

The Board of the Athletics Association of Ireland

The Board shall consist of the following Honorary Positions:-

- President who shall be elected at Congress. The President shall be ex-officio, non-voting, a member of the Executive of all Provincial Councils.
- The Chair of the Coaching Committee, who shall be elected at Congress.
- The Chair of the Competition Committee, who shall be elected at Congress.
- The Chair of the Finance and Risk Committee, who shall be elected at Congress.
- The Chair of the High Performance Committee, who shall be elected at Congress.
- The Chair of the Juvenile Committee, who shall be elected at Congress.
- One nominee from each Provincial Council, who shall be elected at Congress
- A nominee of the Northern Ireland Athletic Federation (NIAF) who shall have a vote on the Board, so long as a reciprocal arrangement exists on the Management Board of the NIAF.
- A nominee of the Irish Schools Athletic Association (ISAA) 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 AAI.
- A nominee of the Irish Universities Athletic Association (IUAA) 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 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.
- An Independent Chairman, appointed by the Board at its first board meeting and who shall preside over meetings of the Board for a period of two years from January 2006. After the said period of two years, the position of Independent chairman shall cease to exist and the President shall preside at meetings of the Board. In the event of a tied vote, the Independent Chairman will have a casting vote only.

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

Following the completion of elections to the Board under Article 7, the Congress shall proceed to the election of a Deputy President from among the proposed Board membership other than the President, which are before it. The Deputy President shall carry out the duties of the President when required to do so due to the unavailability of the President.

The Board shall meet at least six times per year. The President, or in his absence a member of the Board, as chosen by the Board, shall preside at all meetings of the Board, save for the two years following January 2006, when the appointed Independent Chairman shall preside.

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.
- (d) 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.
- (e) To notify registered members of the imposition of any penalties by either Congress or the Board.
- (f) To maintain a register of any such records as Congress may decide to recognise.
- (g) To control and supervise the athletic technical organisation at all athletic meetings within its jurisdiction.
- (h) 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.
- (j) To actively promote a Development Programme for the benefit of registered members requiring assistance in the training of coaches, judges and administrators.
- (n) 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.

- (o) The Board, in consultation with the Juvenile Committee shall appoint at its first meeting, a Child Protection Officer, who shall report directly to the Board
- (p) To seek formally to appoint and retain Honorary Legal Advisor
- (q) To appoint persons to Principal Committees.
- (r) To approve, and confirm acceptance of procedural guidelines made in accordance with **IAAF Articles 55 to 61 (Division III)**. *
- (s) In Doping offences, the Board may adopt the Anti-Doping Rule and procedures for the time being of the Irish Sports Council (The Irish Anti-Doping Rules) and /or the IAAF and all members will be bound to adhere to the said rules and procedures as adopted.
- (t) To organise a consultative meeting with its members to be held biennially in alternative years.
- (u) To appoint the Chief Executive Officer (CEO).

The Board shall be responsible for defining, designing and developing the strategies for the Association, which will be implemented by the C.E.O.

The CEO shall be responsible for:

Implementing the strategies and policies adopted by the Board.

Operational matters of the Association

The engagement of staff for the Association, following Board approval.

The appointment of personnel and other resources that may be deemed necessary for the purposes of administering the affairs of the AAI.

Overseeing and co-ordinating the work programmes generated by the staff and formulating staff policy.

Liasing with Committee Chairs regarding the implementation of strategies and policies of their respective Committees.

Reporting to and recording the minutes of the Board meetings.

Committees

The policies of the Association shall be determined by a number of key committee and relevant sub committees. The appropriate staff shall liaise with committees in operational matters and may present policy papers for discussion at committee level.

Coaching Committee

The Coaching Committee shall be responsible for the development of policies and strategies in relation to coaching for the sport of athletics in Ireland, and shall consist of a Chair who shall be elected at Congress, and six (6) individuals, three of whom shall be elected at Congress and three (3) appointed by the Board.

The coaching committee shall:

- Provide technical leadership to the membership with the aim of driving standards higher in coaching and ultimately, performance.
- Appraise and evaluate National Coach Education Programme.
- Approve the certification of successful candidates who complete course on the National Coach Education Programme.
- Co-ordinate coaching and development programmes at Club and Schools level.
- Apply the principles and findings of Long Term Athlete Development Programmes (LTADP) to an Irish environment.
- Develop programmes consistent with the LTADP for Club and School structures.
- Examine the relationship between AAI's competition structure and the LTADP and develop a discussion document to form debate on this issue.

Competition Committee

The Competitions Committee 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.

The competition committee shall:

- Organise the AAI competition calendar.
- Liaise with all groups organising competitions and events to form a co-ordinated competition and fixtures calendar.
- Select venues for all championships under the auspices of the Competition Committee.
- Appoint Meet Directors for all championships under the auspices of the Competition Committee.
- Supervise technical organisation of championships.
- Determine entry standards and/or qualifying criteria for National Championships.
- Issue permits for open events at national level.
- Evaluate events for which permits are issue to ensure quality control.
- Appoint a Technical Sub Committee

Technical Committee

The Technical Committee shall comprise of 6 members appointed by the Competition Committee. Additional members may be appointed to the committee. The Technical Committee shall have responsibility for the following:

1. Training and certification of competition officials (including race walking and road course measurement)
2. Competition equipment (including electronic timekeeping, wind gauges, false start detection, EDM, countdown clocks and related peripherals)

The Technical Committee shall appoint a chairman and secretary at its first meeting, submit reports on its activities to the Competition Committee and submit annual budget proposals to the Competition Committee

Finance and Risk Committee

The Finance and Risk Committee 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.

The overall role of the Finance Committee is to oversee strategy and policy on financial matters and to advise the Board as appropriate. The committee has responsibility also for the funding requirements for major capital investments.

The Finance Committee will make recommendations to the Board on:

- The Annual Budget
- Financial Reporting
- Financial Policies
- Investment Policies
- Capital Funding Requirements
- Authority Limits for Purchasing
- Employee Remuneration
- Code of Ethics for Employees
- Health & Safety

A number of sub-committees will be formed from the members of the Finance Committee but where it's deemed appropriate, others persons may be co-opted where they have desired skills.

The three person sub-committees will be as follows:

Audit Committee

- Oversee the financial reporting process
- On-going review of the internal control systems
- Review implementation of audit recommendations
- Review of financial policies.

Remuneration Committee

- To advise the Board on all aspects of remuneration.
- To set the remuneration of the executive management group
- To review the bonus targets of the executive management and recommend as to payment.

Risk Committee

- Carry out a risk assessment of the Board activities annually
- Review code of ethics for employees
- Advise the Board on compliance with health & safety matters
Consider reports on accidents involving staff, contractors, members and the public

High Performance Committee

The High Performance Committee, 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.

The High Performance Committee shall

- Develop policies, plans, programmes and strategies for the High Performance Programme
- Develop and deliver an annual High Performance plan
- Set an annual budget for the High Performance plan
- Set and review selection criteria; performance benchmarks and other relevant criteria for inclusion on the High Performance Programme including ISC carding.
- Produce qualification standards and selection criteria for international team selection.
- Develop and approve policies and procedures for the selection of team managers.
- Appoint team managers for international competitions.
- Produce and maintain ranking lists; approve national records.
- Co opt members as appropriate to the committee.
- Liaise as appropriate with all other committees
- Carry out any other duties as directed by the Board.
- Establish a Records and Statistics Committee
- Establish a Sports Science and Medical Committee
- Establish a Selection Committee

Records and Statistics Committee

The Records and Statistics Committee shall be a sub committee of the High Performance Committee. It shall comprise of 6 members appointed by the High Performance Committee. Additional members may be appointed on an ad hoc basis to this Committee for specific projects.

The Records and Statistics Committee shall have responsibility for the following:

- Setting criteria and standards for the acceptance of records/statistics
- Updating national records
- Production of annual ranking lists
- Updating all-time ranking lists
- Providing statistical support to the selectors
- Providing statistical support as required to other committees
- Providing statistical support to the webmaster
- Other project work as identified

The Selection Committee

The Selection Committee shall be a sub committee of the High Performance Committee. It shall consist of Chair of Coaching, Chair of High Performance, Relevant Team Manager, Director of Coaching and High Performance Manager.

The Selection Committee shall have the responsibility of selecting teams to represent the Association at International events

The Sports Science & Medical Committee

The Sports Science and Medical Committee shall be a sub committee of the High Performance Committee. This committee will include medical personnel, physiotherapist, psychologist, nutritionist, physiologist and biomechanist and other suitably qualified personnel.

The Sports Science and Medical Committee will have the responsibility of advising the Association on best practice pertaining to coaching, training, injury prevention, injury management, medical matters, competition planning, performance enhancement, performance evaluation, performance analysis, and other relevant information that will add value to the members of the Association.

Juvenile Committee

The Juvenile Committee to whom all questions concerning juvenile athletics shall be referred, 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.

The Juvenile Committee shall:

- Organise the juvenile competition calendar in conjunction with the Competition Committee.
- Liaise with all groups organising juvenile competitions and events to form a co-ordinated competition calendar.
- Liaise with the Competition Committee in the selection of venues for all championships under the auspices of the Juvenile Committee.
- Appoint Meet Directors for all championships under the auspices of the Juvenile Committee.
- Supervise technical organisation of juvenile championships in conjunction with the Competition Committee.
- Determine entry standards and/or qualifying criteria for Juvenile Championships.