



# Riverland Football League

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## RIVERLAND WOMEN'S FOOTBALL SUB-COMMITTEE TERMS OF REFERENCE

### 1. ESTABLISHMENT AND PURPOSE

1. The Committee of the Riverland Football League ("the League") has resolved to establish the Riverland Women's Football Sub-Committee ("the Sub-Committee") pursuant to the powers vested in the Committee by the Constitution and Rules of the Riverland Football League.
2. The purpose of the Committee is to act on behalf of the League in a competition management capacity for the Riverland Women's Football League ("the competition").
3. The Committee will have the specific responsibilities set out in section 4 of this Charter.

### 2. MEMBERSHIP

- 2.1 The League will nominate at least one (1) of its Board members to sit on the Sub-Committee being either a Commission member or an appointed delegate.
- 2.2 Each participating club in the Riverland Women's Football will nominate one (1) of its members to sit on the Sub-Committee.
- 2.3 The nominated League representative will be appointed Chairperson of the Sub-Committee. A secretary and treasure for the Riverland Women's Football will be appointed from the Women's Sub-Committee members.
- 2.4 In the event that the Chairperson of the Sub-Committee is unavailable and no acting Chairperson has been appointed, the Members of the Committee attending the meeting will appoint one of them as Chair for the meeting.
- 2.5 Additional members will be nominated by the Chairperson of the Committee and as agreed by the Committee.
- 2.6 The Committee composition will be reviewed at least annually and as resolved by the League.

### 3. AUTHORITY

- 3.1 The Sub-Committee has the authority (as delegated by the League) to make decisions in relation to the competition providing such decisions do not have reasonably foreseeable adverse effects outside of the competition.
- 3.2 Where adverse effects are reasonably foreseeable, consultation should occur with the League. The need for this consultation shall be determined by the Chairperson.

#### **4 RESPONSIBILITIES**

The Sub-Committee shall be responsible for;

- 4.1 The development of fixtures for the Riverland Women's Football competition.
- 4.2 Overseeing Rules, Regulations and Policies in relation to the Riverland Women's Football competition.
- 4.3 The provision of all necessary officials for the conduct of matches.
- 4.4 The integrity and management of the Riverland Women's Football competition.
- 4.5 Providing a quality environment, including a code of conduct and safety and legal responsibilities for female participation.
- 4.6 The facilitation and management of representative football, including interleague Women's interleague matches.

#### **5. CONFLICTS OF INTEREST**

- 5.1 In the event of an actual or perceived conflict of interest, a committee member must immediately declare the actual or perceived conflict of interest to the Committee and must not participate in discussions nor vote on the matter that has given rise to the conflict.

#### **6. MEETINGS**

- 6.1 As required but generally on a monthly basis.
- 6.2 The quorum for a meeting will be five, one of who is an appointed League Board Member.
- 6.3 The Sub-Committee will appoint a minute secretary from the members.
- 6.4 The Sub-Committee will forward a copy of all minutes of meetings to the League as an update at its next scheduled meeting.

#### **7. REVIEW**

- 7.1 The Sub-Committee will review its performance annually and provide a summary of the year to the League for discussion.
- 7.2 This Charter will be reviewed at least annually by the Sub-Committee and any changes are to be recommended for approval by the League.

***Approved by Riverland Football League***

***Date: 15/5/2023***