



The Clockhouse - Sport Ireland Campus - Snugborough Rd - Blanchardstown D15CX2

NOMINATION FOR BOARD POSITION AT THE NOVEMBER 2023 EGM

Name of proposing Club/Province/Commission/Board:

I/We nominate:

Nominee's name:	Current CI Licence No.
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Board Composition – Cycling Ireland Constitution

- The Board shall comprise of up to 10 persons, six of whom shall be elected as per articles 50, 51 and 52 and who will be CI members (**'Elected Directors'**), and the Board will have the power to co-opt up to four persons with specialist business skills (**'Appointed Directors'**) (article 41.2).
- Appointed Directors may be re-appointed on a recommendation of the Board and with the agreement of members at the AGM (article 41.2).
- There shall be three executive posts (**'Executive Posts'**): President, Treasurer and Federation Secretary (article 42).
- Persons whom it is intended putting forward for election to the executive posts of President, Federation Secretary and Treasurer (when open) shall be nominated as standing for election for each such respective post (article 43).

The Board is currently constituted as follows:

- Conor Campbell and Carl Fullerton were elected to the Board at the 2021 AGM; they are both two-years into their current term of three years, and so may remain on the Board for a further one year.
- Louise Reilly, Susan Ahern, Emma Hunt Duffy and Gary McIlroy were appointed at the AGM in 2022 as Independent Directors for a period of 3 years. The 2022 AGM also elected Tom Daly (Killarney CC) as President and Claire Young (Apollo CC) as Federation Secretary. They were elected for a period of 3 years and they along with the Independent Directors are one year into their three years.
- William Byrne was elected as Treasurer at the 2023 AGM.
- A Non-Executive Board Director position was available to be filled at the 2023 AGM, however, as nobody was present to move the nomination of a potential candidate, the Board



proposed, with unanimous agreement from Congress that the Election be deferred and held under Article 51 of the new Constitution. This nomination process will conclude with the holding of a Virtual EGM, scheduled to be held on Monday 27th November at 19:30hrs. A separate EGM Notification notice will be issued providing the minimum 14 clear days notification of such EGM.

Accordingly, to maintain the rotational order based on when predecessors' election terms were due for completion, at the 2023 AGM:

- The position of Non-Executive Director is up for election

NOMINATED BY:

1 Signed (Officer 1): _____ Name (print): _____

Position in club/organisation: _____ Current CI License No. _____

2 Signed (Officer 2): _____ Name (print): _____

Position in club/organisation: _____ Current CI License No. _____

NB: THE NOMINEE MUST SIGN THE NOMINATION FORM AND COMPLETE THE APPLICATION FORM IN ORDER FOR THE NOMINATION TO BE VALID

NOMINEE:

I have completed the application form and accept the nomination for the above position:

Name: _____ Signed _____

Nominations must be signed by any two of the following officers from the nominating body:



- Chairman, Secretary or Treasurer of the nominating Club, Provincial Executive or Commission.

Completed forms to be returned no later than **1600 hours on Saturday 11th November 2023** to the Company Secretary of Cycling Ireland by **email only** to myra.mcglynn@cyclingireland.ie with the subject line "2023 CI EGM – Candidate Nomination and Application Form".

All submissions will be acknowledged.

APPLICATION FORM FOR ELECTION TO BOARD POSITION AT THE November 2023 EGM

This Application Form is private and confidential and will be assessed for compliance with legal and skills based requirements by the Governance and Ethics Committee of Cycling Ireland) before the list of candidates for the 2023 election is published.¹

Basic guidance

- All sections must be completed accurately.
- Name: please provide your full name, and if you have changed your name at any time, please also provide your former name(s).
- Table requiring detailed information to be provided: please provide as much information as possible.
- Additional notes: Please provide any additional comments and/or notes that you feel are required at the end of section B.2.
- Cycling Ireland Declaration of Obligations: All Cycling Ireland Board Members are bound by the Cycling Ireland Constitution and all Cycling Ireland rules, regulations, and policies, including the Cycling Ireland Code of Conduct and Conflict of Interest Register for Board Members and Sub-Committee Members. This section requires your agreement to be bound by the Cycling Ireland Constitution and Rules. It also provides information on relevant data protection rules.

DISQUALIFICATION OF MEMBERS FROM THE BOARD

Candidates are reminded that according to article 79 of the Constitution, certain persons may **not** hold or continue to hold a position on the Board.

¹ Any member of the GEC who is also being proposed for election, will not consider application forms from candidates who are proposed for the same position.



- 78 The General Meeting of the Company may by Ordinary Resolution remove any Director before the expiration of their period of office, notwithstanding anything in these Articles or in any agreement between the Company and such Director.
- 79 Without prejudice to any other provisions of these Articles, the office of Director shall be vacated:
- 79.1 If a receiving order is made against them or they make any arrangement or composition with their creditors; or
- 79.2 If a registered medical practitioner who is treating that person gives a written opinion to the company stating that that person has become physically or mentally incapable of acting as a director and may remain so for more than three months; or
- 79.3 Becomes prohibited from being a member of the board by reason of any order made under Section 839 of the Act; or
- 79.4 Resigns their office by notice in writing to the Company Secretary; or
- 79.5 Is convicted of an indictable offence other than an offence under the Road Traffic Acts unless the board otherwise determines; or
- 79.6 If they are appointed to a position of employment within the Company; or
- 79.7 If they have been absent from three consecutive board meetings without special leave of absence being granted by the board or where the board, by simple majority, resolve that this provision shall not apply in any specific instance; or
- 79.8 If they are removed from office by ordinary resolution duly passed pursuant to section 146 of the Act; or
- 79.9 If the board at any time resolves that they should be removed as a member of the board provided that no resolution shall be effective unless approved by at least 75% of the board;

Section A: Personal Details

Full name	
Former surname(s)	
Date and place of birth (DD/MM/YYYY)	
Current Citizenship(s)	
Primary home address	
Secondary /Business address	
Email address (including personal)	
Telephone number (including personal)	
Occupation	

Any candidate who falls under article 79, **may not be proposed for election to the Board.**

Section B: Reporting Statement		
1. Integrity		
	Yes/No	If yes, please specify (continue on separate page if necessary)

Have you been convicted in the past of an offence that is punishable by a term of imprisonment of two or more years (whether or not you received such a term of imprisonment) and any appeal rights against that conviction have expired or been exhausted?		
Has any sports body ever imposed any disciplinary or similar sanction on you for actions that would amount to a violation of the Cycling Ireland Constitution and Rules (including an anti-doping rule violation or an anti-manipulation rule violation)?		
Are you the subject of any pending civil, criminal or disciplinary proceedings or investigations?		
Are you prohibited from being a director or promoter of or being concerned or taking part in the management of a company for breach of or noncompliance with any applicable law or regulation?		
Are you prohibited from holding office with a sports organisation under any circumstances provided by law?		
Have you ever been declared to be bankrupt where you are not yet discharged from that bankruptcy or are subject to a condition not yet fulfilled or any order made under insolvency laws?		
Have you ever been involved in an investigation or disciplinary action resulting in adverse findings about your credibility, honesty or reputation?		
Please add any additional remarks and observations that you feel may be of potential relevance to Integrity.		

2. Integrity – Other Information		
	Yes/No	Please specify if relevant (continue on separate page if necessary)

Are you subject to an order that you are lacking in competence to manage your own affairs, and/or have you been deprived of your civil rights by proper application of the law?		
Are you physically and mentally fit enough to perform as a Board Member of Cycling Ireland? If you are unsure, please provide further details.		
Are you or have you been the subject of an investigation or disciplinary action, whether or not in a sporting context, that has resulted in adverse findings being made about your credibility, integrity, honesty or reputation?		
Have you at any time failed to comply with applicable law?		
Are you or have you ever been the subject of any public controversy that has undermined your credibility, integrity, honesty or reputation, or otherwise brought you into disrepute?		
Are you aware of any actual or potential conflicts with Cycling Ireland or any of its members, based on the significant interests or affiliations held by you or members of your immediate family?		
Are you aware of any act or omission on your part, or of any information that relates to you or your immediate family (such as investigations, convictions, anti-doping violations or sanctions), that could negatively affect the image or reputation of Cycling Ireland?		
Are you aware of any ongoing or previous matter that would preclude you from serving, or make you unsuitable to serve, as a Board Member of Cycling Ireland?		
Do you or members of your immediate family have any close association to the betting industry?		
Please add any additional remarks and observations that you feel may be of potential relevance to your integrity.		

3. Conflict of Interest

NOTE: Prior to completing this section, please carefully read the Cycling Ireland Code of Conduct and Conflict of Interest Register for Board Members and Sub-Committee Members, available on Cycling Ireland’s website

<https://www.cyclingireland.ie/downloads/CIBoard&CommitteeMembersCodeofConductandRegisterofInterests-website.pdf>

Please provide details of any personal interest you may have (financial or otherwise) which you believe conflicts, or may conflict with the best interests of Cycling Ireland.

Please Specify and Conflict of Interest	Outline any Actions Taken to Mitigate the Impact of the Conflict

4. Affiliation with Sports Organisations

Please provide details of all other organisations to which you are contractually affiliated, including a brief description of your obligations in relation to these affiliations.

Entity	Role	Remunerated (Yes/No)

5. Specific Skills

In order to be effective, the Board of Cycling Ireland needs to have a balance of skills, knowledge, and experience. Please provide details of which of the following skills you possess, including your level of knowledge and experience.

Skill	Level of knowledge and experience
<ol style="list-style-type: none"> 1. Governance 2. Leadership 3. Accounting/Finance 4. Strategic Development/Implementation 5. Sport/Technical Knowledge 6. Legal 7. Risk Management 8. Human Resources 9. Commercial/Business 10. Marketing Branding & PR 11. Project Management 12. Volunteer Management 13. Safeguarding 14. Non-Profit Sector 15. Event Management 16. Information Technology 17. Medical 	

Section C: Declaration of Obligations	
	Please tick if true
I have read and understood the Cycling Ireland Constitution.	<input type="checkbox"/>
I have read and understood the Cycling Ireland Code of Conduct and Conflict of Interest Register for Board Members and Sub-Committee Members.	<input type="checkbox"/>
I understand that my duties as a Board Member of Cycling Ireland include legal obligations and fiduciary duties which may expose me to personal liability and sanction according to the Companies Act 2014, as amended.	<input type="checkbox"/>
I understand that the Board of Cycling Ireland shall meet at least once every three months and that my attendance is required at those Board meetings, save for good reason which shall be communicated to the Board in advance.	<input type="checkbox"/>
I understand that my duties as a Board Member of Cycling Ireland, include the duty to prepare properly for Board meetings by reading all relevant material and documents. I declare that I have the necessary time to carry out that work.	<input type="checkbox"/>
I understand that as a Board Member of Cycling Ireland, I will be at all times subject to the provisions of the Cycling Ireland Code of Conduct.	<input type="checkbox"/>
I am aware that I must disclose any interests that I (or any members of my immediate family) currently hold that could present a potential or actual conflict of interest with my duties as a Board Member of Cycling Ireland.	<input type="checkbox"/>
I acknowledge that I must perform my duties as a Board Member of Cycling Ireland with integrity, transparency and in an independent manner, free from any improper influence, and acting at all times in the best interests of the sport of cycling.	<input type="checkbox"/>



I consent to the use by the Governance and Ethics Committee of Cycling Ireland of my personal data, including the information provided in this Application Form, for the purpose of assessing my nomination for compliance with legal and skills based requirements for election at the 2023 AGM.



By returning the completed and signed Application Form to the Governance and Ethics Committee of Cycling Ireland, I confirm that the information I have provided is complete, accurate, and not misleading in any respect. I also acknowledge that I am under a continuing duty to update this form with any further information required in order to ensure that it remains complete, accurate, and not misleading. Furthermore, I agree that if it transpires that any information, I have provided is incomplete, inaccurate, or misleading in any respect, this may form a basis for the Governance and Ethics Committee of Cycling Ireland to declare my nomination invalid and remove my name from the list of candidates for election at the November 2023 Cycling Ireland EGM.

Signature

Place and date