



TERMS OF REFERENCE: DISCIPLINARY COMMITTEE (MEMBERSHIP)

(reviewed July 2011)

This committee might include any of the following Club Officials:

- ✎ The Captain
- ✎ Club Chairman
- ✎ Vice Captain
- ✎ Immediate Past Captain
- ✎ Other elected Committee/Board Members

and would normally only meet as directed by the Main Club Committee/Board.

It is important that no member of this committee sits in judgement on a case in which they have been involved. For this reason many clubs appoint the committee as and when the situation requires it.

Its powers/mandate must be consistent with the Club Rules and normally it would report back to the Main Committee/Board before any decision is made.

Terms of Reference would be along the following lines:

- ✎ To deal with any complaints regarding alleged misconduct by members as instructed by the Main Committee/Board.
- ✎ To interview all persons concerned in any incident and to report the facts to the Main Committee/Board along with any recommendations for any action to be taken.
- ✎ No person shall sit on this committee if they are involved in the alleged incident.
- ✎ In the case of a Junior Member no interview should take place without the parents or guardians being present at all interviews.
- ✎ It is normal practice to allow the person being interviewed to have a colleague with them but if they wish to be legally represented then the club should also have their legal representative present. However it is far better at this stage to try to resolve the matter without having lawyers involved.