



# RUGBY LEAGUE NORTHLAND

Bylaws of Rugby League Northland

## **Index**

	<b>Page</b>
1. Registration of Players .....	2
2. Transfers.....	2
3. Clearances.....	4
4. Grades .....	4
5. Conduct of Competitions .....	5
6. Team Cards.....	5
7. Defaults .....	6
8. Protest and out of order players.....	6
9. Referees .....	7
10.Touch Judges.....	8
11.Match Managers.....	8
12.Uniforms.....	8
13.Swords Representation.....	8
14.Travelling Teams.....	8
15.Visiting teams.....	9
16.Club Reporting Obligations.....	9
17.Club Delegates .....	9
18.Outstanding Accounts .....	9
19.Trophies .....	9
20.Judicial.....	9
21.Judicial Appeals.....	10
22.Offence/Charge Suspensions.....	11
23.Appendix 1.....	12

## **1. REGISTRATION OF PLAYERS**

- a. Rugby League Northland (RLN) shall keep a record of the names and grades of all players who are members of RLN.
- b. RLN has the right to decline a player's membership application
- c. Each playing member when making an application for membership must nominate a club to whom he/she will play for until transferred or cleared in the manner hereafter provided in these by-laws. Player registrations will be accepted on-line or manually by completion of the applicable registration forms, however it is the responsibility of the club who have the player registering to ensure that the on-line registration or applicable forms have been cleared by RLN or in the case of a manual registration, stamp certified.
- d. All new players registering to play rugby league must:
  - i. Produce proof of age by presentation of a birth certificate, Passport, Photographic drivers licence, a verified letter from a Justice of the Peace.
  - ii. The minimum age a player can be registered is four (4) years of age or after 1 January in the year of registration.
- e. For all grades, a copy of the Team List must be available prior to all games for opposition team officials and officials of RLN if called upon. If no Team List or Maintenance Form is produced, then the team cannot take the field.
- f. For all new players who register with a club, but do not take the field for that club and subsequently register with another club, the original registration will be invalid.
- g. No player may register for any club other than the club for which they last played, without the required transfer or clearance.
- h. For any team registration to be accepted by RLN the minimum number of registered players listed must be:

Mini Football (6s – 9s):	6 players
Mod Football (10-11s):	10 players
International grades (12s – Seniors)	11 players
- i. Mixed gender participation is only able to be played up to 12 years
- j. The minimum age to play Senior/Premiership rugby league is 17 years of age at 1 January in the year of participation.

## **2. Transfers:**

- a. Any player registering for a club other than that for whom he or she last played will require a transfer from the club for whom he or she last played under the following circumstances:
  - i. He or she is returning from playing overseas
  - ii. He or she is returning to the RLN after playing rugby league in any other New Zealand District/Zone and last played in the RLN within the preceding 12 months.
  - iii. He or she is joining an RLN club for the first time, but had played rugby league elsewhere in New Zealand or overseas and is required to transfer from his or her former club under the rules of the New Rugby League Football League.
- b. Only one (1) approved transfer per player can be submitted to the same club in which the player has transferred to in any playing season.
- c.
  - i. Interprovincial and International transfers will be approved by RLN
  - ii. All transfers within Northland will be approved by RLN

- d. All transfers must be completed per online transfer processes
- e. No transfers will be accepted during the period commencing:
  - i. 30<sup>th</sup> June 2017 – 1<sup>st</sup> November
- d. Only three (3) players from the one (1) Club can be transferred to the same Club per season

### **Transfer Process**

- a. Any player wishing to transfer must submit an online transfer request to RLN
- b. In submitting the online request the club to which the player is transferring:
  - i. shall certify that they have no financial obligations to the former club and have read and understood the transfer rules and regulation of the League
  - ii. In clearing the player, the new club has had certified by the player (and if under the age of 18 a parent/guardian), that they have read and understood the transfer rules and regulations for the League and agree to the transfer.

The club from which the player is transferring will have 14 days from the date of the online application to either approve the transfer, refuse to approve the transfer, refuse to approve the transfer, or advise of any conditions.

If no advice is received within 14 days, the transfer will be granted by RLN.

- c. Under no circumstances can a player be denied a transfer if the player does not have any financial or contractual obligations to his or her former club or hold club property from the previous season
  - i. Financial obligations are defined as Annual Club subscriptions
  - ii. Contractual obligations are defined as any signed contract between the player and his/her former club that has not been fulfilled
  - iii. Club property is defined trophies or football playing gear

### **Appeals**

Any player refused a transfer will have the right to appeal to RLN General Manager

- a. Any party aggrieved at the decision of RLN may have the right of appeal to the Appeals committee (as appointed by RLN).
- b. A fee of \$200.00 must accompany any appeal lodged and shall be forfeited in the event that the appeal is unsuccessful
- c. Any party aggrieved at a decision of the Appeals committee may have a further appeal to the New Zealand Rugby League Incorporated Appeals Committee, such appeal to be lodged with RLN within 48 hours of the decision being reached and received in writing
- d. A fee of \$500 must accompany any appeal lodged to the New Zealand Rugby League Incorporated Appeals Committee

### **3.Clearances**

- a. Any player registering for a club other than that for whom he or she last played will require a clearance from the club for whom he or she last played to confirm he or she has no obligations to his or her club, under the following circumstances:
  - i. He or she last played for a Northland Club or District or Zone team 12 months previously but not exceeding 24 months
  - ii. He or she last played for a Northland club but has played overseas on an amateur clearance over 12 months, but not exceeding 24 months
- b. No clearances will be accepted in the period 30 June to 1 November for all players.
- c. Any player wishing to obtain clearance from his or her former club must submit an online clearance.

The club from whom the player is seeking clearance shall have 14 days from the date of notification to approve or advise of any reason to refuse clearance. If no advice is received within 14 days, the clearance will be granted.

If any clearance is refused, by the player's former club, the former club will serve notice of the reasons to the club to which the player wishes to be cleared. The club will have 14 days to rectify the reasons for refusal of the clearance, and the player will be free to register with his or her new club when this has been done. If no such ratification is completed within 14 days of the notice, the clearance request will be deemed to have been withdrawn.

- d. In submitting an online clearance request, the club to whom the player is applying for a clearance has had the player certify (and if under the age of 18 a parent or guardian) that they have read and understood the transfer/clearance rules and regulations of RLN.

### **4.Grades**

RLN will be responsible for administering the following grades:

**Mini and Mod:**

- 7s
- 9s
- 11s

**International Grades:**

- 13s
- 15s
- 17s

**Senior Grades:**

- Premiers

***Premier Grade***

All clubs in the Premier grade must field teams in accordance with the directions of the Senior Delegates Committee on the following basis:

- a. In assessing team requirements for maintenance of Premiership eligibility, clubs must have the required number of teams by 15<sup>th</sup> May and maintain them in weekly competition of officially allocated matches until at least 30<sup>th</sup> June.
- b. The senior delegates committee shall call for any required evidence from RLN to satisfy itself that Premiership grade teams have met their requirements to field required teams.

## **Junior Grades**

- c. All football from the 7s to 17s will be classified as Junior Grades

## **5. Conduct of Competitions**

### **a. Premiership Grade**

- i. All Premiership Grade competition and play-off formats will be played as determined by the competition format

### **Junior Grades**

- i. RLN shall determine all grade competitions and play-off series formats under their respective control
- ii. No championships will be played in Mini and Mod football grades

### **b. Competition Rules**

- i. For all Premiership and Junior Competitions (13-17s only), two (2) points shall be awarded for a win, one (1) for a draw. Should a bye be necessary in a grade competition, a 30-nil score line shall be awarded for calculation of percentages.
- ii. However in the interest of player's safety the maximum playing time including extra time should not exceed 100 minutes.  
Should the match still be drawn after the maximum minutes have elapsed, the winner shall be the team that scored the first points in normal time.
- iii. In the case of a tie on points after pool play, the points for and against percentage will be used to determine each team's position and decide which team progresses into the play-offs series format.
- iv. To qualify for any play-off series, players must have played a minimum of seven (7) games (4 played, up to 3 as medical dispensation) in the regular season for their current registered Club.
- v. No competition games are to be played without goalpost bolsters on the goal posts.
- vi. The minimum number of players for a team to take the field is nine (9).
- vii. **Extra time** will be required in the event of a draw at full time in the **play off series** and shall be as follows:  
"Immediately following the end of normal time, the referee shall toss a coin to decide which team shall restart two spells of 5 minutes each way will be played in full. Should the score still be equal then further spells will be undertaken until the game is terminated immediately after the first point/s are registered.

## **6. Team Cards**

- a. All teams will be required to complete an official team card prior to the commencement of each game (refer Appendix)
- b. All teams in non-competition games (6s-12s) will be required to complete team cards prior to the commencement of each game. For all 6s-9s grades, the team cards must have the players first name and surname inserted correctly on the

team card as per their registration for all games, and for all 10-12s grades the team card must have the Players First Name, Surname, and signature inserted correctly on the team card as per their registration for all games.

- c. Team Cards must be legible and completed correctly, stating the players full name as it is registered on LeagueNet (i.e. no nicknames or initials to be used)
- d. Team Cards must be signed by all players prior to taking the field
- e. Team cards are to be handed to the Match Manager no later than 15 minutes prior to kick-off (Junior International and Premier only)
- f. Team cards must be signed by the referee and sent to the Competitions Manager by 12pm Tuesday following the game. Should a team's Team Card not be received within the timeframe, or be out of order, the team will be fined a "Late Team Card Fee" of \$25.00. Failure to present any team card will result in an extra \$100 fine AND those players who played will not be able to register the game toward their final eligibility.
- g. Team cards can be submitted by either scanned email or sent via text.
- h. Any team found to be falsifying the appearance of a player in any game will be subject to serious misconduct.

## **7. Defaults**

- a. Any team that defaults will incur a default fine of the following (inclusive of GST):
  - Junior International \$50.00
  - Premier Grade \$100.00
- b. Any team unable to field a team in a competition match must notify RLN by 12.00pm the day prior to the game. If not notified in time, the Club will incur a late fee of (inclusive of GST):
  - Junior International \$50.00
  - Premier Grade \$200.00
- c. The total default fine and late fee (if incurred) must be paid to RLN by the Wednesday following the defaulted game. The additional late fee amount will then be passed onto the club that was defaulted.
- d. If a team defaults a competition game during the season, the non-offending team will be awarded the competition points and a 30-nil result for calculation of percentages.
- e. Any grade (except Premiers) where a team defaults two (2) consecutive matches or three (3) matches across the course of the season, will be removed immediately from the competition.
- f. Premier teams with criteria will forfeit their right to play-offs should any of its criteria grade teams be withdrawn from the competition.

## **8. Protests and out of order players**

- a.
  - i. In the event that any player is discovered to be playing without a registration, without the necessary transfer or clearance in a grade for he or she is not eligible or under any incorrect name, RLN will advise the club with full details in writing. The club must present any evidence if they wish to dispute RLN's findings within 14 days.
  - ii. In the event the player being found to be out-of-order, the club shall be fined \$50.00 for the first offence and for each subsequent offence after notice was served by RLN.

- iii. Championship points won in any game in which an out-of-order player participated will be forfeited and awarded to the non-offending team.
- b.
  - i. Teams may protest against their opposition if they believe a player or players are for any reason ineligible to compete in the grade or team in which they played.
  - ii. In all cases, the names of any challenged player(s) must be printed on the team card, along with the reason for the protest, and be signed by both coaches, the challenged player(s) and the referee. Should any challenged player or his or her coach refuse to sign the team card, the protest will be deemed to have been won.
  - iii. All protests must be supported by a letter from the club being submitted to RLN within 48 hours of the game being played.
  - iv. In each case where the protest has been upheld, the team with the players who have been successfully challenged shall lose any championship points, and they will be awarded to the non-offending side if the non-offending side is in order.
- c.
  - i. Any club may appeal a protest decision in writing to RLN within 48 hours of being served notice of the decision by RLN. Any appeal must be accompanied by \$100.00 appeal fee, which is forfeited in the case of an unsuccessful appeal.

## **9. Referees**

- a.
  - i. Referees will be appointed by The Rugby League Northland Referees Association. Clubs cannot request any allocation or non-allocation of referees.
  - ii. The Referee is the sole judge during all games, their decision is final. The referee will be the sole judge of time for the game except for sinbin incidences. If no Match Manager is present for the game, then the referee will be responsible for monitoring sinbin time.
  - iii. Referees are required to text through the final score to the General Manager (021994494) immediately after each match.
- b.
  - i. In the event of an appointed referee not being available, every endeavour will be made to find a replacement. If no replacement is available, teams must agree on to a replacement referee to ensure the game can be played and be recognised by RLN.
  - ii. In the event of the teams not agreeing to the match being refereed by a replacement for the appointed referee, the coaches of the teams or their appointee shall each referee half of the match, with the coaches determining which of them or their appointee is to referee the first half of the match by the toss of the coin, PROVIDED HOWEVER that if a match is a play-off series match and the teams have not agreed to the match being refereed by a replacement for the appointed Referee, the match shall be considered postponed with no points being awarded to either team, and the match shall be replayed at a later time and date to be determined by RLN or Football Committee.
  - iii. In the event of a match being started under the control of a replacement Referee and the Referee appointed to the match subsequently arrives, the



appointed Referee must take over control of the match at a suitable time and control for the balance of the unplayed time.

- vi. In the event that a referee does not turn up for an appointed match, the Referees Association will be fined \$60.

#### **10. Touch Judge**

- a. Touch judges will be appointed wherever possible. Where no Touch Judge is appointed, each team is required to supply one (1) who is to be 16 years of age or older.

#### **11. Match Managers**

- a. Each team/club is to supply a match manager for all competition grades during round robin matches.
- b. The Match Managers must sit at halfway between the two teams reserve benches and are responsible for managing team interchanges and sidelines, including team benches.
- c. Match Managers must report any non-complying team officials or players to the Competition Manager via the Match Card.
- d. Match Managers are to send through all Match Cards and any additional reports to the Competitions Manager no later than 12pm Tuesday following the match to ensure that results can be published online. Match cards can be emailed to [admin@rln.co.nz](mailto:admin@rln.co.nz) or a photograph can be text to 0212426975.

#### **12. Uniforms**

- a. Club uniforms but be approved by board of directors. Approval of any changes to Club colours must be sought from the RLN board prior to season commencement.
- b. All players taking part in RLN competitions shall be attired in correct club uniform and the Referees may refuse any player not so attired permission to play the match.

#### **13. Swords Representation**

- a. All players must be registered members of a RLN Club as of 30<sup>th</sup> June
- b. Players must have played a minimum of four (4) games in a RLN registered competition

#### **14. Teams Travelling**

- a. When a team wishes to travel outside Northland, whether to play or not, the Club must apply to RLN on the appropriate New Zealand Rugby League Incorporated Travel Forms with the relevant documentation required.
- b. All teams travelling will be required to lodge the relevant New Zealand Rugby League Incorporated Travel Bond at the time of application. Bonds will be repayable on receipt of a formal tour report after travel is completed, and no complaints are received. All tour bonds are held by NZRL.
- c. RLN will be empowered to investigate any complaints of misconduct on team trips, and take any action deemed appropriate. It may also take whatever disciplinary action against the club or any person(s) resulting from any such

investigation. Any financial compensation liability on the travelling club for any reason shall not be limited to the bond.

#### **15. Visiting Teams**

When a club wishes to host a team from outside of Northland, whether or not to play a game, the club must apply to RLN as per the NARL travel regulations.

#### **16. Club reporting obligations for RLN**

All clubs must advise RLN in writing of the date of its Annual General Meeting not less than 14 days prior to its meeting as required by the RLN constitution.

#### **17. Club Delegates:**

All clubs need to provide a junior and a senior delegate to attend their respective meetings as required. Failure to attend two consecutive meetings will result in the club being called to the RLN Judiciary and could result in the club being withdrawn from the competition.

#### **18. Outstanding Accounts**

- a. All clubs are required to pay outstanding accounts to RLN when they fall due for payment. Any monies remitted to RLN by a club shall be applied in payment of the oldest debt to RLN.
- b. RLN shall have the power to charge penalty interest on outstanding accounts.
- c. Any club entitled to monies payable by RLN will have any outstanding account balance deducted from monies payable to that club before remittance of any balance due.

#### **19. Trophies**

- a. All Club fees must be paid in full. Clubs that have not paid their fees will not be eligible for either the monetary prize or the trophy.
- b. All trophies must be signed for (by the Club's Manager) as an undertaking that they will be responsible for such trophies. (A form will be made available to Clubs on collection of the trophies).
- c. The trophies must be returned the week before Grand Final so that they can be presented at Grand Final. Thereafter the trophies will need to be returned at the 1st Senior Delegates meeting for the following season.
- d. Only 1 Team can win each prize pool. Where there are Teams on the same number of points – the for and against differential will determine the winner.

#### **20. Judicial**

- a.
  - i. Judicial Hearings will be held at the RLN Office, ASB Sports House, 97 Western Hills Drive, Whangarei on the Thursday evening following the game.
  - ii. If for any reason the Judicial Committee are unable to convene a hearing the week following the incident, an alternative date will be set. The Competition Manager will notify all parties of the change in date.

- b. Any player ordered from the field of play shall be required to vacate the field of play and retire to his or her changing room and change from his or her playing gear before returning to the side line. The player shall take no further part in the game.
- c.
  - i. Any player ordered off the field (excluding Junior grades) has the option of accepting the mandatory suspension period for the ordered off offense per sub-clause (e)
  - ii. All player/s or person cited or ordered off remain suspended from all play or football activity until appearance at judicial.
- d.
  - i. Any player or person cited or sent from the field of play will be notified of the charge by RLN office by 4pm on the Monday proceeding the game. The charge notification shall include the Referee's Report or citing charge and will be sent to the player or persons club by electronic mail. For the purposes of definition, the officially notified club electronic mail address shall be deemed the player or persons address. It will be the responsibility of the club to ensure the player or person is advised and receives a copy of the charge advices.
  - ii. If a player elects to contest the charge at a Judicial Hearing, they have until 4pm on the Tuesday to advise RLN office. If no contested charge advice is received by the defined time, the player will be deemed to have pleaded guilty to the charge and the mandatory suspension reduction period for the offense will immediately apply.
  - iii. For all called-off games whether by the referee or duly authorised official, the coach and/or manager of the team and an official of the club must attend any Judicial Hearing.
  - vi. The Judicial Committee have the ability to impose higher penalties should the incident warrant it.
- e. The player or team official that has been called to a hearing may elect for an early guilty plea. An early guilty plea is seen favourably and will reduce the possible penalty will be reduced by half as per table below.

## **21. Judicial Appeals**

- a. A right of appeal from decisions of the Judicial Committee to the NZRL Appeals Committee is available in accordance with Rule 29 of the RLN constitution.
- b. Suspensions imposed by the Judicial Committee will remain in place until such an appeal hearing.

## **22. Offense/Charge Suspensions**

<b>Offence / Charge</b>	<b>Mandatory Suspension Period</b>	<b>Early Guilty Plea Reduction Period</b>
Tripping	2 matches	<b>1 match</b>
Kicking	6 matches	<b>3 matches</b>
Striking	6 matches	<b>3 matches</b>
Head High Tackle	4 matches	<b>2 matches</b>
Dangerous Throw/Tackle	6 matches	<b>3 matches</b>
Dropping knees	4 matches	<b>2 matches</b>
Offensive behaviour/Language	2 matches	<b>1 match</b>
Spitting	4 matches	<b>2 matches</b>
Biting	8 matches	<b>4 matches</b>
Referee/Match Official Abuse	8 matches	<b>4 matches</b>
Re-entering field of play	8 matches	<b>4 matches</b>
<b>Mandatory Judicial Attendance</b>		
Called-off Game	Mandatory Judicial Attendance	
Citing's <small>(inclusive of any misconduct not seen by Match officials)</small>	Mandatory Judicial Attendance	
Second offence or more in a playing season	Mandatory Judicial Attendance	
Side line eviction	Mandatory Judicial Attendance	

# APPENDIX 1

## Rugby League Northland Senior Competitions Committee

### Committee Authority

The Committee is delegated by the Rugby League Northland Board of Directors to manage the delivery of Senior Rugby League in Northland.

### Membership

The Committee shall consist of:

- Chair: The Chair should not be the General Manager. The Chairperson role will be rotated monthly by each club throughout the year.
- Delegates from all participating clubs in the RLN Premiership
  - o RLN Senior Club delegates x 7

### Election of Committee Members

If club delegate positions (Chairperson) are not appointed by the AGM, the RLN Board will seek and appoint appropriate people to fulfil those roles.

The elected Chairperson will need to be confirmed by the RLN Board before their official appointment. The chairperson's role is to:

1. Introduce meeting etiquette & tikanga
  - a. Brotherhood of League is crucial to the growth of the game.
  - b. Everyone is at the table for the same purpose growth and development of Rugby League and its image.
2. Liaise with the RLN GM and the delegates with regard to setting an agenda.
3. Facilitate the Meeting, lead discussion not dictate.
4. Facilitate decision making
5. Vette inwards and outwards correspondence
6. Delegate actions/to do's

### Relationship with Management

The Committee's key relationship is with the General Manager, who is the go-between for the Committee and the RLN Board of Directors.

The GM will monitor the activity of the Committee, ensuring decisions made are within the Terms of Reference, adhere to RLN policy and align with the RLN strategic direction.

### Meetings

Meetings shall be held as determined by the Committee. A quorum of 4 Committee Members (60% of the vote) shall be required including the Chair, or his/her nominee. The meetings will be the first Monday of each Month unless otherwise discussed/decided

Meetings will address areas such as:

1. Creating the best possible positive environment to play Rugby League in to include but not exclusive to:
  - i. Ensuring processes are coordinated within clubs with regard to:
  - ii. Match day protocol and processes

- iii. Confirmation of the RLN Premiership and Draw
  - iv. Judiciary
  - v. Side line Behaviour
2. Event Management – assisting with creating Rugby League events.
    - a. Finals Series
    - b. North v South Fixture
    - c. Northern Swords
  3. Communication
  4. Referee Development
  5. Representative Development and success
  6. Registration management and policy

Where a vote is required only one delegate per club may vote. Minimum of 5 committee members, 60% of the vote required for a vote to count.

### **Communication**

All communication is sent via the designated club delegate. It is their responsibility to ensure messages are communicated within your club network.

### **Operation**

The Committee will:

- Conduct its proceedings and set its direction by reference to and in accordance with these Terms of Reference and the Rugby League Northland Constitution.
- Devise and deliver competitions to the Senior grade(s) within the playing window and policies created and communicated by the RLN Board.
- Communicate all draws and results to RLN staff to ensure it is swiftly and effectively communicated to RLN participants.
- Ensure all Senior Competitions participants under this Committee are registered in the NZRL LeagueNet database.
- Liaise with the Rugby League Northland Referees to ensure all matches have referees appointed.
- Liaise with the Competitions Judicial Committee and Rugby League Northland Referees with regard to disciplinary matters arising from competitions and follow the Judiciary process delegated by the RLN Board.
- Provide assistance to other RLN activities relevant to these grades (ie camps, representative fixtures etc).
- Follow and review the Terms of Reference and Annual Work Plan of this committee and provide any recommendations to the RLN Board by 31 October each year.
- Keep minutes of each meeting and lodge these with the General Manager for forwarding to the RLN Board and Clubs within 7 days of circulation between RLN Board and the Senior Competitions committee.

## **Appendices**

NZRL Player Registration Form

NZRL

NZRL Team Contractual Registration Form

NZRL Team Maintenance Form

NZRL Team Card

NZRL Match Card

NZRL Send-off / Incident Report Form

## **NZRL Policies**

NZRL Code of Behaviour

NZRL Safe Play Code

NZRL Concussion Policy

NZRL Meningitis Policy

NZRL Mouth guard Policy

NZRL Smokefree Policy