

YELLOWKNIFE MINOR HOCKEY ASSOCIATION

GUIDELINES FOR POLICY DECISIONS

Approved: 16 July 2009

1.0 INTRODUCTION

The Executive Committee has completed a comprehensive suite of policies and is committed to their application in a consistent, transparent and fair manner. However, it is not possible to anticipate every situation or to formulate policy direction that will address every possible circumstance. Accordingly, the Executive Committee is often called upon to address situations which are not clearly addressed in the policy statements or are exceptions to existing policy direction. The following statement is intended to:

- Reinforce our values as stated in the strategic plan;
- Highlight the principles which will guide the Executive Committee;
- Identify some key considerations when formulating an Executive Committee decision; and
- Clarify the process for guidance and direction from Hockey North.

2.0 OUR VALUES

As members of the Association, we value:

Excellence: high standards in all areas of our organization.

Integrity: consistent application of our policies and procedures in a fair and transparent manner.

Trust: a belief that all persons are acting in good faith.

Respect: for the game and for all participants including players, officials, parents, coaches and volunteers.

Accountability: responding to the needs of our members.

Stewardship: maintaining the vision, mission and values of the Association.

3.0 GUIDING PRINCIPLES

Executive Committee deliberations will be guided by the following principles:

Players First: enhanced playing opportunities for players should be facilitated provided that other players are not unduly inconvenienced and there are no substantive negative implications for the division or Association.

Optimal Approach: it is not possible to meet the individual needs of all players, coaches and parents. Programs and opportunities will be optimized to meet the needs of as many members as possible.

Transparency: decisions must be made in a manner which respects Association values and principles.

Fairness: decisions should be reasonable and should not unduly discriminate against any of the Association members.

Flexibility: members must respect that the collective wishes and needs of other members may outweigh their individual wishes and needs.

Reasonableness: a member request should be justifiable and not favour a few at the expense of many others.

4.0 KEY CONSIDERATIONS

Executive Committee decisions will be guided by the following considerations:

- Is it a “one-time” request or a permanent exception to Association policy?
- What are the assumptions or conditions associated with the request?
- Is the request reasonable?
- What are the financial implications to other players, teams or divisions?
- What are the operational implications to other players, teams or divisions?
- Who could be positively or negatively affected by the decision?
- Do the apparent benefits to members outweigh the perceived costs?
- Can circumstances be modified to reasonably benefit all members affected by the request?
- What is the justification for the request?
- Is the request consistent with Hockey North and Hockey Canada rules and regulations?

5.0 SUBMISSIONS TO THE EXECUTIVE COMMITTEE

Requests to the Executive Committee should:

- be in writing so that the same set of facts and considerations may be transmitted to all members;
- address the above-noted questions, at a minimum;
- include any additional pertinent information which would assist the Committee to make an informed decision.

6.0 POLICY GUIDANCE FROM HOCKEY NORTH

From time to time, policy guidance must be sought from Hockey North. Association members are not discouraged from speaking directly to HNWT or HNorth representatives. However, all requests for a formal decision from Hockey North must be:

- submitted in writing to the Executive Committee as per Section 5.
- transmitted, in writing, to the Hockey North representatives *via* the President or relevant director, as determined by the Executive Committee.

The Hockey North decision will be referred back to the Association via the relevant Executive Committee member who will inform the originator of the request.