

WHEELCHAIR RUGBY LEAGUE MANAGEMENT GROUP TERMS OF REFERENCE



NAME

1 The RFL tier four, Five and Six of the RFL competition structure for players in the Wheelchair Rugby League will be known as "The Wheelchair Rugby League" (WhRL).

OBJECTS

- 2 The WhRL will be organised with divisions established as necessary to offer the best standard of competition.
- 3 The WhRL will offer a high quality, well-administered competition open to all Wheelchair Rugby League teams operating in the Rugby League tier four, five and six competition structure.
- 4 The WhRL will aim to foster, develop and extend the game of Wheelchair Rugby League.

MANAGEMENT

- 5 The WhRL shall be managed by a Management Group consisting of the following members:
 - a) Chair
 - b) 2 x RFL representatives
 - c) 2 x Club representatives.
 - d) 1 x Independent representative
- 6 Each member of the Management Group will be eligible for one vote each. The quorum of any Management Group should be four members.
- 7 The (WhRL) Competitions Administrator as appointed by the RFL will be in attendance at each management meeting, however, he/she will have no voting rights.
- 8 The Chair and the three representatives will be appointed for a twelve-month term, at the Annual Clubs Meeting. Nominations will be sought one month prior to the Annual Clubs Meeting.
- 9 The Management Group shall meet at least once in a year or as and when necessary
- 10 All correspondence, communications and business shall be directed to the Competition Administrator responsible to the Management Group for all matters concerning the running of the WhRL.
- 11 The Community Board shall have the overall responsibility for all aspects of the management and development of the WhRL.
- 12 The WhRL Management Group shall be responsible for the following:
 - a) Implementation of the Competition Rules
 - b) Applications to the WhRL each season
 - c) Setting and monitoring the Annual Entry Criteria for membership of the WhRL



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- d) Matters of discipline and misconduct by clubs, players and officials of the WhRL
- e) Promotion of the WhRL
- f) Arrangement of any Play Off Series and the Grand Final
- g) Reporting on an annual basis to the RFL Community Board
- 13 Management decisions shall, if required, be voted upon and decided by a simple majority of those in attendance and eligible to vote with the Chair having a second and casting vote in the event of a tie. In the event of any unavailability of the Management Group they shall be entitled to cast a vote via email or telephone.
- 14 Any changes to the Competition Rules shall be recommended to the RFL Community Regulations Group who will sanction any changes.

15 The Administrator will be responsible for:

- a) The day to day management of the WhRL
- b) Registration of participants to include players, volunteers and coaches
- c) Compilation of fixtures and results
- d) Maintenance of accurate League tables
- e) All matters regarding the application of competition rules and management directives
- f) The efficient operation of the disciplinary system
- g) Compilation of all applications to join the WhRL
- h) Organisation of an efficient communications plan

MEMBERSHIP

- 16 Membership of the WhRL is open to all clubs playing Wheelchair Rugby League who are capable of any Annual Entry Criteria as specified from time to time by the Management Group.
- 17 Applications from new clubs must be submitted in writing to the Competition Administrator by the 1 March each year. Membership shall be granted to a club for one season only and all clubs must reapply for membership each year.
- 18 The Management Group reserves the right to request any club to seek reelection.
- 19 Any club wishing to leave to join another competition and seeking re-admission to the WhRL at some future date must again submit themselves to the standardised selection process and if successful in its bid will, on entry, be placed in a division that the Management Group deems suitable.
- 20 The Management Group may expel from the WhRL any member *or individual* whose conduct shall, in the opinion of the Management Group, render that club as unfit to be a member or otherwise demonstrates an unwillingness/inability to meet the annual entry criteria.

MEETINGS

21 Club meetings of the WhRL shall be held at least once a year which will be the Annual Clubs Meeting.



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- 22 The date of the Annual Clubs Meeting shall be determined by the Management Group. Notice of the meeting must be sent out at least twenty eight days prior to the meeting.
- 23 Irrespective of the number of representatives from each club, only one vote per club is allowed. Clubs with fines not paid within 30 days of issue or not having paid their league membership fee will not be entitled to a vote. In the event of a tie the Chair shall hold the casting vote.