

ENGLAND HOCKEY OFFICIATING CLUB

BYELAWS

Introduction

1. These Byelaws are made pursuant to the provisions contained in the Constitution of the England Hockey Officiating Club (the 'EHO').
2. The EHO is a proprietary club administered by EH. Members are deemed to agree to any sport wide policies adopted by EH. The EHO will make these policies available via the EH website.
3. In these Byelaws, the Definitions and Abbreviations shall have the same meaning as set out in the EHO Constitution. Any reference to 'Primary Branch means the Area Branch or NPUA or TAP (as the case may be) that a Member has chosen, or been allocated to, as their primary Branch.
4. Subject to the direction and control of EH and as may be amended from time to time, as provided for in the EHO Constitution, these Byelaws should be adhered to by all Members of the EHO.

Transitional Arrangements

5. There shall be 'Transition Arrangements' for a period known as the 'Transition Period' in Rule 6 below, following the Commencement Date, during which all the HUAs shall cease to be members of EH and the EHO shall assume those responsibilities pursuant to the EHO Constitution.
6. The Transition Period will begin on the Commencement Date and end immediately following the first AGM of the EHO, save that the OWG may extend the Transition Period, wholly or in part, including in respect of one or more Area Branches and/or one or more functions to be undertaken within an Area Branch if it decides that insufficient administrative arrangements for the management of the EHO, any Area Branch or function to be carried out within an Area Branch, have been established by the date of the first AGM.
7. As soon as practicable after the Commencement Date, the EH Board shall appoint the EHO Administration Team, which shall have the power to issue such rules and regulations as it deems necessary for the administration of the functions of the EHO, including the Area Branches of the EHO, during the Transition Period. This shall include, but not be limited to:
 - 7.1 establishing one or more separate Bank Accounts or banking facilities for the purpose of receiving subscriptions from Members.

Membership

8. The EHO Constitution provides that the first Members of the EHO are all those persons who at the Commencement Date are the current members of all the Regional and County Umpiring Associations, including those persons who are also members of the NPUA & TAP. Those members should confirm that their details are accurately recorded on the Management System provided by EH within 28 days of the Commencement Date.
9. Any individual becoming a Member after the Commencement Date is required to register via, and use the Management System, provided by EH.
10. The Membership details to be provided and maintained on the Management System, to which each Member shall be able to have access to their personal area at any time, shall include:
 - (1) Name
 - (2) Date of Birth
 - (3) Email address
 - (4) Contact phone number
 - (5) Primary Branch
 - (6) Any secondary Branches as requested at the time of joining the EHO via the members' membership form or subsequently
 - (7) Formal Link to a club - if they are registered with a club and in what capacity
 - (8) The current officiating accreditation(s) held by the Member
 - (9) The details of any completed DBS checks for the official within the previous 3 years
- 10.1 The membership details provided to the EHO may be made available to the Area Companies, NPUA, TAP and the EH Board as required for the purposes of providing membership benefits and appointments.
11. Members shall accept the Constitution and Byelaws of the EHO, the EH Code and the GDPR data usage and privacy policies that the EHO and EH adopt from time to time.
12. Members shall pay subscriptions and receive membership benefits as set out in the Constitution and as follows:
 - 12.1 The subscription year is from 1st September to 31st August annually
 - 12.2 Members should, to determine the amount of their subscription on joining or renewing their subscription, select a membership package to receive the required membership benefits.
 - 12.3 The benefits of membership, for each tier of subscription, will be published at least 30 days prior to the commencement of the membership year. These are to be advertised by an electronic newsletter to the members and on the EHO section of the EH Website.
 - 12.4 The delivery of membership benefits will be undertaken by the EHO admin team and via the relevant Area Company, dependent on the benefit being offered.

- 12.5 Members may at any time pay to upgrade at any time to receive other subscriptions' benefits:
 - (1) The applicable cost will be the difference between the existing subscription and the new subscription
 - (2) Downgrading the membership subscription (for example from a paid to a free version) will be actioned on the 1st September annually. Downgrading of a membership subscription must be requested in writing, which can be electronically, to the EHO Administration Team.
- 12.6 Support for Members will be provided by their Primary Branch in the first instance
- 12.7 Membership is not transferrable from person to person.
- 12.8 Members may make themselves available for their Secondary Branches, however, priority for available appointments will be given to eligible Primary Branch Members.
 - (1) In the case of the NPUA, any member of the NPUA will automatically be assigned to the NPUA as their Primary Branch for appointing purposes.
 - (2) Members may make themselves available for Secondary Branch only with the knowledge and consent of the Appointments Lead for their Primary Branch.
- 12.9 All Member availability and appointments shall be recorded using Management System.
- 12.10 Members can transfer from their current Primary Area to another once in a subscription year. This request is to be made in writing, which can be electronically, to the EHO Administration Team who will then process the request. No administration fee is applicable.
- 13 The EHO retains the right to refuse membership or terminate an individual's membership at any time.

EHO General Meetings

- 14 The following provisions supplement the provisions concerning the Annual and Special General Meetings contained in the EHO Constitution and are subject to any Transition Arrangements issued by the EH Board or the OWG:
 - 14.1 The Agenda for the General Meeting should accompany the Notice convening the General Meeting, and should, in the case of an Annual General Meeting, include details of the proposed subscription rates for the following year.
 - 14.2 Voting Members shall be those
 - 14.2.1 fee-paying members who have paid their due membership subscriptions by the date of the convening Notice;
 - 14.2.2 NPUA members who have paid any due NPUA subscriptions by the date of the convening Notice;
 - 14.2.3 TAP members who have paid any due TAP subscriptions by the date of the convening Notice;
 - 14.2.3 Legacy Members
 - 14.3 Non-voting members shall be those members, other than Legacy Members, who do not pay an annual subscription.

Finance

15. EH will maintain one or more EHO Bank Account or Banking Facility:
 - 15.1. The first annual subscriptions payable by Members shall be due on 1 September 2021.
 - 15.2. Financial payments to the EHO are to be made electronically via the EHO membership portal.

Area Branches

16. The eight Area Branches of the EHO are to be administered by the Area Branch Chair.
17. Subject to any further Area Branch Rules issued by the OWG pursuant to the EHO Constitution, and subject to any Transition Arrangements, the following Byelaws shall apply within each of the eight Area Branches.
18. Each Area Branch shall hold elections at the Branch AGM, as described in Byelaw 19, for the following posts:
 - 18.1 an individual to be elected as Chair of the Area Branch, who shall be, subject to Board Approval and election at the Area Company AGM, the Chair of the Area Officiating Committee;
 - 18.2 individuals who shall be appointed, subject to Board approval, to the following roles on the Area Officiating Committee:
 - (i) Appointments Lead;
 - (ii) Development Lead;
 - (iii) Club Liaison Lead;
 - (iv) Young Umpire Lead;
 - (v) Area Technical Officiating Lead.
19. The Membership of an Area Branch consists of Voting Members and Non-Voting Members:
 - 19.1 Voting Members of an Area Branch are:
 - (i) those fee-paying Members who have registered the Area Branch as their Primary Branch and who have paid their due subscriptions by the date of the convening notice,
 - (ii) Legacy Members who have registered the Area Branch as their Primary Branch.
 - 19.2 Non-Voting Members of an Area Branch are:
 - (i) those fee paying Members who have registered the Area Branch as their Secondary Area,
 - (ii) those Members who have registered the Area Branch as their Primary Branch, and who either are not required to pay an annual subscription, or who have not paid the due subscription by the date of the convening notice,
 - (iii) any other EHO Member who, as part of their registration, has provided a home address which falls within the geographical Area There shall be Area Branch

20. There shall be an annual Area Branch General Meeting of the EHO Members who are Members of the Area, as described in Byelaw 19, held no later than 60 days prior to the relevant Area Company AGM.
- 20.1 A minimum of 28 days' notice shall be given for all General Meetings. Such notice may be given by post, and/or by email, and/or by posting on the Area Branch's website.
- 20.2 Details of the business to be transacted at the Meeting, together with any resolutions to be voted upon at the Meeting, shall be set out in the Notice convening the Meeting.
- 20.3 Nominations, which must be proposed and seconded in writing (which may be by electronic means) by Members of the Area Branch, must be received by the Area Branch Chair or such person appointed for the purpose by the Chair, no sooner than 28 days before, and not later than 15 days prior to, the Area Branch AGM.
- 20.4 The Area Branch Chair shall make the necessary arrangements to enable Members to vote by proxy and may make arrangements to enable voting to be carried out electronically via a portal established for the purpose.
- 20.5 Only Voting Members are entitled to vote at an Area Branch General Meeting.
- 20.6 Voting Members shall be
- 20.6.1 those fee-paying members who have paid their due subscriptions by the date of the convening notice,
- 20.6.2 Legacy Members
- 20.7 The Quorum for any General Meeting shall be 20 voting Members.
- 20.8 Any General Meeting shall be chaired by the Chair of the Branch or, if absent, the Members present shall elect a Chair for the Meeting from one of the Lead Committee Members set out in para 18(2) above.
- 20.9 In the event of an equality of votes on any resolution, the Chair of the Meeting shall have a casting vote.
- 20.10 The Area Branch AGM agenda shall include, but not be limited to:
- (1) A Report from the Chair;
 - (2) A Report from the Appointments Lead;
 - (3) A Report from the Development Lead;
 - (4) A Report from the Club Liaison Lead;
 - (5) A Report from the Young Umpire Lead;
 - (6) A Report from the Technical Officiating Lead; and
 - (7) The Election of positions for the following year (where appropriate)

Additional Byelaws

22. These Byelaws are subject to alteration and amendment from time to time as provided in the EHO Constitution.

28th August 2021