

WHEELCHAIR RUGBY LEAGUE ADVISORY GROUP

DRAFT TERMS OF REFERENCE

1. INTRODUCTION

The Wheelchair Rugby League Advisory Group (WHAG) has been mandated by International Rugby League to advise on wheelchair rugby league.

2. PURPOSE & OBJECTIVE

- 2.1 Review, make recommendations and advise International Rugby League concerning key matters relating to wheelchair rugby league, including but not limited to a consistent set of Laws, technical regulations, classifications and match official development.
- 2.2 Set out the international calendar, including the wheelchair world cup, other international tournaments, tours and matches, for recommendation to IRL.
- 2.3 Consider initiatives that will lead to a growth in participation and visibility of wheelchair rugby league.

3. OPERATING GUIDELINES

- 3.1 The Advisory Group will have an independent Chair and up to seven additional Representatives.
- 3.2 The Chair shall be appointed by IRL for a period of up to two years, and reviewed on an annual basis. Any change to the Chair before the end of a two-year term can only be effected by a unanimous vote of the other Representatives and then approval by the IRL Board.
- 3.3 In addition to the Independent Chair the Advisory Group will consist of one Representative from the:
 - Asia Pacific Rugby League Confederation
 - Australian Rugby League Commission
 - Federation Française de Rugby 13
 - Rugby Football League
 - European Rugby League
 - IRL
 - A current or former wheelchair rugby league player
- 3.4 The term of office for Representatives shall be a period of up to two years, reviewed on an annual basis by the Chair and/or IRL. 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 the IRL Representative, who cannot be removed other than by IRL. A Representative can serve no more than three terms.
- 3.5 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.
- 3.6 A Representative shall have one vote, although, in the event of a tie, the Chair will have the casting vote.
- 3.7 Quorum of meetings will be four Representatives.



- 3.8 Meetings will be called by the Chair or secretary, with a notice period of not less than ten working days.
- 3.9 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.
- 3.10 From time to time, and upon invitation by the WHAG, 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.
- 3.11 Meetings will take place as and when required, using technology such as video and conference calling.
- 3.12 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 community to shape the Advisory Group.
- 4.2 To retain the sport's essential commonality with the running game in how it is played on the court/pitch.
- 4.3 To consider strategic development of the wheelchair game.

5. ORGANISATION

- 5.1 The Chair and secretary will be responsible for the organisation and administration of meetings.
- 5.2 Minutes 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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