Association of Tennis Ireland Ltd. hereinafter also referred to as the Company.

1.2 The affairs of the Ulster Branch shall be administered by Branch Council as required by Article 4(b) of the Articles of Association of Tennis Ireland Ltd. Such Branch Council shall be elected as hereinafter provided.

2. OBJECTS & ACTIVITIES

The objects of the Branch Council shall be the control of Tennis, the advancement of the interests and standards of play within the area of responsibility of the Branch and the carrying out of duties as set out below:

2.1 To be the Governing Body of the game of Tennis (hereinafter referred to as "Tennis") in the Province of Ulster and to advance and safeguard the interests of the Game and those of the Company.

2.2 To enforce and uphold the laws of the game as interpreted from time to time by the International Tennis Federation and Tennis Ireland Ltd.

2.3 To enforce and uphold as may be appropriate all rules, regulations, codes of conduct and policies as may be laid down by any governmental, regulatory or other authority or body having jurisdiction over or relevant to the Company and/or the Game including (without prejudice to the generality of the foregoing) and policies or guidelines laid down in relation to doping control and the protection of children in sport

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

See Ulster Tennis Website at <http://ulstertennis.co.uk>

2.3.2 The Tennis Ireland Ulster Branch aims to promote the Sport of Tennis for all present and potential participation's Members, Instructors, Coaches, Competitors Officials, Volunteers and Employees and will be mindful of the need to carry out our functions in a manner which promotes equality of opportunity.

See Ulster Tennis Website at <http://ulstertennis.co.uk>

2.3.3.1 Anti-Doping Rules In the area of anti-doping, the Tennis Ireland Ulster Branch defers to the jurisdiction of Tennis Ireland.

See Tennis Ireland Website at http://www.tennisireland.ie/players/anti_doping

2.3.3.2 Further to Clause 1

- The anti-doping rules of Tennis Ireland (the Anti-doping Rules) apply to the sport of Tennis in the Province of Ulster and Northern Ireland: and
- Persons participating in the sport of Tennis und the jurisdiction of the Tennis Ireland Ulster Branch 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.

Tennis Ireland Ulster Branch 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.

2.4 To act as the sole arbiter within the Province with reference to rules, championships, tournaments and other matches, all disputes and other matters relating to the Game subject to the overall authority of Tennis Ireland Ltd.

2.5 To control, promote, foster and safeguard the interests of the Game in the Province.

2.6 To promote inter-provincial, inter-club competitions, tournaments and matches and to enter and manage teams to represent the Province.

2.7 To encourage and promote all types of matches and events considered beneficial to the Game.

2.8 To strengthen and develop the bonds of friendship and co-operation between the Province and its members.

2.9 To promote and legislate, subject to the overall authority of Tennis Ireland Ltd., for the teaching of the Game in Ireland and the training of coaches, referees and court officials.

2.10 To purchase, lease, rent or otherwise acquire or dispose of property or other assets subject to the prior agreement of Tennis Ireland Ltd.

2.11 To invest, expand or dispose of funds for the purposes and objects of the Company, Tennis Ireland Ulster Branch.

3. POWERS OF THE COUNCIL

All regulations and decisions of the Board of Directors of Tennis Ireland shall be binding upon the Tennis Ireland Ulster Branch, all affiliated organizations, all Members and all Individual Associates until revoked by the Board of Directors or set aside by a resolution of the Members passed at a duly convened General Meeting.

3.1. Without prejudice to the generality of the foregoing, the Branch shall have the following powers:

- a) To enforce, implement and promote the objects of Tennis Ireland Ltd. and to take any actions or steps which the Board of Directors or the Branch deems necessary or desirable in connection therewith.
- b) To frame and publish such bye-laws as it feels are necessary for the good management of the Branch or the meetings of the Branch Council or its sub-committees;
- c) To delegate consideration of all matters relating to discipline of Individual Associates to a Disciplinary Committee, which shall be appointed at the first meeting of the Branch Council and shall hold office until their successors have been appointed. Such committee shall consist of five persons all of whom shall be Branch Council members. The quorum for all meetings of the Disciplinary Committee shall be three or five;
- d) To appoint other committees and to determine their membership, terms of reference, powers and duties such as shall be deemed desirable and necessary and to delegate to such committees such powers and duties as the Branch Council shall determine;
- e) To oversee the holding of Internationals, Interprovincial Championships, Tournaments and Exhibition matches within the area of responsibility of the Branch;
- f) To determine and collect in agreement with the Board of Directors of Tennis Ireland Ltd. A player's Affiliation fee, if any, which shall be payable by each Individual Associate provided that no such change to the method of calculation of any player's affiliation fee shall be effective in respect of any year unless it shall be notified to each Member prior to 31 March in the prior year;
- g) To determine and collect in consultation with the Board of Directors of Tennis Ireland Ltd a Capitation Fee, if any, which shall be paid by each individual member in respect of number of courts.
- h) To determine and collect in consultation with Board of Directors Tennis Ireland Ltd. A Tournament Capitation fee, if any, which shall be payable by every entrant to a championship, tournament or exhibition;
- i) To collect other appropriate fees or levies;
- j) To appoint and enter into agreements with paid officials and employees;

- k) To rent, lease, or purchase premises subject to the agreement of the Board of Directors of Tennis Ireland Ltd.
- l) To expel, suspend or penalise any Member or any Individual Associate thereof whom they determine to have:
- infringed these rules;
 - behaved in a manner likely to bring the Branch or the Game in to disrepute;
 - failed to discharge any sums due or owing to the Branch or Tennis Ireland Ltd in respect of Affiliation fees, Player's capitation fees, Permit fees and Tournament capitation fees)
 - in any way given assistance to promote or partaken in an unauthorised event or tournament;
- m) To adjudicate on appeals from Members or Individual Associates;
- n) To adjudicate on appeals from individual Associates expelled, suspended or penalised by Members;
- o) To appoint any two of its members to act on the committee of management of any official championship, tournament or exhibition in the Province or area of responsibility;
- p) The power to require any member of Tennis Ireland within the branch area as provided for in Article 4F of the Articles of Association of Tennis Ireland Ltd. to provide an audited statement of account and details of its membership and its various categories.
- q) Such matters as may from time to time be delegated to it by the Board of Directors of Tennis Ireland Ltd.

4. ELECTIONS & APPOINTMENTS

4.1 The Council shall consist of not less than 10 and not more than 24 members. All members of the Council must be eligible to serve on the Council within the terms of Article 5 (b & c) of the Articles of Association of Tennis Ireland Ltd. All elections and co-options must be in accordance with the provision of Article 5C of the Articles of Association of Tennis Ireland Ltd.

4.2 The office of a member of the Council shall be vacated if he shall be absent from the Council for three (3) consecutive meetings thereof, without the prior permission of the Council, and the Council having passed a resolution declaring this office vacated.

4.3 The Council shall have the power to fill any vacancies which may occur during its term of office in accordance with the provisions of Article 5c of the Articles of Association of Tennis Ireland.

5. COUNCIL OFFICERS & SUB COMMITTEES

5.1 At the first meeting after its election the Council shall transact the following business: -

- a) Elect from its members a President, Chairperson, an Honorary Secretary, and an Honorary Treasurer who shall be members of the Council as provided for in Article 4C(ii) of the Articles of Association of Tennis Ireland Ltd.
- b) To nominate two (2) Branch member as Representative Director to Tennis Ireland Board as provided for in Article 26(f) of the Articles of Association of Tennis Ireland Ltd

5.2 The Council shall at any time appoint and delegate power to sub-committees for any purpose. All sub-committees, except the Disciplinary Committee, shall have power to co-opt thereon for any special reason any individual Associate of a member of Tennis Ireland Ltd. within the Branch or such other individual in a non-voting capacity who it is considered can provide essential specialist or expert advice. The President shall be an "ex-officio" member of all sub-committees except the Disciplinary Committee.

5.3 The objective, programme and responsibilities for each sub-committee shall be discussed and agreed by the Council.

5.4 The Disciplinary Sub-Committee shall consist of five persons of whom not less than 3 persons, and not 4 persons, shall consider any matter which comes before it provided no person shall consider any matter in which he or she has an interest.

5.5 The Council shall have the power to divide its geographical area into regions for administrative purposes.

5.6 The Council may permit the formation of County or other Associations. The Council shall have the right to representation on all such associations or bodies as defined in Article 2 of the Articles of Association of Tennis Ireland Ltd.

6. CO-OPTION

6.1 The Council shall have power to recruit talent to support strategy and this to be approved by the Branch and subject to approval by members at an AGM/EGM.

7. INDEMNITY

7.1 Every officer of the Council, every member of the Council and its sub-committees for the time being and his executors or administrators shall be entitled to be indemnified out of the assets of the Branch from and against all actions, claims, demands, costs, losses, damages, and expenses, which he/she shall or may incur or sustain by reason or on account of any obligation undertaken by him/her on behalf of the Tennis Ireland Ulster Branch in his/her capacity as such officer, member or member of a sub-committee provided always in the case of a liability incurred in his/her capacity as an officer, member,

member of a sub-committee that such liability was not incurred through his/her own fraud or wilful default.

8. DISCIPLINE

8.1 The Tennis Ireland Ulster Branch Council or the Disciplinary Committee of the Council shall be entitled, inter alia, to advise, admonish, censure, fine, disqualify, suspend or expel any member or individual associate as defined in Article 2 of the Articles of Association of Tennis Ireland Ltd. in the event of the Tennis Ireland Ulster Branch or Disciplinary Committee determining that such member or Individual Associate has infringed these rules or behaved in a manner likely to bring Tennis Ireland Ltd. or the game into disrepute or has failed to discharge any sums due or owing under the Articles of Association of Tennis Ireland Ltd. or the Rules of the Tennis Ireland Ulster Branch provided that such member is wholly within the geographical area of the Council or in the case of an individual that the conduct enquired into of such individual relates to a competition or other event held within the areas of the Council.

8.2 Before a member or an individual member or other individual is advised, admonished, censured, fined, disqualified, suspended or expelled, by the Council or a sub-committee thereof, the member or individual associate's alleged infringement or alleged misconduct or alleged non-payment shall be enquired into by the Council or Disciplinary Committee thereof and the member or individual member shall be given full opportunity to defend justify or explain their conduct. If a majority of the Council or Disciplinary Committee thereof present when the matter is enquired into is of the opinion that the member or individual member has infringed these rules or behaved in a manner likely to bring Tennis Ireland Ltd. or the game into disrepute or has failed to discharge sums due and owing under these Articles of Association of Tennis Ireland Ltd. or the Rules of the Tennis Ireland Ulster Branch and that the member or individual member has failed to justify or explain it satisfactorily, the Council or Disciplinary Committee thereof shall then on a simple majority vote be entitled to and at its complete discretion advise, admonish, censure, fine, disqualify, suspend, or expel such member or individual member or individual.

8.3 In the event of any member of Tennis Ireland Ltd. within the area of responsibility of the Branch exercising its own entitlement to advise, admonish, censure, fine, disqualify, suspend, expel, or otherwise discipline any other member or individual associate or other individual then such member or individual associate shall have the right to appeal such decision to the Branch Council. The Branch Council (or the Disciplinary sub-committee thereof) can uphold, revoke, suspend or alter such decision and make provision for the costs and expenses of such appeal at its complete discretion.

8.4 By accepting membership of Tennis Ireland Ltd. each member and individual associate shall be deemed as recognizing the Tennis Ireland Ulster Branch Council as the appropriate tribunal for adjudicating on all matters connected with the game in the Branch area of responsibility.

8.5 Any Tennis Ireland Ulster Branch member or individual associate defined in Article 2 of the Articles of Association or Tennis Ireland Ltd. whose membership is terminated shall forthwith forfeit all rights to any property of Tennis Ireland Ltd. or the Tennis Ireland Ulster Branch.

8.6 An appeal of the decision of either the Tennis Ireland Ulster Branch or the Disciplinary Committee will only be heard by the Appeals Committee of Tennis Ireland as provided for in Clause 8 of the Articles of Association of Tennis Ireland Ltd. Any costs of such an appeal will be borne by the appellant.

The Board may delegate any of the powers provided for in this Article to a sub-committee exclusively comprised of members of the Ulster Branch.

8.7 The non-payment or late payment of fees due to the Tennis Ireland Ulster Branch and Tennis Ireland Ltd in Rules 3F, 3G and 3H, shall initially be subject to Rule 16.2 of these Rules.

9. ANNUAL GENERAL MEETING

9.1 An Annual General Meeting shall be held before the 31st March when the members of the Council shall retire (subject to Rule 4) and shall be eligible for re-election to the new Council. The following business shall be transacted.

- a) Consideration of Minutes of the previous Annual General Meeting and any Extraordinary General Meetings.
- b) Consideration of the Hon. Secretary's Report.
- c) Consideration of the Hon. Treasurer's Report and Audited Accounts
- d) The Election of Council.
- e) The appointment of an Auditor.
Tennis Ireland Ulster Branch propose Tennis Ireland auditor at the Annual General Meeting. In the event that for any reason the Auditor ceases to act during the period for which he was elected the (Executive) Council of the Tennis Ireland Ulster Branch shall have power to appoint a replacement Auditor to hold office until the next Annual General Meeting.
- f) Any proposed alterations or amendments to the Rules. (In accordance with Rule 20 14)
- g) Any general business.

10. NOMINATIONS FOR ELECTION

10.1 Nominations shall be made on the prescribed form and should be duly proposed and seconded by authorised representatives acting on behalf of the member. The nominations shall be accompanied by a declaration stating the nature and extent of any financial interest the nominee has in the Game of Tennis. All such nominations shall be returned to the Secretary of the Tennis Ireland Ulster Branch 7 days before the date of the Annual General Meeting.

10.2 The nomination and declaration forms shall be available for inspection at the venue of the AGM for a period of not less than 30 minutes before the commencement of the meeting.

11. NOTICE OF GENERAL MEETING(S)

11.1 At least fourteen days' notice in writing of a General Meeting mentioning the business to be considered shall be sent to the Hon. Secretary of each member.

11.2 The accidental omission to give notice of a meeting to, or the non-receipt of a meeting by, any Member entitled to receive notice shall not invalidate the proceedings of the meeting.

11.3 Every member (as defined in Article 2 of the Articles of Association of Tennis Ireland Ltd.) shall be entitled to send one voting representative to a General Meeting, each member of the Council shall also be entitled to be present but not to vote unless he or she is also a representative of a member of Tennis Ireland Ltd.

11.4 12 representatives shall form a quorum at a General Meeting.

12. ELECTIONS

12.1 All elections at Branch and Council Meetings shall be by ballot and in the event of a tie a new ballot shall be held. In the event of the second ballot also ending in a tie, the matter will be decided by lot.

12.2 Only those individual associates who have been nominated in accordance with Rule 10 are eligible for election.

13. EXTRAORDINARY GENERAL MEETING

13.1 The Hon. Secretary shall call an Extraordinary General Meeting at the request of the Council, or on receiving a request in writing from 10 affiliated members of Tennis Ireland Ltd. within the province stating the purpose for which such meeting is to be called. No other business shall be transacted at such meeting, which shall be convened within 28 days of the date of such a request being received.

14. AMENDMENTS TO THE RULES

14.1 These rules, other than the rules of the Board of Directors, may be altered, abridged or added to at an Annual General Meeting or at an Extraordinary General Meeting called for the purpose but not otherwise, by the vote of two-thirds of those present and entitled to vote.

14.2 Notices of motion must be received by the Hon. Secretary (28) 21 days before the Annual General Meeting.

14.3 A copy of any proposed alteration to be considered at an Annual or Extraordinary General Meeting must be sent by the Hon. Secretary to all affiliated Members of Tennis Ireland Ltd. within the province at least 14 days before the date of such meeting.

15. ACCOUNTS

15.1 The accounts of the Council up to the 31st December in each year shall be audited annually by an Auditor appointed at the Annual General Meeting. A statement of the financial position shall be prepared by the Hon. Treasurer, certified by the Auditor and submitted to the Annual General Meeting. A copy of the statement and the audited accounts shall be sent to the Hon. Secretary of the Board of Directors of Tennis Ireland Ltd within 7 days of the AGM.

16. FEES

16.1 Affiliation Fees

Any member whose affiliation Fee, as determined by the Board of Directors of Tennis Ireland Ltd., remains unpaid as at 31st January shall be liable to suspension.

16.2 Player Capitation Fees

16.2.1 Each constituent Club as defined in Article 2 of the Articles of Association of Tennis Ireland Ltd. shall pay to the Tennis Ireland Ulster Branch not later than 31st January, Player Capitation Fees in accordance with its membership in the previous year. These fees shall be fixed annually at the Tennis Ireland Ulster Branch Annual General Meeting.

16.2.2 Two categories of individual membership shall be recognized:-

16.2.2.1 Senior - Individual members over the age of 18 years on 1st January in that year.

16.2.2.2 Junior - Individual members under the age of 18 years on 1st January in that year.

16.3 Unpaid Fees

Any Member whose individual Associate Capitation Fees remain unpaid at 31st January shall be liable to suspension and if still not paid by 31st March shall be deemed to be suspended.

The lifting of such suspension will only be considered by the Tennis Ireland Ulster Branch Council upon full payment of outstanding Capitation Fees and interest as calculated in accordance with European Union Directives.

In addition, the representative of such Member shall not be entitled to vote in any ballot at the ensuing Annual General Meeting while the fees remain unpaid.

16.3.1 Player Registration

Each Member shall at the time of paying Individual Associates Capitation fees, furnish the Hon. Treasurer of Tennis Ireland Ulster Branch with a return stating the numbers in each category (as per Rule 16.2) of individual membership. Each return shall be signed by two officers of the Club.

16.4 Other Affiliated Bodies

Capitation Fees shall not apply to other affiliated bodies.

17. COUNCIL MEETINGS

17.1 The Council shall meet Quarterly and/or at such other times as may be necessary. At meetings of the Council 5 members shall form a quorum and the Chair shall act as Chairperson at any meeting at which he or she is present. In his or her absence the President shall preside and if both these officers are absent the Meeting shall elect its own Chairman. In case of equality in votes at any meetings, the Chairman shall have a casting vote.

17.2 All sub-committees shall report to the next Council Meeting for approval of any action by them.

18. OPEN TOURNAMENTS

18.1 All affiliated Clubs as defined in Article 2 of the Articles of Association of Tennis Ireland Ltd., wishing to hold a Tournament at which persons not members of the Club are eligible to compete shall make application to the Hon. Secretary of the Council before 31st August in each preceding year, specifying the date proposed for such tournament, such date to be subject to the sanction of the Board of Directors of Tennis Ireland Ltd.

19. AUTHORISATION OF EVENTS

19.1 No affiliated Member as defined in Article 2 of the Articles of Association of Tennis Ireland Ltd. shall be entitled to play club matches with any Club in Ireland not affiliated to Tennis Ireland and no member may stage or permit to be staged any match with teams or persons from any country outside the jurisdiction of Tennis Ireland unless prior permission in writing is obtained from the Board of Directors of Tennis Ireland.

20. GENDER

20.1 Except where otherwise stated in these rules the masculine includes the feminine gender. Where Children are involved in representative teams the designated Children's Officer will be responsible for following the guidelines of the Code.

The appointed Children's Officer shall

- (a) Review its Child Protection procedures regularly through open discussion with its Members, Sports Council and Statutory Authorities.
- (b) Establish contact with representatives of Statutory Authorities in different areas. The building of these relationships will contribute to the creation of an environment in which education and knowledge of Child Protection issues and procedures are widely known
- (c) examine and take appropriate action in response to any report of unusual incidents (high rate of transfers or drop outs) received from Members. Reference should be made to Tennis Ireland Ulster Tennis web site www.ulstertennis.co.uk for further information.

Updated 10 February 2016