

REGULATION 4 BOARD APPROVED SUB COMMITTEES

Introduction

From time to time the Board will approve the establishment of sub committees. In general these will have one of two purposes:

To provide the Board with advice and recommendations on specific topics (Advisory Committees)

To assist Management to run the game and implement the strategic/annual plans (Management Committees)

Advisory Committees

The following sub committees under this regulation could be but not exclusively:

- Senior Men
- Senior Women
- Junior
- Technical
- Funding / Sponsorship

Activities

- To assist Management with relevant stakeholder consultation as required about issues and topics relating to their part of the game
- To assist with projects as requested by Management or Board

Membership

Up to five persons representing each of the five regions within Central Soccer. It is expected that such persons will have a knowledge of and interest in their part of the game. They may or may not be existing members on Management committees.

Clubs/Schools/Referees/Coaches will be invited to nominate a suitable person from their area to participate. Final approval of nominees will rest with the CEO.

Nominations will be called for as required.

Regional Management

Regional Managers would like club input into management of the region, which can include league structure and implementation of new strategic directions. Sub-committees to support the regional manager are useful when dealing with issues that may arise on and off the field plus hosting of events and promotional activities.

How this operates will vary between regions and Central Soccer is comfortable with allowing the management structure to be decided between the clubs and the regional managers.

Options include

1. Regional Management Committee – to be made up of all sectors of the game
2. Small sub committees to deal with specific areas of management
3. Club Meetings –seniors and juniors

The sorts of activities that the regional managers need support on are

Activities

- Help chair Men's , Women's, Junior & Sec school meetings. 3 meetings to be held per year
- Develop year planner for league structure, KO cups and local tournaments with Manager.
- Seek sponsorship opportunities for local initiatives ie league names, KO cups, tournaments.
- Assist with event management as required
- Establish fundraising and sponsorship opportunities for local representative teams to attend tournaments.
- Identify trophy winners for awards night and present awards
- Nominate Soccer representatives for Regional Sport Trust awards
- Co-ordinate club/school thank you function
- Establish local variance policies where not inconsistent with CS rules and regulations
- Establish ways in which strategic/business plans can be implemented locally
- Assist with implementation of Federation plans, policies and procedures as required

Membership

Membership of these committees can be called for at any time at club meetings.

Judicial Committee

Each region shall have a Judicial committee which will meet as required to attend to any matters requiring a Judiciary as decided by the local Regional Manager.

- Nominations will be sought by the Regional Manager in each Region prior to the commencement of each season.
- Nominees need to have a good working knowledge of the Federation and Local regulations and policies and be able to determine cause and effect without bias.
- Regional Managers will confirm appointments with CEO
- Members of each Judicial Committee shall hold office for a period of 12 with the right of renewal.
- Members of the Judicial Panel may resign at any time and may be removed by the CEO

The Regional Manager will choose the final makeup of the Judiciary on a case by case basis

It will consist of

- 3 members selected from the judicial panel.
- The Regional Manager or nominated representative who will chair and take minutes. The Regional Manager or nominated representative will be able to advise the panel on any matters relating to the judicial but will not have a vote.

Referees

The **Central Referees Committee** will combine the advisory and implementation roles described in this regulation. In addition this committee will be responsible for budget, recruitment, training, development, nominations, and appointments Federation wide as required.

The referees committee will consist of

- Chair – Must be a non-active referee or inspector if he is a referee member and is appointed by the board
- A representative from each region who is also a member of the local referee association
- Referee Education Officers/Coach
- Federation wide appointments officer
- Secretary appointed by CEO

Only the 5 representatives and the chair will have voting rights.

The **Local Referee Association Committee** will be drawn from the local membership. Their purpose will be to manage local recruitment, development and appointments for local competitions as required. They will liaise with their Regions Education Officer for training and development of referees.

All referees come under the management of Central Soccer. Managers will liaise with both the chair and the local appointments officer. The manager can request games that require appointments and can overturn appointments if required in cases of conflict management or to ensure clubs are serviced correctly.

Code of Conduct and Protocols for all Committees

By putting themselves forward to participate in the various sub committees members undertake to carry out the responsibilities outlined, can attend meetings as required and undertake any tasks allocated to them.

It would be virtually impossible to devise specific rules to cover every situation that Committee members may encounter. Therefore many of the principles that are set out in the protocol are general in nature and can be applied to a variety of situations as they arise. The guiding principles are that members should act in the best interest of Central Soccer.

Committee members agree that to the best of their abilities they will abide by the following principles:

Members agree that they will maintain a commitment to the collective responsibility to the Committee. Free and frank expression is encouraged during committee meetings and all points of view will be listened to. Minutes are routinely written in a format that does not disclose individual views.

Once a decision is made the product is that of the Committee as a whole. Members accept the principle that publicly the Committee speaks with one voice and that individual members do not express dissenting views on agreed decisions. However in extreme cases Committee members may request that the minutes record their dissenting view.

Members agree that they have a duty of loyalty to Central Soccer and its policies. Members will act in good faith in the best interest of the Central Soccer. If any members find themselves in a

situation where according to their conscience they cannot agree with Central Soccer or actions they should withdraw from the Committee.

Members should declare any conflict of interest relating to any matter under discussion. The Committee will decide how to proceed in such cases.

All media correspondence with regards Central Soccer business must be issued through the CEO. If Committee members are contacted by media for comment regarding Central Soccer, they should direct the journalist to the CEO.

With regard to local matters media correspondence will be issued through the Local Manager unless it is a matter more appropriately dealt with by the CEO. When Committee members are contacted by media for comment regarding local matters, they should direct the journalist to the Local Manager. Media requests for results and other matters relating to games can be dealt with locally.

The Advisory Committees will meet as required to undertake their requirements. This may be face to face, by conference call or by other means such as email.

Local Management Committees will meet as determined by each committee. It is expected that they will meet at least four times a year and may be in conjunction with Club/School meetings.

Referee Committees shall meet as determined by each committee in conjunction with the Central Referees Committee.

Members who miss two consecutive meetings without good reason may be excluded from the committee.

All requests for advice, feedback, reports and recommendations required by the Board from the Advisory or Branch Committees will be undertaken via the CEO.