

HISTORY & HERITAGE ADVISORY GROUP

TERMS OF REFERENCE

1. INTRODUCTION

The History & Heritage Advisory Group (HHAG) has been mandated by International Rugby League to advise on all matters related to the history and heritage of international rugby league.

2. PURPOSE & OBJECTIVE

- 2.1 To collate and curate a historically accurate archive of every men's, women's and wheelchair Senior International Match (i.e. one for world rankings points, or the highest tier of match preceding the introduction of world rankings points) in the game's history.
- 2.2 To propose guidelines and policies around the treatment and presentation of aspects of the sport's history for the contemporary observer.
- 2.3 Consider initiatives that will raise the profile and visibility of the game's rich international heritage.

3. OPERATING GUIDELINES

- 3.1 The Advisory Group's members will be appointed by the Board.
- 3.2 In addition to the Chair the Advisory Group will consist of Representatives from the Southern and Northern Hemispheres who are considered experts in the field of the history of international rugby league.
- 3.3 The term of office for Representatives shall be a period of up to two years, after which a Representative may be re-appointed. Any change to a Representative before the end of a two-year term can only be effected by a majority vote of the other Representatives, other than any IRL Representative, who cannot be removed other than by IRL.
- 3.4 The Advisory Group, at its discretion, will strive to stagger the re-appointment of Representatives, to ensure stability and continuity are balanced with a regular inclusion of fresh ideas and new perspectives.
- 3.5 A Representative shall have one vote, although, in the event of a tie, the Chair will have the casting vote.
- 3.6 Quorum of meetings will be not less than 50% of the Representatives.
- 3.7 Meetings will be called by the Chair or secretary, with a notice period of not less than ten working days.
- 3.8 The Advisory Group shall also appoint a secretary to the panel to co-ordinate meetings, circulate agendas, record minutes and tend to any administration arising from the committee's decisions. It is permissible for a Representative to concurrently assume the position of secretary.
- 3.9 From time to time, and upon invitation by the HHAG, other representatives of the IRL, its members, international competition organisers or other experts may be co-opted to attend the Advisory Group in a non-voting capacity.
- 3.10 Meetings will take place as and when required, using technology such as video and conference calling.



- 3.11 All Representatives shall abide by the Code of conduct, which they shall have read and signed, and breaches of the code may lead to removal from the Advisory Group.

4. PRINCIPLES

- 4.1 To allow expertise from within the game to shape the Advisory Group.
4.2 To preserve, promote and celebrate the sport's global heritage.
4.3 To be exhaustive in its commitment to accuracy and authenticity when fulfilling its purposes.

5. ORGANISATION

- 5.1 The Chair and secretary will be responsible for the organisation and administration of meetings.
5.2 Minutes or actions from the meetings shall be taken and circulated to the group in a timely fashion after the meeting.
5.3 Presentations and reference papers discussed in a meeting will be circulated immediately following the meeting if not already circulated.
5.4 An action log will be created and presented at each meeting to record the progress against identified actions arising from previous meetings.

6. SCOPE

- 6.1 The Advisory Group shall conduct its business in line with the IRL constitution.
6.2 The Advisory Group is an advisory body without executive power.
6.3 IRL management shall consider recommendations from the Advisory Group and choose whether to propose them to the Board, which shall determine either to adopt them without amendment or make such amendments it deems fit.

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