

# **Constitution of the Athletic Association of Ireland**

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# CONSTITUTION

## ARTICLE 1

### DEFINITIONS

- 1.1 **Athletics:** Track and Field Athletics, Road Running, Race Walking, Cross Country Running, Mountain Running and Ultra Distance Running.
- 1.2 **IAAF:** International Association of Athletic Federations
- 1.3 **AAI:** Athletic Association of Ireland
- 1.4 **Member:** Any person registered with a club affiliated to Athletic Association of Ireland
- 1.5 **Club:** A Club or Society of Members affiliated to AAI in accordance with the Articles of the IAAF.
- 1.6 **County:** County means one of the 32 county geographic areas within Ireland recognised as such by the law and governmental bodies.
- 1.7 **Provinces:** A Province means a geographic territory which is not a county but which has responsibilities in the control of athletics under the constitution and which is thus recognised as such by the AAI.

## **ARTICLE 2**

### **Athletic Association of Ireland**

The Athletic Association of Ireland (AAI) shall comprise of its members, its affiliated clubs and affiliated organisations. All members, clubs and affiliated organisations, agree to be bound by the rules, for the time being of the AAI and the IAAF. Where there is a conflict between the rules of the AAI and those of the IAAF the latter shall take precedence.

## **ARTICLE 3**

### **Objectives**

The primary aim of the organisation should be to foster the development of athletics and the dissemination of technical and other information to its affiliated entities, throughout the island of Ireland and in pursuance of that aim.

- 3.1 To establish friendly and loyal co-operation between all Members for the benefit of athletics.
- 3.2 To strive to ensure that no racial, religious, political or other kind of discrimination be allowed in athletics, and to take all practicable measures to stop such discrimination.
- 3.3 To strive to secure that there shall be no hindrance to the participation of any country or individual in athletic competitions on racial, religious or political grounds, and to ensure that there be no such hindrance in Athletics meetings over which AAI or IAAF have control.
- 3.4 To compile Articles and Regulation governing national competitions for men and women of all ages in athletics. To strive to ensure that for all elected positions in the AAI including the Board, there shall be no discrimination toward race, religion, politics, age or sex.
- 3.5 To ensure that all athletic meetings between registered members, including National, Provincial, County and Club Championships or Games, shall be held under the laws and Articles of the IAAF and AAI.
- 3.6 To decide any dispute that may arise between registered members, if called upon to do so.

## **ARTICLE 4**

### **Membership**

- 4.1 Any club prepared to properly promote athletics in any County or Province shall be eligible to apply for affiliation. An Affiliated club shall comprise of a minimum of 10 registered members, four of whom shall have attained the age of 21 years. All members shall be registered with the Athletic Association of Ireland.
- 4.2 Applications for affiliation by a club together with a copy of its Constitution and Articles shall be submitted to the relevant County Board which shall have the power to affiliate clubs provisionally. Affiliation provisionally granted by a County Board must be confirmed at its next Convention which confirmation must obtain a special majority i.e. 2/3 of those clubs present at Convention and entitled to vote which 2/3 must also represent at least one half of the aggregate voting power of all affiliated clubs present at Convention.  
**(See Article 1.5 “Definitions”)**
- 4.3 There shall be one official list of registered members.
- 4.4 The annual fee from each registered member of the AAI shall be paid prior to 1st January in each registration year. The registration year will be 1st January to 31st December. {Club affiliation fee and member registration fee be formally set and agreed at congress}
- 4.5 A person shall become a member of the Association by paying an annual membership fee, including AAI registration fee, to a member club. In paying their fee, the member agrees to abide by the Constitution and Byelaws of the Association. Each member club shall ensure that all its member athletes are entered on the registration list. A member shall remain a member until his or her membership is terminated by the AAI or until he or she has submitted a resignation of membership which has been accepted by the AAI.
- 4.6 The AAI may accept applications from organisations to become affiliated organisations.

## ARTICLE 5

### 5. 1. The Board shall consist of the following Honorary Positions:-

- (1) President  
(Deputy President elected in accordance with Article 5.2.)
- (2) The Chair of the Coaching Committee, *who may not hold that position for more than two consecutive terms*
- (3) The Chair of the Competition Committee, *who may not hold that position for more than two consecutive terms*
- (4) The Chair of the Finance and Risk Committee, *who may not hold that position for more than two consecutive terms*
- (5) The Chair of the High Performance Committee, *who may not hold that position for more than two consecutive terms*
- (6) The Chair of the Juvenile Committee, *who may not hold that position for more than two consecutive terms*
- (7) A nominee of Athletics Northern Ireland (ANI) who shall have a vote on the Board, so long as a reciprocal arrangement exists on the management Board of the NIAF. *Who may not hold that position for more than two consecutive terms.*
- (8) One member from each Provincial Council with full voting rights. Who may not Hold that position for more than two consecutive terms.
- (9) A nominee of the ISAA to be a member of the Board with full voting powers. The Board may permit the establishment of a schools' committee comprising of the Nominees of the ISAA and which shall be recognised as a full committee of the AAI. The Board shall endeavour to achieve full integration of the activities of the ISAA into the AAI. Who may not hold that position for more than two Consecutive terms.
- (10) A nominee of the IUAA to be a member of the Board with full voting powers. The Board may permit the establishment of a Universities Committee comprising the Nominees or appointees of the IUAA and which shall be recognised as a full Committee of AAI. The Board shall endeavour to achieve the full integration of the activities of IUAA into the AAI. Who may not hold that position for more than two consecutive terms.

- (11) No Person shall be eligible for election on any AAI Board, Committee or Sub Committee unless he/she is a registered member of the AAI
- (12) The Board shall have the power to co-opt any persons it deems advantageous to the Board to hold office for such period as may be decided by the Board during the lifetime of the particular Board. A maximum of three such appointees shall be on the Board at any time. No such appointees shall have a vote on the Board.
- 5.2** The Board shall meet at least six times per year. The President or Vice President Shall preside at all meetings of the Board. The Vice President shall carry out The duties of the President in the absence of the President.
- 5.3** Each member of the Board shall have a vote, save for the person's co-opted by the Board. .
- 5.4** The Board shall be responsible for defining, designing and developing the strategies for the Association, which will be implemented by the Chief Executive Officer.
- 5.5** The Board's duties shall include the following:-
- (a) To administer the affairs of the AAI.
  - (b) To submit to each biennial Congress a report, together with audited accounts for the preceding period, and a budget for the succeeding two years.
  - (c) To examine any proposals from County Boards or Provincial Councils which are to be discussed at Congress, and to submit such reports thereon as they think fit having considered the views of the Standing Orders Committee and to submit to Congress any other proposals they may deem desirable.
  - (d) To notify registered members of the imposition of any penalties by either Congress or the Board.
  - (e) To maintain a register of any such records as Congress may decide to recognise.
  - (f) To control and supervise the athletic technical organisation at all athletic meetings within its jurisdiction.
  - (g) To make the necessary appointments, including Technical Delegates for all athletic meetings including the AAI Competition Programme. To appoint the official AAI Representative at Championships and athletic meetings. This representative shall, if possible, be from the Board and shall ensure that both the IAAF/AAI articles are observed.

- (h) To actively promote a Development Programme for the benefit of registered members requiring assistance in the training of coaches, judges and administrators.
- (i) To appoint or nominate persons to outside Athletics Bodies. A member of the Association may not represent the AAI on any other body, sporting or otherwise, without the express consent of the Board in writing.
- (j) To appoint, at its first meeting, in consultation with the Juvenile Committee, a Child Protection Officer who shall report directly to the Board.
- (k) To seek formally to appoint and retain an Honorary Legal Advisor.
- (l) To appoint persons to Principal Committees.
- (m) To approve and confirm acceptance of procedural guidelines made in accordance with IAAF Competition Rules 2004/05, Chapter 3.
- n) In doping offences, the Board shall adopt the Irish Anti Doping Rules as published by the Irish Sports Council and as amended by it from time to time.
- (o) To appoint the Chief Executive Officer (CEO) who shall be responsible for implementing the strategies and policies adopted by the Board. The CEO shall be responsible for the engagement of staff for the Association, following Board approval. The Board shall also appoint such personnel and other resources as it may deem necessary for the purposes of administering the affairs of the AAI.
- (p) To organise a consultative meeting with its members to be held biennially in alternative years.

**5.6** The AAI President shall be, ex-officio, non voting, a member of the Executive of all Provincial Councils.

**5.7** Eight voting members personally present shall constitute a quorum of the Board

## **ARTICLE 6**

### **County Boards and Provincial Councils**

6.1 County Boards may be formed in each of the 32 counties of Ireland and Provincial Councils may be formed in each of the 4 provinces of Ireland. Each County Board and Provincial Council may draw up bye laws which shall in all cases be limited to operation within its own area and will in no sense conflict with any IAAF/AAI Articles.

6.2 Members shall not be permitted to organise or take part in County or Provincial championships or games if their subscriptions are unpaid for the current year.

6.3 If at any time a position as Provincial representative becomes vacant through resignation or otherwise, the Board, after consultation with the Provincial Council concerned, shall arrange for a ballot within three months to elect a representative to hold office until the next Congress.

6.4 Each Provincial Council shall annually prepare a calendar of all area championships, matches and invitation meetings to be held by the committees of their Province. The calendar shall also include the Provincial championships. The Council in granting authorisation for any of these meetings shall ensure that they follow a logical sequence of progression towards the major meetings to be held the following year and that the dates of the aforementioned are duly protected.



## ARTICLE 7

### Congress

7.1 The Congress shall consist of;

The outgoing voting members of the Board;  
The Life Vice-Presidents, non-voting;  
The Honorary Legal Officer, non-voting;  
Four delegates from each Provincial Council;  
Delegates from each county calculated and appointed as hereinafter provided, each delegate having one vote.

(a)The number of delegates from each county shall be calculated by the Chief Executive Officer on the basis of 1 delegate for each 100, or part 100, registered members of clubs affiliated under article 4.1;

(b)The delegates from each county shall be appointed as follows:  
(i) where there is a County Board, by that County Board:

(ii) where there is no County Board, by the relevant Provincial Council which shall accept any nominations agreed by the affiliated clubs in the county but, in the absence of such agreement, shall appoint delegates with due regard to the registered numerical strength of such clubs.

Delegates must be registered members of affiliated clubs of the county or Provincial Council represented and properly notified to the Chief Executive Officer. Delegates must attain the age of 18 at least in the year of the Congress.

Nominations for positions where elections are to be held at Congress shall be made by County Boards and/or Provincial Councils. Notices of Motion to amend or introduce new Constitutional provisions or Bye-Laws or Articles of Competition shall be in accordance with Article 9.

7.2 That in the establishment of Articles of Association for AAI provision be made for a One day Annual General Meeting in alternate years to those of Congress where Formalities related to the Companies Act are complied with, Directors Reports and Policy motions from County Boards and Provincial Councils along with any other Matters which the Board deems necessary be on the agenda for discussion.

7.3 A Special Congress may be convened by the Board, and shall be so convened if not less that one-third of the County Boards give notice in writing to the Chief Executive Officer stating that they desire such a meeting and the reasons therefore. The Board shall summon a Special Congress to be held within three months from the receipt of the fore-mentioned notice.

7.4 Only registered Members of Affiliated Clubs may take part in any meeting of the Congress.

The President shall preside at Congress. In the absence of the President Congress shall be presided over by a member of the Board chosen by the Board

7.5 The Congress shall be conducted strictly in accordance with the Articles of Congress Procedure adopted from time to time by the Board on the recommendation of the Standing Orders Committee and after consultation with the Honorary Legal Officer.

7.6 Immediately after the number of delegates present has been confirmed, the first voting strength shall be announced, and the appointment of Scrutineers nominated by the Board from the delegates at the Congress shall be approved.

7.7 After the voting strength has been announced, elections shall be held. All nominations shall have been submitted to the Chief Executive Officer at least 60 days prior to the date of the Congress.

Nominations can be made only by County Board and Provincial Councils. No election shall take effect until the conclusion of the Congress.

The elections shall be held in the following order:-

- (i) President
- (ii) Chair of the Coaching & Development Committee
- (iii) Chair of the Competition Committee
- (iv) Chair of the Finance and Risk Committee
- (v) Chair of the High Performance Committee
- (vi) Chair of the Juvenile Committee
- (vii) Provincial Representatives – A separate ballot shall be held to elect each Provincial Representative and only those registered within the areas (as shown in Article 6.1) shall be eligible to vote within their respective Provinces. All ballot papers, to be valid, must register votes for one candidate only.
- (viii) Ordinary members of the Principal Committees. All ballot papers, to be valid, must register votes for that number of candidates, as are Set out in article 8 for each Principle Committee, as the number to be elected at Congress.
- (ix) Deputy President

7.8 Elections held **under Article 7.7** shall require an absolute majority of the votes cast.

7.9 If, at the time of an election, there are fewer candidates than there are vacancies, the President may invite Members at the Congress to submit further nominations.

7.10 Any unsuccessful candidate for any position may, if also so nominated, be included in a subsequent ballot for any other position.

- 7.11 On the recommendation of the Board, in recognition of valued services given to the AAI, Congress shall be entitled to elect Honorary Life Vice Presidents, without voting powers.
- 7.12 Only the Congress shall have the power to amend, add to, or alter any Article. Such powers must be exercised in accordance with **Article 9**.
- 7.13 Congress shall have the power to suspend and take other sanctions, and to reinstate Members. Such powers must be exercised in accordance with **Article 14**.
- 7.14 Only Congress will have the right to decide upon the introduction of new events and new competitions directly organised by the AAI.
- 7.15 Honorary Life Vice Presidents may attend the Congress and may speak but may not vote save where they are attending as a delegate of a County Board or Provincial Council. **(See Article 7.1)**
- 7.16 Congress shall appoint an independent firm of Auditors who will act as the Associations Auditors.
- 7.17 That Congress shall re-convene to discuss any business and/or motions that are Unable to be dealt with during the two days of Congress.

## ARTICLE 8

### Committees

8.1 All Principal Committees shall be appointed for a period of two years unless otherwise decided by Congress. The roles of the Committee are to prepare individual business plans and budgets, delivery of key goals and objectives and are accountable for delivery of key objectives.

Employees of the Association may not be voting members of Principal Committees.

8.2 The AAI President shall be ex-officio, a member of all National Committees.

8.3 There shall be at least the following principal Committees:-

1. A Coaching & Development Committee, who shall be responsible for the development of policies and strategies in relation to coaching & Development for the sport of athletics in Ireland, and shall consist of a Chair who shall be elected at Congress, and ten (10) individuals, five of whom shall be elected at Congress and five (5) appointed by the Board
2. A Competitions Committee who shall be responsible for the implementation of the competition programme, developing policies and rules including technical, and shall consist of a Chair who shall be elected at Congress and 10 individuals, five (5) of whom shall be elected at Congress and five (5) appointed by the Board. The membership of the Competitions Committee shall include at least one (1) individual from each province provided that nominations have been received from each province
3. A Finance and Risk Committee who shall be responsible for presenting and preparing the annual financial budget for the association and for preparing designing and implementing policies and strategies to minimise the association's exposure to risk and shall consist of a Chair who shall be elected at Congress and six (6) individuals, three (3) of whom shall be elected at Congress and three (3) appointed by the Board
4. A High Performance Committee, who shall design and implement procedures and support structures for athletes within the High Performance programme in the area of competition, sports science, medical and other related areas and shall consist of a Chair who shall be elected at Congress and six (6) individuals, three (3) Of whom shall be elected at Congress and three (3) appointed by the Board
5. A Juvenile Committee to whom all questions concerning juvenile athletics shall be referred, and shall consist of a Chair who shall be elected at Congress and ten (10) individuals five(5) of whom shall be elected at Congress and five (5) appointed by the Board. The membership of the Juvenile Committee shall include at least one (1) individual from each province provided that nominations have been received from each province

- 8.4 There shall be a Schools Committee comprising of the nominees of the Irish Schools Athletics Association.
- 8.5 There shall be a Universities Committee comprising of the nominees of the Irish Universities Athletics Association.
- 8.6 The Principal Committees shall meet at least four times annually.
- 8.7 If at any time an elected position on an AAI Committee becomes vacant through resignation or otherwise, the Board shall fill the vacancy from the next highest polling candidature from that Election Congress to hold office until the next Congress.
- 8.8 The Board shall appoint a Standing Orders Committee to advise the Board on the order of business of Congress from time to time.
- 8.9 The Board may establish ad hoc committees from time to time and appoint members to those committees.

## **Alterations to Articles**

### **9.1. Constitutional Articles**

(a) A proposal to amend an Article in the Constitution, unless this is proposed by the Board must be submitted by a County Board or Provincial Council to the Chief Executive Officer, at least **60 days** prior to the Congress at which it is to be considered. All proposals, including those proposed by the Board, shall be sent by the Chief Executive Officer to Provincial Councils, County Board and affiliated clubs at least **30 days** before the Congress.

(b) To be accepted, any such proposal must obtain two-thirds of the votes cast.

(c) Any subsequent necessary alterations to the wording of statutes passed by Congress can only be made by the Board and this provided no material change to the decision of Congress is made.

9.2 The alterations referred to in **paragraph 9.1(c)** shall be pointed out, if necessary, to Congress.

9.4 The Constitution which incorporates changes made by Congress must be published by 1st November of that same year.

## **ARTICLE 10**

### **Authority for Articles**

The Board shall be the interpreter of the AAI Articles. All matters not provided for under AAI Articles shall be decided by the Board. Decisions in matters of Articles shall become operative only after the approval of Congress has been given.

## **ARTICLE 11**

### **Code of Ethics and Good Practice for Children's Sport**

#### **Policy statement for the Athletic Association of Ireland.**

The Athletic Association of Ireland is fully committed to safeguarding the well-being of all of its members. Every individual in the organisation should at all times show respect and understanding for members rights, consider the safety and welfare of each athlete and conduct themselves in a manner that reflects the principles of the Association and the guidelines contained in the Code of Ethics and good practice for Children Sport in Ireland.

**2-3-06**

## **Article 12**

### **National, Provincial and County Championship: Meetings requiring an AAI Permit.**

12.1 The AAI alone shall have the right to organise or sanction National, Provincial or County Championships for Athletics.

12.2 The AAI shall organise National Championships in Athletics on an annual basis.

## **Article 13**

### **Disciplinary Matters:**

13.1 The Board shall have the power to discipline any member, affiliated club, county board, provincial council or other affiliated body when it is satisfied there has been any breach of the articles, bye laws or any rules of the Athletic Association of Ireland or its affiliated bodies, or where there has been conduct likely to bring the Association into disrepute.

13.2 The Board may, without limitation, suspend membership of any person or body, impose fines, remove recognition of titles won or records achieved, caution or censure any such person or body.

13.3 The Board may suspend the membership of any person or body pending the outcome of the investigation process.

13.4 The Board may delegate the exercise of its disciplinary functions to any sub-committee of its members or to any adhoc committee.

13.5 In doping offences, the Board shall adopt the Anti- Doping rules and procedures for the of the Irish Sports Council.

13.6 In non – doping cases, an appeal shall lie from any decision in a disciplinary matter to an appeal panel consisting of an independent person or persons to be appointed by the Board.

13.7 Unless the Board otherwise allow, no appeal of a disciplinary decision shall be allowed unless notice in writing of intention to appeal is received by the secretary for the time being of the Athletic Association of Ireland within 14 days of the date of the decision.

13.8 All powers under this article must be used fairly and in accordance with the principles of natural justice.



## Article 14

### 14 .1 Income and property

The income and property of the association shall be applied solely towards the promotion of its main objects as set forth in this main constitution. No portion of the associations income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the members of the association. No member of the board shall be appointed to any office of the association paid by salary or fees or receive any remuneration or other benefit in money or monies worth from the association. However, nothing shall prevent any payment in good faith of;

- (a) Reasonable and proper remuneration to any member of the association (not being a board member) for any services rendered in the association.
- (b) Interest at a rate not exceeding 5% per annum on money lent by board members of the association to the association.
- (c) Reasonable and proper rent for premises demised and let by any member of the association (including any board member) to the association.
- (d) Reasonable and proper out of pocket expenses incurred by any board member in connection with their attendance to any matter affecting the association.
- (e) Fees, remuneration or other benefit money or monies worth to any company of which a board member may be a member holding not more than one 100<sup>th</sup> part of the issued capital of such company.

#### **(2) Winding – up**

If upon the winding – up or dissolution of the association there remains after the satisfaction of all its debts and liabilities any property whatsoever, it shall not be paid to or distributed among the members of the association. Instead, such property shall be given or transferred to some other charitable institution or institutions having main objects similar to the main objects of the association. Any institutions to which the property is to be given or transferred shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as was imposed on the association under and by virtue of article 15.1 hereof. Members of the association shall select the relevant institution or institutions at or before the time of dissolution and in so far as effect can be given to such provisions, the property shall be given or transferred to some charitable object.

#### **(3) Additions, Alterations or Amendments**

No addition, alteration or amendment shall be made to or in the provisions of Article 15 of this constitution for the time being enforced unless the Revenue Commissioners shall have previously approved the same in writing.

#### **(4) Keeping up accounts**

Annual audited accounts shall be kept and made available to the Revenue Commissioners on request.

