

# CONSTITUTION OF THE WESTERN PROVINCE GRAND MASTERS HOCKEY ASSOCIATION (WPGMHA)

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## 1. Structure & Objectives and Definitions

### Structure

The WPGMHA shall be a voluntary association (not for gain) of hockey players and administrators of a sports body having an existence independent of its members with perpetual succession and all its assets shall be registered or held in the name of WPGMHA. Members shall not be liable to meet the debts or liabilities of the WPGMHA and the liability of members shall be limited to payment by them to the WPGMHA of the subscriptions or other fees due by them in terms of this Constitution.

### Objectives

- 1.1. Encourage older players, coaches, administrators and umpires to remain in or return to the game as well as encouraging younger participants to remain involved.
- 1.2. Organise and coordinate the affairs of the WPGMHA at provincial level and encourage the formation of provincial leagues.
- 1.3. Ensure that Western Province Grand Masters teams are selected for the SAGMHA inter-provincial tournament.
- 1.4. Organise Masters hockey for players aged 55 and over, with a view to developing strength at a 60+ level, in order to support the SAGMHA and its affiliates, in its efforts to be competitive internationally.
- 1.5. Control and administer the selection, coaching and management of WPGMHA representative teams attending national tournaments.
- 1.6. Promote and further hockey at all levels in South Africa.
- 1.7. Promote the spirit of Masters Hockey.

## Definitions:

In this Constitution, unless the context indicates otherwise:

- “Annual General Meeting” or “AGM” means the meeting convened in terms of the Constitution.
- “Committee” means the governing body elected.
- “Member” means any person admitted.
- “Office-bearer” means a member of the Committee.
- “Financial year” means 1 January to 31 December.
- “Good faith” means honesty in fact and fair dealing.
- “IPT” is the Interprovincial Tournament as organised by an affiliate association

## 2. Affiliation

2.1. WPGMHA shall be affiliated to:

- the South African Hockey Association (SAHA);
- Western Province Masters Hockey Association (WPMHA);
- South African Grand Masters Hockey Association (SAGMHA).

2.2. The WPGMHA acknowledges that national affiliation to SAMHA shall be managed by SAGMHA.

- Affiliated bodies may receive information required for governance but shall not have authority to veto decisions of WPGMHA.

## 3. Membership

### 2.1. Admission

To qualify as a member, a person must either:

- be registered through a Western Province Hockey Association–affiliated club; or
- register directly with WPGMHA, subject to Committee approval.

Members shall pay subscriptions as determined by the treasurer for each league, IPT.

### 2.2. Playing Eligibility

Players must be active in a recognised standard, Masters or Grand Masters league in order to qualify for provincial representation.

### 2.3. Member Rights and Discipline

Membership categories shall include playing, social and honorary members.

A member may be suspended or expelled for:

- non-payment of fees; or
- breach of the Code of Conduct; or
- wilful misconduct, all as determined in accordance with the WPGMHA Disciplinary Procedure.

Disciplinary matters shall be:

- convened within a maximum of **seven (7) days** of a complaint being lodged;
- subject to an appeal lodged within **forty-eight (48) hours** of notification of an outcome.

The detailed disciplinary procedure shall be contained in a separate policy adopted by the Committee.

#### 4. The WPGMHA Committee

3.1. The affairs shall be governed by a Committee consisting of:

- Chairperson
- Treasurer
- Secretary
- Player Affairs Manager for Women
- Player Affairs Manager for Men
- Marketing Coordinator and
- Governance and Disciplinary Officer.

These roles are defined in Appendix A

All members shall retire annually, but shall be eligible for re-election.

The chairman's term in office should be for two years and, if re-elected, may be extended for a second period of two years, after which he/she shall step down for a year and only thereafter be eligible for election for another two years.

3.2. The Annual General Meeting of the WPGMHA shall be held after the annual SAGMHA IPT and before the end of the Winter hockey season.

3.3. Written nominations for the WPGMHA Committee must be signed by the nominator, a seconder and the nominee and received by the Committee no later than 14 days prior to the annual general meeting. In the absence of written nominations, nominations will be accepted from the floor. In the absence of a quorum at any meeting, the business of the meeting shall be conducted without the necessary quorum and the minutes of such meeting circulated to all members within seven days thereof.

3.4. The quorum for a meeting (Council or AGM) shall be 15 members.

In the absence of a quorum at any meeting, the business of the meeting shall be conducted without the necessary quorum and the minutes of such meeting circulated to all members within seven days thereof.

Any fifteen (15) members may within fourteen (14) days of the date of the circulation of the minutes lodge a duly signed, written objection against any decision taken at such a meeting.

Any decision taken at a meeting conducted in terms of paragraph 4.4 shall be effective only:

- If no written objection thereto is received within the fourteen (14) days.

- If a written objection is lodged within the period stipulated the Committee shall call a special general meeting at which the objection will be dealt with within 14 days of having received such an objection.
- 3.5. The Committee is empowered to fill any vacancy on the Committee or to co-opt two additional members during its tenure. The person being appointed should preferably be a Grand Masters member.
  - 3.6. Election of Office Bearers & Voting Rights
    - 3.6.1. All members of the WPGMHA, the participants in the WP Grand Masters Hockey league and the duly assigned representatives of WPHA are entitled to attend the AGM and speak to the issues on the Agenda and to vote on these and the election of office bearers.
    - 3.6.2. It is hoped that, in the spirit of Hockey in general and Masters Hockey in particular, consensus on all matters including the Election of Office Bearers will be aimed for and achieved. Failing this, a two thirds (67) % vote, of those entitled to vote, would be required to carry any changes to the Constitution, while a simple majority would prevail in other matters.
  - 3.7. The committee will meet at least quarterly and report quarterly to the members.
  - 3.8. A two-thirds majority is required for constitutional amendments.

## 5. Tours and Tournaments

National (annual (IPT) Tournament

- 5.1. Provincial teams will be selected by an elected selection committee of four persons nominated and elected at the AGM each year.
- 5.2. Wherever possible teams will be selected in the categories +55, +60, +65, +70 and +75. These teams will be selected on the basis of participation in the Grand Masters leagues and or the Masters leagues.
- 5.3. Appointments of coaches and managers will be done by the WPGMHA committee.

## 6. Financial Management

- 6.1. All assets, funds and gains shall be utilised at the committee's discretion, solely for investment and / or for the objects of the WPGMHA and shall in no circumstances be distributed to any person or persons.
- 6.2. The WPGMHA shall indemnify office bearers acting in good faith.
- 6.3. Conflict of interest must be declared.
- 6.4. Personal information shall be handled in accordance with POPIA.
- 6.5. Records must be retained for at least five (5) years.
- 6.6. The WPGMHA shall operate a bank account in its name.
- 6.7. Internet banking access, including the ability to view balances and transaction histories, shall be granted to the Chairperson, Treasurer and Secretary, or such other Committee members as the Committee may resolve from time to time.
- 6.8. Any one authorised Committee member shall be entitled to execute the transaction on the bank account as a single signatory.

- 6.9. All payments made from the bank account shall be properly recorded and supported by appropriate documentation.
- 6.10. The Treasurer shall present a financial report to each Committee meeting and to the Annual General Meeting, detailing income, expenditure and the bank account balance.
- 6.11. No Committee member shall use the funds of the Friends for personal purposes, and any expenditure incurred on behalf of the Friends shall be reimbursed only upon submission of reasonable proof of such expenditure and approval by the Committee.
- 6.12. Annual Financial statements to be financially reviewed and not audited.

## **7. Dispute Resolution**

Any internal dispute shall first be referred to the Committee for mediation. Failing resolution, the matter may be referred to arbitration under the Arbitration Act, 1965, at the cost of the member concerned.

## **8. Dissolution**

The WPGMHA may be dissolved only by a two thirds majority at a specially convened general meeting. Any surplus assets shall be transferred to an organisation with similar objectives and appropriate tax exempt status, as determined by the Committee at the time of dissolution.

## **9. Amendments to the Constitution**

- 9.1. Bye Law 1 – WPGMHA Code of Conduct. Adopted following a vote by a quorum of members at the AGM held on 19 November 2020.
- 9.2. Bye Law 2 – WPGMHA Disciplinary procedure and flow chart. Adopted following a vote by a quorum of members at the AGM held on 19 November 2020.
- 9.3. Major changes demanded a re-write 18 May 2026.