



**INTERNATIONAL  
NETBALL  
FEDERATION**

**Rules Advisory Panel – Terms of Reference**

**The Rules Advisory Panel (RAP)** is authorised by the INF Board of Directors to conduct its business in accordance with the Terms of Reference as set out below. The Board of Directors may review these at any time and, when appropriate, revise to accord with the changing requirements of INF. The Panel is advisory and will make recommendations to the Chief Executive Officer (CEO) to assist INF to achieve its vision, values and strategic goals as outlined in the Strategic Plan.

**1. Composition and Membership**

- The RAP shall consist of a maximum of five (5) persons
- The Board of Directors will appoint the Chair for a maximum of four (4) years and approve the membership of the Committee
- The term of office for Panel members will be two (2) years, subject to an annual performance review by the Chair of the Panel who shall in turn report to the Board. Members may be reappointed for a further 2 years to a maximum term of 8 years in total on the panel.
- Composition of the Panel will be based on a rolling replacement process to ensure regular new members and continuity
- Applications for Membership of the Panel can be supported by Members, Regional Federations and or the Board
- The panel members must have:
  - a) Excellent knowledge of rules of netball
  - b) Knowledge of umpiring and bench officiating procedures
  - c) Good communication skills; written and oral
  - d) A good understanding of IT technologies and use of IT
  - e) Willingness and ability to travel
  - f) Friendly disposition
  - g) Project management skills
  - h) Ability to work as part of a dispersed team
  - i) Understanding and application of the aims and objectives of INF
  - j) time to fulfil the role
- The Panel may request approval from the CEO to seek the assistance of individuals with relevant practical or professional expertise to fulfil its functions such as coaches, netball players, educators or technical writers

**2. Responsibilities**

The Panel is responsible for advising the CEO and the Board and working with them to support the development and implementation of agreed priorities in the Strategic Plan, particularly, in relation to the control and review of the Rules of Netball.

In relation to International Netball the panel:

- a) Considers requests for interpretation of the Rules from a Member Association or Regional Federation submitted through the Secretariat
- b) Maintains and publish interpretations and FAQ's
- c) Prepares and publishes rules guidance and articles
- d) Attends INF umpiring and coaching conferences and meetings as required
- e) Reviews proposals to change the Rules
- f) Undertakes rules trials as required
- g) May propose changes to the Rules
- h) Prepares presentation/evidence relating to above proposals as required
- i) May present new rules to Congress
- j) Works in conjunction with the Secretariat in the editing and production of the Official Rules Text
- k) Works in conjunction with other Committees and Panels in the broader context of INF's strategic development objectives
- l) Prepares education and training resources for rules as required
- m) Develops and updates rules for other recognised forms of the game including for example Fast5 as required
- n) shall embrace the use of new and developing technologies to provide educational and training resources

### **3. Operating & Reporting Procedure**

- The Panel will be required to operate according to procedures agreed by the Panel at the start of their term of office and approved by the Board of Directors
- The Panel shall report the outcome of any responses to queries or recommendations through the Chair to the CEO
- Discussions and decisions taken by the Panel must happen in a transparent and efficient way via the appropriate means of communication in accordance with any deadlines set by the CEO and/or Board
- Any decisions circulated by email require the support of a minimum of 80% of the Panel members
- Any decisions at Panel meetings will require the support of 80% of those Panel members present.
- Non-response within the required timeframe to a request for a decision will be regarded as support for the decision

### **4. Meetings**

- The Panel may be required to attend meetings in the year of a Rules Review as approved by the Board. This will include but may not be limited to Members Congress at which rules changes will be approved. If appropriate meetings may be conducted electronically by teleconference or videoconference.
- The CEO or a representative from the Secretariat may be present at any meetings
- Meeting agendas will be prepared by the Chair and circulated to all members of the Panel no later than a week before the meeting
- Minutes will be taken at all meetings and a copy provided to the INF Secretariat.
- A report of on activities and minutes of all meetings will be circulated to the Board.
- A quorum of a minimum of 60% of the Panel shall be required for all meetings.
- In the absence of the Chair, he/she will appoint a Deputy.

## **5. Budget and spending authority**

- A budget will be set annually by INF with input from RAP
- Meeting expenses will be covered in accordance with INF's Expenses Policy
- Any other expenses must be approved through the CEO in accordance with INF's financial policy and budgets