



DHUA Club Agreement 19/20

All Clubs will be deemed to have accepted the Agreement unless a decision to opt out is received by 31st October 2019, extended for this season to be after the UDO meeting.

Details of how a Club may to opt out are outlined in the Agreement document.

The Agreement covers the period from 1 September 2019 to 31 August 2020

The DHUA Committee has carefully considered the proposed Agreement in an effort to take out of particular situations and to promote the engagement of all Clubs.

There are significant changes this year.

The Agreement contains clarifications about processes considered and details of games that will be counted.

We ask that this document is carefully and fully reviewed by Club Committees.

In order to avoid unnecessary duplication and any confusion, we request that responses to the proposed Agreement are sent to us by one designated club representative.

Any query or responses should be addressed to Matt Reynolds. Matt oversees the status of our Clubs and as Webmaster can readily access the information required.

We will aim to respond as quickly as we can, however, could we please advise you that during June there could be a delay in response because of Matt's work commitments in that period.

Rationale

There are more fixtures taking place for which umpires are required.

A significant number of our Devon HUA umpires are appointed to higher appointing bodies, including West HUA and National League.

During the course of the season there are always retirements, injuries and family commitments which have an impact on availability of umpires.

Consequently we find ourselves unable to appoint umpires to league fixtures which should have neutral officials.

In order to avoid the possibility of games being cancelled the Agreement has been reworked, maintaining the same core values and with the intent of further developing active involvement with umpiring.

We also wish to encourage a greater conversion from “unqualified” to “qualified” status. We wish to raise the level of umpires participating in the Neutral Pools.

In order to achieve this we need to provide more opportunities to support “new” umpires with the involvement of DHUA coaches and assessors.

We wish to support strategic planning by clubs as they seek to gain A status and thereby play a valuable role in contributing to the DHUA umpire resources required each week. Our aim is to support all Clubs to gain A status.

In order to support planning by clubs;

Using the data from last season can access a document via website which shows where club would be against this new formula in order to help planning, this reflects the full year. It does not impact the charging status to Christmas as this has been determined against the former formula.

Half season review - as has become practice the review in December will take place but for this season only (19/20)

The charging status would only be changed for this first billing if it were to the clubs benefit, allowing a reasonable period of adjustment for clubs (ie the whole counting period)

The data counted will be shared to club officials giving an indication of the level that their data indicates for season end. This will be a list of clubs showing the level that they would be at for season end, ie the second charging period. Note- the end of season data set determines this charging level, this is your mid term report

Amendments were approved at DHUA committee 7/5/19 with the aim of increasing engagement with umpiring within Devon.

Bob Whitell, President

Matt Reynolds, Webmaster

The Club agreement

Single contact to committee members

In the first when contacting members of DHUA management committee please restrict the circulation list to the appropriate committee member, not to multiple members, please also give time for a response. They can then decide if they need to involve another committee member/ refer onward as required.

Rationale - reduced email traffic, increase the accuracy of response,

Clubs and Umpiring

To receive active club umpire status within the agreement the umpire in question shall be both a member of DHUA but also the club to which they are associated with for their umpiring. As such DHUA may request a copy of this membership list for verification.

Club - the club for whom they play in a 'Saturday' centred league, only affect those who also play BUCS, set your link to the Saturday club.

All users of the system are required to comply with the measures in place to ensure GDPR compliance. If this is not accepted the individual may not use the recording system so would not be counted in the agreement.

Should, at any time during the period of this Devon Hockey Umpires Association (DHUA) Agreement the Club fails to:

- Fulfil the terms of this Agreement, or,
- Abide by '[The England Hockey Board \(EHB\) Code of Ethics and Behaviour](http://www.englandhockey.co.uk/page.asp?section=2482§ionTitle=Code+Of+Ethics+%26+Behaviour)'

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then DHUA may, at its sole discretion, downgrade the Club Status to a lower Club Status (e.g. 'A' to 'B', 'A' to 'C', 'B' to 'C' or from any Club Status to 'D') and DHUA will notify the Club of this by email and update the Devon Hockey Website (DHW) to reflect the downgraded Club Status.

If the Club Status has been downgraded by DHUA, DHUA may reinstate the original Club Status, at its sole discretion, once any issues that led to the downgrading have been rectified by the Club.

Subscription fees for an Umpire, whether qualified Level 1 or not, being a Member of DHUA or for DHUA maintaining the Registration of a Level 1 Umpire on behalf of EHB, are laid in this document; these subscription fees are subject to approval at the Annual General

Meeting of DHUA and therefore may change from time to time. All affiliated club umpires must be Members of DHUA.

The Club who wish to maintain an 'A', 'B' or 'C' Club Status will be required to use the Club Umpire Appointing System ('CUAS') to appoint Club Affiliated Umpires ('CAU') to fixtures determined by DHUA in consultation with the Club.

To aid clubs the DHW will show the availability of CAU of the Club within the relevant personal area of the club official, the club webmaster administers these access rights in the first instance.

A club official who is not an umpire will only have access to the personal area to administer club matters upon acceptance of the relevant GDPR agreement.

Allocation of the Club status

Once calculated the relevant boundary scores are;

A - above 13

B - 8-13

C - 6-8

D - below 6

Restrictions for a 'D' Club:

At the sole discretion of DHUA the Club understands that DHUA will not appoint to any League Team* of the Club for a West League* fixture unless permitted to by overriding league regulations BUT it will continue to appoint to EHB* and charge the appropriate 'D' Club Appointment Fee*.

Devon competitions are charged to all at the prevailing A rate.

Your club is the club for whom they play in a 'Saturday' centred league, only affect those who also play BUCS, set your link to the Saturday club.

How points are allocated/definitions for category (no of points)

Pool/Higher level umpire/coach/DHUA/DHA committee (15)

A club member who is listed in the Devon neutral or higher association lists. To receive the 15 points they are;

required to have an active role in umpiring games appointed by DHUA

Or

Coaches active within the DHUA appointing system

Any who do not meet the criteria indicated within the Devon neutral pool criteria are considered as club umpires

A DHUA/DHA committee member who has active umpire status will be treated as a pool umpire, recognition of supporting hockey within Devon.

They are to be a member of the club to which they are associated

Qualified Club Umpire (3)

A qualified umpire who completes and personally records within the DHUA website a minimum of three qualifying games, see also Club agreement games.

They are to be a member of the club to which they are associated

Unassessed Club Umpire (2)

An unqualified umpire who completes and personally records within the DHUA website a minimum of three qualifying games, see also Club agreement games

They are to be a member of the club to which they are associated

Away from Club Appointment games(3 per game, max 3 per umpire count)

(where neither team is from your associated club and notified game via website - published in advance of the game). The rule of 3, (replaces rule of 2). Cross reference the guide as to how these games are notified to DHUA

Young Umpire (1 per event, max 3 events)

A young umpire will receive an additional point per event umpired as a part of the arrangement between DHUA Young Umpires and Devon Junior hockey (they may still 'collect' points as a club umpire, subject to a maximum total of 15).

Club UDO, trained as a club umpire developer by DHUA (up to 3)

A club UDO who is not an active umpire is given credit in the system.
Attendance by club UDO and other club official at the UDO meeting also attracts 2 points.
Only 1 UDO per club who is not an active umpire receives the points.

Quick calculation aid

Category	Number	x factor	Total
Pool/Higher		15	
Qualified active		3	
Unqualified active		2	
Away from Club appointments (max 3 per umpire)		3	
Junior (via DHUA) 1 per u18/event		1	
Non umpiring UDO		3	
UDO meeting Max 2		1	
		Total	

Divide total by the number of National/Verde/West ladies league teams =

Subscription Fees for Club Affiliated Umpires:

The Club agrees to pay the subscription fees of its affiliated umpires as follows:

Membership Categories	2019/20
Vice President	£0.00
Qualified Umpires/Level 1 Candidates (aged 18 or under on 1 Sept 2019)	£0.00
Level 1 and above Qualified Umpire (aged 18 to 22 on 1 Sept 2019)	£5.00
Level 1 and above Qualified Umpire (aged 22 + on 1 Sept 2019)	£15.00

Refund of Umpire membership fee (claim by Monday after Devon finals for preceding year)

Any umpire who completes 3 neutral/ Away from club published on website appointments, shown as appointed by DHUA can claim a refund of their membership. This is by claiming in expenses other than appointments section (enter as a claim of membership value).

NB our accounting system links to the individual not a club. If this claim is made by an individual whose membership was paid by the club this is a matter resolution between that umpire and the club.

DHUA Umpire Appointing Fees (wef 1/9/19)

'A'	£10 per DHUA Appointed Umpire
'B'	£16 per DHUA Appointed Umpire
'C'	£23 per DHUA Appointed Umpire
'D'	£40 per DHUA Appointed Umpire

NB Any Devon cup competition is charged at the A rate regardless of the home club status.

A club who only take BUCS appointments are charged at £xx.xx per umpire, any umpiring by these players counts toward the Saturday team as these determine status.

Dates relevant to this agreement

Date	Action
1 /6/19	Start of the period for which fixtures can be added toward active status
15/10 2019	Discount Payment Date Date by which the Club can claim a discount for paying the DHUA subscriptions of their club affiliated umpires
31 /10 2019	Unpaid Umpire Fees Date Date after which all those umpires who fail to pay their subscription fee to be a Member of DHUA will be removed from the DHW including their Club Affiliation if appropriate.
9/12	Data entry point Any fixtures added by a club umpire after this date are not included in the mid season review (this date I fixed as the Monday after the completion of the first section of league fixtures), they will be included in season end calculation
18 /12 2019	Review of Club Agreement Status Date at which DHUA will begin review a club status for charging
31/12 2019	1 st Appointing Period Ends Date after which the DHUA Treasurer will issue an invoice for all unpaid appointing fees to that date based on the Clubs Status of the Club; failure to pay with 28 days will incur an automatic admin fee.

	After issue of bills website updates to reflect potential season end status, clubs 'at risk' informed.
22/4/2020	Review of Club Agreement Criteria, or Monday after Devon finals day, whichever is the earlier is the last data entry date Date at which DHUA will review Club Status for the 2 nd Appointing Period and changes

Away from home Club Agreement appointing process

Please note if you know your club can offer an umpire to a fixture outside of club please liaise with us and we can add umpire appointed by..... (ie UDO proactive) then UDO can allocate the umpire

Club appointment games have 2 ways of being recorded

1. Umpire appointed by xxxxxxx, an appointment published by the Appointments Secretary on the days when clubs are asked to provide umpires into the system. The club UDO then indicates who is fulfilling this and makes the appointment. Please note if you know your club can offer an umpire to a fixture outside of club please liaise with us and we can add umpire appointed by..... (ie UDO proactive)

2. Arrangements made between clubs/umpires.

Here a member of one club may umpire a qualifying fixture from outside of their own club. In order for this fixture count as such

The umpire concerned is to, after checking that this is a game they are qualified for;

Update their personal area to indicate available (add note club game)

email webmasterdevonumpires@gmail.com with the following information.

The league the game is in

Date of game

Start time

Teams involved (ie A/B etc)

Venue

(this information allows accurate identification of the fixture)

This is required by 1300 the Wednesday preceding the fixture to ensure that the game is published and shows accordingly in their record. (Remember the administrators are volunteers and doing this to support clubs and have their own professional/personal responsibilities).

This game is also marked as 'free to receiving club' so no charges occur. As these are local games within clubs own arrangements we would hope that the 'no expenses incurred' option would be used

Qualifying games for Away from home Club Agreement

Any league game for which the umpire is suitably qualified (Men's or ladies leagues (Saturday/ Sunday).

A DHA competition if DHUA are unable to appoint

BUCS

Veterans/Masters hockey within EH competition/friendly (notified through website)

Friendly involving teams outside the umpires own club

U18/16 if part of EH competition

Qualifying fixtures for active status (qualified/unqualified)

There are many more categories of fixtures which can be used toward active status than we are able to make appointments to. This is to recognise commitments to playing/coaching that may exist whilst allowing reasonable ways of attaining active status.

A game must be entered within 90 days of having been played, note - Monday after the last league weekend as last data entry date to count in the December review, Monday after Devon finals weekend for games to count in end of season review.

League games (any Saturday/Sunday league) for which you are qualified

Summer league (from 1st June) for which you are qualified

Own Club friendly (full length match)

BUCS

Veterans games (o 35s etc)

School game if part of an EH competition

Inter-Services competition

Not - Summer league between Monday after DHA finals day and May 31st
Friday junior games.
Indoor games

Remembering that it is the responsibility of the club umpire to enter these games. Any DHUA appointment (neutral/away from club (with correct notice given)) automatically adds to an individual's record.

Medical/injury exemption

An umpire who has active status for the preceding 2 years meeting either the neutral pool or club umpire requirements may apply (via webmaster/membership secretary), and in advance of Devon Finals day an exemption. This may be claimed for both personal and close relatives/those with whom you are in a relationship. The individual making the claim must make the contact. This does not preclude the club UDO drawing their attention to this option.

Note - no record of reason is kept within the website, your status would simply be set to active.

This is available for 1 season only and credits them with the same points in the system as if they had been able to umpire as a recognition of previous umpiring.

This exemption will not be applied if the individual continues playing in this time period, unless this is linked to a close family member's illness.

NB for an umpire who is also a mentor/coach/assessor formal appointments undertaken when unavailable to umpire due to injury/illness will have these counted as games umpired as this is a clear input into DHUA and developing umpiring in Devon.

DHUA agrees to:

1. Appoint umpires, subject to availability, to teams of the Club in accordance with its umpiring priority, if:
 - a. The DATE, TIME and VENUE information for each and every West League fixture has been updated by the Club via the relevant League Website.
 - b. The DATE, TIME and VENUE information for all other club fixtures has been updated by the Club via the DHW.
2. Provide FREE Coaching & Assessment support to umpires affiliated to the Club, whether appointed by DHUA or not.

3. Provide clubs at risk of a decrease in their status with information as to the current status of their members umpiring records during the mid season break and may offer suggestions of steps as to how any issues could be addressed. This update and potential end of season level will show on the DHUA website ahead of the first league games of the new year.

The Club agrees to:

1. Maintain all the Club and Team Information on the DHW in accordance with instructions from the DHW Webmaster. This to include all pre-season/ non league games.
2. Organise and pay for all Umpire Courses through the DHUA Umpire Course Coordinator in advance of the course or as otherwise advised.
3. Pay the Membership Fees for the CAU of the Club and if done so by the Discount Payment Date in the period of this Agreement, the Club shall be entitled to a 10% reduction in the combined relevant fees payable to DHUA.
4. Any club umpire whose membership fees have been paid by their club who then subsequently claims the refund, by games umpired, available is responsible for returning this fee to their own club as expenses payments are linked to individuals not clubs.
5. In relation to DHUA appointed umpire(s):
 - a. Allow DHUA priority in appointing to fixtures involving teams of the Club.
 - b. DHUA shall have appointing priority even if the relevant league or competition rules allow the Club to appoint their own umpires but not to the extent that DHUA can override a higher umpiring appointing body (e.g. West HUA, NPUA, etc.).
 - c. Contact DHUA appointed umpires by:
 - i. Telephone, SMS or Email as listed on the DHW and getting a positive response from them that they are available Note: 'Positive Response' means verbal, SMS or Email confirmation),
 - ii. Confirm full fixture details with them at least 7 days prior to the fixture or as soon as notified if less than 7 days before the fixture.
 - d. Failure to confirm DHUA Appointed Umpires may result in:
 - i. A fine equivalent to the appointed umpire fee per umpire, and/or,
 - ii. Withdrawal of umpire appointments for a period as determined by DHUA, and/or,
 - iii. The downgrading of the Club Status of the Club.
6. Co-operate fully with DHUA in implementing the DHUA policies within the Club including, but not limited to:
 - a. Ensuring each Team of the Club appoints an Umpire Liaison Officer (ULO) for each fixture with DHUA appointed umpires; the ULO role is as follows:
 - i. Welcome the DHUA appointed umpires on their arrival at the fixture,
 - ii. Ascertain their needs and requirements (e.g. changing rooms, safety issues relating to pitch, acceptably of the nets, etc.),
 - iii. After the fixture inform the DHUA umpires where the post match hospitality is held and provide directions,
 - iv. Host the DHUA appointed umpires, making sure they are looked after.

7. Pay DHUA appointing fees in full within 28 days of receipt, otherwise an automatic administration fee will be made and all future DHUA Umpire Appointments may be withdrawn.
8. DHUA has provided each club (within the agreement) with a pair of headsets for use in club umpire development. It is, however, an expectation that in the case of DHUA only being able to make a single appointment to a fixture the club appointed umpire has a headset available for use.
9. Maintaining headset provided to clubs as a part of the Club agreement is the responsibility of the club.

Termination of Club Agreement:

This Agreement will continue in force until either:

1. It is cancelled by the Club giving email notice to the DHUA President, or,
2. It is cancelled by DHUA giving email notice to the Club UDO, or,
3. The Agreement reaches the end of the Agreement period.

Notes:

- a. Any club who wishes to opt out of this Agreement must notify the DHUA President by email (president@devonumpires.co.uk) by 31stOctober. This email must be sent by a club officer and copied to all other club officers.