

Cumann Lúthchleas Gael



Coiste Chontae Aontroma

ANTRIM COUNTY BY-LAWS

*At a meeting ar an Aoine, 17Meitheamh, 2011, Coiste Bainistí
approved the Bye-Laws of Coiste Cho. Aontroma.*

Coiste Chontae Aontroma

County By-Laws and Regulations

- 1.00 General Organisation/Structures
- 2.00 County Convention
- 3.00 County Committee
- 4.00 County Management Committee
- 5.00 Divisional Sub-Committees
- 6.00 County Competitions Control Sub-Committee
- 7.00 County Hearings Sub-Committee
- 8.00 County Referees' Administration Sub-Committee
- 9.00 County Coaching and Games Development Sub-Committee
- 10.00 County Cultural Sub-Committee
- 11.00 County Finance Sub-Committee
- 12.00 County Public Relations/Marketing Sub-Committee
- 13.00 County Youth Sub-Committee
- 14.00 County Planning and Physical Development Sub-Committee
- 15.00 Transfers within County
- 16.00 County Information Technology Sub-Committee
- 17.00 County Teams Management and Panels Sub-Committee
- 18.00 General

Mission Statement for the County

Antrim County Committee's aim is to establish and sustain Antrim as a strong county unit in inter-county competitions, based on a vibrant club structure and to ensure that the administration of county affairs is carried out in an effective and efficient way.

JUNE 2011

Coiste Chontae Aontroma

County By-Laws and Regulations

1.0 GENERAL ORGANISATIONS / STRUCTURES

1.1 Administration Structure of the county shall be:

- County Committee
- Sub-committees:
 - a) County Management Committee
 - b) Divisional sub-committees
 - c) County Competitions Control Committee
 - d) County Hearings Committee
 - e) County Referees' Administrative Committee
 - f) County Coaching and Games Development Committee
 - g) County Cultural Committee
 - h) County Public Relations / Marketing Committee
 - i) County Youth Committee
 - j) County Finance Committee
 - k) County Planning and Physical Development Committee
 - l) County Information Technology Committee
 - m) *County Teams Management and Panels Sub- Committee*

REGULATIONS

1.2 Alterations / Additions to By-laws and Regulations:

Alterations and / or additions to these County By-laws may be made at Annual, reconvened or Special County Convention providing that the *motion* proposing same is carried by a vote of two-thirds of the delegates present, entitled to vote and voting thereon.

Alterations and / or additions to regulations may be made annually at a meeting of the County Committee following notice of motion being given in writing to the previous County Committee meeting and also providing that the motion proposing same is carried by a vote of a simple majority of the members present, entitled to vote and voting.

1.3 Targets and Objectives

County Committee shall uphold the constitution of the G.A.A. It shall act in a consultative capacity, giving direction to the County Management

Committee on policy matters and shall act as the main conduit for communication of information within the county.

Subject always to the over-riding control of County Committee, County Management Committee shall set plans for longer term development within the county; and shall establish measurable and achievable targets and objectives for each of the county sub-committees which shall be included in the *Terms of Reference* for each of the chairpersons of the sub-committees.

The sub-committee chairpersons shall put in place appropriate action plans to achieve the targets and objectives set by County Management Committee.

County sub-committee chairpersons shall be accountable to County Committee and shall report formally to County Committee on an agreed regular basis.

The chairpersons and members of all county sub-committees shall be selected from the officers and members of County Committee or from other persons deemed qualified by County Committee.

A member of County Committee *and/or* of any sub-committee absent, without just cause, from three consecutive meetings shall automatically become disqualified from membership of County Committee *and/or the relevant* sub-committee until the conclusion of the following County Convention.

{R. 3.19 (d), T.O. 2009}

1.4 **Communications**

County Management Committee shall arrange for proper and effective systems of communication within the county.

Casement Park shall be the centre of the county's communication network and shall be properly equipped to this end.

It shall be the responsibility of each club in the county to ensure it has reciprocal communications facilities.

1.5 **Administrative Training:**

County Management Committee shall arrange that the training *Programmes* available through Central and Ulster Councils are afforded to clubs, divisional committees and county officers and to all members of county sub-committees.

Similar training expertise amongst members shall also be availed of to enhance club administrations.

As training is a vital corporate responsibility, County Management Committee shall nominate a suitable member of County Committee to lead on this activity.

1.6 **Criteria for all meetings** (including those of county sub-committees):

Meetings shall be considered as an important element of the administration of the county and the following points shall always be addressed:

- a) Punctuality is of the essence
- b) Duration must be treated with true regard
- c) The agenda and all reports coming under discussion shall be issued at least 5 days before the meeting
- d) Proper minutes, reports and action points must issue as soon as possible after meetings
- e) Any other business' shall be kept to an absolute minimum
- f) Agreed points shall not be revisited at a later stage *during that meeting*

2.0 COUNTY CONVENTION

- 2.1 Annual County Convention shall be held on a date and at a venue set By County Management Committee. It shall consist of the officers and members of the outgoing County Committee (voting rights as on the Committee) and 2 delegates from each Club which competed in a Junior or higher grade championship of the current year.
- 2.2 The Annual County Convention shall elect the following officers of County Committee for the ensuing year:

Chairperson
Vice-Chairperson
Assistant Secretary
Treasurer
Assistant Treasurer
Development Officer
Youth Officer
Public Relations Officer
Coaching Officer
Officer for Irish Language and Culture

- All of whom shall hold office until the conclusion of the next Annual Convention.

NB The maximum period of office for any specific Officership shall be 5 Years.

The Annual County Convention shall further elect 2 representatives to Ulster Council *and 1 representative on the Central Council.*

Both representatives on Ulster Council *and the Central Council representative* shall hold office for the term of the ensuing Council.

Ulster Council representative (1)
Ulster Council representative (2)
Central Council representative
(R. 3.11, T.O. 2010.)

Upon taking office, all county officers shall have their duties and areas of responsibility clearly defined by the County Chairperson.

- 2.3 The County Management Committee shall act as the Standing Orders Committee for County Convention.

The Standing Orders Committee shall have authority:

- a). To examine motions submitted for County Convention and decide whether such motions are in order.
- b). Put a motion in order where there is a failure to quote the reference numbers of rules affected, where the wrong reference numbers are quoted or where there are minor clerical errors.
- c). Classify a motion as a by-law or otherwise.

Notwithstanding the above, the County Chairperson, *acting within the rules of the Association*, shall retain the authority to rule a motion out of order

JUNE 2011

3.00 COUNTY COMMITTEE

3.1 The County Committee shall consist of:

Chairperson	Elected at Co. Convention
Vice-Chairperson	Elected at Co. Convention
Secretary (non voting)	
Assistant Secretary	Elected at Co. Convention
Treasurer	Elected at Co. Convention
Assistant Treasurer	Elected at Co. Convention
Development Officer	Elected at Co. Convention
Youth Officer	Elected at Co. Convention
Public Relations Officer	Elected at Co. Convention
Coaching Officer	Elected at Co. Convention
Officer of Irish Language & Culture	Elected at Co. Convention
2 Representatives Ulster Council (ex officio)	Elected at Co. Convention
Central Council Representative	Elected at Co. Convention

County Referees' Administrator *Appointed by Co Committee*

The Chairperson of each of the 3 Divisional Committees

One named representative of each affiliated adult club in the County.
(Elected at Club A.G.M.)

One representative of the County Handball Committee
(Without voting rights)

One representative of the Primary Schools' Committee
(Without voting rights)

One representative of the *Post-Primary* Schools' Committee
(Without voting rights)

- all of whom shall hold office until the conclusion of the next Convention with the exception of the representatives on Central and Ulster Councils who shall hold office respectively for the term of the Central and Ulster Councils.

3.2 A special meeting of County Committee shall be convened on the written request of not less than 12 members. Such request shall state the nature of the business to be discussed and no other business shall be transacted at that meeting.

NOTE: A Special Co. Committee meeting may also be called by the Chairperson and Secretary of the Co. Committee

- 3.3** The Chairperson, Secretary and Treasurer of the County Committee shall be ex-officio members of all county sub-committees properly constituted in the county *with the exception of the Co. Hearings' Committee*
- 3.4** County Committee shall determine the format and all other matters pertaining to all football and hurling competitions under its jurisdiction and shall draw up detailed regulations for the governance of these competitions for publication in the Annual Fixtures Handbook.
- 3.5** County Committee shall delegate powers to the County Management Committee and, where defined in these by-laws, to other county sub-committees, to act for and on its behalf between meetings of the County Committee subject always to decisions being ratified by the Committee.

Note: The powers of Management Committee are as detailed in R. 3.22 and are not subject to delegation by the Co. Committee

REGULATIONS

- 3.6** County Committee shall meet at least 8 times per annum at venues nominated by the County Management Committee and shall cause a record to be kept by way of formal minutes of all matters dealt with.
- 3.7** The quorum of all meetings of County Committee shall be any three county officers and one quarter of those otherwise entitled to attend and vote.
- 3.8** Evidence of issuing the requisite notification of the meeting at least 7 days prior to the meeting (including day of issue and day of meeting) by the County Secretary shall be deemed adequate notice.
- 3.9** A club representative may be represented by a proxy who shall be a member of the Management Committee of the club concerned and shall furnish authorisation to act as proxy to the County Secretary prior to the commencement of the meeting.
- “All members, with the exception of the Officers, the Central and Provincial Council representatives and the Co. Referees' Administrator, may be represented by proxies”.

In accordance with R. 3.22, T.O. 2010 the Co. Committee shall appoint the following Subcommittees whose powers and functions shall be as detailed In R.3.22, T.O. 2010

4.00 COUNTY MANAGEMENT COMMITTEE

4.1 County Management Committee shall consist of:

County Chairperson
County Vice-Chairperson
County Secretary (Non Voting)
County Assistant Secretary
County Treasurer
County Assistant Treasurer
Development Officer
Youth Officer
Public Relations Officer
Coaching Officer
Officer of Irish Language & Culture
Three Divisional Board Chairmen
2 Ulster Council Representatives
Central Council Representative

4.2 County Management Committee shall have powers as defined in R. 3.22 (i), T.O. 2010 except any matter, which in general rules, is reserved to the County Committee.

4.3 The County Management Committee shall meet as often as is deemed necessary by the County Chairman.

4.4 Not less than **7** members attending a duly summoned meeting of the County Management Committee shall constitute a quorum.

4.5 County Management Committee shall make recommendations to County Committee regarding the selection of the appropriate delegates to Congress and to Ulster Convention
Subject to a decision of Co. Convention (R. 3.12, T.O. 2010)

4.6 County Management Committee *shall nominate for appointment by the Co. Committee* the appropriate representatives from Antrim on

- a) Ulster Provincial Hurling Committee ;
- b) Ulster Provincial Referees' Committee;
- c) Coiste Gaelige agus Oidhreachta Uladh;
- d) The Ulster Scór and Cultural Committee.

- 4.7** County Committee shall submit, when required to do so by Ulster Provincial Council and Central Council
- a) The names of referees proposed for inter-county duty; and
 - b) The names of referees proposed for assessment for inter-county duty.
- 4.8** County Management Committee, subject to the overall jurisdiction of the Co. Committee, shall be responsible for all matters pertaining to the financial affairs of the county. In addition to the day to day financial management of the County, the County Management Committee, through its Finance Committee chaired by the County Treasurer, shall be responsible for fund raising, sponsorships, allocation of budgets, facilities development and like matters.
- 4.9** County Management Committee, through the County Treasurer, shall maintain the following fiscal controls
- a) All funds of the County Committee shall be held in a bank account approved by County Committee;
 - b) All monies received and/or collected by or on behalf of the County Committee shall be recorded in the manner required by the County Committee's appointed Auditor, and all monies so received or Collected shall be immediately lodged in the Bank account;
 - c) All disbursements made on behalf of County Committee shall be by Cheque drawn on the bank account;
 - d) All cheques drawn upon the County Committee's bank account shall be in the form prescribed by the County Management Committee and shall be authenticated in the manner prescribed by the County Management Committee and approved by County Committee's bank and the Co. Committee.
- 4.10** County Management Committee shall arrange, through the County Treasurer, for annual accounts to be prepared by an accountant appointed annually by County Committee as soon as practical after the close of the Financial Year (30 September) and for these accounts to be submitted to County Management Committee for approval and subsequent presentation at County Convention.
- 4.11** County Management Committee shall, through the County Treasurer, make the necessary arrangements to ensure that no-one nor any sub-committee (with the exception being the 3 Divisional Committees) may enter into any arrangement involving non-budgeted expenditure of any amount in excess of £200 without first having obtained the approval of the County Treasurer on behalf of the County Committee.

5.0 DIVISIONAL COMMITTEES

- 5.1** The county is divided into three divisions, viz. North, South-West and South Antrim.
Each Divisional Committee shall elect at its *Annual General Meeting* a
Chairman,
Vice-chairman,
Secretary,
Treasurer,
and 5 other members who shall act as an Executive Committee.

They shall hold office until the conclusion of the following year's A.G.M.
Each Divisional Committee shall consist of its Executive Committee members (9) plus 2 named representatives of each affiliated club in the respective division.

Representation at Divisional AGM shall be as for Divisional Committee, plus one additional delegate from each club in the Division.

- 5.2** Divisional Committees shall have a Divisional Competitions Control Committee (but not a Divisional Hearings Committee).

The DCCC shall consist of a Chairperson and 6 other members drawn from the membership of the Divisional Committee, one of whom shall be the designated vice-chairperson and another designated Secretary. Its functions shall be the same, within its jurisdiction, as those of the CCC at County level.

- 5.3** A Divisional Committees shall have powers within its respective area:
- a) To arrange, through its Competitions Control Committee, divisional Hurling and Football competitions at all levels subject to the Approval Of County Committee.
 - b) To construct *Regulations* subject to their submission to, and approval by County Committee.
 - c) To invoke, through its Competitions 'Control Committee, all rules of the Official Guide dealing with playing offences appropriate to that committee.

Note: For the avoidance of doubt, divisional committees are not empowered to deal with 'conduct considered to have discredited the Association' which is to be a reserved power of the County's Competitions Control Committee, for games' related offences, and Management Committee, for non-games related offences.

- 5.4** A Divisional Committee shall delegate plenary powers to its CCC to Act for and on its behalf on matters properly within its jurisdiction. Appeals against a decision of a Divisional CCC may therefore only be made to the County Hearings Committee
- 5.5** Each Divisional Committee, through its chairman, shall submit an Annual written report for inclusion in the County Secretary's report to County Convention.
- 5.6** Each Divisional Committee shall maintain only one bank account, Back To back with the county's bank account.
- 5.7** Each Divisional Committee shall submit a professionally audited Annual Financial Report for inclusion with the County Treasurer's own Report to County Convention. This divisional financial report shall be provided in a format and within a time-frame laid down by County Management Committee.

6.00 COUNTY COMPETITIONS CONTROL SUB-COMMITTEE

- 6.1 County Committee, on the nomination of County Management Committee, shall *appoint* the Chairperson of the County Competitions Control Committee.
- 6.2 The Chairperson of the CCC shall forthwith, and in collaboration with the County Management Committee, select and recommend the following members for appointment by County Committee:-
- Joint secretaries to the CCC, one of whom shall service the organisation and arrangements for all competitions and games as determined by and within the jurisdiction of County Committee, and the other shall service the administration of matters of Discipline appropriate to the CCC arising from such competitions and games;
 - Five (5) additional members, one of whom shall be the designated vice-chairperson,
 - The County Referees' Administrator (appointed previously by County Committee) who shall be entitled to vote only on the appointment of referees; and providing always that no two members of the County CCC shall be members of the same club.
- 6.3 County Committee shall, at its first meeting after County Convention, formally *appoint* all the members of the CCC.
- 6.4 The County CCC shall
- propose, organise and make arrangements for all competitions, *including the appointment of referees* as determined by and within the jurisdiction of County Committee;
 - deal with all objections and counter-objections arising from the competitions and games under its control;
 - receive and deal with referees' reports and matters arising from the same other than those functions reserved for the County Hearings Committee;
 - Investigate and process matters arising from the Enforcement of Rules and Match Regulations.
- 6.5 County Committee shall delegate plenary powers to the CCC to act for and on its behalf on matters properly under its jurisdiction. Appeals against any decision of the CCC may therefore only be made to the Ulster Provincial Council.

NOTE : Recommendations from CCC, with regard to the Grading of clubs and Players must go to the Co. Committee for final decision.

REGULATIONS

- 6.6** The CCC shall meet as often as is deemed necessary by the Chairperson for the timely conduct of its business, and shall cause a record to be kept by way of formal minutes of all matters dealt with, a copy of which shall be forwarded to the County Management Committee when adopted.
- 6.7** The quorum for all meetings of the CCC shall be **4**, made up of the Chairperson (or vice- chairperson) one of the joint secretaries, and any other 2 members of those entitled to attend.
- 6.8** The CCC shall liaise with the County PRO for the production and distribution annually of a comprehensive Fixtures Booklet which shall include the current Championship and All- county league Regulations.
- 6.9** The CCC, through its Chairperson (or Secretary) shall present a progress report at each meeting of the County Committee, highlighting as necessary problems which have arisen and the CCC's proposals to rectify same.
- 6.10** The CCC shall, annually, make recommendations to County Committee on the Regulations to govern the games and competitions under its control.
- 6.11** The CCC, through its Chairperson, shall submit an annual written report for inclusion in the County Secretary's report to County Convention. This report shall be submitted within a time frame laid down by County Management Committee.
- 6.12** The CCC shall have no policy- making function which is the sole preserve of County Committee.

7.0 COUNTY HEARINGS SUB-COMMITTEE

- 7.1** County Committee, on the nomination of County Management Committee, Shall appoint annually the chairperson and **4** other members of the County Hearings Committee (CHC), one of whom shall be the designated vice-chairperson, and another the secretary.
- 7.2** No member of the CHC may be a member of County Management Committee *nor of any County Competitions Control Committee*
- 7.3** It shall consist of at least 3 members at any hearing.
- 7.4** It shall adjudicate on all disciplinary affairs where a hearing is prescribed and requested relating to the Enforcement of Rules arising from competitions and games under the control of County Committee and/or Divisional sub-committees.
- 7.5** The powers of the CHC shall be plenary powers on matters properly under its jurisdiction.
- Appeals against any decision of the CHC – excluding those referred to in 7.6 below – may therefore be made only to the Ulster Provincial Council.
- 7.6** It shall hear appeals against the decisions of Divisional sub-committees.

8.00 REFEREES' SUB-COMMITTEE

- 8.1** County Committee, on the nomination of the County Management Committee, shall appoint annually a Referees' Administrator who shall Act as Chairperson of the Referees' Administration Sub-committee.
- 8.2** The appointed Referees' Administrator shall forthwith select and recommend for appointment by County Committee
- A secretary to the committee
 - Three (3) additional members,
- 8.3** County Committee shall then formally appoint all the members of the Referees' Administration Committee.
- 8.4** The Referees' Committee shall be responsible for the recruitment, training, development and classification of referees
- 8.5** The Referees' Committee shall meet as often as is deemed necessary by its Chairperson, and shall cause a record to be kept by way of formal minutes of all matters dealt with.
- 3 Members attending a duly summoned meeting of the Referees Committee shall constitute a quorum.*
- 8.6** The Referees' Committee through its chairperson shall submit a progress report at each meeting of County Committee.
- 8.7** The Referees' Committee shall, when requested to do so, recommend To County Committee.
- a). The names of referees for inter-county duty.
 - b). The names of referees for assessment for inter-county duty
- 8.8** A General Meeting of all referees nominated by the affiliated clubs of the County shall be held annually to receive reports from the Chairperson of the committee and to provide an open forum for discussion.
- 8.9** The County Referees' Administration Committee, through its chairperson, shall submit an annual written report for inclusion in the County Secretary's report to County Convention. This report shall be presented within a time-frame laid down by County Management Committee.

9.00 COUNTY COACHING AND GAMES DEVELOPMENT SUB-COMMITTEE

- 9.1 Upon Election at County Convention the Coaching Office will act as Chairperson of the County Coaching and Games Development Committee.
- 9.2. The Coaching Officer, acting as Chairperson of the committee shall forthwith, and in collaboration with the County Management Committee, select and recommend for *appointment* by County Committee:
- a. The County GDM shall act as secretary to the committee.
 - b. Four (4) additional members of the committee.
- 9.3 County Committee shall then formally appoint all members of the County Coaching and Games Development Committee.
- 9.4 The County Coaching and Games Development Committee shall be responsible for drawing up and implementing coaching programmes, training and monitoring coaching personnel, and the implementation of games development activities at club and school level.
- 9.5 The County Coaching and Games Development Committee shall further be responsible for preparing and having implemented an agreed work programme for the coaches employed by County Committee and for supervising and monitoring the results of that programme. The work programme shall be made available to County Committee.
- REGULATIONS**
- 9.6 The County Coaching and Games Development Committee shall meet as often as is deemed necessary by the Chairperson, and shall cause a record to be kept by way of formal minutes of all matters dealt with.
- 9.7 The quorum for all meetings of the County Coaching and Games Development Committee shall be the Chairperson or Secretary and any other 2 members of those entitled to attend.
- 9.8 The County Coaching and Games Development Committee, through its Chairperson, shall submit progress reports at meetings of the County Committee on an agreed basis.
- 9.9 The County Coaching and Games Development Committee shall liaise with primary and all second level education schools and college committees throughout the county and shall, from time to time, invite representatives of such committees to meetings to discuss plans for

development and other business pertaining to schools and colleges. The County Youth Officer will also be invited to such meetings.

- 9.10** The County Coaching and Games Development Committee, through its secretary shall submit an annual written report for inclusion in the County Secretary's report to County Convention. This report shall be presented within a time frame laid down by County Management Committee.

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10.00 COUNTY CULTURAL SUB-COMMITTEE

- 10.1** Upon Election at County Convention the Officer for the Irish Language and Culture will act as Chairperson of the County Cultural Committee.
- 10.2** The Officer for the Irish Language and Culture, acting as Chairperson of the Committee, shall forthwith, and in collaboration with County Management Committee, select and recommend for appointment by County Committee:
- A secretary to the committee.
 - Four (4) additional members of the committee,
- 10.3** County Committee shall thereupon formally appoint all members of the County Cultural Committee.
- 10.4** The County Cultural Committee shall be responsible for the development and organisation of the Irish language, music, dance, Scór and such other cultural activities as are approved by County Committee, and shall liaise with other language and cultural groups within the county

REGULATIONS

- 10.5** The County Cultural Committee shall meet as often as is deemed Necessary by the Chairperson, and shall cause a record to be kept by way of formal minutes of all matters dealt with.
- 10.6** The quorum for all meetings of the County Cultural Committee shall be The Chairperson or Secretary and any other 2 members of those entitled to attend.
- 10.7** The County Cultural Committee, through the Officer for the Irish Language and Culture as its Chairperson, shall submit progress reports at meetings of County Committee on an agreed regular basis.
- 10.8** The County Cultural Committee, through its Chairperson, shall submit an annual written report for inclusion in the County Secretary's Report to County Convention. This report shall be presented within a time frame laid down by County Management Committee.

11.00 COUNTY FINANCE SUB-COMMITTEE

- 11.1** Upon Election at County Convention the County Treasurer will act as the Chairperson of the County Finance Committee.
- 11.2** The Chairman shall forthwith select and recommend for *appointment* By County Committee:
- A secretary to the committee
 - Four (4) additional members of the committee
- 11.3** The County Committee shall thereupon formally appoint all members of The Finance Committee.
- 11.4** The Finance Committee, shall be responsible for financial matters referred to it by the Co. Committee and/or the Co. Management Committee
In addition to the day-to-day financial management of the county, the Finance Committee shall be responsible for fund-raising, sponsorship, budgets, facility development and like matters.
- 11.5** The Finance Committee shall be responsible for preparing budgets for, and subsequently monitoring, all expenditure by sub-committees in the county.
- 11.6** The Finance Committee shall meet as often as is deemed necessary by the Chairperson to dispose expeditiously of all financial matters arising, and shall cause a record to be kept by way of formal minutes of all matters dealt with.
- 11.7** Three members attending a duly summoned meeting of the Finance Committee shall constitute a quorum.
- 11.8** The Finance Committee, through its Chairperson, shall submit a written report at each meeting of the County Management Committee and of County Committee.
- 11.9** The Finance Committee shall maintain the following fiscal controls:
- All funds of the County Committee shall be held in a bank account approved by County Committee.
 - All moneys received and / or collected by officials of County Committee shall be recorded in the manner required by the County Committee's appointed auditor and all moneys so received or collected shall be lodged within 48 hours in the bank account. Under no circumstances whatsoever is cash to be used to finance petty outlays.

12.0 COUNTY PUBLIC RELATIONS/MARKETING SUB-COMMITTEE

- 12.1** Upon Election at County Convention the Public Relations Officer will act as Chairperson of the County Public Relations/Marketing Committee.
- 12.2** The Public Relations Officer, acting as Chairperson of the committee, shall forthwith, and in collaboration with the County Management Committee, select and recommend *for appointment* by County Committee:
01. A secretary to the committee.
 02. Five (5) additional members of the committee,
- 12.3** County Committee shall thereupon formally appoint all members of the County Public Relations/Marketing Committee.
- 12.4** The County Public Relations/Marketing Committee shall be responsible for publicity, marketing and all publications.
- 12.5** The County Public Relations/Marketing Committee shall further be responsible for promoting a positive relationship with the public and the media, and for taking appropriate steps to raise the profile of the Association within the county.
- 12.6** The County Public Relations/Marketing Committee shall act in direct support of County Committee and County Management Committee at all times.

REGULATIONS

- 12.7** The County Public Relations/Marketing Committee shall meet as often as is deemed necessary by the Chairperson and shall cause a record to be kept by way of formal minutes of all matters dealt with.
- 12.8** The quorum for all meetings of the County Public Relations/Marketing Committee shall be the Chairperson or Secretary and any 2 other members.
- 12.9** The County Public Relations/Marketing Committee, through the Public Relations Officer as its Chairperson, shall submit progress reports at meetings of County Committee on an agreed regular basis.
- 12.10** The County Public Relations/Marketing Committee, through its Chairperson, shall submit an annual written report for inclusion in the County Secretary's report to County Convention. This report shall be presented within a time frame laid down by County Management Committee.

13.0 COUNTY YOUTH SUB-COMMITTEE

- 13.1** Upon Election at County Convention the Youth Officer will act as Chairperson of the Youth Committee
- 13.2** The Youth Officer, acting as Chairperson of the committee, shall forthwith and in collaboration with the County Management Committee, select and recommend for *appointment* by County Committee:
- a) A secretary to the committee.
 - b) Four (4) additional members of the committee..
- 13.3** County Committee shall thereupon formally appoint all members of the Youth Committee.
- 13.4** The County Youth Committee shall be responsible for the initiation and co-ordination of all youth activities in the county.

REGULATIONS

- 13.5** The County Youth Committee shall meet as often as is deemed necessary by the Chairperson and shall cause a record to be kept by way of formal minutes of all matters to be dealt with.
- 13.6** The quorum for all meetings of the County Youth Committee shall be the Youth Officer and any other 2 members..
- 13.7** The County Youth Committee, through its Chairperson, shall submit progress reports at meetings of the County Committee on an agreed regular basis.
- 13.8** The County Youth Committee shall also liaise with the County Coaching and Games Development Committee.
- 13.9** The County Youth Committee shall ensure that all the qualifying competitions within the county are organised and completed on time for participation in the relevant provincial and national competitions e.g. O'g Sport Gael, Feile na nGael and such like.
- 13.10** The County Youth Committee, through its chairperson, shall submit an annual written report for inclusion in the County Secretary's report to County Convention. This report shall be presented within a time frame laid down by County Management Committee.

14.0 COUNTY PLANNING AND PHYSICAL DEVELOPMENT SUB-COMMITTEE

- 14.1** Upon Election at County Convention the Development officer will act as Chairperson of the County Planning and Physical Development Committee

The County Planning and Physical Development Committee shall consist of a chairperson and five other members appointed by County Committee (one of whom shall be the designated secretary).

- 14.2** It shall be responsible to County Committee for Grounds and Physical Development, Club Development, Grounds Safety and Planning.
- 14.3** It shall submit a written Report to County Convention

15.0 TRANSFERS & PLAYING PERMISSIONS WITHIN THE COUNTY

Transfers

15.1 In addition to Riall 6.8 An Treorai Oifigiuil 2010 the following are to apply:

- a) The closing date for the receipt of properly completed transfer application shall be the last day of February in any year.
- b) All applications for transfer are to be submitted to the County Secretary.
- c) A player who has played with a club at any grade from under 12 to under 18 (minor) grades in Championship or League may only transfer to another club if the player's family residence has changed to the area of the club he wishes to be transferred to.

Exception:

A player whose family residence is changed to an area common to two or more clubs, and is presently a player of a club other than those in the area of his family residence, shall be entitled to transfer to a club of his choice in the area of his family residence.

- d) An application shall be submitted and accepted only on the form as currently approved by County Committee. The application shall be completed in the prescribed manner as indicated on the form and in accordance with *the current* Treorai Oifigiuil and the by-laws
- e) Application forms submitted incomplete and/or otherwise not satisfying the requirements of *the current* Treorai Oifigiuil and the by-laws shall be deemed not to have been received. Such forms shall be returned to the applicant for the necessary completion or amendment. The effective date of application shall then, in such cases, be the date of receipt of the properly completed or amended form, in accordance with (a) above.
- f) It is the responsibility of the applicant to ensure submission of the application, properly completed as required by *the current* Treorai Oifigiuil and the by-laws, by the closing date. This may be done personally or through the applicant's current club secretary. Applications shall not be accepted from the recipient club through club officers and/or members and, if so, shall be invalid.

- g) In the event of the current club refusing to sign and/or attempting to delay a transfer the applicant must report the facts of the matter in writing to the County Secretary on or before the closing date as at (1) above. Failure to do so by the closing date will render an application invalid
- h) The applicant's club shall be required to respond in writing to the County Secretary within 10 days of the date of a request, stating the reason(s) as to why a transfer has not been signed.
- The reply will be considered by County Committee who will then adjudicate upon the transfer application.
 - Failure to reply within 10 days will result in the approval of the transfer application at the expiry of the 10-day period, all other aspects of the transfer application satisfying the requirements of *the current* Treorai Oifigiuil and the by-laws.
- h) A list of *recommended* transfers shall be presented by the County Secretary to the meeting of County Committee immediately subsequent to the transfer closing date and at such meetings thereafter as required.
- j) Multiple transfers from a club shall not be approved pending Consideration by An Coiste Bainistí and report to County Committee.
- k) *Coiste Bainistí shall process and make recommendations to County Committee on applications for transfers within the county. An aggrieved person or club shall have the option of having a Hearing, at County Committee, before a final decision is made by County Committee.*

The date of receipt shall be deemed to be the date for the purpose of player registration line with Riall 2.3(c) Treorai Oifigiuil
October 2010

Permissions to Play

15.2 The following criteria were agreed, as being required to permit the granting of *Permissions to Play*.

[Available to both codes - Football & Hurling]

Requests for Permission to Play will be considered only where a player is with a single code club and wishes to avail of that code *not currently* available to him at a competitive level within his own club.

- a) The maximum number of *Permissions to Play* into a club, for underage competitions, in any 1 year, is capped at 5 (at each age group)
- b) *Permission to Play* will be for the playing of 1 *nominated* code only.
- c) *Applications for Permission to Play* must be applied for and granted between, 1st February – 31st March each year.
- d) *Permissions to Play* are applicable for one year only and must be renewed annually.
- e) If required, *players having been granted Permission to Play*, may be added to the existing grading list for the relevant year.

Permissions to Play will not be granted to players wishing to play U21 championship for another club.

NOTE : “Permission to play” is not a transfer and may be granted only by the Co. Committee”.

16.00 COUNTY INFORMATION TECHNOLOGY SUB-COMMITTEE

- 16.01** County Committee shall appoint a chairman and four (4) other members of the IT sub-Committee.
- 16.02** The IT sub-committee shall be responsible to County Committee for the development and maintenance of an IT Strategy for the County and for its subsequent implementation, all within the Parameters of the County's overall Strategic Plan.
- 16.03** It shall also provide relevant advice and guidance to other sub- committees and to clubs.
- 16.04** It shall submit a written Report to County Convention.

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17.00 COUNTY TEAMS MANAGEMENT AND PANELS' SUB-COMMITTEE

17.01 County Teams Management and Panels Sub Committee

This Sub-Committee, subject to the overall control of the County Committee, shall manage the relationships between the County Committee (as representative of the Clubs), County Senior Team Managers and the County Senior Team Panels. This Sub-Committee should meet at least twice each year and otherwise as required. In this respect it shall perform the following duties:

- a) The facilitation and improvement of communications between the County Committee and its Officers and the County Team Panels.
- b) The endorsement of a County Team Charter for approval by the County Committee and amendments as deemed necessary from time to time. The Sub-Committee shall, through the County Secretary, forward the approved and signed Charter to Central Council before the end of March each year.
- c) The Charter shall include the following:
 - 1) Agreement that all contentious issues between the parties are dealt with by the *County Teams Management and Panels Sub-Committee*.
 - 2) The role of the Inter-County Panel Liaison Officer appointed by the County Committee for that panel.
 - 3) Procedures for the issuing of media comments or statements in relation to any aspect of inter-county panel affairs.
 - 4) Agreed travelling party numbers for Inter-County Panels for training sessions and games.
 - 5) Agreed provisions in relation to the approved annual expenditure budget to meet all costs (travel expenses, gear, hotel and meal costs and professional assistance fees etc.) for the Inter-County Panel.
- d) Monitoring the implementation of all decisions and policies of Central Council in relation to Inter-County Players Panels.
- e) The drafting of agreed procedures governing the payment of approved expenses to inter-county panel members
- f) The evaluation of proposals from Inter-County Panels and recommendations on same to County Committee.
- g) Briefing panels of players at the beginning of annual collective training in relation to the following:
 - 1) Procedures for claiming expenses etc.
 - 2) Procedures in relation to injuries and treatment
 - 3) Gear/ticket entitlements

- 4) Anti-Doping Procedures
- 5) Identity of relevant Player reps
- 6) Policy on individual training programmes & facilities
- 7) Procedures in relation to disputes
- 8) Duties to Sponsors
- 9) Outlining Annual budgets in relation to Co Teams.
- 10) Policy on jerseys etc
- 11) Discussion on post game/training meal provisions

Note: All of the items a-k should have been discussed and agreed at a meeting of the County Teams Management and Panels Sub-Committee in advance of briefing the full panels.

Membership:

This Sub-Committee shall have a rotating membership comprised of permanent members and rotating members as detailed below. It shall have a total membership of six people

Permanent Members:

- h) The County Chairperson (who shall chair the Sub-Committee), the County Treasurer and the County Secretary (or his/her nominee as approved by the County Committee)

***Note:** One of the above three should be the Liaison officer for the County team in question

- i) The Liaison Officer for an Inter-County Panel shall attend only when business pertaining to that particular panel is being dealt with.

Rotating Membership:

- j) The Manager of each Inter-County Panel or his nominee shall be members when business pertaining to their respective panel is being dealt with by the Sub-Committee.
- k) Two player representatives from the current Senior Inter-County Football & Hurling panels.

Note: Panels shall operate between the commencement of arrangements for the first competition of the year and end following the conclusion of the end of year meeting of the County Teams' Management and Panels Sub-committee. This meeting shall be held within one month of the team's elimination from the Championship

18.00 General

18.01. Changes to the All County Leagues should be deferred for 1 year after the decision to change has been made.

If there is a desire to change the structure within the same year it would require a majority of 2/3 majority in favour to do so.

(Convention 2010)

JUNE 2011